



NOTICE TO PROCEED

Date: August 11, 2022
Contractor: Aqua Engineering, Inc.
Project: Professional Services Consultant for the Orchard Mesa Municipal Cemetery Master Planning & Irrigation System RFP-5089-22-KH

In accordance with the contract dated August 10, 2022 the Contractor is hereby notified to begin work on the Project immediately.

The date of final completion is December 31, 2022

CITY OF GRAND JUNCTION, COLORADO

A handwritten signature in black ink that reads "Kassy Hackett".

Kassy Hackett, Buyer

Receipt of this Notice to Proceed is hereby acknowledged:

Contractor: _____

By: _____

Print Name: _____

Title: _____

Date: _____



CITY OF GRAND JUNCTION, COLORADO

CONTRACT

This CONTRACT made and entered into this 10th day of August 2022 by and between the City of Grand Junction, Colorado, a government entity in the County of Mesa, State of Colorado, hereinafter in the Contract Documents referred to as the "Owner" and Agua Engineering, Inc. hereinafter in the Contract Documents referred to as the "Contractor."

WITNESSETH:

WHEREAS, the Owner advertised that sealed Responses would be received for furnishing all labor, tools, supplies, equipment, materials, and everything necessary and required for the Project described by the Contract Documents and known as **Professional Services Consultant for the Orchard Mesa Municipal Cemetery Master Planning & Irrigation System RFP-5089-22-KH.**

WHEREAS, the Contract has been awarded to the above-named Contractor by the Owner, and said Contractor is now ready, willing and able to perform the Work specified in the Notice of Award, in accordance with the Contract Documents;

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, the mutual covenants hereinafter set forth and subject to the terms hereinafter stated, it is mutually covenanted and agreed as follows:

ARTICLE 1

Contract Documents: It is agreed by the parties hereto that the following list of instruments, drawings, and documents which are attached hereto, bound herewith, or incorporated herein by reference constitute and shall be referred to either as the "Contract Documents" or the "Contract", and all of said instruments, drawings, and documents taken together as a whole constitute the Contract between the parties hereto, and they are fully a part of this agreement as if they were set out verbatim and in full herein:

The order of contract document governance shall be as follows:

- a. The body of this contract agreement
- b. Negotiated Terms and Conditions/Scope of Work, Pricing, etc.
- c. Solicitation Documents for the Project; **Professional Services Consultant for the Orchard Mesa Municipal Cemetery Master Planning & Irrigation System**
- d. Firms Response to the Solicitation

- e. Work Change Requests (directing that changed work be performed);
- f. Field Orders
- g. Change Orders.

ARTICLE 2

Definitions: The clauses provided in the Solicitation apply to the terms used in the Contract and all the Contract Documents.

ARTICLE 3

Contract Services: The Contractor agrees to furnish all labor, tools, supplies, equipment, materials, and all that is necessary and required to complete the tasks associated with the Work described, set forth, shown, and included in the Contract Documents as indicated in the Solicitation Document.

ARTICLE 4

Contract Time: Time is of the essence with respect to this Contract. The Contractor hereby agrees to commence Work under the Contract on or before the date specified in the Solicitation from the Owner, and to achieve Substantial Completion and Final Completion of the Work within the time or times specified in the Solicitation.

ARTICLE 5

Contract Price and Payment Procedures: The Contractor shall accept as full and complete compensation for the performance and completion of all of the Services specified in the Contract Documents, the not to exceed cost of Eighty-Eight Thousand Five Hundred and 00/100 Dollars (\$88,500.00). If this Contract contains unit price pay items, the Contract Price shall be adjusted in accordance with the actual quantities of items completed and accepted by the Owner at the unit prices quoted in the Solicitation Response. The amount of the Contract Price is and has heretofore been appropriated by the Grand Junction City Council Board of Commissioners for the use and benefit of this Project. The Contract Price shall not be modified except by Change Order or other written directive of the Owner. The Owner shall not issue a Change Order or other written directive which requires additional work to be performed, which work causes the aggregate amount payable under this Contract to exceed the amount appropriated for this Project, unless and until the Owner provides Contractor written assurance that lawful appropriations to cover the costs of the additional work have been made.

Unless otherwise provided in the Solicitation, monthly partial payments shall be made as the Work progresses. Applications for partial and Final Payment shall be prepared by the Contractor and approved by the Owner in accordance with the Solicitation.

ARTICLE 6

Contract Binding: The Owner and the Contractor each binds itself, its partners, successors, assigns and legal representatives to the other party hereto in respect to all covenants, agreements and obligations contained in the Contract Documents. The Contract Documents constitute the entire agreement between the Owner and Contractor and may

only be altered, amended or repealed by a duly executed written instrument. Neither the Owner nor the Contractor shall, without the prior written consent of the other, assign or sublet in whole or in part its interest under any of the Contract Documents and specifically, the Contractor shall not assign any moneys due or to become due without the prior written consent of the Owner.

ARTICLE 7

Severability: If any part, portion or provision of the Contract shall be found or declared null, void or unenforceable for any reason whatsoever by any court of competent jurisdiction or any governmental agency having the authority thereover, only such part, portion or provision shall be effected thereby and all other parts, portions and provisions of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, City of Grand Junction, Colorado, has caused this Contract to be subscribed and sealed and attested in its behalf; and the Contractor has signed this Contract the day and the year first mentioned herein.

The Contract is executed in two counterparts.

CITY OF GRAND JUNCTION, COLORADO

DocuSigned by:
Duane Hoff Jr.
By: 9F789E7D50F14BC...
Duane Hoff Jr., Contract Administrator

8/10/2022
Date

Aqua Engineering, Inc.

DocuSigned by:
Robert Beccard
By: A84004EE74004F7...
Robert Beccard
President

8/10/2022
Date



**Request for Proposal
RFP-5089-22-KH**

**Professional Services Consultant for the
Orchard Mesa Municipal Cemetery
Master Planning & Irrigation System**

RESPONSES DUE:

July 7, 2022 prior to 2:00 PM

Accepting Electronic Responses Only

**Responses Only Submitted Through the Rocky Mountain E-Purchasing System
(RMEPS)**

<https://www.rockymountainbidsystem.com/default.asp>

(Purchasing Representative does not have access or control of the vendor side of RMEPS. If website or other problems arise during response submission, vendor **MUST** contact RMEPS to resolve issue prior to the response deadline. 800-835-4603)

**NOTE: All City solicitation openings will continue to be held virtually.
See Section 1.5 for details.**

PURCHASING REPRESENTATIVE:

Kassy Hackett, Buyer

kassyh@gjcity.org

970-244-1546

This solicitation has been developed specifically for a Request for Proposal intended to solicit competitive responses for this solicitation, and may not be the same as previous City of Grand Junction solicitations. All offerors are urged to thoroughly review this solicitation prior to submitting. Submittal by **FAX, EMAIL or HARD COPY IS NOT ACCEPTABLE** for this solicitation.

REQUEST FOR PROPOSAL

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REQUEST FOR PROPOSAL

SECTION 1.0: ADMINISTRATIVE INFORMATION & CONDITIONS FOR SUBMITTAL

NOTE: It is the Firm's responsibility to read and review all solicitation documentation in its entirety, and to ensure that they have a clear and complete understanding of not only the scope, specifications, project requirements, etc., but also all other requirements, instructions, rules, regulations, laws, conditions, statements, procurement policies, etc. that are associated with the solicitation process and project/services being solicited.

- 1.1 Issuing Office:** This Request for Proposal (RFP) is issued by the City of Grand Junction. All contact regarding this RFP is directed to:

RFP QUESTIONS:

Kassy Hackett, Buyer
kassyh@gjcity.org

The City would like to remind all Firms, Sub-Firms, Vendors, Suppliers, Manufacturers, Service Providers, etc. that (with the exception of Pre-Bid or Site Visit Meetings) all questions, inquiries, comments, or communication pertaining to any formal solicitation (whether process, specifications, scope, etc.) must be directed (in writing) to the Purchasing Agent assigned to the project, or Purchasing Division. Direct communication with the City assigned Project Managers/Engineers is not appropriate for public procurement, and may result in disqualification.

- 1.2 Purpose:** The purpose of this RFP is to obtain proposals to complete the master planning and irrigation design for Orchard Mesa Municipal Cemetery.
- 1.3 The Owner:** The Owner is the City of Grand Junction, Colorado and is referred to throughout this Solicitation. The term Owner means the Owner or his authorized representative.
- 1.4 Compliance:** All participating Offerors, by their signature hereunder, shall agree to comply with all conditions, requirements, and instructions of this RFP as stated or implied herein. Should the Owner omit anything from this packet which is necessary to the clear understanding of the requirements, or should it appear that various instructions are in conflict, the Offeror(s) shall secure instructions from the Purchasing Division prior to the date and time of the submittal deadline shown in this RFP.
- 1.5 Submission:** Please refer to section 5.0 for what is to be included. **Each proposal shall be submitted in electronic format only, and only through the Rocky Mountain E-Purchasing website (<https://www.rockymountainbidsystem.com/default.asp>). This site offers both "free" and "paying" registration options that allow for full access of the Owner's documents and for electronic submission of proposals. (Note: "free" registration may take up to 24 hours to process. Please Plan accordingly.)** Please view our "Electronic Vendor Registration Guide" at <http://www.gjcity.org/business-and-economic-development/bids/> for details. **The uploaded response to this RFP shall be a single PDF document with all required information included.** For proper comparison and evaluation, the City requests that proposals be formatted as directed in Section 5.0

“Preparation and Submittal of Proposals.” Submittals received that fail to follow this format may be ruled non-responsive. (Purchasing Representative does not have access or control of the vendor side of RMEPS. If website or other problems arise during response submission, vendor **MUST** contact RMEPS to resolve issue prior to the response deadline. **800-835-4603**).

Solicitation Opening, Professional Services Consultant for the Orchard Mesa Municipal Cemetery Master Planning & Irrigation System RFP-5089-22-KH
Thu, Jul 7, 2022 2:00 PM - 2:30 PM (MDT)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/123198677>

You can also dial in using your phone.
(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (571) 317-3122
- One-touch: tel:+15713173122,,123198677#

Access Code: 123-198-677

Join from a video-conferencing room or system.
Dial in or type: 67.217.95.2 or inroomlink.goto.com
Meeting ID: 123 198 677
Or dial directly: 123198677@67.217.95.2 or 67.217.95.2##123198677

Get the app now and be ready when your first meeting starts: <https://meet.goto.com/install>

- 1.6 **Altering Proposals:** Any alterations made prior to opening date and time must be initialed by the signer of the proposal, guaranteeing authenticity. Proposals cannot be altered or amended after submission deadline.
- 1.7 **Withdrawal of Proposal:** A proposal must be firm and valid for award and may not be withdrawn or canceled by the Offeror for sixty (60) days following the submittal deadline date, and only prior to award. The Offeror so agrees upon submittal of their proposal. After award this statement is not applicable.
- 1.8 **Acceptance of Proposal Content:** The contents of the proposal of the successful Offeror shall become contractual obligations if acquisition action ensues. Failure of the successful Offeror to accept these obligations in a contract shall result in cancellation of the award and such vendor shall be removed from future solicitations.
- 1.9 **Addenda:** All questions shall be submitted in writing to the appropriate person as shown in Section 1.1. Any interpretations, corrections and changes to this RFP or extensions to the opening/receipt date shall be made by a written Addendum to the RFP by the City Purchasing Division. Sole authority to authorize addenda shall be vested in the City of Grand Junction Purchasing Representative. Addenda will be issued electronically through

the Rocky Mountain E-Purchasing website at www.rockymountainbidsystem.com. Offerors shall acknowledge receipt of all addenda in their proposal.

- 1.10 Exceptions and Substitutions:** All proposals meeting the intent of this RFP shall be considered for award. Offerors taking exception to the specifications shall do so at their own risk. The Owner reserves the right to accept or reject any or all substitutions or alternatives. When offering substitutions and/or alternatives, Offeror must state these exceptions in the section pertaining to that area. Exception/substitution, if accepted, must meet or exceed the stated intent and/or specifications. The absence of such a list shall indicate that the Offeror has not taken exceptions, and if awarded a contract, shall hold the Offeror responsible to perform in strict accordance with the specifications or scope of services contained herein.
- 1.11 Confidential Material:** All materials submitted in response to this RFP shall ultimately become public record and shall be subject to inspection after contract award. **“Proprietary or Confidential Information”** is defined as any information that is not generally known to competitors and which provides a competitive advantage. Unrestricted disclosure of proprietary information places it in the public domain. Only submittal information clearly identified with the words **“Confidential Disclosure”** and uploaded as a separate document shall establish a confidential, proprietary relationship. Any material to be treated as confidential or proprietary in nature must include a justification for the request. The request shall be reviewed and either approved or denied by the Owner. If denied, the proposer shall have the opportunity to withdraw its entire proposal, or to remove the confidential or proprietary restrictions. Neither cost nor pricing information nor the total proposal shall be considered confidential or proprietary.
- 1.12 Response Material Ownership:** All proposals become the property of the Owner upon receipt and shall only be returned to the proposer at the Owner’s option. Selection or rejection of the proposal shall not affect this right. The Owner shall have the right to use all ideas or adaptations of the ideas contained in any proposal received in response to this RFP, subject to limitations outlined in the entitled “Confidential Material”. Disqualification of a proposal does not eliminate this right.
- 1.13 Minimal Standards for Responsible Prospective Offerors:** A prospective Offeror must affirmably demonstrate their responsibility. A prospective Offeror must meet the following requirements.
- Have adequate financial resources, or the ability to obtain such resources as required.
 - Be able to comply with the required or proposed completion schedule.
 - Have a satisfactory record of performance.
 - Have a satisfactory record of integrity and ethics.
 - Be otherwise qualified and eligible to receive an award and enter into a contract with the Owner.
- 1.14 Open Records:** Proposals shall be received and publicly acknowledged at the location, date, and time stated herein. Offerors, their representatives and interested persons may be present. Proposals shall be received and acknowledged only so as to avoid disclosure of process. However, all proposals shall be open for public inspection after the contract is awarded. Trade secrets and confidential information contained in the proposal so identified

by offer as such shall be treated as confidential by the Owner to the extent allowable in the Open Records Act.

- 1.15 Sales Tax:** The Owner is, by statute, exempt from the State Sales Tax and Federal Excise Tax; therefore, all fees shall not include taxes.
- 1.16 Public Opening:** Proposals shall be opened virtually immediately following the proposal deadline. Offerors, their representatives and interested persons may attend virtually. See Section 1.5 for details. Only the names and locations on the proposing firms will be disclosed.

