CREEK SIDE PARK RESTORATION PROJECT
(SISTERS, OREGON)

Value Engineering-Construction

Request for Proposal

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I. INTRODUCTION

The Upper Deschutes Watershed Council (UDWC) is seeking proposals from qualified design-build consultants to complete value engineering and implement a stream habitat restoration project on Whychus Creek at Creekside Park in Sisters, OR (the Project). The UDWC, in coordination with the City of Sisters (owner of Creekside Park), is seeking to restore instream habitat and improve riparian conditions along the creek as part of the Project reach to prevent erosion, enhance fish and wildlife habitat, and improve fish passage.

The UDWC intends to use this RFP to hire an engineering / construction team that will be responsible for updating and providing value engineering for a design completed by Henderson Environmental Design-Build Professionals in 2019. All needed permits are in hand to implement the current design. The engineering / construction team will oversee implementation during the 2022 in-stream work window between July 1 to October 15, but preferably after Labor Day 2022 when the busy season ends for the campground managed by the City of Sisters on the south bank of the Project site.

II. PROJECT LOCATION

The Project site is located on Whychus Creek within the City of Sisters. A map showing the Project location is attached as Exhibit A.

Driving Directions from Hwy 20/126: Upon entering Sisters from the east, turn southwest (left) on E Jefferson Ave. After making the left off of Hwy20/126, the park is immediately south (on the left) off Jefferson Ave.

III. AVAILABLE INFORMATION

Information is available about the existing conditions in Whychus Creek at and near the Project site. The current engineering design for the Project can be found in Exhibit B. The design report can be found in Exhibit C. Permits obtained for construction of this Project are included as Exhibit D.

Additional site information is available publicly while specific data (e.g., LiDAR) can be furnished by the UDWC. The following is a general summary of the existing information available for the Project site and Whychus Creek:

1) Whychus Creek Restoration and Management Plan (WPN 2009)
Appendices:
https://www.dropbox.com/s/mmq5bbklolvi51b/Whychus_Report_Appendices_2009-07-16%20FINAL.pdf?dl=0

2) LiDAR survey of the entire project area, including topographic information and high resolution aerial imaging (see http://www.oregongeology.org/sub/pub&data/lidarpubs.htm);

3) Historic flow information, including information on natural flows via the Oregon Water Resources Department website at https://apps.wrd.state.or.us/apps/sw/hydro_near_real_time/display_hydro_graph.aspx?station_nbr=14076050

4) Various watershed assessments and restoration plans, including those prepared by U.S. Forest Service, Upper Deschutes Watershed Council, Oregon Department of Fish and Wildlife. However, these plans do not currently include detailed information for the Project site.

IV. SCOPE OF WORK

A. Overview

The Upper Deschutes Watershed Council intends to issue a contract as a result of this Request for Proposals to the responsible engineering / construction-team whose quote is determined most favorable and therefore the “Best Value” to the UDWC.

The selected engineering / construction-team will oversee a value engineering-build approach, working from the existing Project engineering designs (Exhibit B). The engineer’s estimate developed by the original engineer who developed the design requires more funding than is currently available for this project. As a result the selected engineering / construction-team will conduct value engineering to update the existing design which will include evaluating which of the design components can be implemented to achieve Project goals while eliminating or altering other components to reduce Project costs.

Specific Project goals and objectives from the original design that must not be removed from the original design are as follows:

- **Fish Passage**: Restore fish passage at the buried utility line at the downstream end of the Project. Modifications to how existing fish passage will be restored can be proposed (e.g. partial concrete cap removal) as long as the existing fish passage plan or a modified fish passage plan with ODFW will be in place in time for Project implementation in fall 2022.
- **Riparian and Instream Habitat**: Maximize riparian and instream habitat, taking into account budget limitations, given the site conditions and level of public use.
• **Fencing and Access**: Maintain riparian fencing, consolidated and hardened access points to the creek.

**Note**: ADA Footbridge and utility line retrofits on sheets GS01 through C03 (Pages 13 through 26 of 28) have been deleted from Exhibit B and were completed by the City of Sisters in 2021 and will not be part of the Project.

The selected engineering / construction-team will update the existing designs in the process of conducting value engineering and provide additional/new engineer stamped plan sheets as needed to reflect any changes. The selected engineering / construction team will work with the UDWC Project Manager to update existing permits as needed and will oversee Project implementation. These tasks are separated into two phases for the purposes of planning and contracting:

**Phase I: Value engineering and permit updates**
This phase will include updates to the current Project design and any necessary updates to local, state and federal permits.

**Phase II: Implementation**
This phase will include the implementation of the project. It is expected that the engineering / construction-team will oversee, and take responsibility for, all aspects of the project implementation.

