



County Of Siskiyou

Request for Proposals (RFP) RFP # 23-04 – County Administration for

Planning Project: High Mountain Lakes Repair to Enhance Flows for Salmonids in the Scott River System

Proposals may be mailed, delivered, or emailed to:

Elizabeth Nielsen
Deputy County Administrator
County Administration
1312 Fairlane Road, Suite 1
Yreka, CA 96097
enielsen@co.siskiyou.ca.us

**Proposals Due by:
July 21, 2023
4:00 PM PST**

County of Siskiyou
Request for Proposals
for Planning Project: High Mountain Lakes Repair to Enhance
Flows for Salmonids in the Scott River System

The following schedule of events will be followed to the extent achievable; however, the County reserves the right to adjust or make changes to the schedule as needed.

Estimated Timeline of Events

Date	Activity
July 7, 2023	Release of Request for Proposals (RFP)
July 13, 2023	Deadline to Submit Questions
July 21, 2023	Submission of Proposals due by 4:00 PM
July 24, 2023	Review of Proposals
July 28, 2023 (estimated)	Notification of Final Selection
August 8, 2023 (estimated)	Professional Service Agreement Processed
August 8, 2023 (estimated)	Professional Service Agreement Start Date

1.0 Preface

The United States Fish and Wildlife Service (Service) issued an award to the County of Siskiyou to perform work as described in Exhibit A, Planning Project: High Mountain Lakes Repair to Enhance Flows for Salmonids in the Scott River System. In addition, The California Department of Fish and Wildlife (CDFW) has committed to providing technical and scientific assistance and support as part of the planning study.

The High Mountain Lakes consist of 33 reservoirs located within the mountain ranges surrounding Scott Valley, and many within three Wilderness areas, the Marbles, Russians, and Trinity Mountain Wildernesses. These reservoirs are naturally existing, however, outflow and maintenance structures were constructed in the early 1900'S by hand prior to the Wilderness Act. After construction of the outflow and maintenance structures, these reservoirs were utilized for irrigation and/or hydraulic mining. Many of the constructed structures were later destroyed during the 1964 floods and were not repaired afterward as they were no longer being actively used for irrigation or mining.

The reservoirs currently continue to fill through natural inflow, however, outflow is no longer maintained and storage capacity as a result of the damaged maintenance structures has decreased. For several decades the use of these reservoirs has come up in discussion for potential in-stream flow benefits. These discussions have centered around the possibility of storing winter precipitation and inflow to be later utilized to supplement stream and river flows during critical salmon migration, ideally July-September. Proponents of repairing the High Mountain Lakes to enhance summer flows for salmonids have agreed that all stored water would be utilized solely for in-stream benefits. It is estimated that the 33 reservoirs could provide upwards of 3,520 acre-feet of additional flow to the tributaries to Scott River and the main stem Scott River, however in-depth analysis is needed to verify this information.

As some of the reservoirs are located in three different wildernesses legislation may be needed to allow for their repair and use. The Marble Mountain Wilderness may be the most restrictive as it was established under the original 1964 Act and designated as a Primitive Area in 1935. However, these reservoirs were altered and used prior to the Wilderness Act, and this will be helpful in any potential legislation.

The proposed project could provide clear and defined information on the effort and resources needed, and benefits of, restoring the High Mountain Lakes, and will define a clear path forward to accomplishing their restoration. The future utilization of the High Mountain Lakes could provide a dependable supply of up to, or more than, 3,520 acre-feet of cold, clean water to the tributaries to the Scott River and the Scott River main stem. Such supply of cold, clean water would aide in resolving long-standing issues for salmon fisheries during late summer months.

