



## Request for Proposal (RFP)

Date of issue: 4/10/2023

The Siuslaw Watershed Council (SWC) is seeking a qualified Consultant to prepare an Alternatives Analysis and Final Designs with Plans, Specifications, Calculations, and Cost Estimates for one (1) bridge at the West Fork Deadwood Creek road/ West Fork Deadwood Creek road-stream crossing. The bridge design and subsequent replacement is part of the West Fork Deadwood Creek floodplain reconnection project which seeks to restore natural processes that will benefit salmonids and other native aquatic and terrestrial species

Submittals are due by 5:00 PM on May 9<sup>th</sup>,  
2023

Mandatory site visit to the West Fork Deadwood Creek road/ West Fork Deadwood Creek project site will be held on  
April 25<sup>th</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](mailto: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**  
Final Design for  
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 contractor to prepare an Alternatives Analysis and Final Designs with Plans, Specifications, Calculations, and Cost Estimates for one (1) bridge and associated roadway work 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 53' 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 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 Final Designs with PSE's of a bridge and associated roadway work with a longer span and shifted alignment, 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 qualified firms (referred to as Contractor) 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 utilities within the areas, and line locates are required to verify location for geotechnical subsurface investigations and the final design. The Hydrology and Hydraulic Analysis shall evaluate and provide the  $Q_2$ ,  $Q_{10}$ ,  $Q_{50}$ ,  $Q_{100}$  and  $Q_{500}$  to characterize flows at the site and to assist with permitting and design. **The H&H Analysis will be completed by USFS Enterprise engineering team and is not part of this RFP.** The H&H analysis will be completed by 05/31/2023. Enterprise engineering will be able to adapt the Analysis as the bridge design is completed.

The design work shall include, but is not be limited to, developing a road-stream crossing structure that adheres to the design methodology developed in "Aquatic Restoration Biological Opinion" (ARBO II), located at

<http://www.fws.gov/oregonfwo/ToolsForLandowners/OtherResources.asp>.

No road closures will be granted for design purposes. Upon approval from Lane County Public Works, it is likely that the road will be closed during construction. Ensure that the construction schedule adheres to instream construction work windows. Allowable dates for instream work will be provided by the Forest Service and/or Siuslaw Watershed Council.

### **Design Specifications:**

All construction and design specifications shall comply with the latest version of ODOT Bridge Standards and County road requirements as well as requirements outlined in Aquatic Restoration Biological Opinion II (ARBO II).

Guiding documents include **AASHTO LRFD Bridge Design** and **ODOT Bridge Design and Drafting Manual**, as well as **ODOT Highway Design Manual**. Roadway reconstruction plans should be designed per **AASHTO Policy on Geometric Design of Highways and Streets** and **ODOT Highway Design Manual** and sign design will adhere to **Manual on Uniform Traffic Control Devices (MUTCD)**. Project specifications shall be drafted using ODOT standard specifications for construction.

Hydraulic assessment and scour analysis should follow the current **ODOT Hydraulics Manual**. (performed by USFS Enterprise Engineering team).

Any stream simulation design performed during this design RFP should be follow design methodology developed in **Stream Simulation: An Ecological Approach to Providing Passage for Aquatic Organisms at Road-Stream Crossings**. Consultant will coordinate with USFS

**floodplain reconnection project design team to assess what, if any, stream simulation will be required.**

This list is an illustration and the contractor is required to be up to date on all ODOT design standards and specifications.

### **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, a geotechnical/foundation investigation, and bridge and roadway design. The hydrologic and hydraulic analysis will be performed by the USFS Enterprise engineering team. The foundation investigation, as well as determinations regarding the potential for lateral migration of the stream and the ability to provide resilience from scour will be factors in determining the foundation type. As such, the contractor is required to: 1) utilize the USFS hydrologic report to determine the hydraulics of potential structures, 2) perform a subsurface investigation and 3) provide all survey necessary to complete the structural design and roadway design. Contractor must receive SWC and USFS Project Manager approval of proposed design prior continuing with work. Check-ins should also occur at the 30% (Conceptual), and ~60% (Preliminary) design phases and potentially at 95% (as determined by Project Managers and chosen Consultant). **Environmental permitting and archeological investigation will be performed by USFS personnel and is not part of this Request for Proposal.**

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.

**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 rebar with cap control points set off road and outside of restoration area and referenced in plans for the bridge construction.
- Additionally 8 rebar with cap control points will be set to encompass the regrade project area. USFS personnel will assist with the locations of these points.

