

RIO GRANDE HEADWATERS RESTORATION PROJECT
COLORADO RIO GRANDE RESTORATION FOUNDATION
623 Fourth Street
Alamosa, CO 81101
(719) 589-2230
daniel@riograndeheadwaters.org



Revised – March 11, 2024

REQUEST FOR PROPOSALS: CONSULTING ENGINEERING SERVICES FOR TEACUP RIVER RESTORATION AND AG IMPROVEMENT PROJECT- Down Ditch Infrastructure

I. Purpose and Project Overview

The Colorado Rio Grande Restoration Foundation (Foundation) is requesting proposals from qualified engineering firms with expertise and experience in the design of agricultural ditch and water conveyance infrastructure upgrades in wetland and riparian systems, to complete 60% project designs and **necessary surveys and reporting for NEPA compliance** for the Teacup River Restoration and Ag Improvement Project (Project).

The Foundation is the fiscal agent and governing body of the Rio Grande Headwaters Restoration Project (RGHRP). The RGHRP is coordinating the Project in partnership with Wetland Dynamics LLC, American Rivers, and multiple private landowners and water users. The project includes the inventory of existing infrastructure, survey and design of new and upgraded ditch infrastructure, restoration of flow through floodplain wetlands including sloughs, and conveyance structures for multiple ditches and irrigated lands on the Rio Grande between South Fork and Del Norte.

River restoration and on-channel agriculture infrastructure improvements will occur simultaneously, but are not part of this RFP. A separate RFP will be released for this work: *Teacup River Restoration and Ag Improvement Project- River Restoration*.

II. Submittal Instructions

Bidders must attend a mandatory on-site pre-proposal walkthrough on **March 8, 2024 @ 10:00am MST located at the Tiny Timers Resort & Coffee Bistro (28422 US-160, South Fork, CO 81154)**. **Note: Due to inclement weather on the original walkthrough date, a make-up pre-proposal walkthrough is scheduled for March 27, 2024 @ 10:00am MST located at the Tiny Timers Resort & Coffee Bistro (28422 US-160, South Fork, CO 81154)**. **To be eligible to bid, a representative must have attended one walkthrough.** The complete bid, including bid sheets and all required submittals for the Project is due on **April 5, 2024 at 4:00pm** and can be submitted via email or mail to the Rio Grande Headwaters Restoration Project, care of Daniel Boyes. The bid must be in a signed and sealed envelope or an emailed pdf file, and can be hand delivered, mailed, or emailed to:

Daniel Boyes
Colorado Rio Grande Restoration Foundation
Rio Grande Headwaters Restoration Project

623 Fourth Street
Alamosa, CO 81101
(719) 589-2230 ex. 12
daniel@riograndeheadwaters.org

III. Scope of Services

The selected consultant(s) will assist the Rio Grande Headwaters Restoration Project (RGHRP) and project partners, throughout the planning and development of the project.

Design aspects of the project are expected to include:

1. Work with project partners to inventory ditch and water conveyance structures within floodplain wetlands to finalize scope of work;
2. Develop 60% designs for the upgrade of water control structures and design of new structures to facilitate conveyance of water rights from one irrigated land to another within 6 ditch service areas.
3. Develop 60% designs for wetland restoration to reconnect floodplain features to facilitate conveyance of water rights and improve habitat from one irrigated land to another; one project in each of the 6 ditch service areas if applicable.

Phase 1: Planning Design and NEPA Compliance: Planning, design, and NEPA compliance aspects of the project are expected to include: preliminary & 60% designs for ditch and irrigated lands improvements prepared by a registered Professional Engineer, stakeholder meetings with project partners, landowners, and water users, hydraulic analysis of all designs to ensure adequate flow throughout the ditches and irrigated lands; and determining necessary permits. The selected consultant(s) and their subcontractors will complete professional surveying services as needed for the project. The project team will also include expertise in the 404/401 permitting process, along with the environmental, biological, cultural, and other associated assessment and permit documentation, including NEPA. *Note: the project team is expected to develop reports for NEPA compliance and make recommendations for 404/401 permitting, however 404/401 permits are not part of this RFP.*

The project will be managed by the RGHRP. The RGHRP Executive Director, Daniel Boyes will oversee the implementation and administration of the project.

IV. Minimum Requirements

The Scope of Services described above will require a professional and experienced consultant team, with expertise in a wide range of specialties. It is of particular importance that the selected consultant(s) clearly demonstrate expertise and experience working in floodplain wetland systems to facilitate the appropriate design of ditch infrastructure within dynamic river systems, including water control and conveyance structures, and in the associated numeric and physical modeling to ensure successful project outcomes.

