


<p>Quil Ceda Village Council</p> <p>Debra Posey, President Pat Contraro, Council Member Hazen Shopbell, Council Member</p>	 <p>The Consolidated Borough of Quil Ceda Village</p> <p>8802 27th Avenue NE, Tulalip, WA 98271-9694 360-716-5000 Phone • 360-651-4249 Fax</p>	<p>Quil Ceda Village Administration</p> <p>Martin Napeahi, General Manager Jeanifer Flores, Village Clerk</p>
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Request for Proposal

Invasive Jewelweed Vegetation Management

I. Purpose

The Consolidated Borough of Quil Ceda Village is soliciting proposals from service providers with experience in riparian, stream and wetland vegetation management to assist with control of invasive species for stream and wetland restoration projects. The goal is to target specific species with non-chemical pest management control methods, to reduce seed sources and improve restoration project integrity and success.

II. Background

The project is located within the Consolidated Borough of Quil Ceda Village on lands held in trust for the Tulalip Tribes (See Map- Attachment A). The target areas for vegetation management are located west of 27th Ave NE, in the area formerly known as the Boeing Test Site. Areas within the former Boeing Test Site and areas that are part of the Coho Creek restoration project and riparian buffer have become colonized with jewelweed (*Impatiens capensis*), among other non- native invasives. This project will target jewelweed removal from stream and wetland areas in the project area. Quil Ceda Village seeks experienced vegetation management contractors to use non-chemical approaches to managing target species. Knowledge

of appropriate methods and timing of treatments is necessary to maximize effectiveness and prevent recurrence.

The Quil Ceda Village Expansion site is located West of 27th Ave NE, between 88th St NE and 114th St NE. and encompasses the following (see attached map), Township 30 North, Range 5 East, Sections 07, 08, 17, 18, 19, &: 20, Longitude 122.21566 to 122.19955; Latitude 48.09539 to 48.07387.

III. Project Goals and Objectives

Quil Ceda Village's goal for this project is to eliminate jewelweed (*Impatiens capensis*) physically and as a seed source in wetland and stream areas.

Wetland and stream areas within the general former Boeing Test Site and within the Coho Creek Restoration project riparian buffer areas need removal of jewelweed (*Impatiens capensis*) to prevent flower and seed formation. Treatment will entail removal of entire plant including roots. Some of these sites are partially inundated and in wetland boggy areas, requiring access across the creek, climbing over logs and deeper wetland soils and stream areas. Due to the highly invasive and prolific nature of this species, all plants within the target areas will need to be found and removed.

The objectives for this project are

- 1) Remove all jewelweed plants including the roots, from within Coho Creek streamside vegetation and wetland areas and buffers, prior to flower and seed formation.
- 2) Mulch jewelweed plants pulled away from ponded areas and wetland soils.

IV. Scope of Services

The work elements necessary to complete the project are presented below as a list of tasks to be performed under contract to the Consolidated Borough of Quil Ceda Village. A summary of acreages to be treated is in **Attachment C**. Treatment protocols are detailed in **Attachment D**.

Task 1. Remove all jewelweed from within wetlands and Coho Creek streamside vegetation areas and buffers.

The Contractor will:

1a.; Physically pull out and remove all jewelweed (*Impatiens capensis*), including roots, by hand within the Coho Creek riparian buffers from the target areas indicated (**See Maps Attachment B**). Treatment is to occur before flowering, and may be repeated in target areas to remove plants that have sprouted later in the season. Maps indicate general areas where *Impatiens* was found in the previous season. Every attempt will be made to flag the boundary of sites, but extent of work is based on acreage and widths and lengths provided, and actual locations may vary slightly.

1b. Dispose of plant material at an approved location or mulch on site, unless seed pods have formed. Any material with seedpods will be carefully bagged and removed from the site.

Deliverables: A pre- and post-treatment inspection shall be arranged with Quil Ceda Village Contracting Officer's representative and a map of the treated areas and methods of treatment used provided.

