

JUNE 19, 2019

REQUEST FOR PROPOSAL

BOCA COMPLEX: ARCHEOLOGICAL SURVEYS

The Truckee River Watershed Council (TRWC) seeks to hire a consultant to complete archeological surveys for the following restoration projects in the Boca/Stampede Reservoir area:

- Hoke Valley Restoration
- Ladybug Aspen Restoration
- Meadow Bisect Restoration

All work will be completed in support of required environmental compliance and permit applications. NEPA is anticipated to be a Categorical Exclusion and CEQA is anticipated to be a Categorical Exemption. Project permits and approvals may include: Section 106 of the National Historic Preservation Act, 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 General Construction Permit (CA State Water Resources Board).

The consulting firm will have demonstrated experience in archeological surveys and evaluating historic properties using National Register of Historic Places criteria (36CFR800) and State of California criteria for CEQA including experience with federal agencies and the US Forest Service (USFS). The consulting firm must be willing to work with TRWC (project lead) and the USFS Tahoe National Forest (landowner and NEPA lead agency).

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

RESPONDING TO MULTIPLE RFPs

In 2019, TRWC will release several Requests For Proposals (RFP) and Requests For Bids (RFB) for restoration design, construction, environmental compliance, permit assistance, and the like. We appreciate that some firms may wish to respond to multiple RFPs & RFBs. To help with proposal and bid preparation, we offer the following:

1. Responding to Multiple RFPs/RFBs. Firms may respond to multiple RFPs and RFBs. In the vast majority of our projects, a firm will not be prevented from bidding on future work if they

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participate in current work. In the rare case where this prohibition exists, we will state the prohibition in the current RFP/RFB.

2. Lead Firm vs. Subcontracted Firm. We understand and accept a given firm may be the lead in one response and a subcontractor in another response.
3. Respond Uniquely to Each RFP/RFB. Each of our projects has a unique combination of partners, stakeholders, funders, constraints, opportunities, and timelines. Due to the characteristics of each project, we purposely release separate RFPs/RFBs. Firms must submit a response to each RFP or RFB to be considered. While we appreciate that a firm might be able to offer efficiencies if we combined projects, the unique blend of characteristics of each project prevent us from combining projects more than has already been done.
4. Repeating Information Across Multiple Responses. We understand and accept that information about the firm, its staff, past work, references, work approach, and the like may be repeated, perhaps even word for word, across multiple responses.

PROPOSAL DEADLINE

Proposals must be received electronically (.pdf format) by 5PM on July 18, 2019.

PROPOSAL SUBMISSION

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

REQUESTS FOR ADDITIONAL INFORMATION

Please direct all questions to Beth Christman, bchristman@truckeeriverwc.org.

TIMELINE

Task	Deadline
Proposals Due	July 18, 2019
Interviews	July 26, 2019
Scope of Work and Contracting	August 9, 2019
Launch Meeting	August 23, 2019
Draft Report	October 30, 2019
Final Report	November 22, 2019
Quarterly Progress Reports & Invoices	Mar 25, June 25, Sept 25, December 15 throughout contract

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INTRODUCTION AND BACKGROUND

Location

The requested work is located in three areas in the USFS Tahoe National Forest – Truckee Ranger District. All sites are located near Boca and Stampede Reservoirs. Please see Attachment 1 – Project Vicinity and Locations.

Project Overview

TRWC and the USFS Tahoe National Forest propose to implement the projects described below. Archeological and cultural sites are known to exist in the vicinity of the projects. This RFP includes archeological surveys at each of the following project areas:

(1) Hoke Valley

This site is located in Hoke Valley, a tributary to Stampede Reservoir. The seasonal stream channel through the valley has been altered through historic land use causing incision, erosion, and degradation of the adjoining meadow habitat. Restoration design includes restoring the stream to its natural channel and blocking the existing gully with a series of earthen plugs. The goals of the project are to restore channel and meadow function, enhance meadow hydrology and habitat, and reduce sources of instream sediment. Please see Attachment 1 – Hoke Valley Project Survey Area. The survey area is 60 acres.

