LEWIS COUNTY NOTICE TO CONSULTANTS FOR

A & E Professional Services – Design and Engineering of upcoming Grant Funded Fish Passable Structures

Lewis County Public Works, from here forward referred to as the County, is soliciting interest from consulting firms with expertise in the hydraulic analysis, wetland and stream delineation, design of fish passable structures, and stream channel restoration. Consultants will be considered for the following projects which have received or have the potential to receive grants funds in 2019 or 2020: Berwick Creek Barrier Removal and Realignment (17-1148), Lower Reach Berwick Creek Barrier Removals (17-1149), MF Newaukum Fish Passage_SiteID 021(45011)(07070) (17-1420), and Middle Fork Newaukum Watershed Pathways Fish Passage.

PROJECT DESCRIPTION

The County has multiple upcoming projects which have received or have the potential to receive grant funds in 2019 and 2020. These projects, if funded, will all require hydraulic assessment and design at a minimum. Project designs must meet all permitting requirements and utilize the most recent design guidance, standards, and regulations such as the WDFW's Water Crossing Design Guidelines (2013), the WDFW's Stream Habitat Restoration Guidelines (revised 2012), and the Integrated Streambank Protection Guidelines (2003).

The Berwick Creek Barrier Removal and Realignment Project (17-1148) would provide a design for the removal and replacement of the existing bridge structure at milepost (MP) 0.103 of Logan Hill Road as well as the realignment of a portion of the stream channel upstream of the bridge/culvert. This project is located in Lewis County, WA; Section 11, Township 13N, Range 2W (Figure 1).

The Lower Reach Berwick Creek Barrier Removals Project (17-1149) would provide a design for the removal and replacement of double squash pipes at MP 0.032 of Borovec Road and MP 2.839 of Bishop Road as well as the planting of a 20 ft riparian buffer along both sides of the channel for a length of 130 ft downstream of the culvert on Bishop Road. This project is located in Lewis County, WA; Section 15, Township 13N, Range 2W (Figure 1).

The MF Newaukum Fish Passage_SiteID 021(45011)(07070) Project (17-1420) would provide a design for the removal and replacement of a squash pipe at MP 7.07 of Middle Fork Road. This project is located in Lewis County, WA; Section 20, Township 13N, Range 1E (Figure 2).

The Middle Fork Newaukum Watershed Pathways Fish Passage Project would provide a design for the removal and replacement of up to four barriers; double squash pipes on Centralia Alpha Road at MP 12.93, the existing squash pipe on Centralia Alpha Road at MP 15.79, double squash pipes on Kruger Road at MP 1.20, and a squash pipe on Beck Road at MP 1.187. These projects are located in Lewis County, WA; Sections 8, 15, 17 and 18, Township 13N, Range 1E (Figure 2).

The successful consultant will perform all necessary assessments and provide all required design documents as described in Section 1A, a detailed outline of the work necessary for these Tasks is provided in Section 1B. These projects will include cooperative project development and management with the County. At this time the scopes provided are very general and are subject to change if deemed necessary in discussions between the Consultant and the County.

SUBMITTAL REQUIREMENTS

A detailed description of the proposal requirements is contained in Section 1B of this document. Proposals will be evaluated and ranked based on the criteria outlined in Section 4 of this request for proposal (RFP).

DEADLINE: Proposals must be received no later than 1:00 p.m. local time, March 26th, at the Lewis County Public Works office (2025 NE Kresky Avenue, Chehalis, WA 98532). Faxed copies will not be accepted.

SECTION 1A – Background and Purpose

Existing Conditions

Berwick Creek Barrier Removal and Realignment Project

Historically, upstream of the bridge, Berwick Creek meandered through fields in the area approximately 120 ft to 300 ft from Logan Hill Road (Figure 3).

Currently, at this site there is an existing bridge with a concrete floor which is functioning as an 11 ft x 21.5 ft precast concrete box culvert. This bridge culvert is currently a partial barrier to fish. A sackrete wall lines the bank from the bridge to the area approximately 25 ft upstream on either side of Berwick Creek a riprap wall continues upstream from this point for approximately 80 ft along the right bank (Figure 4).

The goal of the proposed project is to provide a design that once constructed will restore fish passage, reduce sedimentation, improve floodplain connectivity, and increase large woody debris within Berwick Creek. It is anticipated these goals will be achieved through implementation of the following:

- The project will restore immediate year-round access to 2.5 linear miles of habitat containing valuable spawning and rearing habitat for the Southwest Washington ESU of coho salmon and Southwest Washington DPS of winter steelhead trout as well as searun cutthroat and resident cutthroat trout.
- The project will reduce sedimentation by increasing the hydraulic opening and slowing velocities through the project area, thereby stabilizing the channel banks.

