

# REQUEST FOR PROPOSALS

Tahoe Resource Conservation District

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SEEKS BIDS TO CONDUCT ENVIRONMENTAL REVIEW  
AND PLANNING FOR LAKE-WIDE CONTROL OF  
AQUATIC INVASIVE PLANTS

July 5, 2018



## 1 PROJECT OVERVIEW

The Tahoe Resource Conservation District (Tahoe RCD) is soliciting written proposals for professional services to prepare California Environmental Quality Act (CEQA), National Environmental Policy Act (NEPA), and Tahoe Regional Planning Agency (TRPA) environmental review documents for the control of aquatic invasive plants.

Aquatic invasive plant control results in improvements to water quality, native fish habitat, and recreational opportunities for swimming and boating. Completion of CEQA, NEPA, and TRPA environmental review will provide significant benefit to Lake Tahoe and the Truckee River because it will allow implementers to increase the pace and scale of aquatic invasive plant control projects on a lake-wide scale.

In 2014, Tahoe RCD prepared an initial study and Mitigated Negative Declaration for the Lake Tahoe Aquatic Invasive Plant Control project, in which the use of hand-pulling, diver-assisted suction removal and benthic barriers for plant control was analyzed. These methods have been used with success around Lake Tahoe and in the Truckee River. The final environmental documentation package was filed in July 2014 (State Clearinghouse Number 2014042043). [http://tahoercd.org/wp-content/uploads/2014/07/CEQA\\_Final\\_Env\\_Doc\\_Lakewide\\_AIS\\_Project\\_SIGNED.wAttachments.pdf](http://tahoercd.org/wp-content/uploads/2014/07/CEQA_Final_Env_Doc_Lakewide_AIS_Project_SIGNED.wAttachments.pdf)

This analysis will evaluate the use of new techniques for controlling aquatic invasive plants including ultraviolet light (UV) technology and site-specific dredging. Other potential mechanical methods for plant control such as laminar flow and bubble curtains may also be identified and evaluated. No chemical control methods will be evaluated.

### GENERAL BACKGROUND

This project proposal stems from a long-term, systematic planning effort by the Lake Tahoe Aquatic Invasive Species Coordination Committee (AISCC). The AISCC is composed of 40 public, private, and tribal stakeholders. Tahoe RCD and Tahoe Regional Planning Agency (TRPA) are co-chairs of this committee. In 2009, the AISCC developed the Lake Tahoe Aquatic Invasive Species Management Plan (LTAIS Management Plan). This plan was updated in 2014, enacted by the Governors of California and Nevada, and approved by the federal Aquatic Nuisance Species Task Force. In 2015, University of Nevada, Reno researchers, Dr. Marion Wittmann and Dr. Sudeep Chandra, contracted with Tahoe RCD to co-author the Implementation Plan for the Control of Aquatic Invasive Species within Lake Tahoe. [http://tahoercd.org/wp-content/uploads/2015/08/Implementation-Plan-AIS-Final-7\\_31\\_2015.pdf](http://tahoercd.org/wp-content/uploads/2015/08/Implementation-Plan-AIS-Final-7_31_2015.pdf). The Implementation Plan is tiered to the LTAIS Management Plan and identifies and prioritizes species and specific locations and strategies for

aquatic invasive species (AIS) removal and control. The plan was formally reviewed by an external expert panel of individuals with academic and management backgrounds from across the nation, who specialize in invasive species management and ecology. The Implementation Plan supports exploration or development of new strategies and technologies for the control of AIS. Tahoe RCD leads aquatic invasive plant control efforts in the Basin by using current effective methods and testing innovative technologies.

<http://tahoercd.org/tahoe-aquatic-invasive-species-resources/>

This Project is intended to continue aquatic invasive plant control efforts in locations where previous efforts have been successful, expand control efforts to include all known infestations areas, expand available methods/techniques, and to allow for rapid response to detections of new aquatic plant infestations.

## PROJECT LOCATION

The project location is composed of suitable habitat areas within the Lake Tahoe Basin including the tributaries of Lake Tahoe and the Truckee River as it flows out of Lake Tahoe within TRPA's jurisdiction. Suitable habitat is present in Lake Tahoe within the City of South Lake Tahoe and El Dorado and Placer counties in California and Washoe and Douglas counties in Nevada. The Project Area will include suitable habitat areas infested with submerged aquatic plants, typically up to 11 meters in depth. Within this large project area, several sites have been identified for potential control treatments based on existing knowledge of invasive plant presence. While some locations have already been identified for treatment, other sites will be proposed for treatment if infestations are detected during lake-wide plant detection monitoring in 2018 and 2019. The Truckee River is the sole outlet of Lake Tahoe and drains part of the high Sierra Nevada, emptying into Pyramid Lake in the Great Basin. The Middle Watershed is regarded as the 15 miles (24 km) of river and its tributaries from Tahoe City in Placer County, through the Town of Truckee in Nevada County, to the state line between Sierra and Washoe counties. This Project will be implemented along an approximately 3-mile section of the Truckee River from the dam at Lake Tahoe in Tahoe City to River Ranch restaurant at Alpine Meadows Road. This Project falls within Placer County jurisdiction and is contained within the boundary of the Lake Tahoe Basin as defined by TRPA.

