



81 Central Ave  
Ashland, OR 97520  
541-708-0934  
[www.thefreshwatertrust.org](http://www.thefreshwatertrust.org)

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February 24th, 2022

To Whom It May Concern,

The Freshwater Trust will be conducting a pre-bid field tour on Friday, March 4<sup>th</sup>, 2022 for riparian restoration work on Bear Creek River Mile (RM) 24.1. We will be meeting at a private property, located in Ashland at 9 a.m. The location address will be provided at the time of RSVP. It is anticipated the tour will take approximately 1 hour to view the project and answer any questions. Please note that attending the bid tour is not a requirement for submitting a bid, but it is highly recommended.

Enclosed you will find the RFP with project map and bid sheet for your review prior to the tour.

Please RSVP by Thursday, March 3rd, 2022.

Please let me know if you have any questions or need additional information.

Sincerely,

Katelyn Detweiler

Restoration Project Manager  
(215) 872-6365  
[katelyn@thefreshwatertrust.org](mailto:katelyn@thefreshwatertrust.org)



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## Request for Proposal (RFP) RIPARIAN REVEGETATION

Project Name: **Bear Creek River Mile 24.1**

Project Site Location: **Bear Creek in Ashland, Oregon**

**ISSUE DATE: 2/24/2022**

**DEADLINE: 3/18/2022**

### EMAIL OR SUBMIT PROPOSAL TO:

The Freshwater Trust  
Attn: Katelyn Detweiler  
81 Central Ave  
Ashland, OR 97520  
Telephone: 215-872-6365  
Email: [Katelyn@thefreshwatertrust.org](mailto:Katelyn@thefreshwatertrust.org)

### PURPOSE OF REQUEST FOR PROPOSAL

The Freshwater Trust invites qualified parties to submit a proposal for site plant installation, browse protection, mulch, fertilizer, irrigation installation, maintenance and stewardship, and decommissioning of installed materials on a riparian revegetation restoration project. The project is located at Bear Creek RM 24.1 near Ashland, OR within the Rogue River basin. You are invited to submit a firm, all-inclusive bid, no later than **March 18th, 2022**, for the services defined herein. All requests for information or questions regarding the proposal should be submitted to the contact person listed above.

To assure all bidders are familiar with the project site, a pre-bid tour will be held on **March 4th, 2022 at 9 a.m.**, but is **not required** for bids to be considered although it is highly recommended to attend. The tour is open to all qualified and interested parties.

### INTRODUCTION

The Freshwater Trust is a 501(c)(3) not-for-profit that restores rivers and streams throughout Oregon. We use cooperative solutions that benefit rivers, working lands and local communities. As a leader in freshwater conservation, The Freshwater Trust is focused on: 1) delivering high-quality habitat and stream restoration projects; 2) developing science, methods and tools for collaborative, replicable watershed-scale conservation that can be implemented at far greater pace and scale than current practice; and 3) advancing market-based approaches to conservation that provide significant new revenue for stream restoration. The Freshwater Trust currently works in four program areas: habitat restoration, flow restoration, water quality trading, and science and technology. Further information about these programs can be found at [www.thefreshwatertrust.org](http://www.thefreshwatertrust.org).

## SCOPE OF WORK

### OBJECTIVES

The City of Ashland (City) has engaged The Freshwater Trust to conduct implementation of riparian revegetation in reaches of Bear Creek in southwestern Oregon. The Bear Creek RM 24.1 project is designed to increase the shade on the Bear Creek in this reach. This scope of work builds on the previous scope which resulted in mechanical and chemical treatment of Himalayan blackberry and other weeds, and includes activities required to prepare the site, install native tree and shrub plantings, build the irrigation system, install plant protections, apply mulch, and conduct three years of stewardship.