SECTION 2.0: GENERAL CONTRACT TERMS AND CONDITIONS

- 2.1. Acceptance of RFP Terms:** A proposal submitted in response to this RFP shall constitute a binding offer. Acknowledgment of this condition shall be indicated on the Letter of Interest or Cover Letter by the autographic signature of the Offeror or an officer of the Offeror legally authorized to execute contractual obligations. A submission in response to the RFP acknowledges acceptance by the Offeror of all terms and conditions including compensation, as set forth herein. An Offeror shall identify clearly and thoroughly any variations between its proposal and the Owner's RFP requirements. Failure to do so shall be deemed a waiver of any rights to subsequently modify the terms of performance, except as outlined or specified in the RFP.
- 2.2. Execution, Correlation, Intent, and Interpretations:** The Contract Documents shall be signed by the Owner and Firm. By executing the contract, the Firm represents that they have familiarized themselves with the local conditions under which the Services is to be performed and correlated their observations with the requirements of the Contract Documents. The Contract Documents are complementary, and what is required by any one, shall be as binding as if required by all. The intention of the documents is to include all labor, materials, equipment, services and other items necessary for the proper execution and completion of the scope of services as defined in the technical specifications and drawings contained herein. All drawings, specifications and copies furnished by the Owner are, and shall remain, Owner property. They are not to be used on any other project.
- 2.3. Permits, Fees, & Notices:** The Firm shall secure and pay for all permits, governmental fees and licenses necessary for the proper execution and completion of the services. The Firm shall give all notices and comply with all laws, ordinances, rules, regulations and orders of any public authority bearing on the performance of the services. If the Firm observes that any of the Contract Documents are at variance in any respect, he shall promptly notify the Owner in writing, and any necessary changes shall be adjusted by approximate modification. If the Firm performs any services knowing it to be contrary to such laws, ordinances, rules and regulations, and without such notice to the Owner, he shall assume full responsibility and shall bear all costs attributable.
- 2.4. Responsibility for those Performing the Services:** The Firm shall be responsible to the Owner for the acts and omissions of all his employees and all other persons performing any of the services under a contract with the Firm.

- 2.5. Payment & Completion:** The Contract Sum is stated in the Contract and is the total amount payable by the Owner to the Firm for the performance of the services under the Contract Documents. Upon receipt of written notice that the services is ready for final inspection and acceptance and upon receipt of application for payment, the Owner's Project Manager will promptly make such inspection and, when they find the services acceptable under the Contract Documents and the Contract fully performed, the Owner shall make payment in the manner provided in the Contract Documents. Partial payments will be based upon estimates, prepared by the Firm, of the value of services performed and materials placed in accordance with the Contract Documents. The services performed by Firm shall be in accordance with generally accepted professional practices and the level of competency presently maintained by other practicing professional firms in the same or similar type of services in the applicable community. The services and services to be performed by Firm hereunder shall be done in compliance with applicable laws, ordinances, rules and regulations.
- 2.6. Protection of Persons & Property:** The Firm shall comply with all applicable laws, ordinances, rules, regulations and orders of any public authority having jurisdiction for the safety of persons or property or to protect them from damage, injury or loss. Firm shall erect and maintain, as required by existing safeguards for safety and protection, and all reasonable precautions, including posting danger signs or other warnings against hazards promulgating safety regulations and notifying owners and users of adjacent utilities. When or where any direct or indirect damage or injury is done to public or private property by or on account of any act, omission, neglect, or misconduct by the Firm in the execution of the services, or in consequence of the non-execution thereof by the Firm, they shall restore, at their own expense, such property to a condition similar or equal to that existing before such damage or injury was done, by repairing, rebuilding, or otherwise restoring as may be directed, or it shall make good such damage or injury in an acceptable manner.
- 2.7. Changes in the Services:** The Owner, without invalidating the contract, may order changes in the services within the general scope of the contract consisting of additions, deletions or other revisions. All such changes in the services shall be authorized by Change Order/Amendment and shall be executed under the applicable conditions of the contract documents. A Change Order/Amendment is a written order to the Firm signed by the Owner issued after the execution of the contract, authorizing a change in the services or an adjustment in the contract sum or the contract time.
- 2.8. Minor Changes in the Services:** The Owner shall have authority to order minor changes in the services not involving an adjustment in the contract sum or an extension of the contract time and not inconsistent with the intent of the contract documents.
- 2.9. Uncovering & Correction of Services:** The Firm shall promptly correct all services found by the Owner as defective or as failing to conform to the contract documents. The Firm shall bear all costs of correcting such rejected services, including the cost of the Owner's additional services thereby made necessary. The Owner shall give such notice promptly after discover of condition. All such defective or non-conforming services under the above paragraphs shall be removed from the site where necessary and the services shall be corrected to comply with the contract documents without cost to the Owner.

- 2.10. Acceptance Not Waiver:** The Owner's acceptance or approval of any services furnished hereunder shall not in any way relieve the proposer of their present responsibility to maintain the high quality, integrity and timeliness of his services. The Owner's approval or acceptance of, or payment for, any services shall not be construed as a future waiver of any rights under this Contract, or of any cause of action arising out of performance under this Contract.
- 2.11. Change Order/Amendment:** No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All amendments to the contract shall be made in writing by the Owner.
- 2.12. Assignment:** The Offeror shall not sell, assign, transfer or convey any contract resulting from this RFP, in whole or in part, without the prior written approval from the Owner.
- 2.13. Compliance with Laws:** Proposals must comply with all Federal, State, County and local laws governing or covering this type of service and the fulfillment of all ADA (Americans with Disabilities Act) requirements. Firm hereby warrants that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and professional licenses in good standing, required by law.
- 2.14. Debarment/Suspension:** The Firm hereby certifies that the Firm is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Governmental department or agency.
- 2.15. Confidentiality:** All information disclosed by the Owner to the Offeror for the purpose of the services to be done or information that comes to the attention of the Offeror during the course of performing such services is to be kept strictly confidential.
- 2.16. Conflict of Interest:** No public official and/or Owner employee shall have interest in any contract resulting from this RFP.
- 2.17. Contract:** This Request for Proposal, submitted documents, and any negotiations, when properly accepted by the Owner, shall constitute a contract equally binding between the Owner and Offeror. The contract represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral, including the Proposal documents. The contract may be amended or modified with Change Orders, Field Orders, or Amendment.
- 2.18. Project Manager/Administrator:** The Project Manager, on behalf of the Owner, shall render decisions in a timely manner pertaining to the services proposed or performed by the Offeror. The Project Manager shall be responsible for approval and/or acceptance of any related performance of the Scope of Services.
- 2.19. Contract Termination:** This contract shall remain in effect until any of the following occurs: (1) contract expires; (2) completion of services; (3) acceptance of services or, (4) for convenience terminated by either party with a written *Notice of Cancellation* stating therein the reasons for such cancellation and the effective date of cancellation at least thirty days past notification.

2.20. Employment Discrimination: During the performance of any services per agreement with the Owner, the Offeror, by submitting a Proposal, agrees to the following conditions:

- 2.20.1. The Offeror shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, citizenship status, marital status, veteran status, sexual orientation, national origin, or any legally protected status except when such condition is a legitimate occupational qualification reasonably necessary for the normal operations of the Offeror. The Offeror agrees to post in conspicuous places, visible to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- 2.20.2. The Offeror, in all solicitations or advertisements for employees placed by or on behalf of the Offeror, shall state that such Offeror is an Equal Opportunity Employer.
- 2.20.3. Notices, advertisements, and solicitations placed in accordance with federal law, rule, or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

2.21. Immigration Reform and Control Act of 1986 and Immigration Compliance: The Offeror certifies that it does not and will not during the performance of the contract employ illegal alien services or otherwise violate the provisions of the Federal Immigration Reform and Control Act of 1986 and/or the immigration compliance requirements of State of Colorado C.R.S. § 8-17.5-101, *et.seq.* (House Bill 06-1343).

2.22. Ethics: The Offeror shall not accept or offer gifts or anything of value nor enter into any business arrangement with any employee, official, or agent of the Owner.

2.23. Failure to Deliver: In the event of failure of the Offeror to deliver services in accordance with the contract terms and conditions, the Owner, after due oral or written notice, may procure the services from other sources and hold the Offeror responsible for any costs resulting in additional purchase and administrative services. This remedy shall be in addition to any other remedies that the Owner may have.

2.24. Failure to Enforce: Failure by the Owner at any time to enforce the provisions of the contract shall not be construed as a waiver of any such provisions. Such failure to enforce shall not affect the validity of the contract or any part thereof or the right of the Owner to enforce any provision at any time in accordance with its terms.

2.25. Force Majeure: The Offeror shall not be held responsible for failure to perform the duties and responsibilities imposed by the contract due to legal strikes, fires, riots, rebellions, and acts of God beyond the control of the Offeror, unless otherwise specified in the contract.

2.26. Indemnification: Offeror shall defend, indemnify and save harmless the Owner and all its officers, employees, insurers, and self-insurance pool, from and against all liability, suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the Offeror, or of any Offeror's agent, employee, sub-Firm or supplier in the execution of, or performance under, any contract which may

result from proposal award. Offeror shall pay any judgment with cost which may be obtained against the Owner growing out of such injury or damages.

- 2.27. Independent Firm:** The Offeror shall be legally considered an Independent Firm and neither the Firm nor its employees shall, under any circumstances, be considered servants or agents of the Owner. The Owner shall be at no time legally responsible for any negligence or other wrongdoing by the Firm, its servants, or agents. The Owner shall not withhold from the contract payments to the Firm any federal or state unemployment taxes, federal or state income taxes, Social Security Tax or any other amounts for benefits to the Firm. Further, the Owner shall not provide to the Firm any insurance coverage or other benefits, including Workers' Compensation, normally provided by the Owner for its employees.
- 2.28. Nonconforming Terms and Conditions:** A proposal that includes terms and conditions that do not conform to the terms and conditions of this Request for Proposal is subject to rejection as non-responsive. The Owner reserves the right to permit the Offeror to withdraw nonconforming terms and conditions from its proposal prior to a determination by the Owner of non-responsiveness based on the submission of nonconforming terms and conditions.
- 2.29. Ownership:** All plans, prints, designs, concepts, etc., shall become the property of the Owner.
- 2.30. Oral Statements:** No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in this document and/or resulting agreement. All modifications to this request and any agreement must be made in writing by the Owner.
- 2.31. Patents/Copyrights:** The Offeror agrees to protect the Owner from any claims involving infringements of patents and/or copyrights. In no event shall the Owner be liable to the Offeror for any/all suits arising on the grounds of patent(s)/copyright(s) infringement. Patent/copyright infringement shall null and void any agreement resulting from response to this RFP.
- 2.32. Venue:** Any agreement as a result of responding to this RFP shall be deemed to have been made in, and shall be construed and interpreted in accordance with, the laws of the City of Grand Junction, Mesa County, Colorado.
- 2.33. Expenses:** Expenses incurred in preparation, submission and presentation of this RFP are the responsibility of the company and cannot be charged to the Owner.
- 2.34. Sovereign Immunity:** The Owner specifically reserves its right to sovereign immunity pursuant to Colorado State Law as a defense to any action arising in conjunction to this agreement.
- 2.35. Public Funds/Non-Appropriation of Funds:** Funds for payment have been provided through the Owner's budget approved by the City Council/Board of County Commissioners for the stated fiscal year only. State of Colorado statutes prohibit the obligation and expenditure of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the stated

Owner's fiscal year shall be subject to budget approval. Any contract will be subject to and must contain a governmental non-appropriation of funds clause.

- 2.36. Collusion Clause:** Each Offeror by submitting a proposal certifies that it is not party to any collusive action or any action that may be in violation of the Sherman Antitrust Act. Any and all proposals shall be rejected if there is evidence or reason for believing that collusion exists among the proposers. The Owner may or may not, at the discretion of the Owner Purchasing Representative, accept future proposals for the same service or commodities for participants in such collusion.
- 2.37. Gratuities:** The Firm certifies and agrees that no gratuities or kickbacks were paid in connection with this contract, nor were any fees, commissions, gifts or other considerations made contingent upon the award of this contract. If the Firm breaches or violates this warranty, the Owner may, at their discretion, terminate this contract without liability to the Owner.
- 2.38. Performance of the Contract:** The Owner reserves the right to enforce the performance of the contract in any manner prescribed by law or deemed to be in the best interest of the Owner in the event of breach or default of resulting contract award.
- 2.39. Benefit Claims:** The Owner shall not provide to the Offeror any insurance coverage or other benefits, including Worker's Compensation, normally provided by the Owner for its employees.
- 2.40. Default:** The Owner reserves the right to terminate the contract in the event the Firm fails to meet delivery or completion schedules, or otherwise perform in accordance with the accepted proposal. Breach of contract or default authorizes the Owner to purchase like services elsewhere and charge the full increase in cost to the defaulting Offeror.
- 2.41. Multiple Offers:** If said proposer chooses to submit more than one offer, THE ALTERNATE OFFER must be clearly marked "Alternate Proposal". The Owner reserves the right to make award in the best interest of the Owner.
- 2.42. Cooperative Purchasing:** Purchases as a result of this solicitation are primarily for the Owner. Other governmental entities may be extended the opportunity to utilize the resultant contract award with the agreement of the successful provider and the participating agencies. All participating entities will be required to abide by the specifications, terms, conditions and pricings established in this Proposal. The quantities furnished in this proposal document are for only the Owner. It does not include quantities for any other jurisdiction. The Owner will be responsible only for the award for our jurisdiction. Other participating entities will place their own awards on their respective Purchase Orders through their purchasing office or use their purchasing card for purchase/payment as authorized or agreed upon between the provider and the individual entity. The Owner accepts no liability for payment of orders placed by other participating jurisdictions that choose to piggy-back on our solicitation. Orders placed by participating jurisdictions under the terms of this solicitation will indicate their specific delivery and invoicing instructions.
- 2.43. Definitions:**

- 2.43.1. "Offeror" and/or "Proposer" refers to the person or persons legally authorized by the Consultant to make an offer and/or submit a response (fee) proposal in response to the Owner's RFP.
- 2.43.2. The term "Services" includes all labor, materials, equipment, and/or services necessary to produce the requirements of the Contract Documents.
- 2.43.3. "Firm" is the person, organization, firm or consultant identified as such in the Agreement and is referred to throughout the Contract Documents. The term Firm means the Firm or his authorized representative. The Firm shall carefully study and compare the Scope of Services, Addenda and Modifications and shall at once report to the Owner any error, inconsistency or omission he may discover. Firm shall not be liable to the Owner for any damage resulting from such errors, inconsistencies or omissions. The Firm shall not commence services without clarifying Drawings, Specifications, or Interpretations.
- 2.43.4. "Sub-Contractor" is a person or organization who has a direct contract with the Firm to perform any of the services at the site. The term Sub-Firm is referred to throughout the contract documents and means a Sub-Contractor or his authorized representative.

2.44. Public Disclosure Record: If the Proposer has knowledge of their employee(s) or sub-proposers having an immediate family relationship with an Owner employee or elected official, the proposer must provide the Purchasing Representative with the name(s) of these individuals. These individuals are required to file an acceptable "Public Disclosure Record", a statement of financial interest, before conducting business with the Owner.

