



**ADDENDUM #1**  
**Office of Sustainability, Climate Action & Resilience**  
**Biomass Management and Utilization Plan across Jurisdictions within Boulder County**  
**RFP # 7510-23**

September 22, 2023

The attached addendum supersedes the original Information and Specifications regarding RFP # 7510-23 where it adds to, deletes from, clarifies or otherwise modifies. All other conditions and any previous addendums shall remain unchanged.

**BIDS will only be accepted electronically by emailing [purchasing@bouldercounty.gov](mailto:purchasing@bouldercounty.gov).**

**Please note: The submittal due date has been extended to 2:00 p.m., October 13, 2023.**

1. Question: Given the tight turn around to submit a proposal by October 6th, with existing commitments during Climate Week in NYC and team travel, our ability to deliver a comprehensive proposal is limited, is it possible for any flexibility on the submission due date?

**ANSWER: The submission deadline has been extended from 2:00 pm on October 6<sup>th</sup> to 2:00 pm on October 13<sup>th</sup> for all applications.**

2. Question: What is the expected funding/budget and over what timeline are you looking for this work to be delivered?

**ANSWER: The budget and timeline for this project are both fairly flexible. A concrete budget has not been established, but Boulder County is confident about allocating the necessary funds to complete this work. Vendors are encouraged to submit proposals with multiple price points as long as they accomplish the core objective of this project. While a definitive timeline has not been set, it is anticipated that the work will be delivered within an**

**approximately 6-9 month period. Proposals that deviate from this timeline will still be considered given the innovative nature of this project.**

3. Question: (Vendor) is a scientifically driven technology platform focused on planning, prioritization, & collaboration across land management and ecosystem services. Our expertise is scaling science across technology to help decision makers leverage actionable data insights. As a part of this submission we would be looking to partner with a consultant firm to help support the research and service components of the proposal. Are there local experts you have worked with in the past where you could share published work for us to review? Or would you be able to provide a list of partners you could share for our consideration?

**ANSWER: We are unable to provide a list of individual consulting firms or vendors that may participate in a bid, but joint submissions are welcome if beneficial in completing the work.**

4. Question: How accessible will your team be during the duration of this work to provide local data/knowledge?

**ANSWER: Boulder County's project manager for this work will be readily accessible throughout the project to provide support and connect the vendor with other stakeholders as needed. A core group of county staff and other stakeholders from the Boulder County Fireshed will be able to provide local data and knowledge to the vendor. Availability may be more limited for some of these stakeholders, but it is intended that the vendor will attend at least two meetings with the Boulder County Fireshed stakeholder group and further correspondence can be arranged as needed. Staff from the Colorado State Forest Service and other organizations are willing to share data and correspond with the vendor as time allows. Vendors are encouraged to proposed a specific stakeholder engagement plan based on what they see as necessary to completing the work.**

5. Question: What is the proposed timeline for the start and completion of the project, as well as other key tasks, like stakeholder meetings?

**ANSWER: The timeline for this work is fairly flexible, but it is anticipated that the work will begin soon after the award is issued. The Boulder County Fireshed stakeholder group meets next on the afternoon of Friday, November 3<sup>rd</sup> and, if possible, it is desired for the vendor to attend this meeting to get acquainted with this group and present the intention of their work. This stakeholder group generally meets quarterly and there will be additional opportunities to present and gather information at subsequent meetings. It is**

**anticipated that the work will be delivered within an approximately 6-9 month period, but proposals that deviate from this timeline will still be considered.**

6. Question: On page 9, where it says, "When possible evaluation of methods and end uses of biomass should reference specific vendors and their specifications, quotes, or estimate...", what types of vendors are being referred to here? Do you have a list of such vendors from which we can work?

**ANSWER: The specific vendors being referenced here are those that have a role in biomass utilization. For example, rather than assessing the production of biochar in the abstract it is preferred to use information from a local biochar producer. Information about utilization methods (prices, carbon sequestration, co-benefits, etc.) should be specific to Boulder County and local vendors when possible. When not possible, the presence or absence of local vendors associated with a particular biomass utilization method should be factored into the analysis. County staff should be able to assist with developing a list of relevant vendors if needed, but it is anticipated that much of this information will be readily available through the research conducted by the selected consultant.**

7. Question: Reference: Task 3 - Is the Consultant to also consider Boulder County-owned resources such as facilities, fleet, labor force, etc. in market analyses?

**ANSWER: To the extent practicable, the consultant should consider Boulder County-owned resources in their market analysis and assessment of various factors for each biomass utilization method. County staff should be able to assist with compiling and providing this data as needed.**

8. Question: Reference: General - Does Boulder County have an anticipated time frame they would like the work to be completed by?

**ANSWER: While a definitive timeline has not been set, it is anticipated that the work will be delivered within an approximately 6-9 month period. Proposals that deviate from this timeline will still be considered given the innovative nature of this project.**

**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 October 13, 2023**.

**Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.**

**NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).**

**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.gov](mailto:purchasing@bouldercounty.gov); identified as **RFP # 7510-23** in the subject line.

All proposals must be received and time and date recorded at the purchasing email 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**

September 22, 2023

Dear Vendor:

This is an acknowledgment of receipt of Addendum #1 for RFP #7510-23, Biomass Management and Utilization Plan across Jurisdictions within Boulder County.

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.gov](mailto:purchasing@bouldercounty.gov) as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525.

This is also an acknowledgement that the vendor understands that **BIDS will only be accepted electronically by emailing [purchasing@bouldercounty.gov](mailto:purchasing@bouldercounty.gov).**

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** \_\_\_\_\_

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