

Town of Estes Park

Request for Proposal Fall River Stream Corridor Master Plans



January 6, 2014

Request for Proposal for Fall River and Fish Creek Stream Corridor Master Plans

Background and Purpose

Estes Park is a gateway town to Rocky Mountain National Park. Fall River originates in Rocky Mountain National Park and flows down through Estes Park until it joins with the Big Thompson River about midway through town. The September floods caused changes to significant reaches of Fall River including water course migrations, enormous alluvial debris deposits (with depths of over 3 feet in many areas), riverbed incision or sedimentation (the river bed was raised or lowered as much as 5 feet), and river corridor widening (50+ feet in some areas).

The Fall River corridor is approximately 5.5 miles long and is heavily developed with resort accommodations and residential homes. Approximately 1,100 parcels exist within this area, and include approximately 304 residences and 90 commercial properties.

To best accommodate the many different parties with interests in Fall River and Fish Creek, the Town of Estes Park will assemble a coalition to help the Town coordinate interested parties and most effectively advocate for health and resiliency of the stream corridors and the Town. The coalition is anticipated to be comprised of representative members from the Estes Valley Land Trust, Rocky Mountain National Park, the Estes Area Lodging Association, Upper Thompson Sanitation District, Estes Valley Recreation and Parks District, individual property owners, and other interested volunteers, as appropriate.

To conduct flood recovery work under a comprehensive approach, restoration of the Fall River and Fish Creek corridors will begin with stream corridor master plan development as the Phase 1 effort. The master planning will be conducted in close coordination with the coalition.

Fall River and Fish Creek Master Plans

Stream Corridor Master Plans should guide communities towards prioritization and implementation of stream rehabilitation and restoration projects that protect life and property from flood hazards. The ultimate result of master planning efforts and subsequent project implementation is increased resiliency in our communities, economies, and river systems.

The Fall River and Fish Creek Master Plans will address:

- 1) How to reduce the impact of future flooding on the community of Estes Park and its economies, and
- 2) Strategies to restore Fall River and Fish Creek's ecological health and resiliency.

The Master Plans will be collaborative in nature, drawing on the expertise of engineers, fluvial geomorphologists, ecologists, fisheries biologists, and risk experts, and informed by input from impacted home and business owners and the community at large.

Through this collaborative effort, the following key issues will be addressed:

- Acquisition, development, or update of hydrologic conditions
- Delineation of floodplains based on existing/proposed channel conditions
- Flood, ecosystem, and geomorphic risk analysis
- Ecosystem benefit quantifications

- Floodplain preservation/restoration and flood control
- Water supply diversion reconstruction and multi-objective function
- Road and bridge protection
- Upland erosion mitigation
- Utility protection including drinking and wastewater processing and transportation corridors
- Alternatives analysis and project prioritization
- Conceptual design and program frameworks
- Project prioritization and cost estimation

The plans should be based solid scientific and engineering understanding for river system evaluation and decision-making. In addition to standard hydrologic, hydraulic, and geomorphic analysis, it should employ qualitative and quantitative risk assessment tools that distill extensively complicated factors into information the town can use to make informed long-term and short-term recovery and planning decisions. The master plans should also characterize multiple benefit projects, those projects and management strategies with flood and geomorphic risk benefits as well as ecosystem and recreational enhancements.

The end result will be a comprehensive Master Plans that successfully incorporates the following themes :

- Ongoing community engagement including volunteer engagement
- Riparian corridor health
- Natural hazard reduction and flood mitigation
- Aquatic and terrestrial (riparian) wildlife habitat improvement/ restoration, including fish passage improvements
- Channel stabilization, relocation, and/or reconfiguration
- Protection and restoration of wetland areas
- Improved community flood resiliency through structural and non-structural measures
- Recreation network expansions and improvements, including trail and/or maintenance access development

The Town of Estes Park is accepting proposals from qualified multi-disciplinary stream restoration teams to complete stream corridor master plans.

Additionally, the selected team will work with current exigent project efforts to coordinate short-term solutions, particularly with regard to 2014 spring run-off, into long-term planning.

