



Request for Qualifications (RFQ) for Professional Services to Prepare a Mill and Pack Creek Riparian Restoration & Stewardship Plan

Introduction

The City of Moab is soliciting statements of qualifications from professionals to provide facilitation and technical advisor support in developing and implementing a Riparian Restoration & Stewardship Plan. Mill and Pack Creeks flow through and converge within Moab City limits. These corridors require proactive management of the streambank, vegetation, fuel reduction and recreation opportunities. The creek corridors within City limits cross numerous landownerships, each landowner along with varying stakeholders in the community have varying levels of knowledge and values of the riparian areas. There is a need for a comprehensive understanding of and planning for the Mill and Pack Creeks by means of collaboration, technical assistance, and education. This need has been heightened by two consecutive years of catastrophic flooding. These creek corridors are important throughout the region, this contract focuses on management within City limits but will have a holistic approach and will include an understanding of the entirety of the Mill and Pack Creek watersheds.

Schedule

RFP posted	May 18, 2023
Proposals due	June 8, 2023

Scope of Work

This scope of work for this contract includes:

- 1.) development and facilitation of a Working Group
- 2.) identification of priority projects and strategies to implement
- 3.) technical assistance on implementing projects.

The contract for professional services resulting from the RFQ will extend through June 2024. At the conclusion of this period, the City may opt to extend the contract under the same or new terms. The City may also decide to initiate a new procurement process at the cost of any contract period or upon termination.

Task 1: Development and facilitation of a Working Group

The City of Moab is seeking to convene a Working Group that brings together landowners,

government agencies, community members and other various stakeholders. The Working Group will learn about the corridors, management issues and needs including understanding the potential for future flooding. These needs include corridor restoration and management, streambank stabilization, fuels reduction, recreational assets and ecosystem health. The contractor will work with City staff to identify Working Group Members, organize structure and goals.

Task 2: Identification of Priority Projects for the Riparian Areas

The contractor will develop a project list for the management of the Mill and Pack Creek corridors within the City limits. This list will be developed with existing technical knowledge, discussions with organizations doing work on the corridor outside of City limits and the Working Group.

- The project list will be comprehensive of needs and opportunities for all values within the corridors.
- Implementation needs and strategies be developed for each project that may include permitting needs, landowner coordination, and funding.
- The projects will be prioritized with input from City staff, the contractor and the Working Group.

Task 3: Technical Assistance of Implementing Projects

As projects are identified and ready for implementation, the contractor may serve as a Technical Advisor and work with City staff to complete. The exact duties will depend on the scope and complexity of the project and may include permitting, scheduling, communicating with stakeholder among other potential tasks.

Contract Budget

The contract is not to exceed \$50,000 in the initial term. The contractor should outline in the proposal expected timeframes and costs.

Submittals and Evaluation

The contractors responding to this RFP shall provide a clear, concise proposal that will outline their abilities, experience, planned approach, and costs in complying with the scope of work.

Responses will be evaluated on:

- Experience building relationships and collaborative processes that result in sustainable solutions. Preference will be given to contractors who have existing knowledge and relationships with landowners along the creek corridors.
- Familiarity with watershed and riparian conservation issues. Preference will be given to respondents who have existing knowledge of the Mill and Pack Creek corridors.
- Communicating technical information to a non-technical audience

- Facilitating complex and controversial collaborative processes involving stakeholders with diverse backgrounds, perceptions, and values (e.g., policy makers, scientists, GIS experts, public affairs, general public)

The City will enter into negotiations with the highest ranked respondent to finalize a contract for the contract period. If a contract cannot be successfully negotiated with the highest ranked respondent, then negotiations will be terminated with that respondent and the City will enter negotiations with the next highest ranked respondent until an agreement is reached or an impasse is declared.

Notice of Award and Appeal Process

The City intends to select a single Contractor. The selected Contractor will be identified by the selection committee and a notification letter will be sent to all respondents. Any respondent wishing to appeal the recommendation must do so in writing and within 7 business days of the notice being sent.

The City Manager or designee will recommend entering into a contract with the identified Contractor at a future City Council meeting.

General Terms & Conditions

The City reserves the right to reject any or all Proposals, to waive any informality or irregularity in any Proposal received, and to be the sole judge of the merits of the respective Proposal received.

Final award will be subject to the execution of the contract. The City reserves the right to negotiate a final contract that is in the best interest of the City.

The City reserves the right to modify or incorporate additional steps in the evaluation process in the interest of having a thorough and comprehensive body of information in order to make a recommendation.

Submittal Instructions

Proposals should be submitted in a sealed envelope, or other sealed container, which is clearly marked "Riparian Restoration and Stewardship Contract". Please provide one (1) digital copy, one (1) original hard copy. The original should be marked "Original" and must bear an original ink signature by an individual authorized to represent the Contractor.

Proposals should be submitted to:
Sommar Johnson, Recorder
City of Moab
217 E Center St
Moab, UT 84532

Submission Date and Time: June 8, 2023 at 2:00 p.m. Local Utah time
LATE SUBMISSIONS WILL NOT BE ACCEPTED