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Southeast Alaska Watershed Coalition Request for Proposal 109

Fish Passage Improvement Projects

Architecture/Engineering Services

Kake, Alaska

RFP AND STATEMENT OF WORK

November 10, 2026

Southeast Alaska Watershed Coalition

Juneau, Alaska

Table of Contents

1.0 GENERAL INFORMATION 3
2.0 OBJECTIVES AND PERFORMANCE REQUIREMENTS 4
3.0 TASK 1 – SITE INVESTIGATION 6
4.0 TASK 2 – SITE ANALYSIS 11
5.0 TASK 3 – DESIGN & BIDDING DOCUMENTS 13
6.0 TASK 4 – CONSTRUCTION PHASE SERVICES (NIC) 15
7.0 PROPOSAL EVALUATION AND ARCHITECT/ENGINEER SELECTION 16
Appendix 1: Site Information 18
Appendix 2: Additional Resources and References 22
Appendix 3: Design Report 23

1.0 GENERAL INFORMATION

1.1 Project Description

The Southeast Alaska Watershed Coalition (SAWC) and the U.S. Fish and Wildlife Service (USFWS) are seeking survey and design engineering services from qualified consultants and engineers for two aquatic organism passage (AOP) stream crossing sites on Ku preanof Island near the town of Kake, Alaska

The scope of work includes preparation of 100% design and bid documents for 2 sites. Creek Street Creek (SiteID1236) crosses McCartney Road on the northern end of the town of Kake (Figs. 1-4) ; Moose Mountain Creek (SiteID 1227) is located on Kake Tribal Corporation land at Three Crosses Road approximately 7 miles north of Kake (Figs. 5-7).

The Architect/Engineer (A/E) shall complete topographic survey; hydrologic and hydraulic (H&H) analysis; design, cost estimation, and contract development services for the two sites.

The A/E is expected to provide, as part of this contract, survey and design submittals for design development (15% & 65%), pre-construction phase (95%) and construction documents (100%), as well as engineering support during construction. The design submittals will be reviewed by USFWS and SAWC.

1.2 Project Background

This project will produce two shovel-ready engineering designs to replace existing road crossings of anadromous waters on Kupreanof Island. The crossings are at risk of failure and likely block or impede fish passage because they are undersized, perched, and not embedded in the channel. Poor flow conveyance at the Moose Mountain site is causing over-road flow and road prism damage.

Creek Street Creek (1236)

Creek Street Creek flows into saltwater at Keku Strain in Kake, Alaska (Fig. 1) and supports Coho Salmon, coastal cutthroat, and Dolly Varden char. The culvert (located at 56.9786, -133.9498) is currently undersized, perched, and blocking Coho Salmon on their way from the ocean to spawn and is at risk of flood failure (AWC Code: 109-42-10036). The site is located on the north end of the town of Kake and goes under the McCartney Road, the main paved road in Kake. The road is managed by the City's Road Department. There are known overhead electrical utilities and underground utilities including water and sewer lines. The current culvert has 15-18 ft of fill on top of it. See Appendix 1: Site Information for more site details.

Moose Mountain Creek (1227)

Moose Creek is an anadromous stream that flows into saltwater north of Kake, Alaska on the east side of Kupreanof Island (Fig. 4). The fish passage site (located at 57.0286, -133.9937) consists

of a single culvert in a gravel road that crosses an unnamed stream that supports Chum, Pink and Coho Salmon, approximately 7 miles from the town of Kake on Kake Tribal Corporation (KTC) land (Fig. 5, AWC #110-17-10090). The road is managed by KTC. There are no known utilities at the site. See Appendix 1: Site Information for more site details.

1.3 Design Criteria

The design will require specialized expertise in design of stream crossings for aquatic organism passage and natural channel construction.

USFWS Culvert Design Guidelines for Ecological Function: To the extent feasible within project constraints, design development for this project should generally follow the latest edition of the USFWS Culvert Design Guidelines; exceptions are to be documented and justified.

AASHTO Guidelines for Geometric Design of Low Volume Roads (Second Edition, 2019): Modifications to existing roadway geometry should be designed following the guidelines for very low volume roads.

The design is subject to approval by SAWC, USFWS, road managers, and the landowners.

See Appendix 2: Additional Resources and References for links to listed references and additional resources.

1.4 Property Clearance and Access

SAWC will arrange clearances and access to the property for the consultant.

1.5 Confidentiality Statement

The A/E shall protect the confidentiality of all work accomplished under this scope of work. Quantity surveys and cost estimates shall remain the sole property of SAWC, and shall not be made available to others for any purpose. The A/E shall not publicly disclose any data generated for review under this contract. Submittals and data generated under this contract shall become the property of SAWC and distribution to any source by the A/E, unless authorized by the SAWC, is prohibited.

2.0 OBJECTIVES AND PERFORMANCE REQUIREMENTS

The objective of this contract is to prepare designs and cost estimates sufficient for funding applications, develop a full set of construction documents for use in bidding and constructing the above described two fish passage projects, and provide engineering assistance during construction.

