


<p>Quil Ceda Village Council</p> <p>Marlin Fryberg, Jr, President Pat Contraro, Council Member Hazen Shopbell, Council Member</p>	<div style="text-align: center;">  </div> <p style="text-align: center;"> The Consolidated Borough of Quil Ceda Village 8802 27th Avenue NE, Tulalip, WA 98271-9694 360-716-5000 Phone • 360-716-0052 Fax </p>	<p>Quil Ceda Village Administration</p> <p>Kevin Jones, Acting General Manager Jennifer Flores, Village Clerk</p>
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Request for Proposal

Hydrologic Services

To conduct a drainage analyses to determine flow, connectivity and fish presence/absence with Coho creek and Sturgeon Creek tributaries.

I. Purpose

The Consolidated Borough of Quil Ceda Village is soliciting proposals from qualified consultants to conduct a field drainage analysis to determine stream connectivity and flow patterns within the Coho Creek drainage. The goal is to determine which ditches have connectivity to jurisdictional tributaries of Quil Ceda Creek and fish presence as well.

II. Background

The project area is located within the Consolidated Borough of Quil Ceda Village on lands held in trust for the Tulalip Tribes (See Project Area Maps A and B), on lands to the area west of 27th Ave NE, in the area formerly known as the Boeing Test Site.

The drainage analysis project area is located West of 27th Ave NE, between 88th St NE and 114th St NE. and encompasses, Township 30 North, Range 5 East, Sections 07, 08, 17, 18, 19, &: 20, Longitude 122.21566 to 122.19955; Latitude 48.09539 to 48.07387.

The project area contains two sub-basins, Sturgeon Creek and Coho Creek, which will need to be evaluated to confirm prior mapping of ditch connectivity to the streams within the designated project area (See Project area Detail Maps C-H), as well as fish presence. Both sub-basins drain into Quilceda Creek, near its confluence with Ebey Slough. The Consultant will conduct field surveys and be expected to use existing data and reports and to consolidate existing information to complete their analysis.

A number of stream and fisheries surveys and hydrologic reports are available for the Boeing Test Site, as well as groundwater and shallow groundwater monitoring well data. Groundwater modeling and shallow surface flow modeling have also been conducted for the site.

III. Project Goals and Objectives

Quil Ceda Village's goal for this project is to conduct a field drainage analysis to determine stream connectivity and flow patterns within the Coho Creek drainage. The goal is to determine which ditches have connectivity to jurisdictional tributaries of Quil Ceda Creek and fish presence as well.

The objectives for this project are

- 1) to confirm and map connectivity and flow of ditches and tributaries on the site.
- 2) to determine fish presence/absence in such ditches.

IV. Scope of Services

The work elements necessary to complete the project are presented below as a list of tasks to be performed under contract to the Consolidated Borough of Quil Ceda Village.

Quil Ceda Village will make available to the Consultant relevant background materials to allow the Consultant to develop an understanding of site conditions. This includes GIS information such as topographic layers, LiDAR, and Tulalip Hydro stream and drainage feature maps. Existing fish and stream surveys, groundwater data and modeling that has been conducted for the site, as well as surface water data and modeling will be provided to the Consultant.

Task 1. Drainage Analysis

Approximately 7.86 miles of ditches are encompassed in the project area- most are accessible directly from a road. Electrofishing is not required, but will be at the discretion of the consultant if needed to determine fish presence. For any ditch sections that are dry, a second visit following rains may be required.

The Consultant will

- 1a. conduct field surveys during fall and winter season to determine connectivity and flow patterns inside the project area;
- 1b. determine fish presence/absence at key locations in Project Map H;

1c. provide a report and map of each area, documenting flow and fish passage barriers with photos and locations of electrofishing, as well as fish species encountered;

1d. GPS locations of electrofishing, and any ditch-tributary confluences, and wetland connectivity.

Deliverables: Consultant shall provide a written report documenting the findings of the field surveys. The report can break up the site into distinct drainage areas for ease of presentation. Consultant shall provide an ESRI point file of any key confluence locations with presence or absence of culverts as well as electrofishing locations with comments attached in the data dictionary documenting results at that location. The report and all data produced as part of this project shall be made available to Quil Ceda Village in electronic and hard copy formats.

V. Submittal Requirements

Environmental consultants interested in performing the work outlined in this request for proposal should submit the following information to the Quil Ceda Village Engineering Services Department:

- A. Qualifications of your firm and staff proposed to perform the work described in this request for proposal. This should include resumes of staff and any recommendation/commendation letters received from past projects.
- B. A list of similar projects completed in the last five years with particular emphasis on stream survey and drainage analysis projects.
- C. A proposal of task approach and how work will be accomplished with a tentative schedule.
- D. A cost estimate based on numbers of hours required for completion of the required tasks. Include a cost breakdown of hourly rates and the number of hours assigned for each task for all personnel.
- E. The consultant should describe their availability to begin the project.
- F. Submit a digital copy or hard copy of your proposal to:

Allison Warner, Wetland Program Coordinator
Quil Ceda Village
8202 27th Ave NE
Tulalip, WA 98271

For questions, contact Allison Warner at awarner@tulaliptribes-nsn.gov or
Phone (360) 716-5069
Fax number is (360) 716-0052.

- E. Proposals must be received by 4:30 pm on November 6, 2023.

VI. Format for Request for Proposal

The RFQ should be organized in accordance with the submittal requirements. The RFQ should not exceed (20) pages, excluding the cover sheet and any tabs or indexes. One page is defined as: one side of a single 8 1/2 x 11 sheet, with 12 point font. The consultant must provide proof of professional registration. The consultant must also state that they have the ability to provide workers compensation and professional liability insurance. Information provided in the RFQ will, to the extent allowed by law, be held in confidence and will not be revealed or discussed with competitors.

VII. Evaluation Process

Quil Ceda Village will use the following criteria to evaluate submittals:

- A. Professional Qualifications – Qualifications of the firm and the staff that will be assigned to complete the project.
- B. Direct Experience - Submittals must demonstrate experience and expertise with stream surveys, drainage and hydrologic analysis.
- C. Past Performance – Past performance on similar contracts demonstrated in terms of deliverables that were completed, cost control and compliance measures that the firm uses, whether projects were completed on time and within cost. Past performance should be described with a list of comparable projects. Listed projects should include, a project description, owner, and contact information, cost of project, and types of deliverables.
- D. Geographic Proximity and Familiarity - Applicants should describe office locations and familiarity with the area. Applicants should also describe any prior work with the Tribes or on the Tulalip Reservation, or within the Marysville Trough.
- E. Project Management and Team Organization – Applicant should describe staff who will be involved and to what level, the project lead and organization. Additional information should include quality assurance and cost control measures, and prior experience of the project team as a unit.
- F. Project approach – Applicant should outline an approach to the tasks and tentative timeline for the work.

- G. Scope of Work and Cost Estimate – Applicant should clearly describe the scope of work proposed along with cost estimates for each component outlined in Section IV of this request for proposal.
- H. Indian Preference – Extent of active participation of Indian Owned firms, and Indian professional and support staff.
- I. Availability - The consultant must be available to begin immediately.