SECTION 3.0: INSURANCE REQUIREMENTS

3.1 Insurance Requirements: The selected Firm agrees to procure and maintain, at its own cost, policy(s) of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by the Firm pursuant to this Section. Such insurance shall be in addition to any other insurance requirements imposed by this Contract or by law. The Firm shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to this Section by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types.

Firm shall procure and maintain and, if applicable, shall cause any Sub-Firm of the Firm to procure and maintain insurance coverage listed below. Such coverage shall be procured and maintained with forms and insurers acceptable to The Owner. All coverage shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by the Firm pursuant to this Section. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Minimum coverage limits shall be as indicated below unless specified otherwise in the Special Conditions:

(a) **Worker Compensation:** Firm shall comply with all State of Colorado Regulations concerning Workers' Compensation insurance coverage.

(b) **General Liability insurance** with minimum combined single limits of:

ONE MILLION DOLLARS (\$1,000,000) each occurrence and
ONE MILLION DOLLARS (\$1,000,000) per job aggregate.

The policy shall be applicable to all premises, products and completed operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall include coverage for explosion, collapse, and underground (XCU) hazards. The policy shall contain a severability of interests provision.

(c) Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than:

ONE MILLION DOLLARS (\$1,000,000) each occurrence and
ONE MILLION DOLLARS (\$1,000,000) aggregate

(d) Professional Liability & Errors and Omissions Insurance policy with a minimum of:

ONE MILLION DOLLARS (\$1,000,000) per claim

This policy shall provide coverage to protect the Firm against liability incurred as a result of the professional services performed as a result of responding to this Solicitation.

With respect to each of Consultant's owned, hired, or non-owned vehicles assigned to be used in performance of the Services. The policy shall contain a severability of interests provision.

3.2 Additional Insured Endorsement: The policies required by paragraphs (b), and (c) above shall be endorsed to include the Owner and the Owner's officers and employees as additional insureds. Every policy required above shall be primary insurance, and any insurance carried by the Owner, its officers, or its employees, or carried by or provided through any insurance pool of the Owner, shall be excess and not contributory insurance to that provided by Firm. The Firm shall be solely responsible for any deductible losses under any policy required above.

SECTION 4.0: SPECIFICATIONS/SCOPE OF SERVICES

4.1. General/Background: The purpose of this RFP is to obtain proposals from qualified professional firms or individuals to provide master planning and design services for cemetery master planning and the design of an automatic irrigation system at Orchard Mesa Municipal Cemetery.

4.2. Special Conditions/Provisions:

4.2.1 Price/Fees: Project pricing shall be all inclusive, to include, but not be limited to: labor, materials, equipment, travel, design, drawings, engineering work, shipping/freight, licenses, permits, fees, etc.

The Owner shall not pay nor be liable for any other additional costs including but not limited to: taxes, shipping charges, insurance, interest, penalties, termination payments, attorney fees, liquidated damages, etc.

Provide a not to exceed cost using Solicitation Response Form found in Section 7, accompanied by a complete list of costs breakdown and rates sheets.

All fees will be considered by the Owner to be negotiable.

4.3. Specifications/Scope of Services:

Background:

Orchard Mesa Municipal Cemetery, located at 26 1/4 Road and Legacy Way in Grand Junction, CO, is a 75-acre facility, established in the 1800's. It is one of the oldest cemeteries in the valley, with burial of some of Grand Junction's most prominent founders. The cemetery includes a Cremation Garden, the Rose Scattering Garden, a columbarium, and the Memorial Tree Forest. Its historic landscape is home to over 900 large, mature, and valuable trees.

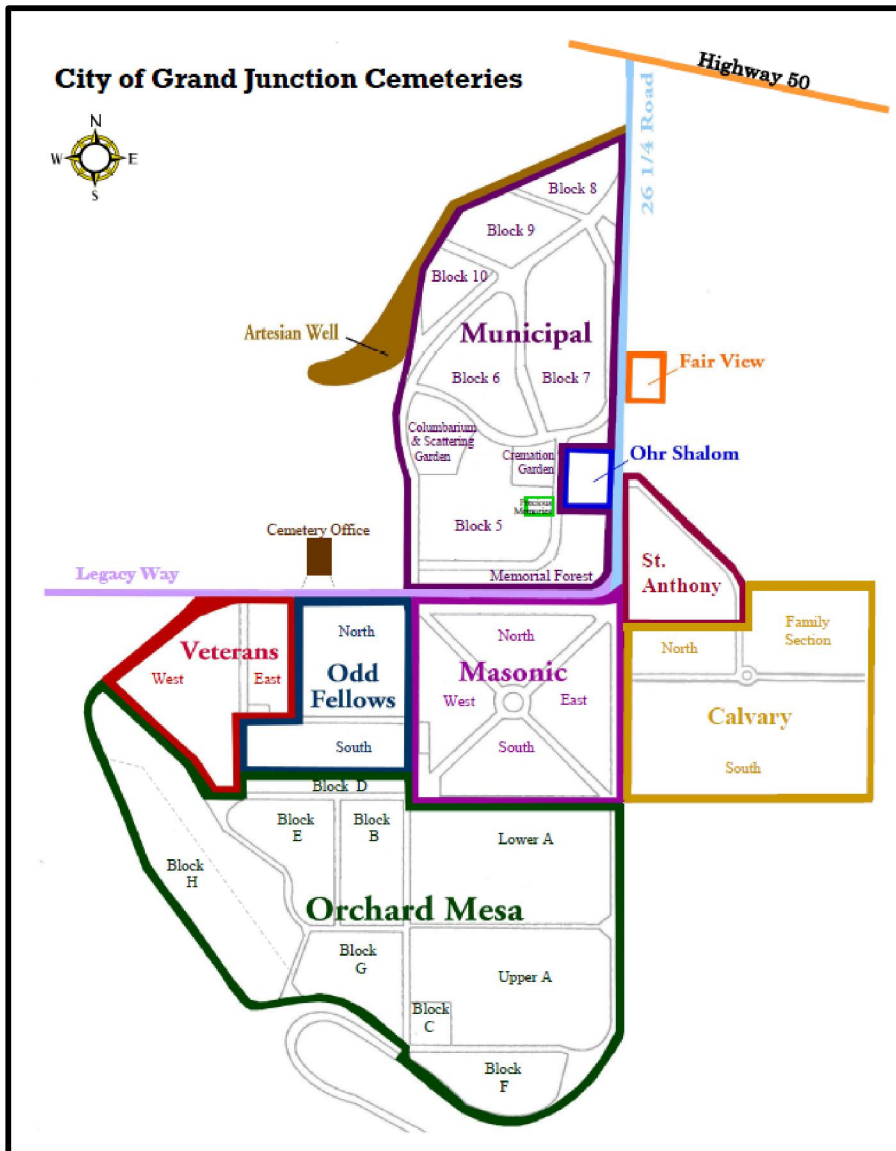


Figure 1. City of Grand Junction Municipal Cemetery

The City of Grand Junction Department of Parks and Recreation is responsible for the cemetery's care, maintenance, and development.

Just north of the St. Anthony and Calvary burial grounds, there is approximately 8 acres of unimproved landscape, slated for future development. To ensure that the development of this parcel fits within the historic character of the existing facility a master plan, which outlines the site layout and concept plans of the infrastructure, landscaping, and burial sites, is required.

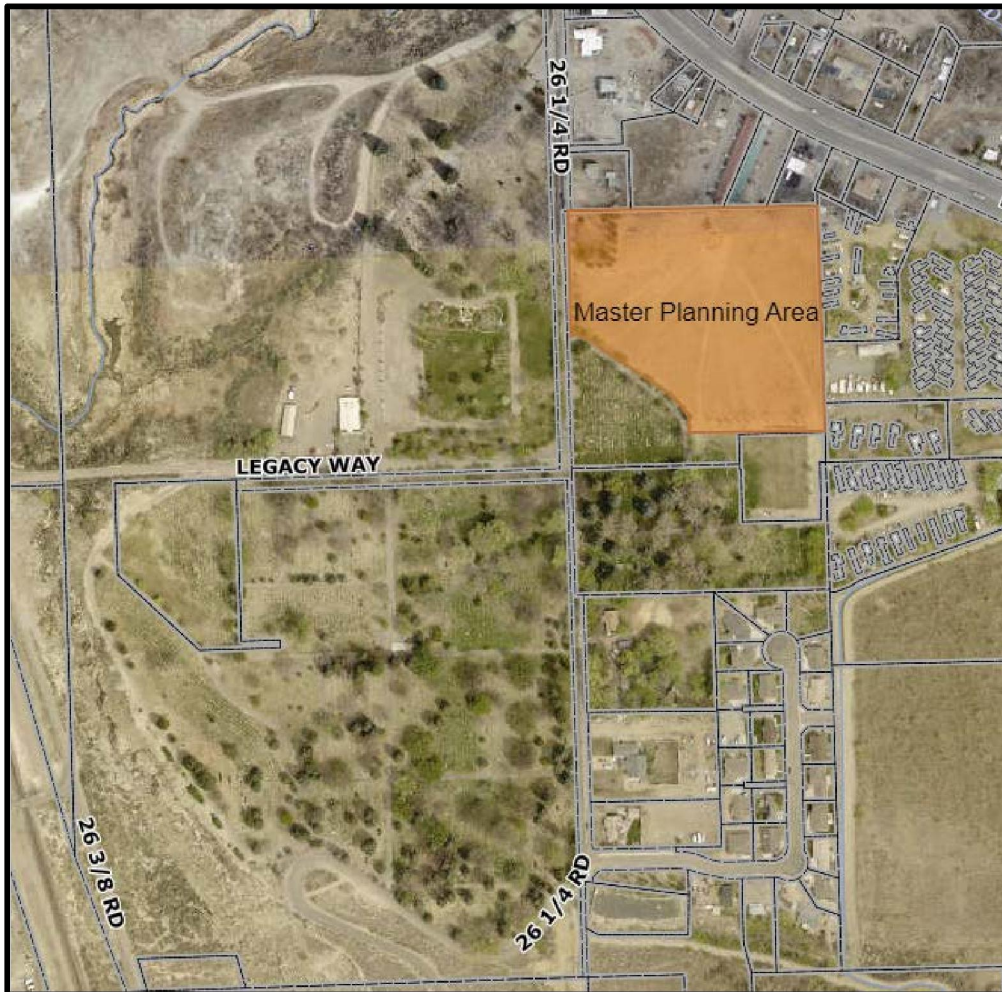


Figure 2. Master Planning Area

Cemetery turf and trees are supported by raw water from a 12" water line in 26 1/4 Road. The 12" raw water line is in poor condition and in need of replacement. The Department of Parks and Recreation is evaluating options for improvement.

There is an existing IQ4 automated irrigation system, installed in 2017, that services the cemetery grounds north of Legacy Way and west of 26 1/4 Road, also known as Municipal Cemetery. The Calvary and St. Anthony sections also have a conventional automatic system, but the cemetery is interested in converting this system to a 2-wire (decoder) system.

The remainder of the cemetery, which includes Veterans, Odd Fellows, Masonic, and Orchard Mesa, is operated by a manual irrigation system. Operation of this existing manual irrigation system requires significant investment of labor and man hours from City staff due to its lack of automation. Additionally, the manual system lacks “smart” controllers and high efficiency nozzles resulting in over application.

The City of Grand Junction is committed to resiliency and sustainability practices. As these priorities act as a guiding theme for the organization, the City is invested in projects and initiatives that promote efficiency at City facilities. Sustainable irrigation systems, that increase efficiency and reduce water application, are one way the City is working to meet its water conservation goals.

The Orchard Mesa Municipal Cemetery has been selected as an opportunity to address reliability, resiliency to drought, and long-term supply through the installation of an automatic “water smart” irrigation system.

Scope:

The City of Grand Junction Department of Parks and Recreation is interested in obtaining professional services for the master planning and design of an automatic irrigation system at Orchard Mesa Municipal Cemetery, with the existing manual system abandoned in place. Several historic features of the site will require careful planning, including existing grave sites and numerous large trees. Connection to the existing 2 wire, IQ4 irrigation system, and consideration of future master planning area will also be required.

Key project components will include:

1. Project Management – The Consultant will coordinate all tasks with City of Grand Junction Project Manager, develop and maintain a project schedule, lead project meetings, provide status updates, develop meeting minutes, and submit monthly invoices
2. Coordination – with City of Grand Junction Public Works, Utilities, and Parks and Recreation staff through an initial site visit and design review submittals.
3. Project Kick-off Meeting – A mandatory project kick off meeting will take place at the cemetery to discuss goals of the master planning effort and review site specific features. Design parameters, such as head spacing, number and location of quick coupler and lateral shutoff valves, water window, etc. will also be discussed.
4. Master Planning – of 8 acres of unimproved cemetery grounds
5. Design – an auto-controlled, programmable and fully-functional irrigation system with pop-up sprinkler heads. The project design shall include preparation of construction documents and project cost estimates.

Irrigation design plan sheets should include general irrigation design layout plans, electrical plans, head layout plans, coverage plans, and water usage analysis.

The consultant shall perform survey to identify the location of existing utilities, tap locations, cemetery roadways, buildings, and other site features. A layer of trees, and identification of high value trees, will be provided by the City of Grand Junction.

