

**Little Green Valley Fen Feasibility Study
Statement of Work and Request for Proposals
Tonto National Forest, Arizona**

Background and Statement of Work: The National Forest Foundation (NFF), in partnership with Tonto National Forest (TNF), seek a contractor to implement the Little Green Valley Fen restoration feasibility study. The purpose of the study is to gather technical information and expertise needed to develop and, in a future phase, implement a plan to restore wet meadow function of the Little Green Valley Fen and extend the perennial flow of Green Valley Creek. The Fen is located east of Payson, AZ on the Payson Ranger District of the TNF within Green Valley Creek (**Attachment A**). Fens are extremely rare and unique in Arizona. Little Green Valley is one of the largest fens (peat forming wetlands that receive recharge and nutrients almost exclusively from groundwater) in Arizona. According to a study by Northern Arizona University, the bottom layers of peat in the fen are approximately 2700 years old. A 20-foot-deep head cut advanced upstream hundreds of feet for many decades, creating significant gullies and eroding local soils. The origin of the head cut is uncertain, but it is believed to have started during Prohibition, when peat was mined from the Fen to make whiskey.

The TNF designated this area as a priority watershed through a signed Watershed Restoration Action Plan (WRAP) in 2021, because restoration of the degraded fen can replenish groundwater, improve water quality, improve riparian habitat for plants, fish, and wildlife, and lengthen the perennial flow of Green Valley Creek. As the congressionally chartered nonprofit partner to the U.S. Forest Service, the NFF has acted as a funding and implementation partner for restoration of the Fen. In 2021, the NFF obtained resources to fence the portion of the Fen on Forest land and provide a water source off the meadow to reduce ungulate and livestock pressure on the meadow. Additional phases of restoration are of interest; however, more information is needed to determine the most feasible scenario for additional restoration activities.

Information Requested

If interested in this project, please provide a bid 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 feasibility studies and wetland restoration projects in the past, if any.

This is a request for proposals 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 submission of the quotation or to contract for supplies or services.

General Specifications

- (a) Description of Work – This Request for Proposals is for technical services related to the Little Green Valley Fen restoration feasibility study including the following:

1. **Study Scoping and Background:** Conduct meetings with key personnel and a field visit for site characteristic data collection. Working with TNF, acquire existing data, maps, and information needed to complete study. TNF available data includes but is not limited to recent Lidar, stream cross sections, vegetation transect data, pressure transducer stream gauge data, engineering design for head cut control, and general GIS data (soils, vegetation).
2. **Develop Up to Three Restoration Scenarios:** Scenarios can include process or form-based techniques with the goal of a self-sustaining, re-wetted Fen and enhanced riparian corridor within the elk-fenced area.
3. **Analyze Scenarios:** Contractor will analyze scenarios based on considerations laid out in **Attachment B**, including cost, time to implement, maintenance, regulations, and anticipated outcomes. Contractor shall work with 2-3 TNF and NFF staff to prioritize or select a preferred scenario by coordinating a meeting or field visit with key personnel to present options and considerations.
4. **Draft Feasibility Study:** Study should include items listed in the specifications laid out below and detailed in **Attachment B**. For the preferred scenario identified with TNF and NFF, preliminary designs shall be provided.
5. **Review and Refine Draft:** Provide a draft report to TNF 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 final report finding, recommendations, and discuss implementation considerations
8. **Ongoing Coordination:** Throughout the project, provide updates to TNF and NFF via email or video teleconference, and engage feedback in key decision points.

The Contractor shall identify which efforts and materials 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 – Tonto National Forest, Payson Ranger District. It is anticipated that field visits to the project site will be needed in order to complete the study. Visits must be in coordination with NFF and TNF to secure access to the Fen via private landowner.
- (c) Work Schedule – Preferred start is Fall of 2022, with completion by Fall of 2023.

Pricing Schedule

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
Study Scoping and Background	1			
Develop up to Three Restoration Scenarios (provide cost per scenario if possible)	3			
Analyze Scenarios	1			
Draft Feasibility Study	1			
Review and Refine Draft	1			
Final Report and Data Delivery	1			
Presentation and Discussion of Implementation	1			
Ongoing Coordination	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 – Project work shall be accomplished in accordance with the following:
 1. The feasibility study 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. In particular, the study shall include cost estimates for all scenarios and preliminary designs for the prioritized/preferred scenario.
 3. Sufficient details should be provided to assess whether the installation or construction of any restoration structures may cause effects that require a surface water right. Structures that merely slow the flow of surface water but allow that water to flow past the structure in its entirety “detain” surface water. Structures that impound surface water and prevent some portion of that water from flowing past the structure “retain” surface water. If any proposed structures are only detaining water, a maintenance plan should be included to assure that water will not be retained in the future.
 4. Vehicle access to the Fen requires access via private landowner. Coordination with the NFF and TNF will be required to plan site visits. Hiking in is possible without crossing private lands.
 5. The fen extends across private lands and US Forest Service lands. The feasibility study shall, if agreed upon by neighboring landowners, include considerations for continuing restoration activities onto the portion of the fen on private lands
 6. Funding for this project specifies an indirect cost not to exceed five percent of total project costs.

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, and examples of feasibility studies or design documents produced by your organization, if available.
- (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 Sasha Stortz, [sstortz@nationalforests.org](mailto:ssstortz@nationalforests.org) by September 30, 2022.