The management goal or preferred future condition for this project is to restore functioning riparian forest by planting a native plant community in the 50-foot-wide planting area running linearly along Bear Creek and suppressing non-native vegetation/ noxious weeds present on the site. Restoration actions will be in cooperation with landowner input and within project areas agreed upon through signed access agreements. The purpose of this RFP is to complete riparian restoration tasks associated with implementation, plant establishment and on-going stewardship for the project site for 3 years. To achieve the preferred future condition, tasks under this RFP will include:

**Task 1 - Plant Installation (April 2022)** Plant a diverse mixture of locally sourced native shrub and tree species provided by The Freshwater Trust. Plants will be plugs in D16 to D40 size range depending on species and source. Planting design will be communicated with instructions and discussions on-site between TFT and the contractor. The species list will be developed by the project manager and will reflect ideal species for the planting sites and species availability (a total of 920 plants across 0.45 acres, roughly 2,000 stems per acre density).

- I. **Plant Procurement:** Price should include transportation to project site from Plant Oregon Nursery in Talent Oregon (15 miles round trip) and protection until planted (920 plants).
- II. **Planting:** The contractor will be responsible for all actions related to plant installation, including labor, mobilization, and equipment to install native trees and shrubs. Plant stock will be a mix of 920 tree and shrub plugs.
- III. **Application of Fertilizer:** The contractor will apply approximately 4 ounces of fertilizer to all planted plants at the time of or soon after plant installation. Organic Materials Review Institute (OMRI) certified 4-3-2 chicken pellets are the preferred fertilizer choice, though the contractor may propose alternative materials prior to installation. The TFT project manager may approve alternative methods within their complete discretion.

**Task 2 – Plant Browse Protection, Mulch and Cover Crop Seed between rows (April 2022)** to promote plant survival, growth, as well as suppression of noxious weeds and protection from wildlife browse.

**I. Browse Protection Installation:**

- A portion of select planted trees and shrub species to be protected by Vexar tree cages or equivalent following plant installation (300 browse cages total).

- Cages should be held in place by bamboo stakes (2 per cage) such that they can remain in position through weather events and wildlife browsing. The contractor shall ensure that the cages remain in upright position throughout duration of this Scope of Work.
  - A total of 50 welded wire browse cages will be installed across the site in the first two years (2022 & 2023) to select native tree and shrubs to provide long term browse protection from beaver and deer. Welded wire cages approximately 2 feet wide with 2x4" spacing, 5' high, held in place by one 6' T post.
- II. **Mulch & Weed-block Installation:**
- The contractor will provide all labor, materials, and equipment to install a 3" deep and 2 ft diameter perimeter of wood mulch to each plant (920). While wood mulch is preferred, 3'x3' sheet of VisPore (or equivalent) may be added or substituted with TFT project manager approval.
  - The contractor will strive to use biodegradable materials when feasible.
- III. **Seeding Cover Crop between planting rows:**
- All areas treated and cleared where ground cover has been disturbed or removed during site preparation and planting should be immediately reseeded with a sterile or native ground cover adequate to retain soil and resist reinvasion of weeds. A mix of sterile barley and crimson clover is recommended. Cover crop seed to be purchased by contractor.

**Task 3 - Irrigation system (April 2022)**

Design, installation operation, and maintenance of a temporary drip irrigation system to aid in plant establishment. The system will be connected to a pressurized municipal connection so no pump or filters will be needed. However, battery operated timer and equipment to allow for fertigation will be needed. The system will be left in place for 3-4 years to aid in plant establishment. The point of connection will be at the project downstream boundary and may require the installation of a protective box to house timer and fertigation connections.

**Task 4 – Maintenance & Stewardship (April 1, 2022 to December 31, 2024)** to support successful plant establishment/growth and suppression of non-native vegetation/noxious weed cover to achieve high ecological riparian function long-term (0.45 acres).

I. **Invasive Species Management:**

- The contractor will provide noxious and target weed suppression stewardship to the 0.45-acre planting area in order to achieve "free to grow" plant establishment.
- As necessary to ensure plant establishment, the contractor will use manual, mechanical and chemical methods (cutting/clearing with hand tools, mowers, weed eaters, targeted spray etc.).
- In the case there is previously existing native vegetation (snowberry patch at the downstream end) and/or naturally recruited native vegetation is identified, contractors should plan to perform high effort, attention to detail, and precise mechanical and manual weed treatment in a manner that avoids damage to native trees and shrubs. IPM informed herbicide treatment is the preferred approach to controlling weeds site wide, however there may be some weeds, or weedy locations, where hand pulling, or mechanical methods will be needed.
- The contractor will stay in communication with TFT project manager throughout the growing season to determine necessary stewardship activities.

