



Boulder County Purchasing
1325 Pearl Street
Boulder, CO 80302
purchasing@bouldercounty.org

REQUEST FOR PROPOSAL
COVER PAGE

RFP Number: 7221-21

RFP Title: Cal-Wood Fire Infrastructure
Protection Design-Build Project

Pre-Bid Meeting: See Instructions for Pre-BID

RFP Questions Due: April 1, 2021; 2:00 p.m.

Submittal Due Date: **APRIL 8, 2021; 2:00 P.M.**

Email Address: purchasing@bouldercounty.org

Documents included in this package: Proposal Instructions
Terms and Conditions
Specifications
Insurance and W-9 Requirements
Submittal Checklist
Evaluation Criteria
Bid Tab Section I-Design
Bid Tab Section II-Construction
Signature Page
Attachments: A – T (Refer to page 10)

Please use the link below to access the attachments:
<https://www.dropbox.com/sh/ud8j9m1g30r82qo/AAC19-vMeFlz49NpDP8LHDBpa?dl=0>



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PROPOSAL INSTRUCTIONS

BACKGROUND:

Boulder County Parks and Open Space (BCPOS) is seeking proposals from qualified and experienced Design-Build Teams of Consultants and Contractors to select and implement a suite of mitigation measures to capture debris and slow mud flows from moderate and high severity burned lands. During the construction period it may also be necessary to conduct restoration activities should a debris flow occur during that time frame. The project requires Consultants and Contractors who are specifically experienced in fire-impacted landscapes and fully qualified to construct mitigation and restoration measures in high-risk environments.

There are three (3) addresses that illustrate approximate locations of potential work, all located on Boulder County's Heil Valley Ranch open space (1 Geer Canyon Drive) accessed from Geer Canyon Drive north of Lefthand Canyon Drive.

- a. The first work site location is approximately 4000 Geer Canyon Drive;
- b. The second location is the Main Trailhead or North/Upper Parking Lot located at 1188 Geer Canyon Road;
- c. The third location is near the Corral Trailhead or South/Lower Parking Lot at 257 Geer Canyon Road.

The Cal-Wood Fire began on October 17, 2020 and burned approximately 10,112 acres of private, County, State, and Federal land. See Attachment A for the fire location within Boulder County, Colorado north of Lefthand Canyon Drive. The project area is the Geer Watershed, a sub-watershed of Left Hand Creek.

To address concerns of post-fire flooding, debris flows, and erosion, the County has entered into a Cooperative Agreement, Emergency Watershed Protection (EWP) program with the Natural Resources Conservation Service (NRCS) to provide emergency stabilization and infrastructure protection to the most at-risk areas due to conditions created by fire.

The selected Contractor will complete all aspects of the project including final invoice submittal between the date of the Notice to Proceed and August 31, 2021 with Construction to start in April or as soon as permits allow. The selected Contractor will be responsible for all aspects of the project.

CONTRACT LANGUAGE:

The budget listed in the Cooperative Agreement, Emergency Watershed Protection (Attachment H) in this RFP is the total budget for all tasks associated with the EWP funded fire recovery project, including not only hazard tree removal, aerial mulching and mastication, but the construction of channel structures, a sediment catchment basin, upgrades to an early warning system and rain gauges, and other associated costs. The county will release separate solicitations for multiple projects.

The selected contractor will be required to enter into a Contract for Services. Tasks requiring engineering/design reports and/or plans shall be completed and stamped by the appropriately licensed Professional Engineer and/or Landscape Architect. All Engineers and Landscape Architects must be currently licensed with the State of Colorado. All construction must be supervised by a qualified contractor with experience working in fire-impacted landscapes, this must be evident in the submittals attached to the bid, in particular the resumes, references and project history.

The selected contractor will be required to meet all insurance requirements as required prior to any work beginning. The Project will commence only after a Notice to Proceed has been issued by the County. **Only the Primary Contractor is responsible for meeting the insurance requirements listed in this RFP and those listed in the EWP Cooperative Agreement.**

All proposers are instructed to thoroughly review all the stated insurance requirements for this Project, the insurance requirements stated are the minimum and standard for Boulder County Government, for this Project. All hired contractors are required to meet the insurance requirements, as stated, for contracted services as part of the Boulder County contracting process. Owner/Sole Proprietors/Officer are not Exempt from the county's insurance requirements and coverage limits. Only the Primary Contractor is responsible for meeting the insurance requirements listed in this RFP and those listed in the EWP Cooperative Agreement.

The evaluation of the qualifications shall be based on the requirements described in this RFP. All properly submitted qualifications will be reviewed, evaluated, and selected by the Selection Committee.

Boulder County reserves the right to reject submittals that do not include evidence of prior experience and current capabilities, including manpower and equipment, necessary to provide the required services and to successfully complete this type of work.

In the event the selected contractor is unable to commence work as agreed to, the Boulder County Commissioners may rescind the bid award and proceed to award the contract to another proposer based on the RFP, re-bid the work, or proceed in any lawful manner the County deems necessary.

Upon commencement of the Project, the County reserves the right to issue a Stop Work Order for any reason, in writing, as determined by the County, in its sole discretion. In the event a Stop Work Order is issued, work may only resume upon written notification of a Notice to Proceed from the County.

BOULDER COUNTY BID AWARD:

Boulder County requires the formality of issuing a formal bid award for this Project. The Boulder County Board of County Commissioners are required to approve the Project Bid Award, in a public meeting, prior to processing a contract for services. A period of ten (10) days follows in which the county is required to adhere to the Boulder County Appeals Process.

PROJECT FUNDING REQUIREMENTS:

This project is supported by a Cooperative Agreement with the United States Department of Agriculture, Natural Resources Conservation Service (NRCS) Emergency Watershed Protection (EWP) program. Award Identifying Number NR218B05XXXXC004; CFDA# 10.923; Authority 33 U.S.C. 701b-1. Any associated contract will be subject to the terms and conditions of this Cooperative Agreement and the EWP program requirements. All aspects of this Project including administrative tasks, close out items and funding requests are required to be completed by September 9, 2021. Full compliance with the Cooperative Agreement is required, including, but not limited to:

The selected contractor shall execute the attached Natural Resources Conservation Services (NRCS), Ft. Collins, Colorado Service, Emergency Watershed Protection Program Requirements for Procurement Contracts Addendum as part of any contract with the County, and comply with all NRCS requirements set forth in that addendum.

The Project shall be completed in compliance with the Contract documents prepared by the County and with all Federal and State regulations.

The Submittal Checklist gives a complete list of additional documentation required for evaluation of the Proposals in addition to General Bid Information.

The selected contractor will comply with all state and local licensing requirements, including but not limited to, filing the State of Colorado Statement of Foreign Entity Authority paperwork, if contractor is not a Colorado company.

The selected contractor will be required to be in good standing with the Federal Government, any agency that is not in compliance or in violation of Federal law will not be considered by Boulder County. Boulder County will not conduct business with any entities listed on the Federal Debarment Checklist.

Boulder County is an Equal Opportunity Employer and no otherwise qualified individual and/or company shall be subject to discrimination on the basis of race, color, religion, creed, national origin, ancestry, sex, age, sexual orientation (incl. transgender status), physical or mental disability, marriage to a co-worker and retaliation for engaging in protected activity (opposing a discriminatory practice or participating in an employment discrimination proceeding) in any phase of employment or selection for this Project.

Boulder County and duly authorized officials of the State and Federal government shall have full access and the right to examine any pertinent documents, papers, records and books of the Contractors involving transactions related to this local program and contract.

This is a Federally funded disaster Project, the Colorado Unified Certification Program and the Minority Business Development Agency and the Minority Business Office shall be included when soliciting proposals.

§200.321 Contracting with small and minority businesses, women’s business enterprises, and labor surplus area firms.

- (a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women’s business enterprises, and labor surplus area firms are used when possible.
- (b) Affirmative steps must include:
 - (1) Placing qualified small and minority businesses and women’s business enterprises on solicitation lists;
 - (2) Assuring that small and minority businesses, and women’s business enterprises are solicited whenever they are potential sources;
 - (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women’s business enterprises;
 - (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women’s business enterprises;
 - (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
 - (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended. Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

OSHA Compliance. Contractors on NRCS assisted projects shall perform their work in accordance with OSHA regulations, NRCS Supplement to OSHA Parts 1910 and 1926, and the Contract Work Hours and Safety Standards Act (40 USC 3701-3708) as supplemented by Department of Labor regulations (29 CFR Part 5).

