



Lower Clark Fork Watershed Group REQUEST FOR PROPOSAL (RFP)

RFP Number:
2019-03

RFP Title:
West Fork Fishtrap Creek Road Realignment

ISSUER INFORMATION

Contact:
Brita Olson, Coordinator, Lower Clark Fork Watershed Group
brita@lowerclarkforkwatershedgroup.org
(208) 304-3852

Issue Date:
05/24/2019

INSTRUCTIONS TO OFFERORS

Return Sealed Proposal to: Lower Clark Fork Watershed Group
ATTN: Brita Olson
PO Box 1329
Trout Creek, MT 59874

RFP Response Due Date and Time: **06/17/2019, COB**

OFFERORS MUST COMPLETE THE FOLLOWING

Offeror Name/Address:

Authorized Offeror Signatory:

(Please print name and sign in ink)

Offeror Phone Number:

Offeror FAX Number:

Offeror E-mail Address:

OFFERORS MUST RETURN THIS COVER SHEET WITH RFP RESPONSE

INSTRUCTIONS TO OFFERORS

It is the responsibility of each offeror to:

Follow the format required in the RFP when preparing your response. Provide point-by-point responses to all sections in a clear and concise manner.

Provide complete answers/descriptions. Read and answer **all** questions and requirements. Don't assume the Lower Clark Fork Watershed Group (LCFWG) or evaluator/evaluation committee will know what your company capabilities are or what items/services you can provide, even if you have previously contracted with LCFWG. The proposals are evaluated based solely on the information and materials provided in your response.

Use the forms provided, i.e., cover page, cost proposal, etc.

Submit your response on time. Note all the dates and times listed in the Schedule of Events and within the document, and be sure to submit all required items on time. Late proposal responses are not accepted.

**The following items MUST be included in the response to be considered responsive.
Failure to include any of these items may result in a nonresponsive determination.**

1. Signed Cover Sheet
2. Cost Proposal
3. RFP Response Form (including point by point response to offeror qualifications/informational requirements)

SCHEDULE OF EVENTS

<u>EVENT</u>	<u>DATE</u>
RFP Issue Date.....	<u>05/24/2019</u>
RFP Response Due Date	<u>06/17/2019</u>
Intended Date for Contract Award*	<u>06/24/2019</u>

*Please note: Final contract and implementation is contingent upon the receipt of required permits.

SECTION 1: PROJECT OVERVIEW AND INSTRUCTIONS

PROJECT OVERVIEW

The Lower Clark Fork Watershed group (LCFWG), in partnership with the Lolo National Forest, Trout Unlimited (TU), Montana Fish, Wildlife & Parks, and NorthWestern Energy, is seeking a contractor to provide equipment and labor for a road realignment and floodplain/streambank enhancement project on Fishtrap Creek, outside of Thompson Falls, Montana. From the date this Request for Proposal (RFP) is issued until an offeror is selected and the selection is announced, all contact regarding project design shall be directed to:

Christine Brissette
(406) 544-9649
cbrissette@tu.org

SUBMITTING A PROPOSAL

Offerors must submit a signed copy of the RFP Cover Sheet, Cost Proposal and RFP Response Form. Proposals can be submitted as a hard copy and by email to:

Brita Olson, Coordinator
Lower Clark Fork Watershed Group
PO Box 1329
Trout Creek, MT 59874
brita@lowerclarkforkwatershedgroup.org
(208) 304-3852

Offerors failing to comply with these instructions may be subject to point deductions. LCFWG may also choose to not evaluate, may deem nonresponsive, and/or may disqualify from further consideration any proposals that do not follow this RFP format, are difficult to understand, are difficult to read, or are missing any requested information.

The highest scoring offeror will be the prime contractor upon contract award and shall be responsible, in total, for all work of any subcontractors and equipment operators. All subcontractors, if any, and operators of specific equipment along with their experience must be included in the proposal. LCFWG reserves the right to approve all subcontractors and equipment operators. The Contractor shall be responsible to LCFWG for the acts and omissions of all subcontractors, operators, or agents and of persons directly or indirectly employed by such subcontractors, and for the acts and omissions of persons employed directly by the Contractor. Further, nothing contained within this document or any contract documents created as a result of any contract awards derived from this RFP shall create any contractual relationships between any subcontractor and LCFWG.

