

Mill Creek Tributary B – Request for Bids (RFB)



**TILLAMOOK ESTUARIES
PARTNERSHIP**

RFB Submission Deadline

Date: June 16, 2026 (by 5:00 PM Pacific Time)

Total Estimated Project Budget: \$300,000

Submit Bids via Email to:

Christer LaBrecque

Lead Habitat Restoration Project Manager

Tillamook Estuaries Partnership (TEP)

christer@tbnep.org

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SECTION 1: GENERAL INFORMATION

Notice of Solicitation

Tillamook Estuaries Partnership (TEP), a 501(c)(3) nonprofit organization, is soliciting sealed bids for the **Mill Creek Tributary B Fish Passage Improvement Project**.

The project involves replacing two undersized, perched culverts with a bridge on an unnamed tributary ("Trib B") of Mill Creek.

Bids must be received no later than **5:00 PM (PT), June 16, 2026**.

Introduction

Tillamook Estuaries Partnership (TEP) is a non-profit National Estuary Program with a focus on environmental restoration projects throughout Tillamook County, as outlined in the TEP Comprehensive Conservation and Management Plan (CCMP). Specific tasks outlined in the CCMP include: conserve and restore key habitats in the watershed; maximize ecosystem connectivity to ensure landscape array of ecosystem processes and ease of species movement; assess, prioritize, and enhance key native species populations, emphasizing contribution to ecological function.

Project Location

5755 Brickyard Road, Tillamook, Oregon

The Mill Creek Trib B project site is located southeast of Tillamook on Brickyard Rd. Take Hwy 101 South 2.4 miles to Long Prairie Rd.; head east and continue for 2 miles to Brickyard Rd.; south on Brickyard Rd.; site will be on the east side of the road.

Schedule of RFB Events

Event	Date
RFB Released	May 13, 2026
Pre-bid Meeting (on-site)	June 3, 2026
Bids due no later than 5:00 pm (PDT)	June 16, 2026
Evaluations begin	June 18, 2026
Bid Selection and Notification	June 23, 2026
Contract Negotiations / Execute Contract	June 26, 2026
Estimated Construction Completion	October 31, 2026

SECTION 2: SCOPE OF WORK / SPECIFICATIONS

Overview

TEP seeks a qualified contractor to:

- Remove two existing culverts (side-by-side 26" corrugated plastic)
- Install a bridge crossing (21' clear span over stream)
- Restore disturbed areas

General Work Requirements

This project requires the services of a construction contractor to install a new bridge to the design and specifications determined by the Bidder at the Brickyard Rd private driveway location. The work consists of, but is not limited to, the following items: installing a bridge to specifications generally described in the Design Report and Drawings and Specifications document, seeding of impacted areas. Contractor will be required to comply with dewatering, erosion, and sediment control measures throughout the duration of the project to meet permit requirements. The contractor shall provide all labor, equipment, supplies and material required to complete construction of the bridge crossing. ***NOTE*** Contractor will be responsible for selection and procurement of the bridge to be installed. Contractor will also be responsible for obtaining an engineer's report that shows compliance with the general specifications in

the Design Report and Construction Drawings. Contractor will be responsible for providing an Erosion and Sediment Control (ESC) site inspector who will:

- Comply with the permit conditions for monitoring Best Management Practices (BMPs)
- Monitor instream turbidity
- Keep records to report back to TEP daily in the form of a text message with a photo of the turbidity reading(s)

Environmental Compliance

- Adhere to all permit conditions
- Implement Best Management Practices (BMPs)
- Monitor turbidity and report to TEP

Dewatering

Must comply with project specifications as detailed in the Design Report and the Construction Drawings and Specifications.

Contractor Responsibilities

- Procure bridge structure
 - Provide engineer certification of compliance
 - Supply all equipment, including:
 - Heavy machinery
 - Dewatering materials
 - Spill kits and safety equipment
 - Monitor turbidity daily during in-water work
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Work Window

- The in-water work period established for this project is from July 1, 2026, to September 15, 2026. Completion of the in-water portion of the project shall be by September 15, 2026. All project elements must be completed by October 31st, 2026. Tillamook Estuaries Partnership is responsible for obtaining all required permits.
 - **Final completion:** October 31, 2026
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Regulatory Requirements

For reference, this project is required to comply with **Prevailing Wage** requirements (ORS 279C.800 to 279C.870).

