



Meeting Handouts

March 16, 2021

Project and Contract Issues:

- Presentation: Trout Unlimited for two Johnson Creek projects (Cooper Street and State Street)

Updates:

- Fish Passage Proviso Report to Legislature – March 15, 2021
- Work request – Environmental Consulting Services – March 15, 2021

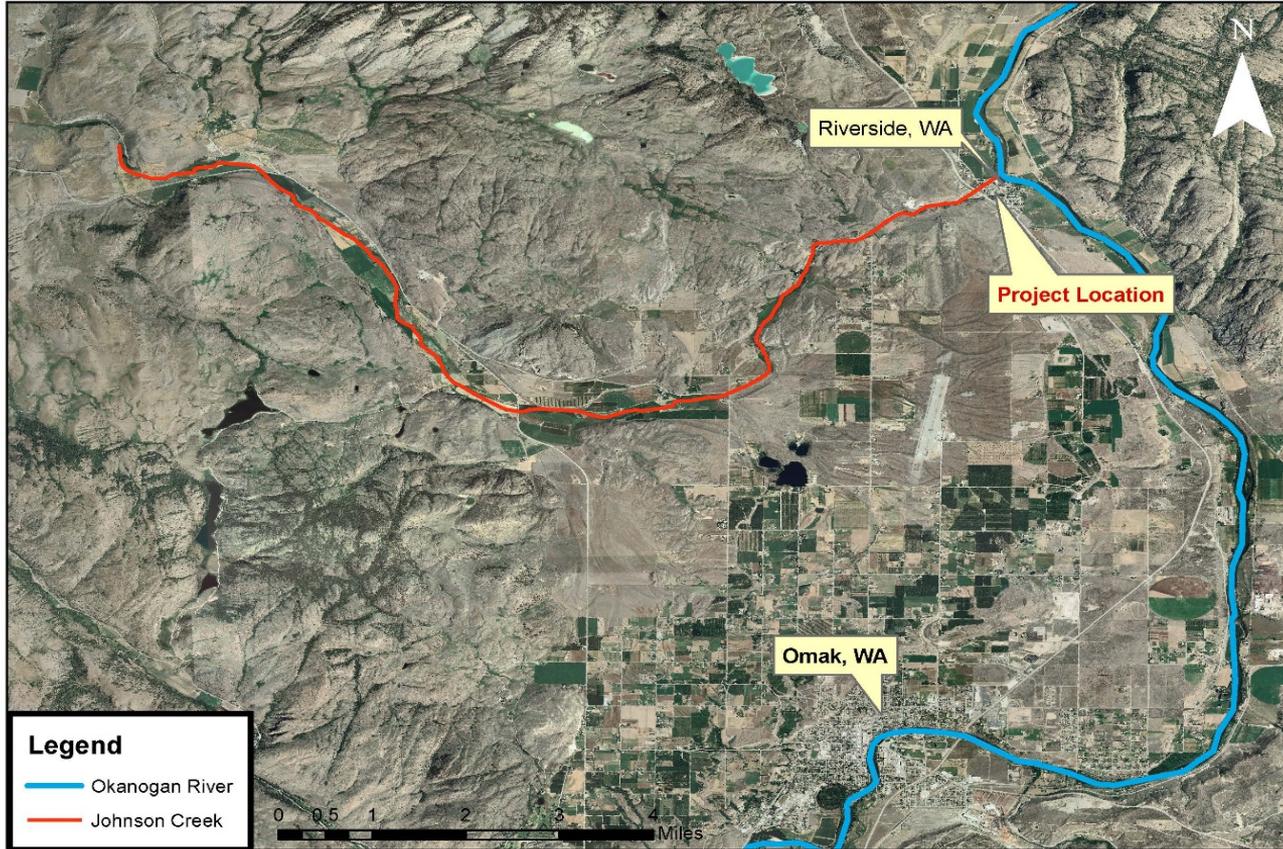


Johnson Creek Passage
Project – Cooper &
State St. Funding
Increase

Theo Burgoon
Trout Unlimited WA Water
Project



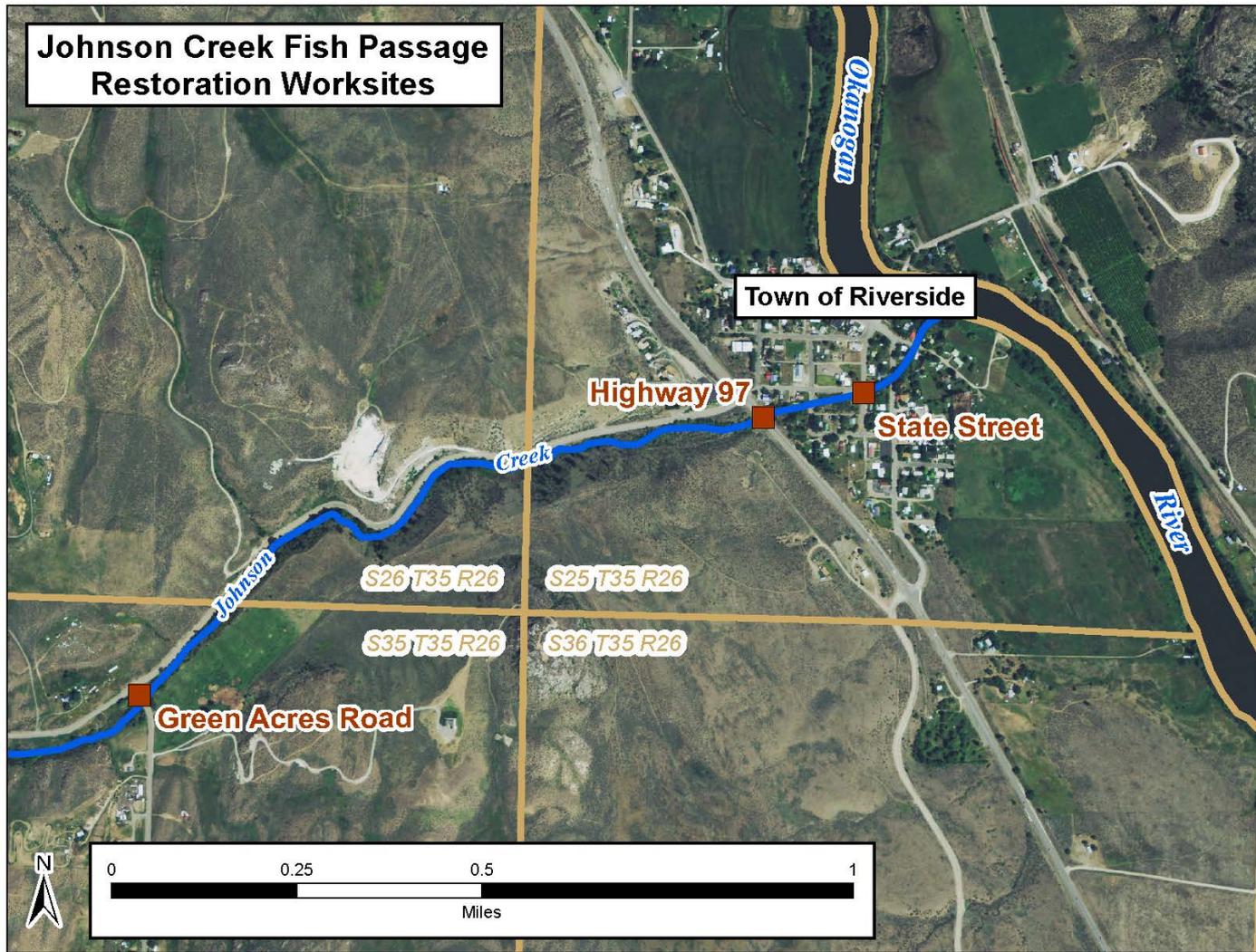
Johnson Creek Barrier Passage Project Vicinity Map



This map is for reference only. Trout Unlimited is not liable for inaccuracy in the data.



**Johnson Creek Fish Passage
Restoration Worksites**



Recap - Why Johnson Creek?



- Good candidate for restoration
 - High quality inaccessible habitat upstream of barriers
 - Important tributary for ESA listed Upper Columbia Summer Steelhead
 - 57 spawners estimated in 2014 (CCT data)
 - 42 spawners estimated in 2017 (CCT data)
 - Also important for Okanogan experimental spring chinook population
 - 11 pit tag hits in 2017, represented 18% of PITs detected in the basin (CCT data)
 - 93 fish estimated in 2018 representing 7% of the basin total (CCT provisional data)
 - Current fish use limited to lower ~1/3 mile (confluence to HWY 97)
 - Project once completed will open roughly 8 miles of habitat

Johnson Creek Passage Project Overview



- Effort initiated in 2013 to remove barriers on lower ~1.3 miles of Johnson Creek
- 2 barriers removed in 2016
 - Edwards St and Gabion
- 6 barriers remain
 - Cooper Street Culvert
 - State Street culvert & head-cut
 - Highway 97 culvert and trash rack
 - Greenacres Road culvert
- Reopen roughly 8 miles of low gradient spawning rearing habitat w/few partially passable barriers

How and When Will Barriers Be Addressed?



