

Request for Proposals for the Engineering and Design of the Confluence of Conservation Restoration Project



Requested by:
Anna Pfeifer
Coquille Watershed Association
390 N. Central Blvd
Coquille, OR 97423

November 4, 2024

Request for Proposals for the Engineer and Design of the Confluence of Conservation Restoration Project

Bidders shall submit their proposal pursuant to the provisions of this solicitation as a single PDF document to:

apfeifer@coquillewatershed.org

Subject line: Confluence of Conservation Restoration Project Proposal

MANDATORY PRE-PROPOSAL SITE VISIT

December 6, 2024 at 12:00PM at CoqWA office:

390 N Central Blvd, Coquille, OR 97423

The group will caravan to the site from the CoqWA office

Please RSVP to the site visit no later than December 4th.

SOLICITATION CLOSING

January 3, 2025 at 4:00 PM

(LATE PROPOSALS WILL NOT BE ACCEPTED)

Bidders are solely responsible for ensuring that the CoqWA receives the proposal. This Proposal Document is available online and by email

[\(apfeifer@coquillewatershed.org\)](mailto:apfeifer@coquillewatershed.org)

Bidders shall familiarize themselves with this entire Proposal Document.

All questions and comments about this solicitation shall be directed IN WRITING to Anna Pfeifer, CoqWA Restoration Program Coordinator, PRIOR TO DECEMBER 20th.

Email to: apfeifer@coquillewatershed.org

INVITATION TO BID

Notice is hereby given pursuant to this Request for Proposal (“RFP”) that sealed proposals (a “Proposal”) for the Confluence of Conservation Restoration project (“Project”), which is described in more detail in Exhibit A: Proposal Prospectus, will be received by the Coquille Watershed Association (“CoqWA”), up to the deadline indicated in this Proposal Document. Specifically, CoqWA intends to contract the design and permitting for improved hydrologic flows into and out of an approximately 1-acre wetland located within a cattle pasture adjacent to the North Fork Coquille River (NFCR) near the city of Myrtle Point, OR (“Site”). The Site includes an access road with one culvert and is flanked a County road, Weekly Creek Rd. Water flowing from the uplands on the other side of the County road drains into the pasture through five culverts. This proposal will be to develop designs for the project area to enhance approximately 1-acre of wetland habitat for overwintering juvenile salmonids, improve the flow of water from the adjacent uplands into a pond/wetland, and create fish passage out of the pond/wetland and into the mainstem river.

Phase I of the design and engineering phase will occur from January 13, 2024 to May 31, 2025 (end date negotiable based on data to be collected) and will result in the review of existing site data and collection and review of field data that will inform alternatives analysis and decision making on restoration designs.

Contracts will be initially awarded for Phase I and then amended for Phase II once a preferred alternative is selected (see Exhibit A for Phase 1-3 details).

The contract documents (including special provisions and specifications) are available online at www.coquillewatershed.org/contracting or requested via email: apfeifer@coquillewatershed.org. Those receiving this RFP who wish to submit a Proposal (in each case, a “Bidder”) shall furnish labor, materials and equipment necessary for completion of the design in accordance with the specifications provided in the Proposal Prospectus. The project will consist of designs with cost and quantity including but not limited to: (i) Develop hydrologic/hydraulic analysis to provide foundation for floodplain connectivity solutions; (ii) Preferred and alternate option(s) for stream crossings that will accommodate hydrology for the site and meet or exceed state and federal fish passage guidance; (iii) Preparation of permit application(s). Note: CoqWA and partners will submit and shepherd permits through State and Federal process.

See *Exhibit A: Proposal Prospectus* to obtain information on project goals, site history, current knowledge of the site hydrology and geomorphology, proposal instructions and required forms. See *Exhibit B: Site Maps and Project Information* for map of current conditions and location, site photos, and estimated project completion timetable.

Deadline, no later than **4:00 p.m., January 3, 2024**. Proposals received after this date and time will not be considered. Proposals shall be emailed to Anna Pfeifer, apfeifer@coquillewatershed.org.

