

**Request for Proposal (RFP)**  
**Environmental Consultant**  
**Barkley Springs Habitat Enhancement Project Phase I**  
**Klamath Tribes Aquatic Resources Department**  
**RFP # ARD16-22-1EC**

**Introduction:**

The Klamath Tribes Aquatic Resources Department is requesting quotes from qualified and experienced environmental engineering or environmental consulting companies to provide a Phase I Preliminary Site Planning and Engineering Design for the Aquatic Resources Departments Barkley Springs Habitat Enhancement Project located along Highway 97, at Hagelstein County Park between Chiloquin and Klamath Falls, Oregon. Anticipated completion date is December 31, 2023 and could be extended if grant funding and Aquatic Resources timelines are allowable.

**A. Scope of Work:**

Described below are the technical requirements for the material, product, or service to be procured, including the minimum essential characteristics and standards which it must meet to satisfy its intended use.

Barkley Springs is the southernmost and largest of 6 spring complexes on the east side of Upper Klamath Lake (UKL; Figure 1). The springs discharge approximately 3-4 cfs from two locations at Hagelstein County Park. Barkley Springs historically was a village site and fishing grounds for the Klamath Tribes. A population of C'waam (Lost River sucker) spawned at the springs until the 1970s, when access to the upper spring was blocked by the development of the park and pond. The spring complex and adjacent channel currently is the only location in UKL where juvenile suckers survive to reach larger sizes. It is also habitat for several unique species of spring snails.

Construction of the railroad, highway, park, and farming operations have degraded the springs and nearby aquatic habitats. Further, the adjacent agricultural operation uses Barkley Springs for irrigation resulting in depletion of the spring discharge and dewatering of the nearby lake channel that connects the springs to UKL. These irrigation activities also entrain fish into irrigation canals and strand fish in the spring channel between Highway 97 and the railroad tracks. Also, during the late winter and spring high nutrient agricultural drain water is pumped into UKL contributing to the lakes' poor water quality.

A fish habitat restoration project was completed at Hagelstein Park in 2010 resulting in the construction of a meandering stream channel connecting a large spring pond to the adjacent lake channel. This project resulted in suckers and redband trout gaining access to the spring pond for rearing. However, there is much more that could be done at the site for aquatic habitat restoration.

Trout Unlimited, US Fish and Wildlife Service, Knoll Ranch, Klamath Soil and Water Conservation District, The Klamath Tribes and other stakeholders have been discussing additional habitat restoration activities at Barkley Springs. Two projects being discussed include: eliminate use of Barkley Springs as a source of irrigation water for the Knoll Ranch by developing a groundwater well and restoring additional aquatic habitat at Barkley Springs. The Klamath Soil and Water Conservation District is pursuing development of an alternate water supply for the Knoll Ranch.

The overall goal of this effort is to restore and enhance spawning and rearing habitat for endangered suckers, and habitat for other native fish, endemic snails, and other wildlife. This project is intended to develop plans for additional habitat restoration to enhance larval and juvenile sucker rearing and water quality refugial habitat in the Barkley Springs outlet channel and Hagelstein Park area.

**Objectives**

**Objective 1.** Review of previous habitat restoration planning documents including a Conceptual Plan Report (Inter-Fluve 2006) and Preliminary Site Planning - Habitat Enhancement for Endangered Fish Species at Barkley Spring – Upper Klamath Lake, Oregon (Bureau of Reclamation 2008).

**Objective 2.** Collect field data and develop project design, and conduct additional environmental services to meet permitting and environmental compliance requirements.

**Objective 3.** Complete environmental compliance for the project.

#### **Tasks**

1. Conduct a review of previous habitat restoration planning documents.
2. Complete bathymetric survey, project design, soil contaminant analysis, wetland delineation, cultural resource survey, biological assessment, removal-fill permit, storm water plan, in-water work permit.
3. With assistance from Reclamation complete environmental compliance including NEPA, ESA Section 7 consultation, National Historic Preservation Act (NHPA) and consultation with State Historic Preservation Officer (SHPO).

#### **Deliverables**

Project will start upon completion of the Personal Services Contract and be completed before December 31, 2023

1. The party must understand that this project is confidential and The Klamath Tribes privacy must be protected at all times during the project.
2. The Phase I preliminary site planning and engineering design should be completed by December 31, 2023. And presented to Aquatic Resources Department no later than 90 days after completion.
3. The selected contractor must be respectful to the Klamath Tribes and their possessions at all times and is encouraged to ask questions or request a meeting for clarification.

#### **B. Quality Requirements:**

The Klamath Tribes and Aquatic Resources Department will award contracts to responsible prospective contractors who have the ability to perform successfully under the terms and conditions of the proposed contract. In determining the responsibility of a party, the Aquatic Resources Department will consider such matters as the party's

- Integrity;
- Compliance with public policy;
- Record of past performance;
- Financial and technical resources

#### **Entity must provide information on the following requirements in the Proposal**

1. Must have at minimum 5 years work experience in environmental engineering or design.
2. Must have an Environmental Engineering or related Degree or certification in Environmental Engineering or related field.
3. Must provide resume or job qualification papers showing 5 years' experience in field.
4. Must provide 3 references for the last 2 relevant jobs completed (Name and email).
5. Must not be debarred or suspended from doing business with the federal government.
6. Provide Federal ID#, Social Security or TIN # and State Registry# or equivalent.
7. Must have and maintain throughout the contract term a certificate of insurance for professional or general liability and auto insurance. Selected contractor will be required to provide COI with contract.
8. Must provide proof to claim Indian preference (if applicable).
9. Preferred if entity is registered with the System for Award Management (sam.gov).

