



REQUEST FOR QUALIFICATIONS

Habitat Mitigation Design & Analysis

The Humboldt Bay Harbor, Recreation & Conservation District (Harbor District) is requesting Statements of Qualifications (SOQ) for contractors to assist with habitat mitigation project prioritization and conceptual design. SOQ's from individual firms or teams will be considered.

1. Information

Proposal Title	Habitat Mitigation Design & Analysis
Proposal Type	Statement of Qualifications
RFQ Issuance	February 1, 2021
Statements of Qualifications Due	February 22, 2021 at 4:00 pm

2. Instructions for Submitting Qualifications

Submittal Address	Humboldt Bay Harbor, Recreation, and Conservation District Mindy Hiley, Director of Administrative Services mhiley@humboldtbay.org
Submittal Requirements	SOQs must be submitted electronically (.pdf) to the email address above. Submitted SOQs must include the RFQ title in the email subject line. The submitter is responsible to ensure that they receive email confirmation that their proposal is received.
Late Submittals	Proposals received after the time and date stated above shall not be considered.

3. How to Obtain RFQ Documents

Copies of the RFQ may be obtained at:

Humboldt Bay Harbor, Recreation, and Conservation District
601 Startare Drive
Eureka, CA 95521

Or

www.humboldtbay.org

4. Questions about the RFQ

Questions must be submitted in writing by email as follows:

Contact	Mindy Hiley, Director of Administrative Services mhiley@humboldtbay.org
Questions Due Date	February 15, 2021 at 4:00 p.m. Please submit questions as soon as possible. No questions regarding this RFQ will be responded to if received after the above date.
Harbor District Responses to Questions	February 17, 2021 at the latest All pertinent questions will be responded to via addendum(s). The addendum(s), including questions and responses, will be made available on the Harbor District’s website (www.humboldtbay.org). The District will respond to questions as soon as possible after they are received and will not wait until the deadline to respond.

Once the RFQ is issued, and until a recommendation for award is made to the Harbor District Board, each Proposer and its representatives, agents, and affiliates, shall not contact members of the evaluation committee, Harbor District staff or the Harbor District Board to discuss or ask questions about the contents of this RFQ or the selection process. All questions shall be submitted in writing as described above. Inappropriate contacts may result in the Proposer’s disqualification.

5. Full Opportunity

The Harbor District’s policy prohibits discrimination or preferential treatment because of race, color, religion, sex, national origin, ancestry, age, physical or mental disability, cancer-related medical condition, a known genetic pre-disposition to a disease or disorder, veteran status, marital status, or sexual orientation. The successful Respondent shall comply with the Harbor District’s non-discrimination policy.

The Harbor District reserves the right to reject any or all proposals, to waive any irregularities or informalities not affected by law, to evaluate the proposals submitted and to award the contract according to the proposal which best serves the interests of the Harbor District.

6. Overview

The Harbor District is pursuing regulatory approvals for the following projects which will likely require habitat mitigation, listed in priority time sensitivity order.

A. Bay Water Intakes at Redwood Marine Terminal II Dock and Red Tank Dock

This project is the highest priority for development of a mitigation strategy. The Harbor District is currently in the permitting process to expand existing bay water intake infrastructure at Redwood Marine Terminal II Dock and Red Tank Dock. The goal is to obtain permits that will initially allow for 1,800,000 gallons per day (gpd) of water withdrawal (“Phase I”), with mitigation in the form of salt marsh restoration. Mitigation will be implemented for this quantity of withdrawal. The Harbor District anticipates that the permits will be conditioned such that an additional 10,080,000 gpd may be withdrawn once further mitigation has been completed (“Phase II”).

B. King Salmon Fishermen’s Channel Maintenance Dredging.

The Harbor District has been pursuing permits to dredge Fisherman’s Channel in King Salmon since the property was acquired from PG&E in 2016. Fisherman’s Channel is approximately 2,625 feet (ft) long. There are numerous private dock facilities along the northwestern side of the channel. Residents of the unincorporated community of King Salmon own property located on and including portions of side channels to Fisherman’s Channel, named Residential Canals A–D, and maintain docks and watercraft there. The District’s proposed project does not include dredging the residential canals. According to a 2012 survey, there was a total of 3.03 acres (ac) of eelgrass in the main portion of the Fisherman’s Channel that could be impacted by dredging.

The proposed dredging project could potentially be modified from the original design to substantially reduce the scope of dredging and therefore the amount of eelgrass impacted. The dredging depth could be decreased from -12 ft MLLW to -8 MLLW to allow for eelgrass to recolonize the channel following dredging. It has been shown that changes in dredging depth and area could result in a reduction of the eelgrass direct impact area from 2.8 ac to potentially as low as 0.23 ac. An additional 0.07 ac of eelgrass, located within a 5-ft buffer surrounding the dredging footprint, may be indirectly impacted by increased turbidity during dredging activities, but the impact is expected to be minimal and temporary.