Included in this Request for Proposals (RFP) is:

Exhibit A: Proposal Prospectus that includes project background, requirements for Bidders, proposal instructions (required proposal forms and the proposal review rubric are included as separate documents that can be found on the CoqWA website at www.coquillewatershed.org/contracting)

Exhibit B: Project maps and site photos

Exhibit A: PROPOSAL PROSPECTUS

LOCATION: Weekly Creek Road, Myrtle Point, OR. 43.101185, -124.075482. See maps in Exhibit B for specific location.

MANDATORY SITE TOUR: December 6, 2024 at 12:00 PM. Tour will start at the Coquille Watershed Association office at 390 N. Central Blvd, Coquille OR

PROPOSAL DEADLINE: January 3, 2025 at 4:00pm.

APPROXIMATE START: January 13, 2025 or as soon as all documents are in order.

COMPLETE: May 31st, 2025 (end date negotiable based on data to be collected)

PROJECT BACKGROUND

The Coquille watershed, spanning 1,059 miles along the southern Oregon coast, features four major tributaries that converge into the mainstem near the town of Myrtle Point. The North Fork Coquille River (NFCR) is a main tributary of the Coquille River that provides habitat for fish and wildlife and serves as the drinking water source for the 2,715 residents of the city of Myrtle Point. This basin has high salmonid production potential due to suitable spawning gravel and rearing habitat both in the upper mainstem and tributaries (CWA Action Plan, v 2.0, 1997). However, streams within the NFCR watershed are typically composed of constrained single channels with very little off-channel habitat (Coquille Subbasin Plan, 2007). Historically, coho and Chinook salmon juveniles, as well as cutthroat trout and other species, would have used wetlands heavily. Nickelson (2007), estimated that these types of habitats were capable of rearing sufficient number of coho juveniles to produce 11-17 returning coho adults for every acre of high functioning floodplain wetland. In the Coquille basin functional floodplain and wetland habitats represent <5% of historical acreage due to their conversion to pastureland. Consequently, lack of slow-water refugia and off-channel habitat has been identified as a critical limiting factor affecting Oregon Coast ESU coho recovery.

In 2023, the CoqWA Monitoring Program and agency partners began fish surveys in off-channel ponds located within floodplain pastures in the Coquille River watershed. The surveys of these ponds led to the continued discovery of use by very large numbers of juvenile salmonids for overwinter habitat. However, come springtime, when daylight hours and water temperatures increase, the fishes receive the signal to return to the mainstem of the river but are trapped in the ponds due to decreased flows/flood events and lack of pond-to-mainstem connectivity.

CoqWA, in partnership with multiple landowners, the City of Myrtle Point, Oregon Dept. of Fish and Wildlife, and Bureau of Land Management are now seeking to expand off-channel refugia habitat for fish and wildlife by improving connectivity of a 1-acre pond with the mainstem river through wetland restoration, road infrastructure upgrades, and creation of floodplain channels for rearing of native fish and other wetland obligate species. This 1-acre pond typically remains partially inundated into the month of August, and in some years surface water remains year-round. Water reaches this depression in the landscape via precipitation, the flow of water from the uplands through five culverts that divert water into the pasture, and bankfull flooding of the mainstem NFCR. CoqWA implemented one fish survey in March

2024, finding and tagging approximately 50 coho salmon juveniles, suggesting that the fish are entering the pond from the mainstem during high water events. However, this pond does not have a definitive outlet to allow fish to exit or a channel in which they can follow into the mainstem river. The CoqWA requires landscape scale analysis to determine the feasibility of creating/restoring a floodplain channel from the pond to the mainstem river that will lead to the implementation of a floodplain connectivity project.

The Confluence of Conservation Restoration Project aims to promote ecosystem resilience in balance with economic prosperity utilizing a working lands concept. This is a small pilot project, relatively speaking, within the Coquille watershed geared towards demonstrating how off-channel ponds located within livestock pastures can be utilized during the late fall to early spring months as salmonid overwintering habitat, when not in use by grazing animals. The goal of this project is to find win-win solutions for providing fish and wildlife habitat and improving drinking water quality through wetland filtration services with little sacrifice to the landowner's bottom line.