Culvert Replacement & Barrier Corrections

- Summer 2021 Priority
 - Cooper Street
 - State Street & Head Cut
- Highway 97 & Trash Rack, Summer 2022
- Greenacres, Summer 2022

Design and implementation funding primarily from FBRB, other sources as well

- Colville Tribes, USFWS, Wells HCP Tributary Committee

Cooper & State St. – Where We Are Now



- Design and permitting complete
- Completed bid & contract Package
 - Combined Cooper & State to gain efficiency
- Advertised bids January 29th
 - Distributed directly to 27 local contractors
 - Posted project with local plan center
- Held mandatory pre-bid site walk Feb 10th
- Received and opened bids on February 26th
 - Jaw drop
 - Insufficient funds to award construction contract

Cooper & State Bid Results and Budget Overview



Engineers Estimate:

- Cooper Street: \$403,471, \$463,991 w/contingency
- State Street: \$387,135, 406,135 w/contingency

Low Bid

- Cooper Street: \$680,993.73
- State Street: \$654,721.91

Project	Available Funds	Low Bid	Construction Engineering & Special Inspection	Construction Contingency (CO's and Force Acct)	Project Management	Deficit
Cooper St.	\$ 517,214.00	\$ 680,993.73	\$ 42,500.00	\$ 10,000.00	\$ 12,200.00	\$ (240,679.73)
State St.	\$ 457,529.00	\$ 654,721.91	\$ 39,500.00	\$ 10,000.00	\$ 12,200.00	\$ (248,892.91)

Cost Increase Request to BAFBRB



Cooper Street

- Requesting full deficit of \$240,679.43

State Street

- Current funding agreement requires 15.5% match
 - Request \$210,322
 - Continue hunt for \$38,570
 - Few options that fit time frame
- Request full deficit of \$248,892

If funding gap addressed by FBRB

- Award to low bidder, complete implementation by fall

If not, pursue other options

- Short-Term Rebid
 - Depending on material procurement (precast delays) might push construction to next year
 - No guarantee outcome will be favorable
 - May to loose interest from current bidders
 - Costly, and might yield same result
- Long-Term Rebid
 - Push construction to 2022 assuming funding secured
 - Still no guarantee outcome will be favorable
 - Still may to loose interest from current bidders
 - Still costly, and might yield same result

Looking Back

- Nuances with Cooper & State maybe not well considered in engineers cost estimate
- Attempt to reach more bidders
 - Advertise in local papers, reach further east and west (Spokane & Seattle)
- Advertise for bid earlier

Looking Forward

- Use Cooper & State bid results to inform other project estimates
- Advertise more broadly
- Bid Earlier, more time between bid opening and award to address funding gaps

Questions?

theo.burgoon@tu.org



www.tu.org



State of Washington
DEPARTMENT OF FISH AND WILDLIFE

Mailing Address: P.O. Box 43200, Olympia, WA 98504-3200 • (360) 902-2200 • TDD (360) 902-2207
Main Office Location: Natural Resources Building, 1111 Washington Street SE, Olympia, WA

March 15, 2021

The Honorable Christine Rolfes
Chair, Senate Ways and Means
303 John A. Cherberg Building
Post Office Box 40466
Olympia, WA 98504-0466

The Honorable Timm Ormsby
Chair, House Appropriations
315 John L. O'Brien Building
Post Office Box 40600
Olympia, WA 98504-0600

The Honorable Steve Hobbs
Chair, Senate Transportation
305 John A. Cherberg Building
Post Office Box 40444
Olympia, WA 98504-0466

The Honorable Jake Fey
Chair, House Transportation
415 John L. O'Brien Building
Post Office Box 40600
Olympia, WA 98504-0600

The Honorable Steve Tharinger
Chair, House Capital Budget
314 John L. O'Brien Building
Post Office Box 40600
Olympia, WA 98504-0600

Dear Chairpersons, Rolfes, Hobbs, Ormsby, Fey, and Tharinger:

I am writing to provide you with the Washington Department of Fish and Wildlife (WDFW), the Washington Department of Transportation (WSDOT), and the Brian Abbott Fish Barrier Removal Board's (FBRB) second update to the legislature regarding the development of a statewide culvert remediation plan for all culvert correction programs. Per provisos in the 2020 supplemental Capital, Operating and Transportation budgets, WDFW, WSDOT, and the FBRB are required to submit updates to the legislature on the development of the statewide culvert remediation plan. Updates were required by November 1, 2020 and March 15, 2021, with the goal of developing a final statewide culvert remediation plan to be submitted by this past January 15, 2021. WDFW, WSDOT and the FBRB all affirm that developing a statewide culvert remediation plan is a smart and cost-effective approach to the problems created by fish passage barriers.

As reported in our November 1st update, WDFW, WSDOT, and the FBRB have begun work on the provisos, but the underlying technical and analytical work to compare data about the proviso criteria (Endangered Species Act listings, orca, and constraining fisheries) at statewide and watershed scales has been limited by this year's focus on saving money and limiting hiring in response to the COVID-19 pandemic. Our focus has been making progress on the proviso

regardless of these constraints. Although we were optimistic in November about what could be accomplished with existing staff resources, the regular duties of our team recovery from earlier field delays and furloughs have made that difficult. Therefore, in order to complete quality products with the time remaining in the biennium, WDFW is attempting to hire consultant resources from within Washington's salmon recovery consultant community to assist in completing the fish passage strategy.

