

TOWN OF RIDGWAY REQUEST FOR PROPOSALS FOR RIVER CORRIDOR ASSESSMENT

INTRODUCTION

The Town of Ridgway is issuing a “Request for Proposals” (RFP) seeking a qualified and experienced consultant (herein referred to as “Proposer”) to prepare a River Corridor Assessment (herein referred to as “Assessment”). The Town of Ridgway owns and manages approximately 72 acres adjacent to the Uncompahgre River. The Town implements its land use regulations, including the Uncompahgre River Overlay District (“UROD”) to improve and protect the river corridor as a Town amenity. The Town maintains a park and recreational path in the river corridor.

The impetus for the Assessment comes from frequent in-channel maintenance to maintain the current river course in Rollans Park. This work generates concern from the public regarding sedimentation and potential water quality impacts. The work also creates issues for Ridgway such as excess staff time, inconsistent results, and a lack of long-term strategy for the river course in Rollans Park.

The Town desires to retain a consultant to characterize river function, ecosystem health, and channel stability within the river corridor in and near Ridgway, which is depicted on the attached map. This characterization, along with existing planning documents, will be used to support future management decisions in the river corridor. The Assessment is the initial step in a larger process to improve the condition of the Uncompahgre River along Ridgway. It is anticipated that recommendations provided through the scope of work will be completed in subsequent budget years.

SCOPE OF WORK

The successful Proposer is asked to complete a baseline assessment of river function, ecosystem health, and channel stability to improve the condition of public access points and manage erosion in parks and around critical infrastructure to reduce maintenance needs and improve ecological health. Specific objectives are outlined below:

- Objective 1: Review and briefly summarize existing studies related to river function, ecosystem health, and channel stability. Uncompahgre Watershed Partnership (UWP) and Town staff will provide existing studies, and where possible, synopses of those studies, to facilitate a cost-effective literature review.

Task name: Literature Review

- Objective 2: Review and briefly summarize relevant Town documents, including the UROD, and conduct interviews with selected staff. Identify existing goals; add additional goals where necessary to support scientifically sound and cost-effective management of the river corridor.

Task name: Define Project Goals

- Objective 3: Conduct field survey or assessment focused on channel stability, river and floodplain function, and ecosystem health. Contractor may identify priority areas based on findings from objectives 1 and 2.

Task name: Field Surveys

- Objective 4: Provide recommendations for implementation projects, additional studies, or other recommendations to support scientifically sound and cost-effective management of the river corridor consistent with Ridgway’s goals. **Task name: Recommendations**

At a minimum, the successful proposer will provide:

- A summary of existing studies and works cited.
- A list of project goals and rationale used to develop the goals (e.g., reference to existing Town Code, planning documents, interview notes, etc.).
- Photos, field notes, and or GPS or GIS data developed as part of field surveys.
- Final report/assessment that includes the items listed above and provides river corridor recommendations.

SCHEDULE

Below is the RFP schedule.

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|-----------------------------|----------------------------|
| • May 28, 2021 | RFP Issued |
| • June 25, 2021, 10:00 a.m. | Proposals Due |
| • June 29, 2021 | Selection Committee Meets |
| • June 30, 2021 | Notifications to Proposers |
| • July 6, 2021 | Agreement Execution |
| • July 12, 2021 | Project Start |

SUBMITTAL REQUIREMENTS

Submittal Instructions

Submit two (2) paper copies printed double sided and one (1) electronic copy of the proposal in a sealed envelope, clearly marked with "Request for Proposals for River Corridor Assessment", no later than 10:00 a.m. on June 25, 2021 to:

Town of Ridgway
Town Clerk
Attn: River Corridor Assessment
PO Box 10
201 N Railroad Street
Ridgway, CO 81432

Proposal Format

Proposals shall be no longer than six (6) pages and contain the following information:

1. Cover letter, including:
 - a. Firm name, address, and location.
 - b. Introduction of the firm and mission statement.
 - c. Brief description of the firm's interest and understanding of the project, and expertise to complete the scope of work.
 - d. Signature of the person having proper authority to make formal decisions and commitments on behalf of the primary Proposer.
2. Project team, including:
 - a. Identify the lead or manager and include their title, email, and phone number.
 - b. A list of key team members that may be available to assist with the Assessment, including their qualifications, relevant experience. This can be in the form of one-page resumes.
3. Examples of similar work to demonstrate experience and relevant skills, and at least three (3) references.

4. Budget to compete the Assessment, including tasks, costs per task, hourly rates for personnel assigned to project and a not-to-exceed total amount.
5. Proposed timeline to complete the Assessment.

SELECTION PROCESS

Proposals will be evaluated using the following criteria:

- Qualifications and experience of the individual or team members of the firm and the lead or manager
- Relevant experience and quality of references
- Approach and methodology and fit with the Town of Ridgway
- Price/value of services

ACCEPTANCE/REJECTION OF PROPOSALS

The Town reserves the right to accept or reject any or all proposals, to waive any and all informalities and to negotiate contract terms with the successful Proposer, or to accept the proposer for the contract, which in its judgement best serves the interest of the Town, and the right to disregard all non-conforming, non-responsive, or conditional proposals.