Phase I of this design phase seeks to collate existing site data and complete field data collection to inform an alternatives analysis and decision making on restoration designs. Phase II of this design phase will result in development of an alternatives analysis that will address the following issues: 1) lack of floodplain connectivity; 2) hydrological constrictions; 3) pond/wetland habitat improvements. Phase III will result in the development of the preferred alternative, finalized engineered designs, secured permits, cost estimates, and bidding documents.

PROJECT OBJECTIVES

- 1) **Collate existing site data and complete field data collection to inform alternatives analysis and decision making on restoration designs (Phase I).** Field data collection will include at a minimum: topographic and bathymetric surveys, surveying existing road infrastructure; validating LiDAR, and geotechnical exploration for the County culverts if appropriate. The selected engineering firm will coordinate with CoqWA to collate existing data and begin field data collection to fill any current data gaps that will inform the alternatives analysis. A Wetland Delineation Report may also be produced.
- 2) **Develop an alternatives analysis for restoring the floodplain into a functioning wetland representative to historical conditions (Phase II).** Using data collected in Objective 1, we will determine what suite of restoration actions that will be feasible and necessary to achieve our desired goals to create conditions which allow native salmonids to exit the wetland pond.
 - a. **Variables for Alternative Analysis:**
 - Floodplain and Wetland Analysis: In what is currently the pasture, we are proposing the construction of at least one channel that will direct the flow of water from the uplands/road to an existing pond/wetland, then out of the pond/wetland and into the mainstem river. There are five culverts that facilitate the flow of water onto the pasture within the Site.
 - Access Road & Culverts: There is one culvert within the pasture that directs water to an artificial swale. Designs will need to determine where culverts and crossings will be removed/replaced/constructed to aid in the flow of water while allowing for vehicle and livestock crossing.
 - County Culvert Upgrade: There are five culverts that drain the adjacent hillslope across the county road, at least two of these may need to be replaced, and possibly resized.

- 3) **Take selected preferred alternative to Engineer Stamped level designs, develop a costs analysis, provide permitting, bidding and contracting support for implementation (Phase II).** Engineered restoration designs will be developed for the selected preferred alternative. All stream crossings will meet fish passage requirements, engineering standards, and all other regulatory requirements. Permitting will be dependent on the preferred alternative design chosen. Permit applications will be ongoing during the engineering process and will require finalized designs or submittal. Contractor will also be responsible for the submission of the Wetland Delineation Report. SHPO review and concurrence will also be obtained outside of this contract and will require finalized designs for submittal. SHPO Clearance will also be obtained outside of this contract.

SCOPE OF WORK & TASKS

The Proposal will require the contractor obtain data sufficient to determine how best to restore floodplain hydrology. Contractor will work closely with the Project Team and regulatory partners to ensure restoration design is in compliance with federal and state fish passage requirements and is compatible with the long-term goals for the site. The work shall be designed to standards for which permits can be obtained and the following tasks will be met:

- 1) Project administration, meetings and existing data review: Includes personnel time and expenses related to coordination with partners and review and analysis of existing data, including LIDAR, FEMA floodplain maps, tidal datum, and USGS stream flows. Routine client communications and coordination including phone calls and meetings will be conducted as needed. A detailed project schedule will be developed with project partners and kept up to date. Invoices, work summaries, and budget updates will be provided when requested by CoqWA. CoqWA and regulatory agencies will provide guidance related to regulatory sideboards and acceptable outcomes.
- 2) Use of Existing Information: The Contractor may use the existing data and reports to develop the design alternatives. The following Coquille basin and project-specific documents are available (via electronic copy) to prospective Bidders upon request:
 - a. LiDAR information – access via DOGAMI
 - b. Coquille River Sub-Basin Plan
 - c. Oregon Coast Coho Conservation Plan for the State of Oregon
 - d. ODFW Fish Passage Criteria
 - e. NMFS Fish Passage Criteria
- 3) Field Data Collection: It is anticipated that the following data will be needed: topographic surveys to produce bathymetry and floodplain elevations, site assessment, and geomorphic field data. Surveying existing road infrastructure to address drainage of the adjacent hillslope into the pasture, and validating LiDAR. A prospective Bidder may recommend additional data collection. CoqWA staff will download and provide data to the selected engineer through the data collection period. Partners will evaluate and provide feedback on field data summaries.
- 4) Hydrology and Hydraulics: The Contractor will evaluate site hydrology and hydraulics and how they relate to topographic relief and floodplain connection. A hydraulic model will be developed for various seasonal levels and elevation scenarios. The Contractor will use the hydraulic model to analyze flow parameters to determine how to effectively connect the floodplain to the NFCR and remove