Critical objectives for this project include the following, beginning with the highest priority:

1. DESIGN SCHEDULE: Develop design and cost estimate and supporting documents by March 30, 2028.
2. DESIGN SERVICES COST: Provide cost-effective A/E services developing construction contract documents and office-based engineering support during construction for no more than $100k total.
3. LOCAL COLLABORATION: Coordinate with local road managers to designs sites with materials that are available locally.
4. CONSTRUCTION SCHEDULE: Bid and construct at least one or two sites (ideally both) to substantial completion in calendar year 2029.
5. STREAMLINED MANAGEMENT: Render professional services sufficiently comprehensive to minimize landowner administrative effort.
6. CROSSING DURABILITY: Minimize need for recurrent maintenance actions (ie debris removal, scour mitigation, guardrail repair). Design crossings to have similar maintenance requirements as similar infrastructure in the region (ie bridge redecking, surface grading, etc). Withstand extreme events or able to be returned to service quickly thereafter using locally available equipment. Stream crossing infrastructure on roads subject to future closure are suitable to be deployed elsewhere (ie prefabricated bridges).
7. ECOSYSTEM FUNCTION: At a minimum, provide for reliable debris, water, and aquatic organism passage during most stages. Ideally incorporate channel complexity elements as appropriate for site conditions.
8. SUCCESSFUL CONSTRUCTION COMPLETION: Project implementation successfully delivers on project objectives including schedule, durability, and ecosystem function with low or minimized administration and intervention needs.

2.1 Bid Packages

Develop complete bid packages including project specifications, plans, instructions to bidders, and forms. Use DOT&PF Standard Specifications for Highway Construction unless another standard specification format is identified as preferable and agreed to by landowner.

Assume the construction contract all sites will be competitively bid with relevant past experience as a selection factor in addition to price.

2.2 Task List

Task 1 – Reference Reach and Site Surveys
Task 2– Hydrologic and Hydraulic (H&H) Report
Task 3 – Design and Bidding Documents
Task 4 – Construction Support

2.3 Project Milestones

Major anticipated project milestones include:

- Field Report
- Draft Design Report
- Final Design Report
- 15% (Concept) Design Complete
- 65% (Application Ready) Design Complete
- 95% (Final Review) Design Complete
- 100% (Bid Ready) Final Construction Documents

2.4 Project and Design Schedule

The A/E shall submit a schedule to SAWC and USFWS for approval. Project partners desire to have final designs and documents by March 30, 2028.

Include a minimum of 15 business days between the submittal date of a draft deliverable and subsequent review meeting during winter months (October-April), and a minimum of 20 business days during summer months (May-September) and over major winter holidays (Thanksgiving, Christmas, New Years). Design review meetings will be held after each review period. The assumed schedule for tasks is shown in Table 1.

Table 1. Schedule

Task	**Anticipated Date**
Proposals submitted to SAWC	January 7, 2027
Notification of selection	January 14, 2027
Contract Award	January 19,2027
Site Surveys, geotechnical investigation if necessary	April-May, 2027
15% Design(s)	May-August 2027
65% Design(s	November 2027
95% Design(s)	January 2028
100% Design(s)	March 2028
Advertise Construction Contract(s) for Bidding	October 2028

3.0 TASK 1 – SITE INVESTIGATION

Survey the existing road, channel, and stream crossing to sufficient detail to inform subsequent analysis, design and estimation. Survey a reference reach relevant to the site's hydrology and anticipated channel design slope. Set a minimum of 4 control points in the project area. A local or regionally-knowledgeable partner(s) with fish passage design expertise will be made available to accompany the team onsite during on-site survey effort(s) to help identify the reference reach location, cross section locations, bankfull width and bankfull indicators. Coordinate all survey work, but particularly reference reach survey work, with this partner, as directed by SAWC.

If determined necessary by A/E to complete designs, complete a geotechnical investigation of sites.

Anticipated site investigation efforts include:

3.1 Desktop Reconnaissance

Prior to visiting site(s), develop longitudinal profiles through crossing(s) using best available topographic data (LiDAR, IFSAR, etc) and complete an initial drainage basin delineation. Examine profile for changes in slope and potential slope offsets through crossing.

Estimate an initial design stream alignment or expected constructed channel length through crossing. Compare initial estimated design slope against slopes identified along longitudinal profile of stream. Identify any locations that appear to be a good reference reach to inform the design of the reconstructed channel.

If initial estimated design slope is outside the slope range on the subject stream, identify a channel at the appropriate slope in a watershed of similar size (+/- 50%), elevation, and topographic relief.

If regional curves are available for the area, calculate predicted bankfull widths and bankfull areas.

3.2 Road, Utility, Property, and Topographic Survey

Contact the Alaska Dig Line and any known utilities in the area not participating in the 8-1-1 program. Coordinate with SAWC and landowners to identify any additional utilities not registered. Survey all locate marks and have locates completed in the area prior to completing the survey. Survey all locate marks within 14 days of the locate service.

Survey road alignment and profile at the crossing to capture at least one tangent or curve beyond anticipated area of impact (generally at least 300-500 linear feet each side of crossing). Capture the existing road prism including shoulder, crown/superelevation, ditch bottom, and edge of cut/fill at a minimum of 50 ft frequency to at least 100 feet beyond anticipated construction impacts (generally at least 250 linear feet each side of crossing).

Delineate right-of-way and property boundaries, if any exist within the area of investigation.

