

Quinault Indian Nation  
Division of Natural Resources  
Environmental Protection

**Project Summary**

The Quinault Indian Nation (QIN) is acutely aware that the effects of climate change will significantly impact reservation natural resources and those of interest within the QIN's usual and accustomed fishing areas, which includes the entire Chehalis Basin. As part of an EPA Wetland Program Development Grant, QIN seeks a consultant to assess climate change vulnerability to wetland resources on the reservation. The assessment will be in the form of a report on the specific impacts to reservation wetlands that are expected based on available data. This report will be consistent with the Climate Change Vulnerability Assessment for the Treaty of Olympia Tribes.

**Request for Proposals**

In order to be considered for this contract, please submit a Proposal and Statement of Qualifications that includes examples of past work that is relevant to this project. Firms are solely responsible for all costs incurred in the preparation and submittal of the RFP. Proposals shall demonstrate that the firm(s) has the professional capability and availability to satisfactorily and timely complete all the tasks as described in the Scope of Work section of this RFP. Responses shall include:

1. The Prime Consultant firm legal name, address, telephone number and principal contact email address;
2. The principal(s) assigned to this project, the project manager (if different) and a brief description of their qualifications (experience, professional registration, education) and list of projects and date of completion for projects similar in scope to the proposed QIN Shoreline Master Program project;
3. The submittal shall include a proposed scope of work to confirm the provided project description;
4. The proposed work plan and schedule for activities to be performed;
5. The proposal shall include a budget and fee schedule including hourly rates by team members, based on the proposed scope of work, work plan and schedule, anticipated hours by team member and anticipated reimbursable costs;
6. A minimum of three references that are knowledgeable regarding recent performance on relevant projects. The references shall be for projects on which the Project Manager has performed.

Submittals become the property of the QIN and will not be returned. Respondents shall submit three (3) copies of their response to this RFP by May 5<sup>th</sup>, 2017 at 5:00 PM to the Contract Officer. It is anticipated that the consultant selection process and contract negotiation will be completed with a Notice to Proceed granted in May. Send your submittals to:

Greg Eide, Wetland Specialist  
Quinault Indian Nation,  
1214 Aalis Drive  
Taholah, Washington 98587

Email submissions are also accepted. Proposals and any related questions should be sent to [greg.eide@quinault.org](mailto:greg.eide@quinault.org)

### **Evaluation Criteria and the Selection Process**

Preference will be given to inclusion of qualified Indian-owned Firms per the QIN's Indian Preference Policy. Preference will also be given to certified Professional Wetland Scientists (PWS). Respondents must not have been suspended or debarred by the federal government. Selection of the successful proposal shall, in part, be based upon the completeness of the submittal, the quality and price of the services, the reputation of the respondent, and the ability of the respondent to meet all deadlines for delivery of the item(s). The successful bidder will sign the attached Standard Independent Contractor Agreement with the QIN and obtain QIN business licenses for all firms/subcontractors doing work on the Quinault Reservation. Subcontractors must be approved by QIN. The QIN Tribal Employment Rights Ordinance (TERO) applies and a fee is required (\$50). The QIN reserves the right to negotiate with the respondents to ensure QIN receives the appropriate deliverables within the required timeframe.

### **Scope of Work**

The consultant shall produce a report that assesses the vulnerability of Quinault U&A area and reservation wetlands to the effects of climate change. This project also requires that the report and posters be made and presented at two community meetings. These meetings will summarize current wetland status, vulnerability to climate change, and serve as a nexus for the current and future wetland management effort.

The Consultant is required to complete the following 3 components and sub-components of the Quinault Wetland Climate Change Vulnerability Assessment project:

#### **1. A wetland area summary for both the U&A and the reservation**

This component should include a discussion of the following topics in regard to wetland ecological functions and how they relate to reservation and U&A wetlands.

- Pre/post development condition\*
- current threats (both climate change and development/increasing population)
- Extent of Cowardin systems/classes compared to NWI, various wetland mapping techniques/definitions (include recent wetland field verification data)\*
- sites of historical/cultural use/importance to QIN\*
- Current capacity of U&A and reservation wetland areas to absorb pollutants of various sources (garbage dumps, road runoff, atmospheric deposition, other water quality functions) Habitat qualities (historically harvested plants and animals i.e. camas, berries, elk hunting, salmon fishery), flood control functions
- permitting systems utilized by adjacent jurisdictions to regulate projects that impact wetlands

*\*Summary Figures of each of these topics made using GIS or a graphics editing program shall have a resolution to make into posters that must be printed on 24X36 inch archival paper to be displayed at the community meetings*

**2. Adopt a Wetland Delineation report format to be used for regulating wetland impacts in the Quinault U&A and on the reservation.**

-Suggested code language changes for title 61 or an addition to HPA requirements

-for use as a regulatory wetland record/authorization of fill or modification

**3. Conduct two community meetings**

- Taholah Wetland Climate Change Vulnerability Assessment meeting will be held on Tuesday, September 26<sup>th</sup> 2017

-Queets Community Meeting will be held on Wednesday, September 27<sup>th</sup> 2017.

-Both meetings must provide dinner and present the completed report and figures/posters

-A survey shall be created and distributed to collect input as to wetland management priorities

Project Budget: \$50,000