

REQUEST FOR PROPOSALS

Tahoe Resource Conservation District

SEEKS BIDS TO CONDUCT PRELIMINARY ENVIRONMENTAL
REVIEW FOR JOHNSON MEADOW, PHASE 1

July 5, 2019



PROJECT OVERVIEW

Tahoe Resource Conservation District (Tahoe RCD) is soliciting written proposals for professional services to conduct planning activities for the necessary improvements to Lake Tahoe's water quality, wildlife habitat, and public and recreation access for the newly acquired Johnson Meadow, which encompasses Middle Reaches 1 and 2 of the Upper Truckee River (Project). This Project is Phase 1 of the overall restoration process for Johnson Meadow. Phase 1 consists of the planning portion which will complete a feasibility study, conceptual restoration designs, and preliminary joint environmental documents (California Environmental Quality Act- CEQA, National Environmental Policy Act- NEPA, and Tahoe Regional Planning Agency- TRPA) with stakeholder meetings and public input. This initial coordination phase will lay the groundwork for subsequent joint environmental impact documents (Environmental Impact Report - EIR and Environmental Impact Statements – EIS assumed) and future implementation of the restoration of the 206+ acres of Johnson Meadow. This project is being funded by the U.S. Department of the Interior, Bureau of Reclamation.

Acquisition of Johnson Meadow was a critical step in restoring the Upper Truckee River (UTR) watershed. These river reaches contain significant wildlife habitat, including river, riparian, meadow, and upland habitat areas. Acquisition was made possible through funding from California Tahoe Conservancy, California Department of Fish and Wildlife and the Tahoe Fund. The purpose of the land purchase is to provide ecosystem and watershed protection benefits through preservation, management, and restoration of meadow, riparian, aquatic and upland habitats. In addition, Johnson Meadow will provide connectivity to other public lands and provide access for compatible public uses that are consistent with wildlife habitat preservation and protection of sensitive biological resources.

Tahoe RCD is committed to working with a variety of stakeholders in the restoration planning process to ensure that future plans address social and ecological topics such as community outreach and stewardship, riparian habitat restoration, wildlife conservation, water quality improvement, public access, and reducing environmental hazards. Restoration of the river and associated habitats will focus on restoring natural hydrologic processes throughout the meadow and coordinating these projects with the work being conducted on adjacent river reaches of the UTR.

GENERAL BACKGROUND

Lake Tahoe, one of the largest, deepest and clearest lakes in the world, has a cobalt blue color, a unique alpine setting and remarkable water clarity, and is recognized nationally and worldwide as a natural resource of special significance. In addition to a scenic and ecological treasure, Lake Tahoe is one of the outstanding recreational resources of the United States, offering skiing, water sports, biking, camping and hiking to millions of visitors each year, and contributing significantly to the economies of California, Nevada, and the United States. The economy in the Lake Tahoe Basin is dependent on the protection and restoration of the natural beauty and recreation opportunities in the area.

In the last 50 years, Lake Tahoe's water clarity has declined from a visibility level of 105 feet in 1967 to only 59.7 feet in 2018. The scientific estimates indicate that if the water quality at the Lake continues to degrade, Lake Tahoe will lose its famous clarity in only 30 years. Sediment and algae-nourishing phosphorous and nitrogen continue to flow into the Lake from a variety of sources, including land erosion, fertilizers, air pollution, urban runoff, highway drainage, streamside erosion, land disturbance, and ground water flow. The UTR has been deemed the largest producer of stream-borne fine sediment in the Tahoe Basin and this restoration project will have significant benefits to lake clarity by reducing sediment delivery to Lake Tahoe. Stream restoration provides numerous benefits to the Lake Tahoe Environmental Improvement Program (EIP) thresholds, including water quality, soil conservation, vegetation, fisheries, wildlife, recreation and scenic resources.