## PROJECT DESCRIPTION

Attempts to control or locally eradicate aquatic invasive plants, specifically Eurasian watermilfoil (*Myriophyllum spicatum*) and curlyleaf pondweed (*Potamogeton crispus*) have been on-going in Lake Tahoe since 2010. Proven methods include using gas permeable benthic barriers and diver-assisted suction removal used in combination throughout the growing season. While this combination of methods has been successful, limitations do exist. Low lake level, wave action, lake-bottom morphology, high boater use areas, marina environments, marsh environments and turbidity can impede the effectiveness of these methods. Therefore, additional tools to treat aquatic invasive plant infestations are needed. Advancing the

development of new technology and analyzing the effects of using new methods will greatly increase the ability to strategically implement control measures. This environmental review will build the path to scale up and increase the pace of treating large or persistent infestations by having the appropriate tools to use in the right locations.

Tahoe RCD will coordinate the programmatic environmental review of additional aquatic invasive plant control methods, such as ultraviolet light (C wavelength) and site-specific dredging, for the removal of aquatic invasive plants in Lake Tahoe and its tributaries, including some stretches of the upper and lower Truckee River adjacent to Lake Tahoe. This review will meet the requirements of the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA), and TRPA. Following development of environmental documents, Tahoe RCD will apply for the permits needed to use the approved methods at a Lakewide scale.

