



Hood Canal Coordinating Council

Jefferson, Kitsap & Mason Counties; Port Gamble S'Klallam & Skokomish Tribes

Call for Projects: Hood Canal Shellfish Initiative Implementation

About the Hood Canal Coordinating Council

The Hood Canal Coordinating Council (HCCC) is a Watershed-based Council of Governments, consisting of Jefferson, Kitsap and Mason Counties; Port Gamble S'Klallam and Skokomish Tribes. HCCC works to advance a shared regional vision with our partners and communities to protect and recover Hood Canal's environmental, economic, and cultural wellbeing. Learn more about HCCC at www.hccc.wa.gov.

HCCC's Integrated Watershed Plan (IWP) lays out the strategic approach for the protection and recovery of Hood Canal. The IWP is an ever-evolving planning resource that lives on OurHoodCanal.org.

Background

HCCC worked with Hood Canal shellfish partners in a collaborative and inclusive process to develop the [Hood Canal Shellfish Initiative \(HCSI\) Action Plan](#) (Action Plan) to support and expand Hood Canal's thriving shellfish resources, honor tribal treaty rights, build resilience, pursue ecosystem protection and restoration, and support careful stewardship of commercial and recreational shellfish harvest now and into the future.

The [Action Plan](#) contains a comprehensive review of the barriers and opportunities to sustain robust shellfish resources that support a healthy ecosystem and community. It establishes objectives (Table 1), selects policy areas of focus, and prioritizes actions to address the commercial, recreational, ecological, and human wellbeing aspects of Hood Canal shellfish. The table below lists the six Action Plan objectives and their performance measures. The Action Plan presents a prioritized list of actions to guide the planning of shellfish protection, management, and funding efforts across Hood Canal.

Table 1: HCSI Action Plan Objectives

Objective	Description	Performance measure (unit)	Target
1. Protect and improve Hood Canal's water quality	Safeguard healthy shellfish populations and the community by supporting local water quality protection and enforcement programs, and preparing for climate impacts, such as temperature changes and ocean acidification, that directly affect their continued viability.	Shellfish growing area classifications (acres)	100% of potentially harvestable growing area acres are open for harvest
2. Protect and improve Hood	Protect and improve shellfish habitat through effective restoration efforts and regional planning and policy approaches to address future social pressures from	Net change in permitted	Total miles of shoreline armor

Canal shellfish habitat	development and population growth that change our community's demands on Hood Canal natural resources and ecosystem services, and prepare for the increased impacts on habitat availability from climate pressures, such as sea level rise.	shoreline armor (mi)	removed is greater than the total miles added in Hood Canal
3. Promote cultural appreciation of Hood Canal shellfish	Conduct and support outreach and education efforts that promote widespread cultural appreciation, and a place-based identity connected with Hood Canal shellfish among the Hood Canal community and the numerous visitors who travel here to harvest, such as strengthening the connection between local food and Hood Canal's ecosystem, recognizing the importance of shellfish to tribal communities, integrating shellfish topics into local school curricula, supporting programs, events, and resources about Hood Canal shellfish issues, and promoting community science programs.	Participation in cultural practices (satisfaction)	Maintain or increase the current volume and/or value of harvested shellfish
4. Support a sustainable Hood Canal commercial shellfish industry	Work to ensure that Hood Canal's commercial shellfish industry is strengthened and aligned with community and ecological values by promoting sustainable aquaculture and harvesting practices to minimize harmful environmental impacts and addressing barriers to successful shellfish operations.	Regional volume (lbs.) and/or Regional value (\$)	Maintain or increase the current volume and/or value of harvested shellfish
5. Expand harvest opportunities for Hood Canal treaty Tribes, local communities, and visitors	Expand opportunities for recreational and tribal ceremonial and subsistence harvest of Hood Canal shellfish by increasing shellfish abundance and improving access to beaches, while protecting ecosystem health by minimizing impacts from increased harvest pressure.	Locally harvested foods (harvest frequency)	Maintain or increase harvest frequencies
6. Restore native Olympia oyster populations in Hood Canal	Restore native Olympia oysters to self-sustaining populations on beaches throughout Hood Canal, including planning actions to identify priority sites, enhance habitat, ensure seed supply, and conduct propagation activities, effectiveness monitoring, and outreach to build awareness of our native shellfish species.	Density (adult oysters per m ²)	30-100 adult oysters per m ²

Project Description

Proposals are requested for projects that implement any one of the six actions described below. Project proposals should describe how they will implement the elements outlined in the action and how the project will contribute to the action’s objective (listed in the Table 1). Please refer to the [Action Plan](#) for further details and references.

