



CITY OF
BAINBRIDGE ISLAND

CITY OF BAINBRIDGE ISLAND
ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE (ETAC)

Regular Meeting

Tuesday, July 12, 2016

3:00 PM – 5:00 PM

Planning Conference Room (location change)

280 Madison Ave N., Bainbridge Island, Washington

AGENDA

1. **Call to Order** – Chair
2. **Acceptance or Modification of Agenda** – ETAC Members
3. **Acceptance of June 14, 2016 Meeting Minutes June 14, 2016** – ETAC Members
4. **Discussion of Suzuki RFQ** - ETAC Members
5. **Discussion of Environmental Element** – ETAC Members
6. **Comments from the Public** – All
7. **Liaison Report Out** – Councilmember Roth
8. **Miscellaneous Items** – All
9. **Adjournment** – ETAC Members

Future Topics:



CITY OF BAINBRIDGE ISLAND
ENVIRONMENTAL TECHNICAL ADVISORY COMMITTEE (ETAC)

Regular Meeting

Monday, June 14, 2016
3:00 PM – 5:00 PM

Council Conference Room
280 Madison Ave N., Bainbridge Island, Washington

MINUTES

1. **Call to Order:** Chair called the meeting to order 3:03 PM; members Bonoff, Gremse, Kratzer and Shearer, and council Liaison present, as well as public attendees Robert Dashiell and Jason Flowers
2. **Acceptance or Modification of Agenda:** The Agenda as accepted by the ETAC Members without modification.
3. **Acceptance of the Minutes of Special Meeting held on May 18, 2016:** Motion made and seconded; minutes accepted without modification.
4. **Comprehensive Plan Schedule:** The most recent Comprehensive Plan Schedule was presented and discussed for the purpose of planning for the ETAC's schedule.
5. **Environmental Element:** The most recent version of the Environmental element was presented and it was decided that we would discuss this element at our July meeting.
6. **Comments from the Public:** Robert Dashiell raised the importance of the lighting ordinance which is can have roots in the Environmental Element. In addition he raised the importance of the deepest island aquifer from which over 30% of the island's water comes from but whose boundaries extend beyond the island. Thus COBI should be coordinating the management of this aquifer with Kitsap County and the USGS.
7. **Liaison Report Out** – Councilmember Roth discussed the ongoing work of the City Council.
8. **Miscellaneous Items:** None
9. **Adjournment:** Chair adjourned meeting at 4:43 PM.

Frank Gremse, Chair 7/12/16

**City of Bainbridge Island
Request for Qualifications (RFQ)**

**Professional Consultant Services
Suzuki Property Ecological Assessment**

July 2016

City of Bainbridge Island Request for Qualifications (RFQ) Professional Consultant Services

Suzuki Property Ecological Assessment

Background

The City of Bainbridge Island, Washington (City), through this Request for Qualifications (RFQ), is seeking a qualified environmental consulting firm or team of professional consultants to complete an ecological assessment of 13.83 acres of City owned property.

The City of Bainbridge Island requested proposals from developers for the possible development of the property that is compatible with the surrounding residential uses and beneficial to the neighborhood and community. City Council selected a development proposal whose proposal best accomplishes these goals following an extensive public process.

A secondary outcome of the public process was an identified need for an ecological assessment of the property to characterize baseline conditions prior to additional site programming and design. City Council subsequently requested a recommendation on such an assessment from the City's Environmental Technical Advisory Committee (ETAC). The ETAC held several meetings, walked the property, and invited public input during the course of developing their recommendation.

Project Location

The Property is located on the Southeast corner of NE New Brooklyn Road and Sportsman Club Road NE (Tax Account # 222502-4-006-2005; see attached map). Total of 13.83 acres parcel east side of Sportsman Club Road NE, south of North Town Woods, south of NE New Brooklyn Road, and north of the Commodore Neighborhood. The site is currently undeveloped and wooded. The NE New Brooklyn Road frontage has been improved with a sidewalk. An asphalt walking trail has been installed along the Sportsman Club Road frontage. A middle school and an intermediate is located approximately one block north of the site.

Disciplines Requested

The City is seeking firms or teams that have strong skills and demonstrated experience in one or more of the disciplines addressed by this RFQ, including forest ecology, urban forestry, hydrogeology, hydrology and wildlife, aquatic and fisheries biology. The selected consultant firm or team's skills should include, but are not limited to: survey, photo or other mapping preparation skills; knowledge of Puget Sound ecological resources and processes; field reconnaissance and data acquisition; and, the ability to interpret data, write reports and make recommendations.

Project Description

The consultant firm or team will complete an ecological assessment of the Property. The goal of the ecological assessment is to document key information about the structure, function, and composition of the ecological system and provide management recommendations for maintaining the ecological integrity of the Property as part of site development. The ecological assessment shall address the following significant features and characteristics of the Property as described in ETAC's April 21, 2016 meeting minutes (attached):

- Old trees
- Pond
- Stream
- Riparian pathway
- Wildlife corridor
- Aquifer recharge resource

Specific efforts the City has identified for this project include the following:

- Biological and ecological data acquisition
- Direct field sampling and/or inventory
- Plant and animal species identification and assessment
- Compilation and synthesis of available information and applicable best available science
- General field reconnaissance and qualitative analysis of existing tree stand
- Analysis of aerial photography and other image data
- Field surveying and map/figure production, including but not limited to field survey of edges of existing tree stand relative to property boundaries, location of all significant trees and other ecologically significant features, and complete boundary and topographic map at 2-foot contours
- Evaluation of potential project effects on identified significant features and ecosystem processes

Submittal Requirements and Selection Process

Statements of qualifications should be prepared simply and economically. Special bindings, colored displays, promotional materials, etc. are not desired. Use of recycled paper for proposals is desirable whenever practicable.

Please include the following in the submittal (no longer than eight pages):

- Cover letter;
- Description of the firm or team, including experience of key team members (resumes may be included in an appendix) and professional licenses held by team members;
- Project experience in Bainbridge Island. List 2-3 projects for which ecological professional services were provided within the past 5 years. State nature and location of project, services provided, and outcome;
- Description of experience in cost-effective biological and ecological data acquisition and documentation; and
- Any other relevant information you feel will be helpful in the selection process.

The City of Bainbridge Island will select a firm or team based on the statement of qualifications that best meet the need for the desired services. Consideration will be given to relevant experience and to a demonstrated understanding of the ecological resources and processes at the project site. The City may require oral interviews, or may select directly from submittals received and waive oral interviews.

The City reserves the right to reject all submissions and waive any irregularities in the information provided.

Process

The schedule for consultant selection and contract execution is shown below.

Statement of Qualifications Due	July 15, 2013
Consultant Interviews	July 24-July 31, 2013
Consultant Selection	August 9, 2013
Contract Execution	August 14, 2013

Budget

The City has not established a fixed budget for the project.

Proposals will be accepted until 4:00 p.m., Friday, July 15, 2013. Please submit proposals to:

City of Bainbridge Island
Department
Staff
280 Madison Avenue N
Bainbridge Island, WA 98110-1812

Facsimile and/or e-mail submittals will not be accepted. The City of Bainbridge Island is an Equal Opportunity Employer.

For more information about this project, contact xxxxxx, or email xxxxx@bainbridgewa.gov



