



COCOPAH INDIAN TRIBE
14515 S. Veterans Drive
Somerton, AZ 85350
928-627-2025 ext 13
email: cocoepo@cocopah.com

Request for Proposals for

River Limitrophe Clearing Project

1. Scope of Work:

This statement of work will be issued under contract between Cocopah Indian Tribe and contractor. Move willow trees as outlined in **Objectives** below.

2. Objectives:

Clear and remove exiting organic debris in approximately 2 acre area along the lower Colorado River. Leaving a natural area, “natural park like” setting, not a construction site.

2.1 Work Description:

- a) Remove invasive species: salt cedar (Tamarisk), common reed (phragmites), some mulching allowed. Leave willows, mesquite and arrow weed.
- b) Identify time frame
- c) Identify costs
- d) Identify debris removal mechanisms
- e) Hand trimming of trees will be done by Cocopah.

3. Maintenance Requirements.

None

4. Location of Work:

On the lower Colorado River, adjacent to BLM land. **Appointments required** to view area. See contact information below for appointment. If you do not walk the area, your bid will be disqualified.

5. Period of Performance:

Contractor is to identify time frame in which all work will be completed satisfactorily given a specific start date. Deductions may be made for failure to complete timely. Work is to commence immediately upon selection of bid.

6. Deliverables:

Contractor to itemize, from **Objectives**, deliverables in which contractor can meet, **Sample** below.

Task	End Result/Deliverable	Schedule/Milestone
Design	A rough drawing with approximate areas of invasive specie removal.	Day 1/2
Prep	Mark or tag those areas to be left undisturbed.	Day ½ to 2
	Clear work area for debris removal site	Day 2-3
Invasive Specie Removal	Remove low lying brush and reeds as covered in walk-through	Weeks 2-3
Work Compete	Final payment	Week 4

The contractor shall maintain a single project schedule from which various project reports shall be produced. The following reports shall be provided:

5.1 Who Does What When Report

The "Who does what when" report shall be provided by the contractor with the initial submission, and again following negotiations. This report will be used by the Tribe to assess the adequacy of the resources proposed by the contractor to accomplish the *Scope of Work*.

5.2 Incremental Payments

Incremental payments may be issued, as agreed, by completion, reporting and meeting of acceptable standards of work. Incremental payments may be listed with the *Deliverables* table. Start-up costs may be requested not to exceed 30% of project.

5.3 Progress/Compliance

The Tribe requires the following from contractor in order to monitor progress and ensure compliance:

- Weekly Status Report
- Weekly Meetings
- Monthly Progress Report
- Project Management Team (PMT) Meetings
- Program Reviews
- Outlines and Drafts

6. Standards:

All work to be completed meeting acceptable Riparian/Limitrophe area standards or common goals. Contractor to provide proof of insurance.

7. Acceptance Criteria:

Upon completion of *Deliverables*, Cocopah Indian Tribe designated representative with contractor will engage in a "walk" a specific area of completion to determine that contracted *Objectives* met according to *Standards*.

8. Projected Cost:

Total cost of project is to be stated. Contractor may also itemize incremental payment requirements. Payment may be included in incremental completion matching phases, as long as deadlines met, i.e. ***Start-up, 30% for design and work plan, 30% when over 50% completed, 40%. Job complete.*** Percentages for example only, contractor may submit personal preferences to be considered in bid process.

9. Changes/Modifications:

If for any reason, changes must be made, notification must be received in writing and approved by Tribal Administration prior to modification.

10. Miscellaneous:

Contractor is to provide certificate of insurance indemnifying Cocopah Indian Tribe and providing Cocopah Indian Tribe as additional insured in the amount of no less than one million per occurrence with two million aggregate. Contractor is to avoid traffic congestion in and around work area, secure work area during and at end of work day, avoid conflicts with local farming/farmers in area.

If interested, please submit letter of interest with contact information to arrange appointment for viewing park area.

Contact: Barbara A. Mathias, Director, Environmental Protection Office.

Phone: 928-627-2025 ext. 13

Email: cocoepo@cocopah.com

Mail to: 14515 S. Veterans Drive, Somerton, AZ 85350.

Letters of interest, emails or calls must be received no later than April 26, 2013. Bid CLOSE DATE April 30, 2013.