2.0 Scope of Work

Services the successful Proposer will be expected to provide, include but are not limited to:

The selected proposer will perform the more complex work in developing a planning study on the repair and use of the High Mountain Lakes for in-stream flow benefits. At a glance the planning study will analyze the on-the-ground work needed to establish and/or repair reservoirs, determining the storage capacity of the reservoirs, the direct and indirect in-stream benefits from these reservoirs, the mechanism/ability to ensure that the maximum amount of

flows as possible make their way to and through the Scott River main stem, researching authorization needed to establish and/or repair the reservoirs, and the cost of restoring and utilizing the reservoirs, among others. Work would also include researching and documenting what environmental compliance would be required to repair the High Mountain Lakes. There will be outreach efforts to inform the public of the project, obtain historical knowledge from various stakeholders, and garner public interest.

We are also seeking for the selected proposer to assist the County in outreach efforts to gain broader support of restoring the High Mountain Lakes, if such restoration is deemed feasible.

Below is a breakdown of the award amount, and budget.

Total Project Cost (USFWS Award Amount): \$150,000.

Budget:

Budget Item	Hours	Hourly Rate	Total Cost
Siskiyou County Staff Time	200	\$ 65.00	\$ 13,000
Consultant			
Project Manager	100	\$ 135.00	\$ 13,500
Specialist/Technical Staff	850	\$ 125.00	\$ 106,250
Administration	25	\$ 85.00	\$ 2,125
Materials/Supplies			\$ 11,250
Travel/per diem			\$ 3,875
Total Budget			\$ 150,000

Budget Narrative:

Siskiyou County estimates that it will take 200 hours for County staff to perform the following items:

- Grant administration;
- Coordination with the consultants;
- Coordination with local communities;
- Coordination with other agencies and entities.

County staff will include the Natural Resources Specialist, and the rate encompasses the hourly rate and overhead. The rate is set at \$65.00/hour to capture the rate that will be charged throughout the life of the grant and accounts for increases in the rate. Indirect costs will not be billed to the grant.

We have included a budget of \$11,250 to capture any materials and supplies needed. Please see below:

- Three public meetings at approximately \$100 rent per venue, per event;
- Printed materials estimated at \$200 per event;
- Data loggers, flow measurement devices, etc. to inform the study.
 - o Data loggers will likely cost at least \$2,000 a piece, and a portable flow measurement device will cost approximately \$1,200.

- If the selected consultant determines that other materials are needed, we will be sure to communicate this to US Fish and Wildlife.

The High Mountain Lakes are located in very rural northern California, and a consultant will likely come from an area such as Sacramento. It is estimated that consultants will be required to make a few trips to Siskiyou County, requiring them, in addition to mileage, to stay overnight and eat out. Please see below:

- 2,225 miles calculated at 58.5 cents per mile
 - Estimated at three round trips to/from the Sacramento area plus travel within the Scott Valley, totaling 2,225 miles.
- Per diem at \$58/day, and hotel rates were estimated by the same at \$98/night.
 - The budget reflects an estimated two or three trips total for multiple consultant staff to travel to and stay in Siskiyou County.

Please note, that if it is anticipated that an amendment to the grant will be required as it relates to the scope of work, time schedule, or budget, the proposer will need to detail this information in the proposal. The County will then be required to seek a formal amendment through USFWS.

CDFW Provided Technical and Scientific Support:

CDFW has committed to providing technical and scientific assistance and support as part of the Planning Study, which may include:

- Coordination with the prime contractor to review the planning process;
- Evaluation of ecological flow criteria for focal flow components utilized as the basis for planning study;
- Substantiation of prioritized stream reaches for flow augmentation ecological benefits;
- Provision of existing biological assessment data, the conduct of biological studies, and development of draft impact minimization measures for select high mountain lake areas.

Additionally, CDFW will contribute support in the form of CDFW staff time in developing documents and assessments regarding species occurrences, habitats, previous projects, and other information used to prioritize project locations. CDFW will also provide review and input on any permit applications prepared for the project, moving forward.

3.0 Submission Requirements

Proposal Format: Proposals must contain the following:

1. Cover Letter

- a. Please provide the Proposer's name, address, and telephone number. The letter must be signed by a representative authorized to enter into contracts on behalf of the Proposer.

2. Qualifications

- a. Provide specific information concerning the Proposer's experience with the services specified in this RFP. Examples of completed projects, as current as possible, should be submitted as appropriate.

