



## Request for Proposal (RFP)

Date of issue: 2/27/2023

The Siuslaw Watershed Council (SWC) is seeking a qualified Consultant to conduct a geotechnical analysis and site survey in support of a bridge design at the West Fork Deadwood Creek road/ West Fork Deadwood Creek road-stream crossing.

Submittals are due by 5:00 PM on April 4<sup>th</sup>,  
2023

Mandatory site visit to the West Fork Deadwood Creek road/ West Fork Deadwood Creek project site will be held on  
March 21<sup>st</sup>, 2023.

Contact information:

Project Manager:  
Caleb Mentzer, Siuslaw Watershed Council  
Phone: 541-269-3044 (office), 541-513-2604 (cell)  
E-mail: projects@siuslaw.org

### **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**  
Geotechnical Analysis and Site Survey  
In support of a design of  
1 road-stream crossing (bridge)  
in the Siuslaw River Watershed:  
West Fork Deadwood Creek road/ West Fork Deadwood Creek

**Introduction**

The Siuslaw Watershed Council (SWC) is seeking a qualified Consultant to conduct a geotechnical analysis and site survey in support of a bridge design at the West Fork Deadwood Creek road/ West Fork Deadwood Creek road-stream crossing. (See Exhibit A: Map of the Project Area)

**The replacement of the current 40' bridge on West Fork Deadwood Creek road spanning West Fork Deadwood Creek with a larger structure is part of the larger West Fork Deadwood Creek Floodplain Reconnection Project.**

The West Fork Floodplain Reconnection Project is located in the Deadwood Creek sub-basin of the Siuslaw Watershed, near the confluence of West Fork Deadwood Creek and Misery Creek, and is fully contained on USFS land. The Project will restore year-round floodplain connectivity across the width of the valley-floor by aggrading the channel, lowering the elevation of the adjacent floodplain, installing large wood, and planting native vegetation. The floodplain connectivity design work is being done by the United States Forest Service and is not part of this Request-For-Proposal.

A key component of the project is addressing the impact of a narrow-span bridge that crosses West Fork Deadwood Creek within the project reach and constricts stream flow into a simplified channel. **The RFP seeks to produce a geotechnical analysis and site survey in support of a bridge and associated roadway work with a longer span, which will allow for increased flow path diversity and habitat complexity under the bridge as well as upstream and downstream.**

The Siuslaw Watershed Council (also listed as the SWC, Council, or Agency) invites consultants with experience in bridge design on Oregon Department of Transportation and/or Lane County public roads to provide a proposal for the enclosed Tasks.

**Background**

Historic land use practices, including the building of roads, negatively impacted the quality and quantity of habitat supporting the Oregon Coast Coho population in the Siuslaw Watershed. Roads were built to access the landscape for agricultural, recreation and timber harvest

purposes, and those roads often crossed streams without providing adequate passage under the roads to facilitate the natural stream processes that existed prior to road construction. West Fork Deadwood Creek road has a 40' bridge that currently limits the ability of the creek to access the full extent of the floodplain, both upstream and downstream of the project and limits the development of key natural habitat forming processes.

### **General Information**

The current road conditions vary depending on the site. There are likely utilities within the areas, and line locates are required to verify if any exist for geotechnical subsurface investigations and the final design.

No road closures will be granted for design purposes.

### **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.

The technical Scope of Work includes, site surveys and a geotechnical analysis. The hydrologic and hydraulic analysis will be performed by USFS staff or by a Consultant in a separate contract. Additionally, all archeological investigation and environmental permitting will be or has been performed by USFS staff.

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. Management:** Provide overall management for the technical work and coordination and communication with the Project Managers for Siuslaw Watershed Council.

- Two (2) meetings with SWC and USFS staff at these times:
  - Prior to geotechnical investigation and survey to get approval from USFS and SWC PM's on technical approach
  - After geotechnical analysis and survey is complete to discuss results

**Task 2. Field Investigation and Survey:** Complete a survey of the project area as necessary to complete all phases of the project. This work shall include all survey and mapping required for hydraulic analysis, bridge design, and related road design.

