



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

SUBMISSION INSTRUCTIONS

Reference Number: RFP-258-26

Project Name: Wildfire Partners Home Hardening Technical Consultant

Background:

Launched in 2014, Wildfire Partners is Boulder County government's wildfire mitigation program. Wildfire Partners offers a long list of programs to help residents and partner organizations reduce wildfire risk and prepare for future wildfires. To learn more about Wildfire Partners, visit www.WildfirePartners.org. Successful bids will have a very strong understanding of Wildfire Partners.

The Wildfire Partners Home Hardening Technical Consultant (consultant) will train the contractors, review bids, assist the participants, and inspect the work of contractors associated with the Wildfire Partners Home Hardening Pilot Program (See RFP-257-26). The consultant also will provide advice and counsel to Wildfire Partners staff throughout the pilot program. The training will total eight hours of in-person sessions for three to five contractor teams at the beginning of the pilot program. The consultant will also provide on-going technical support to the contractors as they complete 100 unique pilot projects—reviewing bids and performing on-site inspections.

The pilot program is designed to test a potential new on-going program and service: The creation of a Wildfire Partners Home Hardening Contractors List and development of a Wildfire Partners Home Hardening Financial Award. For the pilot program, Wildfire Partners is looking to select three to five home hardening contractors to complete 100 home hardening pilot projects. Wildfire Partners will identify the 100 pilot projects and divide them up between the selected contractors. Each pilot project will be unique and will be customized to fulfill the home hardening mitigation check-list requirements of the participating homeowners.

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.

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