



June 23, 2017

REQUEST FOR PROPOSAL

BEAR CREEK WATERSHED ASSESSMENT AND DESIGN

The Truckee River Watershed Council (TRWC) seeks to hire a consultant to complete a final watershed assessment of the Bear Creek watershed, design three to five priority restoration projects, provide assistance in completing environmental compliance documents, and complete basic pre-project monitoring (Bear Creek Assessment and Design).

The goal of the Bear Creek Assessment and Design is to provide the science and design information needed to direct restoration and protection projects within the Bear Creek watershed.

Consulting services to encompass all labor, materials, equipment, facilities, and incidentals required for completion of the scope of work.

The consulting firm shall have demonstrated experience in geomorphic and water quality analysis as well as experience with designing and implementing restoration projects. The consulting firm must be willing to work with the Truckee River Watershed Council, the primary stakeholder the US Forest Service (USFS), and other stakeholders including other public agencies, non-profits, USFS Special Use Permit holders, and various private landowners.

PROPOSAL DEADLINE

Proposals must be received electronically (.pdf format) by 5PM on Friday, July 21, 2017.

PROPOSAL SUBMISSION

Submit proposals electronically (.pdf format) to: mprestowitz@truckeeriverwc.org

Please direct all questions to Michele Prestowitz at TRWC, (530) 550-8760 x 4.

INTRODUCTION AND BACKGROUND

Project Overview

Bear Creek, a tributary to the Truckee River, is located in Placer County, six miles northwest of Tahoe City. The creek flows southeast from its headwaters at Alpine

Meadows Ski Resort to the confluence with the Truckee River approximately three miles downstream.

The creek was briefly 303(d) listed for sedimentation/siltation, but it was de-listed in 2006. TRWC water quality monitoring shows that Bear Creek exceeded state standards for nitrate and phosphorous on at least one occasion. The Truckee River is 303(d) listed for sedimentation/siltation and a TMDL was adopted in 2008 (LRWQCB). Bear Creek contributes significant sediment to the Truckee River.

The watershed itself provides a variety of important habitats including deer fawning habitat, freshwater streams, forested uplands, wetlands, and meadows.

The pattern of land use in the Bear Creek is complex. The USFS owns the majority of the land, with Special Use Permits granted to the Alpine Meadows Ski Resort and the Alpine Meadows Stables. Private residential and commercial development is heavily concentrated in the lower watershed. Municipal water is supplied to these subdivisions by the Alpine Springs County Water District, which diverts and stores spring water from the upper watershed. Placer County and Caltrans manage roads in the area, and winter road maintenance is a primary concern. Year-round recreational use is significant including skiing, hiking, mountain biking, and equestrian.

Despite these impacts, significant potential for restoration exists. Much of the land is preserved as permanent open space under the ownership of either the USFS or the California Tahoe Conservancy.

TRWC, in conjunction with the USFS, completed a sediment-based assessment and treatment plan of several tributaries to the Truckee River on USFS land, including Bear Creek (TRWC, 2016). This assessment identified significant restoration opportunities in the area. This current project will build on these findings.

The current phase of the project for this RFP includes:

- Supplemental assessment
- Project design
- Environmental compliance assistance
- Pre-project monitoring

Future phases of the project, not included in this RFP, include:

- Construction
- Post-project monitoring

Existing Studies and Previous Work

Bear Creek portions of [Middle Truckee River Tributaries Sediment Source Assessment Prescription Plan, TRWC/USFS, 2016](#)

530.550.8760
P.O. Box 8568
Truckee, CA 96162
www.truckeeriverwc.org

[Removing Bear Creek from the 303\(d\) list for sedimentation/siltation, SWRCB, 2006](#) and [Bioassessment Report prepared for Alpine Meadows, Chan, 2001](#)

[Total Maximum Daily Load For Sediment, Middle Truckee River Watershed, LRWQCB, 2008](#)

Bear Creek portions of [EDAW. 2006. Truckee River Corridor Access Plan. Prepared for: Placer County Planning Department.](#)

The US Forest Service – Tahoe National Forest has LiDAR for the project area: <http://opentopo.sdsc.edu/lidarDataset?opentopoID=OTLAS.032017.26910.2>

WORK TO BE COMPLETED

Scope

Task 1. Meetings. Four meetings are expected with TRWC staff and partners. This includes a project launch, review of assessment findings to prioritize restoration opportunities, review of 60% design plans for the sites proposed for restoration, and a review of 90% design plans.

