

May 15, 2017

## **Request for Qualifications for River Restoration Design and CAD Drafting Services**

### **Introduction**

The Central Klickitat Conservation District (CKCD) is seeking firms qualified to provide river restoration design services and/or AutoCAD Civil 3D drafting services for stream restoration and fish screening projects in the South Central Washington area.

CKCD is soliciting and will evaluate a Statement of Qualifications (SOQ) from firms desiring to be considered for on-call river restoration design and CAD drafting.

### **Background**

The mission of the Central Klickitat CD is to improve, conserve and promote the wise use of natural resources by serving citizens within the CKCD through educational programs, public information, technical advice, and financial assistance. CKCD houses an engineering design program to facilitate project design and implementation in Central Klickitat Conservation District, Eastern Klickitat Conservation District, North Yakima Conservation District, and Underwood Conservation District.

### **Scope of Work**

RFQ's will be accepted from firms interested in providing either design or drafting services.

The scope of work may include the following tasks or related tasks:

1. Complete river restoration design work as requested which may include:
  - HEC-RAS Hydraulic modeling of river systems
  - Fish screening and passage design
  - Channel design
  - Design and analysis of instream structures
  - Design and analysis of bank stability projects
  - Sediment transport analysis and/or modeling
  - Upper-watershed restoration of incised streams
  - Hydrologic analysis and reporting
  - Other related stream restoration design work
  
2. Produce drawings using AutoCAD Civil3D (2014 or newer) detailing:
  - Create surface models from surveyed topography and stream cross-sections
  - Produce design drawings based on direction from CKCD
  - Produce final design sheet sets from model space design drawings provided by CKCD

## **Evaluation Criteria**

CKCD will use the following evaluation criteria (listed in order of relative importance) to rate firms responding to this request. The criteria will be applied in evaluating the firm to be called on to work on specific projects.

1. Experience on similar projects including performance evaluations from past clients.
2. Overall and specialized experience and qualifications with regard to stream restoration design and drafting.
3. Flexibility to schedule and work with CD staff in the office and field.
4. Ability to complete work within the schedule constraints of CD grants and permitting windows.
5. Past experience with Conservation Districts and/or other public agencies.
6. Location of the firm and personnel who will complete the work.
7. Availability of staff for short term workload assignments.

## **Responses**

Responses shall include:

1. The firm's name, address, telephone number, and contact email.
2. Experience and qualifications of the firm.
3. The experience and qualifications of the staff that might be assigned to the activities listed above.
5. Please include at least three (3) references.

**All responses to the Request for Qualifications must be received by Central Klickitat Conservation District no later than 4:00 p.m. on May 31, 2017.**

Submit responses to the following address:

Central Klickitat Conservation District

Attn: Loren Meagher  
1107 S. Columbus Avenue  
Goldendale, WA 98620  
(509)773-5823 ext. 5  
[LM@CKCD.org](mailto:LM@CKCD.org)

Please submit an electronic document or two (2) hard copies of the statement of qualifications.

CKCD reserves the right to make the selection based entirely on the qualifications submitted or to conduct interviews with selected firms. Firm selection may be based on staff availability and capability to accommodate project schedules and rapid production of deliverables. Respondents will be placed on CKCD's consultant roster for future stream restoration design and/or drafting needs.

CKCD is not liable for any cost incurred by prospective consultants in the preparation or presentation of materials.

**Project Contact:** Questions shall be directed to Loren Meagher, P.E., at (509) 773-5823, ext. 5 or emailed to: [LM@CKCD.org](mailto:LM@CKCD.org)