



**ADDENDUM #1
Parks and Open Space
2020 Boulder County Parks and Open Space Wetland Mapping,
Vegetation Survey and Ecological Condition Assessment
RFP # 7134-20**

April 16, 2020

The attached addendum supersedes the original Information and Specifications regarding RFP # 7134-20 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

Please note: Due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.

1. Question: Having the GIS shapefiles of the wetlands to be assessed would help estimate costs more accurately. Could they be added to the Addendum?

ANSWER: Currently wetlands are classified as 'sensitive data' by Boulder County and we are not able to share shapefiles with the general public. However, the majority of the wetlands identified in the RFP have origins in the US Fish and Wildlife National Wetland Inventory and were updated in the Colorado Natural Heritage Program (CNHP) wetlands mapping.

Boulder County has posted the shapefiles for 59 of the CNHP and NWI wetlands that are a part of this RFP on our FTP site, as well as eleven (11) wetlands delineated by a consultant in 1993. Instructions for accessing that data are attached. *Look for the WetlandsRFP folder.*

For the additional Boulder County Parks & Open Space (BCPOS) wetlands there is also a table, without the spatial data with their individual size, type, year mapped, if a data sheet exists and locations, as either located in the plains or mountains. However, keep in mind the majority of these BCPOS wetlands are based on and overlap with CNHP or NWI wetlands, but those shapefiles were chosen over the others because they were more refined with ground truthing.

Many of these overlapping wetlands can be found on the CNHP or NWI sites publicly accessible here:

<https://www.fws.gov/wetlands/Data/Data-Download.html>

<https://csurams.maps.arcgis.com/apps/webappviewer/index.html?id=a8e43760cb934a5084e89e46922580cc>

The CNHP mapping also shows BCPOS properties, as well as, conservation easement lands and could further be refined by comparing to the identified wetlands in Attachment B in the RFP. The selected Contractor will have access to all shapefiles as part of a data sharing agreement with Boulder County.

2. Question: Will Boulder County consider validated, ground-truthed remote sensing algorithms for wetland delineation?

ANSWER: We would like the wetland boundaries to be delineated with sub-meter accuracy GPS units on the ground. An accurate size is an important piece of the baseline data to be collected. Because each wetland needs to be visited in person to complete an assessment means this should be achievable.

There may be a few exceptions, however, where we would consider validated ground-truthed remote sensing algorithms. That would be for the larger wetlands, of which there are only three (3) over twenty (20) acres in size, including the one large 332 acre wetland on a private property with a conservation easement. Additionally, a few wetlands that have large expanses of open water, cross into private property, or have rugged, unsafe terrain, may be eligible for remote sensing. The vast majority of wetlands will be delineated on the ground.

See also the answer for question # 38.

3. Question: Given the uncertainty around work protocols and social distancing, is there a contingency plan for only being able to perform limited field work in 2020?

ANSWER: Boulder County is currently operating under State and County Public Health orders which include the closure of County facilities through April 30. While there is much uncertainty about the future with regard to Covid-19 guidelines and requirements, as of now we are moving forward with planning to implement this project this year.

While not ideal, meetings with the selected Contractor could be done virtually, or in an outdoor setting while practicing social distancing protocols and other best practices if all parties are amenable to that. The majority of the work in

this RFP will be field work and should be possible to complete work utilizing best practices of social distancing, wearing masks, one person per vehicle while traveling and other public health recommendations. Each Contractor is ultimately responsible for their staff's health and safety and should inform Boulder County if they are not comfortable doing the proposed work while the current public health orders are in effect. Explaining how the current requirements would impact their ability and cost to complete the work as advertised may be necessary to add into the proposal.

If both parties agree that the work as detailed in the RFP cannot be adequately or accurately completed within the 2020 timeframe due to constraints of Covid-19 and modifications of public health orders, then the contract could potentially be extended into 2021 as needed.

4. Question: What is the County's anticipated budget for this project?

ANSWER: To provide the best in public service and use of public funds, Boulder County declines to give an exact budget for this project. Please provide your most accurate and responsive bid for the work proposed.

5. Question: If the budget proves to be insufficient, is BCPOS willing to break this up in phases?

ANSWER: This project has already been split into a north County and south County phase, but yes if the budget is insufficient, we will be open to reducing the scope of work or splitting it up into additional smaller phases.

