

# TRUCKEE RIVER WATERSHED COUNCIL

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PO Box 8568  
Truckee, CA 96162  
530-550-8760  
[www.truckeeriverwc.org](http://www.truckeeriverwc.org)

February 12<sup>th</sup>, 2020

## PROSSER CREEK WATERSHED ASSESSMENT REQUEST FOR PROPOSAL

The Truckee River Watershed Council is requesting proposals for consulting services to encompass all labor, materials, equipment, facilities, and incidentals required for preparation of a geomorphically-based assessment of the Prosser Creek watershed above Prosser Creek Reservoir. The assessment will additionally identify forest, meadow, stream, and other habitat restoration, recreation, and management opportunities.

The goal of the Prosser Creek Assessment is to conduct an analysis of existing conditions in the watershed, identify areas of disrupted natural functions, and identify restoration, management, and protection opportunities.

The consulting firm shall have demonstrated experience in geomorphic assessment, biologic evaluation, and restoration. The firm must have experience designing and implementing forest, stream, and/or meadow restoration projects. The consulting firm must be willing to work with the Truckee River Watershed Council and an array of stakeholders and landowners in the Prosser basin, including, but not limited to:

- Tahoe Donner Association
- The Nature Conservancy
- Truckee Donner Land Trust
- U.S. Forest Service – Tahoe National Forest
- Various private landowners

## PROPOSAL DEADLINE

Proposals must be received electronically (.pdf format) by 5 PM on Thursday, March 19, 2020.

## PROPOSAL SUBMISSION

Submit proposal electronically to: [bchristman@truckeeriverwc.org](mailto:bchristman@truckeeriverwc.org).

Please direct all questions to Beth Christman at TRWC, (530) 550-8760 x1#.

## PROJECTED TIMELINE

Proposed project schedule is as follows:

Task	Deadline
Proposals Due	March 19, 2020
Interviews with top 2-3 teams*	March 25 – 27, 2020
Scope of Work and Contracting	April 10, 2020

Watershed Attributes Report	September 30, 2020
Disturbance Inventory Report	October 30, 2020
Existing Conditions Report	October 30, 2020
Stakeholder Review Meeting 1	November 30, 2020
Restoration Opportunities Report	July 15, 2021
Stakeholder Review Meeting 2	August 30, 2021
Quarterly Progress Reports and Invoices	Annually through Sept. 30, 2021: March 25, June 25, Sept. 25, December 20.

## INTRODUCTION AND BACKGROUND

### Watershed

The Prosser Creek basin is the third largest sub-watershed in the Middle Truckee River watershed. The basin is home to two major meadow systems – Carpenter Valley and Euer Valley, along with numerous other meadows (Figure 1). Both meadows have experienced a long history of grazing, logging, and road building. Preliminary observations indicate that there is stream channel incision, floodplain disconnection, and meadow degradation. However, both these meadow systems also support high quality habitat – and protection of these high functioning areas is important.

Beyond the meadow resources, the watershed includes over 20 stream miles, forested uplands, and other important wildlife habitat areas.

### Project Need

The Prosser Creek watershed provides valuable wildlife resources, water supply, and recreational access. There are significant meadow resources, forested areas, stream channels, and upland habitats. Unique vegetation such as fens are present.

The area is within the historic range of Lahontan cutthroat trout (LCT), Sierra Nevada yellow-legged frog (SNYF), and willow flycatcher – all sensitive Sierra Nevada species. The watershed has been identified as a potential LCT reintroduction site. There is additionally interest in understanding the availability of habitat for SNYF and if there are appropriate locations to consider for range expansion for this species. The watershed assessment will include an evaluation of the potential for LCT and SNYF reintroduction and analysis of habitat availability for these species.

Until recently, large portions of the Upper Prosser Creek watershed were not publically accessible. Lower Carpenter Valley and Euer Valley became accessible a few years ago, and in 2020 another large acquisition including Frog Lake, Red Mountain, and other ridgeline properties will become final, opening up access to these lands (Figure 2). Due to these changes in property ownership, more comprehensive watershed planning is now possible.

The landowners are interested in working cooperatively to develop a coordinated approach to pursuing recreation, restoration, and management actions.

### Existing Data

Tahoe Donner Association completed a Land Management Plan in 2016, which includes portions of the Prosser Creek watershed. It is located at: <http://www.tahoedonner.com/wp-content/uploads/2014/12/Final-Land-Management-Plan-2016.pdf>

Recent surveys have been completed in Lower Carpenter Valley, including plant species, stream channel, macroinvertebrates, mammals, birds, and beaver dams. Several special status plant species were found, and numerous fens were documented on the property (CNPS, 2016). Willow flycatcher and Greater Sandhill Cranes have been observed nesting on the property (Dittes & Guardino Consulting, 2017). See Attachments 1, 2, and 3.