Tahoe RCD acquired the Johnson Meadow property in April 2018, which was previously privately owned for over a century. Johnson Meadow was used as a dairy farm to produce cream and milk following the Gold Rush (1850s) and was purchased in the 1920s by the Mosher family. The dairy equipment was moved out of the meadow in the 1930s and the dairy operations ceased. From the 1930s, the meadow was used for summer cattle grazing. Tahoe RCD now has the opportunity to implement restoration and enhancements on both UTR reaches 1 & 2 using the full extent of the meadow and floodplain of 206+acres. This project is part of the larger effort of the Upper Truckee River Watershed Advisory Group to restore all nine miles of river before it enters Lake Tahoe (see watershed maps below, Figures 1 and 2).

This Project consists of restoration planning for two middle reaches of the UTR and its associated floodplain. The Project will benefit the public by restoring habitat and scenic conditions on the publicly-owned property, and by improving water quality discharging to the UTR and Lake Tahoe by reestablishing hydrologic processes, removing various disturbances including the erosive gully

channel, and revegetating unstable areas. Project benefits to water quality in the Lake Tahoe Basin will result from reduced onsite erosion and increased sediment deposition. The restored floodplain and stream banks will be more resilient to drought and climate change because of their increased wetness from higher groundwater levels and improved abilities to withstand dry periods or floods.

