



**Siuslaw Watershed Council**

**P.O. Box 422 • Mapleton, OR 97453**

Community • Economy • Environment  
[www.siuslaw.org](http://www.siuslaw.org)

**541-268-3044**  
[watershed@siuslaw.org](mailto:watershed@siuslaw.org)

## Request for Proposal (RFP)

Date of issue: 1/10/2022

The Siuslaw Watershed Council (SWC) is seeking a qualified contractor to perform initial evaluations and hydraulic modeling that will document existing hydraulic conditions and evaluate the effects of three restoration alternatives at Wren Marsh in the Siuslaw River Estuary. The property owner, McKenzie River Trust, intends to manage the site for its ecological and estuary habitat goals. Wren Marsh is an approximately 8 acre diked and grazed former tidal wetland located near the town of Cushman, Oregon.

Submittals are due by 5:00 PM on February 23<sup>rd</sup>,  
2022

Mandatory site visit to the Wren Marsh project site will be held on  
January 25<sup>th</sup>, 2022

Contact information:

Project Manager:  
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### **Siuslaw Watershed Council Mission Statement**

*The Siuslaw Watershed Council supports sound economic, social and environmental uses of natural and human resources in the Siuslaw River Basin. The Council encourages cooperation among public and private watershed entities to promote awareness and understanding of watershed functions by adopting and implementing a total watershed approach to natural resource management and production.*

Request for Proposal  
Tidal Wetland Restoration Feasibility Study  
for Property  
in the Siuslaw River Estuary: Wren Marsh

**Introduction**

The Siuslaw Watershed Council and its project partners are requesting proposals from qualified consultants to provide pre-design engineering analysis for a tidal wetland restoration design project in the Siuslaw River estuary: Wren Marsh (See Exhibit A: Map of the Project Area).

**The goal of the larger project is to restore tidal exchange between the Siuslaw River and the interior of the property in order to convert the existing freshwater marsh to a range of estuarine wetland habitat classes.** Over time, the influx of brackish water, twice-daily tidal forcing, and deposition of sediment and organic matter are expected to set the property on a trajectory that reverses the subsidence that has occurred over the last 100 years, increases native vegetation cover, and re-establishes a self-sustaining tidal wetland complex in this important location in the estuary. Activities included in this RFP represent the first phase of this work, and should include identification of potential constraints in achieving the larger project goal, and identify conceptual design alternatives that address these constraints.

The Siuslaw Watershed Council (also listed as the SWC, Council, or Agency) invites qualified firms (referred to as Contractor) with experience in estuarine tidal channel and floodplain reconnection design, particularly those involving whole ecosystem function restoration, and in hydrologic modeling, to provide a proposal for the enclosed Tasks.

**Background**

The property is located in the Siuslaw River estuary on the Siuslaw River, east of Florence, Oregon, in Lane County. The property is composed of diked and drained former tidal wetland and is hydrologically-disconnected, and drained by ditches and protected from tidal inundation by a tidegate. This property is a segment of the lost tidal wetland habitats in the Siuslaw River estuary. An estimated 67% of tidal wetlands in the Siuslaw River estuary have been lost as a result of agricultural, development, and transportation infrastructure land use actions. Estuarine habitat quantity and quality are identified as key limiting factors in the health of the Siuslaw watershed and its ability to support healthy populations of species such as Oregon Coast coho salmon, making restoration of estuarine habitat a high priority for local and regional organizations.

The property is owned by McKenzie River Trust and a dwelling on the property is currently occupied by a private renter. It is likely that the dwelling and associated structures on the property will be removed as part of the restoration actions or will only be seasonally occupied due to septic and hydrologic conditions post-restoration. The result of the work indicated in this

RFP is intended to inform and support the development of a conceptual-level restoration plan and subsequent restoration design development. MRT's intent is to pursue design and implementation of tidal wetland restoration on the property.