Lidar imagery is available from the Tahoe National Forest.

Several other Truckee Basin or Sierra-wide studies may also be relevant, including:

- The Truckee River Sediment TMDL (LRWQCB, 2008)  
[https://www.waterboards.ca.gov/lafrontier/water\\_issues/programs/tmdl/truckee/docs/ad\\_opted\\_staffreport.pdf](https://www.waterboards.ca.gov/lafrontier/water_issues/programs/tmdl/truckee/docs/ad_opted_staffreport.pdf)
- Truckee River Water Fund Study (RIOS) model (TNC, 2017)  
<https://www.sciencedirect.com/science/article/pii/S1462901116305640>
- Beaver Assessment Restoration Tool (TNC and others)  
<https://tnc.maps.arcgis.com/apps/webappviewer/index.html?id=509543061cdd4006ac86eed6835bc7f8>

## PROPOSED PROJECT

The goal of the Prosser Watershed Assessment is to provide the science and policy information needed to direct restoration and protection projects within the Prosser watershed.

The watershed assessment will contain the following elements:

Watershed Attributes. Data collection and analysis will be completed to generate a Watershed Attributes report that describes the main natural and social history of the Prosser basin. Information on the following topics will be included: hydrology, geology, geomorphology, biological resources, current and historic land use, and water quality.

Disturbance Inventory. Based on the Watershed Attributes report, identify areas in the watershed where natural processes have been disrupted through anthropogenic actions (past or present). Hydrologic, geomorphic, and/or biological responses to the disturbances should be identified, and an estimate of future impacts should be included.

Existing Conditions. Using the data collected for the Watershed Attributes and Disturbance Inventory reports, document existing watershed conditions. Document areas where the ecosystem is functioning well and areas that are impaired. As relevant, include comparisons to reference conditions indicative of undisturbed conditions should be included.

Included in this task will be a viability analysis for LCT reintroduction in various reaches. The viability analysis will be influenced by landowner willingness for reintroduction, but will concentrate on available habitat (extent and quality) to support various life stages.

An analysis of existing suitable SNYF habitat and the potential to restore or enhance additional habitat will also be included in this task.

Restoration and Protection Opportunities Report. Develop a list of restoration, management, and protection recommendations. The list should include large-scale as well as small-scale projects, such as those that could be completed on a community work day. For each project, the following information should be included: outcomes/results, restoration actions, relevant constraints to implementation, and budget range. The list should be prioritized by beneficial impact to habitat and water quality. Project descriptions for the highest priority projects should be of sufficient detail to support grant applications for design.

## **Stakeholder Meetings**

TRWC will assemble a stakeholder group composed of the primary landowners in the Prosser Creek watershed. The selected consultant will participate in two meetings with the stakeholder group: one to present the results of the Watershed Attributes, Disturbance Inventory, and Existing Conditions reports, and another to present the Restoration and Protection Opportunities Report.

It is anticipated that the consulting team will meet with various landowners in conjunction with TRWC staff outside of these proposed meetings to gather existing information and gain a greater understanding of stakeholders land management needs. The consultant will also interface with TRWC monitoring sub-contractors, Trout Unlimited (stream surveys in Carpenter and Euer Valley) and Institute for Bird Populations (willow flycatcher surveys in Carpenter Valley).

## **Deliverables**

- Initial scoping meeting with TRWC project team to refine Scope of Work;
- Participation in and presentation to two stakeholder meetings convened by TRWC;
- Final assessment report including data requested above, detailing work performed, findings, and conclusions;
- GIS-based survey data in electronic form;
- Photographic record – 50 digital photographs documenting existing conditions and potential restoration project sites. Photos will be dated, captioned, and GPS coordinates provided;
- Quarterly progress reports and invoices.

## **PROPOSAL FORMAT**

### **Detailed Work Plan**

**Scope:** Define specifically the scope of services to be provided to perform the above described analyses of the Prosser basin. The consultant may elect to suggest modifications to the scope above. Include estimate of time schedule for the major tasks.

**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 outline 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.

While there is no page limit, concise writing and graphics are greatly appreciated.

## **Background and References**

- List current and previous experience in geomorphic watershed assessment, biological assessment, along with forest, stream, and/or meadow restoration project design and implementation. List the specific projects that 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.

## **Cost Proposal**

Cost proposals are not to exceed \$100,000.

## **Cost Categories**

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.

Travel: Travel expenses directly related to 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.

