

COUNTY OF INYO

REQUEST FOR PROPOSALS



For

Lower Owens River Project

Fremont Cottonwood and Native Willow Tree Pole Planting Pilot Project

Deadline for Submission:

January 6, 2017

**Inyo County Water Department
P. O. Box 337, 135 S. Jackson
Independence, California 93526**

TABLE OF CONTENTS

- I. Summary**
- II. Site Viewing**
- III. Preliminary Scope of Work**
- IV. Proposal Requirements**
- V. Selection Process**
- VI. Evaluation Criteria**
- VII. Proposal Submission**
- VIII. Execution of County Contract**

I. Summary

The Inyo County Water Department (ICWD) through this Request for Proposal (RFP) seeks to obtain the services of an individual, organization, or firm to submit proposal submissions for willow and cottonwood restoration work in the Lower Owens River Project in the Owens Valley. Services sought include preparing, installing, and protecting pole cuttings to help reestablish small groves of willow and cottonwood trees in the Lower Owens River floodplain.

II. Site Viewing

Before proposal submission, contractors are encouraged to examine the site and ascertain all of the physical conditions of the site. All Contractors desiring to do so must coordinate and schedule their visit with the County. Failure to examine the site will not release the successful Contractor from performing the work in strict compliance with their terms of the agreement. If you have any questions regarding this RFP, and/or want to schedule a site visit, please contact Larry Freilich, 760-878-0001, lfreilich@inyocounty.us

III. Preliminary Scope of Work

Overview

Work will involve securing Fremont cottonwood (*Populus fremonti*) and native willow species: Red willow (*Salix laevagata*), Black willow (*Salix goodingii*), pole cuttings from identified and approved local sources on City of Los Angeles (City) lands in Inyo County. Cutting and preparation of the poles will be the responsibility of the vendor. Poles will be inserted to a depth of six feet unless water table is reached at a shallower depth. A ventilated tree shelter will be installed over the pole and secured in place with a wooden stake.

Specifications

Harvest poles of Fremont cottonwood (*Populus fremonti*), Red willow (*Salix laevagata*), and Black willow (*Salix goodingii*) when dormant. Live wood at least one year old must be used. (Note: Breakdown by percentage - 70 percent of poles are to be a combination of willow species and 30 percent of poles will be Fremont cottonwood. Trim branches from pole as close as possible. Poles must be a minimum of six feet in length. Identify top and bottom of cutting by an angle cut on butt end and a square cut on top. Diluted latex paint or other suitable vapor barrier material will be used to seal top and bottom cuts to prevent desiccation prior to storage. Poles must be cut when dormant and stored in a cool dark place. Poles are to be cut and stored a maximum of one month prior to installation.

Stock must have originated from the Owens Valley on City lands (a total of approximately 250,000 acres) in areas authorized and delineated for cutting by the Los Angeles Department of Water and Power (LADWP). If another local source (City of Bishop, County of Inyo) is used, any cutting must be pre-approved in writing by the Inyo County Water Department Director.

Install poles approximately between February 15 and March 21, weather depending. Poles must be inserted to a depth of six feet, unless water table is reached at shallower depth. Where water table is less than six feet, poles are to be inserted at least one foot into the water table. Poles are to be soaked in water onsite a minimum of one day prior to installation and installed within six hours of being removed from water. Poles are to be cut at a 90 degree angle on top just below node and 45 degree angle just below the bottom most nodes on the trunk side before inserting in hole to remove protective latex. Top of pole to extend a minimum of one foot above backfilled ground surface.

A hole is to be created, to the prescribed depth, using a narrow auger, stinger jet, probe, or other means, to create minimum disturbance to the surface but still allow pole to be inserted to the prescribed depth. Once the pole is inserted, the hole will be backfilled and packed with a wooden implement to minimize desiccation. Poles for willow species to be installed approximately one per every 36 square feet. Poles for Fremont cottonwood species to be installed approximately one per every 81 square feet. Exact spacing will vary slightly from site to site based on soil conditions.

Install 72 inch white vented Miracle Tube Tree Shelters (VTS)

<http://www.treepro.com/products/miracle-tube-tree-shelters.html>. If other brand name or equal vented tree shelter (VTS) is proposed, it must be approved by Inyo County Water Department Director, prior to installation. Shelters must be installed within one day of pole planting and preferably at time of planting. Place VTS directly over pole and bury to a minimum depth of six inches. Install 2" by 2" by 72" wooden stake adjacent to VTS to a depth of two feet. Secure VTS to stake with two or more releasable plastic zip tie.

Work Schedule

Poles to be installed in mid-February to the third week of March, allowing for holes to be created before leaf out of poles. All work to be completed by March 31, 2017. Upon receipt and approval, a partial payment for the first half of the contract may be made after the planting of one-half of the poles in 2017. Upon receipt and approval of invoice, the final payment for the second one-half will be made after planting remainder of poles in 2017.