Scope of Work

Task 1: Public Engagement, Coordination, and Reporting

The selected firm will be required to assist Estes Park as it organizes, facilitates, and otherwise supports multiple public events, and with reporting requirements for grant funding. Public events must include public notice, outreach to underserved communities and displaced stakeholders, information gathering from those attending, and the collection and inclusion of feedback into the ongoing planning process. The firm should have a demonstrated history of a commitment to inclusive public engagement. The plans should include prior use of new technologies, methods of communication, and engagement forums that access, inform, and educate a large proportion of the population. Special attention should be dedicated towards vulnerable, underserved, and displaced populations.

- The firm will work with the Town and public coalitions to facilitate public outreach and community meetings, and solicit / submit scientific and engineering design options.

- The firm will solicit input throughout the master planning process through group meetings, individual meetings, and surveys as appropriate.
- The firm will coordinate with attorneys or a legal team, as instructed by the Town.
- The firm will make presentations to the Town Board and community for input and approval.
- The firm will provide technical information to support the Town with development of progress reports on a regular schedule as defined by the Town, as well as a final report, to meet grant funding requirements.

Task 2: Stream Corridor Evaluations

The selected firm will research and compile existing data and assessments for Fall River and Fish Creek, including but not limited to rainfall data from the September 2013 flood and previous large storm events, GIS data, property boundaries, infrastructure locations, pre- and post -flood aerial photos and LiDAR data, watershed plans, ecological, riparian, or geomorphic assessments, flood studies, FEMA floodplain maps, hydrologic and hydraulic models, fire protection plans, wildlife studies, and stream restoration reports. The selected team will coordinate with CWCB, USGS, NRCS, CDOT, USACE, Larimer County, and The Town of Estes Park to obtain and select the most appropriate current data, identify gaps, and develop strategies for augmenting the data set as necessary. We anticipate that gaps the firm will need to fill include:

- Ecologic stream assessments
- Geomorphic hazard and sediment transport assessments
- Verify existing hydrologic data or recommend required updates or new models
- Prepare hydraulic model (HEC-RAS) for un-modeled tributaries where necessary
- Calibrate hydraulic model to recent flows
- Prepare floodplain mapping (2-year to 100-year) for use in Task 3

Task 3 – Flood, Ecosystem, and Geomorphic Risk Assessments

The selected firm will support the Town by performing a detailed risk assessment of the community’s assets, hazards, vulnerability, and exposure to flood and geomorphic risk– and using those risk factors and historical data, will estimate the potential consequences an asset faces from future storms. The firm will also conduct an ecosystem risk assessment to quantify the exposure and consequence of riparian ecosystems to future flooding and quantify the benefits and impacts that proposed projects have on ecosystem function.

- The firm will coordinate with the town to identify assets
- The firm will supplement the town’s asset inventory with field work, as necessary
- The firm will conduct risk assessments using standard and published methods
- The firm will prioritize action areas based on the results of the flood, geomorphic, and ecosystem risk assessments

Task 4 - Identify Strategies and Project Frameworks

The selected firm will develop strategies and projects that reduce the risks, exposures, and vulnerabilities identified in Task 3. The firm will present strategies and example projects and programs at a public meeting for public input. Strategies may include:

- Increase capacity of existing road crossings
- Reconnect frequently and infrequently inundated floodplains
- Encourage low-impact development stormwater systems within the Town of Estes Park
- Determine need for FEMA floodplain re-mapping
- Join the NFIP CRS
- Identify habitat improvement areas
- Develop recreation corridor improvements
- Evaluate the impacts of the existing Estes Valley Comprehensive Plan and recommend improvements

Task 5: Prepare Conceptual Design Drawings and Develop Management Frameworks

The selected firm should show a history of commitment to innovative designs in stream corridors. Each plan should incorporate best practices, including resilient design and the use of natural materials and nonstructural approaches and include partnerships with non-profit, educational, or other civil society organizations to deliver innovative and best practice research and knowledge. For each of the strategies outlined in Task 4, conceptual project plans or management frameworks shall be developed by the selected firm.