- The project will improve floodplain connectivity as increasing the hydraulic opening will allow waters to freely move through the channel into the floodplain.
- The project will increase large woody debris as pieces of large woody debris will be anchored within the project area to provide increased habitat complexity.
- The stream realignment will reconnect floodplain, enhance wetland areas, and remove stormwater inputs from roadside runoff.
- The removal of sackrete walls along stream banks is anticipated to aid in the retention of bedloads and elevate streambed levels to allow for better floodplain connectivity, increased habitat complexity and increased organic inputs.
- Additional planting will provide increased riparian cover.

Lower Reach Berwick Creek Barrier Removals Project

Currently, there are double squash pipes located at both MP 0.032 of Borovec Road and MP 2.839 of Bishop Road which are partial barriers to fish.

The goal of the proposed project is to provide a design that once constructed will restore fish passage, reduce sedimentation, and increase riparian cover within Berwick Creek. It is anticipated these goals will be achieve through implementation of the following:

- The project will restore immediate year-round access to 1.36 linear miles of habitat and seasonal access to 6.12 linear miles of potential habitat; approximately 8,389 square meters (2.07 acres) of spawning habitat and 26,641 square meters (6.58 acres) of rearing habitat for the Southwest Washington ESU of coho salmon and Southwest Washington DPS of winter steelhead trout as well as searun cutthroat and resident cutthroat trout.
- The project will reduce sedimentation by increasing the hydraulic opening and slowing velocities through the project area, thereby stabilizing the channel banks and improving water quality.
- The project will improve floodplain connectivity as increasing the hydraulic opening will allow waters to freely move through the channel into the floodplain.
- The project will increase large woody debris as pieces of large woody debris will be anchored within the project area to provide increased habitat complexity.
- The project will increase canopy cover as a 20-foot riparian buffer will be planted on either side of the proposed new channel alignment for a length of 130ft.

The MF Newaukum Fish Passage SiteID 021(45011)(07070) Project Currently, there is a squash pipe located at MP 7.07 of Middle Fork Road which is partial barrier to fish.

The goal of the proposed project is to restore fish passage, reduce sedimentation, and increase riparian cover within the Middle Fork Newaukum River and its tributaries. It is anticipated these goals will be achieve through implementation of the following:

- The project will restore immediate year-round access to 2.5 linear miles of habitat which has valuable spawning and rearing habitat for the Southwest Washington ESU of coho salmon and Southwest Washington DPS of winter steelhead trout as well as searun cutthroat and resident cutthroat trout.
- The project will reduce sedimentation by increasing the hydraulic opening and slowing velocities through the project area, thereby stabilizing the channel banks and improving water quality.
- The project will improve floodplain connectivity as increasing the hydraulic opening will allow waters to freely move through the channel into the floodplain.
- The project will increase large woody debris as pieces of large woody debris will be anchored within the project area to provide increased habitat complexity.

The Middle Fork Newaukum Watershed Pathways Fish Passage Project Currently, there are double squash pipes on Centralia Alpha Road at MP 12.93, an existing squash pipe on Centralia Alpha Road at MP 15.79, double squash pipes on Kruger Road at MP 1.20, a squash pipe on Beck Road at MP 1.187 all of which are partial barriers to fish.

The goal of the proposed project is to restore fish passage, reduce sedimentation, and increase riparian cover within the Middle Fork Newaukum River and its tributaries. It is anticipated these goals will be achieve through implementation of the following:

- The project will restore immediate year-round access to 7.36 linear miles of habitat and seasonal access to 10.85 linear miles of potential habitat with valuable spawning and rearing habitat for the Southwest Washington ESU of coho salmon and Southwest Washington DPS of winter steelhead trout as well as searun cutthroat and resident cutthroat trout.
- The project will reduce sedimentation by increasing the hydraulic opening and slowing velocities through the project area, thereby stabilizing the channel banks and improving water quality.
- The project will improve floodplain connectivity as increasing the hydraulic opening will allow waters to freely move through the channel into the floodplain.
- The project will increase large woody debris as pieces of large woody debris will be anchored within the project area to provide increased habitat complexity.

SECTION 1B – Staff Proposed Scope of Work Task 1 – Project Management

A. Meet with the County

These meetings will be used to review work to date, identify important issues and needs for additional data gathering and problem analyzing. Establishing expectations and interfaces, establishing and revising detailed scope of work, as needed, will also be included in these meetings.

