MT. VIEW SANITARY DISTRICT

Request for Proposals for Preparation of the

McNabney Marsh Management Plan

Due: 4:00 p.m. April 16, 2015
Mt. View Sanitary District Office
3800 Arthur Road Martinez, CA 94553
INVITATION
The Mt View Sanitary District (MVSD) invites qualified consultants to prepare a marsh management plan for the 138-acre McNabney Marsh in Martinez, CA. This Request for Proposals is to solicit interested parties (individuals, teams, or firms) to work with MVSD to provide:

1) A management plan with goals and objectives for both the short-term and long-term management of the site;
2) An assessment of the current conditions within McNabney Marsh;
3) An assessment of the possible conditions expected within McNabney Marsh after replacement of the UPRR Bridge structure over Peyton Slough as it enters McNabney Marsh.

Interested parties are invited to submit a Statement of Qualifications and Proposal to provide the services as described below.

NON-MANDATORY GUIDED SITE VISIT
MVSD’s District Biologist, Kelly Davidson, will provide a guided site visit to interested parties the week of March 23, 2015. Appointment dates and times for the site visit can be made by contacting her at kdavidson@mvsd.org or 925-228-5635 x19. In addition to the opportunity to view McNabney Marsh from several access points, the site visit will provide the opportunity for MVSD staff to answer questions concerning the scope of work and proposal requirements. The District will also accept feedback from parties planning to submit a proposal. Any questions generated outside of the meeting shall be directed to the District Biologist, by e-mail only, at the above address. Deadline for questions is April 1st, 2015 at 2:00 pm. All questions and answers will be distributed to the list of interested parties by COB on the following Monday, April 6, 2015.

DISTRICT BACKGROUND AND LOCATION
MVSD provides wastewater collection, treatment, and disposal services to the central portion of the City of Martinez and adjacent unincorporated lands to the northeast. MVSD is an independent district, formed in 1923 pursuant to the Sanitary District Act of 1923 (Health & Safety Code §6400 et seq.). Currently, MVSD serves an estimated population of 18,250 residents in a service area of approximately 4.7 square miles. The District’s sphere of influence (SOI) encompasses an additional 1.6 square miles. The largest SOI lies to the north of the treatment facility and is designated as heavy industrial to the west of I-680, and open space, and parks and recreation to the east of I-680. Central Contra Costa Sanitary District serves the areas surrounding MVSD and its SOI. A District location map is included as an attachment.

McNabney Marsh is located on the east side of I-680 in Martinez and provides habitat for over 150 species of fish and wildlife. Formerly known as Shell Marsh, the 138-acre restored wetland is jointly owned by MVSD and the East Bay Regional Park District (EBRPD), with MVSD fully responsible for its management. Additionally, the Peyton Slough Wetlands Advisory Committee (PSWAC) is a stakeholder group involved with the site since the 1988 Shell Martinez Refinery oil spill, and has a long-standing history of providing management recommendations. Members of the PSWAC may review and comment on Draft I of the management plan.

MCNABNEY MARSH MANAGEMENT
In June 2009, following a realignment of Peyton Slough and construction of the Peyton Slough tide gate structure by EcoServices (formerly Solvay Chemical/Rhodia, Inc.) the Peyton Slough tide gates were opened and McNabney Marsh was introduced to tidal water for the first time in decades. McNabney Marsh, which has experienced significant subsidence since it was originally connected to the Carquinez Strait, is undergoing transition from a brackish/freshwater wetland toward a tidally influenced wetland. There have been a number of challenges and unanticipated consequences resulting from this transition:
• loss of traditional nesting habitat for waterfowl, shorebirds, and some songbirds due to flooding during tide gate operations;
• an algae/cyanobacteria bloom in 2012 that covered 60% of the wetland’s open water;
• first-time marsh odor complaints from residents in the adjacent Vine Hill neighborhood (odors likely from decomposing algae from the 2012 bloom);
• flooding of Waterfront Road and nearby infrastructure.