Debarment and Suspension (Executive Orders 12549 and 12689). Contractor attests that it is not listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Copeland “Anti-Kickback” Act (40 U.S.C. 3145). Contractor must fully comply with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). Pursuant to the Act, Contractor is prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The County shall report all suspected or reported violations of the Copeland “Anti-Kickback” Act to the Federal awarding agency.

Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Contractor must fully comply with the Contract Work Hours and Safety Standard Act (40 U.S.C. 3701-3708), including 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, Contract is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Davis Bacon Act.

This is not applicable to this Project.

SAM.GOV (System for Award Management) REGISTRATION:

A copy of your business' registration in sam.gov submitted with your PROPOSAL is required.

DUNS NUMBER:

A copy of your business' DUNS number submitted with your PROPOSAL is required.

CERTIFICATE OF GOOD STANDING:

A copy of your business' State issued certificate submitted with your PROPOSAL is required. Contractor shall be authorized to do business in the State of Colorado and shall provide the county a current Certificate of Good Standing evidencing such authorization. Furthermore, contractor shall be responsible for all applicable sales and employment taxes.

PAYMENT AND INVOICING:

Payment will be processed based upon work completed, inspected and approved by the County. Please refer to Section County Inspections and Payment for additional information. Invoices are paid Net 30 upon acceptance of work by County and submittal of approved invoices. The County does not have any prevailing wage requirements for this Project.

Final payment of required held retainage will be paid upon satisfaction of the required Notice of Final Settlement. It is anticipated that five percent (5%) will be held on each invoice submitted.

Contractor shall submit, in writing, to Boulder County, a request for payment. Invoices shall be submitted on company letterhead and include, but not limited to, depending on the activity completed, designated project name, date(s), type of work performed and should contain sufficient information detailing all expenses. Additionally, all invoices should contain the current date, invoice number, amount due and current return address. Contractors will also include any assigned Purchase Order numbers issued for the project and this Request for Proposal solicitation number.

BID BOND:

A bid guarantee from each bidder equivalent to five percent (5%) of the bid price is required. The bid guarantee shall consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of his bid, execute such contractual documents as may be required within the time specified.

Due to COVID-19 Boulder County offices remain closed to the Public, therefore, Bidders should scan the bid bond, certified check or other negotiable instrument to be included with their Bid submittal AND mail the actual bid bond, certified check, or other negotiable instrument, postmarked no later than the date of the bid deadline. Bid bond, certified check or other

negotiable instrument that are postmarked after the deadline will not be accepted and the bid will be rejected as incomplete.

PAYMENT BOND AND PERFORMANCE BOND:

This Project is classified as a Design – Build Project, therefore, the Payment Bond and the Performance Bonds will be collected only on the construction amount. The Payment Bond and the Performance Bond are each required to equal 100% of the construction costs as out lined in the bid tab section. Bidders may include the cost of this bonding into the total proposed cost. The bonds, for the construction amount only, are due once the Bid Award is completed and prior to the execution of the contract.

The selected contractor will be required to submit the actual bonds to the County either in-person or by mail delivery. The contract will not be executed until the submitted bonds are received, verified and approved by the County, in writing.

Retainage on all approved invoices submitted and a Notice of Final Settlement posting will be required for this Project prior to the release of the secured bonds.

OPTIONAL PRE-BID ON-SITE MEETING:

Interested Parties should contact the Boulder County Purchasing Department at purchasing@bouldercounty.org to reserve a place, reserved spaces will be on a first-come, first-serve basis.

Reservations will only be taken beginning on MARCH 24, 2021 through the end of business, 4:30 p.m., on MARCH 25, 2021.

All interested Parties, that timely request to participate in the optional Pre-BID, on-site project tour, will be permitted access to the project sites. A limited number of reservations will be accepted. Contractors are advised to make a reservation early in order to participate. The date, time and location of the Pre-BID meeting will be disclosed only to registered participants. No additional access to the project sites will be offered and/or granted by the County and access is strictly prohibited. The Pre-BID will last approximately three (3) hours and consist of driving and hiking to impacted project areas. Only two (2) designated representatives from a company will be scheduled and permitted to attend. All participants are required to sign a Waiver and Release Agreement upon reserving a space. All participants will be provided a copy of the County’s Pre-BID safety plan.

The County will not provide transportation to project sites. Contractors are advised 4-wheel drive vehicles are required to be able to safely access all project sites. PPE requirements are addressed in the Safety Plan, participants are required to wear an OSHA approved hard hat and appropriate boots.

Due to the importance of the project and budgetary restraints, all interested Parties are strongly encouraged to attend the Pre-BID meeting to ensure the submittal of a complete proposal. Change order requests due to incomplete proposals or a miscalculation of required tasks by the selected contractor will not be entertained by the County and will be the sole financial responsibility of the selected contractor to complete the Project.

Boulder County reserves the right to decline a request for proposal withdrawal (claim of error) based on a proposer's failure to view the project site as encouraged by the County.

Attending the optional Pre-BID on-site viewing is not mandatory nor is it required to submit a proposal for the project, but instead, is highly encouraged.

Questions regarding additional information not covered in this Request for Proposal or additional questions not answered at the Pre-BID, are to be directed to purchasing@bouldercounty.org, in [writing](#).

The county will post the answers to the submitted written questions in a posted, bid addenda, as directed, in this Request for Proposal.

Boulder County adheres to the Colorado State Department of Public Health & Environment guidelines as well as the guidelines set forth by the Boulder County Health Department as related to the COVID-19 pandemic, therefore, a limit of only two (2) people from individual companies may attend the meeting. For the safety of all potential proposers attending and staff, if you have recently been in close contact with anyone who has contracted COVID-19 or are experiencing symptoms, please refrain from attending.

Additional requirements are as follows:

- a. Information will not change hands. No documents, writing instruments, business cards, sign in sheets, etc.;
- b. All participants are required to wear face coverings;
- c. All participants are required to maintain at least 6 feet of physical distancing at all times;
- d. Participants will be allowed to take photos or videos of the site in order to review with sub-contractors or reference for proposal submission.

Please note that the County may reschedule the optional Pre-BID, terminate or modify the process at any time due to changing circumstances related to the current COVID-19 pandemic.

The County representatives will remain onsite for the duration of the site visits and leave only after the interested Party representatives have left the site. Access without County supervision is strictly prohibited.

ATTACHMENTS:

The following documents are part of this RFP:

1. Attachment A: Cal-Wood Fire Location Overview Map
2. Attachment B: Cal-Wood Estimated Structure Locations Overview
3. Attachment C: Cal-Wood Slope and Burn Severity
4. Attachment D: Cal-Wood Est. Structure Locations West
5. Attachment E: Cal-Wood Est. Structure Locations North
6. Attachment F: Cal-Wood Est. Structure Locations Middle
7. Attachment G: Cal-Wood Est. Structure Locations South
8. Attachment H: NRCS EWP Agreement
9. Attachment I: NRCS EWP Addendum
10. Attachment J: USDA Terms and Conditions
11. Attachment K: Procurement Standards 2 CFR § 200.317 through §200.326
12. Attachment L: Contract Provisions for Non-Federal Entity Contracts Under Federal Awards
13. Attachment M: Contracting Local Organization Certification
14. Attachment N: Special Provisions Construction
15. Attachment O: OSHA 1910 & 1926
16. Attachment P: Pre-Bid Waiver
17. Attachment Q: Sample Landowner Permission Form
18. Attachment R: NRCS EWP Example of Plans/Specifications
19. Attachment S: Partial County Technical Specifications
20. Attachment T: Sample Contract

Please use the link below to access the attachments:

<https://www.dropbox.com/sh/ud8j9m1g30r82go/AAC19-vMeFlz49NpDP8LHDBpa?dl=0>

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WRITTEN INQUIRIES:

All inquiries regarding this RFP will be submitted via email to the Boulder County Purchasing Office at purchasing@bouldercounty.org on or before 2:00 p.m. **APRIL 1, 2021**. A response from the county to all inquiries will be posted and sent via email no later than **APRIL 5, 2021**.