SECTION 2: EVALUATION PROCESS

EVALUATION OF PROPOSALS

All proposals will initially be classified as either “responsive” or “nonresponsive.” Proposals may be found nonresponsive at any time during the procurement process if any of the required information is not provided; the submitted price is found to be excessive or inadequate as measured by criteria stated in the RFP; or the proposal is not within the plans and specifications described and required in the RFP. If a proposal is found to be nonresponsive, it will not be considered further.

Selection and award will be based on the offeror's proposal and other items outlined in this RFP. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested. Information or materials presented by offerors outside the formal response or subsequent discussion/negotiation or best and final offer, if requested, will not be considered, will have no bearing on any award, and may result in the offeror being disqualified from further consideration.

An evaluator/evaluation committee will evaluate the remaining proposals and recommend whether to award the contract to the highest scoring offeror or, if necessary, to seek discussion/negotiation or a best and final offer in order to determine the highest scoring offeror.

EVALUATION CRITERIA

LCFWG will award this contract to an offeror with the best bid. All responsive proposals will be evaluated based on the offeror's references; past performance; key personnel; proven experience of equipment operators; method of providing services; and cost outlined in its proposal. Preference will be given to contractors with relevant stream/wetland restoration experience.

SECTION 3: SCOPE OF PROJECT

PROJECT SCOPE

This project will restore approximately 600 linear feet of riparian habitat along Fishtrap Creek by relocating the junction of the West Fork Fishtrap Creek Road (NFSR 7609) with the main Fishtrap Creek Road (NFSR 516) about 600 feet to the north (See project designs). Tasks consist of but are not limited to: construction of approximately 250 linear feet of NFSR 7609, obliteration of approximately 600 linear feet of NFSR 516, and adjacent floodplain and streambank rehabilitation and enhancement. New road construction includes clearing and grubbing, excavating, placing embankment, compacting and placing aggregate surfacing. An allowance has been made for importing embankment material from Forest Service property (See borrow sources identified in project designs). Additionally, gravel material will be salvaged from the decommissioned portion of the project and placed on the surface of the new roads. Roadway decommissioning work and stream side rehabilitation is accounted for in hourly equipment rental. Trout Unlimited and/or a Lolo National Forest Engineer, will provide oversight for all hourly work performed under this contract.

The project is located on the Plains-Thompson Falls Ranger District (of the Lolo National Forest), at the intersection of NFSR 516 and NFSR 7609. The project is roughly 30 miles from Thompson Falls, Montana. (Refer to the location maps included in project designs.)

The successful bidder will be expected to complete the work no later than September 15. **All in-stream work (floodplain restoration) must be completed between July 15th and August 9th, 2019**, unless otherwise approved by the Contracting Officer (CO) and MFWP Fisheries Biologist. It is the responsibility of the Contractor to schedule delivery of equipment and all necessary supplies to the site and to ensure that the work can be completed within the specified construction time. Please note: Final contract and implementation is contingent upon the receipt of required permits. In the case that permits are not obtained soon enough to facilitate implementation during this period, the project will be delayed by one year.

This project requires furnishing equipment on a fully-operated basis, in good mechanical and operating condition. Equipment shall be operated by competent operators experienced in performing road construction, decommissioning, and streambank rehabilitation type of work required by this contract. **Note: The CO reserves the right to reject any operator that is not qualified or is not performing work to reasonable standards or achieving adequate production rates.** The contractor shall provide all equipment, operating supplies, operators, supervision, and support functions necessary to perform the work required under this contract.

The contractor will be also responsible for construction signing and accommodating public traffic during construction including dust control. This includes maintaining access to the campground unless permission is granted by the CO. The contractor shall submit a traffic control plan prior to construction. Individual electric, natural gas, telephone, propane etc. have not been identified. The contractor shall contact the underground utilities prior to performing any work.

PROJECT REQUIREMENTS

MOBILIZATION (BID ITEM 1)

This bid item consists of the mobilization and demobilization of the contractor's forces and equipment necessary for performing the work required under the contract. Mobilization includes all activities and associated costs for transportation of contractor's personnel, equipment, and operating supplies to the site. Demobilization includes all activities and costs for transportation of personnel, equipment, and supplies not required or included in the contract from the site.