### **General Information**

When the project is awarded, the successful Contractor shall promptly execute a contract for the proposed work with the Council. All Contractors agree to comply with the project schedule listed in Table 1 below, and to complete all work described herein upon receipt of contract.

### **Project Description**

The following are project tasks associated with this project. A final Scope of Work (SOW) will be developed between the Siuslaw Watershed Council and the awarded contractor based upon the submitted proposal.

Specific engineering assessments needed during this initial phase of the project include modeling of the hydraulic and geomorphic factors influencing the site, development of conceptual design-level restoration options, and characterization of opportunities and constraints for restoration for each conceptual restoration option identified. The work descriptions given below are not comprehensive and give a cursory description of work items for bidding purposes only; however, the total bid shall be for all ancillary items to complete the tasks. The Contractor must include adequate provisions in each bid item to account for incidentals required to complete the project.

### **Scope of work**

#### **Task 1: Review Existing Data, Site Reconnaissance, Opportunities & Constraints**

Gather and review existing data and documentation relevant to the project site and surrounding area including historical photography and mapping, elevation datasets, hydrology data, and relevant reports from nearby restoration efforts.

Data has been collected for the Siuslaw River near Wren Marsh as part of the Waite Ranch project for over a decade. Readily accessible data for the Wren Marsh site includes:

- Hydrology Data:
  - Siuslaw gage data (USGS gage Siuslaw River at Mapleton, OR)
  - Water level logger data outboard of Waite Ranch
  - Siuslaw River flood frequency analysis
  - Tidal datum assessment
  - Summary of recent extreme water levels
- Erosion and sedimentation data:
  - Sedimentation and accretion analysis for restored marsh plains
  - Main-stem Siuslaw erosion and avulsion assessment
- Appropriate restoration design parameters and considerations for this reach of the Siuslaw, including
  - Restored marshplain elevations
  - Restored dike elevations for tidal reconnection

- Tidal channel hydraulic geometry, density, and sinuosity
- Construction access and methods

Known data gaps at the Wren Marsh site include:

- RTK ground survey for LiDAR verification purposes
- Documentation of existing tide gate elevation
- Wetland delineation
- Fish use survey

Conduct a site visit to:

- Observe tide gates at varying tide levels to assess their current hydraulic performance and function
- Ground-truth restoration concepts
- Walk the western and northern dikes to see if there are breaches, low spots
- Use survey-grade RTK GPS unit to collect elevation data at the key features listed above, and to verify the LiDAR data and validate water surface elevations in the hydraulic model
- Characterize existing site drainage patterns, inundation areas, plant communities
- Observe conditions in adjacent reference sites

Identify and Assess Opportunities and Constraints

Work with SWC and MRT to identify opportunities and constraints at the project site, in order to inform refinement of restoration alternatives and guide the assessment approach. Reevaluate opportunities and constraints following hydraulic modeling and geomorphic assessment of the alternatives.

Considerations may include:

- Property ownership and potential impact to forestry operations to the south and east of the site
- Access constraints
- Opportunities to enable and simplify restoration efforts at Waite Ranch, and connect to the existing Wilbur Island habitat
- Existing site infrastructure and drainage ditches

## **Task 2: Hydraulic Assessment and Modeling**

Evaluate the hydrology, geomorphology, and ecology of the site, and how these factors effect or could be effected by restoration at Wren Marsh. Prior to modeling, complete an initial characterization of sources of site hydrology and hydraulic/geomorphic features that control/affect water movement onto, across, and out of the project site. Characterization should include an assessment of the site's channel density and channel dimensions using empirical tidal marsh geometric relationships.

Perform initial hydraulic evaluations and hydrodynamic modeling to document existing hydraulic conditions and evaluate the effects of proposed restoration alternatives. Develop a hydraulic model of the site to evaluate the following key items:

- Existing site conditions
- Existing and anticipated inundation areas and depths in restored areas

- Potential flooding, drainage, and access impacts to forestry neighbor to the south and east
  - Possible actions to mitigate those impacts
- Anticipated flow velocities and erosion potential on existing dikes and other infrastructure such as the boat launch
- Velocities in channels (existing and proposed) and at dike breaches to confirm channel sizing and potential geomorphic change

The modeling will be conducted for up to three proposed alternatives. The model geometry will be revised to represent key features such as dike breaches, dike lowering, and primary channels.