6. Question: Will BCPOS select multiple consultants/Teams or are they seeking one Team for this project?

ANSWER: Our preference would be one (1) team for the sake of efficiency in communication and consistency in deliverables. However, one (1) prime consultant can have subcontractors working under them, as long as that information is provided in your bid submittal.

7. Question: Will BCPOS please post the shapefiles of the Northern County Study Area, the 46 BCPOS properties, the 7 Conservation Easement properties, and the 157 known wetland features (within the BCPOS and CE properties) on Bid Net as soon as feasible so all Bidders may have the detailed information required to provide accurate estimate of effort and cost?

ANSWER: Please refer to the answer for Question # 1. Shapefiles for Open Space and Easement properties can be downloaded from the publicly available

data found here: <http://gis-bouldercounty.opendata.arcgis.com/> Select Open Space in the menu.

8. Question: Has BCPOS calculated the number of AA's within the 53 sites? If so, please provide that data.

ANSWER: The final number of Assessment Areas (AA's) may depend on the situation and expert opinion of the selected Contractor and Boulder County staff. Currently there are a total of 103 identified wetlands that are less than two (2) acres in size and will be treated as one (1) assessment area (AA). Of the fifty four (54) identified wetlands that are greater than two (2) acres in size, an additional thirty four (34) wetlands are less than five (5) acres in size and will likely require only one (1) representative assessment area (AA).

The remaining twenty (20) wetlands that are greater than five (5) acres in size may require multiple AA's to complete a representative ecological condition assessment. It is anticipated that the largest wetland which is 332.5 acres in size will require four (4) AA's, the second largest wetland that is 35.4 acres in size will require two (2) or three (3) AA's, and the remaining wetlands larger than five (5) acres (total of 18) will require one (1) to two (2) AA's.

Additionally, some of the currently mapped wetlands may be removed from the inventory after being documented on the ground due to mapping errors, or if they have been altered and no longer contain hydrophytic vegetation. Given these estimates, the estimated range of AA's required to complete this effort ranges from 160 to 180.

9. Question: What are the wetland delineation/vegetation mapping accuracy requirements (e.g., sub-foot, sub-meter, etc.) and confidence interval requirements.

ANSWER: Sub-meter mapping accuracy for any GPS work. No confidence interval is required.

10. Question: The RFP implies that wetland boundaries would be delineated based on the USACE 1987 Manual and Regional Supplement indicators for hydrophytic vegetation (i.e. hydrophytic vegetation is more than 50% and/or prevalence index is 3 or less), but that neither soil sampling points nor USACE data forms would be completed. What method and criteria should be used to map wetland boundaries and what data forms will be required in addition to those for the EIA (i.e. RFP Attachment A)?

ANSWER: The delineation will be done in the field and based solely on the presence and prevalence of hydrophytic vegetation and the criteria in

accordance with the 1987 Corps of Engineers Wetlands Delineation Manual, whereby 50% or more of the dominant plant species are OBL, FACW, or FAC. Rankings are based on the USACE 2016 National Wetland Plant List, using the Great Plains (GP) regional rankings for all identified wetlands in the plains, and the Western Mountains, Valleys and Coast (WMVC) regional rankings for wetlands in the foothills and mountains.

No soil pits, hydric soils criteria or wetland hydrology criteria per the USACE manual are required, nor any additional field forms other than the EIA field form. See the answer to question # 38 for delineation alternatives to larger wetlands.

11. Question: The EIA talks about classifying wetlands and riparian habitats, but we but we assume BCPOS only wants wetland riparian habitat mapped. Is that correct?

ANSWER: The selected contractor will only be mapping those wetlands already identified as part of this RFP, a few of which may be classified as ‘riverine’ wetlands. The majority of these are not riparian habitat, but emergent marsh and wet meadow. The questions pertaining to ‘riparian’ habitat on the EIA field form will not be required.

12. Question: Is BCPOS willing to entertain other methods using remote sensing technology for the wetland delineation?

ANSWER: Please refer to the answers for questions # 2 and # 38.

