

**REQUEST FOR QUALIFICATIONS  
FOR  
PREPARATION OF PROGRAMMATIC ENVIRONMENTAL IMPACT REPORT  
FOR  
IMPLEMENTATION OF COORDINATED REGIONAL SEDIMENT MANAGEMENT PLAN  
FOR THE EUREKA LITTORAL CELL**

**THE HUMBOLDT BAY HARBOR, RECREATION AND CONSERVATION DISTRICT**

**P O BOX 1030  
Eureka, CA 95502-1030**

**The Humboldt Bay Harbor, Recreation and Conservation District (District) is soliciting Proposals from qualified individuals/firms to prepare a Programmatic Environmental Impact for the implementation of the Coordinated Regional Sediment Management Plan for the Eureka Littoral Cell.**

**The Request for Qualifications document is available at the District office, 601 Startare Drive, Woodley Island, Eureka, CA (707-443-0801) between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, and on the District website at [www.humboldtbay.org](http://www.humboldtbay.org).**

**Proposals must be received by the Humboldt Bay Harbor, Recreation and Conservation District by 4:00 p.m. September 15, 2017 to be eligible for consideration.**

**The District reserves the right to reject any and all responses to this request. The District will not be liable for any cost incurred incidental to the preparation, submittal or evaluation of any response to this request, or in the negotiation, execution and delivery of an agreement that may be awarded as a result of this Request for Qualifications.**

**Richard Marks  
President, Board of Commissioners  
Humboldt Bay Harbor, Recreation and Conservation District**

## REQUEST FOR QUALIFICATIONS

**Proposed Contract Services:** The Humboldt Bay Harbor Recreation and Conservation District (District) is requesting proposals for prepare a Programmatic Environmental Impact (PEIR) for the implementation of the Coordinated Regional Sediment Management Plan (CRSMP) for the Eureka Littoral Cell. If a contract is awarded the selected firm will prepare the PEIR for the District, as directed by the Executive Director (ED); on an independent contractor basis.

**Background:** The Eureka Littoral Cell CRSMP was prepared by the consulting firm of Moffat and Nichol under the guidance of the US Army Corps of Engineers (USACE), the California Natural Resources Agency (CNRA), and the Humboldt Bay Harbor, Recreation, and Conservation District (HBHRCD). Input on the scope and content of the CRSMP was also provided by numerous federal, state, and local agencies and non-governmental organizations. The CRSMP has been finalized and will be released to the public in the near future. The final draft of the CRSMP is included as Exhibit 1 to this RFQ.

The Eureka Littoral Cell lies along the northwestern California coast in Humboldt County. The limits of the Eureka Littoral Cell are Trinidad Head to the north and False Cape (just north of Cape Mendocino) to the south. This encompasses approximately 40 miles of coastline that includes major rivers, a coastal dune field, the Eel Submarine Canyon, and Humboldt Bay.

The goal of the CRSMP is to facilitate improved regional sediment management. Towards that end, the CRSMP:

- Provides information on present conditions
- Projects conditions over the next fifty years if no action is taken
- Identifies erosional hot spots and areas of excess sediment
- Identifies a suite of possible management approaches to restore habitat health and enhance resilience throughout the Littoral Cell
- Obtains public input on Plan development and recommendations
- Develops an appropriate governance structure to help ensure that the CRSMP can and will be implemented

The Plan presents a number of regional sediment management opportunities, primarily gathered from prior regional efforts, and a set of specific strategies and solutions. The CRSMP focuses on areas where regional sediment management can mitigate existing and expected unbalanced sediment budgets that can lead to coastal erosion, coastal flooding, and habitat loss and degradation. In Humboldt Bay, the primary mechanism for sediment management is dredging. Shipping channels are dredged by the USACE. USACE utilizes a hopper dredge, which requires dredged materials to be deposited on the seafloor or Bay bottom. This limits the potential to beneficially reuse sediments from USACE dredging. Sediment from USACE-managed dredging is deposited in the Humboldt Open Ocean Disposal Site, although efforts are underway to permit placement of some USACE-dredged materials at a nearshore site adjacent to Humboldt Bay's North Spit, in order to increase sediment deposition on the North Spit and provide added protection from sea level rise.

Smaller channels, docks and marinas are dredged by local and private entities. Locally managed dredging provides the primary opportunity for the HBHRCD to promote beneficial sediment reuse and implement the objectives of the CRSMP, including:

1. Reduce shoreline erosion and coastal storm damage;
2. Provide for environmental restoration and protection;
3. Increase natural sediment supply to the coast;
4. Restore and preserve beaches.

There are many opportunities to meet these objectives using dredged sediments from the bay. However, there are logistical and environmental challenges involved with moving sediments to the necessary locations at the correct times. The proposed project would help address these challenges for Humboldt Bay's locally managed dredge sites (i.e., smaller channels, docks and marinas that are outside of shipping channels).