Task 2. Assessment. Consultant will review existing data and complete additional assessment. It is anticipated that supplemental assessment work will be needed on USFS land in coordination with USFS staff, and complete assessment of non-Forest Service land.

A Final Assessment will address:

- Watershed Attributes - describing the main natural and social history of the basin including hydrology, geology, geomorphology, water quality, water management, landscape and natural habitats
- Disturbances History – describing the natural and anthropogenic disturbances to land and water in the watershed, linked to sources of disturbance, problems, or stress with a short discussion of estimated magnitude of future impacts.
- Existing Condition - summarizing the current state of the watershed, where the ecosystem is functioning, areas of impairment, comparison of conditions and processes (hydrologic, geomorphic, etc.) to reference sites to the extent possible.
- Restoration and Protection Opportunities - a list of restoration projects based on information collected; large- and small-scale projects; for each project include outcomes/results, restoration actions, relevant constraints to implementation, and budget range, prioritized by beneficial impact to habitat and water quality.

530.550.8760
P.O. Box 8568
Truckee, CA 96162
www.truckeeriverwc.org

Task 3. Design. Based on the findings of the assessment, we will complete design of three to five priority projects. Expected projects include stream and meadow restoration, habitat improvement, and sediment reduction. This may include projects on USFS land or not.

Consultant will produce 60% and 90% restoration design plans. The 60% design should include (but is not limited to) all major project features, access routes, stockpile and staging areas. At this stage, consultant will participate in a field design review with TRWC, USFS, and any other necessary stakeholders to discuss proposed project design elements, landowner constraints, and construction considerations (included in Task 1). The goal of the field review meeting is to gain consensus to move forward to 90% design.

The 90% design plans and specifications should include (but are not limited to) all major project features, access routes, stockpile and staging areas, materials estimates, and a detailed itemized cost estimate. The design plans will include an erosion control plan and revegetation plan.

Task 4. Environmental Compliance and Permit Assistance. NEPA is completed for work identified in the Middle Truckee River Tributaries Sediment Source Assessment Prescription Plan, TRWC/USFS, 2016.

However, CEQA and permits that are anticipated for project construction may include: 401 Water Quality Certification (Lahontan Regional Water quality control board), Nationwide 27 Authorization (US Army Corps of Engineers), 1600 Lakebed and Streambed Alteration agreement (CA Dept. of Fish & Wildlife), and Placer County grading and general construction permit. Consultant will provide CEQA and permit assistance such as cut and fill quantities and areas of disturbance by habitat type to complete environmental permitting. Maps and drawings for permit applications may also be needed: construction drawings showing areas of wetland/Waters of the U.S. impacts as needed, construction access routes, stockpile and staging areas, and 100-year floodplain. Permitting needs will be discussed with partnering agencies during the field design review (see Task 3).

Consultant will develop a Stormwater Pollution Prevention Plan required for Construction General Permit/NPDES application to the State Water Resources Board. The SWPPP will be completed by a Qualified SWPPP Developer (QSD).

Task 5 Pre-Project Monitoring. Pre-project monitoring will establish baseline conditions for the proposed projects, and may include surface water monitoring, sediment reduction monitoring, vegetation cross-sections, and photo-documentation. A monitoring report will include all data and a discussion of project effectiveness.

Task 6. Coordination and Reporting. Consultant will coordinate with TRWC staff regarding the status of the project, as well as design issues. Consultant will produce quarterly invoices and progress reports and submit to TRWC by the 25th of the last month of the

calendar quarter (March 25th, June 25th and Sept. 25th). Copies of all survey or other data collected and analyses will be provided to TRWC in electronic form (Word, Excel, or Adobe pdf).

Deliverables

- Initial scoping meeting with TRWC project team
- Participation in and presentation to four stakeholder meetings convened by TRWC;
- Final Assessment
- 60% and 90% restoration design plans for three to five priority projects determined by assessment;
- Estimates of cut and fill quantities and area of disturbance by habitat type needed for permitting;
- Monitoring report;
- Digital copies of all photographs, data collection and analysis, and design/GIS-based survey data in electronic form;
- Quarterly progress reports and invoices.