13. Question: Can BCPOS provide an estimated Assessment Area size for potential additional wetlands to be included is pricing for Task 4 so that all bidders can be evaluated on the same quantity?

ANSWER: It is anticipated that any additional discovered wetlands will be of a smaller size, therefore the Assessment Area would be the full wetland if it is two (2) acres in size or less. Larger wetlands would use a standard Assessment Area of a 40m radius circle per the guidelines in the EIA document.

14. Question: Does BCPOS anticipate any impacts to the schedule or scope of work From COVID-19? Will this be considered essential work.

ANSWER: Please refer to the answer for question # 3.

15. Question: Does Boulder County have specific expectations on the documenting of previously unidentified wetlands? For example, should the Contractor propose a methodology to ensure all such features are captured, or should the

Contractor just plan to document any features that happen to be noticed during the planned field work?

ANSWER: Any wetland incidentally discovered in the field, not identified within the scope of this RFP, would be documented with location and approximate size and brought to the attention of Boulder County staff. No assessment of additional wetlands will be done without the direction of Boulder County to do so and upon agreement with the selected Contractor.

16. Question: Does the County have a preference for the delivery of the assessment area drawings? Can the assessment area drawing be done on an aerial image of the site rather than the blank data sheet?

ANSWER: Drawings can be on a blank data sheet or completed on an aerial image, provided that any notation of zones, delineated lines, species notes and other notation are easily visible and legible against the aerial imagery.

17. Question: Does the County prefer that the field work be completed during the flowering season for optimal plant identification, even if it extends the field work into a second year? Or is the higher priority completing the field assessment in one year?

ANSWER: Boulder County would prefer that the field work is completed during the growing season so that plants and plant communities can be correctly identified. If your firm believes the work cannot be completed accurately in one season, please state that in your proposal and address the reasons why. Proposals that may take more than one (1) year will still be considered.

18. Question: If the Contractor proposes a multi-year field schedule, how will that affect the report due dates? Will an end-of-year summary be expected in 2020?

ANSWER: If the selected Contractor is working beyond one (1) year, the report dates will be modified to reflect that, as will payment for work completed. A year end summary detailing the work completed to date and preliminary results will be required at the current draft and final due dates as advertised in the RFP. A final report will be due the following year at an agreed upon November (draft) and December (final) due dates.

19. Question: The submittal checklist asks for a minimum of three references from the last three years, and a later page asks for a maximum of ten. If more than three references are provided, should they all be from the last three years?

ANSWER: Please provide at least three (3) references for work relevant to the scope of this project that you have completed within the last three (3) years.

You are welcome to provide additional references, up to a maximum of ten (10), for work completed beyond the three (3) year time period.

20. Question: Please consider removing the sustainability questionnaire, certificate of insurance, W-9, signature page, and addendum acknowledgement from the 25-page limit.

ANSWER: The twenty five (25) page limit pertains only to items a-h on pages 15-16 of the RFP. The items referenced above, *the sustainability questionnaire, certificate of insurance, W-9, signature page, and addendum acknowledgement*, are not included in that page limit, but must be submitted.

21. Question: On page 17 of the EIA Field Manual, specimen collection is addressed (in part, with original emphasis) as follows: “All unknown species should be collected for later identification. *The only species the user should not collect are those identified as or suspected to be **federally or state listed species.***” In the RFP section on tasks and deliverables, submittal of voucher specimens is not discussed. From this, we assume that while specimens may be (and likely will need to be) collected to confirm species identification, Boulder County does not require submittal of vouchers. Please confirm our assumption is correct. This is an important distinction because of the time and materials needed to properly press, mount, and store voucher specimens.

ANSWER: Boulder County does not require submittal of voucher specimens. However, if the Contractor would like to formally submit voucher specimens either to the County, the CU Boulder Herbarium or another accredited herbarium they are welcome to do that and inform the County as to the species submitted, perhaps as an appendix to the final report.

22. Question: In light of COVID-19-related state and/or local guidelines and requirements regarding social distancing and essential travel, does Boulder County intent to award and execute this work in the 2020 growing season? Should we assume all meetings will be virtual?

ANSWER: Please refer to the answer for question # 3.