II. **Operate & Maintain Irrigation System**

- Includes all labor, materials, and equipment to operate and maintain a drip irrigation system. This will require frequent site visits to ensure that it is properly functioning throughout the growing season and is consistently delivering water to plantings.
- Winterizing the irrigation system.
- Spring start-up of the system (re-establish connections, repair damaged lines, etc.).

### **III. Plant Replacement: between November 2022 - February 2023**

- Throughout the contract, the contractor will complete replanting as necessary to achieve site design specifications. Contractors should estimate approximately 184 plants to be interplanted between 2022 and 2023, considering a 20% mortality of planted tree and shrub stock.
- Plants that die due to reasons within the contractor’s control (plant improperly planted, hit with herbicide or mower, allowed to be overrun or out-competed by weeds, or uncaged where caging was required) will be replaced by contractor at its expense. Plants that die due to reasons outside of the contractor’s control will be replaced at the expense of TFT as needed.

### **IV. Wood Mulch Replacement:**

- The contractor will provide labor, mobilization, and equipment to re-apply wood mulch or replace plastic mulch as needed annually. Throughout the contract (2022-2024) the contractor will maintain mulch around plantings as necessary, to retain soil moisture and prevent weed colonization and competition around the base of the plantings.

### **Task 5 - Decommissioning of Installed Materials**

Labor, mobilization, materials and equipment to remove and dispose of all plant establishment infrastructure (e.g. plastic mulch, irrigation equipment, and Vexar tubes). Materials still functional and needed may be retained on site as directed by the project manager. Welded wire cages will remain on the site for lasting protection from beavers.

### **Task 6 – Recordkeeping (April 2022 to December 31, 2024)**

The contractor will track all of the actions using a mobile-friendly format provided by TFT. Documentation will include personnel hours, type and quantity of materials used (e.g. herbicide, fertilizer and mulch), invasive species targeted, irrigation water use and frequency, irrigation system repairs, and plant establishment observations. Maintenance actions will be logged by date and site. The contractor will exercise diligence, attention to detail, accuracy, and completeness in the reporting of all actions.

## **SOLICITED SERVICES**

The Freshwater Trust implemented riparian revegetation for the City of Ashland Water Quality Trading Program. The purpose of this RFP is to award a contract to revegetate the **Bear Creek RM 24.1** project to improve the **0.45-acre** riparian buffer with native species along the creek on privately owned land.

Interested parties are invited to bid on all or a portion of project elements.

Adaptive project design and management will likely be necessary on revegetation projects because of variability in soil, terrain, weather, and stream flow conditions. The selected contractor will collaboratively work with The Freshwater Trust’s project manager to adjust and innovate strategies so we can implement a

successful project together.

*Stewardship Maintenance* – Work and contractual obligations will be reviewed by TFT and selected contractor on an annual basis at the end of the growing season to assess project status, discuss any adaptive actions, and decide if continued stewardship is agreeable and necessary.

***See attached Project Map and Bid Sheet for details of Solicited Services. Bids can be submitted using attached Bid Sheet or drafted in a document with numbered element line items to be bid.***

## PROPOSAL TERMS AND CONDITIONS

### 1. CONTRACTOR MINIMUM REQUIREMENTS

The Freshwater Trust (TFT) will evaluate the proposals and award an individual contract(s) to complete stream restoration services described in the Attachments. These awards will be made by The Freshwater Trust and will be based on company qualifications, project team, capacity, technical approach, and cost. Contractor Minimum Requirements are:

- I. Contractors must have a Landscape Contractor, Farm and Forest Labor Contractor License (F/FLC License) and/or Temporary Permit (F/FLC Permit) from the State of Oregon prior to signing the contract. Contractors or their subcontractors must be licensed to apply herbicide.
- II. This contract is funded in whole or in part by the Clean Water State Revolving Fund (CWSRF). Projects are subject to wage requirements of the State of Oregon, including that all laborers and mechanics employed for the project must be paid wages at least equal to other similar projects in the area, as determined by the US Secretary of Labor or the Commissioner of the Oregon Bureau of Labor and Industry (whichever is higher).