Capture any structures, driveways, approaches, or other features that may affect the project.

Collect the following topographic features in the vicinity of the crossing (generally within 75 feet of the road and stream, extending 300 feet in each direction along channel and road centerline, or as identified in the field):

- Top and bottom of banks
- Edge of existing water

- Channel thalweg (deepest point of the channel at any given cross section, often NOT centered between the banks)
- Gravel bars
- Bankfull indicators (high, low, and middle indicators can all be noted if multiple indicators are observed at one location)
- Ordinary high water
- Changes in slope
- Bedrock, large bounders, or changes in materials
- Stable grade control features along the thalweg & deepest points of major pools
- Floodplain features including side/flood channels, islands, vegetation type transitions
- Large woody debris in channel
- Large/mature trees within 75 feet of the road
- Culverts (crown or invert elevations and apparent diameter)
- Side channels

Adjust topographic survey extents as appropriate to capture anticipated detour and diversion footprints and extend to at least 3 grade control features upstream and downstream of the crossing and outside the anticipated tie-in locations.

3.3 Reference Reach Survey

Select a reference reach relevant to the anticipated crossing design (similar slope and hydrology), informed by the desktop analysis and on-site observations. The reference reach may be on the same stream as the crossing; overlapping, adjacent to or disconnected from the crossing; or on a different stream with similar hydrology. A reference reach located elsewhere from the crossing site is likely necessary if there are changes in slope or offset stream profiles at the crossing, evidence of instability near the crossing, or design constraints on modifications to channel elevation (buried utilities, critical water surface elevations to maintain). The reference reach should be stable and minimally impacted by manmade features.

Collect a longitudinal profile through the reference reach covering a stream length equal to at least 20 times the bankfull width of the reference reach. The longitudinal profile surveys should capture:

- Profile points along the thalweg at each critical slope break including: top and bottom of steps, beginning of riffles, beginning of pool, and pool max depth.
- Concurrent water surface elevation at time of survey (generally immediately above and below each grade control feature and other major slope breaks)
- Bankfull indicators where present (noting multiple features if indicators are observed at multiple elevations)

  Survey cross sections at a minimum of two representative riffles in the reference reach. The riffle cross sections should be located in the upper third of the riffle and the pool cross section

should be located at the deepest point of the pool. If no riffles are present, select a representative step within a series of steps, or at a crossover section between meander bends. At each riffle cross section, capture:

- All bankfull indicators identified in the field (noting multiple features if indicators are observed at multiple elevations)
- All slope breaks and stream features, with additional points as needed to define channel and bank shape (maximum spacing of 1/10th the bankfull width, or 1 foot, whichever is larger)
- Floodplain extents (survey should extend to at least the elevation that would be inundated if the water depth were twice the bankfull maximum depth observed at a riffle or stable grade control feature; Rosgen 1996)
- Floodplain features such as side channels, islands, and notable slope breaks or vegetation transitions.

Capture the spatial extents of the reference reach by surveying the ordinary high water mark or top and toe of bank along each side of the channel(s) and the thalweg. Collect edge features at a frequency of 0.5 x bankfull width, or as needed to capture the channel alignment and planform features. If spatial extents of the channel are surveyed independently of the longitudinal profile and channel cross sections, note locations of key profile features and cross sections to correlate the data sets together.

3.4 Geomorphic Investigation & Site Observations

Record a sketch of the hydraulic site survey in a field notebook. Show the road and culvert location, the stream banks with high water lines, and the direction of flow. Show the location and extent of streambed obstructions and existing features, in or along the stream channel, such as rock outcrops, islands, riprap in the channel, etc. Record additional observations such as: streambed and bank composition and size, depth of existing flow, width of existing flow, apparent maximum high water, and location, amount and type of debris at the site.

Complete a pebble count within the active channel bed at each of the following locations (2-3 total):

- Riffle cross section in reference reach
- Riffle (or stable grade control feature) upstream of and outside the apparent influence of the crossing
- Riffle (or stable grade control feature) downstream and outside the apparent influence of the crossing

Sketch or photograph common natural forcing features in the channel such as boulders/key rocks, large wood, and debris jams. If large wood or debris jams are a common forcing feature and more than 50 ft of stream reconstruction outside of the road embankment is anticipated (e.g.

within footprint of temporary detour roads or for channel realignment) complete a large woody debris index assessment.

Note dominant trees, shrubs, and herbaceous perennials in the area. Note native species present onsite that are known to be available from suppliers. Note if any noxious or invasive plant materials are observed onsite.

See Appendix 2: Additional Resources and References for additional resources on Large Woody Debris Index assessments, Native Plant Material Sources, and Noxious and Invasive plants.

3.5 Survey Control

Set at least 4 survey control points (or supplemental benchmarks), generally consisting of two along road on either side of crossing, plus one upstream and one downstream. Assume vertical and horizontal control unless there are State, Borough or other control monuments within 200 yards of project site. Collect all survey data with equipment and methods suitable to achieve at least 0.1 foot accuracy.

Develop a survey control sheet for inclusion within the construction contract documents showing key road and stream features and locations of survey control points. Provide descriptions, northings, eastings, and elevations for each control point.