Since our November 2020 update we have made progress on several aspects of the proviso criteria, specifically identifying the salmonid stocks that are currently limiting fisheries, the diet of the Southern Resident Killer Whales (SRKW) and the geographies where salmonids are listed as threatened or endangered. The proviso's most complex work, and its main mission, is to provide guidance about the locations and sequence within watersheds where fish passage barrier removal will make the difference in salmonid recovery. There are also aspects of this work that are progressing conceptually. A statewide strategy should be built from saltwater to fresh headwaters because Chinook, Chum, Coho, and Steelhead utilize the habitat in this fashion. Chinook utilize habitat closest to the saltwater while Steelhead utilize habitat furthest upstream in freshwater. All salmonid species, adults and juveniles utilize off-channel habitat as they pass through watersheds. We acknowledge that the members of the state's Salmon Recovery Network and the Tribes have essential expertise in how best to delist threatened or endangered fish in their regions and in their Usual and Accustomed Areas. Working with the regions and Tribes will be a best practice.

While we work toward an overall statewide fish passage barrier removal strategy, we have also continued our efforts to chart a smart course through the 2021-23 biennium for the legislature's consideration. Each of the three main state barrier removal programs have coordinated their work with local jurisdictions, tribal nations, and the salmon recovery community. WSDOT has developed a fish passage delivery plan for 2021-23 which is currently part of the Transportation budget process, and a full delivery plan to address the injunction requirements for 2030 is underway. Similarly, the FBRB and the Family Forest Fish Passage Program (FFPPP) requests are being considered in the Capital budget process. Continuing the state's progress at removing the barriers on these lists is critical to salmon and consistent with the development of a statewide approach.

WDFW, WSDOT and FBRB members continue discussing how to complete the work described in the provisos in light of both the constraints and consultant opportunity discussed here. The WDFW, WSDOT and the FBRB will identify opportunities to adjust proviso expectations or deadlines based on our efforts to hire additional consultant capacity, and share these observations with OFM, fiscal committees, and interested legislators. We continue to be grateful for the patience and understanding of the effects of the pandemic on the proviso work, and the reasonable approaches we're implementing to deliver quality recommendations that can guide the state's strategy into the future, as expected in the provisos.

March 15, 2021

WDFW, WSDOT and the FBRB are committed to delivering our recommendations regarding a comprehensive strategy to OFM, relevant committees, and interested legislators as noted above, by June 30, 2021.

If you have any questions or concerns regarding this report update to the legislature, please feel free to contact Tom McBride, WDFW's Legislative Director, at (360)480-1472.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Jameson". The signature is fluid and cursive, with a large initial "T" and "J".

Tom Jameson
Chair, Brian Abbott Fish Barrier Removal Board

Contract # 05014
Environmental Consulting Services

This Second Tier Solicitation (Work Request) is issued under Master Contract 05014 for Environmental Consulting Services	
Second Tier Solicitation Number: 21-00012	Date Issued: March 15, 2021
Number of business days to respond to this request:	10
Responses are due not later than:	4:00 pm PST on Monday, March 29, 2021
Please have your response submitted via email to:	Jeffrey.hugdahl@dfw.wa.gov
Expected Work Period is projected to from/to:	See <u>Period of Performance and Budget</u> below
<i>Late submissions cannot be considered.</i>	

Purpose and Objectives:

The purpose of this work request is to identify a consultant to consolidate information from work that has been done to date regarding prioritization of removal of fish passage barriers. Once the work has been consolidated, the consultant will use that information, in association with regional salmon recovery plans and WDFW expertise to develop recommendations for prioritized removal of fish passage barriers. This work request also includes development of an outreach strategy to engage Tribal Co-Managers, Salmon Recovery Regions and other stakeholders and develop a final report of recommendations. The Department may extend the funded work to include implementation of the outreach strategy.

The intent of this proviso is not to create a prioritized list of individual barriers from 1-20,000. Instead, there will be recommended strategies and tactics that, when applied sequentially in a watershed and at the state level, will result in a maximum benefit possible for the proviso policy objectives of improving ESA listing, orca recovery, and constraining fisheries.

Relevant Background Information:

The Washington Department of Fish and Wildlife (WDFW), the Washington State Department of Transportation (WSDOT), and the Brian Abbott Fish Barrier Removal Board (FBRB) were tasked in 2020 Supplemental Capital Budget and Transportation Budget provisos to develop a comprehensive statewide strategy, focusing the efforts of all culvert correction programs into a single strategic approach to maximize the salmon and orca recovery benefits from the public investment. The comprehensive strategy is to guide the funding recommendations of the FBRB, as well as other state fish passage barrier correction programs. Work has begun on the provisos, but this year’s budget, hiring, and existing staff capacity constraints have limited progress on synthesizing information into a cohesive mental framework that can inform policy and legislative discussions.

There has been progress on underlying information and assumptions, including identification of salmon and steelhead stocks that feed Southern Resident Orca, stocks that have a pattern of introducing constraints to fishery negotiations, a statewide inventory of barriers to Chinook, and identification of the salmon and steelhead habitat utilization characteristics that are most relevant to understanding the benefits of barrier removal.

