



## Request for Proposals

### High Mountain Institute—Forest Stand Improvement

**Project :**

RFP released: **July 10, 2018**

Show-Me-Tour: **July 17, 2018, 10:00 am. (Required)**

Meet at: **High Mountain Institute  
531 County Road 5A  
Leadville, CO 80461**

Bids due: **July 24, 2018, 5 pm**

Contract award: **July 31, 2018**

Contract period: **Work to begin August 6, 2018**

Coalitions and Collaboratives, Inc (COCO)

**Physical Address:**

40 Cherokee Ave.

Lake George, CO 80827

**Mailing address:**

PO Box 746

Lake George, CO 80827

**Project Administrator:**

**Michelle Connelly, Operations Director**

Coalition for the Upper South Platte (CUSP)

40 Cherokee Avenue

Lake George, CO 80827

719-649-2402 cell

**Project Manager:**

**Michelle Connelly, Senior Staff Forester**

Coalition for the Upper South Platte (CUSP)

40 Cherokee Ave.  
Lake George, CO 80827  
[michelle@cusp.ws](mailto:michelle@cusp.ws)  
719-649-2402 cell

## **Project:**

Forest stand improvement at High Mountain Institute (HMI), to include select lodgepole pine removal and post fire lodgepole treatment.

## **Project Description:**

High Mountain Institute has been in operation for 20 years as a Semester and Summer School institution. HMI offer students wilderness and leadership experiences in addition to classroom learning and attracts students from all over the United States and internationally. On 80 acres of lodgepole pine forested property, HMI's primary Forest Management Goals are wildfire mitigation and wildfire prevention, insect and disease control, maintaining a healthy and sustainable forest, and preserving aesthetics ; all of these are of equal importance. Secondary Forest Management Goals are wildlife habitat improvement and noxious weed control.

## **Contents:**

Project overview, objectives and timeline  
Bid approach  
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## **Project overview:**

Treatment of approximately 16 acres at High Mountain Institute across three separate polygons. Work involves removal of **marked** lodgepole pine trees on 2 treatment areas: the largest area encompasses the campus classroom, support, housing, and maintenance buildings and includes some hazard trees in close proximity to structures. Another area is continued cleanup from a small fire in May, 2018 and this material is not marked. With the exception of the burned unit, this is a full removal project including all slash, with approximately 20-30 cords of firewood to remain on site. Any process of

cutting-hand or machine-may be used per contractor discretion. Attendance at the show-me-tour is required to be eligible to bid on this project.

**Project objectives:**

Removal of biomass

Hazardous fuels reduction

Increase forest resilience

Protect watershed infrastructure/resources

Reduce catastrophic wildfire

Increase private proactive management participation for forested lands

Improve wildlife habitat

Improve recreational experience

*Detailed descriptions for these objectives are listed in appendix 2*

**Project timeline:**

It is anticipated that this project will be implemented August 2018 to November 30, 2018.

**Bid approach:**

The contractor will bid based on their determination of the most effective and cost-efficient strategy for complete removal of marked lodgepole pine in two units and continued site recovery in one burned lodgepole pine unit.

**Property description:**

Generally this area is gentle terrain with some rock. Roads provide access to the treatment polygons, except for the burned area. There are several ditches present on the landscape at HMI and the largest, Dunn Ditch, runs through the largest treatment polygon. This ditch is approximately 4 feet wide and 2 feet deep and may contain water during contract implementation (See accompanying map). There is a trail system on part of the HMI property marked with small diameter down logs and this will be encountered on the burn polygon. There are short trails between campus buildings lined with rocks on the large treatment polygon. Attention will need to be focused on infrastructure preservation along with student presence on campus during portions of the project period.

**Prescription:**

All trees to be removed are marked with blue paint on the units containing or close to campus buildings. On the burned unit, any remaining trees with a predominance of brown needles are to be cut and preferably the slash be removed from the burned area.

### **Project purpose:**

Treatment polygon #1-12.35 acres: The highest priority is a defensible space, wildfire mitigation which will be done by a heavy thinning in Stands 6, 9, and 10. This treatment will begin to reduce dwarf mistletoe infection. Subsequent to forest treatment, a mixed conifer tree species mix will be planted that will be immune to lodgepole pine dwarf mistletoe and will replace the lodgepole pine cover. Also along the Dunn Ditch in this polygon, the removal of regenerating lodgepole pine will keep the willow dominated shrubland intact.

Treatment polygon #2-1.61 acres: There is a need for privacy in the northeast and east portions of the property in concert with the forest health needs. This area is severely infected with lodgepole pine dwarf mistletoe and the desire is to clearcut the infected trees. Post treatment a mixed conifer forest tree species mix will be planted. Because of the privacy issues, HMI would like a 75 feet wide buffer of existing trees be left along the property boundary.

