

Chehalis River Basin  
Flood Control Zone District  
REQUEST FOR PROPOSALS  
Project Management Services

# Addendum #1

March 27, 2024

**Deadline Extended: The below RFP is amended to extend the deadline for questions and responses. The new deadlines are:**

**Deadline for Written Questions: April 23, 2025 at 5PM Pacific Time**

**New Deadline for Responses: April 30, 2025 at 5PM Pacific Time**

The terms of the RFP otherwise remain the same.

# Chehalis River Basin Flood Control Zone District REQUEST FOR PROPOSALS Project Management Services

**Date of Publication: March 7, 2025**

**Deadline for Written Questions: ~~March 28, 2025~~ April 23, 2025**

**Deadline for Responses: ~~April 4, 2025~~ April 30, 2025**

## General Information

The Chehalis River Basin Flood Control Zone District (District) is accepting responses from qualified individuals or firms for project management services, to provide oversight and management of the ongoing state and federal environmental review and permitting of a project consisting of a proposed flow-through dam for flood control, levee improvements, and associated mitigation actions, as well as other potential projects associated with reducing the risk of flood damage in the Chehalis River Basin. The ideal applicant is or employs a professional experienced in managing very large infrastructure projects, who demonstrates an ability to lead such a project's permitting, construction, and/or mitigation to a successful conclusion. An engineering background may be useful but is not necessary. The successful applicant will be retained as an independent contractor, not as an employee, but will have a staff augmentation or owner's assistant role.

- The District is proposing to construct a new flow-through dam for flood control on the Chehalis River near Pe Ell, Washington and to improve the existing flood protection levee at the Chehalis-Centralia Airport in Chehalis, Washington. The flow-through structure would be the first facility of its kind in North America: its innovative design generally allows fish and sediment passage, but functions as a dam vary rarely for short periods during extreme flooding.
- If permitted and funded, the District expects construction could potentially begin in 2030 and the facility could begin operations before 2035. The project is intended to reduce flood damage throughout the Chehalis Basin; to protect families, communities, schools, businesses, churches, farms, industry, and major federal, state, and local infrastructure; and to protect the Chehalis-Centralia Airport and area transportation corridors from flood damage, thereby reducing or alleviating the closure of Interstate 5 in large flood events.
- The project is currently in federal and state environmental review and will require extensive permitting and mitigation. The proposed project includes measures to avoid, minimize or mitigate for the facility's environmental impacts and to result in no net loss to ecological functions plus an ecological lift.
- The project team consists of strategic consultants and consultant firms specializing in engineering, geology, hydrology, hydraulics, biology and fish enhancement, wildlife protection, geomorphology, and other fields. An ability to get the best work from a team across a diverse

array of engineering, design, and environmental disciplines is essential; an organized applicant experienced in team leadership is ideal.

- The project is embedded within a basin-wide strategy to reduce flood damage and support and restore aquatic species populations. It involves cooperation and coordination with the District's administration and elected supervisors; the Office of Chehalis Basin; Native American Tribes; federal and state regulatory agencies; environmental organizations; local citizens' groups; local, state, and federal elected officials; and the general public. An ability to develop trust and embody integrity in interactions with a wide variety of tribal governments, federal and state agencies, and environmental, community, and citizen stakeholders is essential.
- The District anticipates that an experienced applicant would commit an average of twenty to thirty hours per week to this effort.

## Proposal Submittal

One electronic copy or hard copy of your Proposal, as described below, is required.

Electronic copies shall be in pdf format and emailed from the applicant's business email address to [Ryan.Barrett@lewiscountywa.gov](mailto:Ryan.Barrett@lewiscountywa.gov), CC: [Eric.Eisenberg@lewiscountywa.gov](mailto:Eric.Eisenberg@lewiscountywa.gov). The subject line of the email should include "District Project Management RFP".

Hard copy materials shall be sealed in an envelope and labeled with the name and address of the firm, then mailed to:

**Ryan Barrett, District Administrator**  
**Chehalis River Basin Flood Control Zone District**  
**Re: Project Management RFP**  
**351 NW North Street**  
**Chehalis, WA 98532**

All submittals shall be received no later than 5:00 pm on ~~April 4, 2025~~ **April 30, 2025**. Submittal packages that are incomplete or submitted after the deadline will be rejected and automatically disqualified from further evaluation.

## RFP Contact

All questions regarding this RFP shall be provided in writing and directed to:

**Eric Eisenberg**  
**Deputy District Administrator**  
**[Eric.Eisenberg@lewiscountywa.gov](mailto:Eric.Eisenberg@lewiscountywa.gov)**

## Qualifications

A successful applicant must be or employ a professional experienced in managing large infrastructure projects, who demonstrates an ability to lead such a project's permitting, construction, and/or mitigation to a successful conclusion. Preferably, the applicant will have experience managing water resources projects with the goals of reducing the risk of flood damage while protecting the natural and human environment.

## Scope of Work

The project manager will advance and help shape the vision and strategy of the District regarding the ongoing work, manage existing and future consultant contracts for the District as owner's representative, and represent the District in public facing communications with a diverse set of entities.