Examples for structural projects may include:

- Rough locations, sizes, and capacities for improvements to bridges, detention ponds, and the storm drain system
- Channel stabilization locations, typical cross sections, profiles and bank stabilization details

Examples for non-structural, management frameworks may include:

- Guidelines for flood proofing
- Locations of property buy outs, if applicable
- Outline new stormwater management criteria
- Revise floodplain regulations
- Land use planning updates

Task 6: Prioritize Projects

The selected firm will perform benefit/cost analysis of proposed improvements and management frameworks using standard methods. Assessed benefits include flood and geomorphic risk reduction, ecosystem enhancements, recreation improvements and associated economic benefits. The master plans must prioritize multiple benefit projects, those with flood and geomorphic risk benefits as well as ecosystem and recreation benefits. To do this the selected firm will:

- Evaluate constructability of proposed structural improvements and implementation protocols for non-structural measures
- Perform approximate cost estimates
- Identify future operations and maintenance requirements
- Identify potential funding opportunities
- Document how structural project design will list and analyze all failure mechanisms to decrease the likelihood and consequence of structural project failures
- Demonstrate that structural project failure will not increase risk to life and property
- Develop final prioritized implementation plans for structural and non-structural projects and improvements

- Develop a timeline, and estimated budget for each step of implementation of the plans

Task 7: Draft and Final Fall River and Fish Creek Master Plans

The selected firm will write the final Fall River and Fish Creek Master Plans and should address both the restoration of key assets and actions that will make the community more resilient to future threats. It will include the analysis and developments outlined in Tasks 2-6 and should conclude with projects and an implementation plans that will improve the local economy and ecosystem while also enhancing the resilience of the community to flood and geomorphic risk. The firm will work with the Fall River Coalition to facilitate public outreach and community meetings to present a draft and final master plans.

Schedule

This Request for Proposals is scheduled as follows:

| | |
|---------------------------|----------------------------|
| Monday, January 6, 2014 | Release of RFP |
| Monday, January 13, 2014 | 10:00am Proposals Due Date |
| Tuesday, January 21, 2014 | Interviews |
| Tuesday, January 28, 2014 | Contract Award |
| Wednesday, April 30, 2014 | Completion Date |

Contractor begins work immediately upon Contract Award.

Deadline for completion of this work is April 30, 2014.

Payment

Proposal Format

1. Cover letter.
2. Firm Information – The names, addresses and telephone numbers of any sub contractors.
3. Summary of your understanding of the requested services and your proposed approach.
4. Summary of the qualifications of all key personnel assigned to this service.
5. References (including contact name, address, telephone number, and email address) for similar projects with technical components described in this RFP.
6. Proposed work schedule with milestone deliverables, dates and fee proposal with a completion date on or before April 30, 2014.
7. Itemized Fee Proposal
8. Itemized In-Kind Services (if applicable)

9. A copy of the firm's Certificates of Insurance, Workers' Compensation and Commercial General Liability Insurance.
10. List of government clients for which the firm performs similar work.
11. Completed and Signed Immigration Compliance and SAVE Affidavits (as applicable).
12. A clear, concise proposal in the specified proposal format is requested with all the necessary information included.

RFP Submission

The RFP Name & Number must be indicated on the outside of the envelope.

Interest parties must submit proposals to the Town of Estes Park, Community Development Department by the due date for their proposals to be considered.

Address hard copy proposals to:

Alison Chilcott
Community Development Director
Town of Estes Park
P.O. Box 1200
Estes Park, CO 80517

Send electronic proposal to:

Alison Chilcott, Community Development Director
achilcott@estes.org

Town Supplied Information

Any historical data, maps, etc. previously obtained by the Town will be provided by the Town.

Questions & Answers

All questions concerning this RFP must be directed to:

Alison Chilcott, Community Development Director, Town of Estes Park.
Phone: 970-577-3720
Email: achilcott@estes.org

Contract Term

Final acceptance of the Fall River Master Plans is due on or before April 30, 2014.

Rejection of Proposals

The Town reserves the right to reject any or all proposals, to waive any irregularity or informality in the proposal, and to accept or reject any item or combination of items, when to do so would be to the advantage of the Town. The Town will not be liable for any cost/losses incurred by the Bidder throughout this process.

Cost for Preparing Proposals

The cost for developing the proposal is the sole responsibility of the Bidder. The Town will not provide reimbursement for such costs.