Figure 1: Upper Truckee River Watershed

Upper Truckee River Watershed

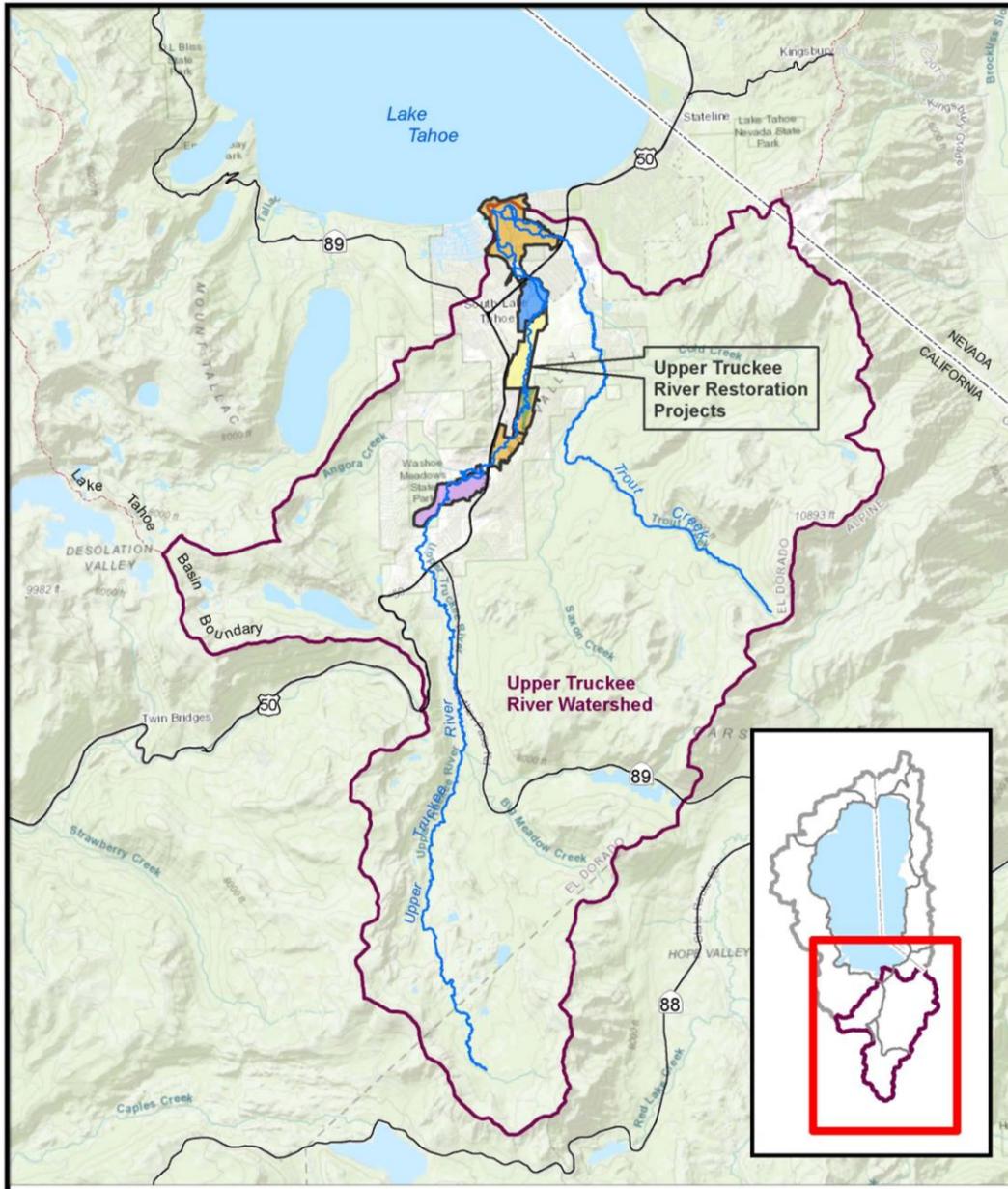
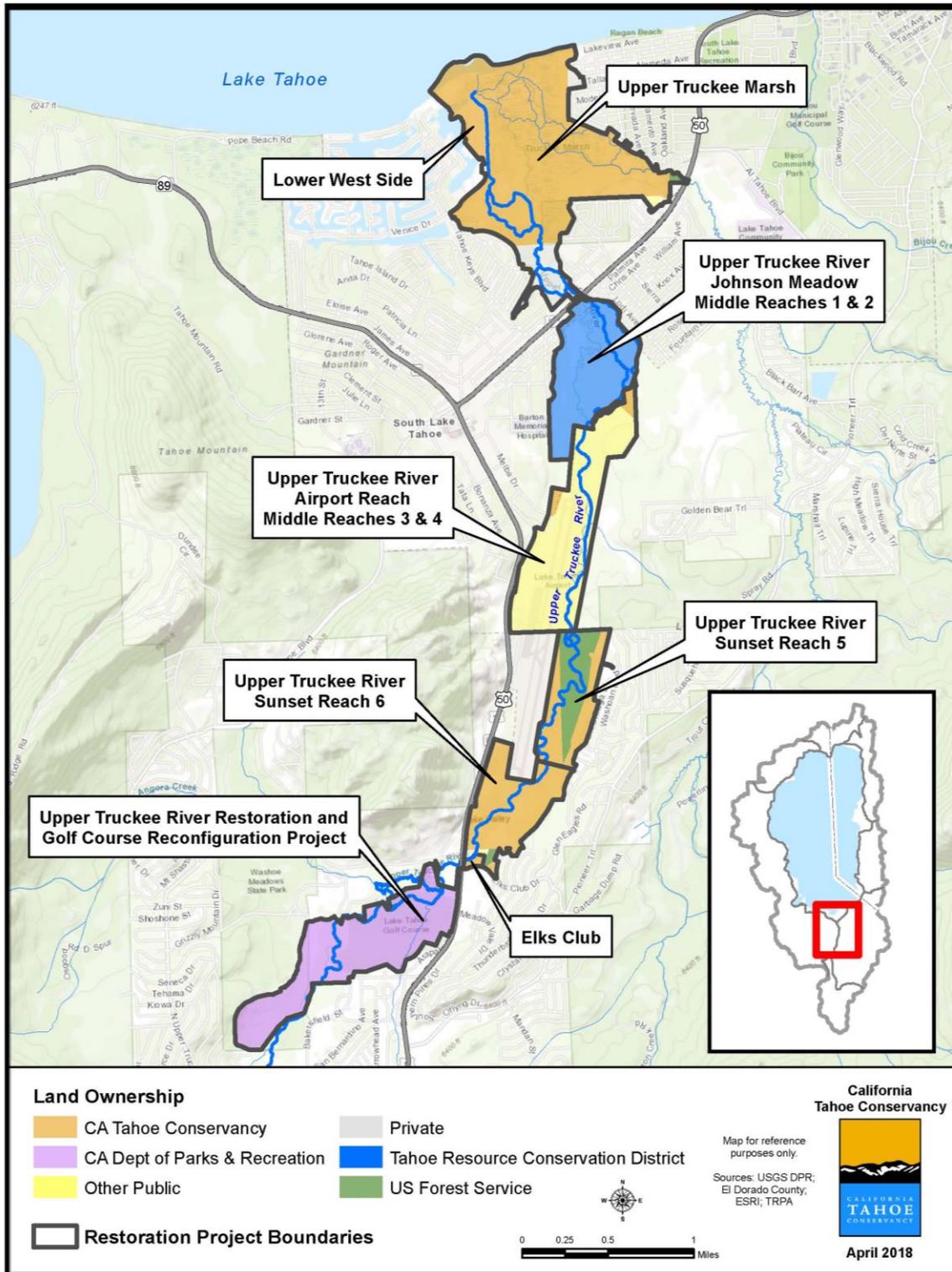