Task 2 – Alternatives Analysis

A. Data Collection Efforts

Perform 1) topographic survey; 2) a cultural resources investigation; 3) wetland delineation; 4) hydrologic, hydraulic and geomorphic analysis; and 5) geotechnical analysis prior to developing an alternatives analysis. The consultant shall determine the proper size of streambed materials as per the stream simulation design guidelines.

It is anticipated that all of the aforementioned surveys/assessments will be needed for the <u>Berwick Creek Barrier Removal and Realignment Project</u>. The consultants shall perform a comprehensive hydraulic study to model existing and proposed conditions (HEC-RAS 2D). The study area will extend upstream approximately 1000 linear feet and downstream 2000 linear feet to include evaluation of the bridge/culvert, roads acting as weirs, homes currently being flooded during moderate storm events, and existing stormwater systems. The hydraulic study will utilize historic aerials and LiDAR data to determine historic channels, alcoves, and drainage patterns in this area. Additionally, historic channel levels should be extrapolated from these aerial photos.

For all other projects a scoping meeting will determine which of these efforts will be needed.

B. Conceptual Designs

For <u>Berwick Creek Barrier Removal and Realignment Project</u> utilize the aforementioned data to develop multiple stream restoration alternatives to Conceptual Design level. The Conceptual Design shall include a description of the design and a plan view drawing of each existing site condition with the proposed project projected on accurately scaled plans. The plan view drawing must include: an area/location map; property boundaries; landownership; roads or other infrastructure as appropriate; scale; north arrow; waterbodies and direction of flow; bank-full width; and approximate dimensions of proposed elements.

For all other projects utilize the aforementioned data to develop Type, Size, and Location (TS&L) documentation. Developing three alternatives to Conceptual Design level. No drawings will be needed for this documentation.

C. Alternatives Analysis

For Berwick Creek Barrier Removal and Realignment Project design alternatives shall be assessed in a report which will provide information on the feasibility of the alternatives abilities to meet the project goals provided in the Background and Purpose section of this document. The County would like the consultant to evaluate optimizing the restoration design to include an Alternative which would incorporate reconnection with potential relict channels and alcoves and restoring natural drainage patterns from the tributary ditch along Armstrong Road. The design should consider raising the elevation of the channel bed to improve floodplain connectivity upstream of the road crossing. The creek and forested floodplain about 1000 feet upstream of the site can provide a useful reference condition for guiding the project design. The Alternatives Analysis shall include rough cost estimates of the alternatives.

For all other projects please incorporate a brief bulleted list of pros and cons of each alternative along with rough cost estimates. This should be incorporated into the Type, Size, and Location (TS&L) documentation.

D. Public Meeting

For <u>Berwick Creek Barrier Removal and Realignment Project</u> a public meeting will be held after conceptual design alternatives are developed to answer any questions that stakeholders may have. Stakeholder inputs will be considered when selecting the preferred alternative.

This task, Task 2D, is not anticipated to be needed for any of the other proposed projects.

Task 3 – Preliminary Design and Report

A. Preliminary Plans

Once stakeholders have been presented with the conceptual designs (3 to 7) and a preferred alternative has been chosen, the designs will be further developed to preliminary plans (30 percent). The preliminary plans shall include an existing site plan, project site plan view drawings, and structural design details, if appropriate.

Preliminary (30%) Construction Plans will be developed to reflect the preferred stream alignment and will include the following sheets (formatted at 11"x17" sheet size):

- Cover Sheet
- Legend
- TESC and Dewatering Plan
- Structure Plan and Profile
- Stream Plan and Profile
- Stream Planting Plan
- Roadway Plan and Profile
- Road Section and Details

B. Design Report

A design report shall be developed for preliminary plans which provides the following:

- 1. An explanation of the purpose of the project and its specific habitat restoration goals.
- 2. A characterization and analysis of the existing conditions that may be relevant to project design.
- 3. An identification, description, and evaluation of design alternatives considered for achieving the project goals and objectives.
- 4. A description of the preferred alternative and the rationale for choosing this alternative.
- 5. A listing of specific design criteria that defines the intent and expectations for each project element.
- 6. A description of regulatory and/or other public consultation activities carried out and how the review comments from agencies and other stakeholders were addressed in the preliminary design.
- 7. Construction quantities, a preliminary cost estimate, and construction feasibility analysis.
- 8. Analytical and Model design inputs and outputs.

Task 4 – 60 Percent Plans and Cost Estimate

A. 60 Percent Design Report and Plans

Once the preliminary plans have been commented on by the County as well as the technical review team and stakeholders, if applicable, the plans shall be further developed to 60 percent design.

