



PEND OREILLE CONSERVATION DISTRICT NOTICE TO CONSULTANTS FOR SKOOKUM CREEK FISH AND FARM ENHANCEMENT PLANNING AND DESIGN PROJECT

The Pend Oreille Conservation District (POCD) is soliciting proposals (statement of qualifications) from consultants, or consulting teams, with expertise in water rights management, irrigation project design, and working with rural farmers and landowners to Facilitate a 30% planning and design project on the Skookum Creek Canal within the Pend Oreille River watershed (WRIA 62). In partnership with the Kalispel Tribe of Indians, the Lands Council, the Pend Oreille PUD and others, POCD will design, plan, and implement a salmonid-safe project that both prevents the loss of cold water for salmon and ensures that landowners with water rights can utilize their water for farming.

BACKGROUND

The Skookum Creek Canal was first installed in the 1920s. The water diverts water directly from Skookum Creek and provides irrigable water to at least 8 historic homesteads, stretching nearly 2 miles. The canal inflowed near Best Chance Rd. and outflowed near Berry Rd. Over the past 100 years, though, the canal has fallen into disrepair and only services the first 3 homesites before leaking water into open fields. This proves to be detrimental to salmonids since the loss of very cold water in a warming system like the Pend Oreille River make it less inhabitable for bull trout (*Salvelinus confluentus*), westslope cutthroat trout (*Oncorhynchus clarkii lewisi*), mountain whitefish (*Prosopium williamsoni*), and other keystone species. Additionally, the inability for an irrigation canal to deliver water to its users can severely impact the viability of agriculture in the area.

In order to address this failing system, POCD has secured Recreation and Conservation Office Salmon Recovery Funding (RCO SRF) Board funds to complete a 30% planning and design project. We will work with an environmental project manager to facilitate landowner meetings, procure and verify water rights for potential end users, find and select an engineer, and deliver a 30% complete design before September 1st, 2025.

GENERAL SCOPE OF PROJECT

The purpose of this Request for Qualifications (RFQ) is to select a highly qualified Consultant Team to complete the work identified below. We anticipate the work will occur in the following order:

- The consultant will work with POCD and their partners to familiarize themselves with the social and ecological landscape of the Skookum Creek sub-watershed.
- Verify water rights for all landowners and communicate effectively and efficiently with potential stakeholders.
- Procure and manage an engineer to complete a 30% design
- Present design to group and relay potential changes to engineer.
- Complete all deliverables before the September 1st, 2025 deadline.

All work will be funded by the RCO SRF Board.

STATEMENT OF QUALIFICATION (SOQ) SUBMITTALS

Qualification packages shall include the following components:

1. A cover letter expressing the Consultant's interest in working with the POCD and other partners on this project. Include all contact information.
2. Provide the anticipated members of the team that will be involved in the project.
 - Summary of the organizational structure of the team including hierarchy and any potential sub-consultants.
 - Qualifications and experience of team members in all aspects of watershed planning, riparian restoration, or streambank stabilization
 - Any additional relevant information regarding the consulting firm or team members.
3. Description of the approach to performing the tasks described in the Scope of Work. This could include a timeline and a discussion of what the consultant believes to be the relative tasks and timeframes. The information should demonstrate a strong understanding and ability to deliver on the tasks. Identify if there are other key issues or concerns related to the project that need to be addressed.
4. Provide up to three (3) references from clients who were provided similar services. Include name, contact details and a brief description of the projects. Information on up to two (2) completed projects that are relevant to this proposal may also be included.

Please **do not** provide a cost estimate, fee schedule or any type of price proposal at this time.

REVIEW AND SELECTION CRITERIA

Each proposal received in response to this RFQ will be objectively evaluated and rated according to a specified point system. A one hundred (100) point system will be used, weighted on the assessment of the qualifications package to meet the following criteria:

1. Professional qualifications of project team/firm and demonstrated experience and competence in performing services pertinent to the scope of work. (40%)
2. Approach to project and demonstrated understanding of project objectives as reflected in the proposed work plan. (40%)
3. References, example documents (if any), familiarity with relevant codes and standards, ability to provide adequate resources, and additional information that makes your team the right selection for this project. (20%)

After the qualifications-based ranking and selection process is complete, POCD will request from the highest-ranked consultant a task-based cost proposal. POCD will proceed with contract negotiations with that consultant and if the parties cannot come to terms, POCD will request from the second-ranked consultant a task-based cost proposal and follow the same procedure, working with each of the next-ranked qualified candidate(s) in order of their scores, until a contract has been successfully negotiated.

POCD reserves the sole right to continue working with the selected Consultant on future phases of the project. If necessary, POCD may go through a process to select a new Consultant for future phases of work based on the developed work program.

Please submit one (1) hard copy OR one (1) electronic copy (thumb drive or email to admin@pocd.org) of your SOQ. Hard copies should be sent to:

Alex Case-Cohen
c/o Pend Oreille Conservation District
PO Box 645
Newport, WA 99156

Submittals are due by Friday, April 7th, 2023, no later than 5:00pm. No submittals will be accepted after that date and time.

Questions regarding this RFQ can be directed to Alex Case-Cohen at alexcc@pocd.org or at (509) 447-1155. Persons may request this information be prepared and supplied in alternate forms using the above contact information.

MISCELLANEOUS

The Pend Oreille Conservation District encourages disadvantaged, minority, and women-owned consultant firms to respond.

Civil Rights Act:

The Pend Oreille Conservation District is an Equal Employment Opportunity employer.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

A copy of this document and other documents related to this proposal will be posted on the Pend Oreille Conservation District website: <https://www.pocd.org/bids-contracting-opportunities>

This document and all associated public records will be released where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the Contractor are needed for the POCD to respond to a request under the Act, as determined by the POCD, the Contractor agrees to make them promptly available to the POCD. If the Contractor considers any portion of any record provided to the POCD under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the Contractor shall clearly identify any specific information that it claims to be confidential or proprietary. If the POCD receives a request under the Act to inspect or copy the information so identified by the Contractor and the POCD determines that release of the information is required by the Act or otherwise appropriate, the POCD's sole obligation shall be to notify the Contractor (a) of the request and (b) of the date that such information will be released to the requester unless the Contractor obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the Contractor fails to timely obtain a court order enjoining disclosure, the POCD will release the requested information on the date specified.