23. Question: Task 4 contemplates the inclusion of wetlands not identified in the RFP materials as “Any additional wetlands found in the field...”. Should this be interpreted as any wetlands incidentally observed, or should time be budgeted to search for unmapped wetlands? How does the County suggest costing this task given its unbound scope? Would it be an appropriate response to state incidentally observed wetlands will be inventoried subject to County approval, and budget schedule availability?

ANSWER: Yes, any additional wetlands incidentally found in the field while traveling to or from identified wetlands within this RFP, should be documented with a location and an approximate size. No assessment will be completed on additional incidental wetlands without the direction of Boulder County. Any agreed upon assessment for previously unidentified wetlands will be budgeted on a standard 40 meter radius assessment area.

24. Question: Can the BCPOS Wetland Mapping Geodatabase be provided prior to the proposal due date so that the existing geodatabase architecture is known?

ANSWER: The geodatabase is currently still in draft form. However, it will have fields for all the required data to collect shown on the 2015 Colorado EIA Field Form (Attachment A), excluding those data collection values that have been struck out as unnecessary as part of this project.

If Contractors already possess a geodatabase that collects all the required data and fields shown in Attachment A, Boulder County is open to using those, as long as it fulfills the requirements of this RFP and is agreed upon by both parties.

25. Question: The RFP makes statement that methodology will include a GPS delineation of the wetland feature. What level of delineation detail is anticipated by BCPOS? Should it be assumed that wetland delineation methodology will include a point to point boundary determination in accordance with the *1987 Corps of Engineers Wetlands Delineation Manual* (Environmental Laboratory 1987) and the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Great Plains Region, Version 2.0* (USACE 2010).

ANSWER: Please refer to the answer for question # 10. Also refer to answer to # 2 and # 38 for delineation alternatives to larger wetlands.

26. Question: The RFP states that 157 wetlands over 53 properties should be analyzed and also includes the size ranges for these wetlands. However, to more accurately bid this project it would be helpful to know the anticipated number of Analysis Areas (AA). Is this something you would be able to provide to the respondents so that pricing can be better standardized?

ANSWER: Please refer to the answer for question # 8.

27. Question: Do you anticipate having just one firm complete the assessment or might you have more than one firm complete the project?

ANSWER: Please refer to the answer for question # 6. The prime contractor would be the main conduit for communication and responsible for all final deliverables.

28. Question: Thank you for the “standard” metadata standards as identified in Appendices D & E of the RFP. However, it would be helpful to know the database structure of the wetland geodatabase in order to determine the amount of effort required for data entry. What are the number and types of data fields that would have to be populated in the BCPOS supplied wetland geodatabase?

ANSWER: Please refer to the answer for question # 24.

29. Question: For delineating wetlands not previously mapped, does the County want US Army Corps of Engineers protocols to be followed, or can wetlands be mapped based on the presence of hydrophytic vegetation only?

ANSWER: Please refer to answer for questions # 10 and # 38.

30. Question: The Submittal section of the RFP specifies that the proposal should contain “relevant project experience per the guidelines given in the general categories of wetland delineation/assessment/ inventory, rare plant surveys, vegetation monitoring and riparian/stream functional assessments. Please do not provide more than three (3) relevant projects for each category. Projects can be listed for multiple categories if significant work encompassed that category.” Are the “guidelines” referenced in this specification the same as CNHP 2015 Colorado Wetland Ecological Integrity Assessment protocol (Field Manual Version 2.1) cited in the RFP?

ANSWER: The ‘guidelines’ referenced here is the Scope of Work outlined in the RFP. Project experience should be representative of your work that is most relevant to the tasks outlined in this RFP. Please refer to the answer to question # 31 as well.

31. Question: Does the proposal need to include three examples of project experience for each of the four categories listed (1) wetland delineation/assessment/ inventory, 2) rare plant surveys, 3) vegetation monitoring, and 4) riparian/stream functional assessments), or does the proposal need to include a minimum of 3 total examples that encompass several categories?

ANSWER: You can submit as many examples of relevant project experience as you want, but no more than twelve (12, three in each of the four categories). Projects should be representative of your work that is most relevant to the tasks outlined in this RFP and can encompass multiple categories.

32. Question: The checklist on page 14 of the RFP includes “a minimum of three (3) references for similar projects your company has completed within the last three (3) years and contact information.” Could you please clarify whether the three references must be for the lead (prime) firm and subcontractors, or if they should be for key personnel on the project team?