### 2. ANTICIPATED PROPOSAL SCHEDULE

| Date               | Selection Process                                 |
|--------------------|---|
| 2/24/22            | Request for proposal distributed                  |
| 3/04/22            | Pre-bid site tour                                 |
| 3/18/22            | Contractor bids due                               |
| 3/22/22            | Contractor selection                              |
| 4/01/22 – 5/31/22  | Planting/ Irrigation Install                      |
| 4/01/22 – 12/31/24 | Plant Establishment/ Site Maintenance for 3 years |

### 3. RFP TERMS AND CONDITIONS APPLIED TO FINAL CONTRACT

Contractor must agree to comply with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Contractor must agree to comply with the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) and that it will not use Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352.

Contractor represents that it is not listed in the General Services Administration's "Lists of Parties Excluded from Federal Procurement or Non-procurement Programs" in accordance with E.O.s 12549 and 12689, "Debarment and Suspension".

All terms and conditions outlined in this RFP, including the specifications and the bidder's completed proposal, will become, at The Freshwater Trust's sole discretion, part of the final contract between The Freshwater Trust and the selected Contractor.

#### **4. CONFIDENTIALITY PROVISION**

The terms of this RFP, and all other information provided by The Freshwater Trust in connection with this RFP, are confidential and proprietary to The Freshwater Trust. Such materials are to be used solely for the purpose of responding to this request. By submitting a proposal, bidder agrees not to disclose any such information to any third party without the prior written consent of The Freshwater Trust (which consent shall be conditional upon the written agreement of the intended recipient to treat the same as confidential). The Freshwater Trust may request at any time that any or all The Freshwater Trust material be returned or destroyed.

#### **5. CONTRACT EVALUATION AND AWARD**

The Freshwater Trust reserves the right to execute any of the following options:

- Issue no contract award for any of the services described within this RFP
- Award all or partial services to one bidder
- The Freshwater Trust is not obligated to accept the lowest price

This RFP gives rise to no contractual obligations, implied or otherwise, on the part of The Freshwater Trust. The Freshwater Trust retains the right to select, request further information from, and negotiate with those bidders it deems qualified for competitive negotiations. The Freshwater Trust reserves the right to reject any or all bids, to waive technicalities or irregularities, and to accept any bid it determines to be in the organization's best interest. The Freshwater Trust also reserves the right to terminate negotiations with any party at any time without incurring liability. The acceptance of any bid submission shall not in any way cause The Freshwater Trust to incur any liability or obligation to bidder, financial or otherwise.

The Freshwater Trust has no obligation to reveal the basis for contract award or to provide any information to bidders relative to the evaluation or decision-making process. All participating bidders will be notified promptly of bid acceptance or rejection.

#### **6. CONTRACTOR SELECTION**

The Freshwater Trust is committed to providing equal employment opportunity for all persons regardless of race, color, age, religion, national origin, political affiliation, sexual orientation, gender identity, marital or family status, sex, disability, genetic information or legal source of income or any other characteristic protected by applicable local, state, or federal law. The Freshwater Trust complies with federal, state and local equal employment opportunity laws and makes a good faith effort to employ qualified minority- and women-owned businesses on its projects fully practicable. Please indicate in your RFP response if your business is certified by Oregon's Office of Minority Women and Emerging Small Businesses.

The Freshwater Trust staff will evaluate the proposals with the criteria identified below (with a total possible 100 points).

Submittal of the following Proposal Requirements are required for consideration:

- Project Bid Sheet
- Request for Contractor Qualifications
- Certification and Signing of Proposal

| CRITERIA |   | Points |
|----------|---|--------|
| 1        | <b>Team Qualification:</b> Demonstration of ability to complete similar projects on time and on budget while producing high quality work.                 | 25     |
| 2        | <b>Personnel:</b> Experience of key personnel and capacity of staff to implement a high quality project.  | 25     |
| 3        | <b>Project Technical Approach:</b> Demonstration of requirements to successfully implement the project on time and understanding of objectives to achieve | 25     |
| 4        | <b>Project cost:</b> Overall and component costs and rates.   | 25     |

