



**HIGH LINE CANAL TREE RISK ASSESSMENT
REQUEST FOR PROPOSALS**

Publication Date: February 1, 2022

Closing Date: February 22, 2022

Proposals will be received until 5:00 PM on Tuesday, February 22, 2022. Completed proposals should be addressed to Julia Clover Clark, 4010 E Orchard Road, Centennial, CO 80121 and emailed as PDFs to julia@highlinecanal.org. Proposals submitted through BidNet Direct will also be accepted. The Conservancy reserves the right to reject any and all proposals and waive informalities or irregularities therein. Any proposal received as a result of this request is prepared at the vendor's expense.

Project Overview

The High Line Canal Conservancy (Conservancy) is seeking proposals from trained professionals to conduct a tree risk assessment along two reaches of the High Line Canal (Canal) right-of-way: (1) a 2-mile reach maintained by the City and County of Denver and (2) a 2.5-mile reach maintained by the City of Greenwood Village. The project may also include 1.6 miles of Canal maintained by the City of Littleton and pricing should be prepared for this section. The assessment will focus on identifying hazard trees and providing mitigation recommendations. Project deliverables are (1) a risk assessment for all trees 12 inches in diameter at breast height or greater within the entire approximately 100-foot property width in these reaches, using the Colorado Tree Coalition tree risk management forms, and logging results into an existing Geographic Information System (GIS) application, and (2) separate reports for each jurisdiction summarizing the results of the risk assessment for use in planning and prioritizing tree care for the next 5 years.

Schedule

RFP Preparation and Submittal

February 1, 2022	RFP Publication
February 10, 2022	Optional pre-bid virtual meeting, 2pm-3pm (register via Zoom at this link)
February 14, 2022	Deadline for submitting questions
February 16, 2022	Answers to RFP questions posted
February 22, 2022	Deadline for proposal submittal

Evaluation and Contract Award

February 28, 2022	Contract Awarded
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Project Timeline (Approximate)

April 2022	Tree risk assessment conducted
May 13, 2022	Summary reports submitted

Entities Involved

- City and County of Denver: Maintains 2 miles of Canal right-of-way
- City of Greenwood Village: Maintains 2.5 miles of Canal right-of-way
- City of Littleton: Maintains 1.6 miles of Canal right-of-way and may participate in the tree risk assessment
- Denver Water: Owns the High Line Canal and manages the corridor's tree inventory data
- High Line Canal Conservancy: Solicits proposals and jointly manages contractors
- Mile High Flood District (District): Holds contracts for Canal tree risk assessment and jointly manages contractors

Required Proposal Content

Vendors submitting proposals should include the following information:

1. The company's official name and address. The Vendor shall also indicate what type of entity it is such as a corporation or a partnership.



2. The name of the company representative responsible for coordinating with the Conservancy and the District who is authorized to make decisions or represent the Vendor. Please state his or her capacity within the company.
3. The total number of years the Vendor has been in business and offering similar services. If applicable, state the number of years the Vendor has been operating under the present business name.
4. Describe company history and experience in providing services, as described in the scope of work. As applicable to the Vendor's experience, provide previous examples of inventory size, tree inspection scope, and site conditions.
5. A description of the Vendor's operations: inventory hardware, facilities, business and objectives, and the number of employees.
6. References from three or more commercial/municipal organizations which have used your company for related services within the last three years.
7. Completed Price Proposal. Please submit separate prices for each jurisdiction: Denver, Greenwood Village, and Littleton.
8. Any additional information the Vendor wishes to provide to distinguish themselves from their competition.

The proposal must be signed by a duly authorized representative of the firm submitting the proposal. The signature shall include the title of the individual signing the proposal.