Please do not contact any other county department or personnel with questions or for information regarding this solicitation.

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 8, 2021**.

Please note that email responses are limited to a maximum of 50MB capacity. NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. 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 # 7221-21** in the subject line.

All RFPs must be received, and time and date recorded by authorized county staff by the above due date and time. Sole responsibility rests with the proposer to see that their RFP response is received on time at the stated location(s). Any responses received after due date and time will be returned to the proposer.

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

Americans with Disabilities Act (ADA):

If you need special services provided for under the Americans with Disabilities Act, contact the ADA Coordinator or the Human Resources office at (303) 441-3525 at least 48 hours before the scheduled event.



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TERMS AND CONDITIONS

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1. Proposers are expected to examine the drawing, specifications, schedule of delivery, and all instructions. Failure to do so will be at the proposer's risk.
 2. Each proposer will furnish the information required in the Request for Proposals.
 3. The Contract/Purchase Order will be awarded to that responsible proposer whose submittal, conforming to the Request for Proposals, will be most advantageous to the County of Boulder, price and other factors considered.
 4. The County of Boulder reserves the right to reject any or all proposals and to waive informalities and minor irregularities in proposals received, and to accept any portion of or all items proposed if deemed in the best interest of the County of Boulder to do so.
 5. No submittal will be withdrawn for a period of thirty (30) days subsequent to the opening of proposals without the consent of the County Purchasing Agent or delegated representative.
 6. A signed purchase order or contract furnished to the successful proposer results in a binding contract without further action by either party.
 7. Late or unsigned proposals will not be accepted or considered. It is the responsibility of proposers to ensure that the proposal arrives at the purchasing email address prior to the time indicated in the "Request for Proposals."
 8. The proposed price will be exclusive of any Federal or State taxes from which the County of Boulder is exempt by law.
 9. Any interpretation, correction or change of the RFP documents will be made by Addendum. Interpretations, corrections and changes of the RFP documents made in any other manner will not be binding, and proposer will not rely upon such interpretations, corrections and changes. The County's Representative will not be responsible for oral clarification.

10. Confidential/Proprietary Information: Proposals submitted in response to this “Request for Proposals” and any resulting contract are subject to the provisions of the Colorado Public (Open) Records Act, 24-72-201 et.seq., C.R.S., as amended. Any restrictions on the use or inspection of material contained within the proposal and any resulting contract will be clearly stated in the proposal itself. Confidential/proprietary information must be readily identified, marked and separated/packaged from the rest of the proposal. **Co-mingling of confidential/proprietary and other information is NOT acceptable. Neither a proposal, in its entirety, nor proposal price information will be considered confidential/proprietary. Any information that will be included in any resulting contract cannot be considered confidential.**

The Boulder County Attorney’s Office retains sole authority for determining whether the Colorado Open Records Act requires or permits Boulder County to disclose proposal or bid documents, or any information contained therein, pursuant to an open records request.

11. Boulder County promotes the purchase/leasing of energy efficient, materials efficient and reduced toxic level products where availability, quality and budget constraints allow. Proposers are expected whenever possible to provide products that earn the ENERGY STAR and meet the ENERGY STAR specifications for energy efficiency with power management features enabled. Proposers are encouraged to offer products and equipment with post-consumer recycled-content materials. Products should be packaged and delivered with a minimum amount of recycled packaging that adequately protects the product but is not excessive.



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SPECIFICATIONS

SPECIFICATIONS:

BCPOS is seeking design-build (DB) proposals from qualified firms to:

- (1) study, survey, and analyze the state of the fire impacted landscape at Heil Valley Ranch;
- (2) create and implement a suite of mitigation measures across the project area in critical areas to slow and capture debris from debris flows and mud flows; and
- (3) if debris flows occur during the project timeframe, it may be necessary to implement restoration activities to restore site access or to regain the design value of mitigation measures.

The design intent is to mitigate damage to local and downstream infrastructure and mitigate the risk of extensive stream channel erosion where possible. The selected Contractor will provide design, permitting, and construction services that shall meet or exceed all applicable federal, state, and local rules and regulations governing the design and construction of mitigation treatments, and provide construction services and construction management services for the project.

The Contractor must have experience with debris flow modeling and mud flow modeling and the application of data derived from those models to on-the-ground solutions. The Contractor must be able to quickly go from field evaluation to data analysis to permit application documents to construction-ready plans to construction implementation to post-construction monitoring and maintenance. The selected Contractor will complete all aspects of the project including final invoice submittal between the date of the Notice to Proceed and August 31, 2021 with anticipated construction to start in April or as permits allow. The selected Contractor will be responsible for all aspects of the project, including access improvement, on-site material acquisition, procurement and transportation of materials from off-site sources, and assembly of personnel and equipment to install solutions considering the risks of flash flooding and debris flows.

Using the soil burn severity assessment (USGS-USFS November 2 BARC), debris flow hazard maps (USGS), and hillslope erosion potential models (Colorado Forest Restoration Institute CFRI), the County identified some likely locations for infrastructure protection measures. These links and other resources are to be found at this web address: <https://www.bouldercounty.org/open-space/management/cal-wood-fire-recovery/>. Some of the suggested infrastructure protection

sites are contingent upon cost-benefit and risk analysis, permit timelines, and landowner access coordination if means and methods impact access and evacuation routes. Attachments B through G show potential site locations as well as data that is available to the design contractor including post-fire annual hillslope erosion volume estimates, combined slope and burn severity data, and floodplain and floodway boundaries. Attachments C through G show the areas that are “moderate” and “high” soil burn severity classes with slopes that range from 20 to 60%.

General Scope of Work:

Note that aerial mulching operations will have a similar construction start and end date and utilize many of the same access roads. Many infrastructure protection work sites fall within aerial mulching zones and early spatial and temporal coordination will be critical for all Parties.

The work site location is Boulder County’s Heil Valley Ranch open space located on Geer Canyon Drive off Lefthand Canyon Drive and likely locations for mitigation measures are shown on Attachments B through G:

- a. Attachment B shows the sub-watersheds shaded relative to modeled post-fire annual hillslope erosion volume, with potential debris flow remediation locations for investigation and risk evaluation. These locations are not meant to be all-inclusive but rather to illustrate values at risk.
- b. Attachment C shows a 1:12,000 scaled view of the possible remediation structure locations with topography and high and moderate burn severity locations with slopes between 20% and 60%.
- c. Attachment D shows the same information as Attachment C except zoomed into the West Central section of work below the North Upper Geer and South Upper Geer sub-watersheds (1:4,000 scale). Locations labeled 3 are potential locations for small check dams or filter dams with room upstream for sediment entrapment or areas with existing small headcuts. Locations labeled 2 are potential confluence protection structure locations (single or multiple small structures). Locations labeled 6 are potential locations upstream of culverts that could plug with debris and could use protection and/or maintenance.
- d. Attachment E shows the same details as Attachment D except zoomed into the North most region of work at a 1:4,000 scale. The location labeled 1 is located downstream of the confluence of the Marietta and Plumley sub-watersheds. This is a ground feature that was excavated lower than the previous floodplain by the 2013 flood, and may be an area suited for a series of low-head filter dams or one larger sediment basin. Potential areas of work could be located in the section of channel from the labeled area to the low water crossing. Locations labeled 7 are potential locations of debris barrier structures upstream of access road and parking lot infrastructure. The location labeled 4 is a location where the access road might be protected from stream flow.
- e. *Attachment F shows the high and moderate burn severity with 20% to 60% slopes and the mapped floodway and floodplain limits, zoomed into the East Central region of work at a 1:4,000 scale. The location labeled 5 indicates the main trailhead parking lot with

several high potential sites for debris flow and erosion. Locations labeled 6 are potential sites for mitigation structures upstream of culverts.

- f. *Attachment G shows the Southern section of proposed work that requires evaluation due to values at risk including the parking lot, ditch infrastructure, and downstream highway culverts.

*Work within the mapped floodplain limits will require special exemptions or facilitation by the County, only possible if a proposed design has high protection value for downstream highways or homes.

