

# **TRUCKEE RIVER WATERSHED COUNCIL**

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## **Request for Bid**

### **Euer Valley Restoration Project – Phase 1**

The Truckee River Watershed Council (TRWC) along with project partner Tahoe Donner Association (TDA) seek to hire a consultant to complete restoration design plans for projects in Euer Valley. The goal of the restoration is to restore degraded meadow and trail systems, reduce erosion, and protect and enhance riparian habitat.

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**June 29, 2020**

In 2020, TRWC will release several Requests For Proposals (RFP) and Requests For Bids (RFB) for restoration design, construction, environmental compliance, permit assistance, and other work tasks. 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 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 and work approach may be repeated, perhaps even word for word, across multiple responses.

## **Proposal Deadline**

Proposals are due on July 31<sup>st</sup>, 2020 by 5 PM.

## **Proposal Submission**

Submit proposals in electronic form to TRWC. Electronic copies should be sent to:  
Eben Swain [eswain@truckeeriverwc.org](mailto:eswain@truckeeriverwc.org)

## **Requests for additional information**

Direct all questions to Eben Swain at TRWC, [eswain@truckeeriverwc.org](mailto:eswain@truckeeriverwc.org) or (530) 550-8760 x 7#. All requests must be received by 5pm on July 15, 2020.

## **Section 1. Introduction and Background information**

### **1.1 Project Overview**

#### **Location.**

Euer Valley is located in the Prosser Creek basin, the third largest sub-watershed in the Middle Truckee watershed. Prosser Creek drains into the main stem of the Truckee River, listed as an impaired waterbody on the 303(d) list due to suspended sediment.

There has been some 150 years of significant anthropogenic disturbance to the canyon, which has affected hydrologic and geomorphic function of the watershed. The project area was historically used for grazing and timber harvest with associated road development. These historic uses resulted in degradation of creek banks, resulting in incision and constriction of surface water flows to the single thread channel along with increased sediment erosion and transport.

In the last 50 years, recreation has become the dominant land use in the area including the installation of a trail and culvert crossing across the meadow. Unfortunately, the site has not reached an equilibrium state and those modern land uses have exacerbated the continuing degradation and erosion of the site.

#### **Previous Work.**

The project is a step forward in multiple overlapping planning efforts. The project was first identified as a high priority effort during the development of the Tahoe Donner Associations (TDA) Trails Master Plan (Alta Planning and Design et al. 2013). This included the “Coyote Crossing” trail, which transects the project site. However, the severity of the degradation requires a higher level of project engineering and planning than afforded by that process. Tahoe Donner is implementing that master plan on a five-year basis, which includes work on all adjacent trails to the project site.

This project builds on the lessons and results of more than 20 meadow and stream restoration projects implemented by Truckee River Watershed Council (TRWC). The project is expected to employ similar techniques, including instream structures, culvert removal, bioengineered bank stabilization, and grade control structures as have been used in all of our other projects.

#### **Anticipated Tasks.**

Significant site analysis and monitoring will be required to inform restoration designs including historic and pre-historic uses; geologic, soils, and Lidar mapping; stream discharge, sediment load, water quality records, and hydrologic modelling; habitat type mapping; and recreation and public use surveys. Additional information is provided in the Project Work Plan (Section Two) below.

**Opportunities.** Restoration opportunities identified in conjunction with project partners include:

- Geomorphic function and channel stability
- Floodplain restoration and increased connectivity
- Water quality improvement
- Habitat improvement
- Recreational access improvements

Complete restoration of pre-disturbance geomorphic function may not be possible within the Euer Valley, however TRWC and TDA recognize that specific actions implemented will significantly reduce erosion potential, improve channel stability and floodplain interaction and enhance habitat availability and ecosystem functionality.

## **Section 2. Project Work Plan**

The consultant shall perform all professional and technical services necessary to accomplish the work, including all labor, materials, equipment as required.

### **2.1 Scope of Work to be performed**

The area of interest for the scope of work to be performed below will encompass roughly 30 acres and will include approximately ½ mile of stream channel and 1,200 feet of existing/eroding recreational trails. Engineering design for the existing trail system will need to include a minimum of two alternate locations and recommendations for a preferred alternative, as well as approximately 1,200 lineal feet of boardwalk and a weight-bearing bridge that will span an approximate length of 75 feet over the south fork of Prosser Creek. Bridge design and construction will need to accommodate Tahoe Donner's winter grooming operation.

#### **Task 1. Meetings**

At the onset of the project, a meeting will be held with TDA and TRWC, to finalize the scope of work and a work plan.

Review meetings will be held at the 30%, 60%, 90%, and 100% design plan phases with an established stakeholder group. Likely participants are TDA, TRWC, Nevada County, and USFS.

A minimum of three public/Tahoe Donner member presentations/workshops will be required throughout the duration of the project.