Background

The Canal is owned by Denver Water, but portions of the corridor are maintained by local jurisdictions for both recreation and green stormwater infrastructure. The City and County of Denver and the City of Greenwood Village have entered into intergovernmental agreements (IGAs) with Denver Water to maintain the segments of the Canal covered by this RFP (Figure 1 & Figure 2). This maintenance includes inspecting and caring for the trees within the Canal property, which is approximately 100 feet wide from property line to property line. The Conservancy partners closely with these local jurisdictions as well as the Mile High Flood District (District) to coordinate maintenance and management of the Canal. The selected contractor will be contracted through Mile High Flood District and the contract will be jointly managed by the District and the Conservancy.

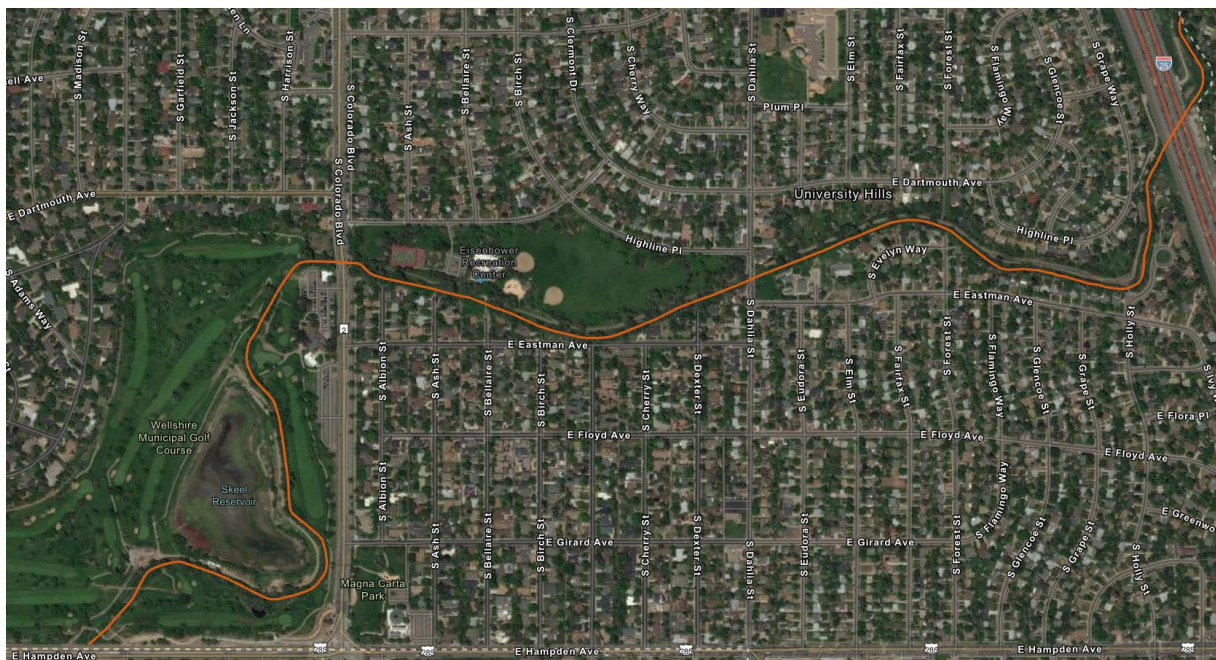


Figure 1. Project area within Denver: 2 miles of Canal corridor from Hampden Avenue to the jurisdictional boundary just east of I-25.

