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## **REQUEST FOR PROFESSIONAL SERVICES**

Palensky Wildlife Mitigation Area Restoration Project –  
Literature Review, Cultural Resources Field Survey, and Reporting necessary to achieve  
compliance with Section 106 of the National Historic Preservation Act

**Proposals are due September 25th, 2020 by 4pm**

### **I. PROJECT BACKGROUND**

CREST is requesting proposals to provide cultural resource services for the Palensky Wildlife Area (PWA) Restoration Project located in Multnomah County, Oregon. The project site is located within the Burlington Bottoms wetland complex approximately twelve miles northwest of Portland between the Tualatin Mountains and Sauvie Island along the western bank of the Multnomah Channel (Figure 1). The Columbia River Estuary Study Taskforce (CREST) is partnering with the Bonneville Power Administration (property owner), and the Oregon Department of Fish and Wildlife (property manager) to restore hydrologic connectivity including floodplain and tidal processes between the Multnomah Channel and the interior of the Palensky WMA. Bonneville Power Administration (BPA) will be funding this project and is the federal nexus for compliance with Section 106 of the National Historic Preservation Act. **CREST requires a firm with direct experience in Section 106 compliance, archaeological field surveys, and coordination with federal agencies and permitting requirements.**

### **II. OVERALL PROJECT GOALS AND OBJECTIVES**

CREST has developed this project to enhance overall tidal marsh ecosystem function including enhancing rearing habitat for Endangered Species Act listed juvenile salmonids.

Archaeological survey and Section 106 compliance is desired in order to complete this restoration project in summer 2021.

Specific project objectives include:

- Increase access to off-channel habitat for juvenile salmonids by removing a water control structure, replacing two undersized culverts with bridges, enhancing

channel connection throughout the interior of the site, marshplain lowering, and the placement of wood habitat structures to benefit both terrestrial and aquatic species

- Increase habitat capacity through increased frequency of tidal inundation
- Enhance habitat capacity through the removal of invasive vegetation species and the planting of native wetland vegetation

### **III. PROJECT APPROACH SCHEDULE AND KEY DELIVERABLES**

This project is currently at the 60% design level. CREST is seeking assistance with permitting support in order to implement the project in summer 2021. The project is being funded by the Bonneville Power Administration (BPA). All compliance documents must be reviewed and approved by BPA. Coordination with BPA will be conducted through CREST.

#### **Tasks:**

1. Background Research and Literature review: Background research will consist of consulting the Oregon site and survey records, GLO maps, Metsker maps, Sanborn fire insurance maps (as appropriate), etc. Background research should include sites and surveys within a minimum of *one mile* from the APE. See attached APE
2. Field survey: Lead an intensive pedestrian survey of the APE as defined by above and on the attached APE map. Shovel test pits (STPs) shall be excavated in high probability areas (HPAs).
3. Historic Resources: A historic resources inventory shall be conducted of the APE by a qualified Historic Preservation Specialist/Architectural Historian. The contractor shall review of the National Register of Historic Places, National Historic Landmarks and SHPO files to locate any historic resources that may have reached 50 years of age. The historic resources inventory shall identify all resources, 45 years of age or older within the APE. This inventory will be used to identify management and construction options for avoidance and minimization of impacts as needed.
  - a. The historic inventory shall include: methodology, summary of previously recorded historic resources in the APE, existing conditions, locator map of resources, summary and recommendations. The Historic Resource Analysis included in the baseline report will include for each resource identified: Map ID #, property name and address, Township, Range, Section and tax lot number, construction date and resource type (style, materials and alterations), National Register status and photograph. Apply the National Register Criteria for Eligibility and discuss integrity.
  - b. For historic linear resources there are additional requirements:
    - i. Provide a USGS map with the known extent of the linear resource identified. Also on this map, identify the APE and segments or features that have been previously evaluated and determined eligible or not eligible for listing in the NRHP. Provide detailed APE map with the locations of

features discussed in the project report clearly identified and key photographs to the map (what direction facing). Final evaluation map shall show entire segment of linear resource, and locations of contributing and non-contributing features along the length of the segment within the APE, including those identified previously