60 Percent Plan shall be provided as 8.5"x11" drawings which provide the information requested on the USACE Seattle District Drawing Checklist. A table must also be provided which provides a breakdown of all materials to be excavated out or placed in a Wetland or Waterbody. For each wetland or waterbody list amounts of each material and the area to be affected both above and below ordinary high water (OHW). If the project is within the FEMA effective 100-year floodplain, this breakdown should be further broke down to amounts/area below OHW, amounts above OHW within the 100 year floodplain, amounts above, or outside, the 100 year floodplain. Materials below OHW should include anything below the elevation of OHW within the horizontal limits of OHW. This number should not include amounts or areas within the roadway prism which is defined as the area, within the constructed roadway that is, higher in elevation than adjacent undeveloped lands.

B. Estimated Construction Quantities and Costs

A detailed list of work items shall be included and quantities calculated for construction of the preferred alternative.

Task 5 – 100 Percent Plans and Design Report, Special Provisions and Cost Estimate

County comments will be incorporated into the Final Plans and Final Design Report, Special Provisions and Cost Estimate for the County's use in bidding the project for construction. The 60 percent construction cost estimate will be refined to reflect the 100% Design and additional items will be added to reflect the increased level of design detail. Unit bid prices will be updated based on the current bidding climate and current bid tabulations.

Draft (100%) Construction Plans will be developed to reflect the preferred project and will include the following sheets (formatted at 11"x17" sheet size):

- Cover Sheet
- Summary of Quantities
- Legend
- TESC and Dewatering Plan
- Structure/Stream Excavation Plan
- Structure Plan, Profile and Details
- Erosion and Scour Protection Plan
- Stream Plan, Profile and Sections
- Large Woody Debris and/or Other Habitat Elements Details
- Planting Plan and Details
- Roadway Plan and Profile
- Road Section and Details
- Right of Way Map (to be provide by Lewis County)
- Traffic Control Plan (to be provided by Lewis County)

County comments will be incorporated into the Final 100 Percent Plans. Any CADD data and/or GIS data prepared by the Consultant shall also be provided to the County.

Task 6 – Project Coordination and Documentation

- A. Progress Reporting
 - Prepare and submit progress schedules.
- B. Meetings
 - In order to keep information current and relevant, meetings will be scheduled monthly between Lewis County and the consultant.

Task 7 – Construction Support

For <u>Berwick Creek Barrier Removal and Realignment Project</u> it is anticipated that construction support may be needed. Construction Support includes traveling to or from the site or meetings during construction, overseeing the contractor, responding to requests for information, providing additional design details, and other office related support.

This task, Task 7, is not anticipated to be needed for any of the other proposed projects.

SECTION 2 CONSULTANT INFORMATION

- 2.1 Consultant Responsibilities. The selected Consultant shall be responsible for all services outlined in the proposal whether the Consultant or his/her representative produces them.
- 2.2 County Responsibilities. Right-of-Entry agreements for all private properties within the study area limits will be the responsibility of Lewis County. Lewis County will also provide survey data, OHW limits, Right of Way (ROW) data, and traffic control plans.

2.3 Contract Payment Schedule

- a. The consultant generated invoice billing statement must include a summary of progress made through the date of billing.
- b. A progress report shall be submitted with each billing statement. Monthly payments will be based on the expenses incurred as summarized in each progress report. The progress report shall indicate the cost and hours of work assigned to each major work task. All billings shall be in accordance with Lewis County standards.

2.4 Project Schedule and Progress Reports

- a. The successful Consultant shall begin work by attending an orientation meeting provided by County to take place approximately ten (10) working days following the execution of the contract.
- b. Written monthly progress reports shall accompany billings submitted to the County.
- c. The Consultant will make oral indications of progress when requested. Oral reports will indicate current status of the project and will be used as an early identification of problems that may hinder the project. Identified problems should be detailed in writing. All written correspondence should be directed through the Project Engineer.

2.5 Insurance Requirements

a. The Consultant will provide stipulated coverage pursuant to contract provisions as stipulated in Appendix 31.79 of the current edition of "Local Agency Guidelines" WSDOT.

2.6 Contract Requirements

- a. The Consultant will be required to enter into a contract with County using Appendix 31.79 of the current edition of "Local Agency Guidelines" (WSDOT) as the basis of the agreement between the Consultant and County.
- b. The partners agree to develop and maintain effective communication and a thorough project understanding so that these issues can be accommodated with minimal impact to project quality, schedule, and budget.