#### ***Task 1 Deliverables:***

*Review meetings/presentations at each phase of the design plan*

*Field meetings as needed/required*

*Public/member meetings as needed/required*

*Meeting summary notes*

*Comment/Response Matrix as needed*

## **Task 2. Data Review and Collection**

Consultant will review existing data and determine additional data requirements. Consultant will conduct all additional research and field data collection to support project design. This includes a thorough site inspection of the project area, review of existing data, and collection of additional data as needed to determine specific impacts, areas of environmental degradation and opportunities for implementation of appropriate restoration actions.

### ***Task 2 Deliverables: (May be incorporated into the Design Memo – Task 5)***

*Summary of data collected and methodologies*

*Impacts, constraints, opportunities*

*Survey results*

*Modeling results*

*All digital files (GIS, CAD, Modeling output, excel, etc)*

## **Task 3. Cultural and Biological Surveys**

Conduct necessary baseline surveys (wildlife, veg, arch, aquatic, etc) to determine presence of any sensitive species, or cultural resources, within the project area and compile information needed to prepare CEQA (Task 6) documentation and regulatory compliance permitting.

Surveys will build on existing data to identify sensitive resources (flora, fauna, cultural) within the project area and will serve as a baseline for determination of potential impacts of the proposed restoration actions in support of an anticipated Initial Study/Mitigated Negative Declaration (IS/MND) to be submitted to the lead CEQA agency (Nevada County) for review and approval.

A wetland delineation will also need to be conducted and Consultant will coordinate with, and submit, the necessary information to the Army Corps of Engineers (ACOE) for verification and approval of the areas delineated by the Consultant.

A literature survey of existing cultural resources will be performed (Phase 1A) to determine prior archaeological research and associated literature and local Native American Tribes will be contacted to determine pre-historic activities and knowledge of activities or settlements.

Draft and final reports will be prepared and submitted to the project manager for review. The final report should contain a summary of sensitive cultural resources within the project area and recommendations for additional management actions (avoidance, mitigation, etc) and should be sufficient to determine the significance of impact based on proposed restoration actions.

### ***Task 3 Deliverables:***

*Survey results and prepared report*

*Wetland delineation & ACOE concurrence*

*Draft & final cultural resource report*

#### **Task 4. In-stream/floodplain, Trail Stabilization, Stream Crossing - 30, 65, 90, 100% Design Plans**

Restoration designs will be completed at the stages noted above for instream and floodplain restoration, trail stabilization, and stream crossing improvements. At a minimum, the following components will need to be addressed to support modeling analysis of the project channel reaches and to inform key design elements for implementation actions:

- detailed vegetation mapping;
- historic condition analysis;
- hydrologic studies and hydraulic modeling;
- soil analysis;
- field and topographic surveys;
- development of representative cross-sectional data

At each stage of the design process, Consultant should be prepared to present and discuss the findings and proposed design considerations to project stakeholder groups. Based on input from project stakeholders, design components may be modified or altered prior to moving to the next stage of design development. The following elements will need to be included as components of the design development:

- Access/staging areas
- Cost estimate
- Cut/Fill quantities and areas of disturbance by habitat type
- Construction typicals
- Project & vegetation specifications
- Erosion control BMPs

#### ***Task 4 Deliverables:***

*Surveys, mapping and analysis results*

*30, 65, & 90% design documents*

*100% stamped engineered design plans*

*Project cost estimate(s)*

*Project cut/fill quantities by habitat type*

*Project/vegetation specifications*

*Erosion control BMPs*

#### **Task 5. Design Memo**

A design memo will be produced that provides client and stakeholders a comprehensive understanding of the processes, methodologies and basis of proposed design documents and work tasks.

The design memo will explain the rationale for proposed actions and work tasks, discuss historical watershed context and impacts and will identify project opportunities and constraints. Design processes, methodologies, proposed treatment actions and anticipated results should all be discussed within the design memo.

Copies of all data collection and analysis including topographic surveying and modeling input and results will be provided to the TRWC in electronic format as well as summarized in submitted reports.

**Task 5 Deliverables:**

*Draft & final design memo*

*Digital copies of all descriptive and data files generated*

**Task 6. CEQA**

The purpose of CEQA preparation and development will be to provide TRWC and the CEQA lead agency (Nevada County) a defensible CEQA document that sets the stage for obtaining environmental permits and allows for implementation of the proposed restoration work established through the foundation of project design.

It is anticipated that the CEQA documentation required for the project will be satisfied by an Initial Study/Mitigated Negative Declaration (IS/MND). CEQA documentation and findings of significance will need to adhere to and meet all requirements set forth by Nevada County. Consultant will be expected to contact and coordinate with Nevada County to ensure all requirements are being met prior to submitting the draft CEQA documentation for review.

Consultant will identify environmental resources expected to be impacted by project implementation and will describe existing conditions, assess potential environmental impacts and identify feasible mitigation measures if needed. The following tasks are expected to be completed as components of CEQA documentation:

- Initiate Data Collection and Analysis;
- Develop Draft Project Description;
- Complete Data Collection and Analysis;
- Prepare Admin Draft IS and Proposed MND;
- Prepare Public IS and Proposed MND and assist with noticing and filing;
- Prepare Responses to Comments;
- Prepare Notice of Determination and assist with posting

**Task 6 Deliverables:**

*Administrative Draft IS/MND*

*Notice of Determination*

*Final IS/MND (approved and signed by Nevada County)*

*Digital copies of all descriptive and data files generated*

**Task 7. Environmental and Regulatory Permitting Assistance.**

This task correlates with the design elements outlined in Task 4. Estimates of cut and fill quantities and area of disturbance by habitat type should be provided at a sufficient level of detail at 90% design to complete permitting. The volume, linear length, and surface area of disturbance by habitat type will need to be provided. Amount of disturbance in the 100-year floodplain will also need to be calculated.