ANSWER: References should be for the lead (prime) firm and any subcontractors that may be involved in the work.

33. Question: In the event that Colorado or Boulder County COVID-19 restrictions persist into the expected 2020 field season for this project, would Boulder County Parks & Open Space (BCPOS) consider this an essential service or would fieldwork be delayed until restrictions are lifted? Are there any BCPOS-specific safety requirements that should be considered during project budgeting?

ANSWER: Please refer to the answer for question # 3.

34. Question: What is the funding source for this project? Are those funds secured or is this project at-risk for being defunded?

ANSWER: Funding is provided internally by Boulder County Parks & Open Space funds and are presently secured. Much of the funding is available beyond 2020. Additional funding for the project is not guaranteed but is likely.

35. Question: Please clarify if it is the “Ecological Integrity Assessment for Colorado Wetlands Field Manual, Version 2.1” (dated March 2016) that should be used with the “2015 Colorado Wetland EIA Field Form” (Dated September 4, 2015).

ANSWER: To the best of our knowledge these two (2) documents, dated March 2016 and September 2015 are correct and up to date. If the Contractor has information about newer versions of the documents, they should reference that in their proposal and provide information as to the benefits of using those newer versions.

36. Question: Is the FQA an alternative task item or is it a default part of the RFP?

ANSWER: Including the C value (Coefficients of Conservatism) of each individual species as documented on the field forms is a required part of the wetland assessment task. Calculating mean C values and the Floristic Quality Index (FQI) is an alternative task item.

37. Question: How detailed have past plant surveys been for all of the easements and newer BCPOS properties?

ANSWER: There have been no plant surveys on the conservation easement properties and very little completed on the BCPOS properties, other than some general vegetation mapping on the largest properties. Approximately 91 of the 141 identified wetlands had a functional assessment completed in 1999 or 2003 and include data sheets with some minimal documentation of dominant plant species. That information can be shared with the selected contractor.

38. Question: The RFP states that wetland boundaries will be mapped using on-the-ground sub-meter accurate GPS. If georeferenced drone imagery is collected and wetland signatures are clearly visible (and confirmed through ground truthing), would BCPOS accept aerial image interpretation of wetland boundaries, especially for larger assessment areas or the interface between wetland and open water features?

ANSWER: We request that the wetlands are mapped on the ground with sub-meter accuracy GPS equipment. However, we would be open to discussing the use of georeferenced drone imagery on a few, limited wetlands (likely no more than 3-5) that are either very large or include expanses of open water, hazardous terrain or other impediments to ground mapping.

Any drone use, however, would require the permission of the affected private property owners and a BCPOS permit for Boulder County parcels.

Please refer also to the answer for question # 2.

39. Question: What are Boulder County's goals in prioritizing freshwater emergent, wet meadow, and some ditch and pond/lacustrine wetlands for assessment and mapping (versus other wetland types)?

ANSWER: Because of potential time and budget constraints, including all wetland types within Boulder County Parks & Open Space and Conservation Easement properties, it was deemed too large for this scope of work. Emergent wetlands and wet meadows include some of our highest quality and diverse wetlands, particularly those in the mountains. It also includes some of our more impacted wetlands in agricultural settings on the plains, where we have anecdotally seen rapid changes in size and community type. These wetlands offered an opportunity for a baseline assessment that may better capture future climate change compared to riverine wetlands that can fluctuate yearly due to river flows and were dramatically changed in the 2013 flood and may be again. Similarly, many of our lacustrine wetlands are composed of a small fringe of wetlands of a consistent community type (Emory

sedge, sandbar willow), exhibiting little fluctuation or succession, around the margin of gravel pits which are already well known to staff.

40. Question: How are the 157 wetland features defined? Is each wetland a separate polygon in the National Wetland Inventory dataset or other mapping dataset, or are some wetlands made up of multiple adjacent polygons? Do you anticipate that every one of the 157 wetlands will need a full EIA assessment?