MVSD’s management responsibilities in McNabney Marsh includes, but is not limited to, levee and water control structure maintenance, vegetation management including control of emergent vegetation and invasive species, installation and maintenance of appropriate fencing, board walks, trails, and signage, and management of open water habitats. Enhancing habitat for fish and wildlife is of primary concern, especially for those species afforded special protection by federal and /or state law. Although there is currently little public access to McNabney Marsh, increasing appropriate access and recreational opportunities, are also significant management objectives for MVSD.

MVSD will use the McNabney Marsh Management Plan to develop annual, short-term, and long-term goals for management and maintenance, and to determine success criteria for the long-term management of the site. Because there are several “unique conditions” effecting the site, management goals must be considered in light of these conditions which include:

• Replacement of the current UPRR bridge structure at Peyton Slough - MVSD estimates that replacement of the structure will take place the summer of 2016 and anticipates as much as a 20% improvement in water exchange once the project is completed.
• Tide gate operations – the tide gate on Peyton Slough is owned by the Contra Costa Mosquito and Vector Control District and is operated by EcoServices (formerly Solvay Chemical/Rhodia Inc.) whose primary objective is to meet its mitigation requirements for a restored pickleweed marsh.
  o MVSD does not have direct control of the tide gates, but does work cooperatively with EcoServices, to the extent possible, to meet management goals in McNabney.
  o It is unclear, at this time, which organization will be operating the Peyton Slough tide gates once EcoServices’ commitment to its mitigation marsh is completed in 2016.

The final management plan should include, at a minimum, recommendations regarding the following:

• Hydrology and water quality enhancements, especially for the southern end of McNabney
• Water body management
  o recommendations and schedule for dredging of Peyton Slough and side channels
  o recommendations and options for improving the rate of accretion to marsh plain
  o recommendations, schedule, and options for levee maintenance
  o recommendations and schedule for water control structure maintenance
• Preserving and enhancing wildlife habitat including
  o habitat for the federally endangered Salt Marsh Harvest Mouse
  o habitat for the state threatened and fully protected California Black Rail
  o habitat for the Western Pond Turtle, state listed as a Species of Special Concern
  o enhancing the quality and quantity of appropriate roosting and nesting habitat for migratory waterfowl, shorebirds, and song birds
• Preserving and enhancing habitat for native fish species
• Vegetation management
  o invasive plants
  o emergent vegetation control
  o managing for any listed plant species on site
• Algae management
  o marsh odors and odor complaints
• Enhancing visitor experiences including
  o improving public access as appropriate (e.g. potential creation of boardwalks and levee trails)
  o improving recreational and interpretive opportunities for students, birders, photographers, families, researchers, and the general public
  o improving fencing, access gates, and signage
• Enhancing relationships with, and opportunities for, a variety of stakeholders including:
  o residents from the adjacent Vine Hill neighborhood
  o research scientists, including graduate students, from local colleges and universities
  o local elementary and secondary school students and teachers
  o environmental groups including Mt. Diablo Audubon Society
  o neighboring business and industry

SCOPE OF SERVICES
Marsh Management Plan
Provide specific management, monitoring, and maintenance recommendations to protect and enhance fish and wildlife habitat as described above. In cooperation with MVSD staff, and potentially EBRPD staff, develop criteria for determining appropriate types of use, and, where effective and useful public access facilities may be developed.

Proposal Contents
Proposals are limited to 10-pages excluding resumes and must contain the following information:

1) The name and all contact information for the proposal’s “Team Leader”;

2) A description of the project as understood by the proposing individual, team, or firm;

3) A detailed scope of work to complete the project that clearly identifies any tasks to be performed by sub-consultants. The scope of work should be included as an Appendix and will not count towards the 10-page limit;

4) A proposed project schedule that includes key milestones for input from MVSD and clearly identifies the duration of each task identified under 3) above;

5) An organization chart for the project showing the names and roles of the key individuals assigned;

6) A summary of the background and relevant expertise and related permits of key individuals;

7) A list of specific, related experience of the team, firm, or individual on this type of project and the name and contact information of the client for each job cited; and

8) A statement of the firm’s acceptance of MVSD’s insurance and indemnifications requirements, or any reservations the firm has with the requirements.

