

## **Oak Creek Road Decommissioning Prioritization and Design**

### **Statement of Work and Request for Quotes**

#### **Coconino National Forest, Arizona**

**Background and Statement of Work:** The National Forest Foundation (NFF), in partnership with Coconino National Forest (CNF), seeks a contractor to conduct a prioritization assessment and implementation plan for the decommissioning of unauthorized routes within middle and lower Oak Creek.

In 2016, the CNF team finalized a watershed restoration action plan (WRAP) for the Oak Creek Priority watershed. The plan identified several projects aimed at improving the watershed's condition. According to the watershed analysis, *Escherichia coli* (E. coli) contamination resulting from fecal matter from national forest visitors and pets, as well as sediment caused by erosion from trails, roads, and parking areas, was the cause of Oak Creek's impairment. To meet these restoration needs, project activities were proposed to take place throughout the Upper, Middle, and Lower Oak Creek sub-watersheds on the Red Rock Ranger District of the CNF. Activities 8 and 9 in the Oak Creek WRAP includes decommissioning of approximately 15 miles of unauthorized routes within the Oak Creek watershed.

As the congressionally chartered nonprofit partner to the Forest Service, the NFF has acted as a funding and implementation partner for the implementation of the Oak Creek Watershed Restoration Action Plan.

### **Information Requested**

If interested in this project, please provide a quote for the above statement of work by providing approach, work experience, and cost. Please also include your capacity for this project and efficiency in conducting restoration prioritization in the past, if any.

This is a request for quotes only and quotations furnished are not offers. This request does not commit the National Forest Foundation to pay any costs incurred in the preparation or the submission of the quotation or to contract for supplies or services.

### **General Specifications**

(a) Description of Work – This Request for Quotes is for technical services related to the Oak Creek Road Decommissioning Prioritization and Design plan including the following:

1. **Study Scoping and Background:** Conduct meetings with key personnel to review the approach and background. Work with CNF, acquire existing data, maps, and information needed to complete the study.

2. **Road Inventory:** The contractor will conduct an inventory of roads to be decommissioned within the Oak Creek Watershed. Inventory will be conducted using a combination of geospatial and field-derived data.
3. **Prioritization of Restoration Activities:** Based on the inventory outlined above, the contractor will suggest a prioritization of roads to be decommissioned. At a minimum prioritization factors must include, sediment delivery reduction potential to the stream channel network, estimated cost, access to restoration site, and implementation timeline.
4. **Implementation Plan:** The contract will create shovel-ready implementation plans for the closure of approximately 15 miles of unauthorized routes and trails within the watershed. The contractor will coordinate with the CNF to select sites for decommissioning.
5. **Review and Refine Plan:** Provide a draft prioritization and implementation plan to CNF and NFF for review. Based on review comments, make needed changes, additions, or refinements.
6. **Final Report and Data Delivery:** Provide a final report via PDF and copies of any maps or data products in original (i.e., shapefile, spreadsheet) form.
7. **Presentation and Discussion of Implementation:** Coordinate a meeting or field visit with key personnel to present the final report findings, recommendations, and discuss implementation considerations.
8. **Ongoing Coordination:** Throughout the project, provide updates to NFF and CNF via email, video teleconference, or site visit, and engage feedback in key decision points.

The Contractor shall identify which they can supply in terms of materials, labor, equipment, supplies, supervision, quality control, and incidentals required to complete the work described. The Contractor shall perform all work in a safe and conscientious manner.

(b) Project Location - Coconino National Forest, Red Rock Ranger District. It is anticipated that field visits to the project site will be needed in order to complete the study.

(c) Work Schedule - Preferred start is September 2023 with an anticipated completion date of December 2023.

### **Pricing Schedule**

The contractor shall price work according to the schedule below. Prevailing wages are required per conditions of funding sources.