SECTION 3 PROPOSAL INSTRUCTIONS

3.1 General Information

- a. The Consultant must submit a proposal for the end results that are set forth in the RFP. The proposal shall describe the qualifications of the Consultant and provide a listing of similar projects completed in the past five years, a listing of project team members and qualifications, and a listing of references with contact information. Any professional staff necessary to conduct the required project scope must be available to support successful completion of the contract scope of work.
- b. Sub-consultants proposed to be used by the Consultant shall be listed in the proposal and shall be subject to approval of the County.
- c. The proposal shall be submitted for professional services. The proposal shall be limited to twenty (20) pages total including title page and table of contents and include evaluation information listed in subsection 4.3 and 4.4 of this document. Font shall be ARIAL, 12 point.
- d. Pages shall be double-sided (10-sheets) with minimum of one-inch side and top margins. Direct the submittals to:

Ann Weckback, Environmental Planner; Lewis County Public Works; 2025 NE Kresky Avenue; Chehalis, WA 98532

3.2 Closing Date for Submittal of Proposals

- a. Five copies of the Proposal must be received not later than 1:00 p.m. local time, March 26, 2018.
- b. The proposal may require 15 days for evaluation. The County may request the Consultant to make an oral presentation to the selection committee in support of the proposal.

3.3 Proposal Acceptance

The successful Consultant will be expected to enter into a contract specifying payment methods as allowed by the Local Agency Standard Consultant Agreement. Please refer to WSDOT standard consultant agreement found in Appendix 31.79 of "Local Agency Guidelines", WSDOT current edition.

3.4 Right of Award or Rejection

The proposal shall specifically stipulate all terms and conditions contained in the RFP. It is understood that all proposals will become a part of the public file on this matter without obligation to the County. County reserves the right to reject any or all proposals.

3.5 Costs

County is not liable for any costs incurred by the Consultant in the preparation or presentation of the statement of qualifications.

3.6 Inquires

Questions that arise during preparation of the proposal shall be handled by Ann Weckback, 360-740-1440. A proposal list will be developed (for all interested responders) and all questions & answers will be e-mailed to all firms on the consultant roster each Wednesday during the advertisement period.

3.7 Protest of Contract Award

Protests concerning the consultant selection process must be delivered in writing to the Lewis County Director of Public Works within fourteen (14) days of the award announcement. The Director will review the protest, contact all parties involved, and recommend the appropriate action to the BOCC. The Commissioner's decision will be the final County position. The final decision will be presented to all interested parties within 45 calendar days of receipt of the protest.

SECTION 4 PROPOSAL EVALUATION

4.1 General Information

- a. County will award the contract to the most qualified Consultant whose proposal is deemed to be in the best interests of the County.
- b. A selection committee will be appointed to evaluate the statements received. The committee will evaluate each of the criteria listed in subsection 4.3 and 4.4 for the purpose of ranking proposals.

4.2 Proposal Evaluation

The Consultant selection process will be conducted in two phases. The first phase will consist of a panel of reviewers who will individually review all submittals independently using a set of review criteria. The review panel will then meet to finalize their selection ranking. Their findings will be forwarded to the County Engineer for review. The County Engineer will review the scores of the selection committee and determine if consultant interviews are required. If interviews are desired, the project manager will appoint an interview selection committee. Consultant selection will be based on consensus amongst the selection committee.

4.3 Review Criteria

EVALUATION CRITERIA	WEIGHT
Qualifications and experience of personnel assigned to project	15 points
Recently completed similar projects	25 points
Past performance/references	10 points
Availability and response time	20 points
General evaluation of the proposal in meeting objectives	30 points

4.4 Criteria Explanation a. Qualifications and experience of personnel assigned to project, including subconsultants, on projects with other government agencies within the last five years including: ☐ Extent of principal and project manager involvement ☐ Qualifications and relevant individual experience ☐ The team's expertise in relation to all phases of the project □ Project managers' experience with project requirements ☐ Approximate number of people to be assigned to the project ☐ Quality assurance review responsibility □ A stipulation that key personnel will not be removed from the contract without prior approval of Lewis County b. Recently Completed Similar Projects □ Projects completed that are similar in scope of work ☐ County or City projects that are similar in Washington State. c. Past Performance/References ☐ List contact person, agency, phone number, address, and project. Describe the specific problems that were encountered and explain the methodology and action plan (include requirements and software) to overcome them. d. Availability and Response Time ☐ Estimate the number of hours per month in which team members would be available. Estimate turnaround time on comments. e. Familiarity with the WSDOT standard contract agreement □ Does your firm have a current WSDOT overhead audit f. General Evaluation of the Submitted Proposal in Meeting Proposal Objectives ☐ Is the proposal clear and concise? ☐ What is the probable ease and ability of the consultant to coordinate with the project and County staff?