Treatment polygon #3- 2.04 acres: Continue and complete the cleanup from a fire that occurred in May 2018.

### **Contractor task summary:**

The specific tasks for which we are seeking services are summarized below. A detailed explanation of prescriptions and additional pertinent information may be found in the appendix.

1. Treat 16 acres by handwork or machine.
2. Slash to be removed offsite.
3. Firewood-20 to 30 cords to be retained onsite. Remainder of tree boles to be removed offsite.
4. Trails must be maintained or when altered from their current state shall be rehabilitated to their original state.
5. Machine operators shall take special care not to disturb vegetation unnecessarily. Ditch integrity is to be maintained.

6. Boundaries will be flagged by HMI Forester or CUSP.
7. All infrastructure is to be protected from damage during treatment operation.
8. Provide for the safety of students and staff when present.

## **Bid submittal requirements**

1. Contractor contact information
  - a. Name
  - b. Address
  - c. Phone number
  - d. Email address
  - e. Website
2. Proposal Summary- Narrative discussing points mentioned below in the Selection Procedure and Criteria
  - a. Familiarity with project area and scope
  - b. Work experience - pictures and highlights if possible
  - c. Track record - might include recommendations from clients
  - d. Client contact names, addresses, phone numbers, email addresses.
3. Budget- Cost per acre
4. Equipment to be used to complete the project.
5. Insurance declaration meeting minimum coverage.
6. Timeline for completion.

Complete and timely submittal of all required proposal documents is required for the proposal to be considered.

## **Selection Procedure and Criteria:**

Bids for the project described herein will be evaluated on the following basis:

1. Contractor's familiarity with the project area, project scope and work experience.
2. Track record of delivering successful projects which are similar in scope (references)
3. Our confidence in the contractor's ability to implement the proposed work effectively and with high quality outcomes (combination of experience and references)
4. Price.
5. Equipment suitability

Bids will be weighed against these criteria, as opposed to simply accepting the lowest bid. Budget is only one factor that will be considered in awarding the contract for this project. In the event that all proposals exceed our project budget, we will use other criteria in selecting a contractor who is willing to downscale the project scope to fit our budget. Project managers retain all rights to refuse any and all bids for any reason.

### **Contractor Expectations:**

1. Carry liability insurance as required in the Appendix 1
2. Work with CUSP and HMI to finalize project implementation plan and schedule.
3. Implement according to plan by completing work within the allotted  
Time frame and budget
4. Contractor will follow BMP's established by the Colorado State Forest Service found at <https://csfs.colostate.edu/csfspublications/>
5. Contractor will follow BMP's established by CUSP for weed control (see Invasive BMP listed on the CUSP Bids Page)

### **BIDS MUST BE EMAILED, MAILED OR HAND DELIVERED TO:**

#### **1. EMAIL**

[michelle@cusp.ws](mailto:michelle@cusp.ws)

#### **2. MAILING ADDRESS**

Coalitions and Collaboratives, Inc  
c/o Michelle Connelly  
PO Box 746  
Lake George, CO 80827

#### **3. OFFICE LOCATION (please call before coming out)**

40 Cherokee Ave,  
Lake George, CO 80827

### **Pre-Bid Site Visit**

Due to the nature of this project attendance at the show-me-tour will be necessary before a bid can be prepared. Please direct questions and RSVP to Michelle Connelly at [michelle@cusp.ws](mailto:michelle@cusp.ws) or 719-649-2402.

### **Appendices:**

## **1.Liability Insurance Requirements**

During the entire term of Project, the CONTRACTOR shall maintain, at its own expense, insurance in at least the following minimum amounts and classifications:

### Workers' Compensation/ Employer's Liability

Not less than that required by statute

Comprehensive General Liability (including blanket contractual liability insurance):

Bodily Injury \$ 500,000 each person; \$1,000,000 each occurrence

Property damage \$ 600,000

General aggregate \$ 2,000,000

### Comprehensive Automobile Liability

Bodily Injury \$ 500,000 each person; \$1,000,000 each occurrence

Property damage \$ 600,000

The CONTRACTOR shall furnish certificates of such insurance to COCO representative prior to performance of this Agreement. **COCO and High Mountain Institute shall both be named as additional insureds on all policies of liability insurance.**

CONTRACTOR understands that no such insurance will be provided by COCO /CUSP.

