



Filing Summary

Approval - Contract should be filed a minimum of 10 working days prior to the proposed start date of services.

Agency: 477 - Department of Fish and Wildlife
 Filing Number:
 Reference Number: 90682
 Agency Contract Number: 24-24922
 Filed By:
 DES Decision Date:

Contractor Information

Legal Name CONSERVATION NW
 DBA
 UBI 601135446
 Address 1208 Bay Street, SUITE #201, Bellingham, WA USA 98225

Contract Information

Procurement Sole Source
 Service Description CZ Other Professional Svcs
 Contract Purpose This Contract is purposed to enhance wildlife connectivity and conservation efforts consistent with the WA Habitat Connectivity Action Plan.

Fund Source

Filing Number	Federal	State	Other	Total
This Filing		\$40,000		\$40,000
Contract Total				\$40,000

Contract Dates

Filed Date	Start Date	End Date
	07/01/2024	04/01/2025

Contacts

Janice Jackson	(360)902-2444	janice.jackson@dfw.wa.gov	In Process
Janice Jackson	(360)902-2444	janice.jackson@dfw.wa.gov	Processed

Current State Employees

Not Applicable

Former State Employees

Not Applicable

Filing Justification

Specific Problem or Need

What is the business need or problem that requires this contract?

Washington state faces a critical challenge related to habitat connectivity, and recently federal dollars are becoming available at a variety of agencies and opportunities. Conservation Northwest would assist in cataloging and strategizing around these opportunities, to assist WDFW and WSDOT to be more successful in maximizing opportunity to garner this funding.

Sole Source Criteria

Describe the unique features, qualifications, abilities or expertise of the contractor proposed for this sole source contract.

CNW has been at the forefront of habitat connectivity efforts for the last 10 years, demonstrating leadership, credibility and expertise that is respected by WDFW, WSDOT, and the tribal partners and stakeholders seeking to implement Washington's Habitat Connectivity Action Plan. Their track record in leading similar projects makes them a suitable sole source vendor.

What kind of market research did the agency conduct to conclude that alternative sources were inappropriate or unavailable? Provide a narrative description of the agency's due diligence in determining the basis for the sole source contract, including methods used by the agency to conduct a review of available sources such as researching trade publications, industry newsletters and the internet; contacting similar service providers; and reviewing statewide pricing trends and/or agreements. Include a list of businesses contacted (if you state that no other businesses were contacted, explain why not), date of contact, method of contact (telephone, mail, e-mail, other), and documentation demonstrating an explanation of why those businesses could not or would not, under

any circumstances, perform the contract; or an explanation of why the agency has determined that no businesses other than the prospective contractor can perform the contract

Internal survey of groups, WEBS review. No other business were contacted CNW years of prior effort made them the necessary choice for this work.

What considerations were given to providing opportunities in this contract for small business, including but not limited to unbundling the goods and/or services acquired.

Unbundling was considered, but the tasks are interconnected and the overall dollar amount small.

Provide a detailed and compelling description that includes quantification of the costs and risks mitigated by contracting with this contractor (i.e. learning curve, follow-up nature).

- Technical Learning curve: It would take a new contractor a year or more to achieve mastery in both the technical aspects of Washington's connectivity strategy and rationale, as well as all the details of the existing and new federal programs that may contribute funding to this work. - Quantification of Risks: The risk of waiting to do this work is losing the time limited opportunity to successfully compete for tens of millions of federal connectivity funding that is available now.

Is the agency proposing this sole source contract because of special circumstances such as confidential investigations, copyright restrictions, etc.? If so, please describe.

N/A

Is the agency proposing this sole source contract because of unavoidable, critical time delays or issues that prevented the agency from completing this acquisition using a competitive process? If so, please describe. For example, if time constraints are applicable, identify when the agency was on notice of the need for the goods and/or service, the entity that imposed the constraints, explain the authority of that entity to impose them, and provide the timelines which work must be accomplished.

We find ourselves in the last third of a significant federal funding round. Some funding windows are closing soon. Choosing CNW as a sole source vendor ensures timely execution and maximizes the impact of available resources.

Is the agency proposing this sole source contract because of a geographic limitation? If the proposed contractor is the only source available in the geographical area, state the basis for this conclusion and the rationale for limiting the size of the geographical area selected.

N/A

What are the consequences of not having this sole source filing approved? Describe in detail the impact to the agency and to services it provides if this sole source filing is not approved.

The agency may lose the opportunity to direct millions in federal dollars towards its Habitat Connectivity Action Plan, and the associated high-priority wildlife connectivity and road crossing projects.

[Sole Source Posting](#)

Agency Website Information

Posted to Agency Website on 05/31/2024.

WEBS Information

Posted to WEBS on 05/31/2024.

Response(s) to Posting on WEBS

Time has NOT expired for responding to posting and will notify DES when time expires.

[Reasonableness of Cost](#)

Since competition was not used as the means for procurement, how did the agency conclude that the costs, fees, or rates negotiated are fair and reasonable. Please make a comparison with comparable contracts, use the results of a market survey, or employ some other appropriate means calculated to make such a determination.

The costs are on a reimbursable basis only, and were compared to state rates and work, and found reasonable. WDFW has evaluated the potential of creating a project-designated FTE within the agency to do this work. The scope of work is likely to warrant a Management Analyst 3 or 4 designation, for which the salary alone would fall between \$56,676 - \$88,416. Conservation Northwest is allocating their own resources to this effort as well, which means that WDFW receives the benefit of 1.0 FTE for the duration of the contract, for a fraction of the full cost.

[Attachments](#)

24-24922_ConservationNW_Connectivity_S.pdf - 3545054kb

24-24922_ConservationNW_Connectivity_SS_LegalNotice.docx - 64252kb

Section Not Completed