Description	Unit	Unit Cost	Quantity	Total Cost
<b>Study Scoping and Background</b>	1			
<b>Road Inventory</b>	1			
<b>Prioritization of Restoration Activities</b>	1			
<b>Implementation Plan</b>	1			
<b>Draft Report</b>	1			
<b>Review and Refine Draft</b>	1			
<b>Final Report and Data Delivery</b>	1			
<b>Presentation and Discussion of Implementation</b>	1			
<b>Ongoing Coordination</b>	1			

### Other Project Requirements and Specifications

- (a) Utilities – In many locations there will be no or limited sanitation, water, electrical or housing services available. The Contractor shall make its own arrangements for temporary facilities if needed.
- (b) Specifications
  1. The report should include but is not limited to the items outlined in Attachment B. If a different approach or organizational structure is preferred, please describe in your bid submission.
  2. The road decommissioning will follow the guidelines put forward in the Oak Creek Watershed Restoration Action Plan.

### Contractor Qualifications

- (a) Approach – Please describe your approach to undertaking the scope of work to the specifications described above
- (b) Restoration Philosophy Statement – Please provide a paragraph describing your organization’s philosophy and approach to stream restoration projects
- (c) Portfolio of Relevant Work – Please provide at least three examples of work. These should include both on-the-ground implementation of wet meadow or other stream restoration projects, any demonstration of their long-term success.
- (d) Past Experience – Please provide a brief explanation of previous work experience with land management agencies.
- (e) References – Please provide three references.

## **Insurance Requirements**

Upon selection of the winning bid, chosen contractor will be asked to affirm that it has and shall maintain State minimum workers' compensation insurance coverage for its employees, if any. The selected contractor shall also maintain broad form general liability, property damage, and automotive liability insurance in the minimum amount of \$1,000,000 for bodily injury, death, or damage to property of any person and \$2,000,000 for bodily injury, death, or damage to property of more than one person. The Contractor shall name NFF an Additional Named Insured and provide NFF with documentation evidencing such coverages.

## **Prohibited Telecommunications Services and Equipment**

The Contractor is responsible for compliance with the prohibition on certain telecommunications and video surveillance services or equipment identified in 2 CFR 200.216.

## **Bid Submission**

Submit bids via email to Jeny Davis, [jdavis@nationalforests.org](mailto:jdavis@nationalforests.org) by September 15, 2023.

## **Contractor Selection Process**

The NFF will use the Evaluation Factors below to review each submitted bid. Based on the outcomes of that selection process, the NFF will notify successful and unsuccessful bidders by September 29, 2023, and will prepare a separate contract document.

## **Point of Contact**

For questions about the details of producing the bid, please contact:

Elise Dillingham  
Arizona Program Manager  
928.233.5920  
[edillingham@nationalforests.org](mailto:edillingham@nationalforests.org)

## **Evaluation Factors**

Proposals will be assessed based upon cost, contractor capability, proposed approach to project, timing of when contract can begin and finish the project, and past performance.