The irrigation system design should incorporate:

- A 2 wire (decoder) system
- IQ4 cloud-based irrigation management compatibility
- Quick coupling valves ever 100'
- "Valve-in-head" sprinkler heads

The irrigation system design should support construction phasing according to the image below:

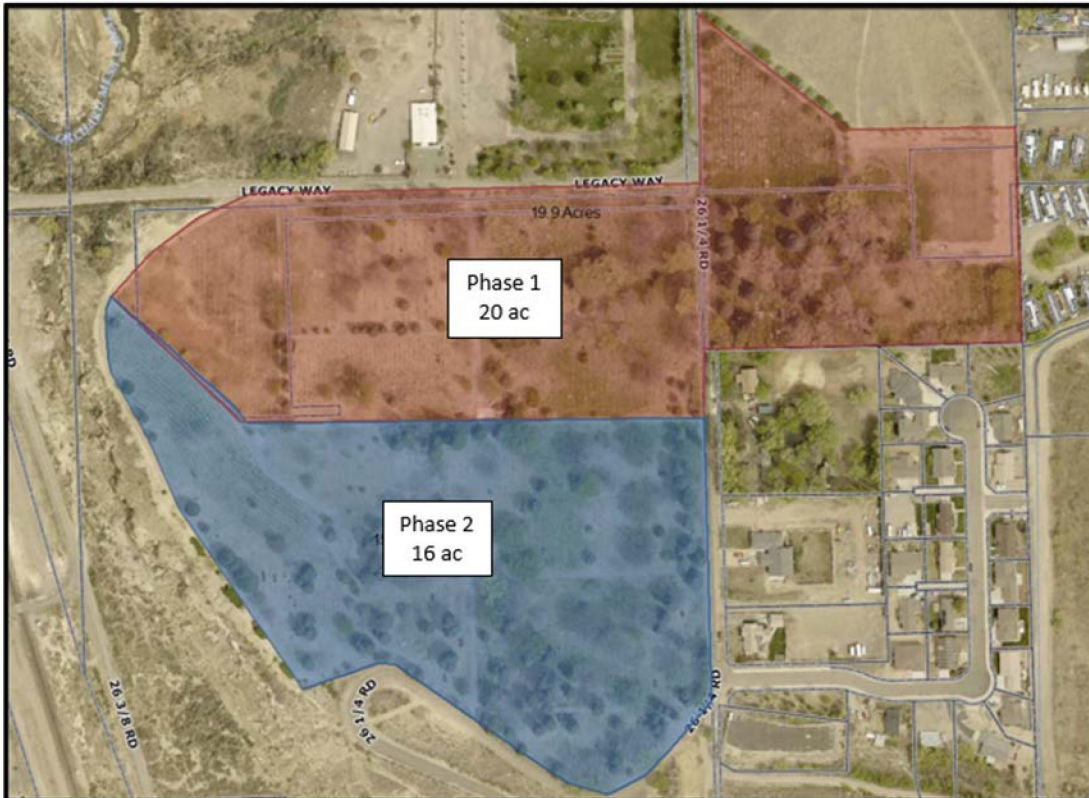


Figure 3. Irrigation Construction Phasing

Project submittals shall include:

- Master Plan: for the 8 acres of undeveloped cemetery area which includes the layout of roadways, landscape features, and burial sites
- Water Use Study: The consultant shall provide a water use study for the proposed irrigation system. The water use study will present weekly and annual water use.
- Preliminary Design: The consultant shall prepare a preliminary design showing a proposed sprinkler layout based in part on information gathered during a walking tour of the cemetery accompanied by the Department of Parks and Recreation.
- Final Design: The final design will be prepared following the review and approval of the preliminary design and water use study. The consultant will walk the pipe routing with City Staff to make sure pipe can be installed as routed. Final submittal shall include all information required for bid package, such as irrigation plans, details, and specifications, and a cost estimate. It should also include the flow rate, tap sizing, and number of taps off of the main raw water line in 26 ¼.

- Operation and Maintenance Plan development: Including instructions for operation and maintenance of system and controls, seasonal activation and shutdown, winterization plan, and manufacturer's parts catalog

4.4. Timeline: It is expected that this work will be completed by December 31st, 2022.

4.5. Implementation/Final Report: The implementation of this project will be determined by the consultant whose timeline will be used as one of the evaluation criteria. Please provide a good faith estimate of when the final report can be delivered.

4.6. RFP Tentative Time Schedule:

- Request for Proposal available: 6/14/2022
- Inquiry deadline, no questions after this date: 6/28/2022
- Addendum Posted: 6/30/2022
- Submittal deadline for proposals: 7/7/2022
- Owner evaluation of proposals: 7/8-15/2022
- Interviews (if required) 7/18/2022
- Final selection: 7/20/2022
- Contract execution: 7/27/2022
- Complete by 12/31/2022

4.7. Questions Regarding Scope of Services:

Kassy Hackett, Buyer
kassyh@gjcity.org

SECTION 5.0: PREPARATION AND SUBMITTAL OF PROPOSALS

Submission: Each proposal shall be submitted in electronic format only, and only through the Rocky Mountain E-Purchasing website (<https://www.rockymountainbidssystem.com/default.asp>). This site offers both “free” and “paying” registration options that allow for full access of the Owner’s documents and for electronic submission of proposals. (Note: “free” registration may take up to 24 hours to process. Please Plan accordingly.) Please view our “**Electronic Vendor Registration Guide**” at <http://www.gjcity.org/BidOpenings.aspx> for details. The uploaded response to this RFP shall be a single PDF document with all required information included. (Purchasing Representative does not have access or control of the vendor side of RMEPS. If website or other problems arise during response submission, vendor **MUST** contact RMEPS to resolve issue prior to the response deadline **800-835-4603**). For proper comparison and evaluation, the City requests that proposals be formatted as directed in Section 5.0 “Preparation and Submittal of Proposals.” Offerors are required to indicate their interest in this Project, show their specific experience and address their capability to perform the Scope of Services in the Time Schedule as set forth herein. For proper comparison and evaluation, the Owner requires that proposals be formatted **A to F**:

- A. Cover Letter:** Cover letter shall be provided which explains the Firm’s interest in the project. The letter shall contain the name/address/phone number/email of the person who will serve as the firm's principal contact person with Owner’s Contract Administrator and shall identify individual(s) who will be authorized to make presentations on behalf of the firm. The statement shall bear the signature of the person having proper authority to make formal commitments on behalf of the firm. By submitting a response to this solicitation, the Firm agrees to all requirements herein.
- B. Qualifications/Experience/Credentials:** Proposers shall provide their qualifications for consideration as a professional consultant with experience in the development and modifications of municipal land use codes contract provider to the City of Grand Junction and include prior experience in similar projects.
- C. Strategy and Implementation Plan:** Describe your (the firm’s) interpretation of the Owner’s objectives with regard to this RFP. Describe the proposed strategy and/or plan for achieving the objectives of this RFP. The Firm may utilize a written narrative or any other printed technique to demonstrate their ability to satisfy the Scope of Services. The narrative should describe a logical progression of tasks and efforts starting with the initial steps or tasks to be accomplished and continuing until all proposed tasks are fully described and the RFP objectives are accomplished. Include a **time schedule** for completion of your firm’s implementation plan and an estimate of time commitments from Owner staff.
- D. References:** A minimum of five (5) **references** that can attest to your experience in projects of similar scope and size. **Please also summarize the projects completed with these references including:** Client Name, Address, Contact Person, Telephone, Email Address, Project Dates, Project Description, etc.
- E. Fee Proposal:** Provide an all-inclusive, not to exceed cost using Solicitation Response Form found in Section 7.0, accompanied by a complete list of costs breakdown. Separate the cost breakdowns of the master plan of the 8 acres and the irrigation system design. Provide estimate installation cost for both the master plan and irrigation system design for the Owner’s future reference.

- F. Additional Data (optional):** Provide any additional information that will aid in evaluation of your qualifications with respect to this project.

SECTION 6.0: EVALUATION CRITERIA AND FACTORS

- 6.1 Evaluation:** An evaluation team shall review all responses and select the proposal or proposals that best demonstrate the capability in all aspects to perform the scope of services and possess the integrity and reliability that will ensure good faith performance.
- 6.2 Intent:** Only respondents who meet the qualification criteria will be considered. Therefore, it is imperative that the submitted proposal clearly indicate the firm's ability to provide the services described herein.

Submittal evaluations will be done in accordance with the criteria and procedure defined herein. The Owner reserves the right to reject any and all portions of proposals and take into consideration past performance. The following parameters will be used to evaluate the submittals (**with weighted values**):

The following collective criteria shall be worth 90%
--

- | |
|--|
| <ul style="list-style-type: none"> • Responsiveness of Submittal to the RFP (10)
(Firm has submitted a proposal that is fully comprehensive, inclusive, and conforms in all respects to the Request for Proposals (RFP) and all of its requirements, including all forms and substance.) • Understanding of the Project and Objectives (30)
(Firm's ability to demonstrate a thorough understanding of the City's goals pertaining to this specific project.) • Experience (30)
(Firm's proven proficiency in the successful completion of similar projects.) • Strategy & Implementation Plan (20)
(Firm has provided a clear interpretation of the City's objectives in regard to the project, and a fully comprehensive plan to achieve successful completion. See Section 5.0 Item C. – Strategy and Implementation Plan for details.) |
|--|

The following criteria shall be worth 10%

- | |
|--------------------|
| * Fees (10) |
|--------------------|

Owner also reserves the right to take into consideration past performance of previous awards/contracts with the Owner of any vendor, Firm, supplier, or service provider in determining final award(s).

The Owner will undertake negotiations with the top-rated firm and will not negotiate with lower rated firms unless negotiations with higher rated firms have been unsuccessful and terminated.

- 6.3 Oral Interviews:** The Owner reserves the right to invite the most qualified rated proposer(s) to participate in oral interviews, if needed.
- 6.4 Award:** Firms shall be ranked or disqualified based on the criteria listed in Section 6.2. The Owner reserves the right to consider all of the information submitted and/or oral presentations, if required, in selecting the project Firm.

SECTION 7.0: SOLICITATION RESPONSE FORM

RFP-5089-22-KH Professional Services Consultant for the Orchard Mesa Municipal Cemetery Master Planning & Irrigation System

Offeror must submit entire Form completed, dated and signed.

1) All inclusive, not to exceed cost to provide professional services to complete the complete the master planning and irrigation design for Orchard Mesa Municipal Cemetery:

\$ _____

Total Amount Written: _____ **Dollars**

The Owner reserves the right to accept any portion of the services to be performed at its discretion

The undersigned has thoroughly examined the entire Request for Proposals and therefore submits the proposal and schedule of fees and services attached hereto.

This offer is firm and irrevocable for sixty (60) days after the time and date set for receipt of proposals.

The undersigned Offeror agrees to provide services and products in accordance with the terms and conditions contained in this Request for Proposal and as described in the Offeror's proposal attached hereto; as accepted by the Owner.

Prices in the proposal have not knowingly been disclosed with another provider and will not be prior to award.

- Prices in this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.
- No attempt has been made nor will be to induce any other person or firm to submit a proposal for the purpose of restricting competition.
- The individual signing this proposal certifies they are a legal agent of the offeror, authorized to represent the offeror and is legally responsible for the offer with regard to supporting documentation and prices provided.
- Direct purchases by the City of Grand Junction are tax exempt from Colorado Sales or Use Tax. Tax exempt No. 98-903544. The undersigned certifies that no Federal, State, County or Municipal tax will be added to the above quoted prices.
- City of Grand Junction payment terms shall be Net 30 days.
- Prompt payment discount of _____ percent of the net dollar will be offered to the Owner if the invoice is paid within _____ days after the receipt of the invoice. The Owner reserves the right to take into account any such discounts when determining the bid award that are no less than Net 10 days.

RECEIPT OF ADDENDA: the undersigned Firm acknowledges receipt of Addenda to the Solicitation, Specifications, and other Contract Documents. State number of Addenda received: _____

It is the responsibility of the Proposer to ensure all Addenda have been received and acknowledged.

Company Name – (Typed or Printed)

Authorized Agent – (Typed or Printed)

Authorized Agent Signature

Phone Number

Address of Offeror

E-mail Address of Agent

City, State, and Zip Code

Date



Purchasing Division

ADDENDUM NO. 1

DATE: June 30, 2022
FROM: City of Grand Junction Purchasing Division
TO: All Offerors
RE: Professional Services Consultant for the Orchard Mesa Municipal Cemetery Master Planning & Irrigation System RFP-5089-22-KH

Offerors responding to the above referenced solicitation are hereby instructed that the requirements have been clarified, modified, superseded and supplemented as to this date as hereinafter described.

Please make note of the following clarifications:

1. **Q:** For the 8 acre Master Planning Area, who is to provide the layout of roadways, landscape features and burial sites? If this is part of this contract, provide the required qualifications or expectations for the Cemetery Planner.

A: The consultant shall complete a master plan for the layout of future roadways, landscape features, and burial sites. The master planning process should include evaluation of existing conditions, coordination with City Staff, and the generation of a concept design for the master planning area.

2. **Q:** What are the requirements for the survey? Is the expectation that a licensed land surveyor will provide these services? Is the survey to be sealed?

A: A licensed land surveyor shall perform survey to identify the location of existing utilities, tap locations, cemetery roadways, buildings, and other site features required for project design.

3. **Q:** Could a scaled aerial be provided to meet the requirements of the survey?

A: No, the survey must be performed by a licensed land surveyor.

4. **Q:** Can the City provide drawings or utility locates so that existing utilities can be GPS and shown on a scaled aerial? What utilities are on-site?

A: The City will provide ArcGIS shapefiles for the utilities, trees, roadways, burial sites, and structures for reference only. However, the features will need to be located and surveyed by a licensed surveyor.

5. **Q:** Is there a City Arborist and will the Arborist review or provide input to the expectations when installing the irrigation system around trees?

A: The City's Parks department will identify "high value" trees and shrubs that need to be avoided.

6. **Q:** Are there CAD files showing the existing burial section and grave site layout?

A: An ArcGIS shapefile of the existing gravesite layout will be provided to the consulting firm selected. However, the headstones and other features that need to be avoided will need to be surveyed.

7. **Q:** What is the typical burial plot/grave site size?

A: The grave site size varies.

8. **Q:** Are there water aisles in any of the burial sections that pipe can be routed in?

A: Yes. These locations will be identified during the on site kick off meeting.

9. **Q:** Is there a construction budget?

A: A construction budget will be determined based on the final design submittals cost estimate.

10. **Q:** Has the design effort been funded?

A: The design effort is funded.

11. **Q:** Have you identified the types of burial products that are desired in the expansion area? (i.e., conventional graves, crypts, columbarium, scatter garden, green burial, etc.)

A: We are not interested in Crypts or green burials, but will utilize conventional graves, columbarium, and scatter gardens for the master planning area.

12. **Q:** Do you have burial records available to the selected consultant that identifies trends in Grand Junction for preferred burial?

A: Yes. Burial records can be provided to the selected consultant.

13. **Q:** Do you anticipate future construction drawings for the expansion area?

A: Construction drawings will not be required for the expansion area.

14. **Q:** Are there any public meetings anticipated for the master plan component?

A: No public meetings will be required for the expansion area master planning, but a coordination with Parks staff will be required.

15. **Q:** Does the master plan for the cemetery expansion need to be presented to any City boards or commissions?

A: No, only coordination with City Staff will be required.

16. **Q:** Section 5.0 E. states: "Provide estimate installation cost for both the master plan and irrigation system design for the Owner's future reference". This sounds like an opinion of probable cost which would be developed during the project and provided as a part of the final documentation. Can you please clarify this item?

A: Correct. An opinion of probable cost should be provided at the end of the project as part of the final documentation.

17. **Q:** Please verify that survey is a scope item of this project and will not be provided by the City, with the exception of existing trees.

A: Correct. Site survey will need to be completed by a licensed land surveyor.

18. **Q:** There is a GotoMeeting link in the RFP. I am confused as to the purpose of this as the date set for the GoToMeeting is the same as the proposal due date. Could you please elaborate.

A: As per section 1.16 in the solicitation, proposals will be opened virtually following the proposal deadline. This link is to the virtual public opening.

19. **Q:** Will design services include design and coordination of replacing the 12" raw water line, or is the Parks and Recreation Department responsible for replacement after they complete evaluating their options?

A: The Parks department will complete the design of the 12" raw water line improvement project. It is not part of this scope.

20. **Q:** Does the raw water point of connection have a filter? Has the maintenance staff requested filtration in the past to reduce clogging of components downstream?

A: A filtration system will not be required. There is not a history of clogging.

21. **Q:** What are the flow sensing requirements/expectations for the project?

A: No flow sensing will be required.