Build America Buy America Act (BABA) compliance: In connection with their activities under this Agreement, the Parties shall comply with all applicable federal, state and local laws and regulations. This includes, but is not limited to, the Infrastructure Investment and Jobs Act (“IIJA”), Pub. L. No. 117-58, which includes the Build America, Buy America Act (“the Act”). Pub. L. No. 117-58, §§ 70901-52.

On-Site Supervision

Contractor shall provide an on-site supervisor to be physically present during project implementation. The supervisor will serve as the point of contact for TEP project manager and will be responsible for daily check-ins and meetings upon request. The on-site supervisor must be identified within the proposal.

Contractor Furnished Items

The contractor shall provide all equipment, repair parts and materials/supplies to perform contract work according to specification. Equipment includes, but is not limited to:

- Heavy equipment required to complete the project
- Materials necessary for stream dewatering
- Petroleum, oils, lubricants (biodegradable/vegetable oil mandatory; the contractor may select preferred type)
- Hand tools
- Equipment repair parts
- Safety equipment
- Spill containment kit for each piece of heavy equipment
- Fire extinguishing tools and tanker equipment for each piece of heavy equipment

The contractor is responsible for obtaining necessary permits for transporting heavy equipment to the project site (e.g. ODOT permits). The contractor is responsible for providing the TEP Project Manager with requested equipment information (type, class, weight).

SECTION 3: BID REQUIREMENTS

Mandatory Pre-Bid Meeting

DATE / TIME: 2:00 PM, June 3, 2026

Location: 5755 Brickyard Rd, Tillamook, OR

Coordinates: 45.409688, -123.776995

Purpose

- Review project scope
- Tour site conditions

- Discuss environmental constraints

*****Attendance is required to submit a bid**

Post-Meeting Questions and Addenda: Bidders may submit written questions following the pre-bid meeting. All questions must be submitted by **5:00 PM, June 9, 2026** to Christer LaBrecque at christer@tbnep.org. Responses to all submitted questions, along with any additional clarifications or modifications to the bid documents, will be issued in the form of an addendum. The addendum will be distributed to all attendees and is included in the Request for Bids (RFB).

Submission Requirements

Required Sections

A. Cover Page (1 page)

- Project title
- Firm information
- Contact details

B. Transmittal Letter (1 page max)

- Summary of experience
- Acknowledgment of addenda

C. Staff Qualifications (2 pages)

- Team structure and roles
- Relevant experience

D. Similar Project Experience (2 pages)

- Minimum of 3 comparable projects

E. Project Approach (2 pages)

- Methods and key considerations

F. Project Budget (4 pages)

- Cost tables + narrative

G. References (1 page)

- Minimum 3 references
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Formatting Requirements

- Submit as **one PDF**
 - Email subject: **“Mill Creek Trib B: BID ATTACHED”**
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Insurance Requirements

Minimum coverage:

- General Liability: \$1M / \$2M aggregate
 - Auto Liability: \$1M
 - Umbrella: \$1M
 - Workers Compensation: \$500K
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SECTION 4: SOLICITATION PROCESS

Staff Qualifications – 20 Points

Staff Qualifications & Relevant Experience: This section should identify the contractor team that will work directly on the project and their respective roles. List the qualifications and relevant experience of the team members. Highest scores will be given to contractors that demonstrate: (1) relevant qualifications and (2) a coherent team that has worked together on prior similar projects. In describing the experience of team members, contractors should focus on applicable experience. For teams that have not worked together previously, the bid should clearly demonstrate the project manager’s ability to develop and manage a productive team. This section should identify any contractor team experience with fish passage barrier removal / bridge installation projects in Oregon or Washington.

Similar Experience – 20 Points

Specific Similar Project Experience: Beginning with the most recently completed project, provide three examples of fish passage barrier removal / bridge installation projects. Emphasize projects similar to this project (setting and scope). Highest scores will be given to contractors demonstrating specific experience for the type of work included in this RFB. Presentation of firm experience should be tied to a time frame and experience of the project team leader(s).

Project Approach – 3- Points

Project Approach: Describe your approach for this project to cost effectively meet project deliverables and objectives in the timeframe provided. Describe what you believe are the most critical elements of

this project that the team must address for a successful outcome. Clearly identify work that will be done by the prime versus sub-contractors (if applicable).