There is not currently a comprehensive plan for dredging within Humboldt Bay's locally managed sites. Separate dredging plans are developed prior to each dredging event. During development of dredging plans, there is often controversy about locations to dewater, process and beneficially reuse sediments. This controversy is at least partially due to uncertainty and confusion regarding the environmental effects of dredging project alternatives. The HBHRCD seeks assistance with the preparation of a PEIR for dredging of locally maintained sites and beneficial reuse of the dredged material. Future regulatory documents would tier off the PEIR, increasing efficiency and predictability of future dredge permitting. The HBHRCD would be the lead California Environmental Quality Act (CEQA) agency for the PEIR. The scope of work, budget and schedule for developing the PEIR is described below.

Funding for the project would be provided through a grant from the California Natural Resources Agency on behalf of the California Sediment Management Workgroup (CSMW). Staff from the CSMW and State Coastal Conservancy would participate in meetings and comment on draft documents to ensure the project is consistent with these entities' goals. Additionally, stakeholder input would inform PEIR development. Stakeholders that would be invited to participate include conservation advocacy groups (e.g., Humboldt Baykeeper and North Coast Environmental Center); local researchers; public and private dock and marina owners; Humboldt Bay area tribes; and fishing and shipping interests.

**Scope of Work:** The Scope of Work for this RFQ would include the following tasks:

Task 1. Project Description Development. The PEIR would cover locally managed dredging activities, pumping of dredged materials directly to some reuse sites, the development of sites for dewatering and stockpiling, and may also cover the placement of materials for habitat restoration, sea level rise adaptation, or other beneficial uses. This task would include at least two meetings with regulatory, and land management agencies to solicit input.

#### *Deliverables*

- Summaries of key outcomes from two stakeholder meetings.
- Draft and final project description.

#### Task 2. Environmental Analysis and PEIR Development

Development of the PEIR would involve the following steps:

1. Develop and distribute a Notice of Preparation for public comments.

2. Hold a public scoping meeting.
3. Develop the Draft PEIR, including analysis of all CEQA environmental categories.
4. Conduct consultation with Humboldt Bay area tribes.
5. File Notice of Completion and circulate Draft PEIR for public review.
6. Hold up to two public meetings to receive input on the Draft PEIR.
7. Prepare Final PEIR, Mitigation Monitoring and Reporting Program (MMRP) and response to comments.
8. HBHRCD Commission considers PEIR for certification.
9. Prepare and file notice of determination with County Clerk.

#### *Deliverables*

- Notice of Preparation.
- Notes from public scoping meeting.
- Draft PEIR.
- Notice of Completion.
- Notes from up to two public meetings.
- Final PEIR with response to comments.
- MMRP.
- Notice of Determination.

#### Task 3. Final Meeting

A final meeting would be held with entities conducting dredging in the bay and interested stakeholders. At this meeting, the final project description and environmental analysis would be reviewed and next steps for implementation would be identified.

#### *Deliverables*

- Notes from final meeting including a discussion of next steps for implementation.

### **SUBMITTAL GUIDELINES**

Interested firms/teams should submit to the HBHRCD a statement of qualifications and a written statement of approach. Proposals must include:

1. Identification of members of the firm/team, and a tentative schedule.
2. A description of the consultants' approach to completing the tasks outlined in the scope of work and in preparing the PEIR.
3. Curriculum vitae of each member of the firm/team, identifying relevant education and experience (see below).
4. An estimate of the number of hours and percent of time each team member will devote to each task.
5. Name and contact information of three professional references for the team/firm.

6. Any potential conflicts of interest that the firm/team may have in carrying out the tasks described herein.
7. Descriptions of no more than three projects completed by the consultant which are indicative of the ability to carry out this project.

### **Selection Procedure**

Potential contractors will be ranked based on the following criteria:

- 1) Demonstrated competence in the areas of environmental compliance and natural resource planning, including:
  - Experience with relevant environmental laws and regulations, including but not limited to CEQA, NEPA, CESA, ESA, CWA,
  - Experience in preparing natural resource management plans,
  - Experience in sediment management issues,
  - Experience with estuarine/tidal marsh management and natural resource management, especially in the Humboldt Bay region,
  - Experience with sediment reuse for sea level rise adaptation, and
  - GIS mapping capability.
- 2) Specialized qualifications for the services to be performed, such as experience with planning and permitting dredging projects.

The consultant will be hired under contract to the HBHRCD. The HBHRCD will attempt to negotiate a contract with the best qualified firm/team at compensation which the Conservancy determines is fair and reasonable. If the HCHRCD is unable to do so, negotiation with that firm/team will be terminated and negotiations will then proceed in the same manner with the other firms/teams on the list in order of ranking. If the HBHRCD is unable to negotiate a satisfactory contract with any of the selected firms/teams, the HBHRCD may select additional firms and continue the negotiation process.

The retained consultant will be paid for its actual time and expenses for work under the contract up to the amount provided for each task in the final project budget. The HBHRCD must also approve all interim work products before payment.

### **Contact**

Questions about the proposal process may be emailed to Jack Crider, Humboldt Bay Harbor, Recreation, and Conservation District, [jcrider@humboldtby.org](mailto:jcrider@humboldtby.org). No phone calls please.

*Disclaimer: This request for qualifications is submitted for the District's use and was adapted from another request for qualifications seeking professional services. It is part of the public record and not proprietary information.*