

# **Request for Proposal: Knife River Habitat Rehabilitation-Phase VI**

August 3, 2022

**To:** Potential bidders of Stream Restoration services for coldwater stream habitat work in the Knife River watershed, Lake County, MN.

**Re:** Request for Qualifications and Cost Proposals for the project described below.

Zeitgeist Center for Arts and Community (ZG), in cooperation with the Lake Superior Steelhead Association (LSSA), has been awarded a grant through Lessard-Sams Outdoor Heritage Council (LSOHC): Phase VI-Knife River Habitat Rehabilitation Project, which is funded by the Minnesota legislature through the Outdoor Heritage Fund. This grant is a stream restoration project on the upper Knife River in Lake County, Minnesota. The purpose of this RFP is to request your firm's qualifications, experience, project approach and a bid for the project as outlined below.

## **Introduction**

This is the sixth LSOHC grant the LSSA has received. Phases (PH) I and II were handled solely by the LSSA. Beginning with PH III, ZG assumed the role of fiscal and administrative lead for the project. PH VI will be operated similar to PH III, IV and V with ZG handling the fiscal operations/requirements and the LSSA handling the field operation side of the project.

PH VI (phase for which this RFP is being offered) is a continuation of the work that has been done in PH III, IV and V. PH III had two elements with Part I consisting of the assessment, survey, plan design-using Natural Channel Design (NCD) parameters, and permitting of an approximately 7000 linear foot stretch referred to as Reach 4 of the Knife River above the Airport Road (Lake County Road #111) in Lake County. The scope of Part II of PH III included in-stream construction using the permitted plans generated in Part I on approximately 2100 linear feet on the top section of Reach 4. PH IV in-stream worked stopped approximately at Station 46+00 on the design plans. PH V continued rehabilitation through Reach 4 as outlined in the design plans and permit along with two other important items pertinent to this RFP-see below:

Part I: Assessment and report on the Knife River from Lake County Road 11 down to Lake County Road 9.

Part II: Assessment, design and permitting for Reach 13 on the Knife River downstream to a point approximately 1500 linear feet below Lake Cty. #11.

## **Background**

In 2012 a 500-year rain event, and resulting flooding in northeastern Minnesota, altered the course of the Knife River and the subsequent realignment has many eroding banks that have increased the instability of the stream and added large loads of sediment into the system. The Knife River is an impaired river per MPCA TMDL guidelines (impairment due to excess turbidity). The overall goal of this project is to bring this section of Knife River back to a stable condition, provide fish habitat (both 1+ juvenile holding and spawning habitat) and to lessen sedimentation in this river stretch, which will improve excess sediment conditions downstream and out into Lake Superior. Rehabilitating the immediate riparian zone, by using a diverse planting plan, of the river in project areas is another primary goal of all of the LSOHC sponsored projects.

## **Project Responsibilities**

### **Internal**

**Fiscal Administrator** - Zeitgeist Center for Arts and Community (ZG).

The Fiscal Administrator is the lead project organization. The Fiscal Administrator's primary tasks are to participate in the bid process, help develop the administrative structures to manage and track project resources and to provide community outreach. The Fiscal Administrator's secondary role is to participate, with the Project Manager, in project management as an additional supportive organization. After the initial awarding of the bid, the Fiscal Administrator will always communicate with the contractor through the Project Manager regarding site construction and implementation related issues and tasks. The Fiscal Administrator may communicate directly with the contractor regarding financial, oversight, or other administrative issues or questions.