Coordination with state agency barrier correction programs and consultation with tribes has also begun. The agencies responsible for barrier correction programs within the state are all members of the FBRB except for State Parks and are actively involved in the creation of the new FBRB strategy. On November 3rd, 2020 WDFW

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Environmental Consulting Services

briefed all tribes attending the 7th annual Washington State and Western Washington treaty tribes fish passage barrier repair progress and coordination meeting on progress made on the new board strategy.

Scope of the Work:

The Contractor will provide services and staff, as well as cost estimates for each of the following tasks:

Task 1 – Compile all work that has been done to date on the Fish Passage Proviso and synthesize it into a report. The contractor will review relevant GIS layers, barrier correction programs, and approximately 40-50MB of notes, PowerPoint slides, and emails from the conversations to date. They will coordinate discussion between relevant WDFW staff members and the FBRB to fill basic gaps in available products and notes and will draft a report of progress-to-date, including next steps that need to be taken.

Task 2 – Develop strategic recommendations to articulate priorities in Fish Passage to advance salmon recovery. The contractor will comprehensively review regional salmon recovery plans and the progress-to-date report from task 1. The contractor will then meet separately with fish passage leadership groups, senior managers in the WDFW Habitat Program, the WDFW Director’s Office to share thoughts about “Where, how, and what sequence will barrier removal have the biggest benefit to survival of ESA listed fish, stocks that feed orca, and stocks that limit harvest identified during the Pacific Salmon Treaty and North of Falcon?” Using all progress made to this point, the contractor will develop a report, incorporating feedback from WDFW and WSDOT leadership and the FBRB, of the findings that articulates the recommendations and any other analytical steps that should be completed next.

Task 3 – Develop an outreach and engagement plan. The contractor will develop a timeline, tasks, and cost estimate to be completed between July 1, 2021-June 30, 2023 that will engage Tribal co-managers, salmon recovery regions, and other relevant stakeholders. The timeline will include time to draft a final report with recommendations distilled from the outreach.

Task 4 (potential continuance of contract after June 30th, funding contingent) – Facilitate outreach process and next analytical steps and develop a final report. Using the information developed in tasks 1-3, the contractor will do all scheduling, communication, and facilitation in coordination with WDFW Director of Tribal Affairs of the next outreach steps and any recommended analytical steps identified to move forward. WDFW participation through all steps. In a team with us, they facilitate WDFW tech and policy involvement in meetings. The contractor will use this process to refine recommendations and develop the final report. The content should be related to initial recommendations and the risk and opportunity considerations as well as considerations of likely support and/or opposition to those recommendations.

Project Timeline:

The estimated timeline for this project is as follows:

Post Work Request	Monday, March 15, 2021
Consultant Questions Due	Friday, March 19, 2021
Proposals Due	Monday, March 29, 2021
Proposal Review/Evaluation Begins	Monday, March 29, 2021
Announcement of Apparent Successful Proposer	Monday, April 5, 2021
Contract Finalized/Meet with Apparent Successful Proposer	Friday, April 9, 2021
Contractor Begins Work	Monday, April 12, 2021
Task 1 complete	Monday, May 10, 2021
Tasks 2 and 3 preliminary report ready for review and feedback from WDFW and WSDOT leadership	Monday, June 14, 2021
WDFW and WSDOT leadership feedback submitted to consultant	Friday, June 25, 2021
Tasks 2 and 3 complete	Wednesday, June 30, 2021

Period of Performance and Budget:

The period of performance under this contract will be from April 12, 2021 or date of execution, whichever is earlier through June 30, 2021.

WDFW has budgeted \$120,000 for tasks 1-3 detailed in this Work Request. WDFW may extend the period of the work order for up to one additional year for work under Task 4 contingent on receiving additional funding for this project.

Reporting and Briefing Requirements:

WDFW requires the Contractor to provide/conduct the following reports and briefings:

- A briefing of the draft report that is consolidated from task 1 will happen no later than Wednesday, May 5th.
- The final report from task 1 will be completed and submitted to WDFW leadership by Monday, May 10th.
- A briefing of the draft report from task 2 will be given to WDFW leadership no later than Wednesday, June 9th.
- The draft report associated with task 2 will be submitted to WDFW and WSDOT leadership for feedback by Monday June 14th.
- The final report associated with task 2 with feedback from WDFW and WSDOT leadership incorporated will be submitted to WDFW by Wednesday, June 30th.