ANSWER: Yes, the 157 wetland features were vetted to each be assessed separately. In some cases where multiple wetland types from the NWI classification system were connected as adjacent polygons but were determined to represent the same wetland feature according to aerial imagery they were combined. It is anticipated that each wetland that is confirmed on the ground will need an EIA assessment, but a few may be documented and removed as mapping errors or due to alterations overtime, ie. no longer a wetland.

41. Question: Do any of the 157 wetland features include wetlands of multiple hydrogeomorphic (HGM) types within the same mapped wetland unit, such as a riverine wet meadow next to a slope wet meadow, or multiple land uses that would result in visible differences in attributes or condition across a single wetland? Examples include an obvious transition point or gradient between different hydrologic conditions (e.g., berms, roads, slope breaks, etc.), or a fenceline contrast between grazed/non-grazed areas. If so, does the County have a preference for how AAs are located in these conditions (favoring least-altered areas, representative plots, randomly located plots, etc.), or is this up to the contractor to decide?

ANSWER: Many of the wetlands, particularly on newly acquired properties and those in the mountains have not been visited; therefore, Boulder County cannot confirm if they include multiple HGM types within the same mapped unit. The majority of the wetlands on the plains are of one (1) HGM type, but there are certainly features with fence lines, berms and grazed/non-grazed lands within some of the mapped wetlands.

Boulder County is willing to work with the selected contractor to determine the best approach in placement of assessment areas to capture the best possible data for this project and is open to and encourages the expert opinion of potential bidders.

42. Question: For wetlands > 2 acres, does the County want to represent the wetland's condition using randomly located AA(s) within the wetland, or would it prefer a targeted AA within the wetland based on visible variation in condition to target the most 'representative' area?

ANSWER: Boulder County is willing to work with the selected contractor to determine the best approach in capturing the best possible data for this project. There are fifty four (54) wetlands greater than two (2) acres in size (42 on BCPOS fee properties and 12 on conservation easement lands). Our preference would be randomly generated AA(s) that are then verified in the field, and moved if necessary, to target a 'representative' area, as is outlined in the 2016 EIA Field Manual. A standard AA with a 40-meter radius is approximately 1.23 acres, so should adequately capture a representative area of many of the two to three (2-3) acre wetlands. Larger wetlands may require additional AA's. See also the answer to question # 8.

43. Question: Does Boulder County want their updated wetland boundaries to be mapped via 1) field mapping based solely on hydrophytic vegetation and/or digital mapping with field confirmation of hydrophytic vegetation (no soil pit or probe verification in either case); 2) wetland delineations with soil pits that meet U.S. Army Corps of Engineers wetland delineation criteria (with soil pits); or 3) a hybrid such as a field map based on hydrophytic vegetation and targeted wetland soil probes/pits to include hydric soil evidence in defining wetland boundaries?

ANSWER: Please refer to answers for questions # 10 and # 38.

44. Question: Is the County amenable to including QCed field data in CNHP's Wetland and Riparian Plots database (<https://cnhp.colostate.edu/cwic/tools/plot-database/>), assuming that specific locations of rare species are not displayed on public-facing web tools and maps?

ANSWER: Currently wetlands are classified as 'Sensitive Data' per Boulder County policy. However, we recognize the importance of this database and how it might positively contribute to not only Boulder County's data, but that of the State. We would be open to discussing this further with the selected contractor. This task would be entirely optional on part of the Contractor and no additional payment would be made towards that effort by the County.

45. Question: Has Boulder County conducted rare wetland plant surveys on all County properties and conservation easements included in this RFP? If not, what portion of the properties/easements have been surveyed?

ANSWER: Boulder County has not conducted rare wetland plant surveys on any of the Conservation Easements included in this RFP. Less than 10% of the fifty three (53) BCPOS properties have likely had past surveys for the Federally listed Ute-Ladies'-Tresses Orchid (*Spiranthes diluvialis*) and the Colorado Butterfly Plant (*Gaura neomexicana ssp. coloradensis*), all of which resulted in no individuals found. Approximately 91 of the 141 identified wetlands, largely

in the plains, had a functional assessment completed in either 1999 or 2003, but no targeted rare plant surveys were completed.

46. Question: Should we inventory the entire N Boulder County project area for new wetlands or simply mark those we incidentally observe when traveling to mapped features?