**C. Evaluation Factors and Scoring:**

1. Selection Procedures: The Klamath Tribes' Administration utilizes this formal advertising of Request for Proposals to award to the most highly rated proposal subject to negotiation of fair and equitable compensation. All timely responses to this RFP will be considered. Klamath Tribes' Administration reserves the right to reject any and all proposals based on documented reasons including determining any or all proposals to be non-responsive.
2. Method of Review: The Klamath Tribes' Administration and its authorized representatives will review all proposals received and may contact the party to request further information. The Klamath Tribes' Administration may accept any given RFP as submitted or may negotiate with the party to establish terms most advantageous to the Tribes. The decision of the Klamath Tribes' Administration shall be final and not subject to appeal.
3. Method of Scoring: All proposals received on time will be evaluated and scored as follows:
  - a. (0-55 points) Scope of Work: The RFP must fully demonstrate ability to carry out the Scope of Work requirements in Section A.
  - b. (0-25 points) Cost: Cost will be determined by formula method if possible otherwise Review Panel will rate and score accordingly proposed cost.
  - c. (0-20 points) References: A record of integrity, judgment, performance and timeliness in the execution of previous jobs will garner higher points.
  - d. Indian preference: At minimum 15% of the evaluation points shall be granted to proposals that demonstrate entitlement to Indian Preference, which points shall not be available to non-Indian proposals when using Method #3 of the Klamath Tribes Procurement Policy.
  - e. In the case of duplicate proposals, the earliest postmarked envelope will be reviewed unless otherwise advised in writing by the proper that the later proposal is the appropriate one to review.

**100 TOTAL POINTS POSSIBLE** (without Indian Preference)

**D. Instructions for Submitting Proposals:**

1. Return one original proposal in an envelope clearly marked according to the instructions below. Alternate proposals will not be accepted.
2. Sealed proposals can be submitted in person, through US Postal Service, or by ground delivery to:

The Klamath Tribes  
Administration Office  
**Attention: Jackie Galbreath, Purchasing Agent**  
P.O. Box 436  
501 S. Chiloquin Blvd.  
Chiloquin, OR 97624

3. Proposals by email or Fax cannot be accepted and will be disqualified if received via this method.
4. On outside of sealed envelope write:  
**“RFP # ARD22-16-1EC and your Name”**
5. Questions on the RFP can be directed to Mark Buettner at (541)783-2149, ext. 227, or email [mark.buettner@klamathtribes.com](mailto:mark.buettner@klamathtribes.com).
6. Schedule of RFP activities:
  - 06/09/2022 Advertise RFP # ARD22-16-1EC
  - 06/14/2022 4 p.m. Deadline for questions regarding RFP can be emailed to Mark Buettner who will respond back within two business days.
  - 06/22/2022 4 p.m. Closing Date for RFP to be submitted via method outlined above.
  - Opening and review of RFP’s submitted on time will be coordinated by the Grant and Contract Compliance Officer. A review panel will meet by Zoom to review and make a selection which may take two weeks or longer. All responders will be notified by email from the GCCO.

**E. Closing/Opening Date and Time and Method of Solicitation:**

1. Proposals will be accepted at the address above up to **4 p.m. on June 22, 2022**. All timely responses to this RFP will be considered. The Klamath Tribes reserve the right to reject any and all proposals including those proposals received after the closing date and time. If Tribal Administration is closed on the day RFQs are due, for a holiday or administrative reasons, the RFQs will be due the next business day by 4 p.m.
2. Proposals will be opened at by a Review Panel by Zoom at the Klamath Tribal Administration office, 501 S. Chiloquin Blvd., Chiloquin Oregon. Review and selection may take up to two weeks. All responders will be notified by email from the Grant and Contract Compliance Officer (GCCO).
3. This RFP has been published by:

	Publication in a Newspaper of general circulation
<b>x</b>	Direct solicitation of proposals from an adequate number of known sources
<b>x</b>	Klamathtribes.org

**F. Indian Preference:**

1. To the greatest extend feasible, preference and opportunities for training and employment shall be given to Indians, and preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned economic enterprises.
2. Certain federal laws allow for the application of a Tribal-specific preference, and where those laws apply the Tribes will provide preference for Klamath Tribal members or businesses owned by Klamath Tribal members.
3. Preference and opportunities for training and employment in connection with the administration of these activities shall be given to Indians and Alaskan Natives.
4. The Klamath Tribes Procurement Policy shall be followed for any individual/firm claiming Indian Preference.

**G. Provisions:**

1. All contractors must observe the Klamath Tribes’ Indian preference policy as set forth in the Klamath Tribes Procurement Policy.

2. The Klamath Tribes shall conduct all procurement transactions in a manner that provides fair and open competition.
3. The Klamath Tribes shall provide fair and equitable treatment for all persons or firms who are in the business of supplying goods and services.
4. The Klamath Tribes wish to assure that supplies, services, and construction are procured efficiently, effectively, and at the most favorable prices available.
5. The Klamath Tribes shall take reasonable affirmative steps to assure that DBE's, WBE's and MBE's are used when possible but without infringing on Indian preference where Indian preference is applicable.
6. The Klamath Tribes shall not use federal grantor funds to do business with any entity who is disbarred in accordance with the Federal Government Disbarment list.
7. Request for Proposals may be terminated by The Klamath Tribes' Administration at any time for cause.
8. Each party submitting a proposal is certifying that he/she has not colluded with any other person, firm or corporation in regard to securing the services being solicited.
9. No employee, officer, or agent of the Klamath Tribes may solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to subcontractors.
10. Negotiation: Provisions not addressed by this solicitation will be negotiated with the professional once a selection has been made.
11. Agreement: The selected professional will comply with Klamath Tribes Procurement Policies.