- ii. Photograph resource and all associated features within the APE
- iii. Field Recordation, Description and Location: width, depth, profile, topography, engineering, materials, active, abandoned, equipment, features and elements (culverts, bridges, signs, platforms, rails, ties, junctions, laterals, sub-laterals, ditches, berms, levees, dikes, dams, locks, culverts, diversions, aqueducts, channels, weirs, generators, gates, docks, feeders, reservoirs, basins, spillways, overflows, siphons, retaining walls, access roads, etc.)
- iv. Apply the National Register Criteria for Eligibility
- v. Discuss integrity
- vi. Photograph and describe any changes, alterations, recent construction, intrusions to the landscape, and interruptions in continuity or discontinuous segments within the APE. In general, the overall integrity of linear resources depends heavily on the continuity of the resource and its physical presence as an element of the landscape
- vii. In a system that has already been determined to be eligible, or that may be eligible, a segment may be found a contributing element of that system, and the linear resource would then be treated as eligible for the purpose of the project. If the segment lacks integrity, was not present during the period of significance, or otherwise has no potential to contribute to the significance of the larger property, it may be found non-contributing to the overall eligibility of the resource.

4. Survey report: Survey report shall conform to Oregon standards for archaeological field reporting. See Oregon SHPO website for fieldwork and reporting guidelines.

**Methods to be Used:**

\*\*\* The contractor is responsible for following all state laws or regulations related to survey or testing. This includes all field work authorization permits and utility locate notifications. Account for any extra time this may add to your schedule. If the contractor identifies a section of public land that CREST did not identify as needing a permit, please contact CREST *prior to* conducting the survey to accommodate any necessary changes to the schedule or survey area.\*\*\*

**Fieldwork**

Prior to conducting fieldwork, the contractor must contact CREST. The purpose of this is to provide the contractor with an opportunity to address any potential concerns they may have before the commencement of any fieldwork.

### *Pedestrian Survey*

The fieldwork shall include a thorough search of the ground surface throughout the APE. The entire APE shall be surveyed unless the contractor confirms the use of an alternative methodology with CREST and BPA. All encountered archaeological material shall be recorded utilizing Oregon SHPO site and isolate forms. Any previously recorded site within the APE should be examined and evaluated for project impacts to the extent possible based on individual state permitting requirements. Pedestrian surveys shall occur on all access routes and staging areas.

### *Shovel Test Probes*

HPAs shall be identified based on information collected during the background research related to where archaeological sites have previously been recorded within environmental settings similar to those traversed by the project APE, as well as a consideration of sedimentary and geomorphic settings as assessed during the pedestrian survey. Subsurface testing, shovel test probes (STPs), shall be excavated in HPAs where there will be the most project-related ground disturbance occurring (i.e. swale excavation areas, bridge installation areas, removal of water control structure, channel excavation, etc.). Consultants shall propose the number of STPs appropriate for site based on knowledge gained from background research. CREST and BPA expect somewhere between 25-40 STPs as a general range, but that could change based on several factors that may or may not influence the potential for subsurface cultural resources. STPs are likely not necessary on access routes or in staging areas, unless the consultants present a valid reason otherwise. STPs shall consist of cylindrical pits 30 centimeters (cm) in diameter that shall be excavated to a minimum depth of 50 cm below the surface or the depth of disturbance (whichever is greater), and until sterile soil is encountered for two consecutive strata. STPs should be spaced no greater than 30 meters apart. Sediment shall be screened through one-quarter inch mesh hardware cloth. The STPs shall be completely backfilled and their location shall be plotted onto a project map. Artifacts found in STPs shall be analyzed in the field but not collected, unless otherwise required to do so through state permitting. To the extent possible, they shall be identified as to type, material, function, and cultural and chronological association.

### *Site Evaluation*

Sites and isolates that are identified within the APE shall be evaluated for eligibility in the National Register of Historic Places. Eligibility recommendations shall be included in the report deliverable. Recommendations shall also include project effects analysis for eligible sites/isolates. All archaeological site inventory forms and survey reports shall meet expectations of the State Historic Preservation Office (see web pages for survey and reporting standards). Personnel shall meet the Secretary of Interior standards. Artifacts located on the surface shall be analyzed in the field but not collected, except on lands where a state permit is necessary. To the extent possible, artifacts shall be identified as to type, material, function, and cultural and chronological association.