Mandatory Experience, Qualifications and Additional Certifications:

- Consultants must have demonstrated examples and at least 5 years’ experience in working with salmon lifecycle and salmon recovery in Washington State. Ability to distill and communicate about scientific and technical work to management and policy audiences.
- Consultants must have demonstrated examples of good analytical skills and possess at least 5 years’ experience in strategic thinking and distilling that thinking into recommendations at a level appropriate for executive and elected policy audiences.
- Consultants must have demonstrated examples and at least 5 years’ experience in facilitating public process and stakeholder engagement including laying out a facilitation plan, defining objectives of each stage, and executing the outreach and facilitation of public engagement.
- Consultants must have a current contract with the Department of Enterprise Services under Washington State master contract 05014 (Environmental Consulting Services).
- The Consultant is responsible to ensure that proposed Consultant staff are committed and available until the completion of the work order. Any proposal by the Consultant for changes, replacement, or substitution of contract staff during the duration of the work order must be submitted to WDFW. WDFW shall have the sole discretion to accept or reject such proposal. In no event shall such changes in Consultant staff take effect without WDFW’s written consent.

Required Submittals:

Proposers must include, at a minimum, the following electronic submittals attached to an email.

1. Your company’s response to Consultant Questionnaire (Attachment 1), including a resume(s) or links to an online resume for all proposed Consultant staff;
2. A completed Consultant Profile (Attachment 2), including information about subcontractors;
3. A completed Certifications and Assurances (Attachment 3); and
4. A completed Vendor Certification Executive Order 18-03 (Attachment 4)

Evaluation Criteria:

The following weighting will be used to evaluate proposals submitted in response to this work request:

Capabilities:	Weight Assigned
Approach and Methodology	40
Project Plan and Schedule	10
Company Experience	10
Proposed Staff Experience and Qualifications	35
Cost	5

Evaluation Process. The evaluation team will review and rank the proposals through the following process:

1. *Preliminary screening.* WDFW contract management staff will review Consultants’ submissions and determine whether they are responsive to the procedural instructions in this Work Request. Non-responsive proposals will be eliminated from further consideration.

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2. *Review of mandatory requirements and qualifications.* The evaluation team will evaluate all proposals that are deemed to be responsive.
3. *Reference checks.* The WDFW may check references for the top Consultant(s) only. In addition to contacting the references provided by Consultants, WDFW may contact additional professional references to determine the Consultants' experience and past performance. Consultants whose references cannot be verified will be contacted and allowed one (1) business day to arrange for reference verification.

Selection of Apparently Successful Proposer(s). At the conclusion of the process described above, the evaluation team will compile the scores for all responsive proposals. WDFW may elect to interview the Consultant(s) with highest score(s). Consultants invited to interview must bring the Consultant staff named in the proposal. WDFW will evaluate the Consultant on the depth and quality of its presentation and responses to interview questions. Following those interviews, WDFW will name one or more Consultants as the Apparently Successful Proposer.

Notice of Award. WDFW will notify all Consultants via email of the selection of the Apparently Successful Proposer(s).

Administrative Requirements:

Delivery of Proposals: All proposals must be emailed to the solicitation coordinator. Facsimile transmissions will not be accepted. Improperly delivered proposals will be rejected as non-responsive. WDFW assumes no responsibility for confirmation of receipt and cannot discuss contents prior to the due date and time. All proposals and any accompanying documentation become the property of WDFW and will not be returned

Due Date and Time: Proposals in their entirety must be received by the solicitation coordinator by the due date and time as indicated on the cover page. Late proposals will be rejected as non-responsive. The "receive date/time" posted by the WDFW's email system will be used as the official time stamp. Consultants should allow sufficient time to ensure timely receipt. WDFW assumes no responsibility for delays and or errors caused by Consultant's e-mail, WDFW's email, network events or any other party.

Authorized Communication: All Consultant communications concerning this solicitation must be directed to the Solicitation Coordinator. Contact with other state employees involved with the solicitation may result in disqualification. All verbal communications will be considered unofficial and non-binding. Consultants should rely only on written statements issued by the Solicitation Coordinator, such as written amendments.

Questions: A Bidders Conference will not be held. Specific questions concerning this work request should be submitted in writing via e-mail or fax to the Solicitation Coordinator at the address specified on Page 1 of this work request. Questions must be received by the Solicitation Coordinator no later than 4:00 p.m. local time on Friday, March 19, 2021. WDFW anticipates issuing an amendment to this work request that provides answers to Consultant questions on March 24, 2021.

Complaints and Protests: See the WDFW website at <https://wdfw.wa.gov/about/administration/contracts> for the current agency Procurement Complaint and Protest Procedures.

Option to Extend: WDFW reserves the right to extend any Work Order issued under this solicitation at its discretion for up to one additional 12-month period.

Right to Cancel: WDFW reserves the right to cancel or reissue all or part of this solicitation at any time as allowed by law without obligation or liability.

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Information Availability: Proposal contents (including pricing information) and evaluations are exempt from disclosure until WDFW announces the apparent successful proposer.

Proprietary or Confidential Information: All proposals submitted become the property of WDFW and a matter of public record after WDFW announces the apparent successful proposer. Any information contained in the proposal that is proprietary or confidential must be clearly designated. Marking of the entire proposal or entire sections thereof as proprietary or confidential will not be accepted nor honored. WDFW will not honor designations by the Consultant where pricing is marked proprietary or confidential.