### **PROPOSAL SUBMISSION INSTRUCTIONS**

1. Proposals should address the **PROPOSAL REQUIREMENTS** outlined herein.
2. Documents should be submitted **on or before March 18th, 2022** to:

The Freshwater Trust  
Attn: Katelyn Detweiler  
81 Central Ave  
Ashland, OR 97520  
Telephone: (215) 872-6365  
Email: [Katelyn@thefreshwatertrust.org](mailto:Katelyn@thefreshwatertrust.org)

**CERTIFICATION AND SIGNING OF PROPOSAL:**

The undersigned certifies that s/he has examined and is familiar with this RFP package and the attachments listed herein; that s/he has checked all figures shown and understands that The Freshwater Trust will not be responsible for any errors, or omissions on the bidder’s part in preparing this Proposal.

If the bidder takes exception to any part of this RFP, the bidder shall itemize those exceptions and submit them with this Proposal with the heading: **“EXCEPTION(S) TO RFP PACKAGE”**.

**The undersigned acknowledges conditions of this Proposal:**

Dated this \_\_\_\_\_ day of \_\_\_\_\_

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_

in the capacity of \_\_\_\_\_

*(Company Title)*

\_\_\_\_\_

*(Address)*

## 2022 Riparian Revegetation Bid Sheet

| Project Site: Bear RM 24.1 |   |                    |  |   |
|----------------------------|---|--------------------|--|---|
| Item No.                   | Description   | Estimated Quantity | Unit   | Proposal Price for lump sum items <u>or</u> equipment and rate for hourly/ time and materials items |
| Task 1<br>I.-III.          | <p style="text-align: center;"><b>Plant Installation</b></p> <p><i>Plant procurement</i>- including storage, transportation to site and protection until plugs are planted on site.</p> <p><i>Planting</i>- Labor, mobilization, and equipment to install native trees and shrubs. Design will be discussed onsite between TFT and selected contractor. Plug/Tube sizes: primarily D16, some D25 and D40</p> <p><i>Apply fertilizer</i> - during plant installation: 4oz OMRI certified 4-3-2 chicken pellets</p> | <b>920 plants</b>  | <p style="text-align: center;"><u>Rate</u> per plant</p> <p style="text-align: center;"><i>and/ or</i></p> <p style="text-align: center;"><u>Hourly Rate</u></p> |   |

|                       |  |   |  |  |
|-----------------------|--|---|--|--|
| <p>Task 2<br/>I</p>   | <p align="center"><b>Browse Protection Installation</b></p> <p>Selection of planted trees are expected to be protected by Vexar tree cages to prevent deer browse. Cages should be held in place by bamboo stakes such that they can remain in position through weather events and wildlife browsing.</p> <p>Install 40 welded wire browse cages to select trees and shrubs during the first two years (2022 &amp; 2023) to prevent damage from beaver browse.</p> | <p align="center"><b>300 vexar<br/>browse cages<br/>&amp;<br/>40 welded wire<br/>browse cages</b></p> | <p><u>Rate per plant</u></p> <p align="center"><i>and/or</i></p> <p><u>Hourly Rate</u></p> |  |
| <p>Task 2<br/>II</p>  | <p align="center"><b>Mulch &amp; Weed-block Installation</b></p> <p>Includes all labor, materials, and equipment to install woodchip mulch (2 ft diameter) or biodegradable mats (3 ft x 3 ft).</p>  | <p align="center"><b>920 plants</b></p>   | <p><u>Lump Sum</u></p> <p align="center"><i>and/or</i></p> <p><u>Hourly Rate</u></p>       |  |
| <p>Task 2<br/>III</p> | <p align="center"><b>Seeding with Cover Crop</b></p> <p>All areas treated and cleared where ground cover has been disturbed or removed reseeded a mix of sterile barley and crimson clover. Cover crop seed to be purchased and spread by contractor.</p>  | <p align="center"><b>0.45 acres</b></p>   | <p><u>Lump Sum</u></p> <p align="center"><i>and/or</i></p> <p><u>Hourly Rate</u></p>       |  |

