



**Boulder County Procurement  
1325 Pearl Street  
Boulder, CO 80302**

## **SUBMISSION INSTRUCTIONS**

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**Reference Number: RFP-232-26**

**Project Name: Wildfire Partners Forestry Contractors**

### **Background:**

Launched in 2014, Wildfire Partners is Boulder County's wildfire mitigation program. Homeowners, with the assistance from Wildfire Partners, work to reduce their wildfire risk by actively creating and maintaining defensible space as well as performing other wildfire mitigation measures.

This RFP is for forestry contractors to be included on the Wildfire Partners Forestry Contractors List who are then eligible to bid on and complete defensible space projects for participating homeowners. From 2015 to 2025, Wildfire Partners Forestry Contractors completed over 1,297 defensible space jobs totaling more than \$3.48 million. Some residents hire Wildfire Partners Forestry Contractors to complete work that is not associated with defensible space or a Wildfire Partners financial award. This additional work is not included in the above totals.

Homeowners apply to join Wildfire Partners voluntary individual home assessment program. Applications that meet all program criteria are accepted into the program as funding and mitigation specialist are available. Others join Wildfire Partners as a result of a regulatory requirement associated with a building permit or a short-term rental license. Wildfire Partners has completed 4,493 individual home assessments and defensible space markings. Wildfire Partners offers motivated homeowners different benefits depending on their location. Some of these benefits include:

- A comprehensive, on-site, wildfire home assessment with a Wildfire Partners Mitigation Specialist.
- A Wildfire Partners assessment report that identifies the weak links in a home's defenses and specific mitigation measures to be undertaken.
- A Wildfire Partners financial award.
- Free access to Wildfire Partners Phone Advisors.
- Follow up visits and inspections with a Wildfire Partners Mitigation Specialist.
- For qualifying homeowners in western Boulder County who pass their inspections, a Wildfire Partners Certificate, yard sign and letter stating that they have performed mitigation.

Wildfire Partners Forestry Contractors are not responsible for defensible space marking. This task is performed by Wildfire Partners Mitigation Specialists. Homeowners are required to actively participate in their home assessments so that they learn the principles and science behind wildfire mitigation. Homeowners provide essential input to the Wildfire Partners Mitigation Specialists as they mark vegetation with blue paint for removal as part of the program. The specialists use an iPad assessment app to gather information, take photographs and evaluate 50 mitigation related questions grouped into 10 different categories (i.e., roofs, decks, zone 1, emergency preparedness). Following the assessment, the homeowner receives a customized report containing a mitigation checklist with their photos of items requiring mitigation. Phone advisors, along with the mitigation specialists, help homeowners navigate their individual steps in the process. To learn more about Wildfire Partners, visit [www.wildfirepartners.org](http://www.wildfirepartners.org).

Some aspects of Wildfire Partners individual home assessment program are different depending on where a home is located within Boulder County. However, for the purpose of this RFP, the creation of defensible space through the removal of vegetation, the work performed by Wildfire Partners Forestry Contractors is similar across both western and eastern Boulder County.

### **Instructions:**

Boulder County uses a [Boulder County Euna \(formerly Bonfire\) portal](#) for accepting and evaluating proposals digitally:

- To post the Proposal
- To receive any questions or inquiries
- To issue any associated addenda
- To post award notices

Proposals must be submitted electronically on or before the Close Date at [Boulder County Euna \(formerly Bonfire\) portal](#).

**Important:** Submissions will not be accepted by email, fax or hand-delivery; unless otherwise noted.

Documents should not be embedded within uploaded files, as the embedded files will not be accessible or evaluated.

### **Contact:**

To contact Boulder County Purchasing or ask questions in relation to this proposal, respondents must register on [Boulder County Euna \(formerly Bonfire\) portal](#) and initiate the communication electronically through the **Vendor Discussions** or the **Ask a Question** feature.

All questions must be received on or before the Deadline for Submission of Clarifications, as specified in the Schedule of Events. Boulder County will not accept any respondent's communications by any other means, except as specifically stated in this proposal.

**Addendum:**

At any time prior to the Close Date, Boulder County may alter, clarify, amend, delete or add to, in whole or in part, any terms or provisions of this proposal.

In order to afford the Bidders a reasonable time for taking into account a material amendment (the materiality of which Boulder County in its own discretion may determine) or for any other reason, Boulder County may, at its own discretion, extend the Close Date.

For the most up-to-date project information refer to our Euna (formerly Bonfire) portal.

All vendor submissions may be amended, but only before the Close Date on [Boulder County Euna \(formerly Bonfire\) portal](#).

**Need Help:**

To assist with registration and submission of responses, learn how to get started with Euna (formerly Bonfire), watch this [training video](#). For questions or support when using the platform, [access the Euna \(formerly Bonfire\) online knowledge base](#), search the FAQ or contact the Euna (formerly Bonfire) support team at [support@goBonfire.com](mailto:support@goBonfire.com).

**Americans with Disabilities Act (ADA):** Boulder County aims to ensure all digital content and documents are accessible. While efforts have been made to maximize accessibility, some types of content have inherent technical limitations. For alternate formats or accommodations, please submit an [ADA Web Accommodation Request Form](#) or email [ADA@bouldercounty.gov](mailto:ADA@bouldercounty.gov), or call 303-441-1386. [View the county's accessibility statement](#).