### **Administrative Manager:**

Tony Cuneo

For questions concerning bid process and project fiscal management please contact:

Amy Demmer, Community Development Director

Email: [amy@zeitgeistarts.com](mailto:amy@zeitgeistarts.com)

### **Field**

**Project Manager** - Lake Superior Steelhead Association (LSSA).

The Project Manager is tasked with taking the lead role in the day-to-day project implementation as it relates to site construction and plan implementation. The Project Manager's primary role is to work with the contractor to complete the

project per the criteria set forth in this RFP. The contractor's first point of contact on project related questions and issues at the project site would be the Project Manager. The Project Manager will complete the semiannual Status Update as required by LSOHC criteria. The Project Manager will assist ZG as needed. The Project Manager will be responsible for contacting local landowners as needed or required. The Project Manager will be responsible for intermittent review of past LSSA projects so as to ensure that past practices are performing as designed, built and intentioned. If past LSOHC funded projects require work, maintenance or other, the Project Manager will carry out, or arrange for, whatever work is necessary and/or required. The Project Manager will be responsible for sourcing and procuring several major construction supplies needed for this project: toe wood and large rocks. Project Manager will also be responsible for securing trees, shrubs, and pollinator species for site planting for this project along with implementing the planting plan.

**Project Manager:**

Kevin J. Bovee  
Phone: 218-525-5960  
Mobile: 218-269-7427  
Email: [outriderduluth@msn.com](mailto:outriderduluth@msn.com)

**PLEASE NOTE: Design/construction plans and subsequent permit are based on parameters as outlined in the Natural Channel Design (NCD) methodology. MN DNR personnel have explicitly stated that only plans based on NCD methodology will be permitted for streams in northeastern Minnesota. Therefore, this RFP must follow NCD methodology.**

## **PHASE VI RFP**

### **PROJECT DESCRIPTION**

This RFP will be broken into three parts:

- **Part 1:** Reach 13. Reach 13 consists of two sections-Upper and Lower Reach 13. See Reach 13 site map/design plans (Attachments A, A-1 and A-2).
- **Part 2:** Reach 14. See Reach 14 site map/assessment information (Attachment B).
- **Part 3:** Setting/retrieving up to 20 Onset temperature monitors in the Knife River watershed.

**PLEASE NOTE:**

- Reach 13 has design plans that have been submitted to MN DNR to obtain a Water's Permit using Natural Channel Design (NCD) criteria. Attached plans have been permitted through all necessary governing agencies.
  - As stated earlier, NCD construction parameters MUST be adhered to.
- In-stream construction to be performed on a "Modified Design/Build" basis.
  - Some components may need to be slightly adjusted during construction due to stream configuration and flow-this is the definition of the "Modified Design/Build basis mentioned above.

## **PROJECT LOCATION**

### **Lake County, MN**

#### **Reach 13**

Project area is on the main stem of the Knife River in Lake County. Reach 13 begins just downstream of Lake County 11 and continues downstream approximately 1500 linear feet. There is a break of approximately 800 feet between Upper Reach 13 and Lower Reach 13 (Attachment A).

#### **Reach14**

Project area begins just downstream of the end of Lower Reach 13 and continues downstream to a point slightly upstream of the initial power line crossing the Knife River. (Attachment B).

### **Lake County Parcel Codes Included in the Project Area**

#### **Reach 13-from Lake Cty. Road #11 Downstream**

- 25-5311-33820
  - Ten-foot easement in place.
  - Work can occur within the Ordinary High Water mark.
- 25-5311-33810
  - Conservation easement in place.
- 25-5311-33800
  - Conservation easement in place.
- 25-5311-33790
  - Conservation easement in place.
    - Please see Attachment A-page 2 or Attachment A-2 for more easement information.

#### **Reach 14-Stream Stretch Below Reach 13**

- 25-5311-04070
  - State trust lands held by Lake County.

## **Part 1**

### **Reach 13**

Upper Reach 13 design plans (See Attachment A) consist of at least two J-Hook Log Vane Structures, a Toe Wood Bench with Bankfull Bench Grading and a least one Converging Boulder Cluster.

Lower Reach 13 design plans (See Attachment A) consist of at least four Habitat Log Structures, at least two J Hook Log Vanes, one J-Hook Log Vane Invert, two Rootwad Bank Treatment areas and at least one Converging Boulder Cluster.

The contractor that is awarded the PH VI RFP will complete the designed/permitted work to meet Desired Project Goals/Outcomes as listed below.

## **Part 2**

### **Reach 14**

Reach 14 is a stretch of the Knife River located downstream of the Reach 13 work area. This section of river is approximately 500 feet in length.

