



PEND OREILLE CONSERVATION DISTRICT NOTICE TO CONSULTANTS FOR DISTRICT-WIDE SALMON RECOVERY MANAGEMENT PLANNING

The Pend Oreille Conservation District (POCD) is soliciting proposals (statement of qualifications) from consultants, or consulting teams, with expertise in riparian restoration management, specifically planning and design, to work with POCD to generate up to 10 shovel-ready multi-landowner bank stabilization/riparian restoration projects within WRIA 62 (Pend Oreille River) and WRIA 55 (Little Spokane River). The POCD, in partnership with the Kalispel Tribe of Indians Natural Resources Department, the Pend Oreille Public Utility District, the Lands Council, neighboring conservation districts (Stevens County CD and Spokane CD) and interested citizens, is looking for short- and long-term solutions to improve water quality and riparian habitat for salmonids, specifically bull trout (*Salvelinus confluentus*), westslope cutthroat trout (*Oncorhynchus clarkii lewisi*), mountain whitefish (*Prosopium williamsoni*), and others. POCD is looking for the consultant to partner in this effort and provide technical expertise for this complex issue.

BACKGROUND

The Pend Oreille River (WRIA 62), a significant tributary of the Columbia River, drains the Pend Oreille-Clark Fork watershed. It flows west from Lake Pend Oreille in Sandpoint, ID, through Newport Washington at the border between Idaho and Washington, then flows north into Canada where it feeds into the Columbia. The Little Spokane River (WRIA 55) has its headwaters just south of Newport, Washington. It flows southwest into Spokane County where it converges with the Spokane River. WRIA 62 consists of 1,300 square miles in Northeast Washington, while WRIA 55 makes up 679 square miles. These watersheds provide habitat to innumerable threatened and priority species, including the fish species listed above. Others include: the American beaver, bald eagle, Canada goose, Canada lynx, grizzly bear, yellow warbler, and many others.

Both watersheds not only provide habitat and clean water for innumerable species, they also are recreation destination areas for fishing, kayaking, boating, and other sports. In WRIA 62, many landowners purchase vacation property along the Pend Oreille River, but due to development, loss of vegetation, significant water level fluctuation and wave action from boaters, significant amounts of sediment are lost annually. This has negative downstream

impacts within the entire Columbia River basin. Additionally, increased sedimentation and loss of vegetation contributes to increased temperatures in both the WRIA 62 and WRIA 55. This proves deadly to threatened fish like bull trout who require cold water and clean gravel to not only spawn but survive.

While POCD has the capacity to conduct outreach and education within these two watersheds, our ability to generate at least 10 shovel-ready restoration/stabilization projects is extremely limited. We have received funding from the Washington State Conservation Commission's (WSCC) Salmon Recovery Funding and Department of Ecology (DOE) Clean Water/Centennial Funding to complete this task and are looking to partner with an environmental project management firm to help us accomplish our deliverables by June 30th, 2023.

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 current water quality, riparian habitat concerns and community needs.
- Adapt watershed management plans into an achievable implementation strategy, prioritizing specific reaches within both WRIA 62 and WRIA 55.
- Work directly with POCD, landowners, and sub-contractors to execute engineering and permit completion for at least 10 projects within either WRIA 62 and WRIA 55.

All work will be funded by WSCC SRF or DOE Centennial/Clean Water funding that POCD was awarded.

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 and 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, January 20th, 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 FCD 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.