4.5 Selection

Washington State?

a. A final recommendation for selection will be made to the Public Works Director following review and rankings of the proposals. Consultant selection will be carried out under Washington State Local Agency Guidelines Section 31.

□ What is the firm's experience with Lewis County or other Counties in

- b. RFP's are anticipated to take approximately 15 working days to evaluate.
- c. Follow-up interviews with consultants NOT selected may be arranged with County following successful contract award to the selected consultant.

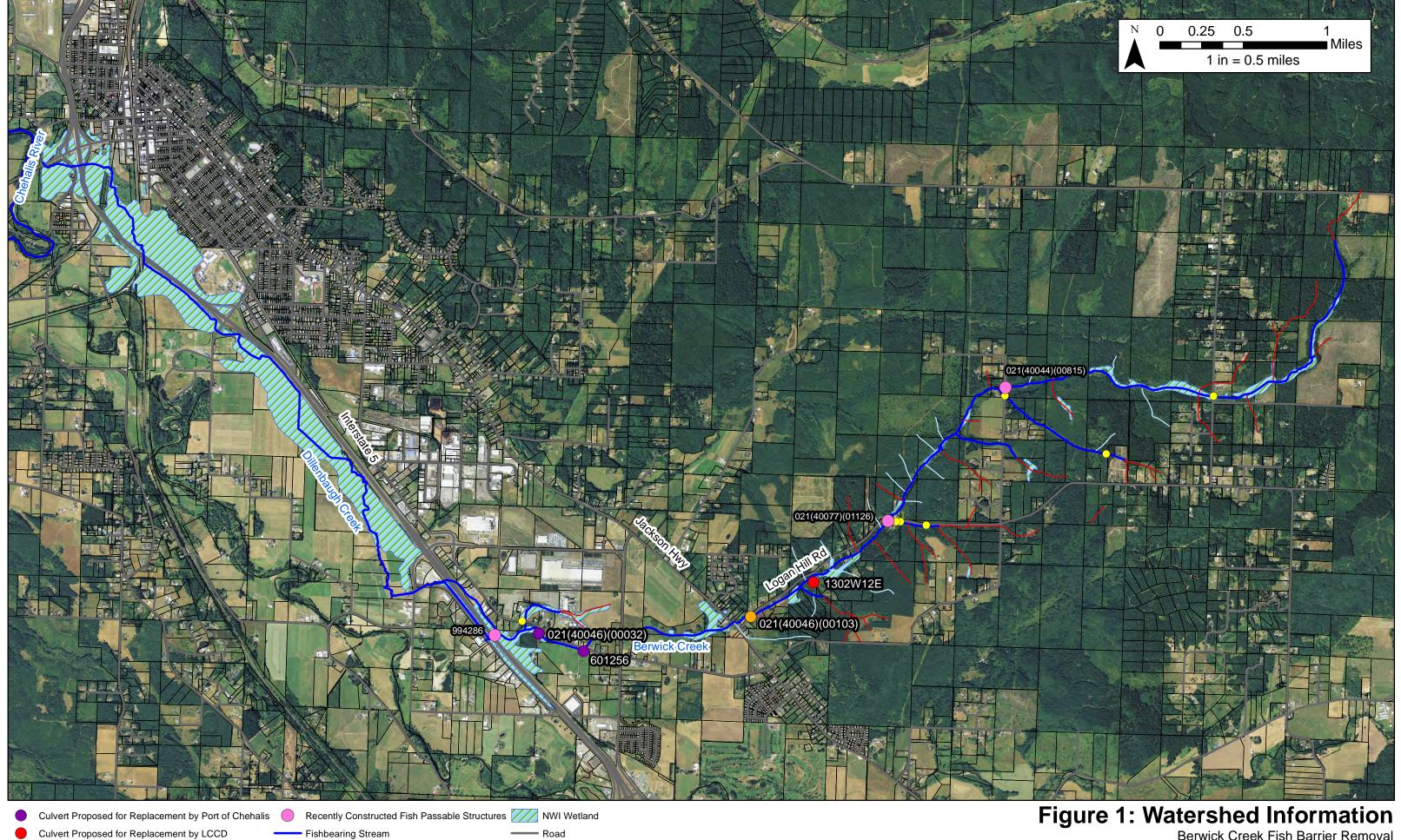
4.6 Pre-contract Clarification

The apparent selected Consultant will be required to review its proposal with County. The County reserves the right to require any clarification or alterations it deems necessary in the Consultant's assignment or resources, or in the Consultant's approach to the scope of work and the County's needs and expectations. This review and any changes will be made prior to contract execution and will become part of the final Consulting contract.