3.6 Geotechnical Investigation

If determined necessary by A/E to complete design, complete a geotechnical investigation of site(s) using whichever means appropriate to confirm design assumptions or inform design of structures sensitive to subsurface conditions.

3.7 Surveyor Qualifications

The Surveyor shall be registered in the state of Alaska in accordance with 12 AAC 36 State Board of Registration for Architects, Engineers, and Land Surveyors.

3.8 Deliverables

Deliverables shall consist of the following as a minimum:

- Electronic copy of base site mapping in Adobe Acrobat™ format and one electronic file in AutoCAD™ release 2015 or later format. All xrefs shall be bound to the AutoCAD™ files. All support files for the AutoCAD ™drawings shall be included (i.e. Fonts, plot files, point files, etc).
- Site photos and notes/sketches collected at the time of survey
- Survey control sheet stamped by a surveyor licensed in the State of Alaska
- If necessary: Applications and drawings for temporary construction easements if necessary

- If necessary: geotechnical investigation memo & recommendations report

4.0 TASK 2 – SITE ANALYSIS

This task will include a site visit, kick off meeting, and the investigation and evaluation of the sites for context and parameters needed to complete stream simulation designs. Anticipated efforts necessary to complete this task are detailed as follows.

4.1 Site Visit, Kickoff Meeting, and design criteria summary

The A/E project manager and appropriate A/E team members will conduct a site visit with the USFWS and SAWC project managers in each locality. This will involve meeting with stakeholders and performing a site visit; acquainting the A/E with the sites and familiarizing the A/E with the intent of the project. It also allows data gathering, information exchange, clarification and refinement of project intent.

The A/E will submit a list of proposed A/E team members to the SAWC project manager for approval at least two calendar weeks prior to the trip. The A/E will prepare a brief site visit summary containing meeting minutes to the SAWC project manager within seven calendar days after the visit.

The site visit summary should include a 1-page summary of design criteria and constraints relevant to the specific site as understood by the A/E at the time of submission. The A/E shall highlight any criteria or constraints yet undetermined or under deliberation at the time of submission to facilitate effective communication and rapid decision-making by project stakeholders. The summary should address the following at a minimum, and other items as determined by the A/E important to confirm/finalize in order to achieve project schedule objectives:

- Governing roadway design standards; speeds, volumes, and loading
- Feasibility of road closures
- Hydraulic performance minima (ie HW/D<0.8@Q100 + acceptable performance during extreme event)
- Minimum span of primary crossing (and total floodplain crossing system, if multiple crossings are used in tandem as a system)
- Basis of substrate design (mobility or stability)
- Key features to protect in place (such as buried utilities or impounded waterbodies to be maintained)
- Notable maintenance preferences or constraints
- Contracting mechanism for construction (e.g. competitive bid, direct award, self-perform, etc)

- Performance criteria or surrogates to be used for selecting preferred alternative (e.g. construction cost, design time, construction time, earthwork volume, suitability for local resources)

4.2 Design Report

The design report shall address engineering design strategy, hydrologic and hydraulic analyses, and evaluation of information collected during Task 1. See Appendix 3: Design Report for desired elements to be addressed in the final report.

4.3 Hydraulic Engineer Qualification

The Hydraulic Engineer shall be registered in the state of Alaska in accordance with 12 AAC 36 State Board of Registration for Architects, Engineers, and Land Surveyors. The Hydraulic Engineer shall also have a minimum of five (5) years of experience completing similar fish passage improvement projects using the US Forest Service Stream Simulation Design method.

4.4 Deliverables

The project kickoff meeting minutes and brief site visit report shall be submitted in Adobe Acrobat™ format within seven calendar days after the visit.

Relevant portions of the design report shall be submitted with or before the first concept design submittal for comment. At a minimum, the first report or memorandum submittal should address the following:

- Hydrologic methods used
- Design discharges selected
- Longitudinal profile through reference reach and the crossing; depicting elevations of channel thalweg, water surface at the time of the survey, and bankfull indicators (where found)
- Surveyed channel cross sections, depicting bankfull indicators (where found) and water surface elevation at time of survey
- Summary of channel geometry observed in reference reach including typical bankfull width(s), bankfull depth(s), and bankfull area(s)
- Proposed geometry of constructed channel through crossing, including bankfull width, bankfull depth, bankfull (include allowable ranges or tolerances if determined yet)
- Channel cross section to be used as basis of design and selecting structure alternatives, depicting clearance box(es) for minimum width, depth below thalweg, and height above thalweg.

Significant additions or revisions shall be provided again with the 65% design submittal. The final design report shall be updated with all relevant design changes and submitted with either the 95% or 100% design. Each deliverable shall be submitted in Adobe Acrobat™ format.

5.0 TASK 3 – DESIGN & BIDDING DOCUMENTS

5.1 Design Reviews and Coordination

A/E shall provide design review deliverables at the 15%, 65%, and 95% design completion stages. All prepared documents shall be distributed to stakeholders for comments. A/E shall schedule a stakeholder meeting by teleconference to discuss review comments at each milestone stage. Allow a minimum of 15 business days between distribution of design documents and review meeting during winter months (October-April) and a minimum of 20 business days during summer months (May-September) or over significant winter holidays (Thanksgiving, Christmas, New Years). Provide adjudicated responses to comments received on the prior design deliverable with the subsequent design submittal.