C. Suction Dredging at Woodley Island Marina and other Humboldt Bay Locations.

The most efficient and cost-effective way to dredge is with a suction dredge. A suction dredge also provides more opportunities for beneficial use of dredged material. Use of a suction dredge will require obtainment of a state Incidental Take Permit for potential impacts to longfin smelt (*Spirinchus thaleichthys*).

If the Harbor District could obtain permits to utilize the suction dredge it could significantly reduce, if not eliminate, the wasteful practice of taking 100,000s of cubic yards fine-grain dredged material each decade several miles offshore to the Humboldt Open Ocean Disposal Site (HOODS) for disposal. This source of tested/clean sediment is needed around the perimeter of Humboldt Bay for adaptation to sea level rise, to restore salt marsh systems and ecosystem function, and for beach and dune replenishment. The Harbor District is in the final stages of certifying a “Program Environmental Impact Report for Humboldt Bay Sediment Management” (PEIR).

This PEIR assesses the potential environmental effects of implementing the Humboldt Bay Sediment Management Program. The objective of the PEIR is to explore alternatives and provide an environmental analysis of dredging methods, sediment processing, and sediment placement at beneficial-use sites that would guide implementation of the Coastal Regional Sediment Management Plan for the Eureka Littoral Cell (CRSMP) and steer sediment management for Locally Maintained Sites toward achievement of the objectives of the CRSMP.

D. New multipurpose terminal on the Samoa Peninsula between Redwood Marine Terminal I and II

The Harbor District is in the conceptual design and environmental impact scoping phase of developing a new modern multipurpose dock at or near the District’s RMT I Terminal on the Samoa Peninsula, with the proposed offshore wind energy as the anchor tenant. The existing 7-acre wooden dock at RMT I is significantly past its useful life and needs to be completely reconstructed in order to modernize the port to prepare for future maritime industries. In addition to removal of this dock, there are numerous pilings along the Samoa Shoreline that could be removed as mitigation. Several federal, state, and private industry studies have identified Humboldt Bay and the RMT I terminal specifically as the preferred west coast port to develop an offshore wind economic cluster.

In addition to the new multipurpose dock, approximately 1 mile of coastal dependent industrial shoreline will need to be elevated to adapt to future sea level rise and other associated impacts due to climate change. The District would like to incorporate design features that would soften the hard shoreline by incorporating living shoreline and other features while at the same time protecting eel grass and being compatible with maritime shipping, coastal dependent industries, and aquaculture operations.

7. Potential Mitigation Sites:

The Harbor District has property management and site control which it has acquired either through fee title or as granted by the California State Lands Commission for submerged and tidelands around Humboldt Bay, with the exception of areas within the City of Eureka and Arcata jurisdictions and parcels that are in private ownership. The Harbor District also owns a significant amount of upland property that may be available for habitat restoration/mitigation projects.

Within the last few years, the Harbor District acquired properties to use as mitigation in King Salmon near Fisherman's Channel and at Bay Street in Eureka. Conceptual habitat restoration designs may be developed for these sites as part of the contract that will be associated with this RFQ. The King Salmon properties were identified as Phase IV of the Elk River Slough Habitat Restoration project. Preliminary conceptual designs and opportunity analysis were evaluated in the document titled: Elk River Estuary and Tidal Wetlands Enhancement Project Constraints Analysis and Design Alternatives Summary prepared by Trinity Associates and Greenway Partners in November 2016 and is available at www.humboldtby.org. Additional mitigation opportunities have been identified around the bay that will be considered during prioritization of habitat restoration/mitigation opportunities.

8. Scope

Upcoming Harbor District projects described above will require mitigation for biological resource impacts. It is expected that mitigation will be required in the form of habitat enhancement and/or creation. Specific details of mitigation demand are not currently known. However, it is expected that there will be a need to identify, design, permit and implement habitat restoration project(s) for eelgrass, salt marsh, mudflat and/or tidal channel habitats. Restoration projects may consist of restoring diked former tidelands, removing debris (e.g. pilings) and other methods. It is difficult to estimate the scale of restoration that will be required because the scale is dependent on studies currently being conducted and mitigation type. However, the largest potential project may involve around 75 acres of salt marsh restoration. Proposers may use this as general guidance for identifying their team.

Once the Harbor District estimates mitigation demand, the selected contractor will screen and prioritize restoration opportunities and develop a conceptual restoration design(s) for priority site(s). The Harbor District is seeking firms or teams with experience in all aspects of habitat restoration, particularly for Humboldt Bay habitats. The proposed initial scope involves the following tasks:

Task 1: Opportunities and Constraints Analysis

Conduct opportunities and constraints analysis for potential mitigation sites. Considerations include, but are not limited to, level of complexity, ownership, regulatory constraints, and cost.