Work Order: A proposal submitted to this solicitation is an offer to contract with WDFW. An order document resulting from this solicitation will be designated as a Work Order. Work Orders are established upon award, acceptance and signature by both parties.

Solicitation Amendments: WDFW reserves the right to revise the schedule or other portions of this solicitation at any time. Changes or corrections will be by one or more written amendment(s), dated, attached to or incorporated in and made a part of this solicitation. All changes must be authorized and issued in writing by the Solicitation Coordinator. If there is any conflict between amendments, or between an amendment and the solicitation, whichever document was issued last in time shall be controlling. Only Consultants who have properly registered and downloaded the original solicitation directly via WEBS will receive notification of amendments and other pertinent correspondence. Consultants may be required to sign and return solicitation amendments with their proposal. Consultants must carefully read each amendment to ensure they have met all requirements of the solicitation.

Incorporation of Documents: This document, any subsequent amendments and the Consultant's proposal will be incorporated into the Work Order, which is in turn, incorporated into the successful proposer's Master Contract with the Department of Enterprise Services (DES). Work Orders may include additional or conflicting terms and conditions as determined by WDFW. In the event of any conflict, the terms of the Work Order shall prevail.

Agency / Customer Information

Solicitation Coordinator: Jeff Hugdahl

Email: jeffrey.hugdahl@dfw.wa.gov

Consultant Questionnaire

Instructions to Consultants: Please ensure that you have included the following information in your response, as these are the items that will be used to evaluate your response:

Approach and Methodology

In 10 or fewer pages, provide a complete description of the Consultant's proposed approach and methodology for the project. This section should convey the Consultant's understanding of the proposed project.

Project Plan and Schedule

In 5 or fewer pages, provide a detailed project plan and schedule to complete the Scope of Work. This section must contain sufficient detail to convey to members of the evaluation team the Consultant's knowledge of the subjects and skills necessary to successfully complete the project. Include any required involvement of WDFW staff. Fully describe deliverables to be submitted under the proposed work order.

Company Experience

In 7 or fewer pages, describe the company's experience in and knowledge of salmon recovery in Washington State. Include contracts the company has fulfilled that have given the company experience of and familiarity with regional salmon recovery plans and reports the company as generated that include recommendations to management and policy audiences.

Proposed Staff and Subcontractors Experience and Qualifications

Identify Consultant staff, including subcontractors, who will be assigned to the potential contract, indicating the responsibilities and qualifications of such personnel, and include the amount of time each will be assigned to the project. Describe the proposed Consultant staff's experience in salmon recovery in Washington State. Provide a résumé for each staff person submitted for this project, including subcontractors if applicable (include company names and phone numbers worked for past three years for each individual). If any staff or subcontractors are currently or previously employed by Washington State during the last 24 months please identify the agency, the position and separation date.

Cost Proposal

Provide a cost proposal that identifies all costs by tasks/subtasks identified in the Scope of Work, including expenses to be charged for performing the services necessary to accomplish the objectives of this work request. The Consultant is to submit a fully detailed budget including staff costs, administrative costs, travel costs, and any other expenses necessary to accomplish the tasks and to produce the deliverables under the proposed contract.

Consultant Profile

COMPANY INFORMATION (for Contract administration purposes)

Company Name & Address: _____ _____ _____	Authorized Representative: _____	
	Phone: _____	
	Email: _____	
Ordering Address: _____ _____ _____	Payment Address: _____ _____ _____	
Federal Tax Identification Number		
WA Dept. of Revenue Registration Number		

REFERENCES

Provide a minimum of three (3) commercial or government references for which Consultant has delivered goods and/or services similar in scope as described in the IFB.

1. Customer: Contact: Phone: Email:	_____ _____ _____ _____
2. Customer: Contact: Phone: Email:	_____ _____ _____ _____
3. Customer: Contact: Phone: Email:	_____ _____ _____ _____

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References may be used to evaluate the Consultant's history of performance and may be an award consideration on a pass/fail basis. Consultant shall furnish minimum of three (3) references from different entities for which Consultant has performed or provided comparable, service, materials, supplies, or equipment similar in scope (i.e. size, volume, type) to this IFB, including entity [name, authorized individual, telephone and email].

WDFW will only attempt to make contact with a Consultant's provided references a maximum of three (3) times. If such contact cannot be established with any of the references provided, then those references with which contact cannot be established may be deemed non-responsive and no further attempts will be made to contact that particular reference. References giving negative feedback towards the Consultant and states an unwillingness to work with the Consultant again, may be rejected and therefore fail the responsibility requirement.

WDFW reserves the right to solicit and substitute other references to determine the sufficiency of the Consultant's level of responsibility.

SUBCONTRACTORS

If applicable, on a separate sheet, identify any subcontractors who will perform services in fulfillment of contract requirements; the nature of services to be performed and include federal tax identification (TIN) number for each subcontractor. If a subcontractor is a minority or women owned business, please include their OMWBE Certification Number (if certified). If necessary, attach additional sheets (please stamp or mark each page with a company name, mark, or initial). Do not include any Social Security Numbers.