15%: anticipated excavation quantity plus sufficient drawings to depict: proposed structure, channel alignment and profile, road alignment and profile, channel typical section

65%: Construction quantity estimates; complete planset as described in Drawings; spec memo with draft unique project special provisions relevant to stream diversion, construction, revegetation, and traffic control.

95%: Construction quantity, cost, and duration estimates; complete planset as described in Drawings; draft bid manual including all special provisions, evaluation criteria, required submittals; identify supplemental documents to be provided with bid manual

100%: Construction quantity, cost, and duration estimates; complete bid manual; supplemental documents to be provided with bid advertisement. Coordinate with SAWC regarding staggered submittal schedule if appropriate.

5.2 Drawings

Drawings will be developed in full compliance with SAWC, USFWS and landowner requirements. It is anticipated that the following drawings will be required at a minimum; additional drawings may be required as necessary to detail required construction work:

- Cover sheet with vicinity map
- Legend
- Survey Control Sheet
- General notes and estimated quantities
- Stream alignment and profile
- Road alignment and profile
- Typical sections for road, constructed channel through crossing, constructed channel outside of crossing
- Additional details as necessary for bank construction, channel complexity elements, special grading areas, headwalls, wingwalls, abutments, sills, concrete reinforcement, thaw pipes, guardrail, utility relocations, etc.

- Suggested construction phasing plans for stream diversion, trench dewatering, and traffic control (as necessary)
- Revegetation plan, quantities, and details

The following information should be contained within the planset (though dedicated drawings may not be necessary):

- Features to be demolished vs. protected in place
- Quantities of fill and dredge below the Ordinary High Water Mark
- Anticipated area of ground disturbance

5.3 Specifications

The A/E shall include special provisions as required to clearly communicate level of detail and perform accurate cost estimates. Unless otherwise directed, develop project specifications based on Alaska Department of Transportation & Public Facilities Standard Specifications, standard statewide and regional modifications.

With the 65% design deliverable, submit a memorandum identifying or generally describing anticipated specifications, with any drafts of any unique, project-specific special provisions. Provide complete specifications with 95% and final design deliverables.

5.4 Cost, Quantity & Duration Estimates

At the design submittal stages indicated, provide an estimate of construction basic bid costs, organized following ADOT&PF standard pay specifications and pay items. Provide separate estimates of recommended contingencies and estimated construction inspection and contract administration costs. Provide an estimate of construction duration.

5.5 Bidding Documents

A/E shall prepare bidding documents including general conditions, evaluation criteria, a list of required submittals, special provisions, design drawings, geotechnical information and the bid schedule.

5.6 Civil Engineer Qualifications

The A/E shall provide the services of a civil engineer with experience in the design of roads and drainage structures. Professionals shall be registered in the state of Alaska and shall be practicing in the engineering discipline in which they there are licensed. The civil engineer shall be licensed in accordance with 12 AAC 36 State Board of Registration for Architects, Engineers, and Land Surveyors. The Civil Engineer shall also have a minimum of five (5) years of experience completing similar projects.

5.7 Deliverables

The drawings, specifications and cost estimate shall be submitted in Adobe Acrobat™ format at the design review stages: 15%, 65% and 95%. The survey data shall be provided at the 15% design stage in AutoCAD Civil 3D™ format.

The deliverables for the 100% design drawings shall be as follows:

- One (1) electronic copy in Adobe Acrobat™ format. A professional architect or engineer registered in the State of Alaska shall stamp and sign each drawing.
- One (1) electronic file in AutoCAD Civil 3D™ format. Professional stamps shall be removed from the Electronic AutoCAD™ files. All xrefs shall be bound to the AutoCAD™ files. All support files for the AutoCAD ™ drawings shall be included (i.e. Fonts, plot files etc)

The deliverables for the 100% design specifications shall be as follows:

- One (1) electronic file in Adobe Acrobat™ format. A professional engineer registered in the State of Alaska shall stamp and sign the cover sheet of the document.
- One (1) electronic file in Microsoft Word ™ format

The deliverables for the 100% design cost estimate shall be as follows:

- One (1) electronic file in Adobe Acrobat™ format.
- One (1) electronic file in Microsoft Excel ™ format

6.0 TASK 4 – CONSTRUCTION PHASE SERVICES (NIC)

7.1 Engineering Support During Construction (NIC)

Review Contractor Submittals such as rebar shop drawings, concrete mix designs, diversion plans, culvert and bridge shop drawings. Respond to Requests for Information. Provide revised drawings or direction if needed to adapt to changed conditions. Engineering support shall be provided or overseen by the design engineer of record or the hydraulic engineer as appropriate.

7.2 On-Site Construction Inspection (NIC)

Upon request, provide on-site construction inspection services. If on-site inspection services are added to contract, cost and scope will be negotiated separately from base contract services.

7.0 PROPOSAL EVALUATION AND ARCHITECT/ENGINEER SELECTION

SAWC seeks to limit the costs of design phase Architectural/Engineering services to no more than $100,000 total for two designs. If the desired scope and services described within this Statement of Work cannot be provided for this price, the proposal should propose modifications to the scope and services to meet these price limits.