Budget – 10 Points

Project Budget: Fill in the relevant information in Tables A and B below and, on no more than two separate additional pages, include a brief budget narrative for each line item. In addition to total cost, we will evaluate the budget based on how well narratives identify how funds will be spent, how cost efficiencies will be achieved, and the Bidder’s ability to provide all scoped services within the anticipated budget.

References – 5 Points

References: List references for fish passage barrier removal / bridge installation projects. This list should include a minimum of three contact names, including business names and phone numbers. Title of referenced project(s) should be provided. Topics likely asked of references include those related to: submission of accurate estimates, high quality work, meeting deadlines, and ease of interaction.

Local Preference – 5 Points

Overall Presentation – 5 Points

Selection Process

- Review by evaluation committee
- Reference checks for top bidders
- Final ranking and selection

SECTION 5: AWARD AND NEGOTIATION

- TEP will notify the selected bidder
- Contract negotiations will follow

Key Requirements

The undersigned, hereinafter called the Bidder, declares that the only person(s) interested in this bid are those named herein; that the bid is in all respects fair and without fraud; and, that it is made without any connection or collusion with any other person bidding on this Project.

The Bidder further declares that he/she has carefully examined the Drawings, Specifications, and Contract Documents, hereinafter referred to as the Document, for the construction of the proposed project improvement; has personally inspected the site; is satisfied as to the type and quantities of materials, the conditions of and the work involved, including the fact that the description of and the quantities of work and materials, the types of equipment, the conditions of and the work involved as

included herein, is brief and is intended only to indicate the general nature of the work and to identify the said quantities with the detailed requirements of the Document; and, that this bid is made in accordance with the provisions and the terms of the Contract and included in the Document.

The Bidder further agrees that he/she has exercised his/her own judgment regarding the interpretation of subsurface information and has obtained and utilized all data which they believe pertinent from the Engineer, the Contracting Agency, the Owner, and such other sources of information as they determine appropriate in arriving at their conclusion.

The Bidder certifies that they have not and will not discriminate against minority, women, or emerging small businesses in the awarding of any subcontracts in accordance with ORS 279A.110 (4). The Bidder agrees not to discriminate on the basis of age, citizenship status, color, familial status, gender identity or expression, marital status, mental disability, national origin, physical disability, race, religion, religious observance, sex, sexual orientation, and source or level of income in the performance of this contract.

The Bidder agrees that if this bid is accepted, he/she will within 10 working days, not including Saturdays, Sundays and legal holidays, after notification of acceptance execute the Contract with the Contracting Agency in the form of the Contract included in the Document and shall at the time of the execution of the Contract.

The Bidder further agrees, to the extent of this bid, to furnish all machinery, tools, apparatus, and other means of construction and do the work and furnish all of the materials as proposed in the bid necessary to complete the work in the manner and schedule proposed and according to the methods as specified in the Document and required by the Engineer.

Project Manager

Christer LaBrecque
PO Box 493
Garibaldi, OR 97118
Office 503-322-2222
Cell 541-206-5633
christer@tbnep.org

Compensation Structure

- Direct labor
- Direct expenses
- Overhead
- Fixed fee

SECTION 6: ADDITIONAL INFORMATION

Governing Law

State of Oregon, Tillamook County jurisdiction

RFB Conditions

- TEP may reject any or all bids
 - No reimbursement for proposal costs
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BID FORM (SUMMARY)

Total Bid

Amount (written): _____

Amount (numeric): \$ _____

JOB-SPECIFIC COSTS

Table A: Please fill in and attach to Bid Submission

Mobilization Equipment, materials, and labor to mobilize necessary equipment, utilities, and support facilities to the project site. Includes project General Requirements and insurance.	1	Lump Sum	
Site Access & Staging Equipment, materials, and labor to create access into site, clear areas that will require work access, stage equipment and materials.	1	Lump Sum	
Care of Waters Equipment, materials, and labor to reduce impacts to water quality. Use of vegetable oils in hydraulics, no fueling adjacent to river.	1	Lump Sum	

<p>Construction Site Reclamation and Demobilization</p> <p>Equipment, materials, and labor to reclaim site including removal of all construction equipment and remaining construction debris, and treatment of all disturbed surfaces with seed and/or straw.</p>	1	Lump Sum	
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TABLE B – HOURLY RATES

Equipment & Labor Rates

Item	Unit Cost
Excavator	Hour \$
Dump Truck	Hour \$
Supervisor	Hour \$
Skilled Labor	Hour \$
General Labor	Hour \$