Figure 2: Upper Truckee River Restoration Projects, Johnson Meadow Middle Reaches 1 & 2 highlighted in blue.

Upper Truckee River Restoration Projects



PROJECT LOCATION

Johnson Meadow is situated in the heart of the City of South Lake Tahoe, El Dorado County, California. It is located within the Upper Truckee River watershed, the largest watershed in the Lake Tahoe Basin, draining over 56 square miles and providing some of the most significant wet meadow floodplain habitat in the entire Sierra Nevada. Tahoe RCD recently acquired title to the Johnson Meadow property in order to provide continuous public ownership of the lower nine miles of the Upper Truckee River (UTR) before the river enters Lake Tahoe. Johnson Meadow contains two reaches of the nine-mile UTR river and is centered downstream of property owned by California Department of Parks and Recreation, City of South Lake Tahoe and U.S Forest Service and upstream of the Upper Truckee Marsh, owned by the California Tahoe Conservancy.

PROJECT DESCRIPTION

The Upper Truckee River Reaches 1 & 2, Johnson Meadow Restoration Planning Project is located at the southern end of Lake Tahoe in El Dorado County, California. Historic land uses have resulted in a straightened, incised and oversized river channel which only comes out of its banks during much larger high-water events than was the case historically. The project will initiate planning for restoration on approximately 1.5 miles of the UTR. Restoration will include increasing the length of the channel and decreasing channel capacity to facilitate more frequent over banking during high water events. Thus, allowing flood waters and their sediment load to infiltrate into the floodplain before flowing in to Lake Tahoe. Funding for this project represents the following specific objectives:

Objective 1: Complete Feasibility Study containing opportunities and constraints assessment for Johnson Meadow

Objective 2: Develop several conceptual designs for Johnson Meadow

Objective 3: Prepare preliminary joint environmental documents for subsequent joint environmental impact documents, including public input and stakeholder engagement, for Johnson Meadow restoration and enhancements

In 2009/10 a 75% design was drafted for a portion of the Johnson Meadow property. However there have been significant changes to the river and property, with the site experiencing very low and very high-water years. These draft plans did not incorporate the entire property, only a portion of the river corridor where the private property owners were intending to allow an easement for the restoration work. This project will revisit those documents and other historic reports for background information purposes only. The documents will be available to selected consultant after notification of award. This process will incorporate all available opportunities and enhancements considering the entirety of the property at its current condition.

PROJECT TASKS AND DELIVERABLES

The tasks and deliverables for this project will result in preliminary joint environmental documents for Johnson Meadow. Tahoe RCD will administer and oversee the project, manage the Technical Working Group, provide technical support for surveys/studies where applicable and participate on the project team. Project performance will be measured by the successful completion of each task's corresponding deliverable(s).

Task 1: Feasibility Study, containing opportunities and constraints assessment

Task 1.1: Compile and Review Existing Data and Relevant Documents

This task includes the collection of all required data and information necessary to develop a complete and accurate description of the affected environment and existing conditions for the environmental review and design. Review of existing information and data collection for the project area and proposed actions will be gathered through the following activities:

- Perform a comprehensive review of the previously prepared literature available for Middle Reaches 1 and 2 of UTR restoration (see examples below in Section 6: Links and Resources).
- Gather and review existing baseline studies of hydrologic, geomorphic and biological conditions and other documents from partner agencies/stakeholders, including relevant literature and previously collected data.

Evaluate all documents' value for the current project area and identify data gaps or needs for technical studies. The focus will be on reviewing information on the previous UTR restoration projects upstream and downstream, as well as the approaches and methods of past Johnson Meadow planning efforts that can be applied to existing conditions.