hydrologic constrictions while maintaining vehicle access roads. The assessment will be used to predict the effects of the project on the site's current function and be sufficient to produce an engineered-stamped document showing compliance with FEMA floodplain rules. Project partners will evaluate and provide feedback on data and analyses.

- 5) Restoration Plan and Alternatives Analysis: A restoration plan including concepts and cost estimates will be developed for the project in collaboration with project partners. The alternative analysis will include various restoration scenarios that range from passive methods (e.g. do nothing) to more intensive restoration pathways (i.e. floodplain channel excavation). All restoration methods recommended will seek to effectively increase pond-to-mainstem connectivity. Contractor will work closely with project partners to ensure that restoration design concepts are compatible with the project's goals. This task will consider fluvial hydrology and hydraulics; consider geomorphology, watershed dynamics, flood impacts, ecological community impacts, drinking water quality, and landowner use. Project partners will also provide input into alternatives development.
- 6) Permits: The Contractor will also be responsible for working with and attending onsite meetings if necessary with the different permitting agencies to complete designs in accordance with and obtain the required permits and reviews for the project. Permits required will be determined based on the preferred alternative selected. Contractor will provide applicable information for necessary permits and CoqWA will submit and shepherd the permits through the regulatory process.
- 7) Engineering Design Development: Project components will be developed initially to provide a 30% level design vetted through all regulatory agency staff and the project team. Following approval of the 30% design, project partners will reevaluate the design at the 60% level and give approval for the preparation of construction-ready designs. 60% designs will include a preliminary cost estimate for grant writing purposes and draft permit applications.
- 8) Final Development: At the 100% level of design, the Contractor will provide construction contract documents, including technical specifications for the proposal documents which should include all federal and state environmental and construction project criteria, and construction cost estimates. Engineering will need to evaluate aspects of the future project implementation. Project cost evaluation will need to include consideration of measures that minimize adverse effects to the environment, such as:
 - a. Minimally-sized, low pressure tires, minimal hard turn paths for tracked vehicles). All Equipment will be cleaned and free from foreign materials and noxious weeds to prevent the introduction of invasive and/or damaging species.
 - b. All equipment used for instream work will be cleaned for petroleum accumulations /leaks repaired prior to entering the project area. Equipment will be cleaned of non-native plant seeds/material prior to entering the project area. Equipment shall be inspected and approved by the Project Inspector prior to the start of operations.
 - c. Use of biodegradable hydraulic fluid in all machinery that will dig in wetland habitats (primarily excavator).
- 9) Bid Support and Pre-construction meeting: The Contractor will help CoqWA develop bids for restoration actions chosen and attend an initial preconstruction meeting with the project team. Engineer construction oversight and inspections will be covered in a separate contract. The award of

this contract does not necessarily guarantee the award of the construction oversight and as-built reporting contract.

CULTURAL RESOURCES

Cultural clearances must be obtained prior to any ground disturbance associated with site exploration through all appropriate state and federal agencies. If, in connection with operations under this project, the Contractor, subcontractors, or the employees of any of them, discovers, encounters, or becomes aware of any objects or sites of cultural value on the project area, such as historical or prehistorical ruins, graves, grave markers, fossils, or artifacts, the contractor shall immediately suspend all operations in the vicinity of the cultural value and shall notify the CoqWA of the findings. Operations may resume at the discovery site upon receipt of written instructions. No objects of cultural resource value may be removed. CoqWA will be working with local tribes and SHPO on obtaining clearance throughout the phases of this project. CoqWA may request reports or information from engineers to provide to tribes and SHPO at any time throughout this project.

