

Request for Proposals

Protecting Minnesota's Forested Watersheds for Loons, Lunkers and Logs USDA Forest Service Eastern Region State and Private Forestry Fiscal Year 2020 Landscape Scale Restoration (LSR) Grant

Summary

The Koochiching County SWCD welcomes proposals that assist in the development of two watershed-based landscape stewardship plans including the St. Louis River Watershed and the Big Fork River Watershed.

- Proposals are requested for the following activity: **GIS Analysis and Mapping**

Minimum Requirements

- Contractor must be knowledgeable about landscape stewardship and the watershed – forestry concepts.
- The selected GIS consultant must be skilled in data management, GIS mapping and analysis, use and interpretation of watershed land cover, forestry and related data sets and models, land use controls, watershed restoration and forestland protection strategies.
- Contractor must be able to complete the project work by **May 1, 2021**.
- Contractor will be required to comply with all Federal and State laws and regulations related to the completion of projects as stated in the letter of award.

Scopes of Work and Deliverables

GIS Analysis and Mapping Project

- **Watershed Mapping – HUC 8:** Maps and data will be prepared at the HUC 8 scale including the following as directed by the project staff team: base mapping; protection/restoration classifications; elevation; historic and current land cover; geomorphology; ECS section, subsection and land type associations; soils; land ownership; forestland protection; forest stewardship; native plant communities; forest species abundance; source water protection areas; marginal agricultural lands potential reforestation areas; and relevant modeling information from project partners such as – Forests for the Future, Designated Fisheries Lakes and Streams, Water Quality Trends, Outstanding Resources, Lakes of Biological Significance, Lakes of Phosphorus Sensitivity, Wildland Urban Interface, Growth Patterns, Forest Disturbance/Conversion, Agricultural Conversion Risk, Protected Lands, Disturbed Lands, etc.
- **Watershed Mapping – HUC 10:** Individual subwatershed maps and data will be prepared for the subwatersheds (HUC10) in each major watershed using similar data sets from the HUC 8 analysis.
- **Watershed Mapping – HUC 14:** Individual minor watershed protection and & RAQ scoring maps and corresponding atlas sheets will be prepared for all of the minor watersheds. Appropriate needles and thermometers shall also be prepared and included with the maps on the atlas sheet, recognizing that several minor watersheds in the same geographic area may be combined on the same atlas sheet for visual purposes. A priority minor watersheds map shall also be prepared.
- **Maps and Data Tables:** A spreadsheet comparing the relevant features of each subwatershed and minor watershed will be prepared. Maps and data tables to support the planning process, the LSP and appendix will be provided.
- **Landowner Tables:** A table of parcels > 20 acres in each HUC 10 major shall be prepared in Excel spreadsheet format for use by SWCDs for implementation. The spreadsheet shall include landowner mailing address, parcel #, RAQ scores, SFIA/2c/FSP status, and other relevant information to support the work of the LSP planning team/local forestry technical team.
- **LSP Planning Team Meetings:** Contractor shall assist in developing agendas and information materials, present materials and support active discussions at all LSP planning meetings.
- **Digital Documents:** Contractor will provide the DNR with digital copies of all documents prepared for this contract using Microsoft (MS Word, Publisher, Access, Excel, etc.) and ESRI products.

Deliverables:

- HUC 8, HUC 10, and HUC 14 maps, data and GIS analysis.
- Data tables for HUC 10 sub-watersheds and minor watersheds for use at the LSP Planning Team meetings
- Protection & RAQ scoring atlas sheets.
- Landowner spreadsheets to support the local forestry technical team coordination work.
- GIS maps, data and shape files to support the development of the LSPs and appendices.

Submittal Instructions

Proposals must be received by the Koochiching SWCD by **4:00 pm on September 18, 2020**. Proposers may submit their proposal by electronic (pdf) or bound 8 ½" x 11" formats. Proposals should be addressed to:

If submitting electronically:

pam.tomevi@co.koochiching.mn.us

If submitting hard copy:

Pam Tomevi
Koochiching SWCD
501 3rd Street, Suite 201
International Falls, MN 56649

Evaluation Process

The following process will be used to select the project consultants:

1. Request for proposal released on September 4, 2020.
2. Proposals are due by 4:00 pm on September 18, 2020 and will be publicly opened at 4:05 pm.
3. A selection committee will be convened to review all qualified proposals by September 22, 2020.
4. The Koochiching SWCD will notify all proposers by September 23, 2020 as to whether or not their proposal was selected.

Evaluation Criteria

1. 25% Demonstrates understanding of the project objectives, tasks, and deliverables
2. 25% Work plan and proposed timeline for completion
3. 25% Qualifications/experience with similar project(s)
4. 25% Cost detail

Right to Reject

Koochiching SWCD reserves the right to accept or reject any or all proposals received. The SWCD reserves the right to negotiate the terms and conditions of the contract to be executed.

Important Dates

- Request for proposals released: **September 4, 2020**
- Proposal deadline and public opening: **September 18, 2020 at 4:05 pm**
- Review and final selection of project consultant: **September 21-22, 2020**
- Notification: All proposers will be notified by **September 23, 2020** as to whether or not their proposal was selected.

For More Information

For more information please contact Pam Tomevi at: 218-290-5662 or pam.tomevi@co.koochiching.mn.us .