(2) Ladybug Aspen

This site is located upslope of the Hoke Valley Meadow restoration site. At this location, roads, powerlines and pipelines, recreational use, historic diversions, and historic logging access routes have interrupted wetlands (fens and springs), stringer meadows, and riparian flow paths. These alterations have drained and dessicated the wetlands, meadows, and aspen groves.

Restoration at this site includes reshaping and restoring natural flow patterns and removing fill placed for access routes. The goals of this project are to restore spring, fen, and meadow hydrology to support wetlands and aspen habitat while improving habitat for wildlife. The project will additionally reduce erosion from adjacent upland areas. Please see Attachment 1 – Ladybug Aspen Survey Area. The survey area is 56 acres. There is approximately 2 acres of overlap between the Hoke Valley and Ladybug Aspen project areas.

(3) Meadow Bisect

This site is located along Nevada County road 890. The road was constructed through a meadow, without proper drainage. Meadow hydrology has been interrupted, the road becomes the drainage channel during the runoff season; meadow hydrology and site potential is greatly diminished. Off-road vehicle access to the meadow has caused additional damage. Restoration at this site may include improving road drainage, or potentially removing and relocating the road segment. Restoration goals at this site are to restore meadow hydrology

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and decrease active erosion. Please see Attachment 1 – Meadow Bisect Survey Area. The survey area is 403 acres.

Previous cultural resource survey results

(1) Hoke Valley

A survey was completed during the summer of 2018 for a proposed OHV route within portions of the project area, and previous archaeological inventory was completed in portions of the site approximately 25 years ago. Three sites have been evaluated under NRHP criteria and determined ineligible (FS Sites 05175700096, 0517570097/101, and 05175700354). SHPO concurrence has been received on these evaluations.

Another historic property is located in the area of potential effects. It was re-recorded last year and project activities will be designed to avoid this site (FS Site 05175700357).

One historic archaeological site, recorded as FS Site 05175700571, is located in a sagebrush flat in the meadow near the paved Sierra County road. Under this contract, this site will need to be evaluated under the NRHP criteria and any State of California requirements under CEQA.

(2) Ladybug Aspen

Previous archaeological inventory has been completed in this project area; however, the work was completed over 25 years ago so the area should be re-surveyed. There are no recorded archaeological sites in the APE and there are no recorded Aspen tree carvings.

(3) Meadow Bisect

Previous archaeological inventory has been completed in this project area; however, the work was completed over 25 years ago so the area should be re-surveyed. Four historic properties are recorded in and adjacent to the project area: Forest Service sites 05175700087, 05175700399, 05175700514, and 05175700685. Additionally, a segment of the California Overland Emigrant Trail (Truckee River Route) bisects the project area (in the Woodchoppers Springs vicinity). This is recorded under Forest Service Site 05175700010.

WORK TO BE COMPLETED

Task 1. Archeological Survey and Report.

All work will be conducted under supervision of the USFS in compliance with guidelines established by 36CFR800 (Section 106 of the National Historic Preservation Act).

Task 1.1 Inventory

Perform archival research and an archaeological field reconnaissance to inventory and record historic properties and identify potential project constraints.

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- Pre-field research. Pre-field research will include a records search at the Truckee Ranger District of the Tahoe National Forest.
- Field reconnaissance. Field reconnaissance will include a surface intensive strategy (transects spaced 15-30 meters apart) to identify any archaeological sites. Isolated artifacts will be noted in a spreadsheet but not recorded as a site using a State of California site record. Isolated road segments will not be recorded as a site. Consult with the Forest Service heritage program manager if there are questions.
- Site records. Complete State of California site records for newly discovered historic properties encountered within the project area.
- Meadow Bisect site records. The previously recorded Forest Service sites, 05175700087, 05175700399, 05175700514, and 05175700685 will be relocated and remapped with GPS. New site records will be prepared. An updated site record will be prepared for the Overland Emigrant Trail segment in the project area along with updating the GPS mapping or accessing accuracy of prior mapping.