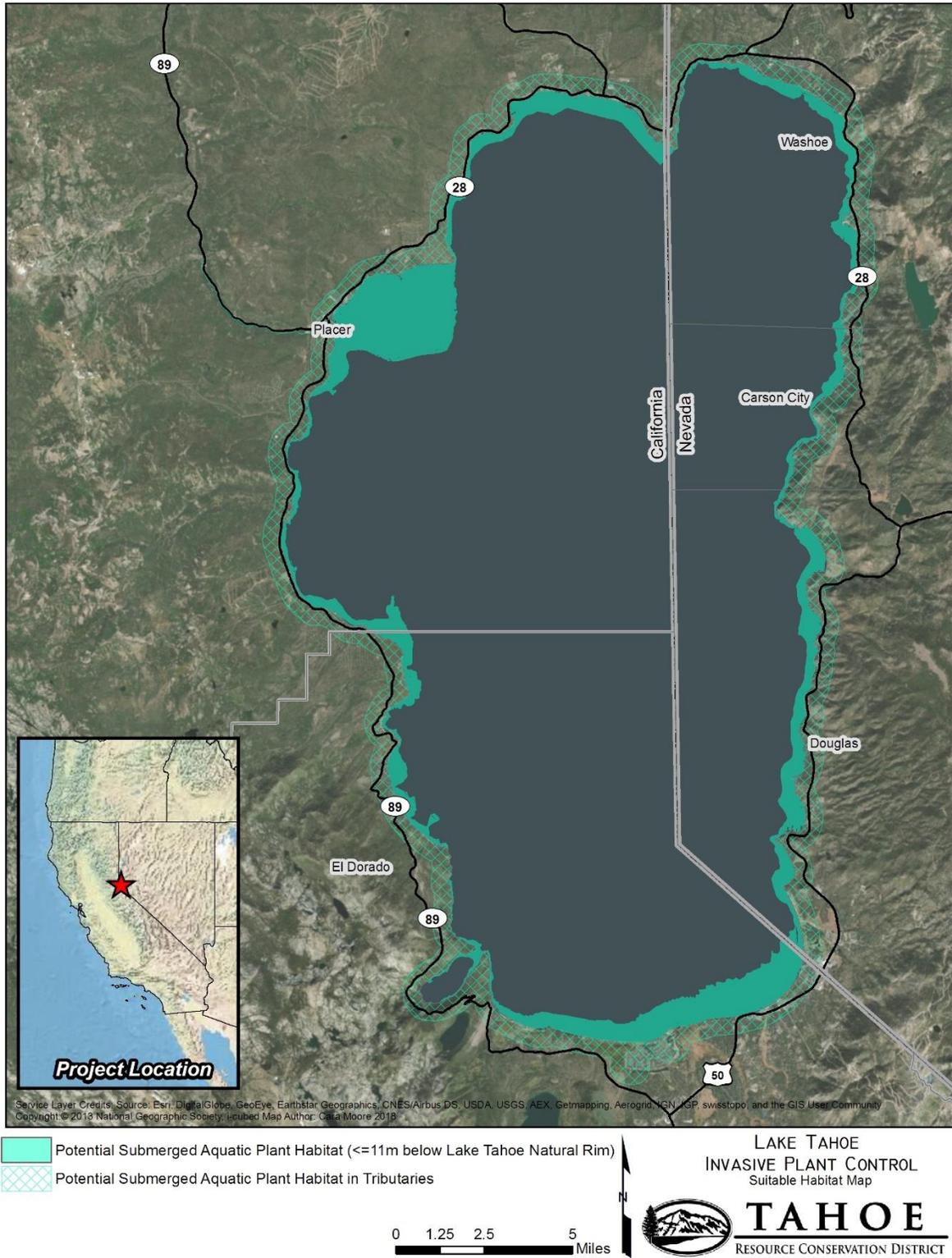


Figure 1: Potential submerged aquatic plant habitat lakeward and in tributaries

## 2 PROJECT TASKS AND DELIVERABLES

### **Task 1: Review background information, prepare project description, and determine the appropriate level of environmental analysis for proposed plant control methods**

- 1.1: Review new technologies available for plant control and evaluate their value for current work
- 1.2: Prepare project description
- 1.3: Coordinate with permitting agencies to identify types of permits anticipated\*
- 1.4: Determine appropriate level of environmental analysis and identify NEPA lead

**Deliverable(s):** Identification of plant control methods for analysis and project description. Justification for determined level of environmental analysis and commitment letter from NEPA lead.

\* It is expected that permits or approvals/leases would be required by the following agencies: US Fish and Wildlife Service, Tahoe Regional Planning Agency, Lahontan Water Quality Control Board, Army Corps of Engineers, Nevada Division of State Lands, California State Lands, and California Department of Fish and Wildlife.

### **Task 2: Prepare and release administrative draft environmental document**

- 2.1: Conduct appropriate level of scoping and coordination
- 2.2: Conduct biological database searches and prepare cultural resources report

**Deliverable(s):** Administrative draft

### **Task 3: Prepare and circulate final document**

- 3.1: Respond to comments and conduct further analysis if necessary
- 3.2: Prepare final document

**Deliverable(s):** Final environmental document/issuance of decision

## 3 PROPOSAL CONTENT

Proposals shall include, at a minimum, the following content:

1. Scope of Work: Describe the proposed project approach, specifically describing subtasks necessary to complete each of the primary tasks identified in the RFP. Include important strategic considerations, potential decision points and alternatives, and explain the advantages and of the proposed approach. Please provide scope for different levels of environmental analysis (to be determined in Task 1). If proposing changes to tasks outlined in the RFP, include an explanation of why they should be considered.

2. Qualifications: State project team qualifications, including those of any named subcontractors. Describe relevant projects and clients and the experience and professional certifications/credentials of key personnel. Although prior work experience in the Lake Tahoe Basin is not required, applicants should describe prior work experience in the Basin and their familiarity with aquatic invasive plant management, and the stakeholders and regulatory context in the Lake Tahoe Basin.
3. Project Management: Describe your management structure and the approach you would use to manage the Professional Services Agreement and associated work orders with a dedicated project manager and associated team. Describe who in management and on the project team will have direct interface with Tahoe RCD staff during each phase of the Project.
4. Readiness and Ability: Describe your readiness and ability to complete the outlined tasks on a timely basis.
5. Schedule and Cost: Provide cost as a not to exceed fee estimate, broken down by task, for completing all work as described in the proposal “Project Tasks and Deliverables”, including materials and outside services. Include a schedule of billing rates for key management, technical personnel, subcontractors, and support staff and a cost schedule for any anticipated direct expenses (e.g., mileage, field equipment, etc.). Please provide a budget for different levels of environmental analysis (to be determined in Task 1). If applicable, please provide separate staff billing rates for travel. *The total value of the project is not to exceed \$350,000 and completion date is April 2020.*
6. References: Provide the names and contact information of at least three individuals or organizations that can provide feedback on past project performance.
7. Proof of Insurance: Submit proof of insurance and W-9 (see Liability Insurance below).
8. Proposal Format and Submittal: Proposals should be clear, concise, and brief (maximum of 10 pages), not including resumes, insurance declarations, schedule and cost, and references.

