

Request for Proposal (RFP)
Consultant –Sprague River Floodplain Reconnection Drought Resiliency Project
Klamath Tribes Ambodat Department
RFP # KTAD22-44-1SRFRDRP

Introduction:

The Klamath Tribes have several departments that facilitate the implementation of The Klamath Tribes mission to protect, preserve and enhance the spiritual, cultural, and physical values and resources of the Klamath Peoples. The Ambodat, Natural Resources, and Cultural and Heritage Departments are the primary departments that work to protect and restore land, water, and treaty resources with the former reservation. Accordingly, The Klamath Tribes would like to improve the coordination of our environmental related efforts between the Ambodat, Natural Resources, and Cultural and Heritage Departments.

The Ambodat Department is seeking qualified and experienced consultants to perform a variety of tasks in the Upper Klamath Lake watershed.

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.

1. This RFP will enable The Klamath Tribes to enter into a binding contract with the most qualified contractor that can demonstrate their ability and experience to assess the potential floodplain storage, changes in the hydrograph, and potential vegetative responses to the reconnection of the floodplain in the Sprague River Basin through a data analysis and modeling project.
2. The consultant shall complete the six tasks described in **Attachment 1 - Detailed Scope of Work**. The consultant will be responsible to complete an implementation plan based on the six tasks and the entire project requirements. Proposal should demonstrate consultant's plans to carry out each task including approximate timelines and estimated costs with hourly wages.
3. The consultant will be required to give their professional opinion and report any recommendation that may be helpful for future work for floodplain reconnection in the Sprague River Basin.
4. The consultant must have experience with environmental data collection and analysis and USGS MODFLOW modeling and will use that experience in completing the six tasks and implementation plan.
5. The consultant must be willing to travel and perform work in the Sprague River Basin near Chiloquin, Oregon.
6. The consultant must be willing to work with the Ambodat Department via zoom, teleconference and in person, in the field or at the Klamath Tribal Offices.
7. The Klamath Tribes Tribal Council would like the project to be completed by December 31, 2023.
8. The Final Implementation Plan will be due will be due 90 days after contract term ends.

9. The consultant must be respectful to the Klamath Tribes and their possessions at all times. The consultant is encouraged to ask questions at any time for clarification or ask for a meeting to clarify processes.

B. Quality Requirements:

The Klamath Tribes and Ambodat 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 consultant, the Ambodat Department will consider such matters as the consultant's

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

Required

1. Must have minimum of 5 years work experience in related field of environmental data collection, analysis and modeling.
2. Must have a Master's Degree or certification in an 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, email and telephone number).
5. Must not be debarred or suspended from doing business with the federal government.
6. Provide TIN, or EIN or SSD number and State Registry if registered with State Corporations Board.
7. Provide a copy of Certificate of Insurance for general liability, or professional liability, and automobile insurance.
8. If claiming Indian Preference, the responder must request the Indian Enterprise Qualification Statement (IEQS).
9. It is preferable if the consultant is registered with the System for Award Management (sam.gov).

Cost

1. The proposal must show the reasonable and necessary total costs to complete the project. The total costs should be in budget format with brief narrative of each cost line item:
 - a. Salaries/fringe including hourly and total project costs (all staff who will be working on the project);
 - b. Travel at the federal Per Diem rate including mileage, hotel, airfare, rental car, taxi, uber, gratuity, etc.;
 - c. Supplies needed to complete the project;
 - d. Equipment needed to perform the project duties;
 - e. Contingency; and
 - f. Other necessary costs to complete the project.

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 and Ambodat Department 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 on time and may contact the consultant to request further information. The Klamath Tribes' Administration and Ambodat Department may accept any given RFP as submitted or may