## **2. Indemnification**

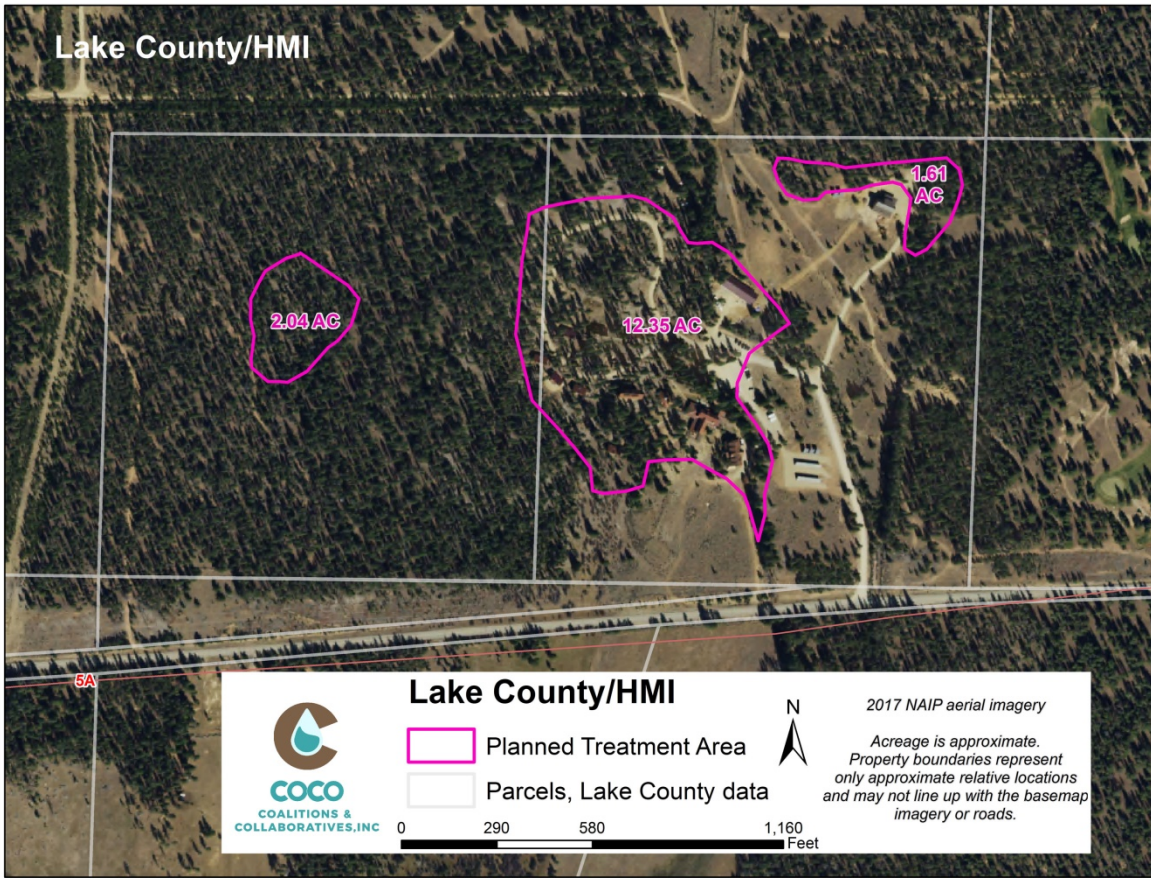
CONTRACTOR agrees to protect, defend, indemnify and hold harmless COCO/CUSP, its divisions, boards, the State of Colorado, and each of their officers, officials, employees, representatives, agents, successors and assigns against any and all losses, penalties, injuries, claims, fines, legal actions, damages, settlements, costs, charges, professional fees, attorney's fees or other expenses or liabilities of every kind and character incurred by said listed parties and/or arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind and character, in connection with, or arising directly or indirectly out of CONTRACTOR's

negligence, intentional act, professional error, mistake, omission, performance or failure to perform and/or default or breach under the terms of this Agreement, or fault of CONTRACTOR during the performance of this Agreement. Without limiting the generality of this Section, in any and all such claims or actions relating to personal injury, or of any other tangible or intangible personal or property right, or actual or alleged violation of any applicable statute, ordinance, administrative order or directive, order, rule or regulation, CONTRACTOR shall respond to and defend any such claims or actions at its sole expense with counsel approved by COCO and agrees to bear all other costs and expense related thereto, and attorney's fees, even if such claim is groundless, false or fraudulent.

### **3. Maps**

The three proposed treatment areas are outlined in pink on the following map.





Location of Dunn Ditch is represented by the blue line.

HMI  
Conservation Activity Plan

Sandstone Lines  
are Stand Boundaries  
Blue line is Dunn Ditch

1:5,000  
1 inch = 417 feet

Freeman Forestry LLC  
November 25, 2017