Funding and Documentation of Work

\$20,000 for work in FY 2016-17 is available under this contract. Along with invoice, documentation of the number, diameter, and species installed, plus a Global Positioning System (GPS) map polygon, with the perimeter of each planting site, is to be submitted.

Site Conditions and Access

All installation sites are located on the Lower Owens River floodplain, on City land in Inyo County. Soils are typically unconsolidated alluvium. Historic river channels are located on the lower terrace where work is to be completed. Soils vary widely including loams, clays, sand, gravel, and cobbles. Soils can vary both horizontally and vertically as a result of historic deposition from river channel movement over time. Groundwater varies through the season, but can be found within six feet of the surface in suitable locations for pole plantings. Access for augers and moving materials into the site will be allowed and designated by LADWP staff in order to facilitate installation. Inyo County and LADWP staff will identify sites and access at time of installation. A minimum of five installation sites will be identified.

Access to water to soak trees is from irrigation ditch and pond near Independence, CA. Equipment and supplies can be stockpiled at the County Road Department site in Independence, CA.

IV. Proposal Requirements

The Proposal Must Include the Following:

- Executive summary – provide a brief narrative on your proposal for this project
- Respondent must provide references for at least three (3) organizations (other than the County of Inyo) that may be contacted regarding the respondent's experience and company stability
- Provide a detailed project schedule/implementation plan/time frame and ensure adherence
- Comply with Inyo County's permitting and code requirements
- Provide a fixed cost per tree planted:
 - ✓ Price quoted per installed Fremont cottonwood pole (1" top X 6' length) with 6' VTS and 72" X 2" X 2" wooden stake _____ (EA)
 - ✓ Price quoted per installed willow pole (3/4" inch top X 6' length) with 6' VTS and 72" X 2" X 2" wooden stake _____ (EA)

Include a detailed breakdown of the your costs associated with the price quote above

- Provide a statement as to the respondent's ability to enter into County of Inyo Standard Contract #113 (attached hereto) which will govern the selected respondent's work
- A maximum of one page of additional information, excluding the cover letter, if the respondent feels the information may be useful and is applicable to consideration of their proposal
- Identify all staff and proposed sub-contractors, their capabilities, qualifications, and experience, and the hourly rate at which each will be billed, along with the resumes of key personnel who will be assigned to oversee each portion of the work, and their availability for the project to include a task list and budget that would coincide with the Water Departments preliminary scope of work
- Ability to comply with Inyo County Insurance Requirements
- The contractor shall comply with and require all of its subcontractors to comply with the license laws as required by the State of California

V. Selection Process

It is the intent of the ICWD to evaluate all proposals received in response to this RFP. All proposals received will be reviewed to evaluate each respondent's Proposal relative to capability and qualifications, completeness, proposed scope of work, ability to contract, and cost.

VI. Evaluation Criteria

Proposals will be rated on the following criteria:

- References/Company History (35%)
- Warranty and service availability (15%)
- Cost (30%)
- Completeness of Proposal (20%)

VII. Proposal Submission

To be considered, three (3) copies of the Proposal must be received prior to the close of business on **November 30, 2016**, at the Inyo County Water Department, 135 S. Jackson, P. O. Box 337, Independence, CA 93526. [Note: The U.S. Post Office will only deliver mail addressed to the PO Box, not the street address.] Postmarks are not acceptable.

VIII. Execution of County Contract

The selected contractor will be required to enter into a contract with the County of Inyo on the County of Inyo Standard Control No. 113, a copy of which is attached in Exhibit A. Please note the requirements in the Contract for worker's compensation, general liability, and vehicle liability insurance.

IX. Acceptance

County reserves the right to reject any and all bids, or part of any bid, to postpone the scheduled bid deadline date(s), to make an award in its own best interest, and to waive any irregularities or technicalities that do not significantly affect or alter the substance of an otherwise responsible bid and that would not affect a bidder's ability to perform the work adequately as specified. This solicitation in no way obligates County to award a bid Contract described herein, nor will County assume any liability for the costs incurred in the preparation and transmittal of bids in response to this solicitation. County reserves the right to not accept any bid, to reject any or all bids, to reject any part of any bid proposal, to negotiate and modify any bid, and to waive any defects or irregularities in any bid at County's sole discretion. Furthermore, County shall have the sole discretion to award a bid Contract as it may deem appropriate to best serve the interests of County. In this regard, County may consider demonstrated quality of work, responsiveness, comparable experience, professional qualifications, references, and proposed fees. Awards will not be based on cost alone. County does not guarantee a minimum or maximum dollar value for any Contract(s) resulting from this solicitation.