For the adjacent Waite Ranch project, a calibrated HEC-RAS model has been developed for a range of flood conditions relevant to tidal marsh restoration in this reach of the Siuslaw River. The current model is based on the FEMA Flood Insurance Study 1-D HEC-RAS model of the Siuslaw River, and 2D terrain coverage was added for the Waite Ranch project site, which also encompasses the majority of the Wren Marsh site. However, the Wren Marsh site's downstream connection to the adjacent Wilbur Mitigation Bank and Siuslaw River does not have 2D coverage. Some model geometry revisions or additional run scenarios may be needed to fully resolve the drainage connection and extract data at Wren Marsh. Proposed conditions can be incorporated into the model for the four alternative cases.

### **Task 3: Restoration Alternatives Analysis**

Work with SWC and MRT staff to refine and assess a series of concept-level restoration alternatives and site modifications to restore tidal processes and habitat conditions, including figures, narratives, and cost estimates. Four alternatives (including a 'no action' alternative) have already been developed by MRT and have been discussed with neighboring land owners. Consider the feasibility of these alternatives and identify any additional alternatives to be analyzed. Contractor will participate in a virtual Zoom meeting/s with SWC and MRT prior to initiating the hydraulic assessment and at key points in project development (as determined in the initial meeting).

Present the restoration alternatives in a series of figures/maps, along with narratives describing the elements included and anticipated habitat improvements for each alternative. Estimate quantities and prepare cost estimates for final design and construction for each alternative, in order to compare design alternatives and inform future grant funding requests. Incorporate the findings from the hydraulic modeling effort in the alternatives analysis.

The following restoration options are the outcome of discussions with restoration practitioners with ODFW, CTCLUSI, SWC, NOAA, and USFS:

#### **Project Option #1**

It's posited that, post-engineering assessment, the most practical way to restore this type of hydrologically-altered site is to notch the existing levee that separates this property from the Mitigation Bank and disconnects the channel's tidal hydrology, then remove the existing tide gate infrastructure impeding tidal connection to the site. This would restore the tidal channel connection between the adjacent conservation property and the interior of the protected property. Distinct actions include: notching the existing levee at the main tidal channel's connection point and removing the existing tide gate; facilitating reconnection between the adjacent functioning tidal channel and the property's historic remnant tidal channel. With daily tidal influence and soils that are perennially saturated, the area should become laced with small

to large tidal channels. To allow for full restoration, tidal connections, and spruce forest plantings on this site; the existing residence and dock infrastructure may need to be raised, moved, or removed. We anticipate all grazing infrastructure will be removed, and once tidal reconnection is completed the marsh habitat will be self-regulating. Project option #1 is our preferred alternative for restoration of the site based on the information we have at the present.

### Project Option #2

Alternative #2 restoration strategies include all the actions above plus full removal of the property and neighbor-owned boundary levee (1,000 feet) including filling in of the excavated linear channels that were created during levee construction. The setback levee would be spread into the interior of the property and be used to create topographic features. This would allow for a more complete restoration of hydrology, allowing for more sheet flow in riverine flood conditions. This option could, however, dramatically increase the cost of the project, as it requires more fill and removal activities, more and larger equipment. The amount of fill or removal material from the site with this alternative will be better-understood after the hydrologic and infrastructure assessment is complete.