22. **Q:** Starting on page 15, it mentions that there is existing Rain Bird IQ4 onsite and that the new system needs to be compatible with that system. However, it then goes on to state that the preference is for valve-in-head irrigation components. IQ4 is the water management software that is utilized with block irrigation (one valve for several heads). Can the City clarify which method, valve-in-head or block irrigation, they prefer?

A: The Orchard Mesa Municipal Cemetery will utilize an IQ4 management software for a block irrigation system.

Correction: The existing system utilizes an IQ3 management software. The proposed irrigation design should investigate the ability to upgrade this system for compatibility with the new IQ4 system.

The original solicitation for the project noted above is amended as noted.

All other conditions of subject remain the same.

Respectfully,



Kassy Hackett, Buyer
City of Grand Junction, Colorado



3944 JFK Parkway, Unit 12C
Fort Collins, CO 80525-3089
970.229.9668
www.aquaengineering.com

July 22, 2022

Kassy Hackett
Buyer
City of Grand Junction
910 Main St.
Grand Junction, CO 81501

RE: ORCHARD MESA MUNICIPAL CEMETERY IRRIGATION SYSTEM

Kassy:

We are pleased to submit this Irrigation Engineering Services Proposal for the Orchard Mesa Municipal Cemetery Master Planning and Irrigation System project. Our proposal is based on the Request for Proposal RFP-5089-22-KH, questions asked for our interview and your follow-up question after the interview.

The Scope of Work to be performed is described in Exhibit A and our revised Fees (omitting the cemetery master plan and associated costs) are described in Exhibit B. The City of Grand Junction Section 7.0 Solicitation Response Form is attached as well.

When we receive the Contract from you, we will finalize the schedule based the anticipated schedule presented in our interview. Our ability to meet the agreed upon schedule is dependent on timely receipt of the information noted in our proposal. Per the requirements of Section 7.0, our fee proposal is subject to review if a contract is not executed within 60 days.

Please contact us with any questions you may have. We look forward to our work with you on this legacy project.

Respectfully submitted,

Robert W Beccard, PE
President

EXHIBIT A: SCOPE-OF-WORK

We propose to provide the following irrigation engineering services:

TASK 1.0: Kick-Off Meeting

Aqua Engineering will attend a Kick-Off meeting. This task includes:

- On-site meeting, discussion of existing conditions, cemetery operations and cemetery walk through to identify site features that need to be surveyed
- Irrigation equipment preference discussion
- Initial coordination with City of Grand Junction Public Works, Utilities and Parks and Recreation Staff
- Project timeline, deadlines, City review schedule
- Summary memorandum

This task allows the design team to become familiar with the City Staff involved in the project, to better understand the resiliency and sustainability practices goals of the City and discuss the overall goals of the irrigation design and master planning efforts. As related to the irrigation design, we will discuss the City's preferred irrigation approach, equipment preferences, existing equipment demolition, confirmation of available flow and pressure, coordination requirements with burials and cemetery operations, and features that are of historical significance and need specific protection. When walking the cemetery, all water aisles will need to be identified as well as location of contractor staging area.

TASK 2.0: Water Use Study

Work efforts for this task are:

- Research/collect monthly ET rates using CoAgMet weather station data
- Calculate irrigated area
- Using CIT SpacePro, calculate SC/DU to determine water application metrics and to select the most efficient sprinkler and spacing
- Calculate monthly water use using Aqua Engineering proprietary spreadsheet
- Calculate weekly water use from monthly use results
- Calculate annual water use
- Collect water right or delivery data for raw water
- On a monthly basis, compare available water to required water
- Determine water requirement for shoulder season (if needed)
- Prepare memorandum describing the findings of the study

Using Center for Irrigation Technology SpacePro software, we evaluate the Scheduling Coefficient (SC) and Distribution Uniformity (DU) to determine the "ideal" sprinkler spacing that will provide the best water application metrics for the City preferred sprinklers. Analyzing the water application metrics will help achieve the City's resiliency and sustainability practices.

Weekly water use, as required in the RFP, will be derived from the monthly water use calculations.

TASK 3.0: Site Survey (To be completed by Del-Mont Consultants, Inc)

This task includes the identification and survey of:

- Existing utilities
- Tap locations
- Cemetery Roadways
- Buildings
- Other site features

Work efforts for this task are:

- Obtain and review available GIS data
- Conduct a conference call with Aqua Engineering to discuss data collection
- Day 1: Surveyor and Aqua Engineering meet on site to identify survey components identified during the cemetery walkthrough and as required for irrigation design
- Day 2: Drone flight. After data collection, process data and review with Aqua Engineering
- Day 3, 4: Complete survey, process data
- Submit survey to Aqua Engineering for final review and acceptance

Per the RFP, the City will provide a GIS or AutoCAD file of the trees that identify high value trees that will be incorporated into the survey.

TASK 4.0: Preliminary Irrigation Design (50% CD Submittal)

Work efforts for this task are:

- Preliminary layout of irrigation components including mainline, valving, sprinklers, lateral piping, etc.
- Verification of routing for mainline and lateral piping in water aisles
- Preparation of installation details
- Preparation of irrigation specifications
- Submittal of 50% CD drawings
- On-site review meeting
- Review meeting memorandum describing the discussion, significant decisions and follow-up responsibilities

Drawings, installation details, and specification are submitted to the City for review and comment. The on-site review meeting will be held to discuss City comments. Holding the meeting on-site allows us to walk the cemetery and review sprinkler locations and pipe routing for conflicts with monumentation and trees and to go to specific locations with City staff to discuss solutions to potential conflicts before completing the irrigation design.

TASK 5.0: Final Irrigation Construction Documents (100% Bid Documents)

Work efforts for this task include:

- Finalize layout and sizing of all irrigation components.
- Prepare construction notes to provide the contractor with specific installation directions to address conflicts with monumentation and trees, instructions to contractor for working in an active cemetery and mitigation of grave disturbance, etc.
- Prepare demolition plans
- Finalize installation details
- Finalize specifications
- Size irrigation lateral pipe per Irrigation Association BMP
- Preparation of a computerized hydraulic model using WaterCAD to optimize the mainline pipe size
- Develop an opinion of construction cost
- Submittal of 95% and 100% Bid Documents
- Virtual meeting/conference call with City to discuss 95% submittal review

Irrigation construction documents (layout drawings, installation details and specifications) are finalized and prepared for bid. Component layout and sizing is completed. The hydraulic model uses the available flow and pressure from the 12-inch raw water line.

Opinion of construction cost will consider recently bid projects including the Linn Grove Cemetery (Greeley, CO) and similarly sized VA cemetery projects .

TASK 6.0: Operation and Maintenance Plan Development

Work efforts for this task include:

- Prepare a memorandum describing the design assumptions related to the operation of the irrigation system and irrigation control system
- Document required procedures for annual spring start-up and winterization
- Provide a peak season irrigation scheduling with monthly adjustments based on the CoAgMet weather station ET data collected in Task 2.0
- Provide manufacturer's operation and maintenance documentation for the irrigation and control system equipment
- Provide manufacturer's part catalog

TASK 7.0: Project Management

Work efforts for this task include:

- Serve as single point of contact for the client
- Overall coordination, management and communication of project
- Articulate project goals and objectives to team members
- Clarify and accurately document scope of work
- Plan all aspects of project including schedule and budget
- Coordinate and schedule subconsultant(s)
- Monitor project to determine actual work accomplished versus cost to date versus budget
- Process pay request(s) for team in a timely manner
- Take appropriate actions to maintain project schedule and budget
- Organize project meetings, record and distribute meeting minutes and memoranda of significant events and decisions
- QA/QC audits
- Coordinate final delivery of site survey and irrigation construction documents

ASSUMPTIONS

It has been assumed that the following information/services are to be supplied by the City:

- GIS or AutoCAD file of the trees
- Water source location, available pressure and flow, documentation or construction documents of planned changes to the supply pipeline
- Power source locations

SERVICES NOT INCLUDED

- Site visits or coordination meetings other than those specified
- Electrical engineering, "one-line," or panel board schedules
- Construction Period Services and Record Drawings

EXHIBIT B: FEES

We propose the following fees for the scope-of-work defined above:

Task 1.0: Kick-Off Meeting	\$ 9,500
(including one (1) on-site meeting and cemetery visit)	
Task 2.0: Water Use Study	\$ 2,500
Task 3.0: Site Survey	\$ 17,500
(including one (1) site visit)	
Task 4.0: Preliminary Irrigation Design	\$ 21,500
(including one (1) on-site review)	
Task 5.0: Final Irrigation Design	\$ 27,000
(including one (1) virtual review meeting)	
Task 6.0: O&M Plan Development	\$ 3,000
Task 7.0: Project Management	\$ 7,500
<hr/>	
TOTAL FEES (including direct expenses)	\$ 88,500

SECTION 7.0: SOLICITATION RESPONSE FORM

RFP-5089-22-KH Professional Services Consultant for the Orchard Mesa Municipal Cemetery Master Planning & Irrigation System

Offeror must submit entire Form completed, dated and signed.

1) All inclusive, not to exceed cost to provide professional services to complete the complete the master planning and irrigation design for Orchard Mesa Municipal Cemetery:

\$ 88,500

Total Amount Written: Eighty-Eight Thousand, Five Hundred **Dollars**

The Owner reserves the right to accept any portion of the services to be performed at its discretion

The undersigned has thoroughly examined the entire Request for Proposals and therefore submits the proposal and schedule of fees and services attached hereto.

This offer is firm and irrevocable for sixty (60) days after the time and date set for receipt of proposals.

The undersigned Offeror agrees to provide services and products in accordance with the terms and conditions contained in this Request for Proposal and as described in the Offeror's proposal attached hereto; as accepted by the Owner.

Prices in the proposal have not knowingly been disclosed with another provider and will not be prior to award.

- Prices in this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.
- No attempt has been made nor will be to induce any other person or firm to submit a proposal for the purpose of restricting competition.
- The individual signing this proposal certifies they are a legal agent of the offeror, authorized to represent the offeror and is legally responsible for the offer with regard to supporting documentation and prices provided.
- Direct purchases by the City of Grand Junction are tax exempt from Colorado Sales or Use Tax. Tax exempt No. 98-903544. The undersigned certifies that no Federal, State, County or Municipal tax will be added to the above quoted prices.
- City of Grand Junction payment terms shall be Net 30 days.
- Prompt payment discount of 1 percent of the net dollar will be offered to the Owner if the invoice is paid within 7 days after the receipt of the invoice. The Owner reserves the right to take into account any such discounts when determining the bid award that are no less than Net 10 days.

RECEIPT OF ADDENDA: the undersigned Firm acknowledges receipt of Addenda to the Solicitation, Specifications, and other Contract Documents. State number of Addenda received: 1

It is the responsibility of the Proposer to ensure all Addenda have been received and acknowledged.

Aqua Engineering, Inc
 Company Name – (Typed or Printed)
Robert W. Beccard
 Authorized Agent Signature
3944 JFK Parkway, Unit 12C
 Address of Offeror
Fort Collins, CO 80525-3089
 City, State, and Zip Code

Robert W Beccard
 Authorized Agent – (Typed or Printed)
970-222-9681
 Phone Number
bob@aquaeengineering.com
 E-mail Address of Agent
July 22, 2022
 Date

City of Grand Junction

**Request for Proposal
RFP-5089-22-KH**

Orchard Mesa Municipal Cemetery Master Planning and Irrigation System



Aqua
Engineering
Inc.
Innovative
Water Solutions



3944 JFK Parkway, Unit 12C
Fort Collins, CO 80525-3089
970.229.9668
www.aquaengineering.com



3944 JFK Parkway, Unit 12C
Fort Collins, CO 80525-3089
970.229.9668
www.aquaengineering.com

July 7, 2022

City of Grand Junction
910 Main Street
Grand Junction, CO 81501
Attn: Kassy Hackett

**RE: RFP-5089-22-KH Orchard Mesa Municipal Cemetery
Master Planning and Irrigation System**

We appreciate the opportunity to present our statement of professional qualifications (SOQ) in accordance with the Request for Proposal RFP-5089-22-KH dated June 14, 2022, and Addendum #1 dated July 1, 2022.

Our SOQ is organized as requested in the RFP. Completed Section 7.0 is attached at the end of our SOQ after Appendix.

Aqua Engineering Inc. is an irrigation consulting and engineering firm with over 45 years of experience. This SOQ will demonstrate that we have the best team qualified to provide the services required while incorporating the City's resiliency and sustainability practices into the cemetery and master planned area.

Aqua Engineering has completed irrigation system renovations at private, municipal and VA cemeteries. We understand the challenges of design and construction of a new irrigation system in an existing cemetery with existing trees; that this is a long term investment in a place to be maintained in perpetuity; and understand how the visitation experience can be enhanced and the comfort an aesthetically pleasing cemetery can provide to grieving families.

Our team includes the nationally recognize cemetery planning firm from Colorado, CPRA Studio for master planning and Del-Mont Consultants from Montrose for site survey.

I am the Project Manager and your primary point of contact. My contact information is:

Email: bob@aquaengineering.com
Phone: 970-222-9681 (cell) or 970-372-6104 (direct)
Address: 3944 JFK Parkway, Suite 12C, Fort Collins, CO 80525

We look forward to working with the City of Grand Junction on this legacy project.

Sincerely,

Robert W. Beccard, PE
President
970.372.6104 | bob@aquaengineering.com

QUALIFICATIONS, EXPERIENCE, CREDENTIALS

AQUA ENGINEERING, INC.

Aqua Engineering, Inc., a Colorado corporation founded in 1975, is an irrigation engineering firm specializing in water-conserving irrigation system design, and water resource delivery and management strategies for aesthetic and functional landscapes. With locations in Fort Collins, Colorado and Phoenix, Arizona, the firm's project involvement has spanned all 50 states and 13 countries.

Our staff of ten includes two registered professional engineers (Colorado) and seven professionally accredited design consultants (Certified Irrigation Designer, Certified Landscape Irrigation Auditor, Qualified Water Efficient Landscaper, LEED AP, ASIC Professional). Our staff has over 150 years of combined experience providing irrigation engineering services for private, municipal, and federal clients.



Fort Logan National Cemetery,
Denver, CO

CEMETERY PLANNING RESOURCE ALLIANCE (CPRA STUDIO)

CPRA Studio, a Colorado Limited Liability Company, has developed innovative solutions in landscape architecture and planning specifically focused on the cemetery industry since 2004.

Currently CPRA Studio employs a staff of 6 which includes two licensed landscape architects (Colorado) and cemetery planners. Their staff has over 50 combined years of cemetery planning experience. They have teamed with Aqua Engineering on a number of cemetery projects including, but not limited to Mount Pisgah Cemetery in Gillette, WY, Seven Stones Cemetery, Littleton, CO and Fairmount Cemetery, Denver, CO.



Burial Section, Seven Stones,
Littleton, CO

DEL-MONT CONSULTANTS, INC

Del-Mont Consultants provides full service Civil Engineering, Surveying, and Project Management throughout the entire Rocky Mountain Region. Del-Mont Consultants is a Veterans Administration Certified Service Disabled Veteran Owned Small Business (SDVOSB) and Colorado Department of Transportation (CDOT) Certified Emerging Small Business (ESB). The company is located in Montrose, Colorado and was formed in 1978 with an initial engineering and survey focus on municipal support in Delta and Montrose Counties (hence the Del-Mont name).