All Forest Services site records will be available to the consultant upon award.

Task 1.2: Evaluation

A National Register of Historic Places evaluation of FS Site 05175700571, in the Hoke Valley APE, is required. This site was recorded in 1996 and was relocated by a Forest Service archaeologist on 6/12/2019 to verify the location. The site appears to represent a former habitation but there are no features (i.e., rock walls, rock piles, etc.). It is a widely disbursed scatter of various sizes of cut (square) nail and associated habitation refuse measuring approximately 80 by 71 meters in size. The glass, ceramic, and metal are highly fragmented. Three pieces of "quarried"/cut stone were noted in 1996 but only one was relocated on 6/12/2019. The NRHP evaluation of this site must meet all requirements for submittal to SHPO including a historic context, research design and analysis under each NRHP criteria.

No other site evaluations are expected at this time under this RFP.

Task 1.3: Project report

A Draft and Final Report will be submitted to TRWC summarizing methodology and findings, mapping potentially affected historic resources, assessing possible adverse effects, and recommending mitigation measures. The reports will include literature cited and a list of preparers.

Task 2. Project Management, Coordination and Reporting.

Consultant will coordinate with TRWC staff regarding the status of the project.

Consultant will produce quarterly invoices and progress reports and submit to TRWC by the 25th of the last month of the calendar quarter with the exception of December (March 25th, June 25th, September 25th, December 15th) for the duration of the contract.

Project Deliverables

- Participation in project launch meeting
- Draft Report
- Final Report
- Digital copies of all data collection and analysis
- Quarterly progress reports and invoices

Copies of all survey or other data collected and analyses will be provided to TRWC in electronic form (Word, Excel, or Adobe pdf).

PROPOSAL FORMAT

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

Work Plan

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 project tasks. The consultant may elect to suggest modifications to the scope above. Include estimate time schedule of the major tasks to be accomplished.

Work approach: Discuss in detail each of the activities you will conduct to achieve the scope and objectives. Please specifically address work components outlined above and elaborate as needed. Modifications to the components listed in the work statement can be included and should be explained.

Cost Proposal

The anticipated project cost is estimated to be approximately \$15,000. Proposals that exceed this amount will be considered, however cost effectiveness is one factor in proposal evaluation.

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.

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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 with archeological surveys, specifically those completed with the USFS for restoration projects; list at least three (3) specific projects which demonstrate this experience.

If you have completed work or submitted proposals to work with TRWC before, please list the most recent project or proposal.

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.

Project director and crew leader must meet the secretary of the interior standards for archaeology.

Provide a minimum of three (3) 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.

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.

Attachments:

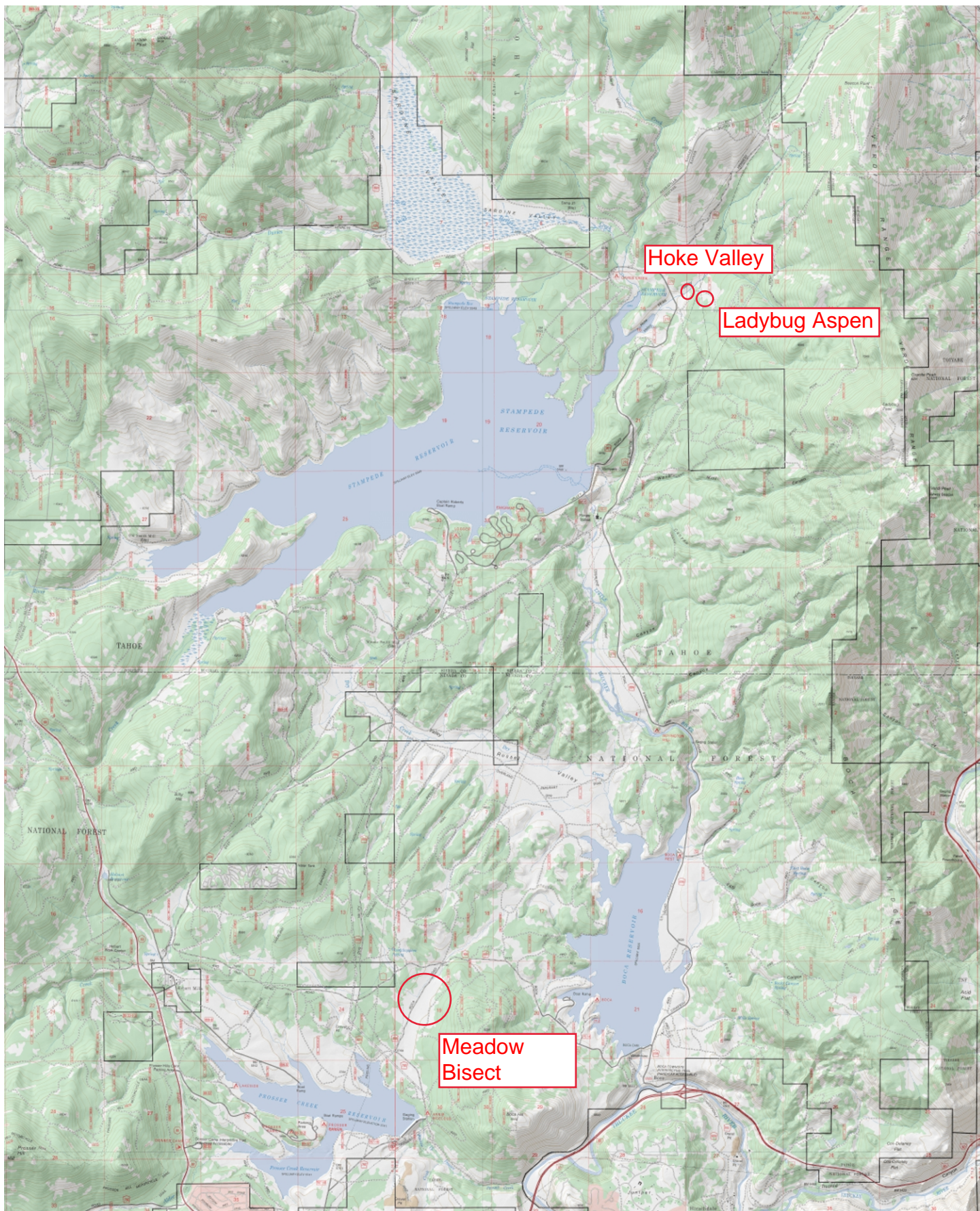
- (1) Project vicinity and locations
 - a. Overview Map
 - b. Hoke Valley Survey Area
 - c. Ladybug Aspen Survey Area
 - d. Meadow Bisect Survey Area

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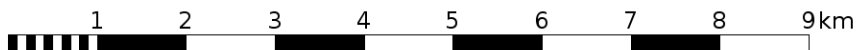


Mercator Projection

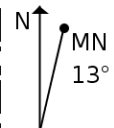
WGS84

USNG Zone 10SGJ

CalTopo



Scale **1:84988** 1 inch = 1.3 miles



Overview Map - Boca Complex cultural resources surveys. Project areas.
Locations are approximate, refer to site specific maps for details.