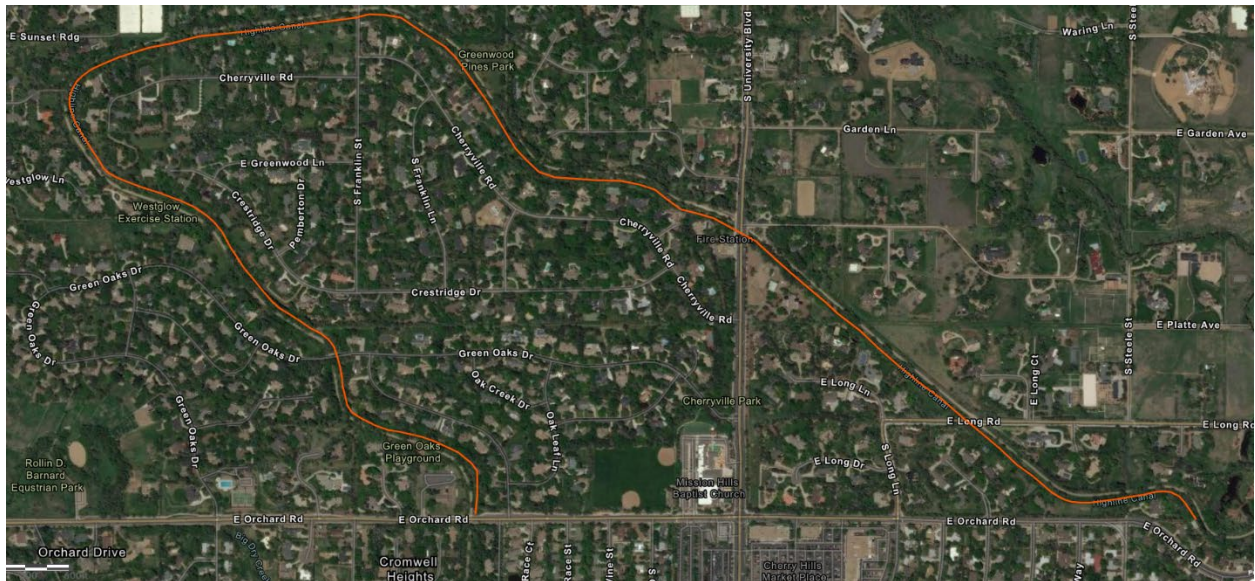


Figure 2. Project area within Greenwood Village: 2.5 miles of Canal corridor from Orchard Road west of University Boulevard to the jurisdictional boundary just east of Steele Street.

The City of Littleton has also entered into an intergovernmental agreement with Denver Water to maintain a 1-mile segment of the Canal (Figure 3) and is considering taking on an addition 0.6 miles (Figure 4).