|        |  |                   |  |  |
|--------|--|-------------------|--|--|
| Task 3 | <p style="text-align: center;"><b>Irrigation System Installation</b></p> <p>Includes all labor, materials, and equipment to install a drip irrigation system.</p> <p>Design and installation will be a collaborative effort between contractor and TFT and likely placed outside of areas prone to extensive flooding.</p> | <b>920 plants</b> | <p><u>Lump Sum</u></p> <p>Design</p> <p>Materials</p> <p>Labor</p> <p><i>and/ or</i></p> <p><u>Hourly Rate</u></p> |  |
|--------|--|-------------------|--|--|

|                           |   |  |  |  |
|---------------------------|---|--|--|--|
| <p>Task 4<br/>I. -IV.</p> | <p><b>Stewardship Maintenance/Irrigation Operation and Maintenance/Interplanting/Mulch</b></p> <p><i>Invasive Species Management</i> - Labor, mobilization, and equipment to treat noxious weeds to achieve “free to grow” plant establishment:<br/>Mechanical treatment – cutting / clearing with hand tools, billy goat mowers, weed eaters, etc.<br/>Challenging site - plan to perform high effort, attention to detail, and precise mechanical and manual weed treatment.</p> <p><i>Operate and Maintain Irrigation System</i> - Includes all labor, materials, and equipment to operate and maintain a drip irrigation system.<br/>Properly functioning during growing season to deliver water to plantings, requires frequent site visits and immediate fixes to problems<br/>Winterize system (flush out lines, remove and store pumps, etc.)<br/>Spring start-up of system (re-establish connections, repair damaged lines, etc.)</p> <p><i>Interplanting</i>- complete replanting as necessary due to failed establishment or flood loss.<br/>Estimate approx. 20% of woody plants across all 3 growing seasons (184 plugs in end of 2022 through 2024).</p> <p><i>Mulch Replacement</i> – Replace mulch annually as needed. Estimate approx. 20% of mulch needed to be replaced.</p> | <p><b>0.45 acres</b></p> <p><b>920 plants</b></p> <p><b>Years:</b><br/><b>2022</b><br/><b>2023</b><br/><b>2024</b></p> | <p><u>Lump Sum</u></p> <p><u>Rate</u><br/>Per Acre:<br/>Mechanical</p> <p><i>and/ or</i></p> <p>Hourly:<br/>Mechanical</p> |  |
|---------------------------|---|--|--|--|

|        |   |   |   |  |
|--------|---|---|---|--|
| Task 5 | <p align="center"><b>Decommissioning of Installed Materials</b></p> <p>Labor, materials, and equipment to remove and either dispose or collect/return to TFT if in working condition all plant establishment infrastructure (e.g. irrigation, mulch mats, and Vexar tubes).</p> <p>The timing will be agreed upon based on ineffectiveness of use, free to grow condition, or end of contract.</p>                      | <p align="center"><b>End of Year 3<br/>unless otherwise<br/>discussed with TFT<br/>project manager</b></p>  | <p align="center"><u>Lump Sum</u></p> <p align="center"><i>and/ or</i></p> <p align="center"><u>Hourly Rate</u></p> |  |
| Task 6 | <p align="center"><b>Electronic Maintenance Tracking/ Reporting</b></p> <p>Labor to document items such as:</p> <ul style="list-style-type: none"> <li>• Personnel hours</li> <li>• Type and quantity of materials used (e.g., fertilizer, mulch, browse cages etc. installed)</li> <li>• Targeted noxious weeds</li> <li>• Supplemental water use and frequency</li> <li>• Plant establishment observations</li> </ul> | <p align="center"><b>TFT will provide digital<br/>format to contractor<br/>for monthly<br/>submissions<br/>throughout contract</b></p> <p align="center"><b>Years:<br/>2022<br/>2023<br/>2024</b></p> | <p align="center"><u>Lump Sum</u></p> <p align="center"><i>and/ or</i></p> <p align="center"><u>Hourly Rate</u></p> |  |

MAP OF PROJECT SITE

Bear Creek RM 24.1  
Proposed Planting Area



Date: 12/17/2021

Coordinate System: NAD 1983 UTM Zone 10N  
Projection: Transverse Mercator North American 1983



-  Proposed Planting Area (0.45 acres)
-  Tax Lot Boundary