1. A representative from each team must have attended the mandatory on-site pre-proposal walkthrough, scheduled for March 8, 2024 @ 10:00am MST located at Tiny Timers Resort & Coffee Bistro (28422 US-160, South Fork, CO 81154). *Note: Due to inclement weather on the original walkthrough date, a make-up pre-proposal walkthrough is scheduled for March 27, 2024*

@ 10:00am MST located at the Tiny Timers Resort & Coffee Bistro (28422 US-160, South Fork, CO 81154). To be eligible to bid, a representative must have attended one walkthrough.

2. Awarded team must have a minimum of 5 years of experience in designing ditch and water conveyance infrastructure in wetland and riparian systems, riparian and wetland restoration in floodplain systems, and in the associated numeric and physical modeling to ensure a successful project.
3. Proposed project team must be familiar with USACE Individual Permits and have experience with the 404/401 permitting process.
4. Team must demonstrate experience with environmental, biological, cultural, and other required assessment and permit documentation.
5. **Phase 1: Planning, Design, and Permitting** - The most qualified team must work with the RGHRP to complete the tasks below as part of this project phase.
 - a. Research constructability, environmental and cultural resources compliance, and necessary permits and/or agreements from state and federal agencies for ditch infrastructure construction.
 - b. Facilitate meetings and conceptual presentations with RGHRP staff, project partners, landowners and water users as needed throughout the design process.
 - c. Working with partners, develop infrastructure that will enhance wetland function and water conveyance
 - d. Provide cost estimates with 60% final conceptual design.
 - e. Upon approval, prepare construction documents and technical specifications based on the 60% final design.
 - f. Submit construction documents to RGHRP staff for review throughout the planning process as needed.

V. Project Timeline

The RGHRP and project partners are applying for United States Bureau of Reclamation Planning and Design Grant with an expected award date of March 2025. A contract for this RFP will not be awarded sooner than May 2025.

VI. Contractor Compensation and Benefits

1. Compensation: The Contractor will be paid at the completion of the project tasks, within 45 days of billing the RGHRP.
2. Vacation: The Contractor will not receive any paid vacation time.
3. Sick Leave: The Contractor will not receive paid sick leave.
4. Reimbursement: The Contractor will not be reimbursed for expenses related to the Project, as compensation for the project will be paid as a lump sum amount.
5. Other Benefits: The Contractor will not receive any additional benefits such as employer provided health insurance or retirement plans.

VII. Insurance Requirements

Automobile Liability Insurance, including non-owned and hired vehicle coverage with limits of liability of not less than \$1,000,000.00 combined single limit per occurrence/aggregate.

If the Contractor is a Limited Liability Company, Cooperation, or otherwise incorporated:

The Contractor shall, at its own and sole expense, maintain the following insurance coverage:

- a. *Workers' Compensation Insurance* as required by the laws and regulations applicable to and covering employees of the Contractor engaged in the Project of not less than \$1,000,000.00.
- b. *Commercial General Liability (CGL) (or Public Liability)* insurance with limits of liability of not less than: Bodily Injury - \$1,000,000.00 each person per occurrence/aggregate; Property Damage - \$1,000,000.00 per occurrence/aggregate limits. This policy shall cover, among other risks, the contractual liability assumed by the Contractor under the indemnification provision set forth in the Project Agreement, personal injury coverage, premises liability coverage and advertising injury coverage with limits of liability identical to coverage for Bodily Injury as stated above.

If the Contractor is an individual without Workers' Compensation Insurance: The Foundation will accept and review the bid documents and discuss with the individual options for insuring suitable insurance.

The Project activities will commence after the Foundation has received funding and a contract has been executed, estimated May 2025. The successful bidder will be required to submit insurance certificates listing the Colorado Rio Grande Restoration Foundation as additional insured. The successful bidder will also be required to submit a completed Form W-9.

VIII. Required Submittals

The complete bid package must include:

1. Completed Bid Sheet for the Teacup River Restoration and Agriculture Improvement Project – Down Ditch
2. A discussion of costs broken down by task. Not to exceed 3 pages.
3. Proof of Required Insurance
4. References from past clients, including contact information.
5. Resumes for key team members
6. A narrative with examples describing the team's previous work to help project partners understand the team's experience, qualifications, and project approach across the variety of work included in this RFP. This can include a link to an electronic copy or a hard copy of past project reports. Not to exceed 5 pages.

Thank you for considering this project.