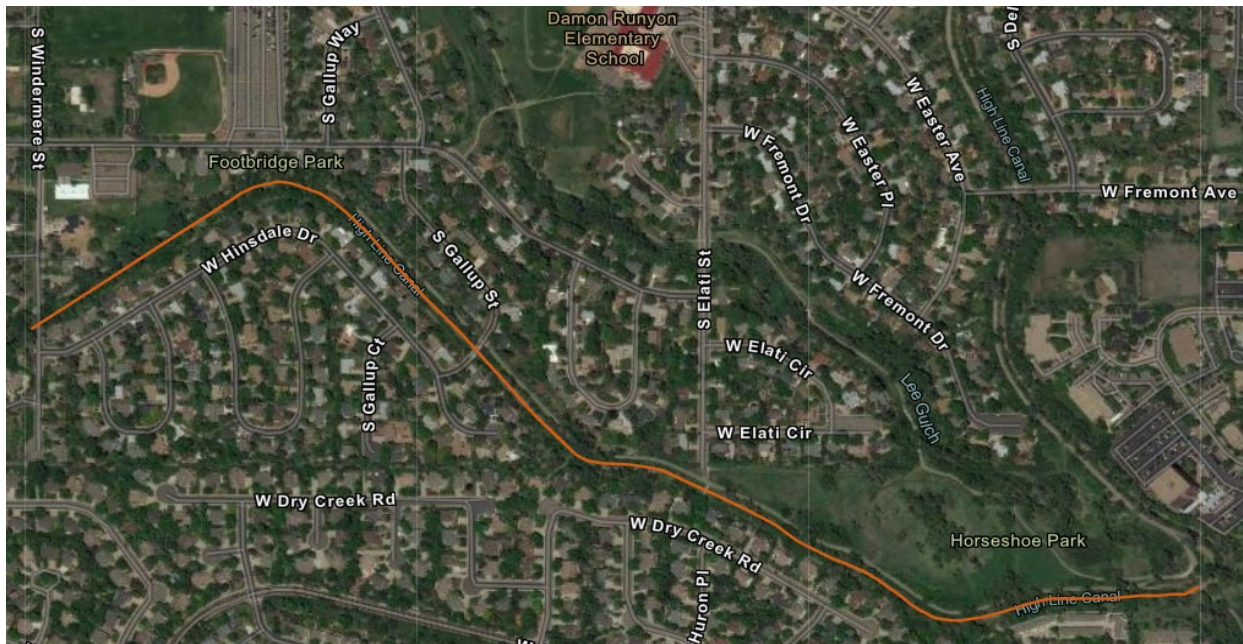


Figure 3. Possible project area within Littleton: 1 mile of Canal corridor from 25ft west of S Windermere St to Canal intersection with Lee Gulch.



Figure 4. Possible project area within Littleton: 0.6 miles of Canal corridor from Broadway and Arapahoe Rd to Broadway and Caley Ave.

This project will consist of a tree risk assessment for trees greater than 12 inches diameter at breast height in the Denver and Greenwood Village reaches and may also include the 1.6 miles of Canal in the City of Littleton. All trees greater than 6 inches diameter along the Canal right-of-way were inventoried in 2016. A summary of the reaches and the trees therein is provided in Table 1 below to provide a sense of scale for developing a scope of work.

Table 1: Stormwater Reach and Tree Summary

Jurisdiction	Reach Length	Number of Trees \geq 12in diameter (2016 Inventory)
City and County of Denver	2.0 mi	320
City of Greenwood Village	2.5 mi	574
City of Littleton	1.6 mi	368

The tree risk assessment will utilize the Colorado Tree Coalition’s Tree Risk Assessment system and forms to rank trees and recommend mitigation (Attachment A). All data collected will be entered directly by the trained fieldworker into an existing GIS dataset.

After completing the tree risk assessment, the firm will provide a summary report to each jurisdiction.

City and County of Denver Report

- Summary of the results of the tree risk assessment, including priority mitigation rankings scored from the Colorado Tree Coalition results, and recommendations for the first year’s maintenance including removal



and pruning of trees that were deemed hazardous to trail users, adjacent properties, utility lines, and/or water conveyance.

City of Greenwood Village Report

- Summary of the results of the tree risk assessment, including priority mitigation rankings scored from the Colorado Tree Coalition results, and recommendations for the first year's maintenance including removal and pruning of trees that were deemed hazardous to trail users, adjacent properties, utility lines, and/or water conveyance.

City of Littleton Report (Possible)

- Summary of the results of the tree risk assessment, including priority mitigation rankings scored from the Colorado Tree Coalition results, which will be used by the City to develop a 5-year maintenance plan.

Resources Provided to the Firm

- 1) Data from the 2016 Inventory
- 2) License to collect and edit GIS data
- 3) Maps of and access to the areas to conduct inspections
- 4) Open contact with the High Line Canal Conservancy's Natural Resources Manager and a Mile High Flood District Staff Engineer for ongoing assistance throughout the length of the project

Contract Considerations

One firm must perform all tasks required for the inspection; no sub-contracted firms shall be permitted.

Firms must be able to perform the tree risk assessment without delay from other projects and commitments and be able to complete the scope of work based on the timeline outlined and agreed upon in the contract. Work is to start no later than May 13, 2022 with agreed upon flexibility regarding inclement weather. Project must be completed by June 3, 2022 unless otherwise agreed upon.

Each person employed to collect tree data shall have the necessary qualifications for completing tree inspection data collection. These qualifications include, but are not limited to, International Society of Arboriculture (ISA) arborist certification, **or** Society of American Forester (SAF) certification, **or** obtention of Tree Risk Assessment Qualification (TRAQ) through ISA.