HOKE VALLEY RESTORATION SURVEY AREA

Sierra County
Dog Valley-Sections 10, 15, 16
Boca Section 16

USGS 7.5' Quad 1:24,000

TRUCKEE RANGER DISTRICT TAHOE NATIONAL FOREST



0 0.5 1 Miles

Legend

Survey Polygon

Township

Section

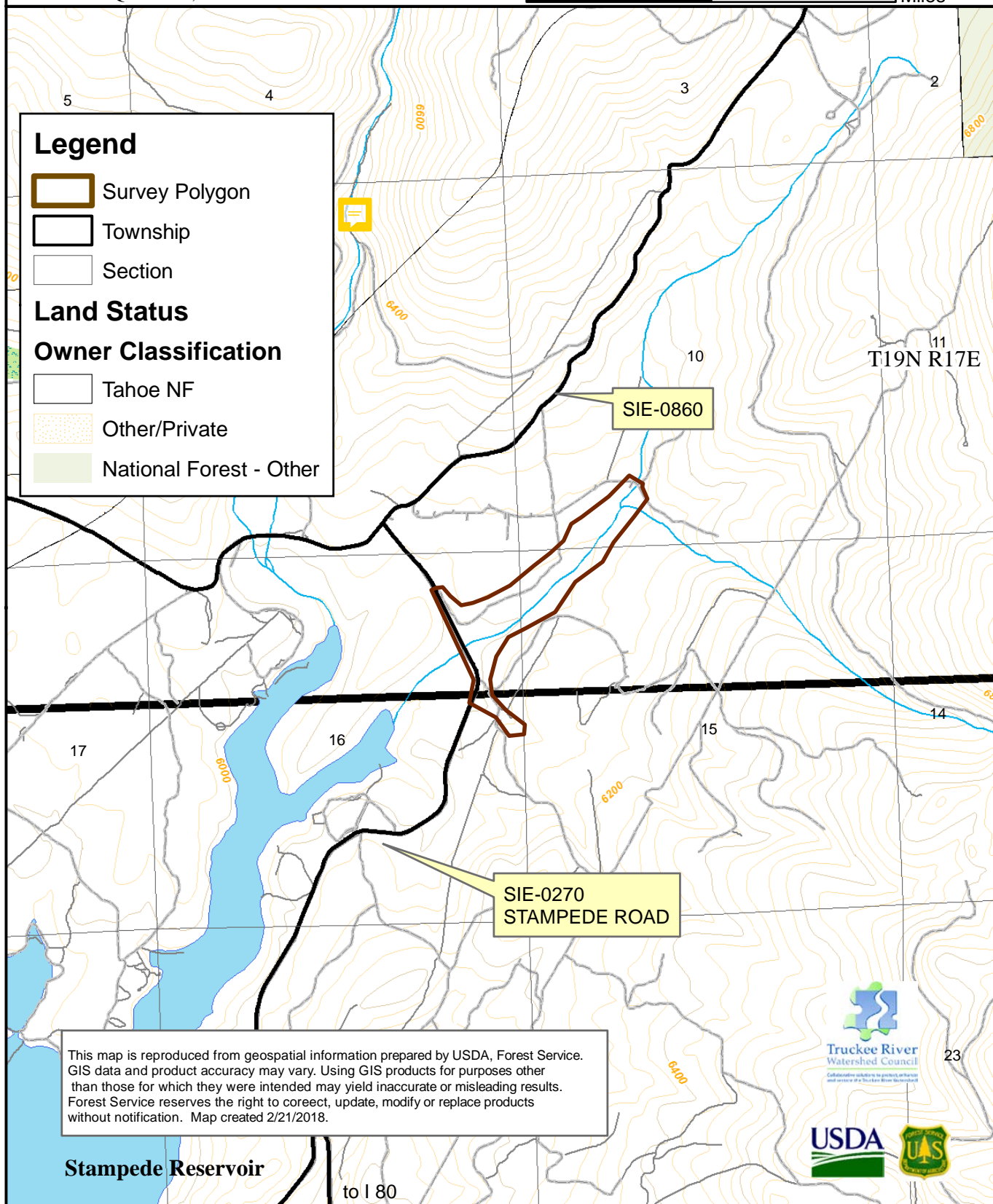
Land Status

Owner Classification