### Project Option #3

Alternative #3 is the full levee removal between the mitigation bank property and the project area as described in option #2, along with the removal of the riverfront portion of the perimeter levee. The riverfront levee is a much smaller pushup levee along the Siuslaw riverbank, and it is connected to the mitigation bank property. There are a small number of very large 50- to 100-year-old remnant spruce trees along this levee and an existing very large river-spanning power pole with an active osprey nest. The current mitigation bank riverside levee is believed, by the adjacent Mitigation Bank owner, to be necessary to protect downriver infrastructure, and there may be liabilities associated with its removal. The proposed removal of this much smaller levee could dramatically increase the complexity and liability of the project. Further assessments will need to be completed to evaluate the liability and associated habitat benefit of its removal. This strategy is not currently preferred by the adjacent neighbors, and MRT would need to do more modeling and acquire more buy-in by the mitigation bank owner to move forward with this approach.

### Project Option #4

Alternative #4 is passive restoration. There are several ways to implement this type of restoration. A legal agreement between the mitigation bank and the previous property owner obligated the bank owner to maintain the existing levee and tide gate infrastructure. Passive restoration would involve MRT ending this agreement and not maintaining the levee or tide gate infrastructure, “allowing” the infrastructure to no longer function over time, and thus restoring a certain level of tidal exchange which would shape and form a renewed tidal connection to the interior of the property. MRT will explore passive restoration options and the potential differing ecological outcomes against the active restoration options in the management plan. This strategy may not be preferred due to the time that it would require and the infrastructure that would be left in place.

#### **Task 4: Project Management, Administration, and Meetings**

Perform project administration, team coordination, and accounting. Prepare monthly invoices and progress reports.

- Coordinate with the Project Partners via phone/video meetings. Participate in a technical team meeting. Present alternatives and hydraulic analysis at meeting with neighboring landowners and key stakeholders.

#### **Reasonably Implied Work and Incidental Items**

Any part of the work that is not mentioned in the above scope of work, or the contract developed with the selected Contractor, which is necessary or normally required as a part of such work, shall be performed by the Contractor as incidental work without extra cost to the SWC.

Table 1. Project Timeline

Task	Timeframe
Mandatory site visit and meeting	January 25 <sup>th</sup> , 2022
Proposals due to Council	February 23 <sup>th</sup> , 2022
Contractor selected, develop contract	March 9 <sup>th</sup> , 2022
Initiation of work	March 23 <sup>rd</sup> , 2022
Work completed	July 31 <sup>st</sup> , 2022

#### **Site Visit**

A mandatory site visit will be conducted on January 25th, with contractors interested in submitting proposals to the Council. Please contact the SWC Office (541-268-3044) or the SWC Project Manager ([projects@siuslaw.org](mailto:projects@siuslaw.org)) by 12 PM on January 20th if you would like to attend the site visit. The meeting will provide an opportunity for contractors to view the site and to ask any questions they may have. The SWC and MRT project managers will be present to answer questions. We will meet at the project location, which can be found here: 43.988250, -124.026725 which is on a gated, private road on MRT's property. Travel and access directions will be provided upon receiving a contractor's RSVP.

#### **Bidding Process**

Interested contractors will present the Council with a proposal by 5 PM on February 23<sup>rd</sup>, 2022. The proposal should include a complete bid packet (Items I-IV OR equivalent information in another format). Bidders should send a completed RFP either via email to [projects@siuslaw.org](mailto:projects@siuslaw.org) or via mail to Siuslaw Watershed Council, 10868 East Mapleton Road, Mapleton Oregon 97453.

Beginning February 24<sup>th</sup>, SWC and MRT project staff and review team will review and score proposals. Following evaluation and scoring of applications, the selection committee may choose to interview up to three bidders before making a final decision. Interviews, should they

take place, will be via Zoom or at the Siuslaw Watershed Council office in Mapleton, Oregon. The SWC may propose modifications to the selected contractor's proposal before finalizing contract. The SWC will award the contract based on the qualifications, experience, and price offered in the contractors' proposals. The SWC reserves the right to ask for clarifications on bid items, and offers contractors the opportunity to clarify and refine their bid items.