Consideration will be given to firms with staff having a four-year degree in urban forestry, or a related field of study.

Preference will be given to firms familiar with ESRI applications, including the ArcGIS Collector App, as well as Davey Tree's Tree Keeper.

Firms will need to enter into a Data Sharing Agreement with Denver Water in order to access the 2016 Inventory dataset. The Conservancy will coordinate this agreement.

The Mile High Flood District will hold the contract.

This contract will involve work in multiple jurisdictions. The selected contractor must track and report time and expenses spent in each jurisdiction separately.

All work performed must be planned, approved, and reported to both the Mile High Flood District and the individual jurisdiction where the work takes place. The Conservancy should be copied on all correspondence regarding this contract.



Work performed in the City and County of Denver will require compliance with prevailing wage regulations. The following language must be incorporated into the contract:

The [Contractor] shall comply, to the extent applicable to its specific performance obligations under this Agreement, with the prevailing wage requirements of D.R.M.C. Sections 20-76, *et seq.* As such, the [Contractor] agrees to cooperate fully with the City Auditor in implementing, administering and enforcing all applicable requirements of D.R.M.C. Sections 20-76, *et seq.*

Other Considerations

Amendments to the RFP

The Conservancy reserves the right to change the schedule or issue amendments to the RFP at any time. The Conservancy also reserves the right to cancel or reissue the RFP.

Vendor's Cost to Develop the Proposal

Costs for developing proposals in response to the RFP are entirely the obligation of the Vendor and shall not be chargeable in any manner to the Conservancy. This includes travel to and from the Conservancy's offices for the purposes of participating in interviews as part of the selection process.

Withdrawal of Proposals

Proposals may be withdrawn at any time prior to the submission time specified in this RFP, provided notification is received in writing. Proposals cannot be changed or withdrawn after the time designated for receipt.

Rejection of Proposals – Waiver of Informalities or Irregularities

The Conservancy reserves the right to reject any or all proposals, to waive any minor informalities or irregularities contained in any proposal, and to accept any proposal deemed to be in the best interest of the Conservancy.

Colorado Open Record Act

Any information submitted with the Proposal shall become public information, subject to release, under the Colorado Open Records Act, as the Conservancy intends to share this information with local governmental partners. The Conservancy shall be held harmless from any claims arising from the release of information within the Proposal. It is the responsibility of the proposing Vendor to ensure that no confidential or proprietary information is included in the Proposal that the proposing Vendor would not wish to be released.

RFP Questions and Clarifications

Questions regarding the RFP should be directed to Julia Clover Clark at julia@highlinecanal.org. An optional pre-bid virtual meeting will be held from 2pm-3pm on February 10, 2022 to address questions and provide clarification regarding the RFP ([register via Zoom at this link](#)). All questions must be received by 5:00 PM MST on February 14, 2022. Any changes to the RFP, clarifications of substance, and responses to questions will be posted as an addendum on the Conservancy's website on February 16, 2022 and posted to BidNet Direct.

Proposal Submission

An electronic submission must be received before 5:00 PM MST on February 22, 2022. To submit the proposal, please email a PDF to Julia Clover Clark at julia@highlinecanal.org. If you experience problems submitting your electronic response, please contact the High Line Canal Conservancy at 720-767-2452 prior to the submission deadline. Submissions through BidNet Direct will also be accepted.

It is the responsibility of the Vendor to ensure that electronic proposal is submitted prior to the proposal closing time. No physical submissions will be accepted.

Proposal Evaluation

Proposals will be evaluated by Conservancy, the District and jurisdictional staff. The evaluators will consider how well the Vendor's proposal meets the needs of the jurisdictions as described in the RFP.



The criteria to be used for the proposal evaluation include but are not limited to:

- Pricing
- Experience conducting tree risk assessments
- Inclusion of required proposal content

No weighting or relative importance of criteria is intended or implied by this list.