In a separate sealed envelope:
Include an estimated fee proposal divided by task, if applicable. Please identify fees for tasks to be performed by sub-consultants. An hourly rate schedule for work proposed by the firm and all sub-consultants, should be included with the fee proposal.
**SELECTION PROCEDURE**

MVSD will select a consultant based on the responsiveness of the individual, team, or firm to the RFP, including information contained in the proposal. Ranking criteria for selection will include the firm’s understanding of the project, experience and demonstrated success with similar projects, the quality of the firm’s work, the proposed approach to the project, the qualifications of the assigned individuals, the qualifications of the specific individuals who will work on the project, the amount of time key individuals will be involved in their respective portions of the project, and the ability of the firm to provide appropriate insurance in adequate amounts, including professional errors and omissions insurance. The proposed fee and overall cost effectiveness of the proposal will be evaluated after an initial ranking of the qualifications of each individual, team, or firm submitting a proposal. MVSD may contact the Team Leader to clarify any questions or concerns regarding a given proposal.

Each respondent is required to submit six (6) copies of the proposal to the MVSD Administration Building by **4:00 pm, April 16, 2015**. All proposals shall become the sole property of MVSD. Proposals will be received only at the following addresses:

If mailed: Mt. View Sanitary District  
PO Box 2757  
Martinez, CA 94533

If delivered: Mt. View Sanitary District  
3800 Arthur Road  
Martinez, CA 94553

Proposals should be addressed to the attention of **Kelly Davidson, District Biologist**, and clearly marked: “MCNABNEY MARSH MANAGEMENT PLAN PROPOSAL” on the envelope.

Significant Dates (dates are subject to change):

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<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Posting of RFP</td>
<td>March 10, 2015</td>
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<tr>
<td>Guided site visit</td>
<td>Week of March 23, 2015</td>
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<tr>
<td>Submission deadline</td>
<td>4:00 pm, April 16, 2015</td>
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<tr>
<td>Review period</td>
<td>Week of April 20, 2015</td>
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<td>Notice of short list</td>
<td>April 24, 2015</td>
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<td>Interviews (if needed)</td>
<td>April 28, 2015</td>
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<td>Selection of qualified firm</td>
<td>May 1, 2015</td>
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<td>Board approval (if needed)</td>
<td>May 14, 2015</td>
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<td>Notice to proceed</td>
<td>May 18, 2015</td>
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<td>Due date for Draft I - Marsh Management Plan</td>
<td>February 12, 2016</td>
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<td>Comments on Draft I due to consultant</td>
<td>April 12, 2016</td>
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<tr>
<td>Due date for Final Draft - Marsh Management Plan</td>
<td>May 31, 2016</td>
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MVSD reserves the right to:

- waive minor irregularities and/or modify or cancel the selection process or schedule at any time;
- negotiate with the second ranked Respondent if unable to negotiate an acceptable contract with the first ranked Respondent within a reasonable period of time;
- reject any and all proposals and to issue a new RFP when it is in the best interest of MVSD;
- seek any clarification or additional information from Respondents as is deemed necessary to the evaluation of a response;
- judge the substance and relevance of the Respondent’s written or oral representation, including seeking and evaluating independent information on any of the Respondent’s work cited as
relevant experience; and

- contract with separate entities for various components of the services.

All expenses related to any Respondents’ response to the RFP, or other expenses incurred during the period of time the selection process is underway, are the sole obligation and responsibility of the Respondent. MVSD will not directly or indirectly assume responsibility for such costs except as otherwise provided by written agreement. A sample District Standard Professional Services Agreement is included for reference.

Attachments:
1. Project location map
2. District Standard Professional Services Agreement