Bid Items are to be executed concurrently, as much as possible, to expedite the schedule and protect values at risk as soon as possible due to the active potential for debris flows throughout the project timeline. Survey and work schedules will need to be coordinated through the BCPOS Project Manager to ensure safe work zones. Communication protocols will be established with emergency management personnel and other BCPOS Project Managers and Contractors in the project area. Flash flooding and debris flows may temporarily close access roads. Bid items may be used to pay for the Contractor to assist with restoration of access roads, culverts and mitigation measures should a debris flow occur.

The design documents must be in conformance with generally accepted engineering practices and comply fully with all applicable codes and regulations and necessary permits.

In addition to hardcopies of all reports and design documents, all reports and written documentation shall be submitted electronically as a Microsoft Word file and design documents shall be submitted as a Civil 3D or equivalent electronic drawing file (most current electronic versions), and will become the property of Boulder County upon completion of the project.

Submittals:

Contractor shall forward the following submittals to Project Manager for review and acceptance prior to any construction:

1. Detailed construction schedule.
2. All material submittals for items acquired off-site including, but not limited to, riprap, boulders, grout, steel, and any other materials to be used in the construction. The cost of the submittals will not be measured and paid for separately but will be included in the cost of the WORK.
3. Traffic Control Plan, including all haul routes to and from approved sources of materials, disposal sites for excavated material, and disposal of all other types of materials.
4. List of construction equipment including make, model, attachments; SDS and technical data on bio-hydraulic fluid where appropriate; and associated Exhaustion Emission

Compliance Documentation and Decontamination Plan. Equipment that will enter water shall utilize a Project Manager-approved bio-hydraulic fluid.

5. Storm Water Management Plan and Spill Plan and other permit-required documentation.
6. Certifications and licenses as required for construction means and methods, including but not limited to Traffic Control Supervisor, Flagger, Forester, American Welding Society, Professional Land Surveyor, Certified Storm Water Inspector.

Pre-Commencement Meeting and Site Visit Meeting:

After the contract has been signed and prior to commencement of work, a kick-off meeting will be held. Attendance is expected to include the person in charge of the Project and the technical lead person(s) representing the selected Contractor, representatives of any primary sub-consultants, and representatives from the County. The purpose of the meeting is to further discuss implementation of the Project scope, establish communication procedures, and go over other performance and permit related standards or expectations. The meeting will be held virtually. A site visit will be scheduled soon after to better acquaint the selected Contractor with participating stakeholders and initiate a more detailed exchange of information about Project constraints and opportunities.

Hours of Operation:

Work hours shall be dawn to dusk Monday to Friday. Work on Saturdays and Sundays, nights, and federal holidays shall not be allowed unless approved, in writing, by the County.

Daily Operational Report:

Written daily progress reports must be communicated to the Project Manager prior to the next day of operation.

Daily Progress Reports must contain:

1. Locations of work
2. Type of work
3. Personnel on-site
4. Inspection needs anticipated for next 3 days
5. Percent of project complete
6. Report of any problems or concerns encountered.

COUNTY RESPONSIBILITIES:

The County will supply:

1. Electronic Files: The County will provide digital mapping files, in the form of ArcGIS shapefiles, as needed by the Contractor in order to fulfill the terms of the Contract.
2. Staging Areas: The County will assist the Contractor in providing staging areas on County lands as needed to successfully implement the work. The Contractor and County will agree upon the final staging areas. See Attachments A through G for preliminary guidance on anticipated approximate work areas.

3. Private Landowner Permission: The County will obtain permission from other landowners, if necessary.
4. The County will not authorize commencement of work until all permits and permissions are secured.
5. The County may issue a Pre-Authorization of Work to begin work before the Contract Documents are fully executed.
6. Digital Message Boards: The County will provide the necessary digital road signs to inform travelers of construction operations. The Contractor will be responsible for other road signage required by local regulations or by the County.
7. The County will supply safety signs to be placed along appropriate trail corridors.
8. The County will supply the needed quantity and quality of wood shred mulch.
9. The County will provide the wood material needed to build mitigation measures.
10. The County will provide the seed mix and planting rate specifications.
11. Some or all of the traffic control needs may be provided by the mulching Contractor.
12. Boulder County owns Heil Valley Ranch open space (“the Property”) and is therefore the project owner. BCPOS manages the property on behalf of Boulder County and shall serve as the county’s representative.

CONTRACTOR RESPONSIBILITIES:

1. The selected Contractor will be responsible for all design services and associated costs; all construction services and costs; all permitting services, associated costs, and closeouts; convening a qualified team; communicating quickly and efficiently between the Contractor and the Project Manager; and coordination with adjacent private property owners as needed.
2. The selected Contractor shall furnish all materials, labor, supplies and services necessary to perform the requirements of the Contract. The selected Contractor is responsible for all costs incidental to, and including, but not limited to, equipment move-in and move-out, movement of equipment within the project area, and transportation of all Contractor equipment/property.
3. Any arrangements made by the Contractor for the use of private land, in association with this contracted project, will be the sole responsibility of the Contractor team. Such agreements between the Contractor and private landowner shall be in writing and shall be submitted to the Project Manager for review and approval prior to implementing the terms of the Contract and Work. Any private parcels with an existing County Conservation Easement over them will be subject to the terms and agreement of Boulder County as well.
4. All facilities will be provided by the Contractor and will require the approval of the Project Manager and appropriate permits.
5. The Contractor shall provide warning signs and barricades for the following: Open trenches and other excavations; Obstructions, such as material piles, equipment (moving or parked), and piled embankment; Protection of roads and driveways; Warning signs and barricades shall be illuminated by means of warning lights from sunset to sunrise.
6. The Contractor , with the approval of Project Manager, shall designate parking areas for the use of all construction workers and others performing WORK or furnishing services in

connection with the PROJECT so as avoid interference with public traffic, County's operations, construction activities, or landowner activities.

7. At all times when WORK is not actually in progress, Contractor shall make passable and shall open to traffic such portions of the PROJECT and temporary roadways or portions thereof as may be agreed upon between Contractor and County and all authorities having jurisdiction over any properties involved.

Project Quality Control:

The Contractor shall propose and adopt a quality control inspection system to ensure that the work is progressing in compliance with construction specifications. Complete records of all inspection work performed by the Contractor shall be maintained and made available, upon request, to the County during the contract performance period.

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QUALITY ASSURANCE PLAN (QAP)

TASK/SUBTASK	PERFORMANCE STANDARD	ACCEPTABLE QUALITY LEVEL (AQL)	METHOD OF SURVEILLANCE
1. Period of Performance	Begin work in a timely manner and complete within the time prescribed	100% started and completed on time	Visual, reviewing record for excusable days
2. Preventative measures made to minimize noxious weed spread at both staging and project areas	All equipment, other than vehicles arriving and leaving each workday, including tarps are free of loose dirt, vegetation and noxious weeds prior to the arrival and departure from the staging area	100% of the equipment, other than vehicles arriving and leaving each workday, is free of dirt, vegetation and noxious weeds	Visual inspection prior to unloading by County representative
3. Contractor to manage the project to meet the Project Safety and Resource Protection Objectives	Carry out all provisions of the Project Safety and Resource Protection Objectives	100% acceptable level of performance	Visual inspection by County representative of Contractor's actions and documents
4. Contractor to manage the project within the identified constraints	Manage constraints to minimize impacts of project	100% of the requirements shall be met	Visual inspection by County representative
5. Provide daily progress reports	Daily progress reports submitted timely with accurate information	100% of requirements shall be met	Review report
6. Provide final report	Provide a complete final report	100% of requirements shall be met	Review report

Safety and Conduct – General:

1. The Contractor and its employees, as well as any sub-contractors, are expected to maintain a high degree of professionalism and safety while being present on Boulder County property. The project site is public land; therefore, it is highly likely that the Contractor will encounter public citizens utilizing trails and other available resources. In areas within the management unit that have established trail corridors, the County will supply safety signs to be placed along appropriate trail corridors. It is the Contractor's responsibility to maintain adequate safety zones with regard to all components of its operation.
2. All personnel associated with the Contractor will wear O.S.H.A. approved P.P.E. appropriate for their current duties.
3. First aid equipment/supplies will be readily available for all workers as well as reliable means of communication in the event of an emergency situation.
4. Contractor will have emergency response/evacuation plan, in the advent of serious illness or injury, for their crew.
5. Equipment operators will be responsible for maintaining an awareness of the safety zone surrounding their particular operation.
6. One (1) 5# fire extinguisher will be in place on mobile operational equipment as well as trucks.
7. One (1) hand tool (shovel, Pulaski, etc.) will be readily available for each employee currently on site for fire suppression, if needed.
8. Equipment operators will be responsible for maintaining the safety zone surrounding their particular operation. This safety zone shall extend approximately 1.5-2 X the distance where specific operations could injure personnel or bystanders.
9. Unlawful, rude, or aggressive behavior will not be tolerated.
10. Contractor will comply with all Government Safety and Health regulations and the Department of Labor Occupational Safety and Health (OSHA) standards.