The Conservancy reserves the right to conduct negotiations with one or more Vendors and to accept revisions of proposals before award. During this negotiation period, the Conservancy will not disclose any information derived from proposals submitted or from discussions with other Vendors.

The Conservancy reserves the right to reject any or all proposals, to waive any minor informalities or irregularities contained in any proposal, and to accept any proposal deemed to be in the best interest of the Conservancy and its partners.



Likelihood of Failure (A)

1 – **Improbable:** Not likely to fail under normal weather conditions

- *Minor branch dieback < 2" dia.*
- *Minor defects or wounds < 20% of tree*

2 – **Possible:** Failure could occur, but is unlikely under normal weather conditions

- *Stem decay w/in safe shell limits*
- *Defects affecting 30-40% circumference*
- *Crown damage: decid.<50%, conf.<30%*
- *Co-dominant leaders with included bark*
- *Girdling roots <40% of circumference*
- *Root damage, <40% of total # or roots*

3 – **Probable:** Failure maybe expected under normal weather conditions

- *Cracks in contact with soil*
- *Decay exceeding safe shell limits*
- *Defects affecting >40% of circumference*
- *Crown damage: decid.>50%, conf.>30%*
- *Weak branch union with crack or decay*
- *Girdling root >40% circumference*
- *Root damage >40%*
- *Leaning tree, recent root breakage*
- *Standing dead w/out significant defects*

4 – **Imminent:** Failure has started or most likely to occur in the near future

- *Stem decay exceeding safe shell limits*
- *Cracks with branch split in half*
- *Defects affecting >40% of circumference*
- *Extensive decay of roots >40%*
- *Broken hangers in crown >3 inches*
- *Dead trees with decay, cracks, hangers*
- *Leaning tree hung up in adjacent tree*

Likelihood of Target Impact (B)

1 – **Very Low:** The chance of the failed tree or branch impacting the target is remote

- *tree or part that would fall away from street, sidewalk or public area*

2 – **Low:** It is not likely that the failed tree or part will impact the target

- *tree or part fall into adjacent tree or structure, target is protected*

3 – **Medium:** The failed tree or part may or may not impact the target with equal likelihood.

- *tree or part would fall into target zone area or partially impact the target*

4 – **High:** The failed tree or part will most likely impact the target

- *tree or part will fall into target zone area*

Consequences of Failure (C)

1 – **Negligible:** No personal injury, low-value property damage, disruption can be easily mitigated

2 – **Minor:** Minor personal injury, low to moderate property damage, small disruption to activities

3 – **Significant:** Personal injury, moderate to high value property damage, considerable activity disruption

4 – **Severe:** Serious personal injury or death, damage to high value property, disruption of important activities

Target (D)

1 – **Low Use:** Low to moderate length of time in the target zone, rare visitation in target area

2 – **Moderate Use:** Moderate to high length of time in the target zone, occasional visitation

3 – **High Use:** Long to very long length of time in the target zone, present in target area for large portion of the day

4 – **Very High Use:** very high length of time in the target zone, constant presence in target area

Species (E)

1 – **Low:** Small ornamental or evergreen, e.g., plum, river birch, Gambel oak, pinyon/juniper

2 – **Moderate:** Medium-sized tree, e.g., aspen, crab, honeylocust, walnut, ponderosa pine

3 – **High:** Large-sized tree, e.g., green ash, hackberry, American elm, Colorado spruce

4 – **Very High:** Large sized tree with branching or internal wood issues, e.g., cottonwood, Siberian elm, silver maple, silver/white poplar, globe & golden willow

Action (F)

1 – **Reevaluate next inspection cycle:**

Determined after discussions with tree owner

2 – **Reevaluate next growing season:** middle of growing season of following year

3 – **Mitigation:** Any action applied to tree to reduce risk, e.g., pruning, cabling, bracing

4 – **Remove:** Inform the tree owner how quickly the tree should be removed