

# TRUCKEE RIVER WATERSHED COUNCIL

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PO Box 8568  
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[www.truckeeriverwc.org](http://www.truckeeriverwc.org)

## MARTIS WILDLIFE AREA RESTORATION PROJECT: DESIGN COMPLETION & CEQA PREPARATION

Request for Bid: Addendum 1

Request for Bid issued: June 30, 2017

Addendum 1 issued: July 19, 2017

The following requests for additional information were received by 5:00pm on June 6, 2017.

Please reference these answers in submittal of proposals.

**1. Are the 95% Design Plans for Martis Mainstem available for review?**

Yes, the Mainstem Martis Creek Restoration 95% Design can be found on our website at <https://www.truckeeriverwc.org/library/>.

Martis Wildlife Area Restoration Intermediate Design Plans for the Culvert Replacement and Stream Restoration, Lookout Mountain Tributary, and Middle Martis Creek Headcut sites are also available at <https://www.truckeeriverwc.org/library/>.

**2. Do you know the total disturbance acreage?**

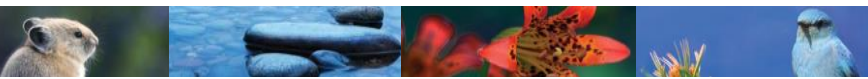
No, we do not know the total disturbance acreage.

**3. Permitting is not included in the project?**

Correct. See Task 1.6 for further detail.

**4. Will there be project monitoring in future phases of the project?**

Yes, project monitoring will be in future phases of the project.



June 30, 2017

## REQUEST FOR BID

### MARTIS WILDLIFE AREA RESTORATION PROJECT: DESIGN COMPLETION & CEQA PREPARATION

Consulting services to encompass all labor, materials, equipment, facilities, and incidentals required to:

- Completion of restoration design for three of four sites in the Martis Wildlife Area Restoration Project
- Preparation of California Environmental Quality Act (CEQA) documents for Martis Wildlife Area Restoration Project (all four sites)

The consulting team shall have demonstrated experience in hydrologic and geomorphic analysis, restoration design, and CEQA preparation. The team must be willing to work with the Truckee River Watershed Council (TRWC) – project lead, the US Army Corps of Engineers (COE) - land manager, and the Northstar Community Services District (NCSD) - CEQA lead agency and a small number of adjacent landowners.

## DEADLINE

Proposals must be received electronically (.pdf format) by 5:00PM on Friday, August 4, 2017.

## SUBMISSION

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

## REQUESTS FOR ADDITIONAL INFORMATION

Please direct all questions to Michele Prestowitz, [mprestowitz@truckeeriverwc.org](mailto:mprestowitz@truckeeriverwc.org), (530) 550-8760 x4#. If formal responses are needed, these will be published in our e-newsletter and posted to [www.truckeeriverwc.org](http://www.truckeeriverwc.org) in the "News" section. Please sign up for the e-newsletter and/or check the website for updates.

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## TIMELINE

Activity	Completion Date
Bids Due	Aug 4, 2017
Interviews	Week of Aug 7, 2017
Scope of Work and Contracting	Aug 14, 2017
Launch Meeting: CEQA	Week of Aug 21, 2017
Launch Meeting: Restoration Design	Week of Aug 21, 2017
60% Design, Field Review & Landowner Meeting	Oct 2017
Final Design & Landowner Meeting	Jan 2018
CEQA Draft	December 2017
CEQA Filing	January 2018
Quarterly Progress Reports & Invoices	Mar 25, June 25, Sept 25, Dec 15

## INTRODUCTION AND BACKGROUND

### Location

The work requested here is located near the Town of Truckee, in the Martis Creek watershed of Placer County, in the Martis Wildlife Area managed by the COE.

### Martis Watershed Assessment

Many stream reaches and sections of meadow in the Martis Wildlife Area are significantly degraded. A number of sites have been identified as opportunities for restoration to improve water quality, enhance existing wetlands, and improve wildlife habitat (Martis Watershed Assessment, 2012).

### Martis Wildlife Area Restoration Project

This project includes the four sites described below. Design is completed for one of the four sites –the Martis Mainstem site. The current phase of work is to complete design for three (3) of the sites and complete CEQA for the project, anticipated to be a Mitigated Negative Declaration.

#### 1. Martis Mainstem site.

*NOTE: This site has 95% restoration design plans completed. No work for this site is being requested in this RFB.* Martis Creek, a tributary to the Truckee River, supports one of the largest Sierran meadows in the Middle Truckee River Basin. Martis Creek has been altered and modified by legacy logging impacts, historical land-uses, base level changes from reservoir operations, and transportation infrastructure. The channel is incised with frequent

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floods confined within a single channel. Absent of overbank flows, former wet meadow has converted to dry uplands with continued loss in meadow and floodplain habitats. However, nearly unlimited open space combined with limited risks to current infrastructure or private property provide an opportunity to rejuvenate geomorphic processes. Restoration or re-naturalization of channel processes are proposed to reconnect an incised channel to its former floodplain and support floodplain and meadow functions.