Project Safety:

1. Contractor will explain, in detail, their proposal and how they will manage for safety in all elements of the operation.
2. The Contractor will submit a safety plan that includes a discussion of safety for public and staff. All authorized persons in the operational areas should have radio communications with the Contractor's designated project leader. The authorized persons in the project areas should be wearing hardhats, hearing protection if needed, and highly visible clothing.
3. Contractor will be required to assure that it is operating within the constraints of the equipment being used, the given load, weather conditions, etc.
4. Dust abatement will be required at staging areas when necessary. Mud tracking control will be used at all entrances to paved roadways, when necessary, that are adjacent to staging areas.
5. Contractor will provide personnel to control local traffic, in compliance with Federal, State and County regulations, during operations.

Hazardous Materials: Fueling, Hydraulics, and Lubricants:

1. Fueling equipment and operations will be inspected and approved upon mobilization of the operation by the Project Manager before the Contractor can proceed with work. On-site

regular inspections will include, but are not limited to, checking for evidence of oil/fuel leaks at all piping, oil/fuel lines, hydraulic lines and seals, fuel tanks and other sources of leaks. All evidence of leaks will be investigated and immediately repaired prior to operation of the equipment operation at the project site. If at any time a spill occurs, the Contractor will notify the Project Manager immediately.

2. All non-manual fueling equipment will have an automatic shut-off switch installed to avoid fuel releases.
3. The Contractor is required to clean up any spill, including, but not limited to, diesel or gasoline fuels. The Contractor will assume all liability and responsibility for clean-up of any spill and will meet all established EPA Spill Prevention, Control and Countermeasure (SPCC) Rules and Colorado Clean Air and Water Standards.
4. Fueling and fuel storage will occur at a distance greater than 100 feet from ephemeral or perennial streams.
5. Contractor will submit a written spill management plan.
6. Use of Hazardous Materials and/or petroleum products requires that all appropriate State and Federal Regulations be complied with including, but not limited to, Material Safety Data Sheets (MSDS) on hand and use of necessary Personal Protective Equipment (PPE).
7. On-site disposal of Hazardous Materials or Waste, including hydrocarbons is not authorized. Violations of on-site disposal will subject the Contractor to, at least, the cost of reclamation and the appropriate disposal of contaminated soil.
8. Incidental minimal leaks from fittings, gaskets, or ruptured hoses will not subject the Contractor to remediation requirements. These will be considered to be normal and unavoidable losses. Continual leaks will be noted on inspection reports and correction through on-site, on-going maintenance is required.
9. Maintenance and repair operations that require the draining of engines or hydraulic systems may be conducted on site only if the fluids are captured and properly contained and removed for proper disposal.

COUNTY INSPECTIONS AND PAYMENT:

1. The County will make periodic inspections of project work as a basis for payments and quality control check of work quality while work is in progress.
2. Invoices shall be submitted on a monthly basis by the Contractor with a detailed project report matching the detailed time and materials invoice.
3. When a project work area is complete and ready for inspection, the Contractor shall request the Project Manager to conduct a final inspection of the completed unit of work.
4. All construction and design invoices are due by August 31, 2021 unless additional time shall be allowed by the County, in writing.

PROJECT DELIVERABLES:

A final submittal of project documentation shall be provided in Adobe pdf, Microsoft Word/Excel 2003, or higher format, or any appropriate software version mutually agreed upon, that includes at a minimum:

1. Field conditions that delayed application or application quality

2. Final electronic shapefiles, delivered in accepted Boulder County GIS format (see below), that were utilized for permits
3. Design documents submitted as AutoCAD 2018 files, see CAD Data Format Specification below
4. Construction survey data needed to establish that installation was built to planned locations and elevations
5. Pre-work and post-work photographs taken to verify permit conditions.

GEOGRAPHIC INFORMATION SYSTEM (GIS) AND AUTOCAD 2018 DATA:

The Contractor agrees that the following, specified data formats, shall be used and/or adhered to when submitting required data to the County:

1. GIS Data Format Specifications
 - a. All GIS data required to be delivered, by the Contractor, in an ESRI 10.x compatible format, either shapefile or file geodatabase feature class.
 - b. All spatial or georeferenced data are required to be provided, by the Contractor, in the following coordinate system:
 - i. **Name:** NAD 1983 HARN State Plane Colorado North FIPS 0501 Feet
 - ii. **Unit:** Foot US
 - iii. **Projection:** Lambert Conformal Conic
 - iv. **Horizontal Datum:** North American Datum 1983 HARN
 - v. **Vertical Datum:** North American Vertical Datum 1988
 - vi. **Spheroid:** GRS 1980
2. CAD Data Format Specifications
 - a. All spatial or georeferenced data are required to be provided, by the Contractor, in the following coordinate system:
 - i. **Name:** NAD 1983 HARN State Plane Colorado North FIPS 0501 Feet
 - ii. **Unit:** Foot US
 - iii. **Projection:** Lambert Conformal Conic
 - iv. **Horizontal Datum:** North American Datum 1983 HARN
 - v. **Vertical Datum:** North American Vertical Datum 1988
 - vi. **Spheroid:** GRS 1980
 - b. The electronic drawing file must be AutoCAD 2018. Electronic files of the topographical features need to be submitted to the BCPOS's Project Manager.
 - c. Once the consultant completes the field topographical survey, an electronic ASCII file with point number, northing, easting, elevation and description shall be submitted to the County. Survey files ending in .txt or .csv are an acceptable format.
 - d. The project base files shall be in model space (not paper space) with 1 foot interval minor contours and 5 foot major contour intervals.
 - e. Use fonts that easily translate to AutoCAD 2018 format.
 - f. CAD layer names should be easily understood. A detailed list of standard CAD layers should also be included with the final CAD submittal.
 - g. Text heights should be 0.08 in paper space.
 - h. Plans should be submitted in 11" x 17" format.

- i. Final plans should be submitted to BCPOS Project Manager in both CAD (dwg) and PDF format.

References

1. Colorado Department of Transportation, Standard Specifications for Road and Bridge Construction, project Development Branch, Standards and Specifications Unit, Denver Colorado, 2011.
[https://www.codot.gov/business/designsupport/2011-construction-specifications/2011- Specs/standard-special-provisions/sections-200-500-revisions/216src/view](https://www.codot.gov/business/designsupport/2011-construction-specifications/2011-Specs/standard-special-provisions/sections-200-500-revisions/216src/view)
2. Urban Storm Drainage Criteria Manual, Volume 3, Best Management Practices, Updated November 2010, Urban Drainage Flood Control District, Copyright 2011, Denver, Colorado, www. Udfcd.org,
<http://www.udfcd.org/downloads/pdf/critmanual/Volume%20%20PDFs/120%20Chapter%2012%20Revegetation%20001-01.pdf>

Private Landowner Permission:

The County will obtain access permission from all landowners required to complete the Project as specified. The primary landowner is Boulder County and alternate access routes to the Project site will be provided if possible and necessary.

Permits, Licenses, Locates and Codes:

The selected Contractor shall have full responsibility for identifying and obtaining, prior to the start of work, and for maintaining throughout the term of the Project, any permits and licenses which may be required in order to carry out the work. The selected Contractor shall also be responsible for following all State and County codes, which may be required in order to carry out the Project. The selected Contractor shall also be responsible for all "locates" of all public utilities related to performing work under the terms of this Contract. The selected Contractor shall also be responsible for insuring that any of its sub-consultants performing work on the Project satisfy the provisions of this paragraph.