**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.

**Task 4. Conceptual Design: Alternatives Analysis & Recommended Fish Passage Structure:**

1. Provide a report synthesizing results of the geotechnical investigation. This will include an evaluation of alternatives that are feasible on the basis of constructability and economics for this site.
  - a) Conceptual Design should provide fish passage structure alternative options with initial cost estimates
2. Conduct a meeting with Siuslaw Watershed Council Project Manager and stakeholders to present recommended design alternative and discuss next steps.
  - (a) Determine preferred alternative to advance to Preliminary Design

**Task 5. 60% Design: Bridge and Roadway Construction Drawings**

1. Prepare 60% Bridge and Roadway Design of the preferred alternative with construction drawings, specifications and plans incorporating comments from the Conceptual design meeting with SWC and project stakeholders. 60% Design should include:
  - a) Prepare 11"x 17" 60% plans with elevations, sizes, layout, profile, structure, foundation type and critical details
  - b) Roadway restoration details
  - c) Constructability review

- d) Preliminary estimates of probable construction cost
2. Conduct a meeting with Siuslaw Watershed Council Project Manager and stakeholders to present 60% design drawings and discuss next steps.

**Task 6. 95% Bridge and Roadway Design and Final (100%) Bridge and Roadway Design:**

AOP Structures: Final design for this project shall include a final set of construction plans, a list of applicable standards, applicable special contract requirements, engineering estimate, schedule of items, engineering design, unit cost, design calculations and quantity calculations. Designs shall be based on field observations, stream simulation guidelines, hydraulic analysis, and construction constraints. Provide the electronic copy of the HEC RAS or other approved applicable program used in the hydraulic analysis as part of the engineering design for review.

- A 95% submittal will be required. After the submittal, the Forest Service will review and provide comments. Allow 30 days for review of Bridges and CRAB's and 15 days for review for other structures.
- Final design plans shall be prepared utilizing a Forest or Regional Forest Service title blocks and borders. All documents shall be prepared using the most current version of the appropriate software, i.e., AutoCAD, MS Word, MS Excel, HEC RAS etc.

**Deliverables:** All plan sets shall be on 11"x 17" Sheets. The 100% Plans, Specifications and Estimates (PS&E) submittal sets shall, include a set of Plans, a list of applicable standard specifications and special contract requirements, an engineering estimate, a listing of construction submittals reference to the applicable plan sheet or specification section, a schedule of items, construction schedule, applicable engineering design calculations, quantity calculations and unit cost calculations.

- All Final Plans and calculations must be signed and stamped by an Oregon Licensed Professional Engineer.
- Provide two hard copies and an electronic copy in CAD and as a PDF.

**Task 7. Permitting Assistance:**

The Army Corps of Engineer and Oregon Division of State Lands permit application will be filled out and submitted by the Forest Service. The following shall be provided by the consultant to support the permit work.

1. Data collection and tabulation to support permit requirements;
2. Calculation of anticipated width and length of disturbance impacted by construction and anticipated removal/fill quantities in cubic yards.

**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	April 25 <sup>th</sup> , 2023
Proposals due to Council	May 9 <sup>th</sup> , 2023
Contractor selected, develop contract	May 11 <sup>th</sup> , 2023
Initiation of work	May 18 <sup>th</sup> , 2023
Alternatives Analysis Summary	August 17 <sup>th</sup> , 2023
60% Design Summary	October 26 <sup>th</sup> , 2023
95% and Final Design Summary	January 1 <sup>st</sup> , 2024
Work completed	February 8 <sup>th</sup> , 2024

### **Site Visit**

A mandatory site visit will be conducted on April 25<sup>th</sup>, 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 April 23<sup>rd</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 4/25 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 April 23<sup>rd</sup>.

### **Bidding Process**

Interested contractors will present the Council with a proposal by 5 PM on May 9<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 May 10<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 May 9<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 January 15<sup>th</sup>, 2024. 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 May 18<sup>th</sup>, 2023 and shall complete all tasks by February 8<sup>th</sup>, 2024. 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			
4	30% design: Recommend fish passage structure	Narrative Summary			
5	60% design: Construction drawings	Narrative summary and technical report			
6	95% Design and Final Design	Narrative summary and technical report			
7	Permitting Assistance	Narrative summary and technical report			

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

**Item III. Bidder Bridge Design 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