


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

**Invasive Vegetation Management and Riparian Planting**

**I. Purpose**

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

**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 primarily west of 27<sup>th</sup> 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 reed canarygrass (*Phalaris arundinacea*), Himalayan blackberry (*Rubus armeniacus*), Evergreen blackberry (*Rubus laciantus*), and Japanese knotweed (*Polygonum cuspidatum*), among other non- native invasives. Quil Ceda Village seeks vegetation management contractors to use an approach of integrated pest management, and knowledgeable in the latest techniques of both chemical and non-chemical approaches to managing target species, and choosing appropriate methods to

reduce chemical use and maintain effectiveness. Knowledge of appropriate timing of treatments is necessary to maximize effectiveness and prevent recurrence.

The Quil Ceda Village Expansion site is located West of 27<sup>th</sup> Ave NE, between 88<sup>th</sup> St NE and 114<sup>th</sup> 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 reduce invasive species and seed sources for future mitigation projects and to perform maintenance on existing restoration project areas.

Fill areas, and areas along roads within the general former Boeing Test Site and within the Coho Creek Restoration project riparian buffer areas need to be managed for Japanese knotweed (*Polygonum cuspidatum*). Within the Coho Creek riparian buffer, removal of Himalayan blackberry (*Rubus armeniacus*, Evergreen blackberry (*Rubus laciantus*) needs to occur to prevent seedset and berry formation. Management by mowing of reed canarygrass around existing plantings (including one- and two-year-old willow cuttings) within the Coho Creek riparian buffer will need to be conducted. Some of these sites are partially inundated and in wetland boggy areas.

The objectives for this project are

- 1) Remove Japanese knotweed in target areas along ditches, roadways and in fill piles.
- 2) Remove Himalayan blackberry and evergreen blackberry within Coho Creek riparian buffers in target areas.
- 3) Cut and mulch reed canarygrass areas within Coho Creek Riparian buffers, to manage both in spring and fall, preserving and protecting existing plantings.
- 4) Plant provided native trees and shrubs in spring 2023 and flag and mulch with provided mulch.

### **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 B**.

#### **Task 1. Treat Japanese knotweed in target areas along roadways and in fill piles**

The Contractor will

1. Treat Japanese knotweed (*Polygonum cuspidatum*) by latest injection or drip/spray methods. Treatment is to occur after flowering, to avoid impacting pollinators. Any plants not responding to first treatment will need to be re-treated in this same year.

Treatment should occur late in the year, but before the plant senesces, according to the attached Japanese knotweed treatment standards (**Attachment E**). **Treatment protocols and chemicals to be used shall be reviewed for final approval with the Contracting Officer's representative prior to work commencing.** Japanese knotweed areas are indicated on **Attachment D**, but additional small areas may be included if found on site. Some knotweed sites are found along streams and ditches and will require pesticide aquatic license.

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.

**Task 2. Remove Himalayan blackberry and evergreen blackberry within Coho Creek riparian buffers in target areas**

The Contractor will:

- 1a.; Physically remove all Himalayan and evergreen blackberry by the root within areas indicated by Reed Canarygrass or Himalayan blackberry symbol in the Coho Creek Riparian buffers (**Attachment C**), removing by the root crown.
- 1b. Dispose of plant material at an approved location or chop and mulch on 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.

**Task 3. Cut and mulch reed canarygrass areas within Coho Creek Riparian buffers, to manage both in spring and fall.**

The Contractor will:

- 1a. **Find and mark all existing plantings** within the riparian buffer area indicated on Attachment C.
- 1b. Using weed trimmers, cut reed canarygrass (*Phalaris arundinacea*) to the ground (within 1 inch) **preserving existing plantings and trees** in a) spring and b) mid-summer before flowering to suppress growth within the Coho Creek riparian buffers from the target areas indicated on Attachment C. **Any native shrubs or trees or plantings damaged will be replaced** with larger, one year- older stock at Contractor's cost. Grass shall be mulched so as not to bury existing plantings.

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.

**Task 4. Plant designated species within Coho Creek restoration sites.**

The Contractor will:

1a. Plant provided bareroot trees and shrubs in **Attachment G** on 3 foot (28 SF) centers for shrubs, and 10 foot centers (78 SF) for trees, within the Coho Creek riparian buffers in the target areas indicated (Planting Areas 1-4), using specifications in Attachment G.

1b. Plant species in appropriate locations within the riparian buffer area indicated on Planting Areas 1-4, with Plan locations as a guide. In general, species found in dry habitats will be planted in drier areas, while more facultative or wetland species can be planted in wetter (but non-inundated) areas.

1c. Mulch plantings 4” thick and 3-foot radius from plant stem or trunk with non-treated wood chip mulch (provided at pile locations near the site).

Deliverables: A 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 Administration 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 five years with particular emphasis on projects incorporating management of invasive species, and planting native plants. Dates 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 pesticide certification with WA State, as well as Tulalip business license.
- E. Proof of professional liability insurance and workers compensation.
- F. The consultant 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 27<sup>th</sup> Ave NE  
Tulalip, WA 98271

For questions, contact Allison Warner at [awarner@tulaliptribes-nsn.gov](mailto: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 6, 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 native plants, and will give special consideration to vegetation management contractors with an expertise in integrated pest management, and knowledgeable in the latest techniques in both chemical and non-chemical approaches to managing target species, and choosing appropriate methods to reduce chemical use and maintain effectiveness. Knowledge of appropriate timing of treatments for specific species is necessary to maximize effectiveness and prevent recurrence. The contractor or operator shall be certified in chemical pest control with WA

State. A minimum past performance of 3 projects with a similar scope is required and should be documented.

- 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 March- 2023, with appropriate timing for invasive management and control.