The SWC shall enter into a contract with the contractor whose proposal/bid appears to best serve the interest of the Project, MRT, and SWC in terms of qualifications, services to be provided, timeliness and cost. Bidders will be notified of selection results within ten (10) business days of submittal, on or before March 9<sup>th</sup>, 2022. A project kick-off meeting will be held with the successful bidder within a week of the award, at which time contract documents will be signed and notice to proceed will be given to the contracted firm.

### **Insurance**

Contractor shall, at its expense, obtain and maintain during the period of this Contract, in a form and with companies satisfactory to Siuslaw Watershed Council, insurance coverage corresponding to, at a minimum, SWC's requirements as detailed in Item IV of the Invitation to Bid. Under the contractor's liability insurance, we request that The Siuslaw Watershed Council and the McKenzie River Trust be named as additionally insured. Proof of Insurance shall be required before a contract is executed and shall be subsequently provided to SWC upon request throughout the term of the Project. The insurance coverage required herein shall in no way limit the Contractor's liability under a Contract.

### **Payments**

The Contractor may invoice the Council for the agreed upon bid amount once work is complete. The total amount charged for this project will not exceed available funding for the project. All invoices must be submitted no later than August 31<sup>st</sup>, 2022. Payments will be made within 45 days of the invoice receipt from contractor, pending SWC receipt of payment from funder. This agreement constitutes a subcontract whereby payment to contractor may be contingent upon reimbursement of invoiced amounts from funder.



A Complete Bid Packet Shall Include the Following:

Items I-IV OR equivalent information in alternate format

Documents provided to Potential Bidders:

Bid Packet (includes Items I-IV)

Proposal Elements Considered by RFP Reviewers

**Project Approach (35%)**

Describe how the firm's approach to projects of this type qualifies the firm to perform the required tasks in the specified timeline.

**Qualifications of the Applicant (35%)**

Provide detailed descriptions of relevant work experience the firm has engaged in over the past five years, with an emphasis on tidal systems. The applicant should fully address the applicant's experience in working with the complexities of tidal hydrology and tidal interactions with large rivers such as the Siuslaw. Highlight any work in which the protection of adjacent lands and/or infrastructure were significant components. Identify any built projects and/or designed projects slated for construction in the near term. Overall, applicants are encouraged to present projects which bear overall resemblance to the Wren Marsh Tidal Wetland Restoration Project.

**Key Staff to be Involved (10%)**

Identify key project staff and what their roles will be. Who will manage the project on the contractor's side and serve as the primary liaison with the SWC? Submit resumes of key project staff to be involved, not to exceed one page in length each. For staff involved, include details of certifications and professional credentials which lend support for their projected work on the project.

**Cost estimate (20%)**

Applicants should submit a detailed cost proposal which lays out anticipated costs for all project elements, including key project staff and their hourly billing rates, and including all anticipated expenses.

**Other proposal requirements**

Supply proof of insurance. This insurance must be of type and amount sufficient to meet the requirements for this type of activity, and are listed under Item IV in the enclosed Bid Packet.

Under the contractor's liability insurance, we request that The Siuslaw Watershed Council be named as additionally insured. Contract will not be valid until proof of insurance is provided.

**Contact Person:**

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**Issued By:**

Siuslaw Watershed Council  
PO Box 422  
Mapleton, OR 97453  
(Mailing address)

**Physical Address Location:**

Siuslaw Watershed Council  
Mapleton School District Campus  
10868 East Mapleton Road  
Mapleton, OR 97453 (Not Mailing address)

*This project is made available through funding from the Oregon Watershed Enhancement Board*

*"In accordance with Federal law and U.S. Department of Interior policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.) SWC is an equal opportunity provider and employer."*

## Bid Packet

### Item I. Bidder Information

BIDDER FIRM: \_\_\_\_\_

BIDDER CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-Mail: \_\_\_\_\_

The undersigned, hereinafter called the Bidder, declares that the only person(s) interested in this Bid are those named herein; that the Bid is in all respects fair and without fraud; and, that it is made without any connection or collusion with any other person making a bid on this project.