Sincerely,



Daniel Boyes
Executive Director, Rio Grande Headwaters Restoration Project
Attachments:

Project Engineering Services Bid Sheet
Project Map

Teacup River Restoration and Ag Improvement Project Consulting Engineering Services

Bid Sheet

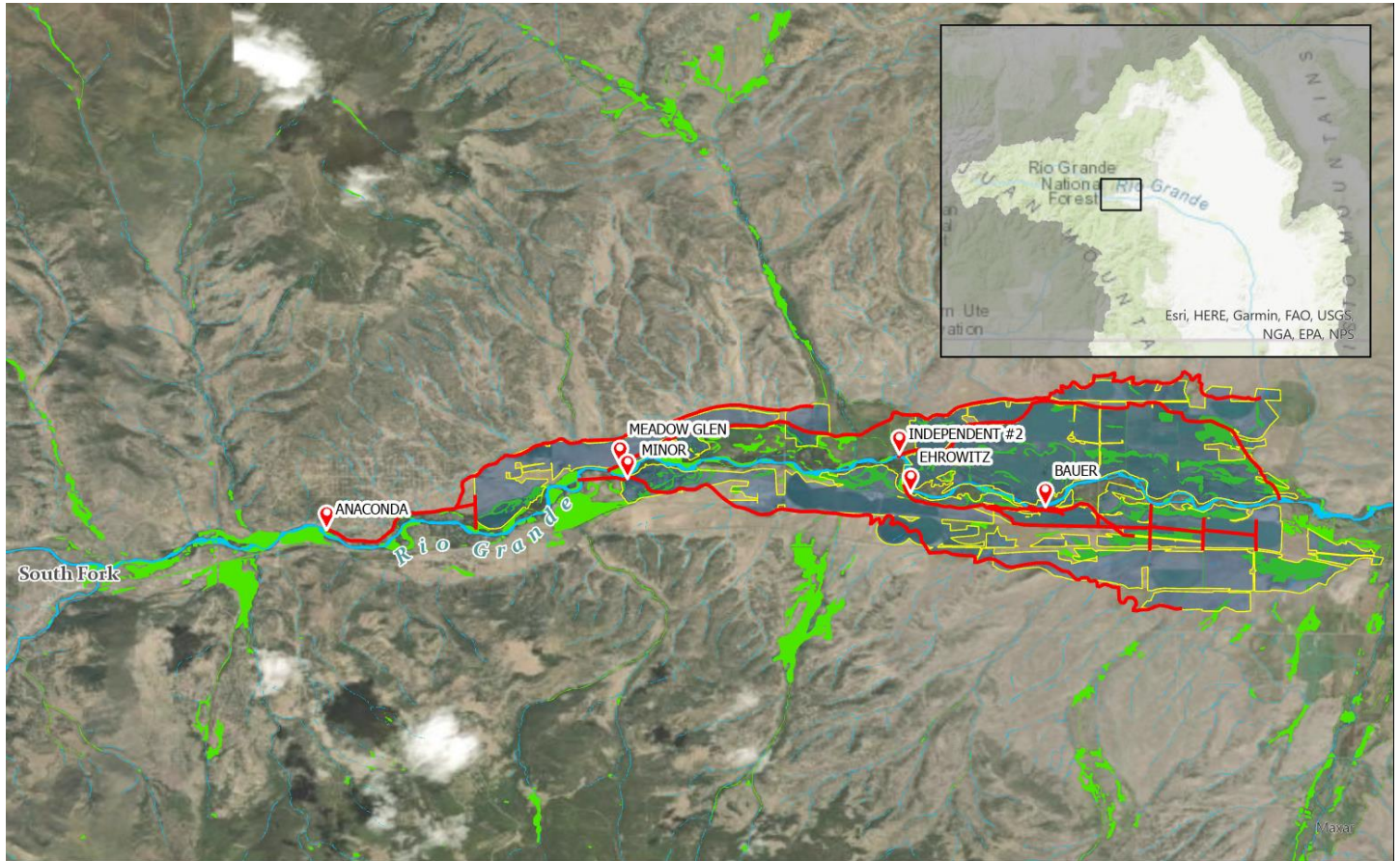
The Bidder agrees to perform all of the work described in the Request for Proposal Document, *Phase 1: Planning, Design, and NEPA Compliance*, for the following **Lump Sum** amount:

\$ _____

This bid contract is for a **Lump Sum**. The Schedule of Costs listed below shall be filled out by the Bidder for information purposes only. Project cost is not to exceed the total Lump Sum amount.

TEACUP RIVER RESTORATION AND AG IMPROVEMENT PROJECT- Down Ditch Infrastructure Consulting Engineering Services Schedule of Costs	
TASK	COST
Phase 1: Planning, Design, and Permitting	
<i>Work with project partners to inventory and finalize down-ditch upgrades to floodplain infrastructure</i>	
<i>Develop preliminary concept plans</i>	
<i>Develop 60% Designs and Construction Documents</i>	
<i>Completion of NEPA compliance and research required compliance and permits</i>	
BID TOTAL	

Project Map



Teacup River Restoration and Agriculture Improvement Project

- Diversions_updated
- Ditches_updated
- Irrigated Lands_updated
- Marsh, Swamp, Bog, Prairie
- River