## **Equal Opportunity Provider**

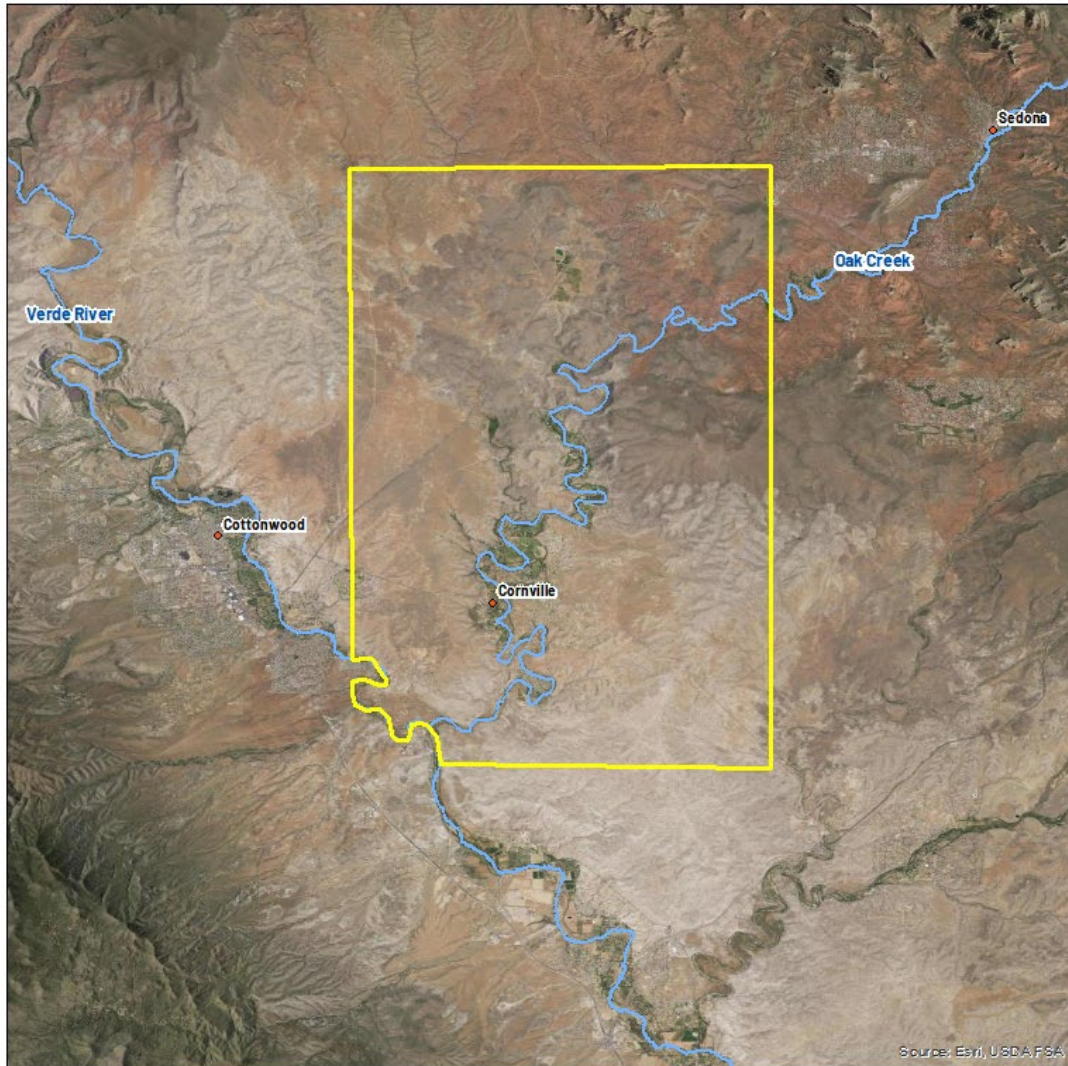
In accordance with Federal law and U.S. Department of Agriculture policy, the National Forest Foundation is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability.

# Attachment A: Map - Project Location Activity 8



## Attachment B: Map - Project Location Activity 9

### Activity 9 - Oak Creek WRAP - Coconino National Forest



#### Legend

- ◆ Major Cities
- Location of Activity 9
- Oak Creek and Verde River

1 in = 3 miles

0 1 2 4 6 8 Miles



Created By: National Forest Foundation  
Date: May 4, 2023  
Projection: Mercator Auxiliary Sphere  
Datum: World Geodetic System 1984  
Data: USGS National Hydrography Dataset &  
USFS Oak Creek WRAP

## **Attachment C: Oak Creek Road Decommissioning Prioritization and Design**

The Oak Creek Road Decommissioning Prioritization and Design should include, but not be limited to, the following. If a different approach or organizational structure is preferred, please describe in your bid submission.

1. Executive Summary
2. Introduction
  - a. Purpose and Background
  - b. Project Goals and Objectives
3. Methods
  - a. Methods of Inventory
  - b. Methods of Prioritization
4. Brief overview of Existing Conditions of Middle and Lower Oak Creek Watersheds
  - a. Location and General Background
  - b. Problems to be Addressed through Restoration
  - c. Opportunities and Constraints
5. Inventory of existing roads
6. Prioritization of Road Decommissioning
7. Implementation Plan and Design (Approximately 15 miles of road)
8. Water Rights and Other Regulatory Considerations
9. Conclusions and Next Steps
10. References