The Bidder further declares that they have carefully examined the Request for Proposal Documents, hereinafter referred to as the Document; is satisfied as to the scope of work, and understands that the description of the work in the RFP is brief and is intended only to indicate the general nature of the work.

The Bidder agrees that if this Bid is accepted they will within five (5) working days, not including Saturdays, Sundays and legal holidays, after notification of acceptance execute a Contract with the Siuslaw Watershed Council.

The Bidder further agrees, to the extent of this Bid, to furnish all means of completion of work and do the work in the manner, in the time, and according to the methods as specified in the Document.

The Bidder further agrees to begin work on February 25<sup>th</sup>, 2022 and shall complete all tasks by July 1<sup>st</sup>, 2022. Work will not be allowed to commence until a signed Contract is received by the Siuslaw Watershed Council.

The Bidder further agrees to accept as payment for the work proposed under this project, as herein specified and under the provisions included in the Document, the task prices included on the Bid Form. The Bidder further represents a true measure of the labor required to perform the work including all allowances for overhead and profit for each type of work called for.

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SIGNATURE OF AUTHORIZED REPRESENTATIVE

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DATE

## Item II. Schedule of Tasks

Tidal Wetland Restoration Feasibility Assessment					
<u>Task</u>	<u>DESCRIPTION</u>	<u>Product</u>	<u>Comments</u>	<u>TOTAL AMOUNT</u>	<u>Proposed Completion Date</u>
1	Compilation and review of existing site data and information	Narrative summary			
2	Modeling of hydraulic and geomorphic factors relevant to the site	Narrative summary of methods			
3	Development of conceptual design-level restoration options	Technical report			
4	Assessment of opportunities and constraints of restoration options	Narrative summary			

Total Cost of Work: \$\_\_\_\_\_

**Item III. Bidder Estuary Restoration Project History and References**

Bidders with experience performing similar work on estuary restoration projects will be favored when proposals are evaluated. Please fill out the following table with your most relevant work or attach a resume/work history with references.

Name of Client, Project Location	Description of Work Completed	Contact Name/Phone Number

**Item IV: Bidder Certification**

The name of the Bidder submitting this Bid Proposal is:

\_\_\_\_\_

Doing business at \_\_\_\_\_

Which is the address to which all communications concerned with the Bid and the Contract shall be sent.

**(If Corporation)**

In witness whereof the undersigned Corporation had caused this instrument to be executed and its seal affixed by its duly authorized officer's this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Name of Corporation

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

**(If Partnership)**

In witness whereof the undersigned Partnership had caused this instrument to be executed and its seal affixed by its duly authorized officer's this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Name of Partnership

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest \_\_\_\_\_

**(If Sole Proprietor)**

In witness whereof the undersigned has set his hand and caused this instrument to be executed this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Name of Business

Signature of Bidder: \_\_\_\_\_

Attest: \_\_\_\_\_

### **Item V: Insurance Requirements for Contractor**

\_\_\_\_\_ (“CONTRACTOR”) agrees to carry insurance equal to or greater than that listed below and name Siuslaw Watershed Council.

#### COMMERCIAL GENERAL LIABILITY AND AUTO LIABILITY

\$1,000,000. Each occurrence

\$2,000,000. General aggregate

\$5,000 Medical expense

- Siuslaw Watershed Council and McKenzie River Trust must be named as an additional insured. This insurance is required to be primary and non-contributory and include a waiver of subrogation.
- Insurance must be maintained continuously
- Contractor must provide a 30-day notice of cancellation

#### WORKERS COMPENSATION

\$500,000 employer liability

Complies with all applicable workers’ compensation laws of the state of Oregon

Certificate of insurance only

- Workers compensation must contain a waiver of subrogation

#### AUTO LIABILITY

\$1,000,000 combined single limit for all owned, non-owned or hired vehicles

- Siuslaw Watershed Council and McKenzie River Trust must be named as an additional insured. This insurance is required to be primary and non-contributory and include a waiver of subrogation.

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME