



2416 SE Lake Road, Milwaukie, OR 97222 - 503-550-9282 – northclackamaswatersheds.org

**Request for Proposals
Watershed Rapid Bio-Assessment
Proposals due by: August 28, 2019**

Note* Increase in funds available for the project

I. PURPOSE:

This Request for Proposals (RFP) is to solicit a consultant to conduct a watershed assessment to document stream habitat conditions, describe factors limiting native fish (i.e. salmonids) persistence, and propose opportunities for restoration of conditions necessary for native fish recovery. The area included in the assessment includes all watersheds within the North Clackamas Watershed Council's (the Council) area (described below) as well as the mainstem Willamette River from approximately Meldrum Bar to Kellogg Creek's confluence with the Willamette River. Due to funding limitations (\$30,000) and the scope of the watershed area included in this assessment, the consultant will need to focus their work in areas known or expected to be "refugia" for native fish species. The consultant will have access to materials provided by the Council and work closely with staff partners, and the Council's Restoration Committee.

II. BACKGROUND:

The Council's mission is to protect and enhance the four area watersheds' (Kellogg/Mt. Scott, Boardman, Rinearson, and River Forest creeks) water quality, fish, and wildlife habitat. The Council envisions people and nature flourishing in a healthy ecosystem. The Council advocates on behalf of the watershed, engages in prioritized restoration projects, and foster community stewardship. The total area covered by the North Clackamas Watersheds Council is 12,730 acres, all within Clackamas County and the Portland Metro Urban Growth Boundary.

Watershed Area:

- Kellogg - Mt. Scott: 10,300 acres
- Boardman: 1,300 acres
- River Forest: 800 acres
- Rinearson: 330 acres

These watersheds are known to provide salmonid rearing habitat (Friesen, 2007) and migrating and spawning habitat (Kellogg-Mt. Scott) to threatened and endangered Columbia River winter steelhead, coho salmon, fall and spring Chinook salmon as well as Pacific lamprey and resident cutthroat trout (Clackamas Partnership, 2018.) They provide current and potential off-channel

cold-water refugia in a stretch of the Willamette River (a major Columbia tributary) where geological features limit alcoves and significant side channel refugia in the Willamette mainstem (USGS, 2018). Numerous fish passage barriers exist in all 4 watersheds including Kellogg Dam at the confluence of Kellogg Creek and the Willamette River. The Council is currently working to advance concepts for restoring passage at this site through local, state, and federal partners and expect actions identified through this assessment upstream to benefit from the dam's ultimate removal.

Clackamas Water Environment Services and North Clackamas Parks and Recreation District have committed to sharing of information and providing permission to access their properties for this assessment; similar collaboration and permission from, Oak Lodge Water Services, and Cities of Gladstone, Happy Valley and Milwaukie, and the Wetlands Conservancy is anticipated. In addition, The Council manages a Streamside Stewardship Program that has built relationships with many landowners within the watersheds. The Council will share the landowner contact information it possesses with the consultant to facilitate granting of landowner permission.

III. PROJECT PURPOSE:

The rapid bioassessment is the first phase of three-step project that will:

1. Assess and form a basis of a study to synthesize information on fish populations and habitat in the Kellogg/Mt Scott, Rinearson, Boardman, and River Forest Creek watersheds. It will identify limiting factors, including stream conditions and habitat data, evaluate limiting factors
2. Identify specific prioritized restoration opportunities and sites. This process will continue in a future phase with the output of a Watersheds Action Plan, a list of prioritized projects,
3. Generate 3-5 project concept plans with planning-level cost estimates.

The Council's overall guiding priority in this larger effort is to arrive at priority projects for ecological uplift, with locations, concept plan and cost estimates so these projects can proceed to fundraising and implementation as soon as possible. These projects, locations, concept plans and cost estimates must be established no later than winter/spring 2021.

The Council may choose to retain the same consultant for future phases of the project, and/or issue additional RFPs. The Rapid Bioassessment contract may be amended to include the future Watersheds Action Plan when allocated funding is received, expected in *Winter 2019-2020*.

IV. PROJECT TIMELINE:

Due to funding availability, the Scope of Work must be completed by the end of summer 2020, however, The Council's will give preference to proposals using the remaining low-water period in 2019 and presenting a final report in Winter 2019-20.

IV. FUNDING:

Funds have been secured and as of 8/22/19 the total amount for the project is \$30,000.