Timeline

Task	Deadline
Proposals Due	July 21, 2017
Interviews	w/o July 31, 2017
Scope of Work and Contracting	Aug 11, 2017
Stakeholder Launch Meeting	w/o Aug 21, 2017
Assessment findings, Restoration Opportunities Report & Stakeholder Meeting	Sept 2017
60% Design, Field Review & Stakeholder Meeting	Oct 2017
90% Design & Stakeholder Meeting	Jan 2018
Quarterly Progress Reports & Invoices	Mar 25, June 25, Sept 25, Dec 15

Budget

The maximum budget available is \$120,000. Cost effectiveness will be considered during proposal evaluation.

PROPOSAL FORMAT

There is no page limit, but *20 pages or less is preferred*. Concise writing and graphics are greatly appreciated.

Detailed Work Plan

Scope: Define specifically the scope of services to be provided to complete the above described analyses and design. The contractor may elect to suggest modifications to the scope above. Include estimate time schedule of the major tasks to be accomplished.

Objectives: Identify and discuss briefly the specific objectives you will achieve through the conduct of the services within the project, as defined and specified above.

Detailed work approach: Discuss in detail each of the activities you will conduct to achieve the scope and objectives defined and identified above. Please specifically address work components outlined in the "proposed project" section above, and elaborate as needed. Modifications to the components listed in the work statement can be included. Technical merit and details of work proposed will be heavily weighted in proposal evaluation.

Cost Proposal

Personnel costs: Itemize by task to show the following (include subcontractors):

- Name and title
- Estimated hours per staff person, per task
- Rate per hour
- Total cost per task

Support costs: supplies, printing, postage, etc.

Transportation: Travel expenses directly related to the contract services. Mileage must be charged at the current IRS rate.

Other costs: Show costs and expenses that do not fall within the other categories.

General overhead and administrative charges not allowed.

Background and References

Include experience in geomorphic watershed assessment, project design, and water quality analysis; list the specific projects which demonstrate this experience.

Include a duty statement and resume of each key person to be assigned to the project, by name and title, with experience in pertinent fields. If subcontractors will be used, include a description of those persons or firms including a description of their qualifications.

Provide a minimum of three references for similar projects, with name and phone number.

CONTRACT TERMS AND AGREEMENT

Once a contractor is selected, TRWC will negotiate a satisfactory contract and reasonable fee for the services needed. In the event a satisfactory agreement cannot be negotiated with the top ranked qualified firm, the negotiations shall be terminated with the firm and the negotiations continued with the remaining qualified firms in order of their ranking.

When the contract for the Bear Creek Assessment is awarded, these terms will apply.

Payments

Progress payments for services performed shall be made in arrears upon receipt and approval of contractor's detailed invoices indicating costs and obligations incurred and services rendered to date. Payments will be made quarterly.

Changes in Personnel

Contractor's key personnel as indicated in contractor's response to this RFP may not be substituted without the written consent of the TRWC Project Manager. This will be monitored and enforced by TRWC.

Termination for Convenience

TRWC may, at its option, terminate the contract at any time upon thirty (30) day written notice to contractor. Contractor may submit written request to terminate only if TRWC should substantially fail to perform its responsibilities as provided in the contract. If terminated, contractor will be compensated for costs incurred up to the time of the termination notice for work satisfactorily completed. In no event shall payment of such costs exceed the contract price.

Unique Billing of Work

All work produced for the project will be original for TRWC, and will not have been billed to other clients previously. Work produced under the contract with TRWC will be billed only to the contract with TRWC and not to other clients or funders.

Liability Insurance

Contractor shall provide before entering the premises and shall maintain in force during the term of this contract the following liability insurance:

- General Liability
- Motor Vehicle Liability

530.550.8760
P.O. Box 8568
Truckee, CA 96162
www.truckeeriverwc.org

Each policy of liability insurance described above shall be in an amount of not less than one million dollars (\$1,000,000) per occurrence for bodily injury and property damages combined.

Quarterly Progress Reports

Contractor to provide quarterly progress reports and meet with TRWC representatives upon reasonable notice to allow TRWC to determine if the contract is on the right track, whether the project is on schedule, provide communication of interim findings, and afford occasions for airing difficulties or special problems encountered so that remedies can be developed. All reports will be in Microsoft Word or Adobe pdf format. Data shall be provided in Microsoft Excel files as appropriate.