- Minimum of four (4) rebar with cap control points set off road and referenced in plans for bridge construction

- Survey should extend a minimum of 250' upstream and downstream of current bridge location and 300 feet from each end of the current bridge structure along West Fork Deadwood Road.
- Survey should tie into known elevation point
- Survey should establish four (4) upstream benchmarks and four (4) downstream benchmarks for floodplain regrade to cover entire restoration project area. The benchmark sites will approved by USFS and SWC representatives.

**Task 3. Geotechnical Investigation and Report:** Perform a geotechnical site investigation and report of findings as follows:

1. Geotechnical site investigation shall be sufficient to determine subsurface conditions for the design and construction of the proposed new bridge.
2. Prepare a geotechnical report that summarizes the investigation, provides a geotechnical evaluation of foundation alternatives, and makes recommendations for the preferred foundation type, including key footing elevations and/or proposed pile tip elevations.

Borings or test pits should be as close as possible to the proposed footing locations. Boring depths should be 5 feet below calculated scour depth or until refusal is reached. If erodible bedrock is encountered, bore at least 5 feet into erodible bedrock unless determined that it is not needed during the preliminary design phase of the contract.

Site mapping should include the locations of any geotechnical borings and utilities (if applicable). The consultant should coordinate the utility locates and any borings with the surveyor to ensure all items are included in the site mapping. The consultant shall also coordinate all utility line locates prior to any geotechnical excavations or borings on the specific site.

### **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	March 21 <sup>st</sup> , 2023
Proposals due to Council	April 4 <sup>th</sup> , 2023
Contractor selected, develop contract	April 11 <sup>th</sup> , 2023

Initiation of work	April 18 <sup>th</sup> , 2023
Geotechnical Analysis and Site Survey complete	June 21 <sup>st</sup> , 2023
Work completed	June 30 <sup>th</sup> , 2023

### **Site Visit**

A mandatory site visit will be conducted on March 21<sup>st</sup>, with Consultants 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 March 17<sup>th</sup> 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 USFS project managers will be present to answer questions. We will meet at the Deadwood Country Market, which can be found here: [44.094647, -123.756575](https://www.google.com/maps/place/44.094647,-123.756575). Travel and access directions will be provided upon receiving a contractor's RSVP.

If you can't attend the 3/21 site visit but are interested in submitting a bid please contact the SWC Project Manager at [projects@siuslaw.org](mailto:projects@siuslaw.org) prior to March 17<sup>th</sup>.

### **Bidding Process**

Interested contractors will present the Council with a proposal by 5 PM on April 4<sup>th</sup>, 2023. 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 April 5<sup>th</sup>, SWC and USFS 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, USFS, and SWC in terms of qualifications, services to be provided, timeliness and cost. Bidders will be notified of selection results within seven (7) business days of submittal, on or before April 11<sup>th</sup>, 2023. 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 finalized and notice to proceed date 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 United States Forest Service 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 July 15<sup>th</sup>, 2023. 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 bridge design. The applicant should fully address the applicant's experience in working with the complexities of steep coastal drainages and flashy hydrology associated with 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 West Fork Deadwood Creek bridge replacement 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:**

Caleb Mentzer  
Restoration Projects Manager  
Siuslaw Watershed Council  
projects@siuslaw.org  
Phone: 541.268.3044 (office)  
541.513.2604 (cell)

**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 Agricultural 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 April 18<sup>th</sup>, 2023 and shall complete all tasks by June 30<sup>th</sup>, 2023. 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 DATE



## Item II. Schedule of Tasks

West Fork Deadwood Creek Bridge Design					
<u>Task</u>	<u>DESCRIPTION</u>	<u>Product</u>	<u>Comments</u>	<u>TOTAL AMOUNT</u>	<u>Proposed Completion Date</u>
1	Technical Project Management	Narrative summary			
2	Field Investigation and Surveys	Narrative summary of methods			
3	Geotechnical Investigation and Report	Narrative summary			

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

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

Bidders with experience performing similar work on bridge design restoration projects to ODOT standards 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 United States Forest Service 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