DELIVERABLES

Phase I:

- 1) Site survey of elevations
- 2) Bathymetry assessment
- 3) Hydrologic/hydraulic analyses
- 4) Wetland Delineation report (as needed)

Phase II:

- 1) Alternatives analysis of restoration designs to achieve floodplain connectivity, including recommendation for access road crossings, county road culvert constrictions, creation of stream channels, and wetland habitat improvements.

Phase III:

- 1) Alternative selection and completion of 30% designs
- 2) Perform (if not completed in Phase I) and submit Wetland Delineation Report
- 3) Engineering Design Development up to 60% designs
- 4) Permitting assistance (development of permit materials as noted in scope of work)
- 5) 90% Engineering Designs to meet construction standards
- 6) 100% finalized designs
- 7) Bid Support for hiring of a contractor

EXAMINATION OF SITE, PROPOSAL DOCUMENTS, PERMITS, ETC.

Before submitting a Proposal, each Bidder shall be responsible for: (i) becoming fully acquainted with the site and the conditions relating to the work, in order to understand fully the facilities, difficulties, and restrictions attending the execution of the Work; (ii) carefully examining each component of the Proposal Documents and any other available supporting data, in order to become thoroughly familiar with all of the requirements; and (iii) obtaining for itself, at its own cost and expense, copies of all agency and association guidelines and standards cited in the proposed Contract and necessary to perform the Work. No failure or omission of any Bidder to receive or examine any such information or to visit the Site and become acquainted with the conditions existing at the Site shall in any way relieve such Bidder from obligations with respect to its Proposal, any Contract entered into with such Bidder, or the Work, and the submission of a Proposal shall be taken as *prima facie* evidence of compliance by the submitting Bidder with the requirements of this paragraph.

SELECTION AND EVALUATION CRITERIA

Proposals will be evaluated by a Selection Committee that, after a review of written proposals, may choose to also conduct a personal interview. Selection Committee will include at minimum the CoqWA Restoration Program Coordinator and Executive Director, and may include applicable third party partners (agency staff, tribal staff, easement holder, and/or landowner). The evaluation rubric will be provided for Bidder(s) to be aware of selection criteria. Proposal evaluation will be based on the ability of the Bidder to meet the specifications for the tasks described in this RFP in a timely fashion. Previous work within tidal systems is a benefit but not required. Selection will also be based on the ability of the Bidder to work in a cooperative manner with CoqWA staff and project partners on the Project. CoqWA will generally not disclose the status of any award until the appropriate authority at CoqWA has approved the award of a Contract. Normally, the awarding of a Contract or Proposal rejection will occur within 10 calendar days after Proposal opening. If the selected Bidder and CoqWA agree, this deadline may be extended, but CoqWA reserves the right: (i) to award multiple Contracts for parts of the Work; (ii) to consider such criteria as it may deem appropriate with respect to the Project; (iii) to reject any or all Proposals; and/or (iv) not to proceed with the Work and/or the Project (or any part thereof); all in the exercise of its sole and absolute discretion. CoqWA will provide a written notice of its intent to award a Contract to the successful Bidder(s) (in each case, a "Notice of Intent to Award Contract"), and any submittals required to be submitted to CoqWA within a certain number of days after award is made will count from the day that the Notice of Intent to Award Contract is given. The actual award shall, however, be dependent on full execution of the Contract(s) and submission by the successful Bidder(s) of all other required documents.

EVIDENCE OF RESPONSIBILITY

Upon the request of CoqWA, a Bidder whose Proposal is under consideration for the award of a Contract shall submit promptly to CoqWA satisfactory evidence showing the Bidder's financial resources, construction experience, and organization available for the performance of the Work.

RIGHT TO AWARD OR REJECT

This RFP does not obligate CoqWA to award a contract. CoqWA reserves the right to reject any and all proposals and to further amend or refine a proposal and negotiate a contract with one of the proposers. CoqWA reserves the right to offer a contract to other than the lowest cost bidder based on other evaluation criteria.

CONTRACT REQUIREMENTS

It is the desire of CoqWA to enter into a contract that includes all of the services necessary to achieve the goal of the project, whether or not those services are specifically outlined or described in this RFP. This project includes federal funds, therefore the selected firm must be able to comply with any specific federal provisions and regulations that may apply to such a federally funded contract and may be required to sign certain assurances related to applicable federal or state laws.

WAIVER OF INFORMALITIES

CoqWA reserves the right to waive minor informalities contained in proposals, when in the Association's sole judgment, and it is in the best interest of the Association to do so. CoqWA may also reject any Proposal not in compliance with all prescribed requirements, including the requirement to demonstrate the Bidder's responsibility and may reject for good cause any or all Proposals upon a finding by the CoqWA that it is in the public interest to do so, in accordance with OAR 137-049-0440

PROPOSAL ERRORS AND WITHDRAW

A Bidder may withdraw their Proposal at any time prior to the date and time that Proposals are due, by means of written notice which is given to CoqWA at the address for submission of Proposals which is given above. A Bidder may also modify and/or resubmit its Proposals at any time prior to the date and time that Proposals are due.

BIDDERS INTERESTED IN MORE THAN ONE PROPOSAL

No person, firm, or corporation shall be allowed to make, file, or be interested in more than one Proposal for the Work. However, a person, firm, or corporation which has submitted a sub-proposal to a Bidder, or which has quoted prices of materials to a Bidder, is not thereby disqualified from submitting a sub-proposal or quoting prices to other Bidders or making its own Proposal.

COSTS INCURRED

The Coquille Watershed Association accepts no liability for any costs incurred by respondents in the preparation or presentation of proposals.

INQUIRES

Questions concerning this request for proposals should be directed in writing to: Restoration Program Coordinator, Anna Pfeifer, Email: apfeifer@coquillewatershed.org

Each Bidder shall promptly notify CoqWA of any discovered conflicts, ambiguities, or discrepancies in or between, or omissions from, the Proposal Documents. Bidders should note that questions received less than two calendar days prior to the date scheduled for opening of the Proposals may not be answered. Any interpretation or correction of the Proposal Documents will be made only by Addendum, and a copy of such Addendum will be sent directly to each Bidder. No oral interpretations of any provision in the Proposal Documents will be made to any Bidder.

MILESTONES (PHASE I ONLY)

Mandatory Site Visit	December 6, 2024
Proposal Due Date	January 3, 2025
Anticipated opening of Proposals:	January 6, 2025
Successful Bidder(s) to provide contract/all paperwork to CoqWA:	January 10, 2025
Start date:	January 13, 2025
Completion date:	May 31, 2025 (end date negotiable based on data to be collected)

PROPOSAL INSTRUCTIONS: Proposals must be received on or before 4:00pm, on January 6, 2025. Proposals shall be emailed and/or delivered to:

Email:

Anna Pfeifer

apfeifer@coquillewatershed.org

Subject line: Confluence of Conservation Restoration Proposal

Proposals shall include, at a minimum, the following items:

- A. **Proposal Forms completed.**
- B. Please **provide a work plan** to accomplish the Project goals as described in the RFP, including a description of the work product, time estimates for each task, personnel to be assigned (where possible, individual staff members and titles should be provided), and costs, taking into account the proposed timeline for completion of the Work indicated in the RFP. The work plan should include a detailed, itemized budget justification including rates for personnel, travel, material and supplies purchases, equipment usage, etc. Budget justification should include unit amount, per unit cost, and total cost for each budget line item. Please itemize the Budget to separate the costs for Phase I and Phase II referred to in PROJECT OBJECTIVES.
- C. A written statement affirming your ability to undertake and complete this work in a timely fashion from January 13, 2025 through or before May 31, 2025 (end date negotiable based on data to be collected).
- D. A signed statement that you can and shall provide the Insurance requirement as listed.

Proposals must not contain any erasures, interlineations, or other corrections unless each such correction is suitably authenticated by affixing in the margin immediately opposite the correction the surname or surnames of the person or persons signing the Proposal, in the named person's own handwriting. In order for a Proposal to be considered responsive, it must contain all of the documents and information which are required by this RFP, with signatures and notarization as indicated, and it must: (i) cover the complete scope of work as defined in the RFP; (ii) not include any exclusions or qualifications and (iii) include additive, alternate, unit and lump sum costs as listed on the proposal forms. Proposal prices must (where applicable) be F.O.B. at the Site, with all transportation and handling charges paid by the Bidder.