An Assessment Report for Reach 14 was funded through a previous grant. Please see Attachment B to review the assessment data.

The contractor that is awarded the PH VI RFP project will incorporate the assessment data in Attachment B, combined with any other necessary field data, to create design plans that will correct stream impairments to obtain the Desired Project Goals/Outcomes as listed below. Design plans must be created using Natural Channel Design parameters. Once plans have been agreed upon by MN DNR and ZG/LSSA, those plans will be presented to the various regulating agencies to obtain a Water's Permit for construction.

- Presently we are looking at two possible treatment areas.
- Benchmarks have been established in this stream reach which may be beneficial. Please see Attachment C.

It will be up to the contractor to determine if an Army Corps of Engineers (ACO) permit is required. If required, contractor will need to submit and obtain that permit.

- *ZG/LSSA has been advised that an ACO permit is not required for this project.*
  - *Project Manager to be notified in writing with final decision on ACO permit requirement.*

And finally, the contractor will carry out the necessary work outlined in the permitted plans to meet the Desired Project Goals/Outcomes.

### **Desired Project Goals/Outcomes (Pertains to both Reach 13 and 14 Work Areas)**

- Reduce sediment input and turbidity by minimizing stream bank erosion.
- Reconnect the stream to its floodplain and provide an appropriately sized floodplain, resulting in dissipated energy in high flow events, decreasing stress to stream banks and reducing erosion sedimentation/turbidity.
- Maintain or improve current hydrology.
- Improve base flow conditions for trout, native fish and invertebrates.
- Restore the appropriate dimension, pattern and profile to the river so that the channel is stable and is providing a diversity of habitat and cover for various life stages of trout, native fish and invertebrates.
- Increase the amount and quality of in-stream habitat.
  - Restore gravels beds for trout spawning areas.
  - Establish overhead cover-toe wood and deep pools.
  - Create deep pools for thermal refuge and overwintering habitat; use pool maximum depth from reference reach data and create tight radii on bends to lessen gravel deposition and create undercut banks.
  - Create in-stream riffle microhabitats where applicable.
- Improve temperature and water quality for trout, native fish and invertebrates.
- Reestablish native vegetation in the riparian zone.
  - Maximize diversity.
  - Choose climate resistant species.

Project goals and outcomes will include these items but may include other items as well.

### **Project Work Requirements (Pertains to both Reach 13 and 14 Work Areas)**

- All changes to the Design Plans (Attachment A-Reach 13 and future Reach 14 plans) must be brought to the attention of the Project Manager and to the MN DNR Duluth Area Manager-Deserae Hendrickson, 218/302-3266 and MN DNR Stream Habitat Specialist, Brady Swanson, 218/203-4320. Any proposed additions/changes must be approved by both MN DNR and Project Manager.
- All critical in-stream construction activities must be overseen by a Level IV NCD professional, or equivalent person. This includes setting of all grade control structures and all toe wood-to confirm that design elevations have been met.
- A construction storm water permit will be required for this project.