ANSWER: You are only asked to mark those you incidentally observe when traveling to and from already mapped features. Any new wetlands will not be assessed until agreed upon by the selected Contractor and Boulder County.

47. Question: What definition is being used to delineate a wetland boundary by Boulder County - 3 parameter USACE wetland or another methodology?

ANSWER: Please refer to the answers for questions # 10 and # 38.

48. Question: Can you provide access to BCPOS geodatabase to understand the fields that are to be included in submittal?

ANSWER: Please refer to answer for question # 24.

Submittal Instructions:

Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on April 23, 2020.**

Please note that email responses to this solicitation are required but are limited to a maximum of 50MB capacity. NO ZIP FILES ALLOWED. Electronic Submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as **RFP # 7134-20** in the subject line.

All proposals must be received, and time and date recorded at the email address above by the above due date and time. Sole responsibility rests with the Offeror to see that their bid is received on time at the stated location(s). Any bid received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all bids, to waive any informalities or irregularities therein, and to accept the bid that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

April 16, 2020

Dear Vendor:

This is an acknowledgment of receipt of Addendum # 1 for RFP #7134-20, 2020 Boulder County Parks and Open Space Wetland Mapping, Vegetation Survey and Ecological Condition Assessment. This is also an acknowledgement that the vendor understands that **due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525.

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____

Date: _____

Name of Company _____

End of Document

Boulder County FTP Site Instructions

How to Copy Files to the Boulder County FTP site (for Boulder County employees)

Simply open Windows Explorer (or “My computer”), navigate to the files you want to copy, and then paste them onto the z:\ drive.

Accessing the Boulder County Secure FTP site (for non-Boulder County employees needing to download the files)

You will need to install and use the **WinSCP** freeware program to connect to Boulder County SFTP server. Follow these steps:

1. Download the latest non-beta version of WinSCP.
 - a. Go to <http://winscp.net/eng/index.php>. Use the “**Installation Package**” link. (you may need to subsequently click on “**direct link**” if the download doesn’t start).
 - b. Use all of the setup defaults. (Commander Interface) This provides two panes, the left one for local computer and the right one for the remote SFTP server. Note: Additional documentation can be found on the WinSCP website.
2. Open WinSCP. Enter host name ‘**sftp.bouldercounty.org**’ and Port number as **22**. The file protocol is SFTP. The user name is ‘**possftp**’ and the password is **G4yd*Udf**. See below. Click Save.

The screenshot shows the WinSCP Login dialog box. The window title is "WinSCP Login". On the left side, there is a tree view with the following items: "Session" (selected), "Stored sessions", "Environment", "Directories", "SSH", and "Preferences". The main area is divided into two sections: "Session" and "Protocol".

Session section:

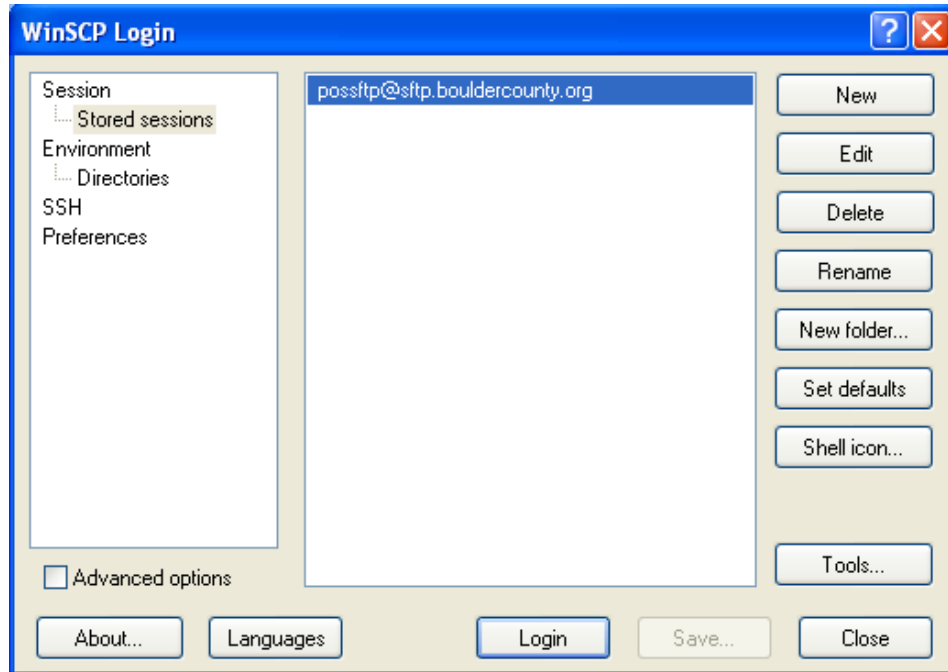
- Host name: sftp.bouldercounty.org
- Port number: 22
- User name: possftp
- Password: [masked with 10 dots]
- Private key file: [empty field with a browse button "..."]