HOURLY EQUIPMENT SPECIFICATIONS (BID ITEMS 2, 3, AND 4)

Road obliteration and stream restoration will be paid for on an hourly basis. Activities include regrading (see design), constructing stream banks with woody debris and willow cuttings and transplanting large shrubs (not included in design). This project requires furnishing equipment on a fully-operated basis, in good mechanical and operating condition. It shall be operated by competent operators experienced in performing road construction, decommissioning, and streambank rehabilitation type of work required by this contract. **Note: The CO reserves the right to reject any operator that is not qualified or is not performing work to reasonable standards or achieving adequate production rates.**

This work will be measured by the hour and payment will be made on the actual number of hours worked. An hour consists of 60 minutes of actual operation of equipment on authorized work. Moving of equipment under its own power, when so ordered by the owner, (expect mobilization to the project) will constitute authorized work. Nonproductive time such as, but not restricted to, lack of operating supplies or qualify operator, service time, time lost by reason of breakdown or being stuck, or loading time of specified accessories shall not constitute "actual operation".

Notwithstanding the intent and requirement of the contract to provide an experienced operator for each ordered piece of equipment, unless otherwise mutually agreed, if the Contractor furnished two pieces of equipment and one operator, only one item will be paid for at the regular rate, with no standby for the second piece of equipment while unoperated.

To complete this work efficiently, and with minimal disturbance, we request the following equipment or comparable:

- Caterpillar 312C Hydraulic Excavator (or equivalent): 0.68 CY Bucket Capacity (heaped), 90 HP, 1990 model or newer. (Bid Item 2)
- End Dump Truck: 10-12 CY, 1990 model or newer. (Bid Item 3)
- Water truck: paid for on a daily basis (calendar day) to be available for potential hoot owl fire restriction requirements.

ROADWAY EXCAVATION AND EMBANKMENT (BID ITEMS 5 AND 6)

Excavation and embankment consist of excavating within and outside the designated road prism, properly placing, compacting and finishing embankment fill and all clearing and grubbing operations. Clearing and grubbing operations are minimal and should be accounted for Bid Item 5. Bid Item 6 involves loading, hauling, placing, compacting and finishing approved fill that will be obtained from Forest Service Pits and/or adjacent roadway decommissioning. The project requires more embankment than excavation thus two pay items are necessary to account for this difference. Quantities represent in-place cubic yards.

Excavation and embankment construction consist of placing and compacting roadway or borrow excavation. This work includes:

- Excavating to required depth;

- Preparing the foundation for embankment;
- Constructing roadway embankments (approved embankment material only);
- Conserving top soil;
- Placing embankment at a maximum of 12" lifts;
- Compacting each lift with a minimum of 3 passes of vibratory steel roller with a minimum dynamic force of 30,000 pounds. Moisture content shall be adjusted to allow for optimal compaction; and
- Finishing and shaping the road prism, cut and fill slopes and intersections with existing roads (refer to project designs), and constructing appropriate road drainage features, as directed by the CO.

MINOR CRUSHED AGGREGATE SPECIFICATION (BID ITEM 7)

The contractor is responsible for loading, hauling, and placing government furnished aggregate surfacing on a prepared subgrade. Approved aggregate surfacing material shall be salvaged from the decommissioned portion of NFSR 7609 (see project designs). After the aggregate has been placed, mix it with water as necessary to achieve an optimum moisture content in which the mixture is uniform throughout (i.e. process the aggregate). Spread and shape the aggregate in a uniform layer, with no segregation of size, and to a loose depth that has the required thickness when compacted. Compact the aggregate surfacing by operating a vibratory steel drum roller over the entire width of the aggregate layer with a minimum of 3 complete roller passes. Ensure that the final thickness and width of the compacted aggregate conforms to the dimensions shown in project designs. Quantities represent in place cubic yards of gravel from the design and denote the final number of units to be paid for under the terms of this contract, unless additional work is authorized. All work associated with aggregate placing shall be paid for in Bid Item 7.

ENVIRONMENTAL PROTECTION

The contractor is required to have a spill plan. The plan will contain a description of the specific hazardous materials, procedures, and spill containment that will be used, including inventory, storage, and handling.

All vehicles carrying fuel will have specific equipment and materials needed to contain or clean up any incidental spills at the project site.

All pumps and generators used near streams will have appropriate spill containment structures and/or absorbent pads in place during use.

When storage facilities for oil or oil products are on site, appropriate preventive measures shall be taken to ensure that any spill of such oil or oil products does not enter any stream or any other body of water. If a spill of petroleum product should occur in water, immediately notify the CO and appropriate state agencies.