negotiate with the consultant 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. (0-30 points) Scope of Work. The RFP must demonstrate ability to carry out each requirement listed in Section A.
 - b. (0-35 points) Quality Requirements. Response to RFP should demonstrate education, experience and capacity to carry out a contract for services.
 - c. (0-20 points) Cost: Cost will be determined by formula method, if possible.
 - d. (0-15 points) References: A record of integrity, judgment, performance and timeliness in the execution of previous jobs will garner higher points.
 - e. Indian preference: At minimum 15% of the evaluation points shall be granted to bidders who demonstrate entitlement to Indian Preference, which points shall not be available to non-Indian bidders when using Method #3 of the Klamath Tribes Procurement Policy.
 - f. In the case of duplicate proposals, the earliest postmarked envelope will be opened and reviewed unless otherwise advised in writing by the applicant 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 unbound, single-sided proposal in an envelope clearly marked according to the instructions below. **No alternate, faxed or emailed proposals will be accepted.**
2. Sealed proposal can be submitted in three ways: 1) In person; or 2) Through US Postal Service; or 3) By ground delivery (UPS, FedEx) to:

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

3. **At this time RFPs cannot be accepted by email or Fax.**
4. On outside of sealed envelope write:
"KTAD22-44-1SRFRDRP and your company name"
5. Questions on the RFP can be directed to Mark Buettner, Project Manager at Ambodat Department at (541)783-2219, ext. 227, or email mark.buettner@klamathtribes.com.

6. Schedule of RFP activities :

- 01/05/2023 Advertise RFP # **KTAD22-44-1SRFRDRP**
- 01/16/2023 2 p.m. Deadline for questions regarding RFP. Email questions to mark.buettner@klamathtribes.com and Mark will respond to all questions within two (2) business days.
- 02/07/2023 4 p.m. Closing Date for RFP to be submitted via method outlined above.
- Opening will be started by Zoom with a review panel during the week of February 9, 2023. It may take up to two weeks to review and make an offer. All responders will receive an email from the Grant and Contract Compliance Officer.

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 February 7, 2023**. 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 the closing date fall on a day the Klamath Tribal Offices are closed (Holiday or Administrative) the proposal can be submitted by 3 p.m. on the next regular business day.
2. Proposals will be opened during the week of February 9, 2023 via Zoom. The Grant and Contract Compliance Officer will coordinate the Zoom meeting with a panel to review, score, and select. All responders will be notified by email once an offer is made.
3. This RFP has been published by:

	Publication in a Newspaper of general circulation
X	Direct solicitation of proposals from an adequate number of known sources
x	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 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 consultant 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.

Sprague River Floodplain Reconnection Drought Resiliency Project Detailed Scope of Work Description

Project Description

The Upper Klamath River watershed has long faced insufficient and uncertain supply of water to meet the increasing demands of both instream and out of stream beneficial uses. Years of droughts, regulation of senior water rights and continuing legal battles have shown that alternative approaches to water management are necessary. The 2021 water year in particular posed the most significant drought conditions on record for the Klamath Basin, and the Bureau of Reclamation has made funding available to mitigate these effects on Klamath Basin eco-system activities or other tribal water resources.

Floodplain functions in the Upper Klamath Basin have been impacted by engineered flood protection measures, channel straightening, water withdrawals and other related activities. The Klamath Tribes recognize that reconnecting floodplains with the rivers could provide near-term and long-term water management benefits with restored functions. In particular, the Klamath Tribes believe that restoring floodplain connectivity in the tributaries above Upper Klamath Lake could be a way to recharge the aquifers and increase late season flows, in the Sprague River, in particular. Reconnecting the floodplain, could result in higher groundwater table in the valley bottoms and longer periods of plant growth to benefit grazing and release of water later in the season to increase base flows.

The proposed project will model and estimate the potential floodplain storage, changes in the hydrograph, and potential vegetative responses to the reconnection of the floodplain in the Sprague River Basin. Reconnection of the Sprague River floodplain is important for the Tribes because it restores natural ecosystem functions supporting tribal trust resources. The study will recommend specific near-term and long-term actions/projects for floodplain reconnection, and develop work plan(s) for implementation.

The proposed project aligns the Klamath Tribes' interests in restoring floodplain functions in the Sprague River with opportunities to improve and manage water supply needs, and as such believe that this project will help offset the impacts of the current drought and build resiliency for future droughts. The project objective is to identify areas where floodplain reconnection will maximize water management benefits through storage, groundwater recharge and late season streamflows.

Project Scope

Task 1. Review Floodplain Reconnection Opportunities in the Sprague River

This task will develop the conceptual model for the project and define objectives and actions for floodplain reconnection that provide water management benefits.