- The contractor will be required to have MPCA certified storm water personnel available to design, install and inspect the site to avoid possible violations.
- Toe wood to be of either coniferous (red pine, white pine, jack pine or tamarack) or deciduous (maple, oak, birch, black ash) origin. Brush bundling will not be allowed in place of toe wood.
  - Some toe wood may be obtained onsite during the construction process.
  - The Project Manager will obtain specified quantity of toe wood from offsite sources and arrange delivery to designated staging area. It will be up to the contractor to move toe wood from staging area to construction site.
  - Anticipated staging area is at the Ostman West Gravel Pit.
  - Advance notice of quantity of toe wood must be provided to the Project Manager as soon as possible in order to meet the construction timeline.
- Boulders as outlined in the design plans for the various structures will be obtained by the Project Manager.
  - Adequate advance notice must be provided to Project Manager to secure the proper size and quantity of boulders for the project in a timely manner.
  - Boulders will be delivered to designated staging area. It will be up to the contractor to move boulders from the staging area to the construction site. Anticipated staging area is at the Ostman West Gravel Pit.
- Details for instream structures for Reach 13 are described on pages 8 – 10 in Attachment A.
  - Details for structures for Reach 14 are to be developed.
- Some construction activities may need to be conducted outside the normal July 1 – September 15 in-stream construction window.
  - Winter work may be required to construct haul roads and material staging areas to limit site impacts. Please specify how/if winter work would be utilized in your proposal.
  - Care must be taken to minimize impacts to riparian zone and stream segments as much as possible during the project. All riparian zone impacts must be approved by the Project Manager.
- Pre and Post construction elevations will be required on all structures in the project.
  - The Project Manager has secured many benchmarks for the entire Reach 13/14 stream section. Please see Attachment C for locations and elevations. One or more benchmarks may be needed to complete these segments.
  - “As built” information will be required: elevations on all in stream structures (j-hooks, cross vanes, log habitat structures, etc.), toe wood elevations, cross sections, possible pebble counts in critical habitat

areas, point bar measurements and riparian planting notes. To include photos also.

- We require that “as built” information be gathered at least one year after project completion and during dry periods with minimal stream flows to permit obtaining accurate data.
- Riparian Zone Planting
  - Contractor may be required to aid in the riparian zone plantings.
  - Both reaches (Reach 13 and 14) are in lower gradient, more wide open sections of the watershed.
    - Species that could be utilized in planting are alder (speckled or green), white spruce, tamarack, cedar, silver maple, yellow birch and possibly other species. Pollinator shrubs may be included also.
  - All access trails and staging areas will have to be remediated near the end of the project. This is to be determined by Project Manager with input from MN DNR.

### **Part 3**

Setting/retrieving up to 20 temperature monitors throughout the Knife River watershed.

- Monitors must be in position no later than June 1 and remain in position until at least October 1.
- After retrieving monitors in the fall, download the information and put it into report form to be sent to Project Manager. Both a hard copy and an electronic file.
- Temp monitors to be returned to Project Manager at the end of the season for storage.
- This activity in place for calendar years 2023 and 2024.

### **Miscellaneous Items (Pertains to Both Reach 13 and 14 Work Areas)**

- Any required water diversion for construction activities should be carried out to minimize downstream turbidity/sedimentation.
  - Staging of any excavated materials should be far enough away from the stream to prevent excessive runoff during rain events.
  - A silt curtain should be employed downstream of any work zones that may cause sedimentation in the stream.
- Any time that equipment is to be operated in the stream, a containment curtain on a hard boom is to be employed downstream of the work zone.
- We request that all cross sections be checked when completing various segments of this work proposal; prior to removing equipment for the next segment.



- This will lessen the chance that completed segments have to be reworked in the future and equipment will have to be remobilized.
- Any mulch (straw, hay, etc.) used in seeding work areas must be certified as “Weed Free” to lessen any chance of introducing invasive species into the watershed.
  - Western Lake Superior Sanitary District mulch (Garden Green) can be used also. Garden Green is available in bags or in bulk. Project Manager can help in arranging the acquisition in adequate quantities for the project.
    - Garden Green can be used in conjunction with cocoa matting or similar products.

## **Project Warranty**

Historically, the annual high-water event occurred during the spring snowmelt. But in the recent past, the annual high-water events have occurred over the summer and into fall. Several stages of project inspection will be instituted during and after the construction phase of this project.