Quarterly Invoicing will include detail of task, delineated staff by name, hours, rate, total for the period, and remaining amount. Reports will be submitted in Microsoft Word/Excel or Adobe.

530.550.8760
P.O. Box 8568
Truckee, CA 96162
www.truckeeriverwc.org

Middle Truckee River Watershed

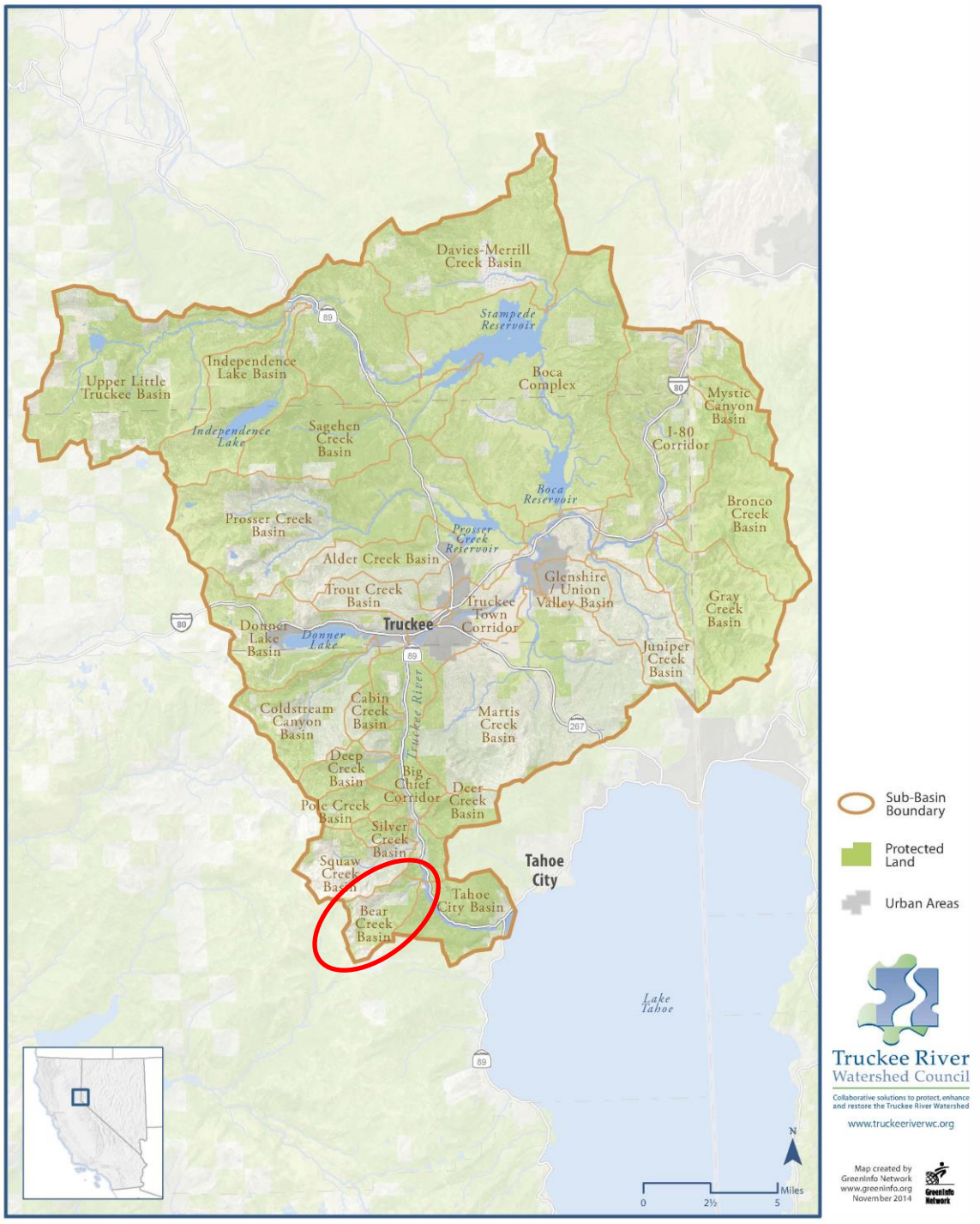


Figure 1. Middle Truckee River Watershed and Bear Creek.

530.550.8760

P.O. Box 8568

Truckee, CA 96162

www.truckeeriverwc.org

Truckee River Watershed Council is a nonprofit 501(c)3 organization.