

Request for Proposals

The Town of Dolores, CO is seeking qualified professionals to design, seek Army Corp of Engineers permits, repair build fish habitat improvements, repair and build new fisherperson access points on an approximate one-mile length of the Dolores River. Project elements include:

1. Design;
2. Army Corp of Engineers permit and any other state or federal permits;
3. Acquisition of boulders to build the improvements; and
4. Build the improvements and access points.

ATTACHMENT

Attachment A: Aqua Hab Inc preliminary proposal

Attachment B: CPW Fishing is Fun grant application

Attachment C: Army Corp comments

Attachment D: Maps of project area.

INTRODUCTION AND BACKGROUND

AquaHab Inc. created a proposal for the project, attached. The proposal was prepared as part of the grant application to CPW from the Fishing is Fun grant program, also attached. The town did receive grant funds in the amount of \$53,250 and the town committed \$17,750, for a total of \$71,000.

Unfortunately, AquaHab will not be the contractor for the final design, Army Corp permit process and construction of the project.

The project includes habitat and access point improvements in the Dolores River from just downstream of the State Highway 145 bridge upstream to the Town of Dolores 4th Street bridge (Reach 1) and from 9th Street upstream to the Town of Dolores Riverside Park and behind the town's Water Treatment Plant (Reach 2). The preliminary project design has twenty-one various sites planned for improvements. Qualified contractors can modify the preliminary design and materials list.

In reach 1 the Town of Dolores owns the property on the north side of the river and on the south the USFS owns the property. The USFS will need to give permission as some of the improvements are on the south side of the river and may involve USFS property. In reach 2 the Town of Dolores owns the property on the north side of the river and private landowners own the property on the south side of the river. Bidders should assume the town has acquired permission from these landowners.

Boulder Materials: AquaHab worked with Mesa Sandstone in Cortez and reserved the boulder material for the project.

Bidders are allowed to select another source of boulder materials. In addition, bidders can redesign the project with different habitat and access improvements. These changes though would need to be approved by CPW.

INSTRUCTIONS AND ADMINISTRATIVE INFORMATION

Schedule of Activities for RFP Phase	Deadline (MST)
RFP Issued	July 26, 2023
Mandatory Pre-Proposal Conference	August 9, 2023
Deadline for Offeror's Written Inquiries	August 16, 2023
Deadline for Responses to Inquiries	August 18, 2023
Proposal Submission Deadline	August 22, 2023
Notice of Intent to Award	August 28 th , 2023

RFP PHASE PROCESS

Point of Contact

Questions concerning this RFP and the procedures for responding to the RFP should be directed in writing, e-mail only, to:

Ken Charles

Dolores Town Manager

manager@townofdolores.com

9708827720 x 4

Pre-Proposal Conference

A Pre-Proposal Conference will be held at Dolores Town Hall, 420 Central Avenue, Dolores, CO at 10:00 a.m. on August 9.

Written Inquiries and District Response

A prospective Contractor may submit questions or request clarification of any aspect of the Request for Proposal. The Town will only respond to questions submitted in writing. The Town will accept all written inquiries regarding the project until 10:00 a.m. on August 16th.

Inquiries shall be directed to Ken Charles

Responses to inquiries will be issued in the form of an addendum posted on the Town's website at townofdolores.com/opportunities no later than 4:00 p.m. on August 18th.

Addendum

All addenda will be posted on our website at townofdolores.com/opportunities.

Deadline for Submittals

Submittals are due by August 22, 2023 at 3:00 pm. Send electronically to Ken Charles at manager@townofdolores.com

Final Selection

Proposals will be reviewed and evaluated per the criteria contained herein. An award will be made to the selected Offeror(s) on the tentative date indicated above.

RFP Preparation Costs

Issuance of this RFP does not commit the Town, in any way, to pay any costs for the preparation and submission of the RFP. Nor does the issuance of the RFP obligate the Town to award a contract or purchase. All costs related to the preparation and submission of the RFP shall be paid by the Offeror.

Confidentiality/Proprietary Information

The Town neither requests nor encourages the submission of confidential/proprietary information in response to this Request for Proposal. All proposals will be confidential until a contract is awarded and fully executed. At that time, all proposals and documents pertaining to the proposals will be open for public inspection, except for material that is proprietary or confidential. Neither a proposal in its entirety, nor proposal price information will be considered confidential/proprietary. Questions regarding the application of this procedure must be directed to the Purchasing Agent listed in this RFP.

Rights of the Town

The Town reserves the right to accept or reject any or all proposals. The Town reserves the right to waive any irregularities and technicalities and may, at its sole discretion, request clarification or other information to evaluate any or all proposals. The Town reserves the right, before awarding the contract, to require the proposer(s) to submit evidence of qualifications or any other information the Town may deem necessary. The Town reserves the right, prior to Board approval, to cancel the RFP or portions thereof, without penalty. The Town reserves the right to: (1) accept the proposals of any or all of the items it deems, at its sole discretion, to be in the best interest of the Town; and (2) the Town reserves the right to reject any and/or all items proposed or award to multiple proposers. Proposals will be evaluated and given points according to how well they meet the specifications and requirements of the RFP. The proposal with the highest number of evaluation points will be ranked first; however, nothing herein will prevent the Town from making multiple awards and deeming all proposals responsive and assigning work to any firm deemed responsive. The Town reserves the right to further negotiate any proposal, including price, with the highest rated proposer. If an agreement cannot be reached with the highest rated proposer, the Town reserves the right to negotiate and recommend award to the next highest proposer or subsequent proposers until an agreement is reached.

Conflicts of Interest

All Offerors must disclose the name of any officer, director, or agent who is also an employee of the Town. All Offerors must disclose the name of any Town employee who owns, directly or indirectly, any interest in the Offeror's business or any of its branches.

RENOVATION PROPOSAL

Proposal to include creation of the following according to conceptual drawing:

1. Design;
2. Army Corp of Engineers permit and any other state or federal permits;
3. Acquisition of boulders to build the improvements; and
4. Build the improvements and access points.

Contractors will conduct a pre-bid site visit and gather information for the development of a Work Plan. As part of the Work Plan and construction activities the Contractor will identify and comply with all applicable federal, state, and local statutes. The Contractor will also comply with the applicable terms and conditions of the contract.

The finalized Work Plan and interval construction schedule will be submitted to the Town of Dolores Project Manager for review and approval prior to the start of construction. The Project Manager will provide the Town with any existing drawings/specifications relating to the project.

The Contractor will mobilize construction forces necessary to begin the project within 10 business days after approval of the Work Plan and construction schedule by the Town.

The Contractor will arrange for the following as needed:

- a. A secure staging area for storing equipment, materials, tools, and supplies, as the Contractor shall have sole liability for said items, and
- b. Access to and provision of utilities as needed for design and construction.

EVALUATION CRITERIA

Criteria used to evaluate the methodologies, products, and services are listed below. Evaluation will be completed by the Town's evaluation committee selected to review the proposals.

1. Experience: The Offeror shall demonstrate experience with the design build delivery strategy with a brief profile of description of similar Projects that the contractor has performed. The Projects should be listed by order of most similar to the Project described through this RFP process and in evaluation of the Project site. Each Project should include a total dollar amount and the key contact for the owner as a reference for the Project.

2. Project Team: The proposal shall demonstrate the organization of team members who will be assigned to the Project with resumes and relative Project experience. Team members must be identified as either an employee of the DB Contractor or as a consultant, or joint venture partner for this Project.

3. Value Added Offerings: The Offeror may submit any value-added offerings for consideration by the Town.

4. Pricing