### *GIS Data*

All *site and survey* locations shall be recorded by GPS (Global Positioning System) and submitted as GIS files to CREST. In instances where surveys cannot be recorded by GPS, all

*survey* areas shall be drawn on a USGS Quad map at a scale appropriate to the size of the survey and digitized into a GIS.

#### Report and Deliverables

Deliverables shall include a final project report, acceptable by CREST and BPA and consistent with the Oregon SHPO guidelines, field notes, site and isolate forms, survey maps on topographic backgrounds, and ESRI compatible files, either shapefiles or feature class. If survey data is collected using traditional pedestrian methods a projected ESRI shapefile or feature class including completed tabular data is required. Data can be submitted electronically via email.

All reports and electronic data shall be sent to CREST for review. Upon acceptance of the reports, BPA personnel shall forward the report, all associated forms, and GIS data to the SHPO and consulting parties for section 106 review. If sites are found during the course of the survey, recommendation for eligibility for the NRHP should be made based on available information (eligible, not eligible, further evaluation necessary). Eligibility criteria should follow 36 CFR 800.4.

#### Deliverables:

- Draft report (electronic preferable) shall be submitted to CREST staff for review prior to going to SHPO for concurrence. CREST shall provide copies of the draft report and associated site/isolate forms to BPA for review.
- GIS Data
- Electronic copies of all historic property inventory forms (see SHPO web pages for survey and inventory standards).
- One complete PDF containing the Oregon state coversheet, report, maps and any additional attachments, as well as separate PDF files for all site or isolate forms and HPI forms created or updated as part of this effort.

#### Schedule:

- Draft report and GIS data submitted by November 2020 (Additional time may be granted if needed to secure permits).
- CREST shall provide comments 14 business days after receiving the draft report.
- Final report and deliverables shall be submitted within 21 business days of receiving CREST's comments.
- Construction planned to begin July 1, 2021.

#### Materials Provided by CREST (Attached):

- Project location map
- Area of Potential Effect Map
- Bonneville Power Administration's Inadvertent Discovery Procedure

#### Contacts:

**Jason Smith**  
**Habitat Restoration Project Manager**  
**Columbia River Estuary Study Taskforce (CREST) | Astoria, Oregon**  
**503.325.0435 extension 19 | [jsmith@columbiaestuary.org](mailto:jsmith@columbiaestuary.org)**

**Tom Josephson**  
**Habitat Restoration Program Manager**  
**Columbia River Estuary Study Taskforce (CREST) | Portland, Oregon**  
**503.943.2651 | [tjosephson@columbiaestuary.org](mailto:tjosephson@columbiaestuary.org)**

**Anna A. Neuzil, PhD, RPA**  
**Archaeologist | Environmental Planning & Analysis (ECC-4)**  
**BONNEVILLE POWER ADMINISTRATION**  
**Phone: 503-230-4642 | Cell: 503-307-8093**  
**[aaneuzil@bpa.gov](mailto:aaneuzil@bpa.gov)**

#### **IV. SUBMITTAL REQUIREMENTS AND EVALUATION SCORING**

**CREST recognizes the size of the scope and encourages firms to scale their proposals accordingly.** CREST meets federal and state contracting guidelines for contracts \$100,000 and below with this RFP.

**Qualifications & Relevant Experience:** 2 page maximum  
Identify the team that shall actually be involved with the project.

**Applicants should describe at least three (3) completed projects that demonstrate experience in:**

- a. Working on Section 106 compliance
- b. Working with federal agencies such as the Bonneville Power Administration and Army Corps of Engineers
- c. Working with landowner expectations and providing plain-English discussions in written reports
- d. Ability to work within budget and timeframes
- e. Ability to plan for and adapt to project contingencies

**F. Provide references for these projects with current contact information.**

**Methodology and Approach:** 1-2 pages  
Describe general approach to complete the described tasks.

**Budget and Schedule:** 2 pages  
List detailed budget with concise narrative/justification of cost. Include a proposed schedule for the deliverables described. Final budget and schedule shall be agreed upon during contract negotiations.