Objective 1: Action 1.A.1 - Implement Pollution Identification and Correction (PIC) programs

Pollution Identification and Correction (PIC) programs protect and restore water quality by cleaning up and preventing fecal pollution. PIC programs are an effective tool to combat water pollution and protect shellfish resources by systematically monitoring the shoreline for pollution, investigating potential

pollution sources in polluted drainages, and working with the property owner at the source to identify and implement pollution corrections. PIC investigations are also used to respond to pollution complaints. In addition to each county's PIC program and tribal water quality programs, HCCC coordinates the Hood Canal Regional Pollution Identification and Correction (HCRPIC) Program, including Jefferson, Kitsap, and Mason health jurisdictions and conservation districts, the Port Gamble S'Klallam Tribe, the Skokomish Tribe, stormwater programs, state agencies, educators, and citizen volunteers. The HCRPIC Program provides regional coordination (see Action 1.A.2), as well as supplemental funding for local health jurisdictions. This provides opportunities to share tools and techniques, discuss concerns and priorities, coordinate effective strategies to solve water quality challenges, communicate with decision-makers, and conduct outreach to Hood Canal property owners and residents on best management practices for septic system and stormwater management.

A project submitted to implement this action must be a component of an existing PIC program conducted by a Hood Canal county or tribal government.

Objective 2: Action 2.E.2 - Conduct an assessment of shellfish-related land use policies and regulations for impacts to shellfish habitat

Various land uses and their associated regulations affect shellfish and shellfish habitat. Physical uses of land like building residences and logging operations can increase harmful stormwater and sediment flows. County, state, and federal land use regulations such as Shoreline Master Programs, OSS management programs, Critical Area Ordinances, Hydraulic Project Approvals permits, shoreline Substantial Development permits, Clean Water Act permits, Habitat Conservation Plans, National Forest and National Park land management plans, and various other regulations affecting shoreline armoring, overwater structures, and stormwater all contribute to the condition and quality of shellfish habitats.

This action will build on HCCC's previous work assessing how land use policies and regulatory programs impact Hood Canal ecosystems, and will document the variation of land use regulations among HCCC member governments. This effort will incorporate the Washington Shellfish Initiative's Shellfish Interagency Permitting Team's work to assess improvements in shellfish permitting processes. This action will coordinate closely with HCCC member counties to explore appropriate systems to assess the limits of current regulatory frameworks in addressing the impacts associated with the growth of commercial aquaculture activities, such as increased tideland cultivation, plastic use in the marine environment, and escaped and derelict gear pollution. Various partners, such as the Port Gamble S'Klallam Tribe, Skokomish Indian Tribe, citizen groups, and local, state and, federal governments already monitor and respond to various land use activities in Hood Canal. This action will build on these collective efforts to improve our understanding of how land use policies can support healthy shellfish habitat and balance potential impacts from intensified use of the nearshore environment.

Objective 3: Action 3.A.1 - Incorporate tribal and non-tribal cultural practices associated with shellfish into the Washington Office of Superintendent of Public Instruction's Native American curriculum, where appropriate

This action will increase understanding of the cultural value of shellfish in public schools. It will work with the Washington Office of Superintendent of Public Instruction (OSPI) to incorporate tribal and non-tribal cultural practices and identity associated with shellfish into public school curricula where appropriate, with an emphasis on the importance of Hood Canal species and overall ecosystem health to local cultures and identity. There are currently shellfish learning units taught in fourth grade curriculum related to OSPI lesson plans on tribal sovereignty that can be expanded to other grades. The Skokomish Indian Tribe also teaches local school children about shellfish during an annual Earth Day event to broaden their understanding about the local environment and economy. This action will require a collaborative workgroup of teachers, school board officials, tribal officials, parents, and other local champions to advise curriculum development.

Objective 4: Action 4.B.2 - Develop pre-permitting process for priority aquaculture development sites ("shellfish enterprise zones")

This action will develop a pre-permitting process for identifying priority aquaculture development sites in Hood Canal. Obtaining an aquaculture permit to farm seafood requires an expensive and extensive process requiring review and consultation with multiple government agencies. Pre-permitting of carefully selected marine areas for aquaculture can ease this burden for new entrants into the industry. Pre-permitting significantly lowers the regulatory burden for prospective shellfish growers by conducting the various reviews related to aquaculture siting in advance. Growers can then initiate their operations with much of the permitting process complete. This process maintains public comment and input into the permitting process. Examples of pre-permitted marine aquaculture areas include the Ventura Shellfish Enterprise and the Humboldt Bay Mariculture Pre-Permitting Project.