Approximately 1.6 miles of eroded stream and associated riparian and meadow habitat will be addressed by this restoration project. The Martis Watershed Assessment estimated that approximately 75% of the erosion along this reach of Martis Creek could be eliminated through restoration.

## 2. Culvert Replacement and Stream Restoration (Reach 9, Martis Watershed Assessment, 2012).

This site includes replacement of two culverts on an un-named tributary to Mainstem Martis Creek, located on a trail crossing from USACOE Wildlife Viewing Area. Visual erosion around the culverts was documented in 2011; flooding and ice this past winter has caused partial or complete failure of the culvert. Project design is anticipated to include culvert replacement with appropriately sized culverts, bottomless culverts or free-spanning bridge and any associated channel or streambank restoration.

## 3. Middle Martis Creek Headcut.

This site is located on Middle Martis Creek, upstream from the confluence with Martis Mainstem Creek. Road alignments and historic ranching have led to the formation of a ditch and three- to four- foot headcut in the meadow possibly affecting local groundwater levels and meadow vegetation and habitat. Potential actions include filling the channel to restore meadow hydrology adjacent to channel. Additional design elements may be incorporated to minimize future erosion.

## 4. Lookout Mountain Tributary (in Reach 4, Martis Watershed Assessment, 2012).

This is an unnamed tributary with headwaters in Lookout Mountain Meadow. The channel is incised from historical channel straightening, diversions, and modern era recreation. Potential restoration actions may include wood check dams, bank regrading and planting, and/or temporary exclusion fencing.

### Existing Studies and Previous Work

- Martis Watershed Assessment
- 95% Design Plans for Martis Mainstem
- Wetland delineation (COE)
- Archeology (COE)
- There are likely to be additional studies and data available from COE, other projects, and landowners

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## WORK TO BE COMPLETED

### Task 1: Completion of Martis Wildlife Area Restoration Design (3 sites: Culvert Replacement and Stream Restoration, Lookout Mountain Tributary, Middle Martis Creek Headcut)

#### 1.1: Project Launch Meeting

At the onset of the project, a meeting will be held with TRWC, COE, and a few adjacent landowners to discuss any landowner constraints on project design. Adjacent landowners may include but are not limited to NCSD, Northstar California (Vail), Martis Camp, and the Lahontan Golf Club.

#### 1.2: Data Review and Collection

Consultant will review existing data and collect additional site specific data to complete project design.

#### 1.3: 60% Plans and Specifications for 3 Sites: Culvert Replacement and Stream Restoration, Lookout Mountain Tributary, Middle Martis Creek Headcut.

Develop 60% drawings and specifications. The plans will include, but are not limited to major project features, access routes, stockpile and staging areas. Initial estimates of cut and fill quantities and areas of disturbance by habitat type will be provided to start draft permit applications and environmental compliance documents. 60% designs will be presented to TRWC, COE, and a small number of adjacent landowners.

#### 1.4: Final Design and Specifications

Develop final drawings and specifications for the three sites. The final restoration design will include the final Technical Specifications for project construction, an erosion control plan, revegetation plan, and detailed itemized cost estimate. Draft final plans will be presented to the COE and adjacent landowners for review and feedback.

#### 1.6: Permit Assistance

Provide cut and fill quantities and disturbance areas needed to complete environmental permitting, including 401 Water Quality Certification (Lahontan Regional Water Quality Control Board), and a Nationwide 27 Authorization (US Army Corps of Engineers).

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## **Task 2. Preparation of CEQA for Martis Wildlife Area Restoration Project (4 Sites: Martis Mainstem, Culvert Replacement and Stream Restoration, Lookout Mountain Tributary, Middle Martis Creek Headcut).**

### Task 2.1 Data Review and Collection

Several recent projects constructed in the Martis Wildlife Area in the past three years have required CEQA and NEPA. For example, the Martis Valley Regional Trail and the Middle Martis Restoration Project. It is anticipated studies from these projects and other projects can be used. NEPA is underway for the Martis Mainstem site.

The consultant will review existing studies and if needed, collect additional data and/or complete additional studies to prepare CEQA for the Martis Wildlife Area Restoration Project.

### Task 2.2: CEQA Documentation

Produce CEQA documentation and assist TRWC and NCSD in filing. The CEQA document is anticipated to be a Mitigated Negative Declaration.