General contractors, HVAC contractors, and roofing contractors require licensing through the Boulder County Land Use Department. Electricians and plumbers are required to be licensed through the State of Colorado and registered with the Boulder County Land Use Building Safety and Inspection Division. Furthermore, it is required for all Architects, Professional Engineers and Professional Land Surveyors to be fully-licensed through the State of Colorado. It is the responsibility of the selected Contractor to apply for and ensure the appropriate licenses are obtained.

The Contractor shall protect water quality by complying with the lawful requirements of Boulder County's Illegal Discharge Ordinance (No. 2012-4), MS4 permit (COR090000), and MS4 Program Description Documents regarding discharges to storm drainage systems or other watercourses

in Boulder County's jurisdiction. The Contractor will also conform to any other State-required permits.

Project Completion Schedule:

The selected Contractor must implement bid items as soon as possible and shall remain within the not-to-exceed EWP Agreement budget which includes all design, construction, permitting costs and project related fees.

The Notice of Substantial Completion must be submitted before August 1, 2021 unless additional time shall be allowed by the County, in writing. The preferred completion date is as soon as possible given the greater historical chance of afternoon thunderstorms starting around June 1 that may require more frequent evacuation due to flash flood risk.

All operations are required to be completed on or by Tuesday, August 17, 2021, weather permitting, unless additional time shall be allowed by the County, in writing.

Reclamation operations of the staging area is required to be completed on or by Tuesday, August 24, 2021 unless additional time shall be allowed by the County, in writing.

All construction and design invoices are due by August 31, 2021 unless additional time shall be allowed by the County, in writing.

All administrative tasks including close out items and funding requests are required to be completed by September 9, 2021 unless additional time shall be allowed by the County, in writing.

CONFLICT OF INTEREST:

Any party that has developed, designed or drafted specifications, requirements, statements of work and/or has participated in planning activities for this Project may be excluded from consideration for the award of this Project.

CHANGE ORDERS:

Any unplanned, change orders, modifications or additional services to this Project, shall be submitted by the Contractor, in a separate, written document, including a fee schedule and completion schedule and presented to the County for review. Approval from the County, in writing, must accompany all change order requests.

OVERNIGHT CAMPING:

Boulder County prohibits any overnight camping; all operational staff, including designated security staff, are not authorized to be present at Project site from sunset to sunrise, the open space property will remain closed during these hours to the contractor and its subcontractors and/or designated representatives and/or agents, unless specifically authorized by a BCPOS representative.



Boulder County Purchasing
1325 Pearl Street
Boulder, CO 80302
purchasing@bouldercounty.org

INSURANCE AND W-9 REQUIREMENTS

INSURANCE REQUIREMENTS:

General Liability	\$1,000,000 Each Occurrence \$2,000,000 General Aggregate \$2,000,000 Products Completed Operations Aggregate 3 years Products/Completed Operations
Automobile Liability	\$1,000,000 Each Accident *Including Hired & Non-Owned Auto
Worker's Compensation and Employer's Liability	Statutory limits
Umbrella / Excess Insurance	\$3,000,000.00, following form
Professional Liability or Errors and Omissions	\$1,000,000 Per Loss \$1,000,000 Aggregate Coverage maintained or extended discovery period for 2 years
Pollution Liability	\$1,000,000 Per Loss \$1,000,000 Aggregate Coverage maintained or extended discovery period for 3 years

Only the Primary Contractor is responsible for meeting the insurance requirements listed in this RFP and those listed in the EWP Cooperative Agreement.

***In regards to General Liability, Umbrella/Excess Liability, and Pollution Liability:
If any or all of these coverages are required above, additional insured status will be required at the time a contract is executed.**

Note that the above insurance amounts are the minimum required for this project. Proof of current insurance must be provided with your proposal in the form of a sample certificate. You are NOT required to include additional insured status until the time a contract is executed.

If you require a waiver of insurance requirements, you may request one in your response with an explanation.

W-9 REQUIREMENT

Provide a copy of your business's W-9 with your proposal.

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GENERAL SUBMITTAL INFORMATION:

In addition to the attached proposal section, Contractor shall submit the following as part of their proposal.

The technical proposal should include information on how the work will be organized and performed in accordance with the specifications and evaluation criteria set forth in the solicitation. To assist the Selection Committee in the evaluation, you should number your responses to correspond with the criteria being addressed. The technical portion of the proposal shall address as a minimum the following:

1. Company Qualifications:
 - a. Company contact information:
 - Firm Name:
 - Contact Name and Title:
 - Street Address:
 - Contact Phone Number:
 - Email:
 - b. Submit your firm's ability to meet the County's Payment Bond and Performance Bond requirements.
2. Names of any subcontractors and their contact information.
3. A list of three (3) projects similar in scope, and preferably wildland fire stabilization, along with three (3) references for those projects.
4. Up to 5-page statement (12-point font, 1-inch margins) explaining how your company would approach this project. Please include examples of alternative post-fire mitigation and restoration measures that your company would consider for this project. Note if your company has installed these recommended measures in other locations and provide contact information for references that can speak to those installations by your company.
5. Estimated project timeline, along with milestones.
6. Sample of Quality Control Plan from a previous work contract.
7. Sample of Safety Plan.
8. Number of full-time employees and number of On-the Ground employees to be used for this project.
9. Number of part-time employees and/or volunteers to be used for this project.
10. Equipment: Attach a complete list of mechanical equipment to be used on the job.

The proposer's attention is especially called to the table listed below, which must be submitted in full as part of the Proposal. Failure to submit any of the documents listed below as a part of your Proposal, or failure to acknowledge any addendum in writing with your Proposal, or submitting a proposal on any condition, limitation or provision not officially invited in this Request for Proposal (RFP) may be cause for rejection of the Proposal.



Boulder County Purchasing
1325 Pearl Street
Boulder, CO 80302
purchasing@bouldercounty.org

SUBMITTAL CHECKLIST

THIS CHECKLIST MUST BE SUBMITTED AS PART OF YOUR PROPOSAL PACKAGE: Proposer will check each box indicating compliance:

INCLUDED	ITEM
	Name, Address, Office Telephone and Email Address of company/Organization
	Name and Address of the Partners and Subcontractors
	Name, Title, Email and Resume of Staff Contact designated for Project.
	A detailed project schedule with an all-inclusive total cost
	Information on the relevant experience of key personnel
	Technical Proposal Items 1-10; refer to page 28
	State your company's ability to comply with the Terms and Conditions in the Sample Contract included in this RFP; Specifically list any deviations and provide justification for each deviation.
	State your company's ability to comply with the Payment Bond & Performance Bonds conditions contained in this RFP.
	State your company's ability to comply with the requirements of the NRCS EWP Agreement included in this RFP, including scheduled completion dates.
	State your company's ability to comply with the Pre-Bid Meeting Requirements and required Waiver included in this RFP.
	Insurance Certificate - Sample
	W-9
	Signature Page
	Contractor's Duns Number
	Certificate of Good Standing
	SAM.Gov registration
	Bid Bond Requirement
	Addendum Acknowledgement(s) (If Applicable)



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EVALUATION CRITERIA

The proposals will be reviewed by a Selection Committee. The committee may request additional information from vendors or request interviews with one or more vendors. Final evaluation and selection may be based on, but not limited to, any or all of the following:

A scoring matrix with the order and priority of criteria to be used by the county in its evaluation and selection process is shown below:

Description	Points
QUALIFICATIONS AND EXPERIENCE	40
QUALITY OF PROPOSAL	30
TIMELINE FOR COMPLETION	20
TOTAL COST	10
Total Possible	100

GENERAL BID INFORMATION:

DESIGN BID ITEM 1:

Background Information Site Survey and Measurements/Calculations, Risk and Cost/Benefit Analysis, and Recommendations:

1. Develop and present a clear definition of the goals and objectives in collaboration with BCPOS. This task shall include Background Information, Site Survey and Measurements, Risk and Cost/Benefit Analysis, and Recommendations.
2. Define evaluation criteria and a critical path decision making process.
3. Identify a process for addressing all permit considerations; Parks and Open Space values at risk including infrastructure; critical habitat and sensitive sites; upstream landowner needs and concerns; and communication and safety needs.
4. Watershed and Site Assessment
 - a. Review and evaluate all available modeling starting with the BAER report, post-fire hydrological modeling, and hillslope erosion volume modeling.
 - b. Site survey to complement best available LIDAR data.
 - c. Review site conditions at each potential infrastructure protection area and create risk-based prioritization of projects.
 - d. Identify mitigation measures that could improve site conditions and protect downstream values at risk.
5. Cost Estimate
 - a. The project should include regular cost estimation to determine if proposed measures fit within allowed EWP Agreement limits and will provide an estimated critical constructed Benefit sufficiently higher than the estimated Cost of allowing nature to determine the result without pre-flow human interference.
 - b. If anticipated project needs exceed the EWP Agreement limits, some installation tasks can be considered for construction by County personnel or volunteers.
 - c. Proposed measures should be ranked by volume capture, technical difficulty of installation, ease of maintenance, risk of failure, and failure impact on downstream infrastructure or other values.