- Project Manager will walk the site randomly over the duration of the grant and annually after the spring snowmelt has subsided. If any damage has occurred to the project, Project Manager will contact the contractor immediately and explain the issues. Various remedies/ideas will be discussed.
- LSSA volunteers may walk the site, assessing its condition, after the LSOHC grant expires and will report any findings to the Project Manager.
- Project Manager will walk the site after any spring/summer/fall flows that exceed 1000 cfs as registered on the USGS Knife River gauge during the grant period. USGS gauge located on the west bank of the Knife River below the Highway 61 Expressway Bridge. If any damage has occurred to the project, Project Manager will contact the contractor immediately, forward photos and explain the issues.
  - Access to the Knife River gauge can be obtained through the LSSA’s website: [www.steelheaders.org](http://www.steelheaders.org). Click on the Links tab and then click on **Stream Flow-Knife River, MN**.
- When necessary, the Project Manager will contact the MN DNR to discuss the situation. An onsite visitation would then be scheduled between contractor, MN DNR and Project Manager. A consensus of failure will be determined along with the proper course of action. All repair plans must be approved by the MN DNR. If considered a warranty claim, the contractor has two options to correct the failure: perform the necessary work from within or arrange to have the necessary work completed by an outside source. Either option to be carried out to meet the specification of plans approved by MN DNR.
- Any flow in excess of 2500 cfs registered on the USGS Knife River gauge will require the contractor to walk the site accompanied by the Project Manager

as soon as possible after the water recedes to a manageable level as to be able to observe the completed work.

- If any damage occurs with flows in excess of 2500 cfs during the length of the LSOCH grant period, the contractor will be contacted and remedies for any problems to be discussed, agreed to and implemented by the contractor, with approval of the MN DNR. Further site visits may be required by contractor, Project Manager and MN DNR personnel.

The project will be considered as meeting the **Project Warranty** if the construction work has withstood at least one high water event of 2500 cfs or greater (as registered on the Knife River gauge) and the work performed in the project area was not compromised due to a high-water event. Warranty period will end at the expiration of the grant cycle (LSOHC Rehabilitation/Restoration Grants run for a period of five years) or as meeting specifications mentioned above. MN DNR will approve the project once completed and all permitted conditions have been met.

## **Projected Budget: Knife River Habitat Rehabilitation-Phase VI**

**\$ 325,000.00.**

### **Funding Source**

Funding for this project has been awarded by a grant obtained through the Lessard-Sams Outdoor Heritage Council, which is funded by the Outdoor Heritage Fund (OHF). The OHF was established in 2008 when Minnesota's voters passed the Clean Water, Land and Legacy Amendment (Legacy Amendment) to the Minnesota Constitution.

*Note: Chosen contractor to work closely with ZG/LSSA to properly code and task the project work to meet specific grant funding requirements.*

### **Timeline**

Instream construction will take place over the 2023 construction season.

- MN DNR instream construction period is July 1 through September 15.
- As noted earlier, off season work can occur after award of project.
- Temp logger placement/retrieval stated earlier.

### **Retainage**

ZG/LSSA intend to include a 5% retainage provision in the agreement with the successful bidder to comply with the requirement of our grant agreement. ZG/LSSA shall not release the retainage until all work required under the service agreement

is complete, inspection of the project site has occurred and approved by MN DNR and all deliverables are provided to ZG/LSSA. Interest may not be charged on the retainage amount.

## **Submittal Requirements**

All submittals should include:

- Description outlining your firm's understanding of the **Project Description** as detailed above and your firm's approach to fulfill the goals and expected outcomes of this project.
- A brief description of at least one, and no more than three, examples of similar projects that have been performed by your firm in Minnesota, preferably on Minnesota's North Shore streams. Examples supplied must include reference contacts for each example.
- Proof that personnel to be used in obtaining the necessary information has completed professional training in NCD methodology and procedures.
- Complete listing of costs expected to be incurred to carry out and execute the **Project Description** as listed above: labor rates/categories and equipment costs, as needed for completion of this project.
- Normal work hours for your crew and possibility of overtime to complete the project in a timely manner must be specified. Procedures to accomplish work if weather delays are encountered throughout the project must be specified.
- List the equipment that will be used to accomplish the **Desired Project Goals/Outcomes** as stated above.
- Explain how your firm could meet the preferred timeline.
- We have been advised that state prevailing wages are required for this project.
- Certified Payroll Reports will be required due to requirements for use of state funds.
- Proof on all insurance.
  - \$ 2,000,000.00 on professional liability/errors and omissions.
  - \$ 5,000,000.00 on general liability.
  - \$ 2,000,000.00 on auto liability.
  - State Statutory benefits on Worker's Compensation

## **Pre-Bid Walk Through**

A mandatory, pre-bid walk through will be arranged for:

- TIME: 9:30 am.
- DATE: August 9, 2022.
- PLACE: Lake County #11 (Valley Road) where it crosses the Main Stem of the Knife River.
  - Park on west bound shoulder of road.