Task 2: Habitat Mitigation Site Prioritization

Review and prioritize potential mitigation sites based on anticipated mitigation demand and the opportunities and constraints analysis.

Task 3: Conceptual Designs

Prepare conceptual habitat restoration/mitigation designs for identified priority sites.

Task 4: Estimated Mitigation Potential

Identify estimated mitigation potential based on area of habitat type(s) that will be enhanced or created, based on conceptual designs.

9. Timeline

A contract will be negotiated with the selected contractor. It is expected that the selected contractor will begin habitat restoration project prioritization immediately upon contract execution and then develop the conceptual restoration design for the selected site(s). The initial conceptual restoration design(s) should be complete by May 2021.

10. Submission Requirements

Statements of Qualifications must follow the format outlined below. The Harbor District may reject as non-responsive at its sole discretion any submittal that does not provide complete and/or adequate responses or departs in any way from the required format. Failure to respond to these requirements may result in the proposal being considered non-responsive and rejected from consideration.

Format

Statements of Qualifications shall not be longer than 30 pages with no smaller than 11-point font submitted in PDF. Firms are encouraged to keep proposals concise.

Content

The proposer must include the following items. SOQs shall be organized in the order shown below.

1) Cover Letter

Provide an introduction letter summarizing the qualifications of your team to meet the needs of this project. The professional services that may be required to undertake this project include opportunities and constraints analysis, habitat restoration site prioritization, conceptual restoration design(s), and estimating mitigation potential by habitat type.

Include company name and business address as well as email address and telephone numbers for key contacts. The letter must be signed by an individual/member of the organization who has the authority to offer, negotiate, and execute contracts on behalf of the firm.

2) Qualifications and Experience

- a) Identify proposed team, including a description of all key team members, including any sub-consultant team members. Identify project manager and anticipated key team member roles and responsibilities. Include brief resumes.
- b) Provide information about your team’s knowledge and experience, including descriptions of relevant project experience related to habitat restoration prioritization, design, permitting,

- habitat restoration work contracting and implementation. Include any specific experience with eelgrass, salt marsh, mudflat and tidal channel habitat restoration, especially in Humboldt Bay.
- c) Provide a list of at least three references (names, current phone numbers, and email) for relevant recent work. References should be able to describe the qualifications and capabilities of team members looking to take leading roles and of the firm(s).

3) Rate Schedule

Include a copy of the hourly rate schedule for personnel and equipment.

11. Consultant Selection Schedule

The following is a tentative timeline:

RFQ Released	February 1, 2021
Deadline for submitting questions	February 15, 2021
Qualifications Due	February 22, 2021 by 4:00 p.m.
Evaluation and Review	February 23-26, 2021
Contract Award	March 2021

12. Proposal Evaluation

An Evaluation Committee will be formed to review all SOQs received. The committee will be comprised of Harbor District Staff and Board Members and may also include personnel outside of the Harbor District. The Contractor's work will focus on habitat restoration project prioritization and conceptual design. However, it is important that the Contractor has experience with all habitat restoration project components, including permitting, restoration work contracting and implementation. The Evaluation Committee will review all complete proposals submitted on time. The committee will evaluate the SOQs and make a selection based largely on the following criteria:

- Professional qualifications and technical competence of firm and key personnel related to tidal habitat restoration project prioritization, design, permitting, contracting and implementation (30 points)
- Demonstrated successful completion of similar projects involving habitat restoration prioritization, design, permitting, contracting and implementation (30 points)
- Specific experience and knowledge regarding Humboldt Bay habitats and habitat restoration in Humboldt Bay (30 points)
- Hourly rates for proposed staff (10 points)

Selection Procedure

All proposals received by the deadline which meet the RFQ's requirements will be evaluated. Depending upon the number and qualifications of respondents, the Committee may select based on the Statement of Qualifications received or may develop a short list of firms for interviews and final selection. The decision as to the process, timing, and selection will be based entirely on the judgment of the Committee. The scoring process described above will serve as guidance to the Committee, but the Committee may consider other factors.

The Harbor District reserves the right to modify or terminate this solicitation at any stage if the District determines such action to be in its best interest. The receipt of proposals or other documents at any stage of the RFQ process will in no way obligate the District to enter any contract of any kind with any party.

The Harbor District and its advisors are not responsible for costs or damages incurred by proposers, shortlisted proposers, teams, team members, subcontractors or other interested persons in connection with this solicitation process, including all costs associated with preparing responses to this RFQ, and of undertaking due diligence and participating in any conferences, meetings, presentations, negotiations or other activities.

The Harbor District will attempt to negotiate a contract with the best qualified firm/team. If the District 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 Harbor District is unable to negotiate a satisfactory contract with any of the selected firms/teams, the District may select additional firms and continue the negotiation process.