The selected engineering / construction-team will work collaboratively with the UDWC and other key project partners (e.g., City of Sisters) during the value engineering process with emphasis on performing design updates that account for the following:

- Bringing down existing engineers cost estimates,
- Completion of the Project within schedule,
- Delivery of completed Project consistent with accepted engineering standards and construction practice,
- Meeting permitting requirements, and
- Safety; criteria and provisions are the responsibility of the engineering / construction-team.

During the value engineering process, the engineering / construction-team will be expected to produce refined implementation cost estimates. This cost estimate should contain sufficient detail (i.e., equipment hourly rates, estimate hours, contract management mark up, etc.) to be fully evaluated by the UDWC for cost effectiveness. The design shall be developed under the direction of a Professional Engineer registered in the state of Oregon and shall bear the stamp of such Engineer.
Section B below summarizes work to be performed by UDWC throughout the Project. Section C summarizes the engineering / construction-team’s responsibilities throughout the Project.

**B. UDWC Responsibilities**

The UDWC will be responsible for the following work during the Project (subject to modification based on negotiations with the selected engineering / construction team):

1. Leverage existing relationships with the landowner (City of Sisters) and any permitting agencies (if required):

2. The UDWC will review and provide feedback on value engineering work and alteration to the final design. The UDWC will coordinate any similar review needed by the City of Sisters.

3. The UDWC will coordinate and oversee all planting activities that may be needed as part of the implementation of the Project. These planting activities will occur once heavy equipment work is complete. Planting will be performed by volunteers and/or by sub-contractors managed by the UDWC.

**C. Engineering / Construction Team Responsibilities**

The engineering / construction team will work closely with the UDWC or its agents to perform the following services and produce the associated deliverables.

The proposed Scope of Work includes the following items, each of which should be addressed in responses to this RFP.

**Phase I: Value Engineering**

1. **Value Engineering**
   Conduct value engineering on the existing Henderson Environmental Design-Build Professionals design to reduce Project cost by reducing scope and/or eliminating scale of certain Project components. The result of this value engineering will be a revised Project cost estimate. The engineering / construction team will update the existing designs in the process of conducting value engineering and provide additional/new engineer stamped plan sheets as needed to reflect any changes.

2. **Meetings with City of Sisters or City of Sisters Parks Board**
   Attend up to two meetings with City of Sisters staff or Parks Board to review value engineering outcomes and plans for implementation.
3. Permitting

Work with UDWC Project Manager to update, as needed, any existing permits related to the Project.

4. Communications and Scheduling

a) Progress updates: Provide the UDWC with very brief email updates summarizing the progress to date, any needs or concerns and other critical project information that requires a response by the UDWC.

b) Project schedule: Develop and monitor a project schedule that includes key tasks, timelines and deliverables including, but not limited to, review periods for the UDWC, permitting considerations, etc. The schedule shall be designed to accommodate a proposed implementation period that occurs within the 2022 in-stream work window of July 1st through October 15th, preferably after Labor Day given the location of the park adjacent to a busy campground.

Phase II: Implementation

1. Preparations: Develop specifications for supplies and materials needed for implementation. The engineering / construction team should assume that the UDWC will be available to take an active role in identifying sources of local materials and supplies as needed for the project (e.g., rock, whole trees, etc). The engineering / construction team and UDWC will establish roles and responsibilities for identifying supplies and material sources, negotiating prices and arranging delivery leading up to implementation.

2. Implementation: Manage and oversee all aspects of Project implementation, including but not limited to, staging, site staking, sequencing, site access, permit compliance, safety, infrastructure protection, quality control, best management practices, sub-contractor oversight, site clean-up and post-implementation rehabilitation of access routes, and other tasks as needed. The engineering / construction team should assume that the UDWC will oversee and manage all planting associated with project implementation.

V. PROPOSAL FORMAT

The engineering / construction team should describe how they will meet the requirements of this RFP and may provide additional related information with their proposal. The proposal should be presented in a format that corresponds to, and references, the components outlined below. Responses to each section and subsection should be labeled to indicate which item is being addressed.
Proposals should be straightforward and concise and provide layperson explanations of technical terms that are used. Emphasis should be concentrated on conforming to the RFP instructions, responding to the RFP requirements and on providing a complete and clear description of the offer. If a complete response cannot be provided without referencing supporting documentation, the Proposer must provide such documentation with the proposal indicating where the supplemental information can be found. Proposals that merely offer to provide supplies and services as stated in this RFP may be considered non-responsive and may not be considered for further evaluation.