V. SCOPE OF WORK:

1. Review background information on watershed conditions. The Council and partners will provide data that is already available, such as past survey data on macroinvertebrates, and water quality data. Determine where data gaps exist and how to address those within the timeline, funding, and priority available
2. Propose and select survey protocols to support a limiting factors analysis specific to The Council's watersheds. Consultant shall propose protocols to use for a "rapid

bioassessment” type survey that will collect data needed to meet the purpose and need. The Council anticipates that the following factors will be assessed, but also seeks recommendation from consultant based on purpose, need, timing, and funding:

- a. Physical habitat attributes, such as those included in ODFW’s Aquatic Inventories Project Methods for Stream Habitat and Snorkel Surveys protocol. Important habitat attributes include stream channel classification, distribution of pools-riffles-glides, large wood, riparian buffer condition, substrate, presence of fish passage barriers, and percent bank erosion.
 - b. Fish presence and absence surveys (with awareness that barriers to fish passage exist and may be removed in the future)
 - c. Consider whether water quality monitoring would also be helpful at survey points, since these data will only represent one point in time. Parameters may include temperature and dissolved oxygen.
 - d. Take representative photographs of each stream reach, looking upstream and down.
3. Propose and delineate stream reaches to survey, based on desktop analysis and knowledge of streams, considering ease/difficulty of obtaining access, data gaps, ecological significance, and opportunities for uplift areas accessible to salmonids now and/or that might become accessible in the reasonable future.
- a. Consultant will prepare mailing describing project and request to survey on private lands to landowners;
 - b. Collect responses and ensure a signed access agreement is obtained before consultant enters onto private property.
4. Conduct “rapid bioassessment” type survey in select areas of the identified reaches that identifies specific factors limiting survival of native fish species and identified opportunities for uplift. Survey methodology to be proposed by consultant but should be generally compatible with ODFW’s Aquatic Inventories Project Methods for Stream Habitat and Snorkel Survey protocol or other acknowledged survey methodologies to maintain consistency and utility of data collected. The Consultant will be required for obtaining any required permits, and the cost of these permits.
5. Attend two meetings:
- a. Before field survey: Meet w/the Council’s Restoration Committee to fine tune survey protocols and stream reaches to be assessed
 - b. After survey and data analysis: Present results from surveys, and already existing data, present limiting factors analysis, and propose restoration actions to further develop in a watershed action plan.
6. Prepare a written draft and final report containing survey results, limiting factors analysis, and list of restoration opportunity areas for ecological restoration.

VI. PROPOSAL CONTENTS

The response to the proposal should include the following elements:

- 1) Consultant background/profile (qualifications, distinguishing characteristics, size, & references).

- 2) Examples of previous work similar to the Scope of Work identified in this RFP, including year, location, client organization, contact person, and contact information.
- 3) Specialized knowledge of/experience working with nonprofit organizations and/or natural resource programs.
- 4) Description of Approach to the Scope of Work, in no more than five pages. This should include sufficient detail for the proposal reviewers to develop a thorough understanding of the proposed tasks, proposed project schedule, and deliverables for each task.
- 5) Identify key personnel who will work on the project, and their resumes and/or professional background
- 6) Fee for the consultant's services completing the scope of work, including staff time, travel, materials, permitting, and printing costs, on a per-project rather than hourly basis

VII. Submission Process:

Proposals must be e-mailed by 6PM August 28, 2019 to Neil Schulman, Executive Director, neil@ncwatersheds.org

VIII. Evaluation Criteria and Process:

The following criteria represent the Council's general approach to evaluation of proposals. The Council may seek more information, meetings or interviews with proposers as it sees fit.

Qualifications	10%
Experience	20%
Approach to scope of work	40%
Ability to meet project timeline:	10%
Cost Effectiveness	20%

The Council anticipates the following timeline for selecting a contractor.

Release of RFP:	August 15, 2019
Responses Due:	August 28, 2019 by 6PM
Selection of Consultant:	On or before September 6, 2019
Contract Execution/beginning of work:	Week of September 6, 2019

This RFP is for the sole benefit of The Council, which reserves the right to modify or withdraw this RFP at any point prior to the execution of a contract.

IX. MORE INFORMATION

- Address questions to Tonia Williamson, Council Restoration Committee Chair twilliamson@ncprd.com or 503-593-3673
- Submit proposals to Neil Schulman, Executive Director at neil@ncuwc.org or (503) 550-9282
- Please See the NCUWC website for additional updates to the RFP and for questions/answers
 - [NCWC Rapid Bio-Assessment RFP Q & A](#)