Service and refueling of all equipment only allowed in the areas approved by the CO. If the total oil or oil products storage exceeds 1320 gallons or if any single container exceeds a capacity of 660 gallons, prepare a Spill Prevention Control and Countermeasures (SPCC) Plan. Meet all applicable EPA requirements (40 CFR 112) including certification by a registered professional engineer.

The Contractor is solely responsible for all spills or leaks that occur during the performance of this contract. The contractor must clean up spills or leaks in a manner that complies with Federal, state, and local laws and regulations and to the satisfaction of the CO. When necessary provide copies of all spill related clean up and closure documentation and correspondence from regulatory agencies.

Equipment Fuel/Oil Leakage

All equipment used for instream work will be cleaned of external oil, grease, dirt and mud; and leaks repaired; prior to arriving at the project site. All equipment will be inspected by the CO or CO's Representative before

unloading at site. Any leaks or accumulations of grease will be corrected before entering streams or areas that drain directly to streams or wetlands.

Equipment used for in-stream or riparian work (including chainsaws and other hand power tools) will be fueled and serviced in an area approved by the CO. When not in use, vehicles will be stored in the designated staging area. The staging area should be in an area that will not deliver fuel, oil, etc. to streams.

Contractor is required to have a Spill Kit or equivalent that contains oil-absorbing floating booms, and other equipment such as pads and absorbent "peanuts" appropriate for the size of the stream, available on-site during all phases of construction. For small streams with few pools or slack water, booms may not be effective. Use pads and straw bales to anchor booms if necessary. Booms will be placed in a location that facilitates an immediate response to potential petroleum leakage.

NOXIOUS WEED CONTROL

In order to prevent the potential spread of noxious weeds into work areas, Contractor shall be required to use weed-free equipment.

The following is considered proof of weed-free equipment:

The Contractor will be required to clean all construction equipment prior to entry on to national forest land. This cleaning shall remove all dirt and plant parts and material that could carry noxious weed seeds into the work area. Only clean construction equipment inspected by the Forest Service will be allowed to operate within the work area. All subsequent move-ins of construction equipment shall be treated in the same manner as initial move-in. "Construction equipment" does not include pickup trucks and personal vehicles.

LANDSCAPE PRESERVATION

The Contractor shall confine operations to within the clearing limits or other areas designated in contract documents, and prevent the depositing of rocks, excavated materials, stumps, or other debris outside of these limits. Material, which falls outside of these limits, shall be retrieved, disposed of, or incorporated in the work as directed by the Contracting Officer.

Operation shall be scheduled and conducted to minimize erosion of soils and to prevent silting and muddying of streams, rivers, irrigation systems, and impoundments (lakes, reservoirs, etc.).

Pollutants such as fuels, lubricants, bitumens, raw sewage, and other harmful materials shall not be discharged into or near rivers, streams, and impoundments or into natural or manmade channels leading thereto. Wash water or waste water from concrete or aggregate operations shall not be allowed to enter live streams prior to treatment by filtration, settling, or other means sufficient to reduce the sediment content to not more than that of the stream into which it is discharged.

HOOT OWL RESTRICTIONS

The contractor will be responsible for complying with any fire restrictions placed on work, as described below. The contractor may not invoice for additional costs incurred because of these restrictions.

During Stage II Restrictions, the following acts are prohibited:

1. Building maintaining, attending, or using a fire or campfire.

2. Smoking, except within an enclosed vehicle or building, a developed recreation site or while stopped in an area at least three feet in diameter that is barren or cleared of all flammable materials.
3. The following acts are prohibited from 1:00 p.m. to 1:00 a.m.: (a) operating any internal combustion engine; (b) welding, or operating acetylene or other torch with open flame; and (c) using an explosive.

A one-hour foot patrol in the work area is required following the cessation of all activities as identified in #3 above.

4. Operating motorized vehicles off designated roads and trails.

SECTION 4: OFFEROR QUALIFICATIONS/INFORMATIONAL REQUIREMENTS

LCFWG'S RIGHT TO INVESTIGATE AND REJECT

LCFWG may make such investigations as deemed necessary to determine the ability of the offeror to provide the supplies and/or perform the services specified. LCFWG reserves the right to reject any proposal if the evidence submitted by, or investigation of, the offeror fails to satisfy LCFWG that the offeror is properly qualified to carry out the obligations of the contract. *This includes LCFWG 's ability to reject the proposal based on negative references, including poor efficiency or experience with operator skills or in previous project performance. Qualified operators listed for specific equipment operations will be expected to perform as such.*

BIDS AND SECURITIES

No bidder may withdraw his bid for at least thirty (30) calendar days after the scheduled time for receipt of bids except as noted in the Instruction to Bidders.