The engineering / construction team should format their proposal to address evaluation factors A through H listed below as they will be the basis for award evaluation. Throughout the proposal, the engineering / construction team should include information about the companies or firms and individuals that will be involved in both Phase I (value engineering) and Phase II (implementation) of the project.

In order to provide engineering / construction teams the opportunity to see the project area and clarify the Scope of Work, the UDWC encourages all engineering / construction teams attend the pre-proposal project tour.

The tour is scheduled for Friday, February 4th, 2022. We will meet on site at 10:00 AM and conclude not later than 12:00 PM (see Section II for Project location). Please notify the UDWC Restoration Program Manager, Mathias Perle at mperle@restorethedeschutes.org, if you plan on attending or intend to submit a proposal to receive any additional RFP information (see below).

Prospective engineering / construction teams will have the opportunity to email any remaining questions after the site visit to the UDWC Project Manager, Mathias Perle (mperle@restorethedeschutes.org). All email questions should be sent on or before February 8th, 2022. Answers to questions will be sent out on or before February 9th, 2022, via email to all Contractors who intend to submit proposals.

A. **Cover Sheet**

Please include a completed copy of the cover sheet provided in Section VIII of this RFP. If there are multiple companies/firms that have come together to form a team, please complete one cover sheet for each company/firm so the UDWC will have all of the relevant information available for each company/firm involved in the engineering / construction team. Where applicable, engineering / construction team members should also provide copies of their Construction Contractors Board (CCB) License, current bonding and liability insurance.

B. **Cover Letter**
Please prepare a cover letter expressing your interest in the Project and commitment to the obligations expressed in the RFP. The letter should include the signature of an authorized representative of the engineering / construction team and indicate that the engineering / construction team accepts all of the terms and conditions contained in the RFP. The cover letter should also include the name(s), title(s), and contact information of contact person(s) for the engineering / construction team.

C. Profile of Engineering / Construction Team

Please include a profile of the engineering / construction team, including profiles of all individual companies included in the team that will be involved in both Phase I and Phase II of the project. Summaries of capabilities, expertise, and an organizational chart including the names of key members should be included.

D. Summary of Individual Expertise

Please include brief resume(s) of the key individuals that will be working on Phase I and Phase II of the Project. Include person’s name, role in this project, education, registration, years employed in current position, years of experience in a similar capacity, and summaries of sample projects that illustrate relevant experience.

E. Summary of Experience on Similar Projects

Please provide a summary of experience with designing and implementing restoration projects that are similar to the proposed Project. Experience working with non-profits like the UDWC and work on Whychus Creek specifically is highly desirable. Experience working in urban settings, and/or other relevant information will also be evaluated. Include project summaries, photos and/or other information necessary to illustrate the similarities and difference between past projects and the proposed Project.

F. Proposed Scope of Work and Schedule

Please prepare a narrative describing the proposed scope of work for both Phase I (value engineering) and Phase II (implementation). The narrative should describe the proposed tasks per Section IV. C. of this RFP with any proposed modifications to the Scope of Work described and explained. Please include a proposed schedule for the Project, recognizing the goal of implementing the project in September and October of 2022. This section must outline the key elements of the project, what the engineering / construction team will do and how it will be done.
If the engineering / construction team has specific approaches to ensure project efficiency and/or cost effectiveness (e.g. utilizing local suppliers, re-using materials from past projects, etc.), this should be described as part of this section.

Details should also be included on how and when UDWC will be informed of work progress and where and when the UDWC will be asked to make critical decisions.

G. Proposed Fee Proposal

Please prepare a detailed fee proposal summarizing proposed costs per key tasks:

- For Phase I in Section IV. C. of this RFP, please provide a cost proposal to perform value engineering as outlined. This should include anticipated hours, hourly billing rates for each individual assigned to the project, direct costs and other details as necessary.
- For Phase II in Section IV. C. of this RFP, please provide an estimate of implementation costs including engineering oversight of construction, that reflects anticipated cost savings from value engineering performed in Phase I.

The proposed fee proposal that will be evaluated will look at the combined total of Phase I and Phase II fee proposals.

H. References

Please include contact information for at least three professional references for each individual company or firm that is part of the engineering / construction team (including implementation contractors that will be used in Phase II of the Project).

VI. PROPOSAL EVALUATIONS

As described in Section V, potential Contractors should address each item listed above as these items will be the basis for award evaluation and ranking. These rankings will then be used to determine the best value to the Upper Deschutes Watershed Council.

All evaluation factors, other than price, when combined shall be more important than price. However, trade-offs among cost or price and non-cost factors shall allow the Upper Deschutes Watershed Council to accept best value.