An optional site visit will be hosted on Thursday, September 8, 2022 at 10AM, meeting at the Payson Ranger District office. If you plan to attend, please RSVP to Sasha Stortz by September 7.

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 October 10, 2022 and will prepare a separate contract document.

Point of Contact

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

Sasha Stortz
National Forest Foundation Arizona Program Manager
928.961.0318
[sstortz@nationalforests.org](mailto:ssstortz@nationalforests.org)

Evaluation Factors

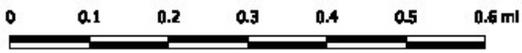
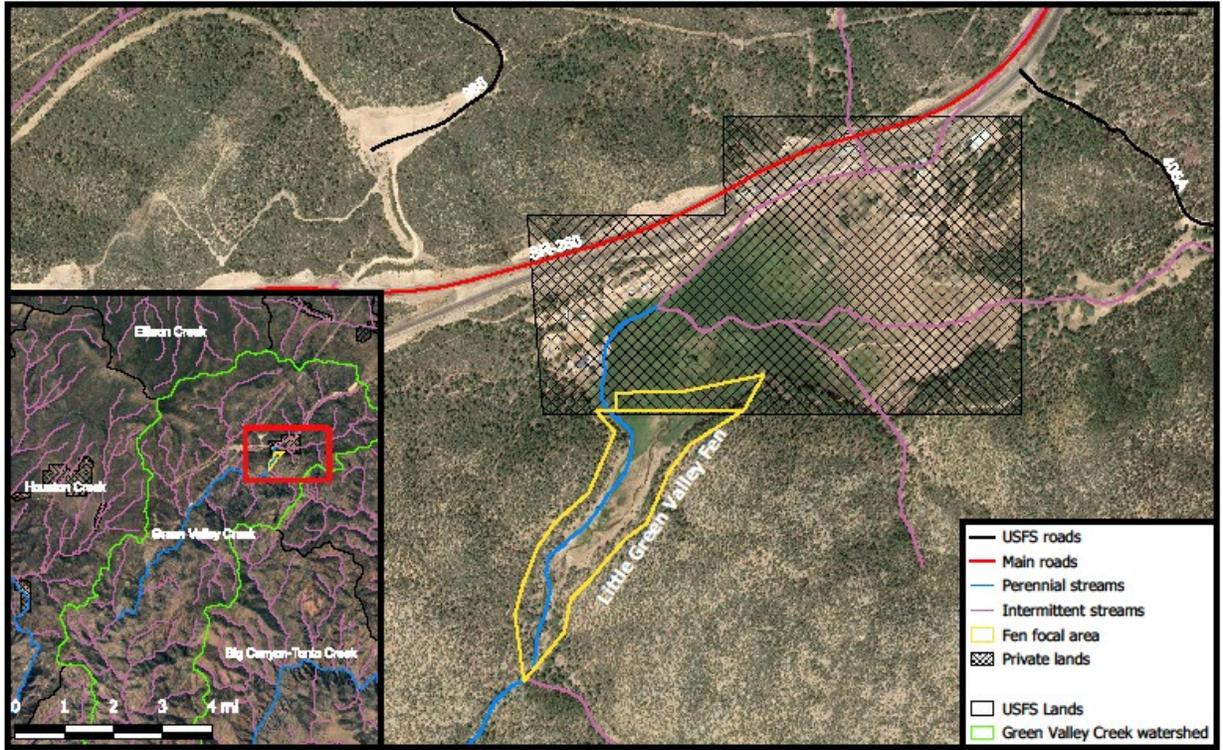
Proposals will be assessed based upon cost, contractor capability, proposed approach to project, timing of when contractor can begin and finish the project, and past performance.

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

Little Green Valley Fen



Attachment B: Study Specifications

The Little Green Valley Fen feasibility study 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
4. Existing Conditions of Little Green Valley Fen
 - a. Location and General Background
 - b. Problems to be Addressed through Restoration
 - c. Opportunities and Constraints
5. Scenarios for Restoration to a Self-Sustaining, Re-Wetted Fen
 - a. Description of up to three Scenarios
 - b. Estimated cost to implement each Scenario
 - c. Expected time to implement each Scenario
 - d. Necessary equipment and materials
 - e. Implementation Requirements or Considerations
 - f. Maps/Diagrams
6. Recommendations
 - a. Analysis of scenarios including but not limited to:
 - i. Cost, probability of long-term success, maintenance needs, implementation timeframe
 - b. Preferred or prioritized scenarios
 - c. Preliminary design for implementation of preferred project
7. Water Rights and Other Regulatory Considerations
 - a. Water Rights: Investigate and ensure that water rights are secure for restoration approach recommended, in coordination with TNF. Sufficient details should be provided to assess whether the installation or construction of any restoration structures may cause effects that require a surface water right. Structures that merely slow the flow of surface water but allow that water to flow past the structure in its entirety “detain” surface water. Structures that impound surface water and prevent some portion of that water from flowing past the structure “retain” surface water. If any proposed structures are only detaining water, a maintenance plan should be included to assure that water will not be retained in the future.
 - b. Clean Water Section 404 Permit: Provide details on the type of Clean Water Section 404 permit required
 - c. Describe any other anticipated regulatory considerations. Work on this project will fall under the to-be-signed Rim Country EIS and existing heritage surveys.
8. Conclusions and Next Steps
9. References