Pre-permitting processes should be combined with Marine Spatial Planning (Action 4.B.1) to identify priority aquaculture sites and be incorporated into marine enterprise zones (MEZs). MEZs sublease public trust waters from the state to individual growers, with the state acquiring permits from the various agencies ahead of time. The state then approves areas that comply with the regulations, and prospective shellfish growers can then submit an application to lease a site within the preapproved area. This removes the need for the state to survey individual permits on a case-by-case basis and only requires the grower to submit one application for approval instead of multiple applications. Leases within MEZs are typically longer to foster the growth and development of new shellfish operators. The action will also include research into other MEZs around the country to glean best practices for its application in Hood Canal. A pre-permitting process and/or MEZ must ensure that process efficiencies maintain proper assessment of potential ecosystem impacts, and public notice and review.

A project submitted to implement this action must be conducted in close coordination with regulatory agencies at all levels (state, county, etc.), and include a collaborative advisory group of all relevant stakeholders.

Objective 5: Action 5.B.4 - Coordinate and increase enhancement and seeding of clams and oysters at appropriate public and tribal harvest sites

This action will support existing and new shellfish enhancement efforts by the state, Tribes, and others on public and tribal beaches. Enhancing beaches extends harvest seasons and increases harvest opportunities. This action will build on existing enhancement efforts by the Skokomish Indian Tribe and state to enhance tribal and public tidelands in the Skokomish estuary, and by the Port Gamble S'Klallam Tribe, Skokomish Indian Tribe, and WA Department of Fish and Wildlife (WDFW) to do public tideland enhancement on public and Tribally-owned lands north of Ayock Point. Efforts will be made to select appropriate sites and overcome permitting challenges. This action will include seeking appropriate federal and/or state funding programs like the Aquatic Lands Enhancement Account (ALEA).

A project submitted to implement this action must be conducted in direct coordination and under the guidance of WA state's shellfish co-managers: WDFW, and the Skokomish Tribe and/or Port Gamble S'Klallam Tribe, as appropriate.

Objective 6: Action 6.B.1 - Develop and implement a Hood Canal-specific Olympia oyster restoration plan

This action will build off of the WDFW Olympia oyster Restoration Plan to create a Hood Canal-specific Olympia oyster restoration plan to guide and prioritize Olympia oyster restoration actions in Hood Canal. The plan should incorporate Hood Canal-specific information and research such as a list of potential restoration projects, an evaluation of the success of existing restoration sites, and how sites may be impacted by future climate and development pressures. Regional and beach-specific restoration targets based on multi-year assessments (Action 6.A.2) should also be included for different parts of Hood Canal. The plan should include details about desired habitat types and conditions to pursue, how to successfully outplant Olympia oysters based on experience and emerging science, and lessons learned from successful Olympia oyster projects conducted elsewhere that can be adopted in Hood Canal. The plan should be collaboratively developed by engaging the public, Tribes, NGOs, landowners, shellfish companies and other Hood Canal shellfish partners.

Scope of Work – Tasks and Deliverables

Please include the following tasks in your scope of work (summarized in Table 2):

Quality Assurance Project Plan (QAPP) or QAPP Waiver (as appropriate)

Contractors will review the Washington State Department of Ecology's NEP Quality Assurance web page for to determine whether a QAPP or QAPP Waiver is required for the project:

<https://ecology.wa.gov/About-us/How-we-operate/Scientific-services/Quality-assurance/Quality-assurance-for-NEP-grantees>. If a QAPP is required, contractors will prepare the QAPP in coordination

with HCCC for submission to the Dept. of Ecology NEP Quality Coordinator. **Work related to collecting or using environmental data may not begin until the QAPP or QAPP waiver are completed and approved.**

Water Quality Data Entry (If necessary)

All water quality data generated in accordance with an NEP approved Quality Assurance Project Plan will be required to be transmitted into the Agency's Water Quality Exchange (WQX) data warehouse using either WQX or WQX web. Water quality data appropriate for WQX include physical, chemical, and biological sample results for water, sediment and fish tissue. The data include toxicity data, microbiological data, and the metrics and indices generated from biological and habitat data. The Water Quality Exchange (WQX) is the water data schema associated with the EPA, State and Tribal Exchange Network. Using the WQX schema partners map their database structure to the WQX structure. WQX web is the mechanism for data partners to submit water monitoring data to EPA. The EPA Water Quality Portal (WQP) is the mechanism for anyone, including the public, to retrieve water monitoring data from EPA. More information about WQX and WQX web, including tutorials, can be found at <https://www.epa.gov/waterdata/water-quality-data-wqx>.

Final Project Report

Contractor will write a final report (minimum 1-2 pages) that describes the project's methods, results, lessons learned, and timelines and recommendations for future work. The final report will evaluate the success of achieving agreed upon performance measures. In addition to the report, contractors will submit any data collected during the project to HCCC.