The UDWC will evaluate proposals using a selection committee made up of representatives from the UDWC and local Project partners. The committee will use the
scoring system described below to identify the proposal that is deemed to be the most advantageous for the UDWC and considered to be of best overall value. A 100-point scoring system will be used as follows:

A. Presentation of Proposal (up to 10 points):
   Includes, but is not limited to, professional, concise, and clear presentation of a proposal that meets the prescribed format.

B. Experience and Composition of Engineering / Construction Team (up to 40 points):
   Includes, but is not limited to:
   • Experience of the team as a whole in both the design/value engineering and implementation phase of similar projects;
   • Experience of the individual team members in both the design/value engineering and implementation phase of similar projects. Specifically, experience with channel restoration work in Whychus Creek and/or in Central Oregon or similar river systems, work in urban settings, fish passage and bioengineering.
   • Experience working under contract to a non-profit organization like the UDWC on projects of a similar scope and scale to the proposed Project.

C. Scope of Work Narrative, Budget and Timeline (Up to 40 points):
   Includes the appropriateness of the proposed tasks and narrative description of work to be performed, the extent to which the engineering / construction team clearly articulates a reasonable and appropriate schedule, and the total cost of the proposal. This also includes the extent to which the engineering / construction team integrates project efficiency and/or cost-saving approaches into its proposal.

The fee proposal will not be the agreed upon contract price. Initiation of contract negotiations with a selected engineering / construction team will determine final contract price.

D. References (up to 10 points):
   Includes the quality of the references with regard to design-build timeliness, budget, professionalism, and quality of work.

The evaluation process may result in one of the following:

   1) Selection of an engineering / construction team. The fee proposal in Section V.G. above will not be the agreed upon contract price. Initiation of contract negotiations with the selected engineering / construction team will determine final contract price;
2) Further steps to gather additional information for evaluation (e.g., requesting clarification); or
3) Cancellation of the RFP and either re-issuance of the RFP in the same or revised form or no further action by UDWC with respect to the RFP.

The UDWC reserves the right, at its sole discretion, to reject any and all proposals received.

VII. SUBMISSION GUIDELINES

To submit a proposal, please send an electronic PDF copy of the proposal via email to:

Mathias Perle
Project Manager
Upper Deschutes Watershed Council
mperle@restorethedescutes.org

Email with PDF copy of proposal must be received by February 18th, 2022 at 5:00 PM.

Late submittals will not be accepted.

Proposals not in compliance with the requirements described above will be excluded from consideration. All submitted proposals should be signed by the person or persons legally authorized to bind the engineer/contractor to the contract for execution of the work.
VIII. PROPOSAL COVER SHEET

CREEK SIDE PARK RESTORATION PROJECT

Request for Proposal

CONTACT INFORMATION

Company Name: _______________________________

Contact Name: _______________________________

Signature: _______________________________

Mailing Address: _______________________________

Phone: _______________________________

Email: _______________________________

Tax Identification #: _______________________________

Type of Company
[ ] Sole proprietorship;
[ ] Partnership;
[ ] Corporate entity (not tax-exempt);
[ ] Corporate entity (tax-exempt);
[ ] Government entity (Federal, State, or local);
[ ] Foreign government;
[ ] International organization per 26 CFR 1.6049-4;
[ ] Other _______________________________

Workers Compensation Insurance

Policy No. _______________________________
Issued by: _______________________________
Expiration date: _______________________________

CCB No. _______________________________
Bond _______________________________
Liability Insurance _______________________________
EXHIBIT A: PROJECT SITE MAP
EXHIBIT B: DESIGN SET

Project Design Set can be found at the below link for download

https://www.dropbox.com/s/kf8kmjmabvftqhl/Exhibit%20B%202022%20Reduced%20Creekside%20Design%20Set%20Low%20Res.pdf?dl=0
EXHIBIT C: DESIGN REPORT

Project Design Report can be found at the below link for download
https://www.dropbox.com/s/e33iom30tyz7qk9/Exhibit%20C%202022%20Design%20Report.pdf?dl=0
EXHIBIT D: PROJECT PERMITS

Project permits can be found at the below links for download:

ODFW:  
https://www.dropbox.com/s/1yic9hh0xzwbiq/PA-05-0055%20Creekside%20Park%20Whychus%20Creek.pdf?dl=0

DSL:  
https://www.dropbox.com/s/fizn4ajzdhe1ur/61797RF%20Authorization20190702.pdf?dl=0

Corps:  
https://www.dropbox.com/s/raoqt0ynr2ukm/20190701%20NWP%20Verification%20Ltr%20401-CZM%20issued-n.pdf?dl=0

DEQ:  

Tribes IDP:  
https://www.dropbox.com/s/s53xhyg40xtpwfc/Creekside%20Park_IDP_Final_Reduced.pdf?dl=0