## **CONTRACT TERMS AND AGREEMENT**

When the contract for the Prosser Watershed Assessment is awarded, the following 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 obligation incurrent 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 a 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.

### 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 (\$1,000,000) per occurrence for bodily injury and property damages combined. Liability insurance shall include endorsements naming TRWC and landowners as additional insured.

### Quarterly Reports

Contractor to provide quarterly progress reports and meet with TRWC representatives upon reasonable notice to allow TRWC to determine if the work is on schedule and progressing according to plan, provide communication of interim findings, and afford occasions for airing difficulties or species problems encountered so that remedies can be developed.

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.

Figure 1. Prosser Watershed

Figure 2. Prosser Watershed – landownership

### Attachments:

1. Carpenter Valley Easement Documentation Report (Dittes & Guardino Consulting, 2017) – *available by request from TRWC*
- [2. Carpenter Valley Stream Surveys \(Trout Unlimited, 2018\)](#)
- [3. Carpenter Valley Camera Study \(Larrucea, 2018\)](#)

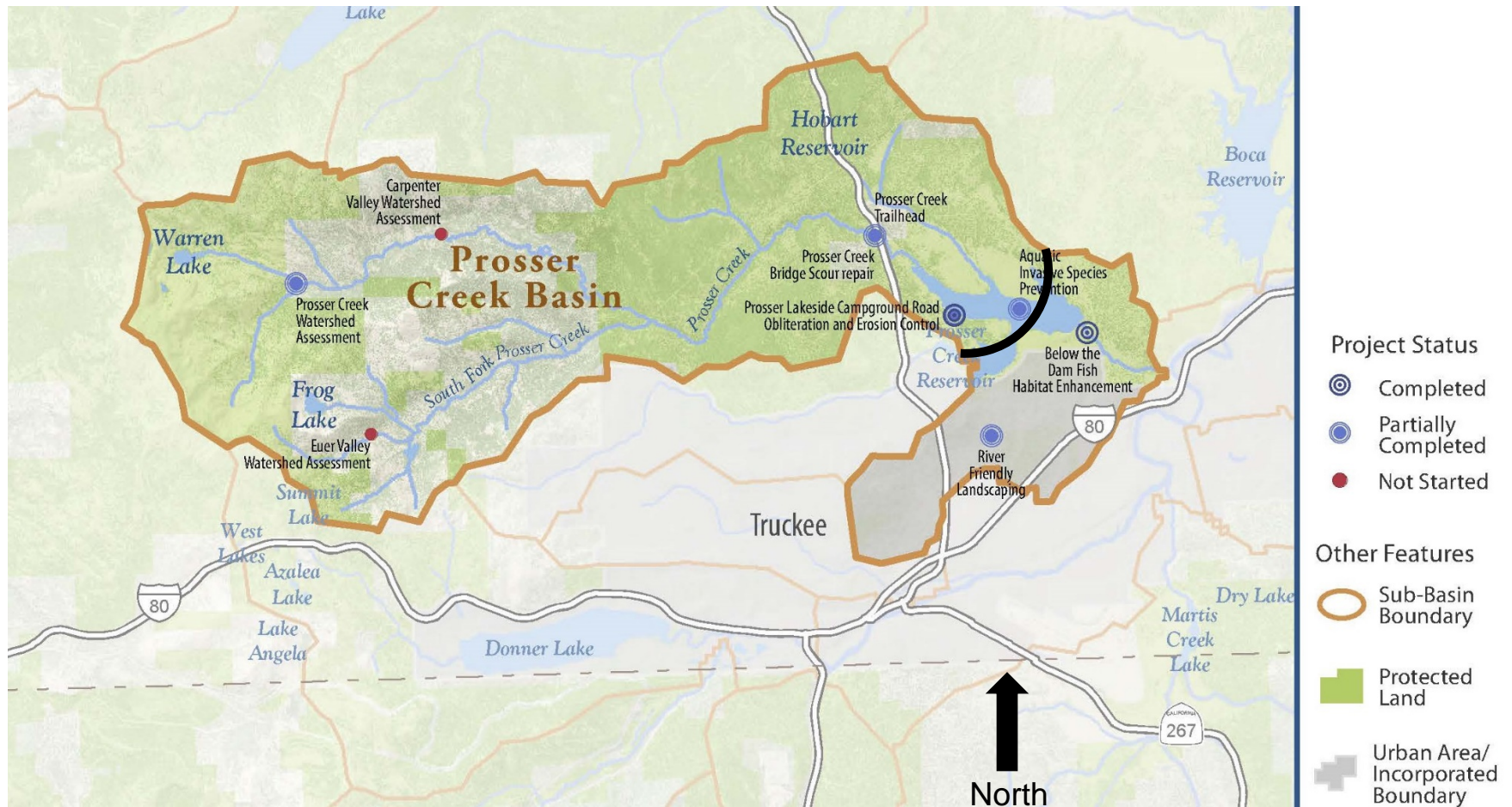
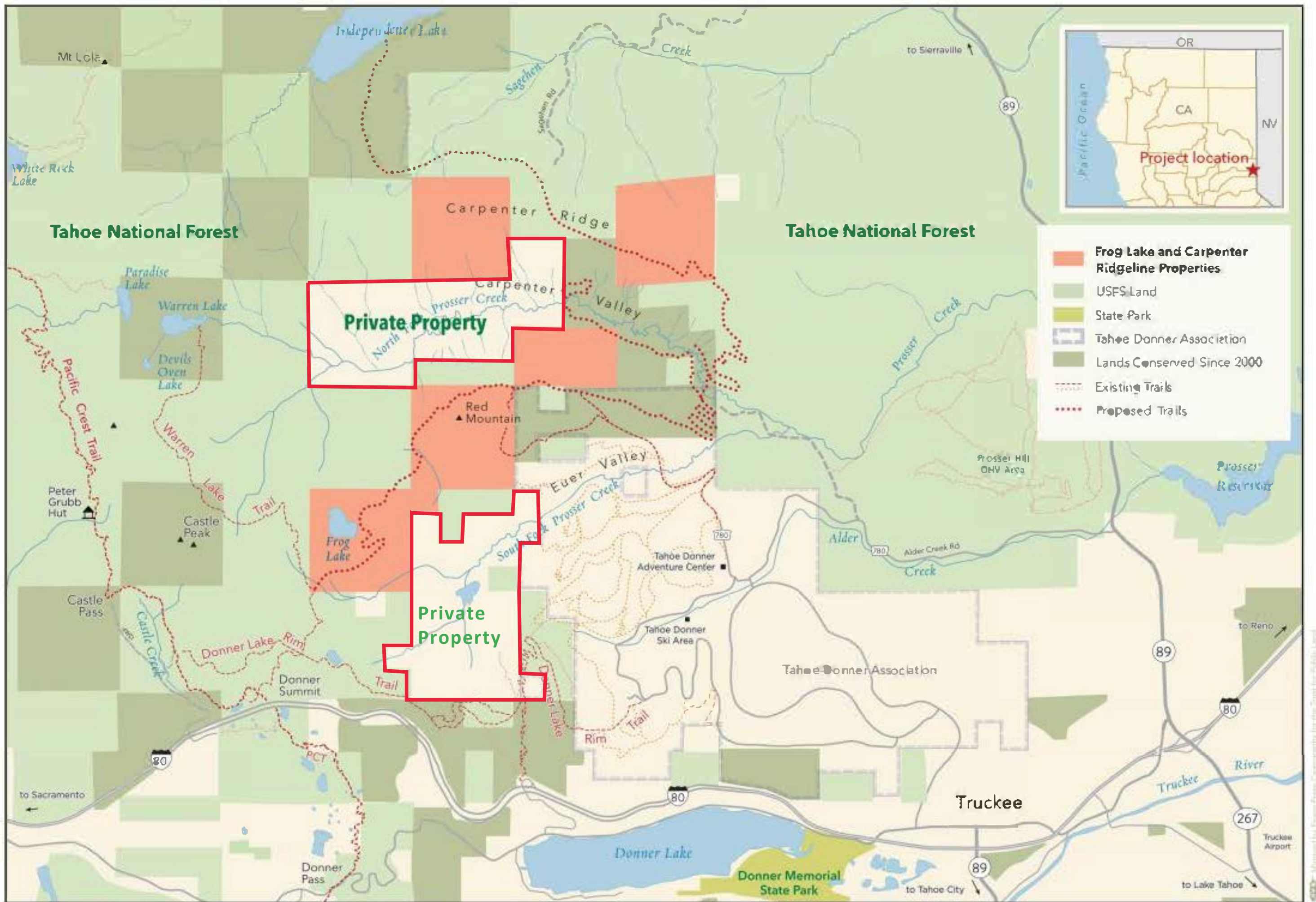


Figure 1. Prosser Creek Watershed. The assessment covers the area above Prosser Creek Reservoir. The approximate eastern boundary of the assessment area is marked with the thick black line.





Northern Sierra Partnership

Figure 2. Landownership, Upper Prosser Creek watershed. The two outlined areas marked private property are not included in the assessment.



0 1 mile  
0 1 kilometer