## V. CONSULTANT SELECTION PROCESS

A. This item shall be evaluated simultaneously while reviewing the above content. CREST values product output as an indicator of work organization and efficiency.

1. *Scoring will be completed with the following three categories:*

Methodology – 40 points

Budget – 40 points

Qualifications – 20 points

## VI. PROPOSAL PROCESS

A. Each responsible proponent shall respond to the “Submittal Requirements” as presented in Section IV of this RFP. Proposals should provide a straightforward, concise description of proponent’s capabilities to satisfy the requirements of this RFP. Emphasis should be on completeness and clarity of content. Proposals received without the required information may be rejected as incomplete.

B. Send a digital copy of the proposal to Jason Smith at [jsmith@columbiaestuary.org](mailto:jsmith@columbiaestuary.org) (make sure it’s no larger than 20mb in size). Proposals shall be received until the date and time stated in this RFP. Any proposals received after the scheduled closing time shall not be considered for award.

C. CREST Reserves the Right to:

1. Reject any and all proposals received in response to this RFP, if deemed to be in the best interest of the project and in consideration of the limited grant funds available.
2. Waive or modify any irregularities in proposals received, after prior notification to the proponent.
3. Consider proposals or modifications received at any time before the award is made, if such action is in the best interest of CREST.
4. Seek clarification of each consultant’s proposal.
5. Negotiate a final contract under which the compensation paid to the consultant is fair and reasonable to CREST as determined solely by CREST and its funder(s).

D. RFP Timeline

### EVENT DATES

RFP released	September 9, 2020
Proposals due no later than 4 pm	September 25, 2020
Proponent selection*	September 30, 2020
Execute contract*	October 5, 2020
Archaeological Survey**	October 2020
Complete DRAFT Section 106 report*	November 2020

\*Projected dates.

\*\*Dependent on if securing additional permits are needed, such as an ARPA permit..

E. Incurring Costs

CREST will not be liable for any cost incurred by proponents prior to issuance of a contract.

F. Addenda

In the event it becomes necessary to revise any part of this RFP, addenda will be provided to all prospective proponents who have been issued an RFP document.

G. Acceptance of Proposal Content

The contents of the proposal of the successful proponent will provide the basis for a more detailed contractual obligation if the proposal is accepted. Failure of the successful proponent to accept these obligations in a contract may result in cancellation of the award.

H. Liability

If a contract is awarded, the successful proponent must provide a certificate of coverage at the time of contract execution, indicating proof of insurance coverage with Worker's compensation and employer's liability insurance such as required by the state where the work is performed; comprehensive automobile and vehicle liability insurance covering claims with \$1,000,000 combined single limits; comprehensive general liability insurance for injuries arising out of any negligent act or omission with \$1,000,000 combined single limits; professional liability insurance of \$500,000. Such insurance shall be evidenced by Certificate of Insurance provided to the CREST, indicating coverage, limits and effective dates, by an insurance company licensed to do business in the States of Washington or Oregon.

## **VII. CONSULTANT SELECTION PROCESS**

CREST will evaluate responses and make award decision based on cost, qualifications, and methodology.

## **VIII. CONTRACT ADMINISTRATION**

A. The awarded contract will be between the chosen consultant and CREST. CREST's project representative and primary contact is:

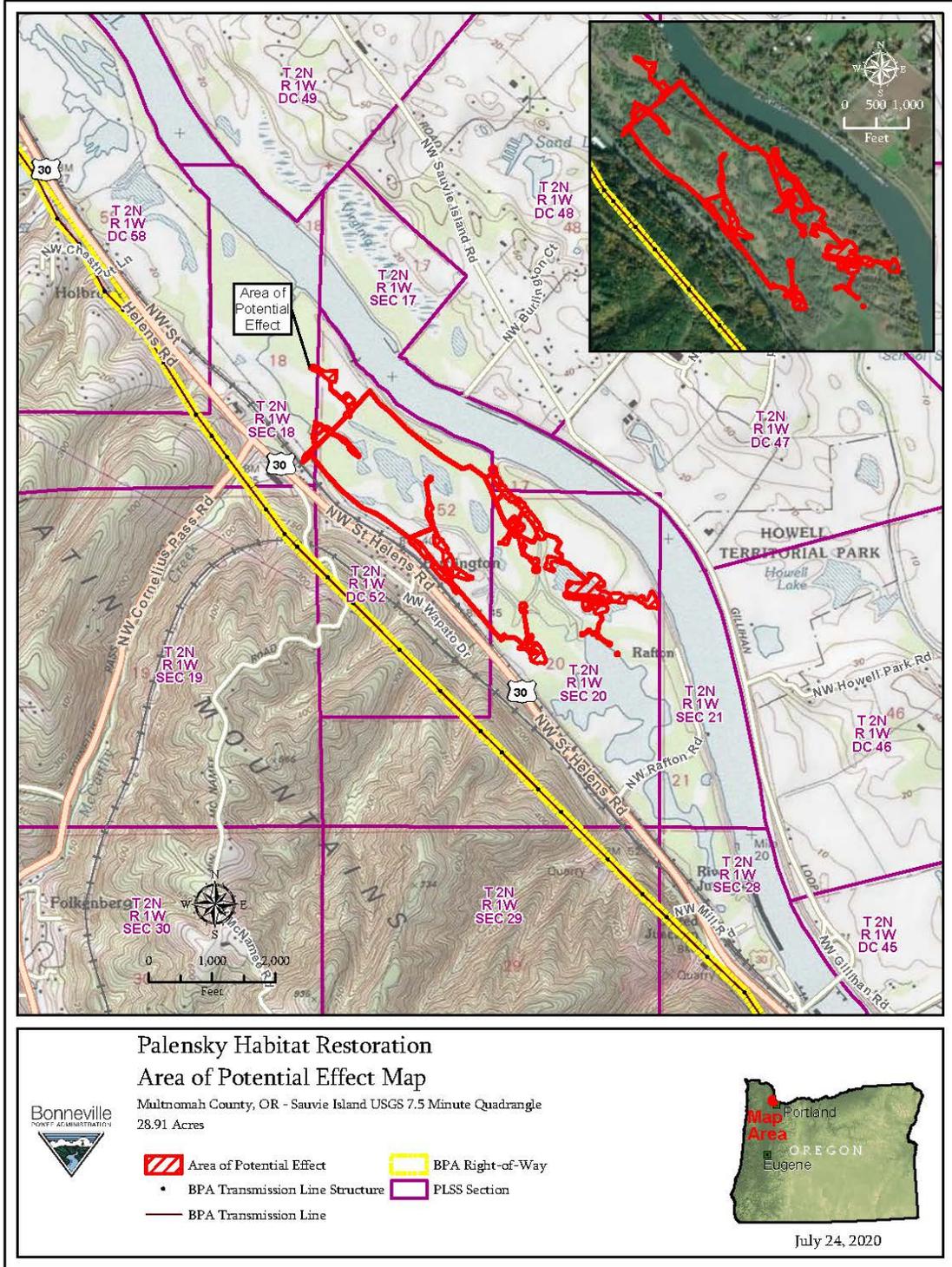
Jason Smith, Habitat Restoration Project Manager  
Columbia River Estuary Study Taskforce (CREST)  
818 Commercial Street, Suite 203 Astoria, OR 97103  
(503) 325-0435 x 219 [jsmith@columbiaestuary.org](mailto:jsmith@columbiaestuary.org)

B. A "not to exceed" total contract price will be negotiated prior to start of work.

C. CREST will disburse all payments after the invoices from the consultant have been reviewed and approved by CREST and other project stakeholders. Payments will be distributed within 60 days of receipt by CREST to provide for processing times with CREST and BPA.

D. Contractor must comply with federal, state, and local laws and regulations governing the performance of the business or activity.

E. Compliance with Federal Order 12549. CREST will not award a contract to any consultant or sub-consultant that has been debarred or suspended or otherwise excluded from participation by Federal Order 12549. Contractors will be asked to state that they have not been debarred, suspended, or otherwise excluded.