Task 1.2: Conduct Supplemental Field Surveys/Studies

It is anticipated that the following special studies may need to be conducted or updated for Johnson Meadow:

- Biological Assessment/Biological Evaluation of flora and fauna including invasive, rare, threatened, and endangered species of plants, animals and fisheries
- Cultural Resources
- Wetlands delineation/Hydrology
- Topographic survey using LiDAR and cross section surveys

Task 1.3 Feasibility Study

Compile feasibility study that evaluates opportunities and constraints for the project. Develop defined project goals, objectives and approach to restoring natural processes, ecological functions and public access opportunities.

Task 1 Deliverables: Complete bibliography of available literature and other documents that were obtained and reviewed for the project. Compile a data needs assessment to develop a work plan for supplementary field surveys/studies or data gap analysis needed to complete environmental plans and design. Develop final feasibility study evaluating opportunities and constraints.

Task 2. Develop Conceptual Designs

Task 2.1: Convene and Consult Technical Working Group

Convene a Technical Working Group (TWG) at the beginning of the project to provide input throughout the planning and design process in coordination with Tahoe RCD staff. Consult with the TWG members individually throughout the course of the project as well as convene up to three (3) TWG meetings at key project milestones. The TWG shall include researchers, agency personnel, and landowners who have been involved with UTR restoration efforts including but not limited to the Bureau of Reclamation, California Department of Fish and Wildlife, California State Parks, California Tahoe Conservancy, City of South Lake Tahoe, El Dorado County, Natural Resources Conservation Service, Tahoe Science Council, U.S. Forest Service, U.S. Army Corps of Engineers, and Washoe Tribe.

Task 2.2 Outreach and engagement to stakeholders

Prepare for and facilitate public workshops to inform stakeholders on project goals and to receive comments on proposed project. Project stakeholders will include community groups, neighbors, local businesses and user groups.

Task 2.3 Develop several conceptual designs

Develop several conceptual designs for the restoration of Johnson Meadow to incorporate TWG feedback, public input, feasibility study and permitting regulations. Each design will be brought to approximately 30% design.

Task 2 Deliverables: Identify and engage Technical Working Group members. Host 3 to 5 public workshops/meetings/field tours for TWG members, stakeholders and

general public. Develop several conceptual designs for the restoration of Johnson Meadow at approximately 30% design.

Task 3. Preliminary Joint Environmental Documents

Task 3.1 Environmental Planning

Conduct preliminary environmental impact analysis to assess the potential impacts the project alternatives will have on the natural and human environment. This may include but is not limited to an assessment of short-term, long-term and cumulative effects on the physical environment, such as air, water, and/or noise as well as effects on local services, living and health standards and aesthetics. Pre-application investigation on all project permits needed including identification and preparation of preliminary local, state, and federal permit applications.

Task 3.2 Preliminary Joint Environmental Documents for subsequent (assumed) EIR/EIS/EIS

Prepare preliminary joint environmental documents (PJEDs) to subsequently develop joint environmental impact documents. The PJEDs will be prepared to comply with the requirements of CEQA, NEPA, and TRPA Code of Ordinances. The PJEDs will be drafted to address the state, federal, and local requirements for subsequent preparation of an EIR, EIS and TRPA EIS respectively. The PJEDs will provide a comprehensive description and initial evaluation of all of the proposed meadow and stream restoration or enhancement activities. PJED documents and activities may include but are not limited to:

- Project Description and Description of Alternatives (including no project/no action)
- Introduction and Statement of Purpose and Need
- Affected Environment and Environmental Consequences to Resources
- Compliance, Consultation and Coordination

Task 3 Deliverables: Preliminary joint environmental documents including several alternatives (including no project/no action alternative) for subsequent preparation of an (assumed) EIR/EIS/EIS. Completion of pre-application work on project permits and draft consultation documents including identification and preparation of preliminary local, state and federal permit applications as well as draft consultation documents that comply with CEQA/NEPA/TRPA and project partners' requirements and formats (i.e. cultural resources consultations, biological consultations).