Deliverables:

1. The selected Contractor will attend a meeting with the County, stakeholders and permitting agency representatives to review project background and existing information to and determine data needs
2. Conduct a site survey using Boulder County Standards for product deliverables, including, but not limited to the level of detail suitable to make feasibility decisions
3. Pre-Project photo documentation for purposes of Design Report.
4. Base map development including, but not limited to:
 - a. Political/property boundaries
 - b. Infrastructure and utility locations
 - c. Supporting GIS/CAD layers
 - d. List of anticipated technical specifications.
 - e. Drawing list of anticipated sheets and detail drawings (if details are not yet created).

5. The selected Contractor will attend a meeting with the County, stakeholders and permitting agency representatives to review the recommended suite of mitigation measures and proposed locations in accordance with the risk and cost/benefit analysis.

DESIGN BID ITEM 2:

Engineering Services including Permit-Ready Design and Permitting Submittals:

The following documents shall be used as reference for the standards expected of the selected Contractor during the work performed under this Project.

1. Boulder County's Stream Restoration Requirements:
<https://www.bouldercounty.org/transportation/permits/stream-restoration/> and <https://assets.bouldercounty.org/wp-content/uploads/2017/11/SWQP-Guidance-Construction-Near-Waterways.pdf>
2. Section 1302.1 of the Boulder County Storm Drain Criteria Manual (SDCM) <https://www.bouldercounty.org/transportation/floodplain-management/storm-drainage-criteria-manual/>; in particular note page 11 of <https://assets.bouldercounty.org/wp-content/uploads/2017/03/storm-drainage-manual-construction-water-quality-1300.pdf> Standard Stormwater Management Plan Notes.
3. Urban Drainage and Flood Control District Urban Storm Drainage Criteria Manual <https://udfcd.org/criteria-manual> and <https://udfcd.org/specifications>.
4. 2017 Colorado Department of Transportation Standard Specifications for Road and Bridge Construction and related Manuals, Plans, Standards, Standard Special Provisions, and Project Special Provision Worksheets.
5. NRCS Specifications and Standards must be used and required and example language can be located in Attachment R with additional details here:
<https://efotg.sc.egov.usda.gov/#/details>
Directions: Go to Colorado, Section 4, Cons. Practice Standards and Docs, select all applicable practices and include the documents in the Final Construction Plans.

Develop construction plans anticipating all permit requirements listed and reasonably anticipated.

Construction plans for mitigation measures shall include, at a minimum:

1. Locations, materials, testing requirements, configurations, quantities, elevations, construction details
2. The Contractor will provide all geotechnical investigations, proctors and on-going testing required to implement construction on design elements of the project
3. Site access, staging areas, dewatering, erosion and sediment control, and materials disposal
4. Materials dimensions, volumes and specifications

Prepare final design, drawings, and specifications as needed for permits and in response to review comments. All design documents must be in compliance with governing rules and regulations.

Ensure that all work is carried out in accordance with the following documents and entities:

1. Recommended Reclamation and Conservation Measures (See Attachment S **Partial County-Specific Technical Specifications**)
2. Permits and licenses required by Boulder County/Boulder County Community Planning & Permitting (CP&P), the State of Colorado, and United States Federal Government prior to commencing any work under the terms of the Contract, including, but not limited to, securing any required Rights-of-Way.
3. All City, County, State and Federal Transportation Regulations.
4. The Contractor shall work with the Project Manager to submit a traffic control plan and other required documents to Boulder County Public Works. The documentation will include at minimum the proposed haul routes and staging areas and number of trucks anticipated. The traffic control plan shall include proposed signage, and flagging, if trucks are loading or unloading in the right-of-way. The Contractor will supply certified flaggers for traffic control as needed.
5. Contractor shall, without additional expense to the County, have responsibility for identifying and obtaining, prior to the start of work, and for maintaining throughout the term of the Project, any permits and licenses which may be required in order to carry out the work. The Contractor shall be responsible for complying with any Federal, State, County, and Municipal laws, codes and regulations applicable to the performance of the Contract.
6. The Contractor shall also be responsible for all "locates" of all public utilities related to performing work under the terms of this Contract.
7. The Contractor shall be responsible for all damages to person, or property that occurs as a result of the Contractor's fault or negligence.
8. The Contractor shall be responsible for all materials delivered and work performed until completion and acceptance of the entire work.
9. The Contractor shall be responsible for insuring that any of its subcontractors performing work on the Project satisfy the provisions of this paragraph.
10. Contractor shall not design or perform work within the regulatory floodplain and floodway unless an emergency permit or permit exemption has been obtained to protect life and property.

The Contractor shall furnish the Project Manager with a written list of all permits required for the proper completion of the Contract. The list shall clearly identify the types of permits that must be obtained before work on any particular phase or phases of work can be started. Copies of the fully executed permits shall be furnished to the Project Manager upon request. Below is a list of some potential permits for this project depending on the work proposed by the Contractor. This list is not all inclusive.

1. U.S. Fish and Wildlife Service Migratory Bird Treaty Act of 1918 (MBTA) and Bald and Golden Eagle Protection Act (BGEPA) Protection Review including field surveys prior to construction
2. Colorado Parks and Wildlife SB40 Wildlife Certification
3. US Army Corps Clean Water Act Section 404 Certification (if work is proposed in regulated streams)
4. Colorado Department of Public Health and Environment (CDPHE) Water Quality Control Division (WQCD) Colorado Discharge Permit System (CDPS) Construction Stormwater permit
5. Boulder County Storm Water Quality Permit (MS4)
6. Boulder County Limited Impact Special Use (LISU) Permit if required
7. Boulder County Stream Restoration Permit if required
 - a. Boulder County floodplain development permit if required
 - b. Boulder County Grading Permit
8. Boulder County Building Permit if required
9. Boulder County Transportation Management Plan If required
10. Boulder County Traffic Control Plan if required
11. Colorado Department of Transportation Right of Way Permit
12. State Department of Revenue Tax Exempt Permit
13. Boulder County Oversize/Overweight permit (if applicable)

The County will support the Contractor in applying for permits required as part of this project. Contractor must meet conditions and requirements of all permits acquired for this project.

Unless otherwise specified, the Contractor shall procure or ensure that all required permits and licenses are acquired; pay all charges, fees, and taxes, including permits procured for this project by others; and give all notices necessary and incidental to the due and lawful prosecution of the work. The costs of these permits will be listed on the detailed invoices and all relevant documentation submitted to the Project Manager.

BID ITEM 3:

Stamped Construction Plans and Specifications

The preparation of Final Construction Plans and Final Specifications will be stamped by a Colorado registered professional engineer. Final Plans and Specifications will cover all aspects of the work to be completed including an updated permitting plan.

Deliverables:

Prepare Final Plans and Final Specifications and supporting documents as part of funding agency and permit requirements. Funding agency required specifications and example plans are found in Attachment R. Permit requirements are partially addressed in Attachment S.

BID ITEM 4:

Construction Management and Oversight:

This task includes construction oversight of multiple teams and/or subcontractors to expedite installation of mitigation measures and possible debris flow sediment removal to recover infrastructure function and protect downstream values.