Permits that are anticipated to be needed 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 Nevada County grading and general construction permit.

Consultant will develop a Stormwater Pollution Prevention Plan (SWPPP) 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 7 Deliverables:**

*Maps and drawings required for permit applications:  
Construction drawings showing impacts to wetland/Waters of the U.S.  
Construction access routes,  
Stockpile and staging areas  
SWPPP*

**Task 8. Coordination and Reporting**

Consultant will coordinate with TRWC and TDA staff regarding the status of the project, as well as any design considerations and/or 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>, Sept. 25<sup>th</sup>, and Dec. 15<sup>th</sup>).

Copies of all survey or other data collected and analyses are to be provided to TRWC in electronic form (Word, Excel and/or Arc GIS).

**2.3 Schedule**

Contract negotiations for this project will include scope and time constraints. Anticipated proposed project schedule is as follows:

<b>Activity</b>	<b>Completion Date</b>
Proposals due	July 31, 2020
Interviews with top applicants	August 5/6, 2020
Scope of work and contract finalized	August 10, 2020
Kickoff Stakeholder meeting	August 12, 2020
30% design	October 14 2020
65% design and specifications	December 15, 2020
90% designs and specifications	March 31, 2021
Administrative CEQA (Draft)	March 31, 2020
CEQA Public Comment Period	April/May, 2021
Final CEQA & Signed NOD	June1, 2021
100% design plans and specifications	July 15, 2021
Permit submittal	Fall, 2021

Quarterly progress reports March 25, June 25, September 25, and December 15 annually

## **2.4 Desired Qualifications**

Restoration design consultants will have previous experience in geomorphic and hydrologic analysis, wetland and stream restoration design, trail and boardwalk design, bridge and culvert design, and montane meadow revegetation.

Moreover, design consultants should have experience with developing construction plans for similar projects and will maintain professional geologists and licensed engineers on staff.

Consultant firm should demonstrate success in designing and planning for a minimum of three constructed projects with similar objectives

## **Section 3. Proposal Format**

### **3.1 Detailed work plan**

Scope: Define specifically the scope of services to be provided to perform the completion of construction design described above for the Euer Valley Restoration Project. The contractor may elect to suggest modifications to the scope above or include optional tasks to be considered or negotiated. Include estimated 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. List personnel that will be available to work on project. Please specifically address work components outlined in the "Proposed Project" section above, and elaborate as needed.

Please specifically address what further studies will be conducted and what information will be compiled to develop the design plans and bring them to final construction plans. Modifications to the components listed in the work statement can be included. Technical merit, details of work, and experience of team proposed will be heavily weighted in proposal evaluation.

There is no page limit, but concise writing and graphics are greatly appreciated.

### **3.2 Background and References**

- List current and previous experience in geomorphic assessment and restoration design.
- 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. Include a breakdown of personnel assigned to each subtask and estimated hours.
- If subcontractors may be used, a description of those persons or firms including a description of their qualifications. Identify portions of the work to be performed by subcontractors

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

### **3.3 Project Cost**

Cost effectiveness will be heavily considered during proposal evaluation.

Once a contractor is selected, TRWC will attempt to 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.

## **Section 4. Contract Terms and Agreements (TRWC)**

This contract will cover design completion, biological and cultural field surveys, modeling efforts, wetland delineation, design memo compilation, project coordination and will also encompass preparation for, and finalization of, CEQA documentation and project permitting assistance.

### **4.1 Payments**

Contractor may invoice on a quarterly basis following acceptance and approval of progress reports and associated deliverables. It is expected TRWC can pay the Contractor within 60 days of invoice(s) submittal. All efforts will be made by TRWC to expedite payment; however, no interest will be paid on overdue payments.

### **4.2 Changes in Personnel**

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

### **4.3 Termination for Convenience**

The 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. In no event shall payment of such costs exceed the contract price.

### **4.4 Liability Insurance**

Contractor must furnish a performance bond in favor of TRWC in the following amounts: faithful performance (100%) of contract value; labor and materials (100%) of contract value for any contract over \$25,000 (Civ. Code, § 3247 et seq.; Pub. Contract Code, § 7103.).

Contractor must provide insurance certificates covering \$2 Million Per Each Occurrence and no less than \$4 Million Aggregate showing the Truckee River Watershed Council

and Tahoe Donner Association as special endorsement to be added to the insurance policy.

#### **4.5 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 format. If GIS shapefiles, layers and associated data are developed, all data will be projected to NAD 83 Zone 10N.

#### **Attachments:**

1. [Project map & Figures](#)
2. [Landownership Map](#)