Protocol section:

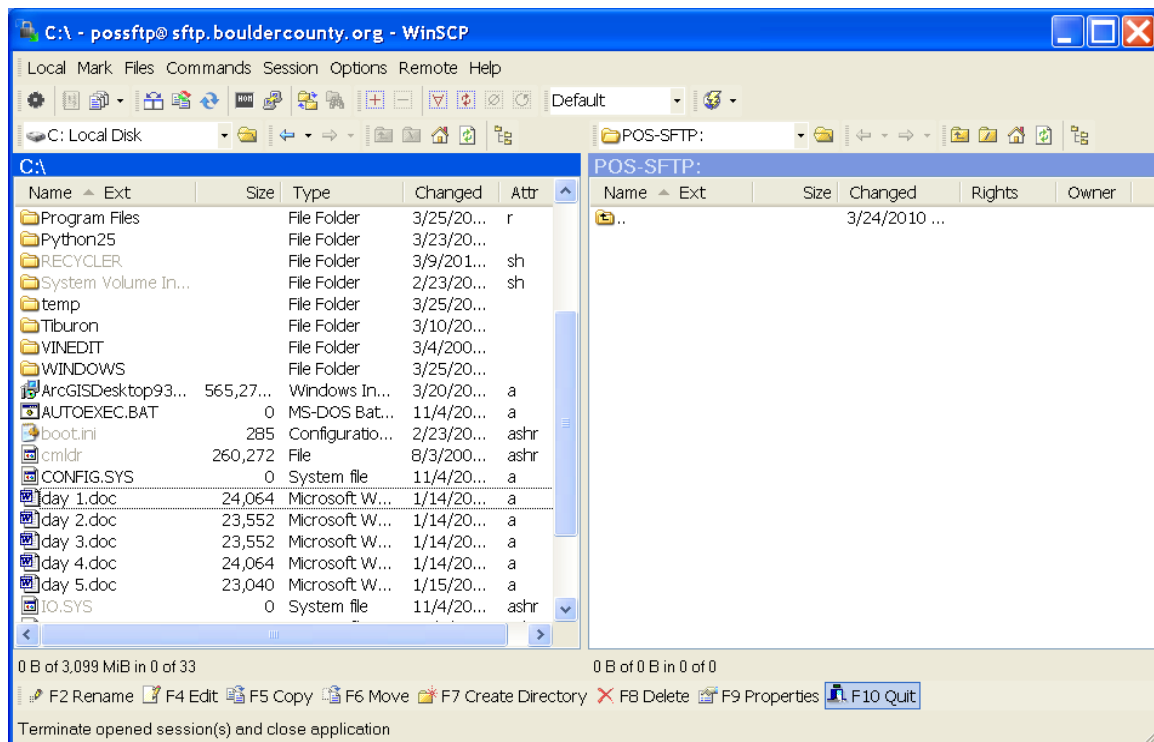
- File protocol: SFTP (dropdown menu)
- Allow SCP fallback:

At the bottom right of the main area is a "Select color" button. At the bottom of the dialog box are five buttons: "About...", "Languages", "Login", "Save...", and "Close". There is also an "Advanced options" checkbox which is currently unchecked.

- The next window will appear will be the one shown below. Click on **Login**, and then re-type the password **G4yd*Udf** when prompted.



- In this next window the left pane will most likely default to the c: drive. See below.



- Select files in the right pane and drag to the left pane. Or with items highlighted in the right pane, select the F5 Copy button on the bottom of the window. Once the files are copied over successfully, you are finished and can exit WinSCP.