Task 4. Project Coordination and Administration

Task 4.1 Project Coordination and Facilitation

Tahoe RCD will provide overall project direction for consultant, stakeholders and TWG. Project coordination by consultant should include oversight of TWG and meeting facilitation between project stakeholders as well as public workshops and engagement in coordination with Tahoe RCD staff.

Task 4.2 Administration and Reporting

Prepare interim progress reports to be submitted semiannually, (October 1 through March 31 and April 1 through September 30). Provide copies of all planning documents generated by project. Prepare a final project report with a comprehensive summary of the most significant findings. Below is the original proposed project schedule provided to funder:

Milestone / Task / Activity	Planned Start Date	Planned Completion Date
Complete Feasibility Study	June 2019	May 2020
Develop several Conceptual Designs	June 2020	May 2021
Preliminary Joint Environmental Documents for subsequent EIR/EIS/EIS	June 2021	June 2023*

*NOTE: All work by consultant must be completed by May 30, 2023 in order to allow for grant close out tasks by Tahoe RCD

Task 4 Deliverables: Meeting materials including notices, agendas and/or minutes. Copies of all planning documents generated including Feasibility Study, Conceptual Designs, and PJEDs. Required semiannual reports and final report.

PROPOSAL CONTENT

Proposals should be clear, concise, and brief (maximum of 10 pages), not including resumes, insurance declarations, schedule, cost, and references. 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 of the proposed approach. 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 river and meadow restoration projects, 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 the Project.
4. Readiness and Ability: Describe your readiness and ability to complete the outlined tasks in 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.). If applicable, please provide separate staff billing rates for travel. *The total value of the project is not to exceed \$500,000 and completion date is prior to May 30, 2023.*
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).

SCHEDULE

Date of Announcement:	July 5, 2019
Deadline for Questions/Inquiries:	July 12, 2019
Response to Questions Announcement:	July 19, 2019
Deadline for Proposal Submissions:	August 2, 2019 (Postmarked)
Applicant Interviews:	August 14-16, 2019
Notification of Award(s):	August 23, 2019

PROPOSAL SUMMITTAL

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 "Johnson Meadow Phase 1", "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 with the subject line: "DO NOT OPEN – Johnson Meadow Phase 1 - 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 Tahoe RCD. Transmittal/Cover letters for the proposals shall be signed by an authorized employee or officer in order to receive consideration. Tahoe RCD shall not be responsible for proposals delivered to a location other than that specified above.

NOTIFICATION AND SELECTION PROCESS

The following steps will be used to select consultants:

1. **Initial Screening:** 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 August 23, 2019, 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. 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.

OTHER DETAILS

Tahoe RCD Contact: Mollie Hurt at 530-543-1501 x102 or 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 2, 2019 Tahoe RCD reserves the right to begin the RFP process over.
- Selected bidder(s) will be expected to sign a Professional Services Agreement with Tahoe RCD.
- All subcontractors, if any, used by the selected bidder will require prior written consent of Tahoe RCD and will be subject to all provisions stipulated in Tahoe RCD Professional Services Agreement.

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.

EXTRA WORK

At any time during the term of the contract Tahoe RCD may request the Consultant to perform Extra Work. As used herein, Extra Work means any work, which is determined by 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 Tahoe RCD's Project Manager.

LINKS AND RESOURCES

Tahoe RCD Professional Services Agreement example - <https://tahoercd.org/wp-content/uploads/2019/07/Tahoe-RCD-Agreement-Example.doc>

Grant Agreement R19AP00052 – Upper Truckee River Reaches 1&2 (Johnson Meadow) Restoration Planning Project - <https://tahoercd.org/wp-content/uploads/2019/07/R19AP00052-Executed-Award.pdf>

Tahoe RCD Johnson Meadow Planning Approach memo - <https://tahoercd.org/wp-content/uploads/2019/03/Johnson-Meadow-Planning-Approach-Tahoe-RCD-v3.pdf>

Final Report - Upper Truckee River Reclamation Project - Environmental Assessment, Feasibility Report and Conceptual Plans, 2003 - https://tahoercd.org/wp-content/uploads/2019/07/JM_12_Final_Report_with_figs.pdf