Del-Mont has developed strong expertise and diverse experience with all facets of design and surveying. Our field survey crews and engineers are all badged for work on the Montrose Airport. We routinely perform FAA/AGIS airport surveys, highway (CDOT) topographic and right

of way boundary surveys, high voltage transmission line route planning and surveys, substation 3D modeling and drainage designs, stormwater plans and permitting, utility system designs, site plan and drainage designs, FEMA Flood Studies, road designs, subdivision and site designs, aerial, boundary, route, and topographic surveying, and construction staking.

Del-Mont provides aerial drone surveying and photography including two FAA licensed drone pilots and integrated aerial mapping and ground coordinated 3-D surface modeling. Drone surveying has allowed us to produce high resolution ground mapping, to include overhead utilities, in areas with extremely dangerous terrain or highly congested traffic. We have seen an increase in quality, efficiency, and crew safety in exploiting this innovative technology.

Del-Mont's staff includes four licensed professional engineers (PE's), four professional licensed surveyors (PLS's), three senior computer aided drafting (CAD) designers, and up to three field survey crews.

REPRESENTATIVE PROJECTS AND REFERENCES

In the past 5 years, Aqua Engineering has completed projects at more than 50 cemeteries including VA, municipal and private. Projects ranged from irrigation system renovations to gravesite expansions to new cemeteries. The following are representative projects that included a SOW similar to those required for this project and include reference contact information:



Linn Grove Cemetery Greeley, Colorado

Linn Grove Cemetery is a 65-acre municipal cemetery is one of the oldest fully operating and still growing cemeteries in Colorado. The existing irrigation system was installed in 1977 and is a mix of manual water reel and automatic irrigation. The manual system can only be operated during the day and conflicts with other maintenance operations and cemetery

visitation. The in-ground system has exceeded its usable life and regularly experiences breaks requiring costly repairs. The City wanted a design for the new automated irrigation system to replace the labor intensive and aged system. The new design had to consider project phasing based on available budget, renovation of the existing irrigation systems and the capability to provide irrigation for future expansion.

Burial sections are oriented in rectangular and circular orientations and contain a variety of monumentation from at-grade to large upright monuments, above grade crypts, private mausoleums, and historic trees. Although these features add to the aesthetics of the cemetery, they are a challenge for adequate irrigation coverage, efficient water application metrics and pipe routing.

To give consideration to the existing features and minimize conflicts, Aqua Engineering staked the sprinkler locations in the field. Sprinkler locations were then GPS and overlaid on the site plan. During staking, with the assistance of the cemetery maintenance staff, mainline and lateral

pipe routing was identified as in some cases, the actual location of a burial was not clear. Pipe was routed in irrigation and maintenance aisles where possible to minimize conflicts. The City Forestry Manager reviewed and approved the plans.

Phased construction documents were prepared. Non-potable water from existing groundwater wells is used. HDPE mainline is used where horizontal directional boring is required under streets or to avoid existing trees. A new Baseline two-wire decoder control system, utilizing soil moisture sensors, is specified to control over 340 valves and 1,330 sprinklers. Remote control valves are grouped at the ends of the burial sections where space is available for valving and mainline pipe.

Reference:

- Client: City of Greeley, CO, Parks Division, 1607 C Street, Greeley, CO 80634
- Client Contact: Clint Anders, Parks Planner (Culture, Parks and Recreation, Parks Division. 970.336.4180, clint.anders@greeleygov.com)

Dayton National Cemetery Dayton, Ohio



Dayton National Cemetery was established in 1867 and has remains from every major conflict dating back to the Revolutionary War. Aqua Engineering provided irrigation engineering services to implement an irrigation system for 120-acre site. The design included integrating portions of the existing irrigation system as well as retrofitting an automated irrigation into the historical sections of the cemetery that were not irrigated.

A major objective was to provide a system with high water application metrics to maintain turf conditions meeting National Shrine standards. An additional imperative was protecting existing historical monumentation and trees. In addition to rectangular burial sections, the historic sections had a circular burial layout. The historical burial sections had wooden caskets that had the potential to cave-in during construction. Construction techniques had to be sensitive to the minimal disturbance of the historical elements, visitor convenience and operation and maintenance operations.

Sprinklers and pipe routing was staked for the new irrigation system in the field during as part of the design to minimize conflicts with the historic elements. Due to the historic trees, HDPE mainline pipe was routed outside the tree dripline or horizontally directional bored. To insure the sprinklers would be installed as staked, burial numbers on the monumentation located adjacent to the sprinkler location were referenced on the construction drawings.

In 2018, this project was awarded the American Society of Irrigation Consultants Excellence in Irrigation Award for Commercial and Public Works Large Projects.

Reference:

- Client/Owner: National Cemetery Administration, Washington, DC
- Contact: Philip Obianwu (Design/Construction Program Manager, CFM, 810 Vermont Avenue, Washington, DC 20420, 202.632.5407, Philip.obianwu@va.gov)

Ohio Western Reserve National Cemetery Seville, Ohio

The existing cemetery was a combination of manual and automatic irrigation systems with the older burial sections using the manual water reel irrigation system. Due to labor requirements to irrigate those sections, the VA desired to retrofit an automatic irrigation system into those section and implement a central control system for the entire cemetery.



As part of a 10 acre expansion project, 46 acres of existing burial sections were retrofitted with automatic irrigation system and the existing pump system was replaced to increase capacity for the expanded cemetery.

Sprinklers for the new irrigation system were staked in the field during design. The layout had to consider existing roads, guard rails, drainage swales, trees and irrigation piping to remain operational and upright monumentation. To insure the sprinklers would be installed as staked, burial numbers on the monumentation located adjacent to the sprinkler location were referenced on the construction drawings. Sprinklers were located in the existing water aisles.

Reference:

- Client/Owner: National Cemetery Administration, Washington, DC
- Contact: Curt Claeys (Sr. Project Manager, Anderson Engineering, 13605 1st Ave N, Suite 100, Plymouth, MN 55441, 763.412.4015, CurtClaeys@ae-mn.com) (Note: The VA's project manager has retired. Anderson Engineering was the Prime A/E for the project.)



Camp Butler National Cemetery Springfield, Illinois

Aqua Engineering prepared irrigation construction documents to retrofit an automatic irrigation system into the existing 36 acre historic cemetery. Challenges included protection of the existing historic monumentation and trees.

Sprinklers and pipe routing was staked for the new irrigation system in the field during as part of the design to minimize conflicts with the historic elements. To insure the sprinklers would be installed as staked, burial numbers on the monumentation located adjacent to the sprinkler location were referenced on the construction drawings.

Reference:

- Client/Owner: National Cemetery Administration, Washington, DC
- Contact: Tamara Schlagbaum Willis (Senior Landscape Architect, Jacobs, 2 Crowne Point, Suite 100, Cincinnati, OH 45241, 513.595.7915, Tammy.Schlagbaum@jacobs.com) (Note: The VA's project manager has retired. Jacobs was the Prime A/E for the project.)



Mount Pisgah Cemetery Gillette, Wyoming

Mt. Pisgah Cemetery is considered the crown jewel of the Campbell County Cemetery District. Situated on one of the highest points in Gillette, Wyoming, the 52 acre cemetery overlooks the city. The cemetery wanted to add two unique burial sections, the Unity Garden and the Inspiration Garden.

The design team of CPRA Studio and Aqua Engineering helped the cemetery realize this goal

CPRA Studio provided master planning services which identified undeveloped inventory areas within the landlocked cemetery for cremation garden infill. The two garden areas were designed and built simultaneously and formally opened in 2017. Integrated within the two gardens, were multiple cremation memorialization options, water features, multiuse event structure, committal spaces and art/sculpture locations.

The Unity Garden includes a wishing well and a naturalistic stream. The Inspiration Garden includes a Military Memorial water feature to honor the veterans buried at Mount Pisgah and a naturalistic stream. The streams provide calming acoustics and visual appeal to their respective burial sections. In addition to the water features, burial section development includes niche walls, assembly areas, landscape, irrigation, walks, and site lighting.

Aqua Engineering designed the water feature mechanical systems provided insight to stream construction and designed the irrigation system renovations. The mechanical systems provide desired visual and acoustic effects while minimizing maintenance requirements. Each water feature has a separate pumping and control system allowing the Cemetery to provide the optimal visual and acoustic appeal for each burial section

Reference:

- Client/Owner: Campbell County Cemetery District
- Contact: Darin Edmonds, Sexton, 804 Emerson Ave, Gillette WY, 82716, 307.682.3125



Seven Stones Chatfield Littleton, Colorado

Seven Stones, a botanical garden style cemetery, is located south of Chatfield Reservoir along the historic High Line Canal. Progressive in its vision, Seven Stones elevates the bar of what a cemetery can be. Integrating art and sculpture, interactive amenities and creature comforts creates a paradigm shift in the

industry. Layered with multiple varieties of plantings Seven Stones has four season appeal while honoring loved ones.

Located on 35 acres, the 2.5-acre Phase 1 was programmed to be flexible for future expansion and developed for sustainability while engaging current trends in memorialization. Phase 1 developed multiple inventory types including full casket, green burial as well as cremation and pet placement interment options.

Aqua Engineering provided irrigation construction documents for the cemetery.

Reference:

- Client/Owner: The Gardens Group
- Contact: Rebecca Holm, 9635 N. Rampart Range Road, Littleton, CO 80125, 303.717.7117, www.discoversevenstones.com



Gilbert Memorial Park Gilbert, Arizona

Gilbert Memorial Park is a 20-acre tract of land and is a public-private partnership between the Town of Gilbert and the Bunker Family Funeral Home. CPRA Studio and Aqua Engineering were on the design team that developed a masterplan and the initial 10-acre phase. Phase 1 included mixed inventory types of casketed

burials, private estates and a dedicated cremation garden. CPRA Studio collaborated with the clients on the overall vision, programming and level of finish desired. Aqua Engineering seamlessly integrated irrigation and water feature amenities into the vision providing sustainable re-use water design for turf areas and planting beds.

Reference:

- Client/Owner: Bunker Family Funerals
- Contact: Bryce Bunker, 2100 E. Queen Creek Rd., Gilbert, AZ, 480.935.5858

Other cemetery renovation projects completed prior to the last 5 years that required a similar SOW are:

- Fort Logan National Cemetery, Denver, CO
- Rawlings Cemetery, Rawlings, WY
- Bay Pines National Cemetery, St. Petersburg, FL
- Florida National Cemetery, Bushnell, FL
- Fort Snelling National Cemetery, Minneapolis, MN

Other cemetery master planning projects completed prior to the last 5 years that required a similar SOW are:

- Salt Lake City Cemetery, Salt Lake City, UT
- Olathe Memorial Cemetery, Olathe, KS
- Fairmount Cemetery, Denver, CO
- Sunset Memorial Park, Albuquerque, NM
- Riverside Memorial Park, Spokane, WA

STRATEGY AND IMPLEMENTATION PLAN

The Aqua Engineering Team is structured to provide irrigation design, master planning and site survey services described in the RFP. The following provides a brief narrative of our approach to each work effort.

Kick-Off Meeting

Aqua Engineering and CPRA Studio representatives will attend the Kick-Off meeting. This task includes:

- On-site meeting, discussion of existing conditions, cemetery operation and walk through
- Master Plan overview
- Irrigation equipment discussion
- Initial coordination with City of Grand Junction Public Works, Utilities and Parks and Recreation staff
- Project timeline, deadlines, City review schedule
- Summary memorandum

This task allows the design team to become familiar with the City Staff involved in the project, to better understand the resiliency and sustainability practices goals of the City and discuss the overall goals of the irrigation design and master planning efforts. As related to the irrigation design, we will discuss the City's preferred irrigation approach, equipment preferences, existing equipment demolition, confirmation of available flow and pressure, coordination requirements with burials and cemetery operations, and features that are of historical significance and need specific protection. When walking the cemetery, all water aisles will need to be identified as well as location of contractor staging area.

Water Use Study

This task includes:

- Research/verify monthly evapotranspiration rates using current CoAgMet weather station data
- Calculate monthly water use for the new irrigation system
- Calculate annual water use for the new irrigation system

Weekly water use will be derived from the monthly water use calculations.

Master Planning

This task includes:

- On-Site Kick-Off Meeting
- Coordination with City and consultants
- Visioning and Programming charette (combined with On-Site Meeting)
- Review of current cemetery data
 - Review of current interment offerings and availability
 - Interment rates and type
 - Discuss current cemetery operations
 - Review of survey completed with contract
- Develop and present in person 3 initial land use concepts (second site visit)
- Selection and refinement of land use concept into a Preliminary Master Plan
- Finalize and deliver Master Plan
- Opinion of probably costs for the development of the 8-acres

Attend On-Site Kick-Off Meeting to familiarize ourselves with the parcel of undeveloped ground, the character and amenities of the existing cemetery, historical assets, sustainability objectives, and current operational dynamics while meeting the City's team. During initial site visit, the master planning team, will develop a vision and programming framework for the 8-acre parcel through a charette session, discussions and walking of the site. CPRA will then process the cemetery data and the results of charette and discussion to develop three (3) initial land use concepts. Another On-Site Meeting will be scheduled to present land use concepts to City staff for comment and selection of concept or blend of concepts thereof for the Preliminary Master Plan. Coordination meetings between the initial site visit and the second meeting will be handled virtually. Refine and deliver Preliminary Master Plan. Receive comments from City staff to incorporate into Final Master Plan. Deliver Master Plan and Opinion of Probable Costs.

Site Survey

This task includes the identification and survey of:

- Existing utilities
- Tap locations
- Cemetery Roadways
- Buildings
- Other site features

The City will provide a file of the high value trees that will be incorporated into the survey.

Four (4) field days have been budgeted for the survey due to the unknown complexity, location and assess of the historic gravestones and trees. Del-Mont will import and analyze the City's GIS shapefiles then conduct a pre-survey phone conference call to strategize the most efficient way to collect the critical data needed for the project. After the second field survey day, they will process the data they have collected and review the results to ensure they are on target and to fine tune the remaining field time as needed.

No boundary or property survey is included, and it is assumed that no stamped or legal documents (plats, etc.) will need to be prepared. The deliverables will be a Civil3D CAD base file as well as a PDF layout of the existing conditions.

Preliminary Irrigation Design (50% CD Submittal)

This task includes:

- SC/DU analysis for selection of most efficient sprinkler and spacing
- Layout of irrigation components including mainline, valving, sprinklers, etc.
- Verification of routing for mainline and lateral piping in water aisles
- Preparation of installation details
- Preparation of irrigation specifications
- Submittal of 50% CD drawings
- On-site review meeting

Using Center for Irrigation Technology SpacePro software, we evaluate the Scheduling Coefficient (SC) and Distribution Uniformity (DU) to determine the "ideal" sprinkler spacing that will provide the best water application metrics for the City preferred sprinklers. Analyzing the water application metrics will help achieve the City's resiliency and sustainability practices.