## **Task 3: Project Management, Coordination, and Reporting**

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 25<sup>th</sup> of the last month of the calendar quarter (with the exception of December, March 25<sup>th</sup>, June 25<sup>th</sup>, September 25<sup>th</sup>, and December 15<sup>th</sup>).

Copies of all survey, data collection and analysis, and design work will be provided to TRWC in electronic form (Word, Excel, or Adobe pdf).

### **Deliverables**

- Project launch meeting
- 60% restoration drawings and specifications
- Final design plans including technical specifications and construction costs estimate
- Summary of design changes between 60% and final design levels
- Photo log, captioned and dated
- Digital copies of all data collection and analysis and designs
- Participation at landowner & stakeholders meetings
- CEQA documentation
- Quarterly progress reports and invoices

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## BIDFORMAT

There is no page limit, but *30 pages or less is preferred*. Concise writing and graphics are greatly appreciated.

### Detailed Work Plan & Schedule

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.

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

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 above and elaborate as needed. Include a timeline or schedule. 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 Estimate

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

- Name and title
- Estimated hours per staff person, per task: *Note: it is acceptable to include an range of hours for selected tasks.*
- Rate per hour
- Total cost per task: *Note: it is acceptable for total cost per task to be a range*

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.

### Qualifications and References

Include experience hydrologic and geomorphic analysis, restoration design, and CEQA preparation; list at three (3) specific projects which demonstrate this experience.

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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 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.

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## 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

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.

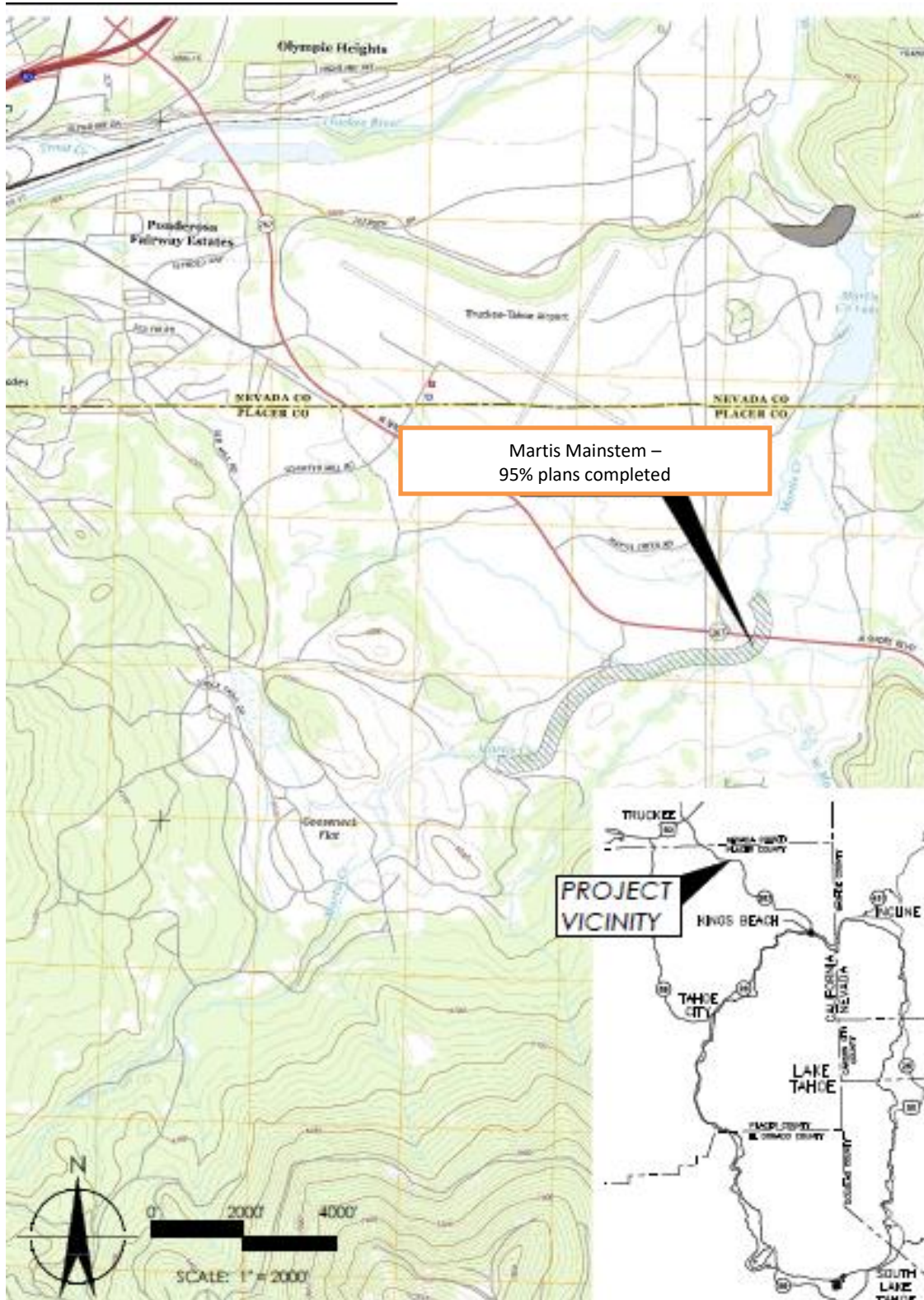
Quarterly Invoicing will include detail of task, delineated staff by name, hours, rate, total for the period, and remaining amount. Reports will be submitted in Microsoft Word/Excel or Adobe.