7.1 Submittal Instructions

SAWC invites qualified entities and individuals to submit proposals by **5:00 pm AKDT on January 7, 2027.**

Limit responses to **eight** 8.5”x11” pages or equivalent (e.g. one 11”x17” page counts as two 8.5”x11” pages).

Submit all questions regarding the proposal electronically to Kelsey Dean kelsey@sawcak.org.

Proof of Alaska business license, insurance, former employee affadavits, etc are not required at the time of proposal submission but must be provided prior to contract award. Inclusion of these items with the proposal do not count toward the page limit.

Proposals must be submitted electronically to Kelsey Dean, kelsey@sawcak.org.

The selected proposal shall be open for inspection after a notice of intent to award. All scored proposals submitted shall be open for inspection upon execution of an agreement resulting from this solicitation. Proposers should not include proprietary information in proposals if such information should not be disclosed to the public. Any language within a submittal purporting to render all or portions of a proposal confidential will be disregarded. Proprietary information which may be provided after selection for contract negotiations will be confidential if expressly agreed to by SAWC.

7.2 Evaluation

Competitive Proposals will be evaluated by a committee. Evaluation of responses to criteria set forth in **Error! Reference source not found.** results in a numerical ranking for each proposal. Each criterion has an assigned weight for this RFP which demonstrates its relative importance.

Scoring of proposals will be accomplished as follows: Each proposal will be rated independently. For each criterion, proposals will be ranked, with the best response receiving a score of 5, the next-best response receiving a score of 4, etc. Duplicate scores will not be awarded unless more than 5 proposals are received. Total proposal score will be calculated

as the sum of the criterion weight times the criterion score from each evaluator for all scored criterion.

After completion of individual evaluations, the Evaluation Committee will meet to discuss proposals. Evaluators may then alter their ratings; however, any changes shall be based solely on the criteria set forth in these documents.

Evaluators may discuss factual knowledge of, and may investigate Proposers and any proposed Subcontractors' prior work experience and performance, including projects referenced in proposal, available written evaluations, etcetera, and may contact listed references or other persons knowledgeable of a Proposer's and/or a Subcontractor's past performance. Factors such as overall experience relative to the proposed contract, quality of work, control of cost, and ability to meet schedules may be addressed.

SAWC expressly reserves the right to waive minor informalities, negotiate changes or reject any and all proposals and to not award the proposed contract, if in its best interest. "Minor Informalities" means matters of form rather than substance which are evident from the submittal, or are insignificant matters that have a negligible effect on price, quantity, quality, delivery, or contractual conditions and can be waived or corrected without prejudice to other Proposers.

SAWC also reserves the right to request oral interviews with the highest ranked/rated proposers. The purpose of the interviews with the highest ranked/rated proposers is to allow expansion upon the written responses. If interviews are conducted a maximum of two proposers may be invited. A second score sheet will be used to score those firms interviewed. The final selection will be based on the total of all evaluators scores achieved on the second rating.

7.3 Selection, Negotiation, and Award

The Proposer whose total rating is scored the highest may be asked to either negotiate a final Agreement or clarify their current proposal for best and final offer. If negotiations are not successful with the top-rated Proposer, negotiations may commence with the next highest rated Proposer until an Agreement is reached, or SAWC, at its sole discretion, elects to cancel the solicitation. SAWC reserves the right to award a contract solely on the written proposal or through negotiations. SAWC further reserves the right to reject any and all proposals submitted.

SAWC reserves the right to make the final determination that is supported by a final written justification.

Appendix 1: Site Information

Creek Street Creek (1236) Site Description

Culvert was surveyed by the USFWS and partners on May 15, 2025, and was noted to be a fish passage barrier at most flows due to a large outlet perch and being undersized to accommodate estimated bankfull width. The outlet perch measured greater than 1 foot, creating barrier for fish. This three-foot culvert is conveying an eight-foot-wide stream, creating a constriction ratio of 0.38. Additionally, the undersized culvert restricts the downstream transport of sediment. A sediment wedge, starts at the inlet and extends 50 feet upstream of the crossing. The growing sediment wedge upstream of the culvert increases the risk of road failure during high water events, reducing hydraulic capacity and increasing erosion of the road prism.

This culvert is located on McCartney road, the paved main road through the town of Kake. There are overhead powerlines as well as underground water and sewer lines through the crossing area. There is a guardrail on the saltwater (west) side of the road since the culvert is on a slight curve. Consideration to traffic control and construction will need to be given during design. There are houses on either side of the road that will limit or impede a contractor's ability to do a full road closure during construction.



Figure 1. Culvert 1236 is located on McCartney Road just north of its intersection with Creek Street on City of Kake lands, and is currently perched, blocking salmon from reaching upstream rearing habitat.



Figure 2. Culvert 1236 is perched at the outlet (left) greater than 1 foot from the water surface, and outfalls over riprap creating a barrier to fish. The upstream habitat from the culvert inlet (right) is low gradient and suitable for rearing anadromous fishes as it tucks into the woods just upstream.