OFFEROR QUALIFICATIONS/INFORMATIONAL REQUIREMENTS

In order for LCFWG to determine the capabilities of an offeror to provide the supplies and/or perform the services specified in Section 3 above, the offeror must respond to the following requests for information regarding its ability to meet LCFWG 's requirements. **THE RESPONSE, "[OFFEROR'S NAME] UNDERSTANDS AND WILL COMPLY," IS NOT APPROPRIATE FOR THIS SECTION.**

NOTE: Each item must be thoroughly addressed. Offerors taking exception to any requirements listed in this section may be found nonresponsive or be subject to point deductions.

Experience/Project Examples. Offeror should provide a complete description of any relevant past projects, including project name, location, and work performed. Providing photographs of proven work effectiveness is highly encouraged if possible. *Preference will be given to contractors with stream, floodplain or wetland restoration experience.*

References. Offeror shall provide a minimum of **(3)** references that are using supplies and/or services similar to those proposed in this RFP. At a minimum, the offeror shall provide the customer's name, the location where the services were provided, contact person(s), telephone number, e-mail address, and a description of the project type, and dates the services were provided. These references may be contacted to verify offeror's ability to perform the contract. LCFWG reserves the right to use any information or additional references deemed necessary to establish the ability of the offeror to perform the conditions of the contract. Negative references may be grounds for proposal disqualification.

Resumes/Company Profile. Offeror shall specify how long the individual/company submitting the proposal has been in the business of providing supplies and/or services similar to those requested in this RFP and under what company name. A resume or summary of qualifications, work experience, education, skills, etc., which emphasizes previous experience in this area should be provided for all key personnel who will be involved with any aspects of the contract.

Method of Providing Services. Offeror must specify the make, model, and year of equipment proposed for project implementation. Also, offeror must specify the name and experience of all equipment operators for stream channel construction work.

SECTION 5: COST PROPOSAL

QUANTITIES:

The number of hours and quantities are estimates only and will be the basis for evaluation of bids. Bid includes equipment, fuel and operator time. Final quantities for specific line items will be established during development of a contract and scope of work with the offeror selected for the project. The CO reserves the right to adjust the quantities below with no adjustment of the unit price.

BID ITEM	DESCRIPTION	METHOD OF MEASUREMENT	PAY UNIT	EST. QUANTITY	UNIT PRICE	COST
1	Mobilization	Lump Sum Quantities	Lump Sum	1	\$	\$
2	Equipment Rental: Excavator	Actual Quantities	Hour	40	\$	\$
3	Equipment Rental: Dump Truck	Actual Quantities	Hour	20	\$	\$
4	Equipment Rental: Water Truck	Actual Quantities	Day	5	\$	\$
5	Roadway Excavation and Embankment (Balanced Cut and Fill)	Designed Quantities	Cubic Yard (In-Place)	160	\$	\$
6	Roadway Embankment (Imported Approved Fill)	Designed Quantities	Cubic Yard (In-Place)	410	\$	\$
7	Minor Crushed Aggregate Placement (Salvaged from Adjacent Road)	Designed Quantities	Cubic Yard (In-Place)	83	\$	\$
TOTAL						\$

RFP RESPONSE FORM

(USE ADDITIONAL SHEETS AS NECESSARY)

- 1. Offeror must provide a signed copy of the RFP Cover Sheet.**
- 2. References**
- 3. Resumes/Company Profile**
- 4. Experience/Project Examples**
- 5. Method of Providing Services**
 - Equipment to be used:**
 - Operators names/years experience:**
 - Confirmation of availability within the in-stream construction window (7/15/19-8/9/19): Yes/No**

Number of Copies and Due Date. Offerors must submit four signed, hard copies **and** an electronic copy (.pdf via email) of the RFP Cover Sheet, Cost Proposal and RFP Response Form to the address listed below. Proposals must be received prior to COB 5:00 p.m. 06/14/2019, local time. Proposals received after this time will not be accepted for consideration.

Brita Olson, Coordinator
Lower Clark Fork Watershed Group
PO Box 1329
Trout Creek, MT 59874
brita@lowerclarkforkwatershedgroup.org