Progress Reports

Contractor will submit monthly progress reports, due by the 15th of the following month. Reimbursement requests will be subject to review for concurrence with progress reported. Progress reports shall include, at a minimum:

- A description of the work completed in the last month, including total spending by the subrecipient and any partners and any completed deliverables
- The status and completion date for the project activities and near-term deliverables
- Description of any problem or circumstances affecting the completion date, scope of work, or costs

Other Deliverables (As Appropriate)

Other deliverables may include implementation milestones, mapping, outreach, or other products related to the project.

Table 2: Deliverables Summary

Deliverable	Due Date
Quality Assurance Project Plan (QAPP) or QAPP Waiver	30 days after contract execution
WQX Data Entry (if necessary)	By Nov 30, 2021
Final Project Report	
a. Draft final report	Nov 12, 2021
b. Final report	Nov 30, 2021
Progress reports	By the 15 th of the following month
Other deliverables (e.g. mapping, outreach, or other products)	As appropriate

Project Duration

Work will start immediately upon contract execution and end by **November 30, 2021**.

Budget

Budget is not to exceed \$55,000. Provide a budget table that includes an estimate of total hours and hourly rates for all tasks.

Proposal Guidelines

Describe Your Approach

- How would you implement the action? Describe work to be completed, broken out by task, with appropriate deliverables included for each task
- Describe your organization's history and experience with the relevant action in the project description and qualifications listed above
- Are the appropriate personnel and resources available to undertake this project in the timeline proposed?
- Who would be doing the work and what are their individual qualifications?
- If the execution of work to be performed by your company requires the hiring of sub-contractors, you must clearly state this; sub-contractors must be identified and the work they will perform must be defined
- Describe your organization's experience working in Hood Canal or with any of HCCC's member jurisdictions
- Are there any pieces missing in the project description above or alternative approaches to advance this project that HCCC should consider?
- Describe ways your services could save the HCCC time and/or resources in meeting its objectives

Formatting Guidelines

Please use the following formatting guidelines:

Title Page - Project Name (Hood Canal Shellfish Initiative Implementation – [YOUR PROJECT NAME]), your company/organization name, address, telephone number, name and e-mail address of the primary contact person, and signature of the person or persons authorized to sign on behalf of the company.

Qualifications and Approach - Discuss your qualifications and proposed project approach, as described above. Resumes and other past project descriptive information may be included as attachments. Provide up to three examples of similar projects. Please do not include extra materials such as brochures.

Scope of Work and Budget - Outline the scope of work, as described above, and include a project budget broken out by task, include personnel and other direct costs, and indirect rate.

Submittal Instructions

Submission materials must be received by 5:00 pm on **December 21, 2020**.

Submit proposal materials electronically at [this link](#).

Include the following information in your submittal materials:

- Provide the signature of a duly authorized officer or agent of the company submitting the information
- Include the organization's Unified Business Identifier (UBI)
- Disadvantaged Business Enterprises are encouraged to apply; please indicate if you are a certified business

Project Selection and Funding Process

One or multiple projects may be selected for funding, as budgets allow. Process details are described below.

Timeline

- Proposal submittals are due no later than 5:00 pm on **December 21, 2020**
- Proposals will be reviewed and evaluated by the HCSI Workgroup, and a recommendation submitted to the HCCC Board of Directors
- Project funding decision(s) will be made at the **January 20, 2021** HCCC Board of Directors meeting
- Contract negotiations will begin immediately with the successful applicant, and work is expected to begin immediately upon contract execution

Project Proposal Evaluation Criteria

Project proposals will be evaluated using the following criteria:

- **Contribution to HCSI goal** – the relevant action's overall HCSI ranking will be applied to projects to determine its contribution to the HCSI goal
- **Alignment with the relevant HCSI objective and action** – the project is aligned with the action, and will impact its respective objective (as measured by the relevant performance measure)
- **Likelihood of Success:** Feasibility and readiness/capacity – the project is feasible and the applicant has the availability and capacity, and demonstrated experience/qualifications to develop and complete the project in the time frame specified

A final funding decision will be made by the HCCC Board of Directors.

HCCC Contact

Questions regarding the project(s) or process can be directed to the HCCC point of contact listed below:

Nate White
Watershed Project Coordinator
nwhite@hccc.wa.gov
360-900-6442

Contract Terms

HCCC will negotiate contract terms upon selection. All contracts are subject to review by HCCC legal counsel, and a professional services agreement will be awarded upon signing of a contract that outlines terms, scope, budget, and other necessary information.

Notices

The Hood Canal Coordinating Council is an equal opportunity employer and does not discriminate on the basis of race, creed, color, national origin, sex, marital status, sexual orientation, gender, disability, age (40 and over), honorably discharged veteran, veteran status, genetic information, or HIV and/or Hepatitis C status, use of a trained guide dog or service animal by a person with a disability, or other protected class [legally recognized] under federal, state or local law.

Information submitted by a potential consultant may be available for public inspection upon request; therefore, do not include any trade secrets or otherwise private and confidential information.