4.7 Schedule

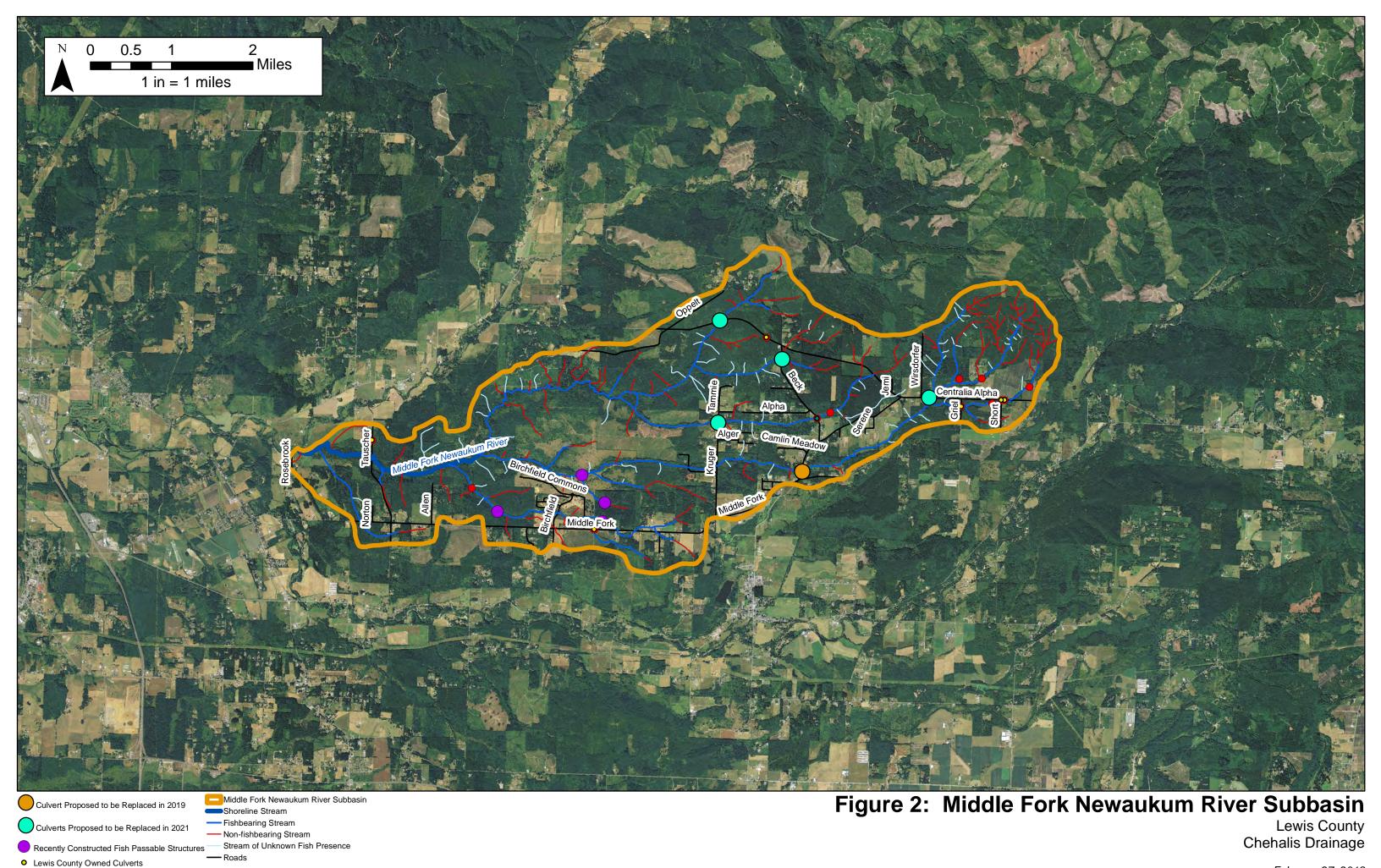
Task	Desired Timeline
Proposal Due	March 26, 2018
Proposal Review	April 2, 2018
Contract Negotiations	April 11, 2018
Notice to Proceed	April 16, 2018

- 4.8 Project Contact: Ann Weckback, 360-740-1440
- 4.9 Proposals must be received no later than 1 p.m. local time March 26, 2018.