Drawings, installation details, and specification are submitted to the City for review and comment. The on-site review meeting will be held to discuss City comments. Holding the meeting on-site allows us to walk the cemetery and review sprinkler locations and pipe routing for conflicts with monumentation and trees and to go to specific locations with City staff to discuss solutions to potential conflicts before completing the irrigation design.

Final Irrigation Construction Documents (100% Bid Documents)

This task includes:

- Complete layout of all irrigation components.
- Prepare construction notes to provide the contractor with specific installation directions to address conflicts with monumentation and trees
- Prepare demolition plans
- Finalize installation details
- Finalize specifications
- Size irrigation lateral pipe per Irrigation Association BMP
- Preparation of a computerized hydraulic model using WaterCAD to optimize the mainline pipe size
- Develop an opinion of construction cost
- Submittal of 95% and 100% Bid Documents
- Conference Call with City to discuss 95% submittal

Irrigation construction documents are finalized and prepared for bid. Component layout and sizing is completed. The hydraulic model uses the available flow and pressure from the 12-inch raw water line.

Opinion of construction cost will consider recently bid projects including the Linn Grove Cemetery (Greeley, CO) and similarly sized VA cemetery projects .

Operation and Maintenance Plan Development

This task includes preparation of an O&M manual that includes instruction for:

- Operation of the irrigation system and controls
- Maintenance of the irrigation system and controls
- Procedures for annual spring start-up and winterization
- Irrigation Scheduling
- Manufacturer's part catalog (to be provided as part of the Contractor's equipment submittals)

REFERENCES

References were provided in the Representative Project section above.

FEE PROPOSAL

Completed Section 7.0 is attached at the end of the SOQ after the Appendix.

Design and Master Plan Fee Detail

The design and master planning fees are detailed in the following table:

WORK EFFORT	FEE
Kick-Off Meeting (attendance for Aqua Engineering and CPRA Studio)	\$14,050
Master Plan	\$26,450
Site Survey	\$17,500
Preliminary Design	\$24,000
Final Construction Documents	\$27,000
Operation and Maintenance Plan	\$3,000
Project Management	\$12,000
TOTAL FEE	\$124,000

City of Grand Junction RFP-5089-22-KH
Orchard Mesa Municipal Cemetery Master Planning & Irrigation System

The design team is open to negotiating the scope and fee as the RFP did not clearly define the work efforts for the master plan and site survey. For example, the site survey is to include “other site features” but what that is to include is not quantified. As such, we may have included work efforts and fee that may not needed.

Construction Cost Estimates

We acknowledge that Section 5.0, paragraph E requests an estimate of installation cost for both the master plan and irrigation system. Per Addendum No. 1, response to question 16, the opinion of probably cost will be provided at the end of the project.

ADDITIONAL DATA

COMPANY INFORMATION

Company Name: Aqua Engineering, Inc.
Address: 3944 JFK Parkway, Unit 12C
Fort Collins, CO 80525
Phone Number: 970.229.9668
Firm Principals: President – Robert W. Beccard, PE, ASIC
Vice President – Douglas G. Macdonald, CLIA, FASIC
Vice President – Cullen B. Kinoshita, CLIA, ASIC
Year Established: 1975



Services Provided for this Project:

- Overall project management
- Irrigation system design and engineering
- Water source study

Organizational Structure:

Robert W. Beccard, PE will manage the overall project, coordinate with subconsultants and as a registered professional engineer, will seal the irrigation construction documents. Bob will be involved in all aspects of the project but primary focused on client communication, specification preparation and QA/QC. JD Leonard, Spencer Bernard and Calvin Thelen are staff members that will be involved in the project. JD will be responsible for overall preparation of irrigation construction documents and will coordinate work efforts for Spencer and Calvin.

City of Grand Junction RFP-5089-22-KH
Orchard Mesa Municipal Cemetery Master Planning & Irrigation System

Company Name: Cemetery Planning Resource Alliance (CPRA Studio)

Address: 9635 N. Rampart Range Road
Littleton, CO 80125

Phone Number: 303.683.5917

Firm Principals: CEO – Doug Flin, RLA, ASLA
Director of Operations – Erick Irwin, RLA
Project Designer/Planner – Allison Moran

Year Established: 2004

Services Provided for this Project:

- Cemetery Master Planning

Organizational Structure:

Doug Flin will provide oversight for the design and planning effort while reviewing the cemetery metrics for interment rates and inventory mix. Erick Irwin will lead the design and planning effort while being the communication and coordination contact for Aqua and the City. Erick will manage the project for CPRA Studio and will coordinate work with Allison Moran. Allison will prepare the design and planning documents

Company Name: Del-Mont Consultants, Inc

Address: 125 Colorado Avenue
Montrose, CO 81401

Phone Number: 970-249-2251

Firm Principals: President – Steven Stevenson, PE/CFM

Year Established: 1978

Services Provided for this Project:

- Site Survey

Organizational Structure:

Frederick Ballard, PLS will schedule field crews, researches and resolves boundary search coordinates, and performs quality assurance reviews on all field survey data prior to producing plats.



KEY PERSONNEL

Aqua Engineering, Inc team members are:

- Robert Beccard, P.E., ASIC – Principal Engineer, QA/QC, Overall Project Manager
- J.D. Leonard, CID, CLIA – Lead Project Designer
- Spencer Bernard, CID, CLIA – Project Designer
- Calvin Thelen, E.I.T., CLIA – Project Designer

CPRA Studio team members are:

- Doug Flin, RLA, ASLA – Data Collection, Cemetery Designer/Planner, CPRA QA/QC
- Erick Irwin, RLA – Lead Cemetery Designer/Planner, Point of Contact for CPRA
- Allison Moran – Cemetery Designer/Planner

Del-Mont Consultants team members are:

- Frederick Ballard - Surveyor Project Manager

Please refer to **Appendix Resumes** for individual resumes. Brief description of these team members and their role is:

Robert Beccard, PE has over 45 years of experience in irrigation and hydraulic engineering for cemeteries, golf, landscapes, agriculture, and water feature mechanical engineering. He has completed projects at over 100 national and state veterans cemeteries and irrigation renovation projects at municipal and private cemeteries in Colorado.

JD Leonard, CID, CLIA has 28 years' experience designing landscape irrigation systems. JD will be the Lead Project Designer and secondary contact for the project. His current responsibilities include designing irrigation systems for Aqua Engineering's VA cemetery projects. In addition to the projects listed above, he recently designed a renovation project at the Oregon Trail National Cemetery in Casper, WY. JD is a graduate of Fruita Monument High School, and his first job was landscaping and irrigation in the Valley.

Spencer Bernard, CID, CLIA, QWEL has 5 years' experience designing landscape irrigation systems. Spencer is available to assist with irrigation construction document preparation and GPS for record drawings. Spencer recently completed irrigation renovation construction documents for Linn Grove Cemetery, Greeley. He is currently working on irrigation cemetery renovation projects in Eaton and Johnstown, CO

Calvin Thelen, EIT, CLIA has 5 years' irrigation design experience. Calvin is available to assist with irrigation construction document preparation and GPS for record drawings. Calvin has performed design for VA cemetery projects throughout the US and was involved in the staking and GPS data collection for Linn Grove Cemetery (Greeley, CO).

Doug Flin, RLA, ASLA, has over 25 years of cemetery planning and design experience and assumes many responsibilities from marketing to client relations to project management and project delivery. However, his main goals are to ensure that CPRA remains on the leading edge

of the cemetery industry, by fully understanding his client's needs and new shifts in the marketplace that will impact a client's bottom-line. In addition, he is charged with the task of creating an environment and team of forward-thinking consultants that fosters new and innovative ideas that are responsive to the natural and historical resources and radiating these ideas to the marketplace in an efficient and cost-effective manner.

Erick Irwin, RLA, is a registered landscape architect with more than 25 years of professional experience. Erick immediately made an impact at CPRA and has been promoted in which his responsibilities include managing day to day production, business development, continued client relations and project management. Erick works closely with clients – listening intently, communicating clearly, and sets expectations and project goals. Erick's design responsibilities include conceptual design through construction documentation, quality assurance/quality control, consultant coordination and construction observation.

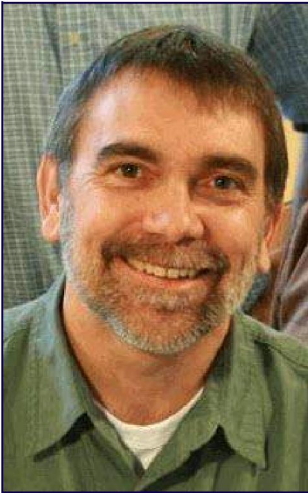
Allison Moran is a landscape designer with more than twenty-five years of professional experience. A sizeable portion of her experience is in the specialized field of cemetery planning, design and construction services. She came to CPRA Studio 5 years ago after decades in the National Veteran Cemetery field. As a planning and design team leader, she regularly coordinates and manages meetings with clients, design consultants, city officials and contractors, and acts as a mentor to junior staff.

Frederick Ballard, PLS, is a survey project manager with over 30 years of progressive surveying experience. Mr. Ballard serves as a Professional Land Surveyor for boundary, ALTA/NSPS Land Title Surveys, topographic and construction staking projects. He schedules all field crews, plans projects, researches and resolves boundary search coordinates, and performs quality assurance reviews on all field survey data prior to producing plats or civil designs. Mr. Ballard specializes in CDOT right of way surveys, cadastral surveys, mining claims, retracing boundaries on mineral surveys, property improvement plats, and boundary line adjustments. He is proficient in both static, robotic, and GPS surveying, and is Del-Mont lead PLS for aerial drone survey planning.

APPENDIX RESUMES



Robert W. Beccard, PE | President



Robert Beccard has over 40 years of experience in irrigation and hydraulic engineering for landscapes and agriculture. He joined Aqua Engineering in 1981 as an irrigation engineer and became a Senior Associate in 1987 and in 2000 became President.

In addition to his responsibilities in firm operations and business development, Bob manages irrigation engineering and water management projects and is experienced in all phases of project development, from conceptual through final design, and construction observation services. He has project experience in over 40 states within the United States and has also worked abroad in France and the Middle East. Bob has authored numerous academic papers, including publications in the American Society of Agricultural and Biological Engineers and the Irrigation Association technical conference proceedings.

Bob's project experience includes over 100 state and national Veterans cemeteries, over 50 golf courses, universities, sports fields, resorts, parks, correctional facilities, commercial and housing developments, and farms.

EDUCATION

M.S. Irrigation and Drainage Engineering, Colorado State University
B.S. Agricultural Engineering, University of Nebraska-Lincoln

REGISTRATION

Professional Engineer – Colorado, Wyoming, Arizona, Nevada, South Dakota, Nebraska, Kansas, Missouri, Oklahoma, Texas, Washington

FEATURED PROJECTS

Local and National Cemetery projects include:

- Linn Grove Cemetery, Greeley, CO
- Seven Stones Cemetery, Littleton, CO
- Evergreen Cemetery, Colorado Springs, CO
- Rocky Mountain Cremation Gardens, Centennial, CO
- Crown Hill Cemetery, Wheat Ridge, CO
- Rawlings Cemetery, Rawlings, WY
- Fort Logan National Cemetery, Denver, CO
- Fort Lyon National Cemetery, Las Animas, CO
- Pikes Peak National Cemetery, Colorado Springs, CO
- Oregon Trail National Cemetery, Casper, WY
- Dayton National Cemetery, Dayton, OH
- Bay Pines National Cemetery, St. Petersburg, FL
- Quantico National Cemetery, Quantico, VA

AFFILIATIONS

American Council of Engineering Companies
American Society of Agricultural and Biological Engineers
American Society of Irrigation Consultants
Irrigation Association
National Council of Examiners for Engineers and Surveyors

JD Leonard, CID | Project Designer



JD Leonard is a US Marine Corps veteran, with 28 years' experience designing landscape irrigation systems. JD holds a BS in landscape horticulture from Colorado State University and is an Irrigation Association Certified Irrigation Designer (CID). JD's current responsibilities include designing irrigation, pumping, and pond aeration systems for Veterans cemeteries.

In addition to his design responsibilities, JD also provides project management and client coordination. He is knowledgeable of GPS data collection and processing, hydraulic analysis and modeling, water auditing, and irrigation scheduling.

JD has also worked on K-12 facilities, university campuses, private cemeteries, regional and community parks, sports complexes, streetscapes, and commercial properties throughout the United States, the Kingdom of Saudi Arabia, and China.

EDUCATION

B.S. Landscape Horticulture, Colorado State University

FEATURED PROJECTS

- Oregon Trail State Veterans Cemetery, Casper, WY
- Linn Grove Cemetery, Greeley, CO
- Fort Logan National Cemetery, Denver, CO
- Pikes Peak National Cemetery, Colorado Springs
- Camp Butler National Cemetery, Springfield IL
- Dayton National Cemetery, Dayton, OH
- Fairmont Cemetery, Denver, CO
- Crown Hill Cemetery, Wheat Ridge, CO
- Louisville Municipal Cemetery, Louisville, CO
- Resthaven Cemetery, Fort Collins, CO
- Fort Snelling National Cemetery, Minneapolis, MN
- Ohio Western Reserve National Cemetery, Seville, OH
- Quantico National Cemetery, Quantico, VA
- San Joaquin Valley National Cemetery, Gustine, CA
- Sacramento Valley National Cemetery, Sacramento, CA
- Fort McPherson National Cemetery, Maxwell, NE
- Omaha National Cemetery, Omaha, NE
- Santa Fe National Cemetery, Santa Fe, NM
- Snake River Canyon National Cemetery, Buhl, ID
- Oklahoma State Veterans Cemetery, Ardmore, OK
- Jefferson Barracks National Cemetery, St. Louis, MO

AFFILIATIONS

Irrigation Association
EPA Water Sense Partner
American Legion



Spencer J. Bernard, CID, CLIA | Irrigation Designer



Spencer Bernard is a Certified Irrigation Designer with both design and installation management experience. He has experience designing irrigation systems for commercial landscapes and sports fields. His design experience includes all phases of irrigation projects from schematic design through construction period management. Spencer is skilled at site analysis, hydraulic calculations, water budgeting and irrigation scheduling. He is experienced at providing design and construction administration services for K-12 Facilities, community and regional parks and municipal cemeteries.

His responsibilities at Aqua Engineering include irrigation design for numerous facility types, hydraulic modeling for pipelines, pumping and filtration design, storage pond design, water feature design and feasibility studies.

Spencer is knowledgeable of evaluating irrigation systems for efficiency and providing recommendations for increased water savings. In addition to his work with landscape irrigation, Spencer has experience with cross connection control and backflow prevention.