3. Company Profile

- a. Provide a brief description of your company, including business structure, address, the total number of employees, overall industry experience, certifications, affiliations, and relevant experience. Support your capacity to perform the services detailed in this RFP.

4. Approach:

- a. Provide an analysis of the methodology developed to perform all required services and your response to the scope of work as referenced above.
- b. If the proposer anticipates that any changes are needed to the budget, timeline, or activities detailed in the Scope of Work, the proposer must detail these anticipated changes in their submittal.

5. References:

- a. Please include at least three (3) references, including name, address, telephone number, and Email, for whom similar services have been provided.

6. Price Proposal:

- a. Provide a transparent fee schedule that outlines all of the costs associated with the required services, broken down by category of products and services, and all on-going costs for recommended or required services.

The proposal must include all requirements as listed and correlate to the Scope of Work outlined under this RFP.

Conflict of Interest: Proposer(s) shall disclose to the County any interest, direct or indirect, which could conflict in any manner or degree with the performance of service required. At the County's discretion, a potential conflict of interest, to the extent it is waivable, may be waived or factored into the final award decisions and/or a modified Scope of Work.

4.0 Selection Process

The proposals received in response to this RFP will be screened by a selection committee. The selection committee will consider only the proposals which have been considered responsive to the RFP. Any proposal that fails to meet the RFP's requirements will be regarded as non-responsive and may be rejected. A proposal, which is in any way incomplete, irregular or conditional, at the County's discretion, may be rejected. The following criteria will be used in the evaluation of the potential consultants:

1. Qualifications
2. Approach
3. Experience and references
4. Proposed costs

The County may meet or interview any or all of the proposers during the evaluation process. A contract will be negotiated with one or more qualified entities selected during the evaluation process. Proposals not selected in the evaluation process may be awarded a contract should negotiations with the selected Proposer(s) prove unsuccessful. The County reserves the right to reject any and all proposals and reserves the right to waive any non-substantive defects in the proposals.

5.0 General Information

Proposals must be submitted by way of mail, hand delivery, and/or electronic means, as described below:

- **Hand Delivery:** Hard copy proposals submitted by hand delivery must be received at 1312 Fairlane Road, Suite 1, Yreka CA 96097 on or before **4:00 PM July 21, 2023** (ATTN: Elizabeth Nielsen, Deputy County Administrator). Please note "RFP # 23-04" on front of envelope.
- **Mailing:** Hard copy proposals by way of mail must be mailed to 1312 Fairlane Road, Suite 1, Yreka CA 96097 and postmarked by **4:00 PM July 21, 2023**. Please note "RFP # 23-04" on front of envelope.
- **Electronic Copy Submittal:** Submit an electronic copy of the proposal via email. Electronic copies shall be emailed to Elizabeth Nielsen, Deputy County Administrator at enielsen@co.siskiyou.ca.us and must be received by **4:00 PM July, 21, 2023**. Please include "RFP # 23-04" in subject line.

Proposers shall provide One (1) original copy with signature and Three (3) exact copies of the original by hand or mail delivery, as instructed above.

Proposers submitting proposals electronically will only be required to send one signed copy.

Proposers are asked to direct all inquiries related to the project(s) to Elizabeth Nielsen, Deputy County Administrator by email, enielsen@co.siskiyou.ca.us or by phone at (530) 842-8012.

The County will provide the following to assist the selected entity(s):

- Designate a person to act as the County's point of contact with respect to the work performed under the contract.
- Information, as legally allowed and reasonably attainable, in possession of the County

that relates to the requirements of the project(s) or which is relevant for the project(s).

- Facilitate coordination with other entities, local agencies, organizations, and individuals if necessary.
- Advice on the project scope of work.
- Review and validation of project deliverables.

A contract award resulting from this RFP will be made without discrimination on any basis prohibited under state or federal law.

6.0 Attachments

Exhibit A – Notice of Award

Exhibit B – Template Contract