The Contractor will possess the requisite licenses and assure that all subcontractors are appropriately licensed and bonded for the tasks needed to complete the construction phase of the project.

The Contractor shall provide all labor, equipment, operators, and materials to implement the projects as designed, including reclamation of project temporary impacts.

The Contractor shall manage and oversee all construction activities.

The Contractor shall perform all construction management tasks including but not limited to:

1. Ensure that all work follows Contract and Project specifications
2. Hold biweekly progress/construction onsite meetings and submit meeting minutes for review and approval by BCPOS
3. Submit monthly progress report and construction progress summary including earned values for that period
4. Develop and update construction management plan that includes: Construction phase quality control procedures, safety measures, construction documents, management protocol, etc.
5. Manage and oversee all construction activities by the Contractor employees and subcontractor employees
6. Prepare payment requests, relevant backup documentation, and maintain cash- flow projection
7. Track permit compliance
8. Develop and coordinate all mitigation measure maintenance actions during the time period between installation and Notice of Final Completion.

The selected Contractor shall provide support to the Project through assignment of personnel to perform all field adjustments, material testing, and construction oversight and inspection responsibilities. Boulder County's Project Manager is in direct charge of the Work and is responsible for administration of the Project contract. The selected Contractor shall report directly to the Project Manager and notify the County immediately if the following is encountered: Contaminated Material; Artifacts; Nesting Birds.

Deliverables:

1. Quality Control Inspection and Quantity Control: Perform quality control testing and inspections for conformance with the contract documents.
2. Quantities of work elements of construction will be measured and recorded to support the evaluation of progress pay estimates. Maintain accurate notes to reflect actual construction details, for use in the preparation of as-constructed plans and specifications. Oversee potential field changes to adapt to site specific details and issues. Certify in

writing all inspections, materials, material testing as conforming to the plans, specifications and purpose of design. Prepare and transmit updates of construction schedule and activities to the Project Manager.

3. Participate in the monthly evaluation of progress pay estimates including the final pay estimate.
4. Assist in preparing responses to sub-contractors' and suppliers' requests for information, submittals review, field directives (changes to work method), work change directives (changes to items impacting contract time or money), claims, out-of-specification items, and correspondence.
5. Assist in preparing punch lists of uncompleted work, non-conformance reports, and deficiency notices. Lead a half (½) day substantial and a half (1/2) day final punch list walkthrough meeting.

BID ITEM 5:

Final Report, Redlined Drawings, and Permit Close-Out:

All constructed documents shall be delivered by August 31, 2021.

Project completion certification and construction summary from engineer on record. Closeout of all local, state, and federal permits is the responsibility of the Contractor and may extend into the one (1)-year warranty period.

Deliverables:

1. Prepare a construction completion report, which will include construction summary, observation reports, tests, pertinent project progress photos and as-built documentation.
2. Prepare as-constructed drawings and specifications including AutoCAD and GIS deliverables.
3. Report on the Final Pay Estimate with reference to field directives and work change directives.
4. Report on the final construction product as it relates to the original design intent and field modifications.
5. Submittal of Final Documentation: Final documentation shall be submitted to the Project Manager within 30 working days after the Construction Project is complete with final acceptance.
6. Provide permit close-out documentation to Project Manager

BID ITEM 6:

Other Identified Project Costs (bidder to provide attachment):

Anticipated project needs not outlined in the bid items shall be submitted in the bid with detailed description and proposed specifications and be fully represented by the proposed total cost for bid item 6. Deliverables shall be detailed in this attachment.

CONSTRUCTION BID ITEM 1:

Mitigation and Restoration Construction, including potential work items below:

Payment for construction will be invoiced by time and materials with a detailed progress report, similar to Bid Items 1 through 6. Construction costs may include the following items of work, but are not limited to this list:

Clearing and Grubbing
Mobilization
Survey - Construction
Traffic Control
Construction Erosion & Sediment Control
Recycled Rubber Socks
Sediment Control Log Biodegradable
Stabilized Staging Areas
Stream Crossing, Temporary (culvert)
Stream Crossing, Temporary (ford)
Vehicle Tracking Control
Construction Fence - staging, access area, tree protection
Earthwork & Subgrade Prep
Earthwork, Excavation and Fill On-Site
Earthwork, Excavation and Haul Off-Site
Excavation, Rock, Haul to Staging Area for Bid Item 21 Reuse (Boulders and Channel Bed Material)
Excavation, Rock, Stockpile, and Reuse (Boulders and Channel Bed Material)
Topsoil Excavate, Stockpile, and Replace
Bioengineering and Stabilization
Wood Shred Mulch and Site Restoration
Sediment/Debris Catchers Large, Access Road and Parking Lot Protection
Sediment/Debris Catchers, Medium Confluence and Culvert Protection
Sediment/Debris Catchers, Small Ditch/Stream Protection
Small Wood Mitigation Feature Installation
Post-Construction Monitoring & Maintenance
General BMP Maintenance
Structure Maintenance

The Contractor shall insure that the schedule of work, the proposed items of work, the proposed means and methods, and the design report will provide a clear argument that the Benefit of the Work will outweigh the construction cost and risk of failure.

The ratio of the summed lump sum costs of Design Bid Items 1 through 6 to the Construction cost of Bid Item 7 shall be reasonable according to industry standards.

No portion of construction shall be started that requires a permit not yet received, nor started if the work cannot be finished within the EWP Agreement timeline.



Boulder County Purchasing
1325 Pearl Street
Boulder, CO 80302
purchasing@bouldercounty.org

BID TAB SECTION I - DESIGN

Proposers should include proposed amounts, itemized per action, as outlined below. Quantities are estimates and are subject to change. All actions are not reflected in the itemized list. It is the proposer's responsibility to incorporate those types of costs into the itemized list.

Item #	Item Description	Unit	Quantity	Unit Cost	Total Cost
	Design and Project Support				
1	Background Information, Site Survey and Measurements, Risk and Cost/Benefit Analysis, and Recommendations	LS	1		
2	Engineering Services including Permit-Ready Design and Permitting Submittals	LS	1		
3	Stamped Construction Plans and Specifications and Obtain Federal, State, and Local Permits	LS	1		
4	Construction Management and Oversight	LS	1		
5	Final Report, Redlined Drawings, and Permit Close-Out	LS	1		
6	Other Identified Project Costs (bidder to provide attachment)	LS	1		

TOTAL BID AMOUNT DESIGN \$ _____

 Company Name

 Name of person and title submitting PROPOSAL (PLEASE PRINT)

 Signature of Bidder

 Date



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1325 Pearl Street
Boulder, CO 80302
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BID TAB SECTION II - CONSTRUCTION

Proposers should include proposed amounts, itemized per action, as outlined below. Quantities are estimates and are subject to change. All actions are not reflected in the itemized list. It is the proposer's responsibility to incorporate those types of costs into the itemized list.

General Construction					
Item #	Item Description	Unit	Quantity	Unit Cost	Total Cost
1	Mitigation and Restoration Construction, including all potential work items	LS	1		

TOTAL BID AMOUNT CONSTRUCTION \$ _____

TOTAL BID AMOUNT DESIGN / CONSTRUCTION \$ _____

Company Name

Name of person and title submitting PROPOSAL (PLEASE PRINT)

Signature of Bidder

Date



Boulder County Purchasing
1325 Pearl Street
Boulder, CO 80302
purchasing@bouldercounty.org

SIGNATURE PAGE

Contact Information	Response
Company Name including DBA	
List Type of Organization (Corporation, Partnership, etc.)	
Name, Title, and Email Address of Person Authorized to Contract with Boulder County	
Company Address	
Company Phone Number	
Company Website	

By signing below, I certify that:

- I am authorized to bid on my company's behalf.
- I am not currently an employee of Boulder County.
- None of my employees or agents is currently an employee of Boulder County.
- I am not related to any Boulder County employee or Elected Official.
- (Sole Proprietorships Only) I am not a Public Employees' Retirement Association (PERA) retiree.

**Signature of Person Authorized to Bid on
 Company's Behalf**

Date

Note: If you cannot certify the above statements, please explain in a statement of explanation.