- Survey current floodplain function impacts and develop a preliminary conceptual model describing the hydrology of the Sprague River watershed for the project, using current understanding and knowledge from the Klamath Tribes perspective. The preliminary conceptual model will be used to identify data needs (geospatial, topographic, and hydrologic) and objectives for the modeling (Tasks 2 and 3).
- Identify opportunities and limitations for reconnection along Sprague River (e.g. engineered obstructions, water rights or legal limitations, land use/access, etc.). Information will be used to define restoration/reconnection objectives that provide drought mitigation benefits.
- Define realistic and achievable objectives for reconnection and function restoration; including specific areas/reaches and potential actions. Actions could include (not limited to): removing/breaching physical barriers, creating flood bypasses; terracing; adjusting flow regulation and withdrawals; land

acquisition/easements; riparian planting and instream habitat enhancements, and potential groundwater replenishment opportunities.

- Kick-off meeting and workshop with the Klamath Tribes, Reclamation and select stakeholders to obtain input on floodplain reconnection opportunities and benefits. Kick-off meeting will include a Sprague River “watershed tour.”

Task 2. Collect and Review Hydrologic and Hydrogeologic Data

Existing data from state and federal agencies, and previous studies for the Upper Klamath Basin will be compiled and reviewed for use in refining the conceptual model and analytical model (USGS MODFLOW in Gannett, 2012). Data will be used to parameterize the updated model for the Sprague River project and would include updated groundwater monitoring information since the model was prepared in 2012.

- Literature and Oregon Water Resource Department groundwater monitoring database review for existing data to support understanding of conditions and for use in modeling.
- Compile and review data to incorporate climate change impacts on future conditions into the analysis in Task 3.
- Limited field data collection for stream sections and accessible wells, if necessary, for baseline comparison with historical data.
- Data review and analysis.
- Refine conceptual model (from Task 1) based on observation-based and historical data for use in the model refinement in Task 3.

Task 3. Model Reconnection Concepts and Benefits

The project will leverage the existing USGS MODFLOW groundwater flow model developed for the Klamath Basin (Gannett et al, 2012) to assess how floodplain reconnection actions could affect groundwater recharge and increase late seasons flows in the Sprague River. The analysis will identify uncertainties, data needs, and the relative impacts of mitigation opportunities to allow the Klamath Tribes to prioritize actions for implementation.

- Refine existing USGS model along the Sprague River including refining grid cell resolution.
- Verify/calibrate model parameters and complete baseline simulations for current floodplain conditions and SW-GW interactions.
- Develop reconnection concepts and scenarios for evaluation based on objectives/actions from Task 1.
- Conduct a modeling evaluation workshop to review the model capabilities and limitations, and confirm proposed scenarios for modeling and analysis.
- Analyze scenarios and assess benefits, and develop priority actions/areas for reconnection based on modeling analysis.
- Prepare modeling and analysis tech memo.

Task 4. Develop Implementation Plan

Use findings from the modeling analysis to identify specific near-term and long-term actions and projects for floodplain reconnection. Near-term actions will include those that can provide immediate benefits to address the current drought conditions, as well as long-term actions that provide overall drought mitigation and resiliency. Workplans will be developed for each recommended action/project to collect field data, complete field investigations, and monitoring.

- Develop recommendations and conduct implementation workshop.
- Prepare workplan for follow-up field investigations.
- Prepare workplan for implementing reconnection activities for select areas.

- Prepare Draft and Final Report.

Task 5. Project Management

Complete all aspects of project management, including subconsultant management and communications, monthly invoicing and project status reporting and communications with the Klamath Tribes and Reclamation.

- Project set-up and close-out.
- Invoicing and progress reporting.
- Project coordination with Klamath Tribes, Reclamation and project team.

Task 6. Contingency

This task provides contingency budget primarily for the possibility of needing: (1) additional field data collection (e.g. either to support model development/verification, or for developing implementation workplan); or (2) additional meetings with the project team. This contingency could also be used for other un-anticipated activities or project needs.

- Additional field data collection/investigation for site conditions in support of model or implementation plan development.
 - Additional meetings with stakeholders and project team, as needed.