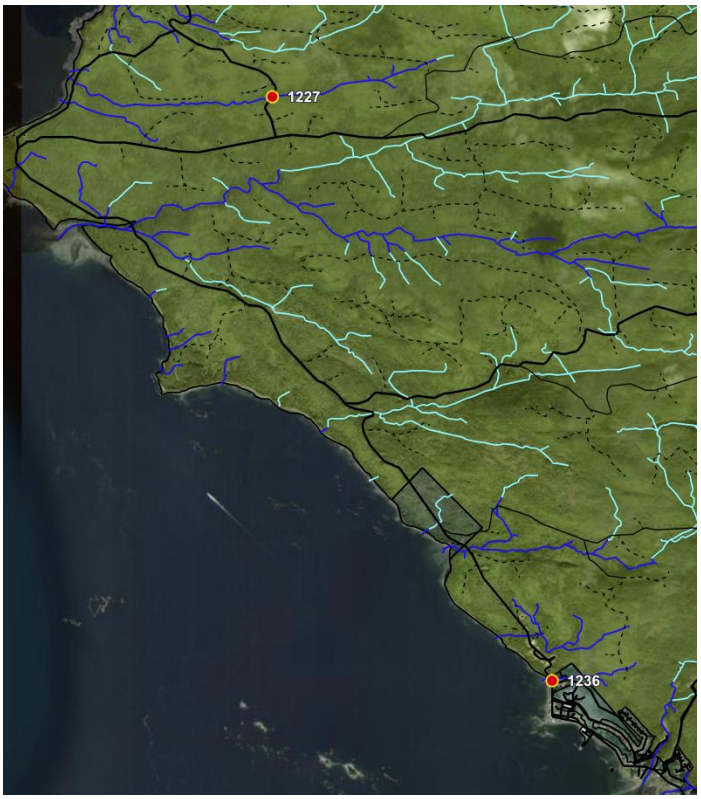


Figure 3. Upstream habitat characteristics. Stream is logged but small gravel exists.



Figure 4. McCartney Road views, utilities are present at this site including powerlines (above ground), water and sewer lines (below). South facing (left) and North facing (right) street view. Note guardrail and sidewalk.

Moose Mountain Creek (1227) Site Descriptions



Culvert was surveyed by USFWS and partners in May 2025 and was identified as a fish barrier due to the undersized pipe (3.5ft wide) currently installed. Stream bankfull is approximately 12 ft. Additionally, an old culvert at this site failed due to high flows and flooding causing damage to the roadway. The culvert is located on a gravel forestry road and currently has 3-6 ft of fill on top of the plastic pipe. There are no known utilities at this site and construction is anticipated to be straightforward and full closure of the road is possible.

Figure 5. Moose Mountain Creek site 1227 is located approximately 7 miles from the town of Kake on Kake Tribal Corporation land on Three Crosses Road.



Figure 6. (Left) The inlet of culvert 1227 is undersized relative to the stream width as evident by bank erosion occurring on the river left side of the culvert. (Right) An over widened scour pool at the

outlet has formed from high water velocity. The culvert is currently only backwatered due to this log which may fail and cause the pipe to become perched


Figure 7. Three Crosses road gravel surface at culvert site. Left photo shows northern view and right view southern view.

Additional Site information.

Site ID	Lat	Long	Primary Issue	Bankfull	Road Fill	Structure
Creek Street Creek 1236	56.9786	-133.9498	Undersized/ Perched	8 ft	15-18 ft Paved	single 3'by 85' CMP
Moose Mountain Creek 1227	57.0286	-133.9937	Undersized/ Restriction	12 ft	3-6 ft Gravel	single 3.5' by40' CPP

Appendix 2: Additional Resources and References

USFWS Culvert Design Guidelines for Ecological Function:
https://www.fws.gov/alaska-culvert-design-guidelines

Large Woody Debris Index Assessments:
https://stream-mechanics.com/wp-content/uploads/2017/12/LWDI-Manual_V1.pdf

Native Plant Material Sources:
https://plants.alaska.gov/nativeplantindex.htm

Noxious and Invasive Plant Materials:
https://www.fs.usda.gov/r10/natural-resources/forest-health/invasive-plants-publications

https://accs.uaa.alaska.edu/invasive-species/non-native-plant-species-list/

Ohio DNR's Stream Morphology (Mecklenburg) Spreadsheets
Available from multiple sources & tailored for various survey methods.
http://michiganstreamteam.org/sample-page/

Appendix 3: Design Report

- Introduction and discussion of specific project objectives; final design criteria
- Site assessment and existing conditions information including:
    - Site description
    - Reconnaissance level map of the stream cross-section, plan, profile, noting representative width and depths, grade control and other geomorphic features.
    - Channel geomorphology discussion
    - Reference reach information collected during Task 1, including:
        - Longitudinal profile(s) through crossing and reference reach, showing grade control features, pools, observed bankfull indicators, and water surface elevation.
        - Channel cross sections, depicting observed bankfull indicators.
        - Summary of the observed range of key parameters observed within the reference reach including slope, bankfull width, bankfull area, pool max depth, grade control feature spacing
        - Channel complexity elements
- Hydrologic analysis
    - Watershed size and geologic setting, determination of peak storm flows, floodplain information
    - Bankfull verification
    - Discussion of factors that could lead to changes in future extreme events compared to historic patterns (including development, land cover changes, and non-stationary climate patterns)
    - Hydrology calculations (typically at least 2 methods unless located on a gaged stream) including low flow, bankfull flow, 1% annual exceedance probability, and extreme events.
    - Discussion of suitability of methods used and justification for discharges selected
- Hydraulic analysis of existing and proposed crossing
    - Culvert sizing and scour analyses.
    - Crossing performance during low flow, bankfull, Q100, extreme, and overtopping events
- Alternatives Analysis (if included)
    - Evaluate at least two unique design approaches (for example: bridge, greater-

than-bankfull bottomless culvert, full invert bankfull width culvert with floodplain relief culverts, ford, realignment).