EDUCATION

B.S. Environmental Horticulture Turf Management, Colorado State University

REGISTRATION

Irrigation Association Certified Irrigation Designer (CID)
Irrigation Association Certified Landscape Irrigation Auditor (CLIA)
Qualified Water Efficient Landscaper (QWEL)

FEATURED PROJECTS

- Linn Grove Cemetery Irrigation System Renovation Design, Greeley, CO
- Eaton Cemetery Irrigation System Renovation Design (in process), Eaton, CO
- Johnstown Cemetery Irrigation System Renovation Design (in process), Johnstown, CO
- Centerra Market Place Irrigation Evaluation, Loveland, CO
- Candelas Development Irrigation Evaluation, Arvada, CO
- Denver Rescue Mission Irrigation Evaluation (multiple sites), Denver, CO
- Pueblo Centennial High School; Pueblo, CO
- Pueblo East High School; Pueblo, CO
- Prospect Valley Elementary School; Wheat Ridge, CO
- Lorenz Regional Park; Highlands Ranch, CO
- Butterfield Park; Castle Rock, CO
- Newton Middle School; Littleton, CO
- Denver Public Schools 2020 Irrigation Renovations:
 - Smith Elementary; Denver, CO
 - Force Elementary; Denver, CO
 - Knight Academy; Denver, CO
 - Prep Academy; Denver, CO



Calvin C. Thelen, EIT, CLIA | Project Engineer



Calvin Thelen has 5 years' experience as an irrigation and hydraulic engineer. Calvin interned with Aqua Engineering for two years where he got his feet wet performing support for irrigation system efficiency audits and irrigation design for VA cemetery projects.

His project responsibilities include water use analyses, hydraulic modeling, system efficiency auditing, irrigation design and layout, and responding to contractor submittal reviews and RFI's.

Calvin's project irrigation design experience includes work on cemeteries, streetscapes, irrigation audits and studies, neighborhood and regional parks, housing developments, sports and recreational facilities, water features and golf courses

While at Colorado State University, Calvin was an active member of the university's chapter of Engineers Without Borders.

EDUCATION

B.S. Environmental Engineering, Colorado State University

REGISTRATION

Irrigation Association Certified Landscape Irrigation Auditor (CLIA)

FEATURED PROJECTS

- Linn Grove Cemetery Irrigation Fieldwork, Greeley, CO
- Ohio Western Reserve National Cemetery Irrigation Design, Seville, OH
- Fort Logan National Cemetery Irrigation Design, Denver, CO
- Fort Sam Houston National Cemetery Irrigation Design, San Antonio, TX
- Houston National Cemetery Irrigation Design, Houston, TX
- Dallas Fort Worth National Cemetery Irrigation Design, Dallas, TX
- Jefferson Barracks National Cemetery Irrigation, St. Louis, MO
- Parks Irrigation Efficiency Analysis, Windsor, CO
- Municipal Parks Assessment, Glendale, AZ
- Irrigation System & Turf Reduction Study, Peoria, AZ
- Old Town North Development Irrigation Audit, Fort Collins, CO
- Clydesdale Park HOA, Irrigation Assessment, Fort Collins, CO
- City of Fort Collins Library Park, Fort Collins, CO

DOUG FLIN, RLA, ASLA, CEO of CPRA has over 25 years of cemetery planning and design experience and assumes many responsibilities from marketing to client relations to project management and project delivery. However, his main goals are to ensure that CPRA remains on the leading edge of the cemetery industry, by fully understanding his client's needs and new shifts in the marketplace that will impact a client's bottom-line. In addition, he is charged with the task of creating an environment and team of forward-thinking consultants that fosters new and innovative ideas that are responsive to the natural and historical resources and radiating these ideas to the marketplace in an efficient and cost-effective manner.

- **EDUCATION:** Bachelor of Environmental Design; Emphasis in Landscape Architecture, University of Colorado.
- **AFFILIATIONS:** Member, ASLA, CCASLA, ICCFA, CANA, NCCC.
Board Member, Rocky Mountain Memorial Park (Colorado's most unique cemetery), since 2003.
Board Member, Fairmount Mortuary Company (located on the historic grounds of Fairmount Cemetery, Denver, CO, since 2010
Past Board Member, International Cemetery, Cremation and Funeral Association's Operations and Maintenance Committee, 2001-2006.
- **REGISTRATION:** Colorado Landscape Architect #750
- **PUBLICATIONS:** Articles in American Cemetery and International Cemetery, Cremation and Funeral Association Journals.
- **PUBLIC SPEAKING:** Educational sessions for American Cemetery, International Cemetery, Cremation and Funeral Association, Colorado Association of Cemeteries, Cremation Association of North America, Selected Independent Funeral Homes, and the Minnesota Association of Cemeteries Conferences.

ERICK IRWIN, RLA, DIRECTOR OF OPERATIONS, is a registered landscape architect with more than 25 years of professional experience. Erick immediately made an impact at CPRA and has been promoted in which his responsibilities include managing day to day production, business development, continued client relations and project management. Erick works closely with clients – listening intently, communicating clearly, and sets expectations and project goals. Erick’s design responsibilities include, conceptual design through construction documentation, quality assurance/quality control, consultant coordination and construction observation.

Erick has practiced landscape architecture since 1995 and obtained a Master’s of Landscape Architecture in 1996. During his professional career, Erick has designed projects ranging in scale from golf courses and master planned communities to private residences and intimate gardens. His strong skill set, no stone left unturned philosophy and wide experience helps in creating innovative design solutions for every project.

- **EDUCATION:** Bachelor of Environmental Design, University of Colorado, Boulder, CO
Master of Landscape Architecture, University of Colorado, Denver, CO
Continual education courses necessary to maintain professional licensure as a Landscape Architect.
- **REGISTRATION:** Colorado Licensed Landscape Architect #339
- **PRESENTATIONS:** Educational Sessions at Wyoming Groundskeepers and Growers Association
- **FEATURED PROJECTS:** Master Planning and Inventory Development, Seven Stones Chatfield, Littleton, CO

Cremation and Children’s Garden for Mt. Pisgah Cemetery, Campbell County Cemetery District, Gillette WY

Renovation of existing mortuary and administration building, adjacent site plan & traffic/parking circulation, Fairmount Cemetery, Denver, CO

Highline Cremation Garden, Fairmount Cemetery, Denver, CO

New Cemetery planning, design and construction, Gilbert Memorial Park, Gilbert AZ

Cemetery Master Planning and Inventory Development, Fairmount Memorial Association, Spokane, WA

Master Planning and Inventory development, Sunset Memorial Gardens, Richland, WA

Cremation Garden development, Memorial Park Cemetery, Topeka, KS

ALLISON MORAN, CEMETERY PLANNER/LANDSCAPE DESIGNER, is a landscape designer with more than twenty-five years of professional experience. A sizeable portion of her experience is in the specialized field of cemetery planning, design and construction services. She came to CPRA Studio 5 years ago after decades in the National Veteran Cemetery field. As a planning and design team leader, she regularly coordinates and manages meetings with clients, design consultants, city officials and contractors, and acts as a mentor to junior staff.

Allison has been a fixture of the landscape architecture community since receiving her Bachelors of Landscape Architecture in 1995 and then obtained a Master's of Landscape Architecture in 1999. During her professional career, Allison has designed projects ranging in scale from National Veteran Cemeteries and corporate campuses to private residences and neighborhood parks. A problem solver at heart she approaches each new project as a design puzzle that is waiting to be revealed. Her strong skill set, dedication, team player mentality and diverse experience secures in producing high quality designs for every project.

- **EDUCATION:** Bachelor of Landscape Architecture, SUNY College of Environmental Science and Forestry, Syracuse, NY
Master of Landscape Architecture, University of Colorado, Denver, CO
- **FEATURED PROJECTS:** Seven-acre cemetery expansion for Sunset Memorial Park Cemetery, Concept through CDs, In-ground interments, Mausoleum Walls, Columbarium Walls, Cremation Gardens, Architectural Elements, Midland City, AL (ongoing)
Masterplan and Program Development for the new cemetery Colorado Burial Preserve, Florence, CO
Cemetery Planners for Columbarium Court and Natural Burial Section at River View Cemetery, Portland, OR (ongoing)
Highline Cremation Garden Expansion, Fairmount Cemetery, Denver, CO (ongoing)
Cemetery Expansion Master Planning, Sunset Memorial Park, Albuquerque, NM
New Cemetery Development through CDs, Donel C. Kinnard Memorial State Veteran's Cemetery, Dunbar, WV
Phase II Expansion, in-ground interments, pre-placed crypts, columbarium wall with associated roads and drainage, Gerald B.H. Solomon National Veteran's Cemetery, Schuylerville, NY
Columbarium Concepts studies for expansion, Arlington National Cemetery, Arlington, VA,
New Veterans Cemetery, Washington Crossing National Cemetery, Newtown, PA
Florida National Cemetery, Bushnell, FL
Cemetery Master Plan Expansion, George Washington Memorial Park Cemetery, Paramus, NJ

PERSONNEL PROFILE



Frederick A. Ballard, PLS

Principal/VP/Surveyor

REGISTRATIONS

State of Colorado
PLS #37690

State of Wyoming
PLS #15848

SPECIALIZED TRAINING

GPS
Robotics
Civil CAD

WORK HISTORY

Del-Mont Consultants, Inc.

Vice President / Survey Manager
2017-present

Del-Mont Consultants, Inc.

Surveyor
2010-2017

Gunnison Valley Survey

Owner
2003-2014

Valley Survey

Surveyor
2001-2003

Tim Tyler Surveying

Survey Manager
1995-2001

Valley Survey, Crawford, CO.

Survey Manager
1992-1995

Mr. Ballard is Del-Mont partner and experienced project surveyor with licenses in Colorado and Wyoming. He has over 29 years of progressive surveying experience. Mr. Ballard serves as a Professional Land Surveyor for boundary, ALTA/NSPS Land Title Survey, topographic and construction staking projects. He is one of Del-Mont's most experienced Airport / FAA compliant surveyors and has worked extensively on two new Fix Base Operations (FBO) private air service facilities at the Montrose Airport. Mr. Ballard also specializes in CDOT ROW surveys, cadastral surveys, mining claims, ALTA NSPS surveys, retracing boundaries on mineral surveys, locating springs, access roads, improvements and plats. He is proficient in Robotics and GPS Surveying.

RELEVANT PROFESSIONAL EXPERIENCE

Montrose County Gravel Pit Aerial Mapping, Montrose, CO

Project Surveyor for the aerial photography and surveying for all Montrose County owned and operated gravel pits. Pioneered the integration of traditional survey with drone photograph to efficiently map, quantify, and categorize material volumes for all County gravel operations.

Hwy 550 and T Road intersection, Montrose, CO

Topographic survey and construction staking of a new intersection on Highway 550 to close T Road and Government Springs Road and combine them at a new intersection. Party Chief responsible for complete topographic survey for 1 mile of highway right-of-way and side roads. Closely coordinated construction staking plan with contractor and CDOT inspector.

Jones Alta / NSPS Land Title Survey, Montrose, CO

Project Surveyor, for an ALTA/NSPS Land Title Survey of a 1,640 acre mountain property.

Tri-State G&T, Sawmill Creek Transmission line Converse and Niobrara Counties, WY

Project Surveyor for two proposed substations and 60 miles of T-line Right of Way. Consisting of topographic survey and access for future construction.

Tri-State G&T, Lake City Substation, Hinsdale County, CO

Project Surveyor for site topographic survey and access for future construction.

Tri-State G&T, Juanita Substation, Delta County, CO

Project Surveyor. Included survey and flag proposed access road and yearly subsidence monitoring.

Howell Mining Claims, Pitkin, CO

Project Surveyor on 18 Mining Claims which consisted of retracing boundaries on mineral surveys, locating springs, access roads, improvements, preparation of survey plats and easements. Project was completed while Mr. Ballard owned and operated Gunnison Valley Survey, LLC.

Majestic Skies FBO, Montrose Regional Airport, Montrose, CO

Project Surveyor, Topographic and Construction Staking. Project develops two new FIX Base Operation (FBO) private air service facilities at the Montrose Airport. Currently in design are 4 new hangers, over 200,000 square yards of aircraft ramp space, access roads, parking areas, fueling facilities, utilities and drainage improvements on over 20 acres of airport land. Survey tasks include boundary, easement exhibits, topographic and construction staking.

Tri-State G&T, Meeker Substation, Rio Blanco County, CO

Project Surveyor on a 64 acre improved parcel. Boundary survey and locate improvements.

OXO Ranch, Ridgway, CO

Project Surveyor for an ALTA/NSPS Land Title Survey and boundary survey of a 1500 acre parcel in rugged mountain terrain.

SECTION 7.0: SOLICITATION RESPONSE FORM

RFP-5089-22-KH Professional Services Consultant for the Orchard Mesa Municipal Cemetery Master Planning & Irrigation System

Offeror must submit entire Form completed, dated and signed.

1) All inclusive, not to exceed cost to provide professional services to complete the complete the master planning and irrigation design for Orchard Mesa Municipal Cemetery:

\$ 124,000

Total Amount Written: One Hundred, Twenty-Four Thousand Dollars

*-----
The Owner reserves the right to accept any portion of the services to be performed at its discretion
-----*

The undersigned has thoroughly examined the entire Request for Proposals and therefore submits the proposal and schedule of fees and services attached hereto.

This offer is firm and irrevocable for sixty (60) days after the time and date set for receipt of proposals.

The undersigned Offeror agrees to provide services and products in accordance with the terms and conditions contained in this Request for Proposal and as described in the Offeror's proposal attached hereto; as accepted by the Owner.

Prices in the proposal have not knowingly been disclosed with another provider and will not be prior to award.

- Prices in this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.
- No attempt has been made nor will be to induce any other person or firm to submit a proposal for the purpose of restricting competition.
- The individual signing this proposal certifies they are a legal agent of the offeror, authorized to represent the offeror and is legally responsible for the offer with regard to supporting documentation and prices provided.
- Direct purchases by the City of Grand Junction are tax exempt from Colorado Sales or Use Tax. Tax exempt No. 98-903544. The undersigned certifies that no Federal, State, County or Municipal tax will be added to the above quoted prices.
- City of Grand Junction payment terms shall be Net 30 days.
- Prompt payment discount of 1 percent of the net dollar will be offered to the Owner if the invoice is paid within 7 days after the receipt of the invoice. The Owner reserves the right to take into account any such discounts when determining the bid award that are no less than Net 10 days.

RECEIPT OF ADDENDA: the undersigned Firm acknowledges receipt of Addenda to the Solicitation, Specifications, and other Contract Documents. State number of Addenda received: 1

It is the responsibility of the Proposer to ensure all Addenda have been received and acknowledged.

Aqua Engineering, Inc
 Company Name – (Typed or Printed)
Robert W. Beccard
 Authorized Agent Signature
3944 JFK Parkway, Unit 12C
 Address of Offeror
Fort Collins, CO 80525-3089
 City, State, and Zip Code

Robert W Beccard
 Authorized Agent – (Typed or Printed)
970-222-9681
 Phone Number
bob@aquaengineering.com
 E-mail Address of Agent
July 7, 2022
 Date