



REQUEST FOR PROPOSAL (RFP)

Forest Service Road 2952 Decommission Project

RFP Number:

OPDCOM2019

Submittal Due Date:

December 6, 2019

(Postmark deadline)

Project Location:

Olympic National Forest (ONF)

ONF Road 2902952

~47.960089, -123.993046 (start)

To

~47.946154, -124.006625 (end)

Project Contact:

Luke Kelly

Restoration Project Manager

10318 35th Lane SE

Olympia, WA 98513

360-789-8282

lkelly@tu.org



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Sitkum Forest Service Road 2952 Decommission
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RFP SCHEDULE

RFP issued: 10/11/2019
RFP response deadline: 12/6/2019 (Postmarked deadline)
Contract award: 12/20/2019 (estimated target date)

INSTRUCTIONS TO OFFERORS

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.

Use the forms provided, i.e., cover page, cost proposal, and RFP response form.

Provide complete answers/descriptions. Read and answer all questions and requirements. Don't assume Trout Unlimited (TU) 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 TU. The proposals are evaluated based solely on the information and materials provided in your response.

Completed hardcopy proposals must be submitted by mail and postmarked on or before the RFP response deadline. Late proposal responses will not be accepted.

Pre-Proposal Site Visit

A pre-proposal site visit is required by all contractors intending to provide a bid. Site visits can be conducted at the convenience of the contractor.

Location: [Start of Rd 2952](#) to [End of Rd 2952](#)

Driving directions:

From Port Angeles, WA: Take Highway 101 for 34 miles west to junction with Cooper Ranch Road (near USFS Klahowya Campground). Turn left (south) on Cooper Ranch Road and continue for 0.4 miles to junction with ONF Road 29. Turn left on ONF Road 29 and continue for approximately 12.8 miles to junction with ONF Road 2920. Continue straight on to ONF Road 2920 for 1.4 miles to junction with ONF Road 2918. Turn right (south) on ONF Road 2918 and continue for 0.9 miles to junction with ONF Road 2952 (where project begins).

From Forks, WA: Take Highway 101 North out of Forks, and turn right (east) on Sitkum Solduc Road / ONF Road 29. Continue up ONF Road 29 for 29.2 miles to junction with ONF Road 2920. Turn right (south) on ONF 2920 for 1.4 miles to junction with ONF Road 2918. Turn right (south) on ONF Road 2918 and continue for 0.9 miles to junction with ONF Road 2952 (where project begins).



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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 (Attachment F)
- 2) Schedule of Items - Cost Proposal (attachment G)
- 3) RFP Response Form (attachment H)

Written Inquiries

All inquiries/questions regarding this RFP shall be submitted via email to the project contact:
Luke Kelly - lkelly@tu.org

RFP ATTACHMENTS

This Request for Proposals, RFP#: OPDCOM2019, contains the following attachments:

Access via DROPBOX link:

<https://www.dropbox.com/sh/zguvpbzilb5hi31/AACIBJ8y7VYEthDKsB7caDANa?dl=0>

Attachment A: USFS Road 2952 Draft Work List

Attachment B: Construction Designs Drawings

Attachment C: Construction Requirements & Specifications

Attachment D: Blank Stream Crossing Worksheet form

Attachment E: Fire Plan template

Attachment F: RFP Cover Sheet template

Attachment G: Schedule of Items - Cost Proposal template

Attachment H: RFP Response Form template

Attachment I: Site Maps and Photos



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PROJECT OVERVIEW

Trout Unlimited (hereinafter referred to as “TU”) through a partnership with Olympia National Forest is seeking a contractor to provide equipment, labor and materials to decommission 2.0 miles of Forest Service Road 2952 in the Calawah River Watershed in Clallam County, WA.

PROJECT SCOPE

Forest Service Road 2952 decommission project elements include: Removal of all stream crossing culverts and fills; Construction of waterbars or other drainage features to reduce the potential for water diversion and restore hillslope hydrology; Removal of unstable sidecast fill material, and scarification of the road surface to improve infiltration and help restore soil productivity; Obliteration of the roadbed by recontouring or full outsloping in some locations; Constructing a berm to block vehicular access; and Seeding, mulching, and reestablishing native vegetation to minimize erosion and sediment transport. Road treatments would be completed with heavy equipment such as excavators, bulldozers, and dump trucks. Motorized machinery such as chainsaws, pumps, and other small equipment would be used as needed. The contract will contain details for preventing introduction of invasive plant species.

CONSTRUCTION TIMELINE

The project will be implemented during the 2020 construction season, July 1, 2020 to September 30, 2020. It is expected that construction could be completed in approximately 20 days. The contractor will provide a written schedule before beginning work on the ground.

SUBMITTING A PROPOSAL

Offerors must submit a signed, hard copy of the **RFP Cover Sheet, Cost Proposal and RFP Response Form**. Offerors failing to comply with these instructions may be subject to point deductions. TU 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. TU reserves the right to approve all subcontractors and equipment operators. The Contractor shall be responsible to TU 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 TU.

TU'S RIGHT TO INVESTIGATE AND REJECT

TU may make such investigations as deemed necessary to determine the ability of the offeror to provide the supplies and/or perform the services specified. TU reserves the right to reject any proposal if the evidence submitted by, or investigation of, the offeror fails to satisfy TU that the offeror is properly qualified to carry out the obligations of the contract. *This includes TU's ability to reject the proposal based*



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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.

OFFEROR QUALIFICATIONS/INFORMATIONAL REQUIREMENTS

In order for TU to determine the capabilities of an offeror to provide the supplies and/or perform the services specified herein, the offeror **must complete the attached RFP RESPONSE FORM (attachment H)** and respond to the following requests for information regarding its ability to meet TU's requirements. Each item must be thoroughly addressed, and offerors taking exception to any requirements listed in this section may be found nonresponsive or be subject to point deductions.

1) References

Offeror shall provide a minimum of **(3)** references that are using supplies and/or services of the type proposed in this RFP. At a minimum, the offeror shall provide the customer's name, the location where the supplies and/or services were provided, contact person(s), customer'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. TU 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.

2) 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.

3) 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. Highlighting project experience related to salmon restoration projects and/or construction work supported by WDFW HPA permitting is recommended, if possible.

4) 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 construction work.



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

TU 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.