    - Discuss the criteria used to compare the options evaluated, performance of each option considered relative to the criteria, and the preferred alternative selected.

- Description or explanation of proposed design components:
    - Ultimate stream alignment, channel geometry, slope and profile for long-term stability and habitat.
    - Roadway grade, fill height and width; changes to roadway geometry including horizontal or vertical curvature; roadside hazard considerations
    - Existing utilities and relocation needs
    - Width, length, type, skew, and location of proposed structure(s).
    - Channel complexity elements selected for use through the crossing and outside the crossing (habitat boulders, rock clusters, rock bands, large wood etc..)
    - Recommended construction tolerances for culvert invert elevations and channel dimensions.
- Substrate design
    - Stream substrate gradation for constructed channel
    - Sizing of material for channel complexity elements such as steps, habitat boulders, rock clusters, rock bands and other grade control structures

Appendix 4: Evaluation Criteria

Objectives and Services (15 points)

Response must demonstrate your comprehension of the objectives and services for the proposed contract. Do not merely duplicate the Scope of Services provided with this RFP. Discuss project priorities and your team's ability to deliver them. Also, consider if Scope of Services is sufficiently explicit; are expressed or implied schedules attainable/economically feasible, etcetera? Explain. Discuss additional services available from the team to support anticipated needs not included the scope of this proposal. Define any assumptions made in formulating Criteria Response. Express any opinions regarding alternative design considerations.

Methods (30 points)

Outline the proposed methods for accomplishing the proposed project's objectives. Describe what, when, where, how, and in what sequence the work will be completed. Discuss proposed modifications to the scope and schedule described in the RFP as appropriate to achieve overarching cost and schedule objectives. If appropriate, discuss any value-added services beyond the scope described in the RFP that your firm can offer within the fixed project budget. Address how proximity to the project sites, *particular* geographic familiarity, experience, and capabilities of your firms (Offeror and Proposed Subcontractors) and Project Staff might *specifically* contribute to the proposed methods. Identify the amount and type of work to be performed by any Subcontractors. Consider how each task may be carried out; what services or interaction required from/with the funding agency, landowner, project owner, and other stakeholders; etcetera. Identify any **distinct and substantive qualifications** for undertaking the proposed contract such as the availability of specialized equipment or unique approaches or concepts **relevant to the required services** which the firms may use.

Schedule (15 points)

Provide a proposed schedule for delivering the sites to project completion. At a minimum, identify the proposed timeline by which site(s) will be progressed to funding application, bidding, and anticipated construction phases.

The best responses to this criterion will demonstrate the offeror's understanding of project delivery timelines and challenges and the offeror's ability to realistically schedule multiple concurrent phases for successful on-time project delivery.

Past Performance (20 points)

Describe previous projects that the project team has worked on that are related in size, scope, and objectives to this project. Provide brief descriptions of the contract value and delivery schedule, and a brief narrative of the challenges and successes of the projects. Address how the experience will help your team to perform under this contract. Provide references (contact name and phone number) for each project. Indicate which of the proposed firms and project staff was involved in each project. SAWC reserves the right to investigate reference projects, contact references, and research other projects that the respondent has worked on.

Management (5 points)

Response must describe the administrative and operational structures that will be used for performing the proposed contract. For example, consider: who will have overall responsibility for the contract? Who will have direct responsibility for specific disciplines? What will the lines of authority be? For any individual who would be in "responsible-charge" as a Civil Engineer or Land Surveyor, so state and list his/her Alaska professional registration number. A graphic depiction is preferred in your response to this criterion. Additionally, SAWC may want to inspect work products in progress and have a close ongoing working relationship with your Project Staff. Accordingly, your response should also identify where the various contract services will be performed and how communications will be maintained between your Project Staff, SAWC, and (as applicable) any other government agencies or the public.

Include in your response a description of your firm's processes to manage project costs, schedules, and quality.

Proposed Staff Qualifications and Experience (15 points)

Name the individuals to perform the following functions plus any other professional/technical functions you deem essential to perform the services:

1. Contract Management (contract compliance)
2. Project Management (single point-of-contact directly engaged in contract performance)
3. Civil Engineer
4. Hydraulic Engineer
5. Land Surveyor

* One person may fulfill more than one function. All personnel acting in responsible charge for all Architectural, Engineering, Landsurveying, and Landscape Architecture functions require an Alaska Registration and must be identified in your proposal.

Describe the work to be performed by the individuals you name to perform essential functions and detail their specific qualifications and substantive experience directly related to the proposed contract. A response prepared specifically for this proposal is required. When discussing past projects, focus on individuals specific duties and responsibilities and how the project experience is relevant to the proposed contract.