## 4 SCHEDULE

Date of Announcement:	July 5, 2018
Deadline for Questions/Inquiries:	July 20, 2018
Response to Questions Announcement:	July 27, 2018
Deadline for Proposal Submissions:	August 24, 2018 (Postmarked)
Applicant Interviews:	September 4-7, 2018
Notification of Award(s):	by September 14, 2018

## 5 ADDRESS RESPONSES TO

Tahoe Resource Conservation District  
Attention: Mollie Hurt, Director of Programs  
870 Emerald Bay Road, Suite #108  
South Lake Tahoe, CA 96150

Please submit one hard copy of the RFP response in a sealed envelope plainly marked “AIS Plant Control Environmental Review”, “DO NOT OPEN – Sealed Bid Enclosed,” and include the name and contact information of bidder.

In addition, please submit one electronic copy of the RFP response in pdf format to [mhurt@tahoercd.org](mailto:mhurt@tahoercd.org) with the subject line: “DO NOT OPEN – AIS Plant Control Environmental Review - Sealed Bid Enclosed” and include the name and contact information of bidder.

Late proposal submissions will not be considered. All proposals, whether selected or rejected, shall become the property of the Tahoe RCD. Transmittal/Cover letters for the proposals shall be signed by an authorized employee or officer in order to receive consideration. The Tahoe RCD shall not be responsible for proposals delivered to a location other than that specified above.

## 6 NOTIFICATION AND SELECTION PROCESS

The following steps will be used to select consultants:

1. Initial Screening: The Tahoe RCD and project partners will review and evaluate proposals using the following criteria:
  - Proposal content, project approach, qualifications, quality, references, cost and timing
  - Demonstrated professional qualifications and credentials (as applicable), relevancy of listed project experience, and demonstrated ability to complete work tasks listed in the RFP
2. Interviews: Applicants that meet the initial screening criteria may be invited to interview with Tahoe RCD and project partners in person or by phone (at Tahoe RCD’s discretion). It is possible that the selections of a Consultant will be based solely on the written RFP response.
3. Contract: All successful consultants will be asked to enter into Tahoe RCD’s Professional Services Agreement.

Contractor Selection: We anticipate contractors will be selected no later than September 14, 2018, with negotiation and award of Professional Service Agreement to occur shortly thereafter. If an insufficient

number of proposals are received in response to this RFP, or if the selected contractor(s) and Tahoe RCD are unable to agree to the terms of the services agreement, Tahoe RCD reserves the right to disqualify the contractor(s) and reissue the RFP in whole or in part.

Tahoe RCD reserves the right to award any part of or the whole proposal to one or multiple companies. The Tahoe RCD will contract with the combination of parties that will best accomplish the project objectives for the lowest value and in the best interests of the project.

## 7 OTHER DETAILS

Tahoe RCD Contact: Mollie Hurt at 530-543-1501 x102 or [mhurt@tahoercd.org](mailto:mhurt@tahoercd.org)

- All written questions and request for clarification should be directed to Mollie Hurt. Questions and responses will be posted for all bidders at <http://tahoercd.org/publications-links/rfps-documents/>
- Bidder must certify to the best of its knowledge and belief that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency.
- Costs to prepare proposal will not be reimbursed.
- All submittals are public information. Restrictions on any information submitted will render a bid non-responsive.
- If no qualified bids are submitted by August 24, 2018, the Tahoe RCD reserves the right to begin the RFP process over.
- Selected bidder(s) will be expected to sign a Professional Services Agreement with the Tahoe RCD (example agreement available upon request).
- All subcontractors, if any, used by the selected bidder will require prior written consent of the Tahoe RCD and will be subject to all provisions stipulated in the Tahoe RCD Professional Services Agreement.

## 8 LIABILITY INSURANCE

Selected bidder (Consultant) shall maintain at all times insurance of not less than \$1,000,000 per occurrence for workers' compensation and employer's liability, and \$2,000,000 per occurrence for general liability thus insuring against all liability of Consultant and its authorized representatives arising out of and connected with Consultant's work on this project. All such policies of insurance shall be primary insurance, and a copy of Consultant's insurance policy shall be submitted to the District for review and approval prior to the commencement of the term of the contract.

## 9 EXTRA WORK

At any time during the term of the contract the Tahoe RCD may request the Consultant to perform Extra Work. As used herein, Extra Work means any work, which is determined by the Tahoe RCD to be necessary for the proper completion of the project, but which the parties did not reasonably anticipate would be necessary when preparing this RFP. Consultant shall not perform Extra Work until receiving written authorization from the Tahoe RCD's Project Manager.