Tahoe NF

Other/Private

National Forest - Other



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Stampede Reservoir

to I 80

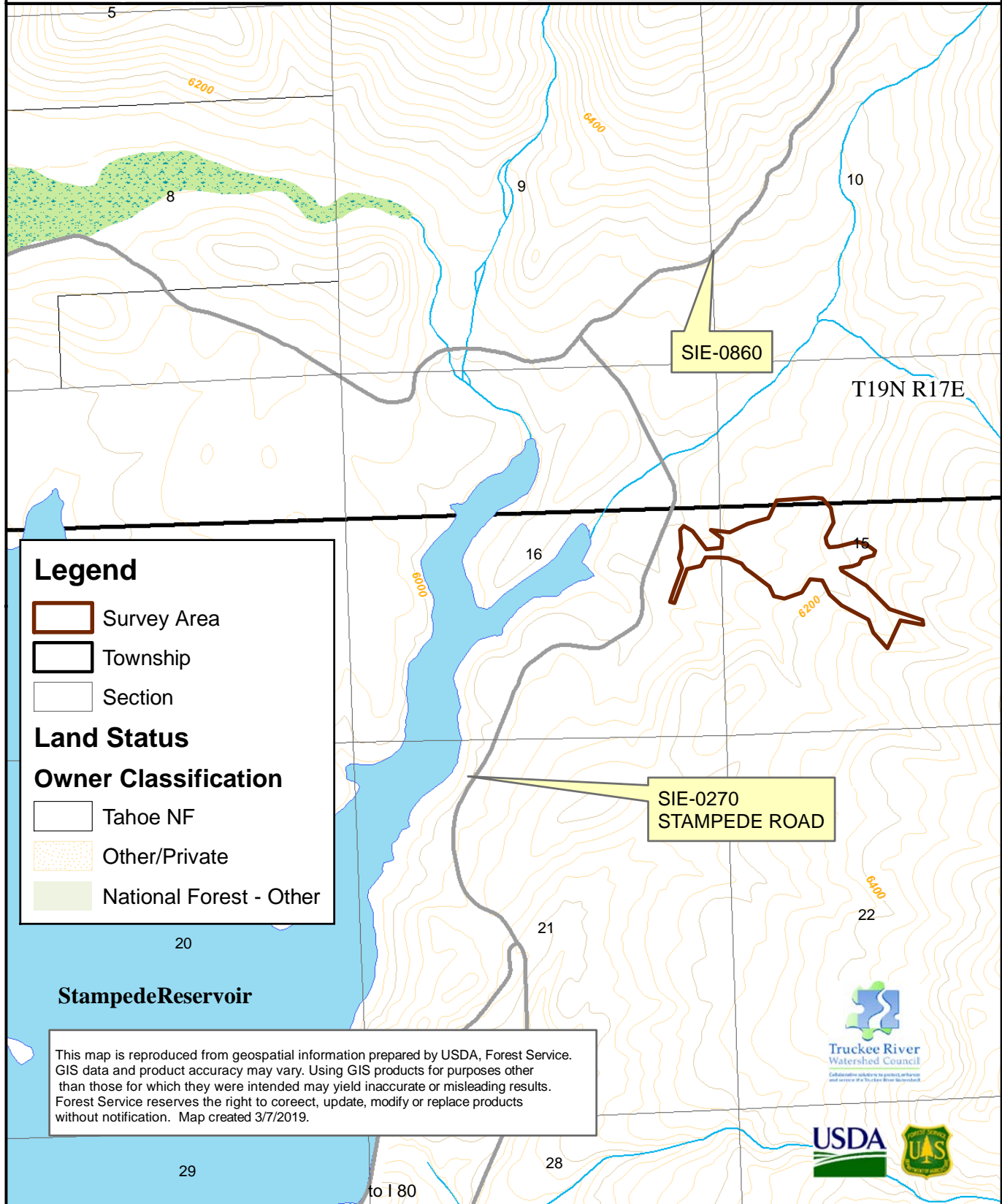
LADYBUG ASPEN/SAF RESTORATION SURVEY AREA

Sierra County
Boca Quadrangle
T19N R17E Sections 15 and 16
USGS 7.5' Quad 1:24,000