- The walk through will relocate to the Juth Road after visiting Reach 13 via County #11 access.

### **Request for Additional Information**

A request for further information can be submitted up to, and no later than, seven (7) days after the pre-bid walk through, please submit all questions by 4pm on Tuesday, August 16.

All RFP recipient requests for further information will be posted on the Lake Superior Steelhead Association's website, [www.steelheaders.org](http://www.steelheaders.org), along with the appropriate responses.

### **Submittal Method and Deadline**

Please submit your information and cost proposal via electronic mail no later than **Noon (CDT)-August 31, 2022** to the following email address:

Amy Demmer (ZG Community Development Director) at: [amy@zeitgeistarts.com](mailto:amy@zeitgeistarts.com).

In addition to sending the electronic copy, please submit the original, signed Bid Form (Attachment E) to the following address, via USPS and to be postmarked on or before **August 31, 2022**.

Zeitgeist Center for Arts and Community  
222 E. Superior Street  
Suite 326  
Duluth, MN 55802

ATTENTION: Amy Demmer – Knife River PH VI Project Bid

Bid opening will occur on **Wednesday, September 7, 2022**.

Follow-up interviews, if required along with the bid award, will be conducted on **Thursday, September 8, 2022**, either in person, by phone (conference call) or Zoom.

### **Bid Award Criteria**

#### **Best Value Bid Process**

This project follows the State of Minnesota Best Value Procurement procedure for non-governmental grantees. Under this procedure, the bidder submits a technical proposal outlining their qualifications and experience and their ability to meet the

project requirements and timeline as outlined above. Under the Best Value Procurement procedure, the technical proposal will be reviewed first to determine if the contractor can meet all requirements. All proposals that meet the technical requirements will have their cost estimate and unit rates opened and reviewed. If the proposal does not meet the minimum scoring requirements\*\*, the costs will not be opened. All compliant proposals will be scored and ranked and the winning proposal will be based on the ability of the contractor to best meet all criteria as outlined in this RFP. If interviews are necessary to clarify information and select the Best Value proposer, up to the top three firms will be interviewed. The follow-up interviews will be based on the same requirements listed here.

- Professional Qualifications: Familiarity with anadromous trout dynamics in North Shore streams; NCD experience on North Shore streams, particularly the Knife River; personnel and their respective experience with NCD projects; equipment to be utilized in the project.
  - **60% Weighting**
- Ability to Meet Project Delivery Timelines and Desired Goals/Outcomes:
  - **20% Weighting**
- Project Bid Cost:
  - **20% Weighting**

**\*\*Minimum Requirements:** A score of at least 80% of total bid points available are needed to meet minimum requirements.

An Award Committee will make the decision on the winning bid proposal. Award Committee members will be listed on the LSSA's website before the RFP bid deadline, [www.steelheaders.org](http://www.steelheaders.org).

All requirements as outlined in this RFP must be met for a bid proposal to be compliant and evaluated by the Award Committee. Zeitgeist Center for Arts and Community, in cooperation with the Lake Superior Steelhead Association, retains the right to refuse all bids if budget or conditions cannot be met.

For more information about what we are looking for in a bid, an example of a past winning bid can be found on LSSA's website, [www.steelheaders.org](http://www.steelheaders.org)

### **Attachments included with this document:**

- Attachment A: Reach 13 Design Plans w/Construction Notes, Assessment Data and Details
- Attachment A-1: Reach 13 Planting Plan
- Attachment A-2: Reach 13 Easement Visual
- Attachment B-Reach 14 Assessment Survey
- Attachment C-Knife River Bench Marks
- Attachment D-Morphological Characteristics Worksheet
- Attachment E-Bid Form