Specific Tasks include but are not limited to:

- Steer the long-term strategy, vision, and tactics of the project, in consultation with advisors, to inform the District's Administrator and Board and enable them to advance the District's goals.
- Coordinate with the District's administration and Board on key issues and decision points to obtain approval or agreement as appropriate.
- Represent and manage District participation in project-based environmental review processes (SEPA/NEPA, ESA consultation, NHPA Section 106 consultation) and permitting of the proposed flow-through dam and airport levee improvements.
- Manage a multidisciplinary consultant project team including geomorphologists, biologists, economists, planners, hydraulic and water resources engineers, and environmental scientists.
- Manage and oversee hydrologic, hydraulic and engineering analysis for infrastructure related to flooding, floodplain delineation, stormwater drainage, river management studies, and property development projects.
- Manage and oversee planning and design of a wide range of flood, erosion mitigation, and water quality projects including stream restoration, fish passage, and stormwater management.
- Manage and oversee mitigation refinements and implementation to reduce the environmental impacts of projects, the implementation of such mitigation as appropriate.
- Conduct ongoing monitoring of construction and maintenance sites as required by permit processes; prepare written reports as required by resource or regulatory agencies.
- Prepare or oversee the preparation of State Environmental Policy Act (SEPA) checklists, Joint Aquatic Resource Permits Applications (JARPA), and other permit applications and reports.
- Monitor compliance with State, Federal, and local environmental laws and regulations; will assist in the development of policies and practices to assure the District's compliance with permitting and regulatory authorities.
- Lead, manage, and oversee interactions and communications with a wide variety of state and federal agencies, tribal governments, environmental and citizen stakeholders, and the general public, and make presentations regarding the project in a wide variety of formal and informal settings.
- Supervise the financial administration of the project and District, track and manage consultant contracts and grant agreements, and prepare large-scale funding proposals and budgets.
- Carefully manage project costs to fund priority tasks and drive the project forward.

## Other Background

Familiarity with the Pacific Northwest regulatory environment may be preferable.

The specific tribes who have expressed an interest in this project are the Quinault Indian Nation, the Confederated Tribes of the Chehalis Reservation, and the Cowlitz Tribe. Prior positive engagement or experience with one or more of these tribes may be preferable.

## Proposal Schedule

All submittals shall be delivered to the District Administrator, Ryan Barrett no later than 5:00 pm on ~~April 4, 2025~~ **April 30, 2025**. Questions must be submitted, in writing, to the contact listed above no later than 5:00 pm on ~~March 28, 2025~~ **April 23, 2025**. If there are multiple qualified applicants, the District may hold interviews. Regardless of whether such interviews are held, and before, during, and/or after such interviews, the District may ask any applicant for further information or to answer questions related to their proposal.

Any further information or updates to this schedule will be posted on the District's website at <https://www.chehalisriverbasinfczd.com/resources>.

## Submittal Requirements

- A brief statement of interest, stating why the applicant should be considered for this project.
- Name, office location, and contact information for the individual or firm applying.
- Resumes for the prime applicant and any subconsultants. Resumes should include the names of the people proposed to work on this project and describe their experience in work similar to this RFP.
- The name and title of the person authorized to execute a contract on behalf of the applicant.
- A statement outlining any exceptions to the District's requirements or clarifications to the requirements.
- Any additional services or procedures of benefit to the District not specifically required herein, which the applicant offers to provide.
- Three to six references for the applicant's similar prior work, including a brief description of the work and a contact name, title, phone number, and email address.
- A summary of any litigation pending or judgments against the applicant within the last 5 years.
- A fee proposal for the required work. Hourly rates are acceptable.
- Submittals shall be no more than ten (10) pages in length, single-sided, not including the cover letter and resumes.

## Evaluation Criteria

Individuals or firms will be evaluated on a best-value basis including the following criteria:

- The ability of the consultant to provide the anticipated services as outlined in the scope of work.
- The experience of the consultant in successfully carrying out similar scopes of work for large infrastructure projects.
- Experience of any other key individuals assigned to this project.
- Quality of references.

- Cost will be considered as a factor but is not the deciding factor; this is a solicitation for the best proposal, not a call for the lowest bidder.

## Selection

The District retains sole discretion to determine which proposal provides the best value. The District may negotiate with a qualified applicant to reach agreeable terms and conditions. The District reserves the right to reject all proposals, select an applicant for less than the full scope of work, or to hire some combination of the applicants for the full scope of work.

## Proposal Costs

Costs incurred for preparing and presenting your qualifications shall be the responsibility of the applicant and are not subject to reimbursement by the Chehalis River Basin Flood Control Zone District. This RFP is not a guarantee of employment nor any amount of work for hire.

## Nondiscrimination

The District is an equal-opportunity agency and is committed to nondiscrimination. Small, women-owned, minority-owned, and veteran-owned business enterprises are encouraged to apply. Individuals of all races, colors, creeds, demographics, and all other protected classes are encouraged to apply.

## RFP Updates

Updates and further information about this RFQ shall be posted to the District's website at <https://www.chehalisriverbasinfczd.com/resources>.

~~DATED this 7 day of March, 2025~~

AMENDED this 27 day of March, 2025