**Figure 1.** Project location and vicinity map, inclusive of Area of Potential Effect (APE). Shapefiles of the project sites APE are available upon request.

# Palensky Restoration Project - Restoration Treatments

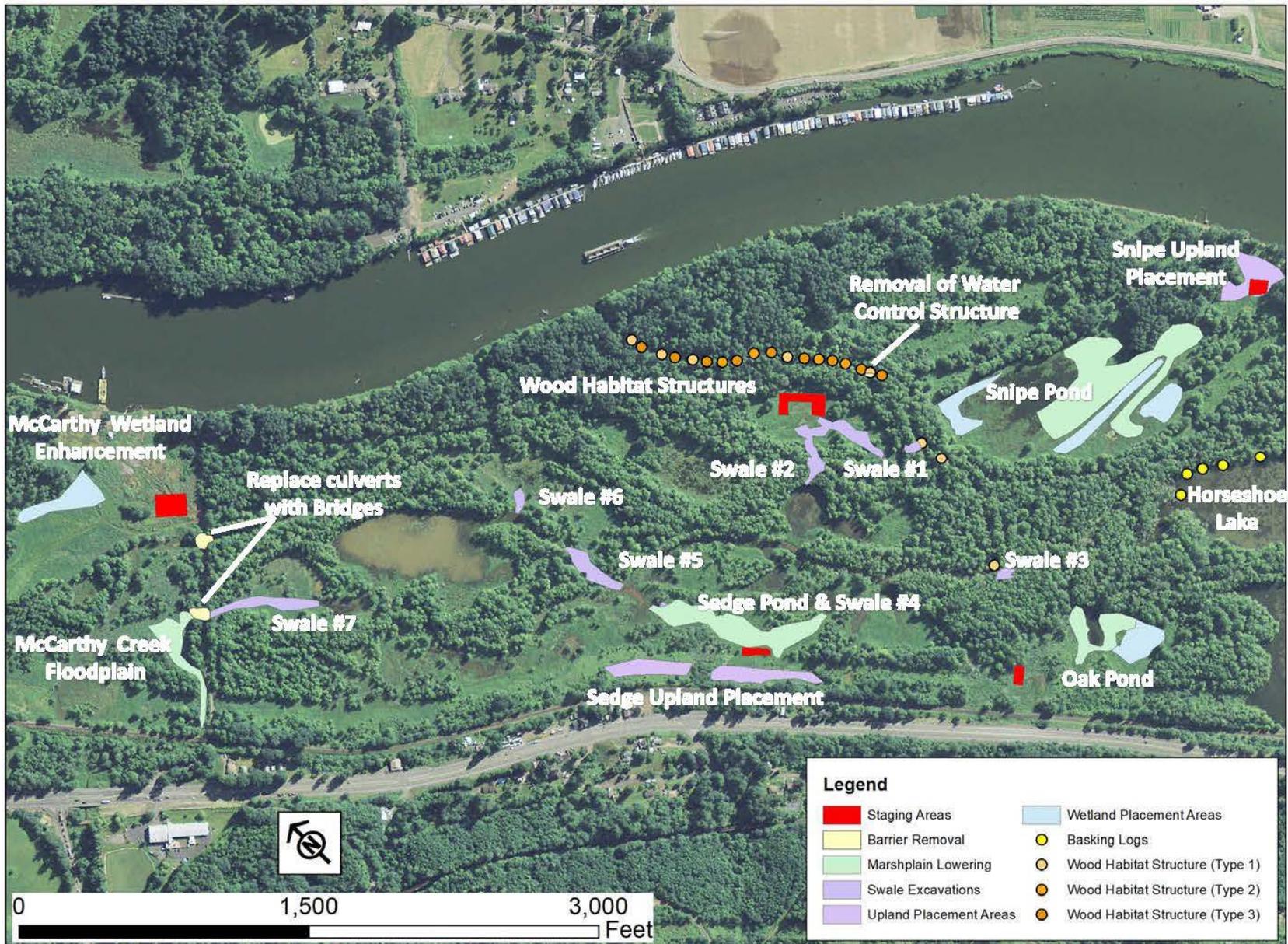


Figure 2. Palensky WMA Restoration Project Treatments

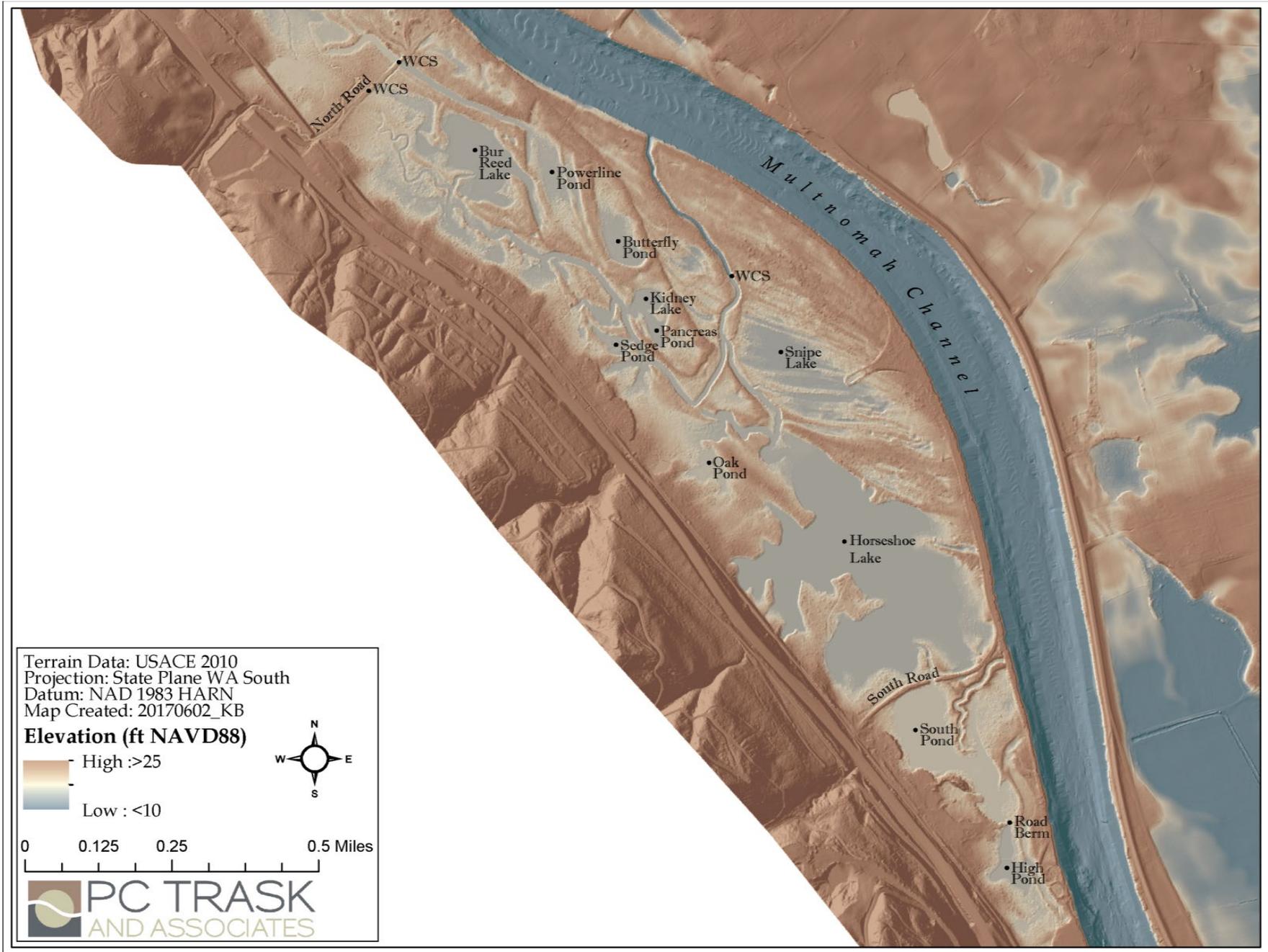


Figure 3. Palensky WMA site elevations.