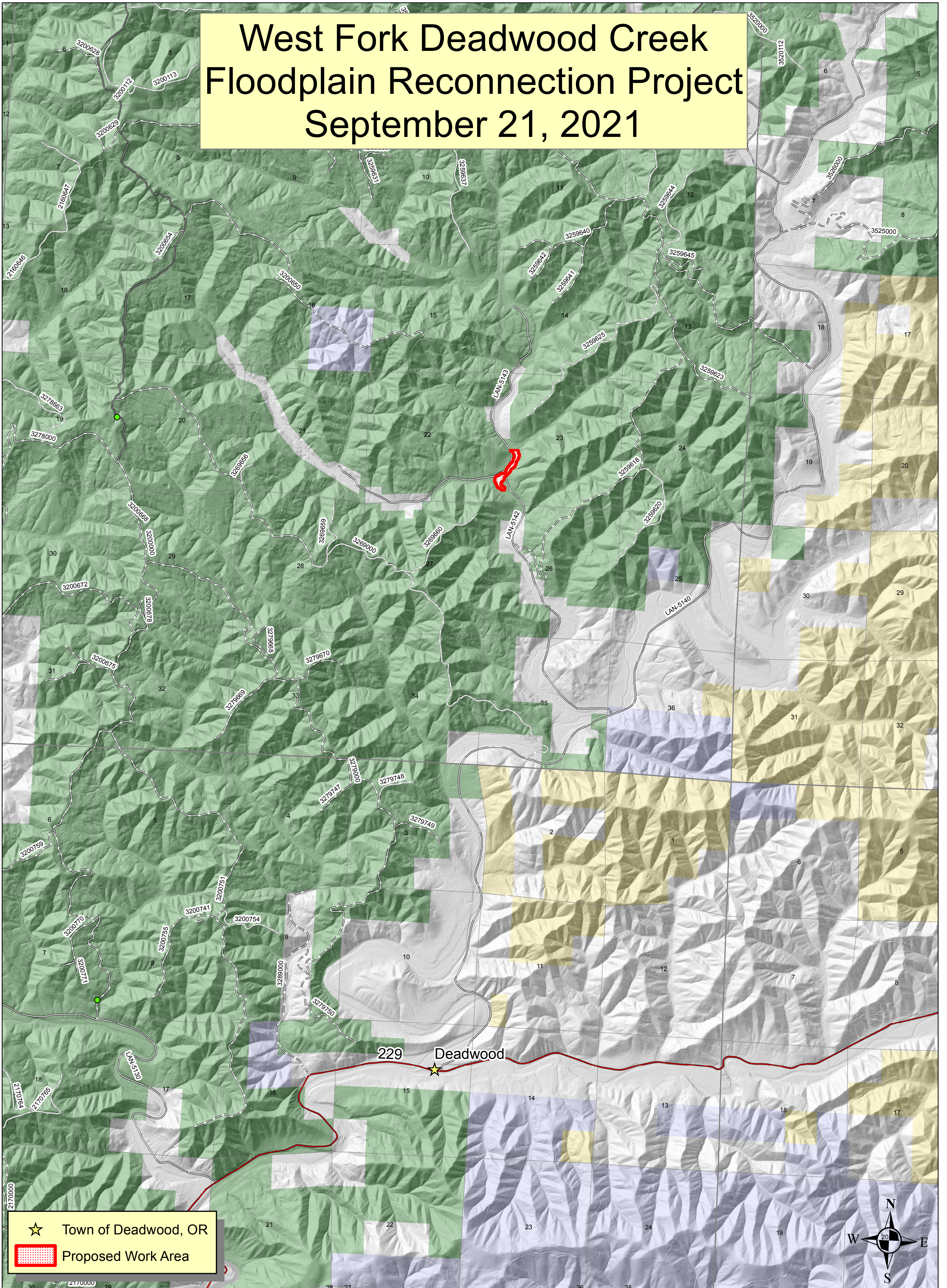
- Siuslaw Watershed Council and United States Forest Service must be named as an additional insured. This insurance is required to be primary and non-contributory and include a waiver of subrogation.