TRUCKEE RANGER DISTRICT TAHOE NATIONAL FOREST

0 0.5 1 Miles



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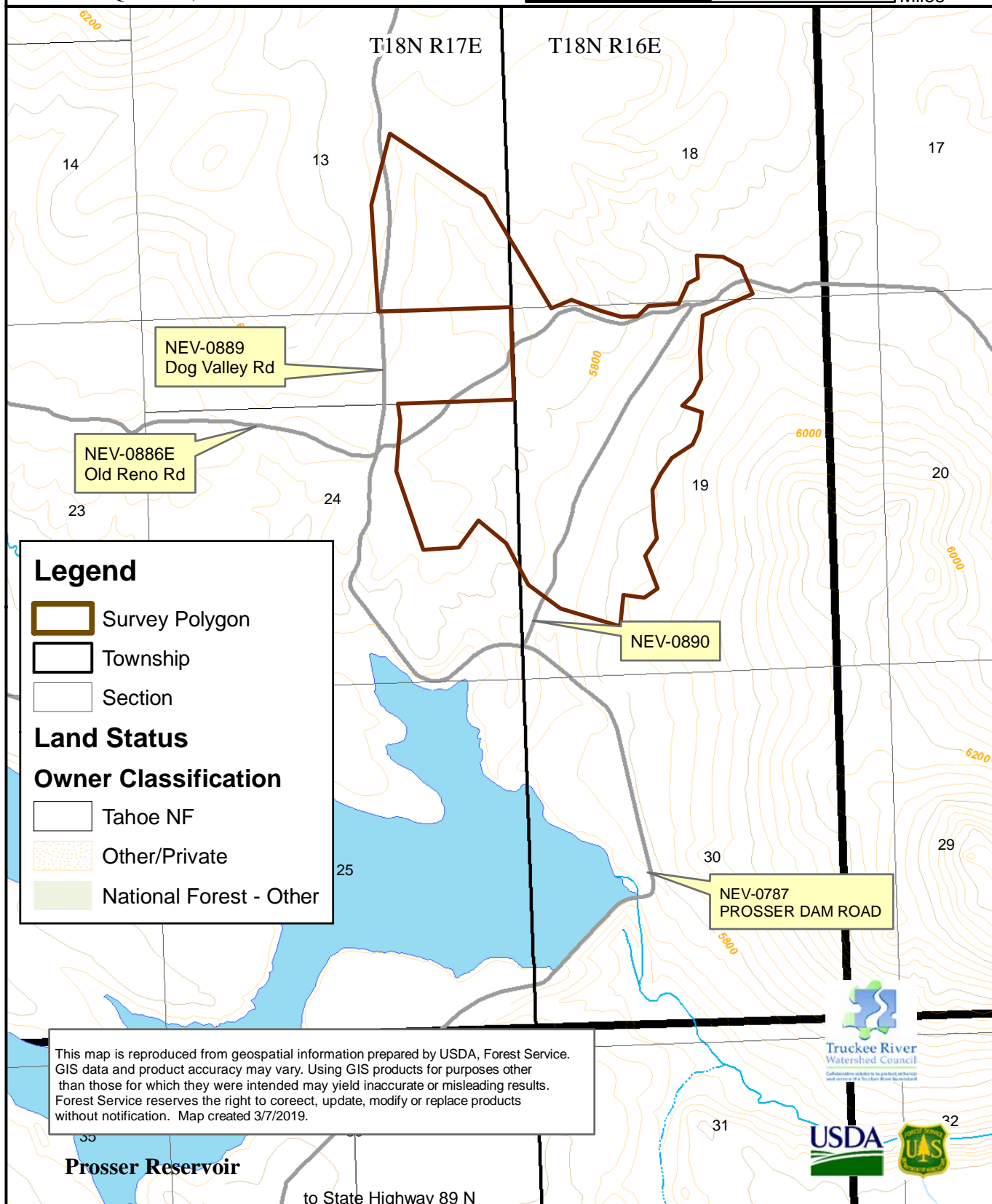
MEADOW BISECT RESTORATION SURVEY AREA

Nevada County
Hobart Mills Quadrangle
T18N R16E Sections 18 and 19
T18N R17E Sections 13, 24
USGS 7.5' Quad 1:24,000

TRUCKEE RANGER DISTRICT TAHOE NATIONAL FOREST



0 0.5 1 Miles



Legend

Survey Polygon

Township

Section

Land Status

Owner Classification

Tahoe NF

Other/Private

National Forest - Other

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Prosser Reservoir

to State Highway 89 N