The contractor, by including subcontractor(s) as part of your signed bid is your agreement to take complete responsibility, contract obligations, and liability for all actions of such subcontractors. All subcontractors are subject to WDFW approval. WDFW reserves the right to approve or disapprove any subcontractor.

SALES/CUSTOMER SERVICE

Purchasing Cards Accepted:

Visa Master Card American Express Discover Other: _____

MINORITY/WOMEN OWNED BUSINESS STATUS

Is your firm a Minority/Women Owned Business? Yes No

Office of Minority and Women-Owned Business Enterprises MWBE certification #

VETERAN OWNED BUSINESS STATUS

Is your firm a Veteran Owned Business? Yes No

Washington State Department of Veterans Affairs certification #

CERTIFICATIONS AND ASSURANCES

We make the following certifications and assurances as a required element of submitting this Proposal, affirming the truthfulness of the facts declared here and acknowledging that the continuing compliance with these statements and all requirements of the solicitation are conditions precedent to the award or continuation of the resulting contract.

1. We have read, understand, and agree to abide by all information contained in the solicitation, all Exhibits, and incorporated documents.
2. The attached Proposal is a firm offer for a period of **90** days following the Proposal Due Date specified in the solicitation, and it may be accepted by WDFW without further negotiation (except where obviously required by lack of certainty in key terms) at any time within this period. In the case of a protest, our Proposal will remain valid for **90** days or until the protest and any related court action is resolved, whichever is later.
3. In preparing this Proposal, we have not been assisted by any current or former employee of the state of Washington whose duties relate (or did relate) to the state's solicitation, or prospective Contract, and who was assisting in other than his or her official, public capacity. Neither does such a person nor any member of his or her immediate family have any financial interest in the outcome of this Proposal. (Any exceptions to these assurances are described in full detail on a separate page and attached to this document.)
4. We understand that the state of Washington will not reimburse us for any costs incurred in the preparation of this Proposal. All Proposals become the property of the state, and we claim no proprietary right to the ideas, writings, items or samples unless so stated in the Proposal. Submittal of the attached Proposal constitutes an acceptance of the evaluation criteria and an agreement to abide by the procedures and all other administrative requirements described in the solicitation.
5. We understand that any Contract awarded as a result of this Proposal will incorporate all solicitation requirements. Submittal of a Proposal and execution of this Certifications and Assurances document certify our willingness to comply with the Contract terms and conditions appearing in the solicitation, all Exhibits, and incorporated documents if selected as a Contractor. It is further understood that our standard Contract will not be allowed as a replacement for the terms and conditions appearing in the solicitation, all Appendices, and incorporated documents of this solicitation.
6. By submitting this Proposal, we hereby offer to furnish materials, supplies, services and/or equipment in compliance with all terms, conditions, and specifications contained in this solicitation.
7. We **are not** submitting any exceptions.
8. That neither we nor our "principals" (as defined in 49 CFR 29.105) are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency, or the state of Washington.

**VENDOR CERTIFICATION EXECUTIVE ORDER 18-03 – WORKERS’ RIGHTS WASHINGTON STATE GOODS & SERVICES
CONTRACTS**

Pursuant to RCW 39.26.160(3) (best value criteria) and consistent with Executive Order 18-03 – Supporting Workers’ Rights to Effectively Address Workplace Violations (dated June 12, 2018), the Washington Department of Fish and Wildlife will evaluate bids for best value and provide a bid preference in the amount of 3% to any bidder who certifies, pursuant to the certification below that its firm does NOT require its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waiver.

I hereby certify, on behalf of the firm identified below, as follows (check one):

NO MANDATORY INDIVIDUAL ARBITRATION CLAUSES AND CLASS OR COLLECTIVE ACTION WAIVERS FOR EMPLOYEES. This firm does NOT require its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waivers.

OR

MANDATORY INDIVIDUAL ARBITRATION CLAUSES AND CLASS OR COLLECTIVE ACTION WAIVERS FOR EMPLOYEES. This firm requires its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waivers.

I HEREBY CERTIFY, UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF WASHINGTON, THAT THE CERTIFICATIONS HEREIN ARE TRUE AND CORRECT AND THAT I AM AUTHORIZED TO MAKE THESE CERTIFICATIONS ON BEHALF OF THE FIRM LISTED HEREIN.

FIRM NAME: _____

NAME OF VENDOR – PRINT FULL LEGAL ENTITY NAME OF FIRM

dba, if applicable _____

By: _____

SIGNATURE OF AUTHORIZED PERSON

Title: _____

TITLE OF PERSON SIGNING CERTIFICATE

Date: _____

PRINT NAME OF PERSON MAKING CERTIFICATIONS FOR FIRM

Place: _____

PRINT CITY AND STATE