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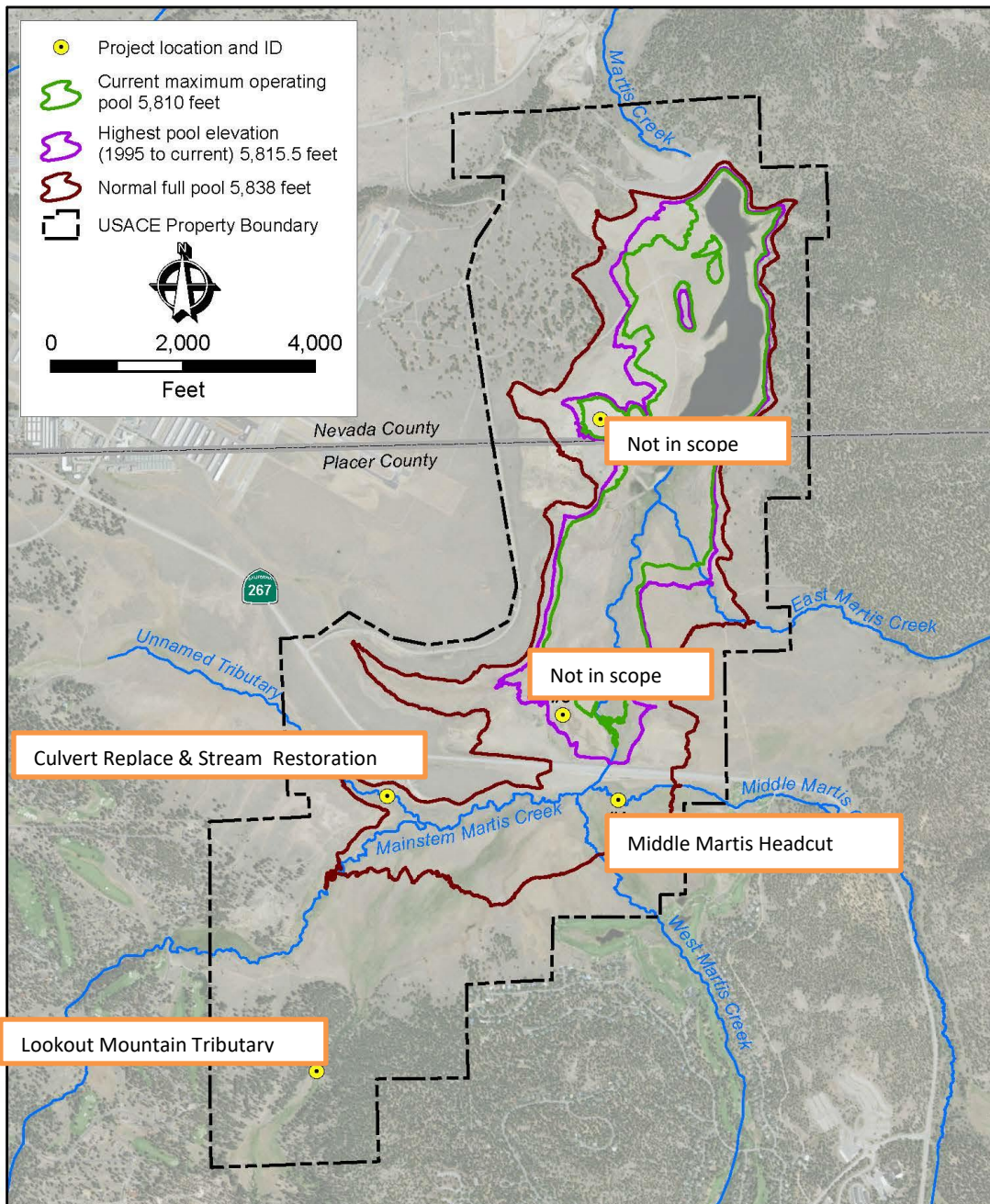


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