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

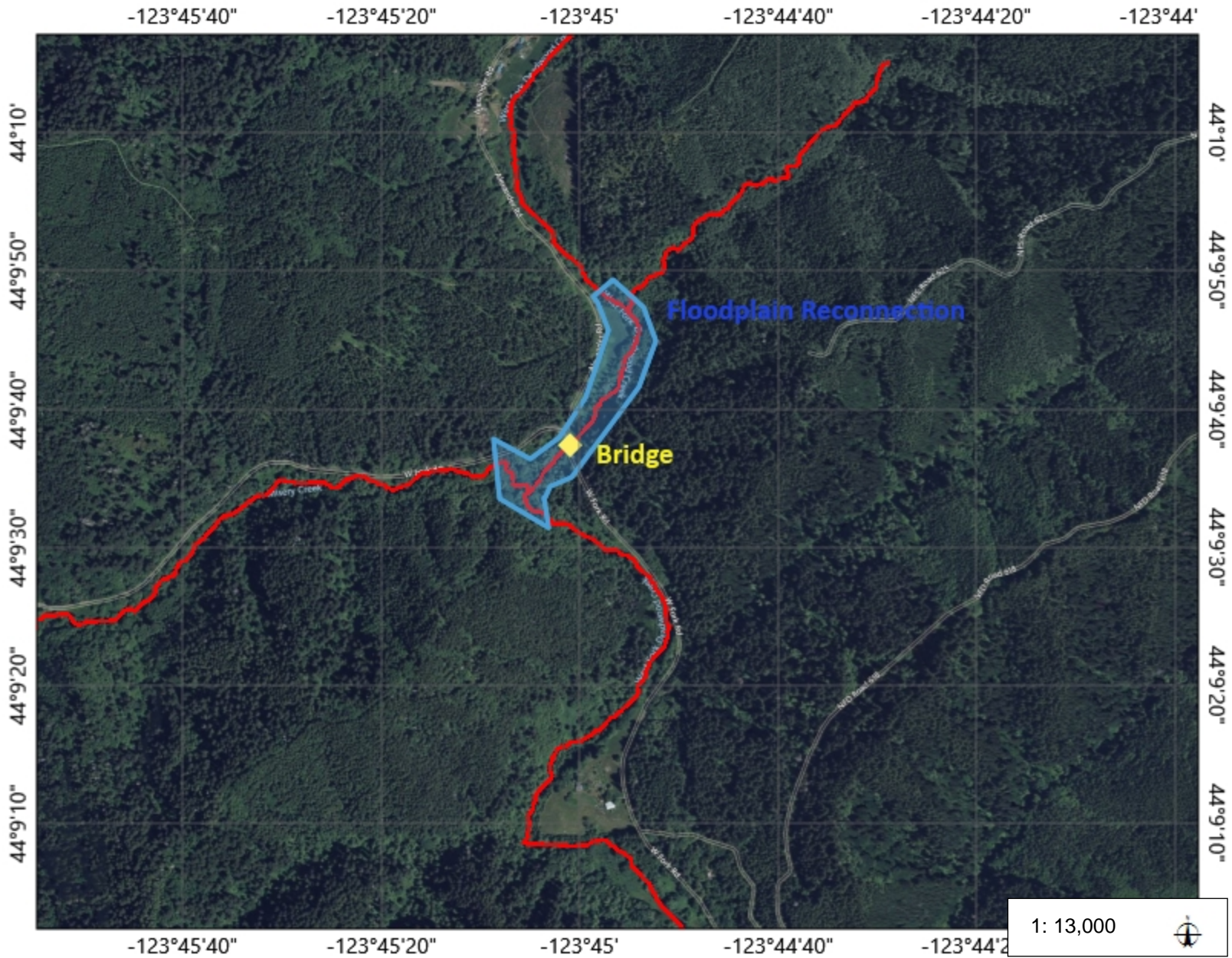
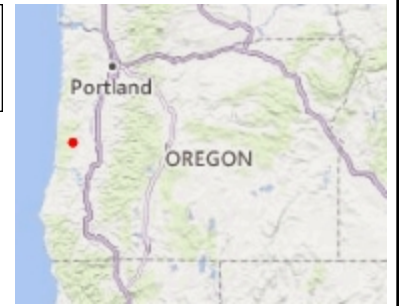
\_\_\_\_\_  
DATE