COSTS TO PROPOSE

The Town will not be liable for any costs incurred by the Proposer in preparation of a proposal submitted in response to this RFP or any other activities related to responding to this RFP.

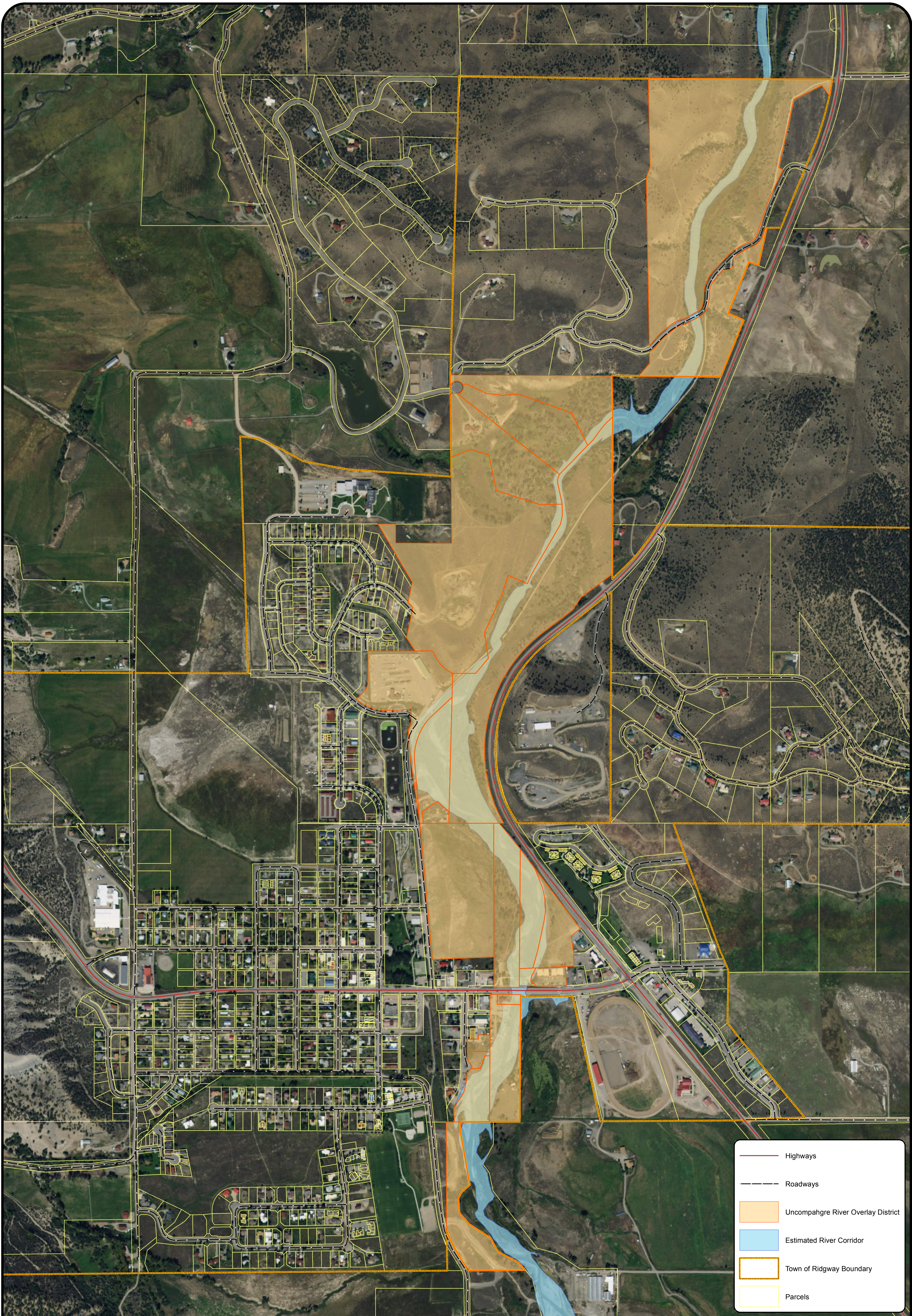
ADDITIONAL INFORMATION




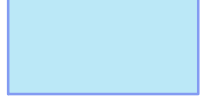


The selected Proposer will be required to enter into an agreement with the Town regarding the scope of services, timeline, and total cost.

The Town will work to honor confidentiality requests to the extent possible and reasonable. If you feel certain aspects of your proposal are proprietary in nature, please clearly indicate those specific components in the submittal.

For questions regarding this RFP, please email pneill@town.ridgway.co.us.

For more information about the Town of Ridgway, please visit <https://townofridgway.colorado.gov/>.



-  Highways
-  Roadways
-  Uncompahgre River Overlay District
-  Estimated River Corridor
-  Town of Ridgway Boundary
-  Parcels