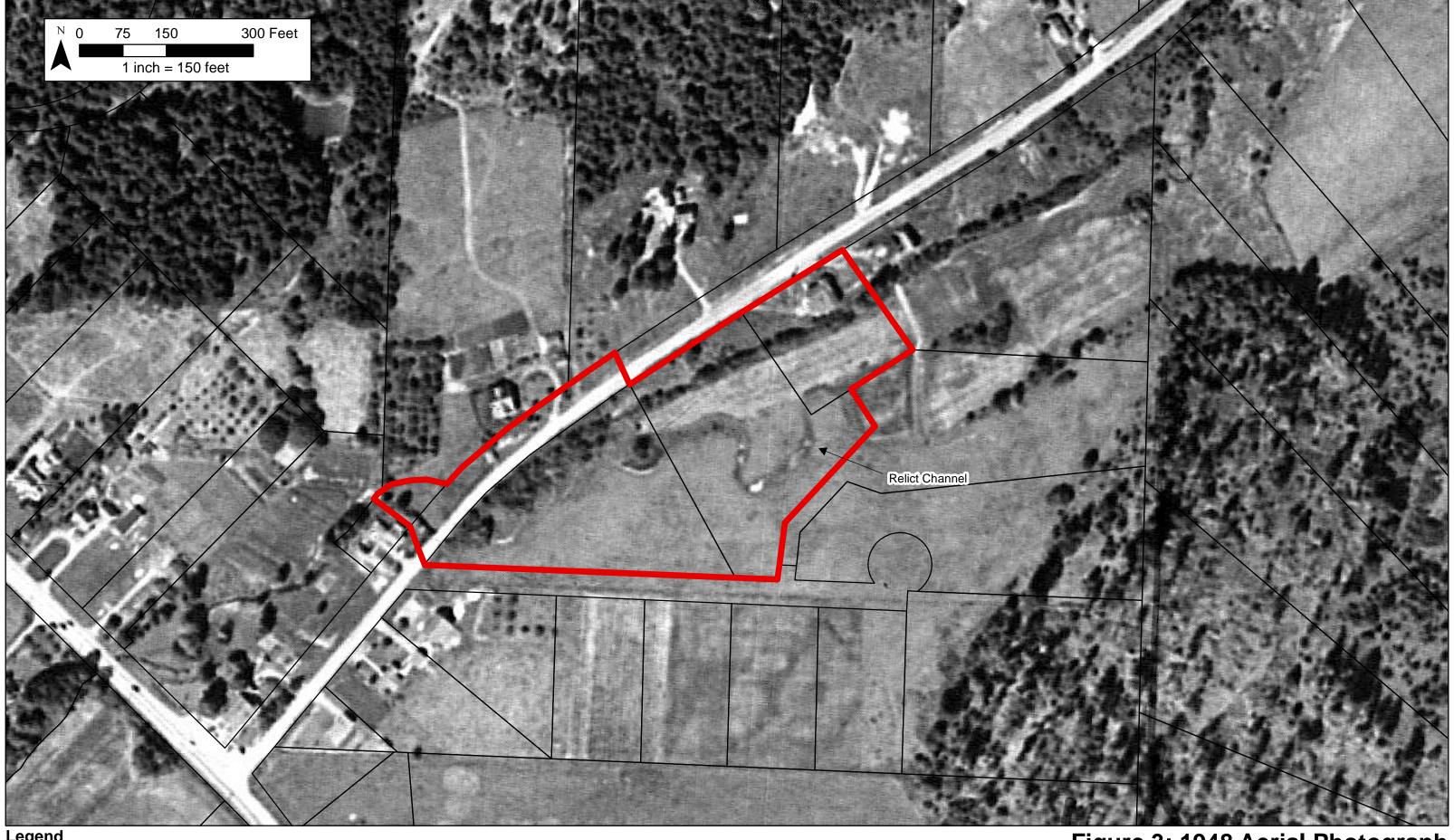
Culvert Proposed for Replacement by Lewis County Non-Fishbearing Stream Barrier Culverts Stream of Unknown Fish Presence Berwick Creek Fish Barrier Removal

Lewis County



Barrier Culverts

February 27, 2018



Legend

Limits of Alternatives Assessment

----- Roads

Parcels

Figure 3: 1948 Aerial Photograph

Berwick Creek Barrier Removal and Realignment
Section 11, T13N, R2W



Legend

Requested Right of Entry Area

Parcels Roads

Figure 4: Right of Entry Map
Berwick Creek Barrier Removal and Realignment
Section 11, T13N, R2W