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

# West Fork Deadwood Creek Floodplain Reconnection Project September 21, 2021



0 0.5 1 2 Miles



**Legend**

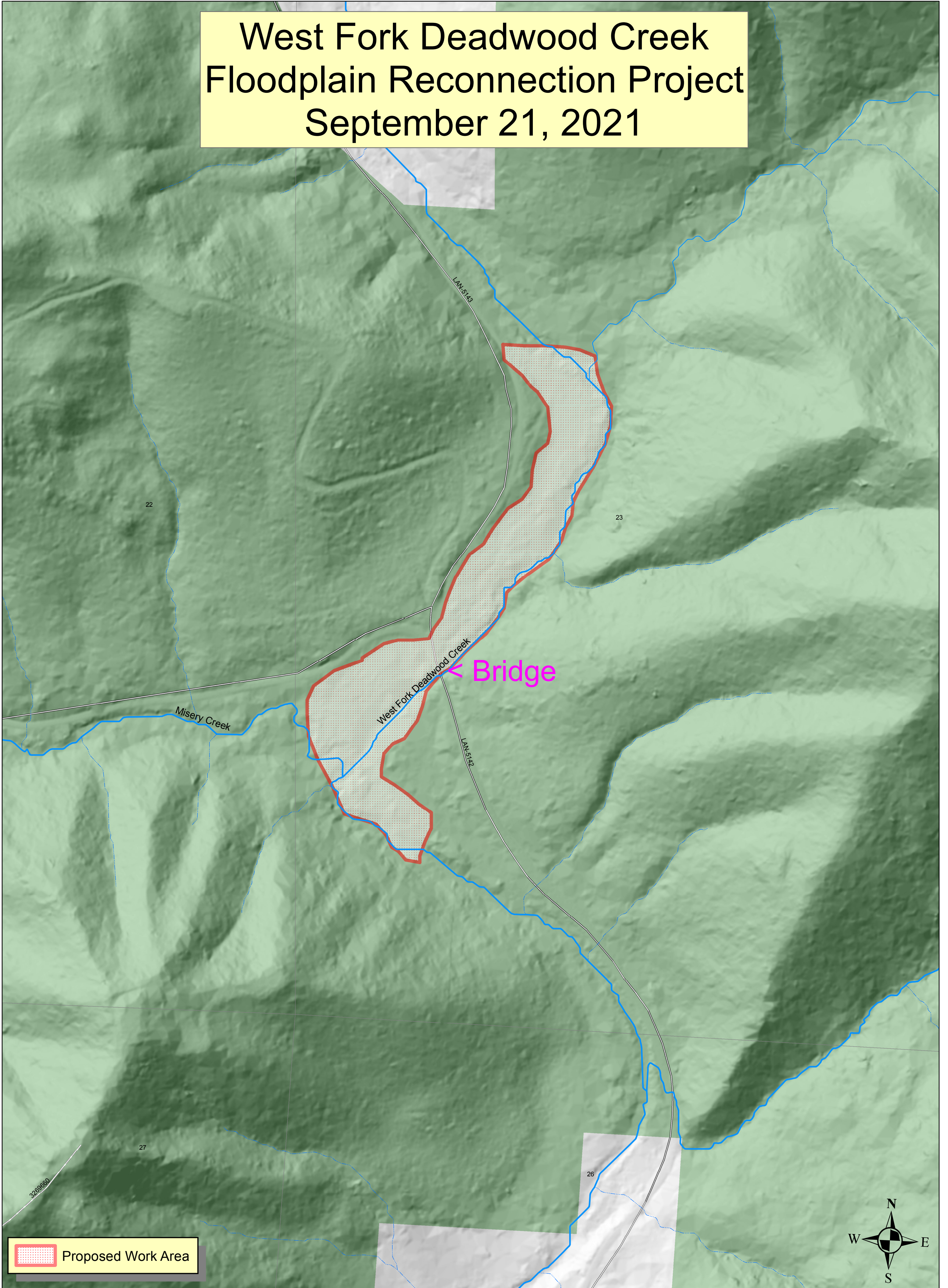
- County Boundaries (2015)
- Coho
  - Historical
  - Migration
  - Rearing
  - Spawning
  - Unknown
- Dark Gray Canvas Reference
- Dark Gray Canvas Base

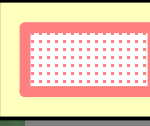
**Notes**

- 1) Replace bridge over West Fork Creek
- 2) Regrade valley floor and plant native plants to restore year-round floodplain connectivity



# West Fork Deadwood Creek Floodplain Reconnection Project September 21, 2021



 Proposed Work Area

0 0.05 0.1 0.2 Miles