V. Submittal Requirements

Vegetation management or ecological restoration contractors interested in performing the work outlined in this request for proposal should submit the following information to the Quil Ceda Village Engineering Services Department:

- A. Qualifications of your firm and staff proposed to perform the work described in this request for proposal. This should include resumes of staff and any recommendation/commendation letters received from past projects. **A minimum crew size of four people is required.**
- B. A list of similar projects completed in the last three years with particular emphasis on projects incorporating management of invasive species. Dates and locations of projects performed should be included.
- C. A cost estimate based on numbers of hours required for completion of the required tasks. Include a cost breakdown of hourly rates and the number of hours assigned for each task for all personnel.
- D. Proof of professional liability insurance and workers compensation.
- E. The contractor should describe their availability to begin the project.
- F. Proposals may be sent by email or hardcopy. Submit a total of two (2) copies of your hardcopy proposal to:

Allison Warner, Wetland Program Coordinator
Special Projects
Quil Ceda Village
8202 27th Ave NE
Tulalip, WA 98271

For questions, contact Allison Warner at awarner@tulaliptribes-nsn.gov or Phone (360) 716-5069
Fax number is (360) 716-0052 (Faxed or emailed proposals not accepted)

- E. Proposals must be received by **4:29 pm on March 20, 2023.**

VI. Format for Request for Proposal

The RFP should be organized in accordance with the submittal requirements. The RFP should not exceed (25) pages, excluding the cover sheet and any tabs or indexes. One page is defined as: one side of a single 8 ½ x 11 sheet, with 12 point font. The consultant must provide proof of professional registration, and a Tulalip business license (Obtainable thru Tulalip Community Development on their website [Tax and Licensing Division website](#)). The consultant must also state that they have the ability to provide workers compensation and professional liability insurance. Information provided in the RFQ will, to the extent allowed by law, be held in confidence and will not be revealed or discussed with competitors.

VII. Evaluation Process

Quil Ceda Village will use the following criteria to evaluate submittals to determine responsible and responsive bidders:

- A. Professional Qualifications – Qualifications of the firm and the staff that will be assigned to complete the project.
- B. Direct Experience - Submittals must demonstrate experience and expertise with management of invasive species and PNW riparian plants, and will give special consideration to vegetation management contractors with an expertise in integrated pest management, and knowledgeable in the latest techniques in non-chemical approaches to managing target species, and choosing appropriate methods to maintain effectiveness. Knowledge of appropriate timing of treatments for specific species is necessary to maximize effectiveness and prevent recurrence. A minimum of 3 projects within the past three years is required.
- C. Past Performance – Past performance on similar contracts with non-profits/Government/Tribal agencies must be demonstrated in terms of deliverables that were completed, whether projects were completed on time and within cost. Past performance should be described with a list of comparable projects. Listed projects should include a project description, owner, and contact information, cost of project, and types of deliverables.

- D. Geographic Proximity and Familiarity - Applicants should describe office locations and familiarity with the area. Applicants should also describe any prior work with the Tribes or on the Tulalip Reservation, or within the Marysville Trough.
- E. Project Management and Team Organization – Applicant should describe staff who will be involved and to what level, the project lead and organization. Additional information should include quality assurance and cost control measures, and prior experience of the project team as a unit. Numbers of years of experience should be listed for each member of the team. **A minimum crew size of four people is required.**
- F.
- G. Scope of Work and Cost Estimate – Applicant should clearly describe the scope of work proposed along with cost estimates for each component outlined in Section IV of this request for proposal.
- H. Indian Preference – Extent of active participation of Indian Owned firms, and Indian professional and support staff. Proof of certification as a Native American Owned Business by the Tulalip Tribes TERO office is required for Indian preference. Bids within 10% of lowest bidder will be awarded to lowest responsive and responsible NAOB bidder.
- I. Availability - The applicant must be available to begin in May 2023, and complete work by August 2023.