

**REQUEST FOR PROPOSAL**  
**Notice to Prospective Proposers**

November 8, 2024

You are invited to review and respond to this Request for Proposal (RFP). In submitting your proposal, you must comply with the instructions found herein.

The Imperial County Air Pollution Control District (District) deadline for receipt of proposals is **December 5, 2024, no later than 5:00 p.m. Submittals, either postmarked or emailed after the indicated date and time, will not be considered.** Proposals must be received on or before the date and time specified herein to the following contact person:

Contact: Israel Hernandez, APCD Project Manager  
Phone: (442) 265-1800  
Email: israelhernandez@co.imperial.ca.us

Please be advised, it is your responsibility to assure your timely submittal. All proposals submitted after the indicated date and time will not be considered.

We appreciate your interest in this project and hope to receive a proposal from you if this is within your area of expertise.

**I. PURPOSE / SCOPE OF WORK:**

**A. Purpose**

This RFP is to solicit competitive proposals from experienced and qualified contractors, herein after referred to as Proposers, to complete tasks identified by the Imperial County Air Pollution Control District (District) to collect high quality measurements of the following pollutants in Seeley and Brawley, CA, in close proximity to the New River:

1. Hydrogen Sulfide (H<sub>2</sub>S);
2. Ammonia (NH<sub>3</sub>);
3. Benzene
4. Toluene, Xylenes (BTX)
5. Volatile organic compounds (VOCs);
6. PM<sub>2.5</sub>
7. Associated meteorological parameters.

The collection of measurements will occur for one year at each site, starting in Seeley CA, from April 2025 to April 2026, continuing to Brawley CA, from May 2026 to May 2027, for a total duration of twenty-four (24) months. Mid-cost VOC Sensors capable of measuring BTX compounds and low-cost sensors capable of measuring VOC's, NO<sub>2</sub>, and PM<sub>2.5</sub> will also be deployed simultaneously in Calexico, Seeley and Brawley for a twenty-four (24) month period. All data will be displayed on a public-facing website. The Proposer will also perform data analysis, draft a final report, and present it in two Community Workshops. Depending on the data that is generated from this monitoring project, the District will determine the next steps to address and mitigate these potential emissions.

This contract is expected to require twenty-four (24) full months of monitoring. The District will work with the Proposer to ensure the Proposer has adequate time in the beginning of the contract to install, configure, and calibrate the monitoring and meteorological equipment, and to allow adequate time for the Quality Assurance / Quality Control (QA/QC) of data and its upload to the reporting databases as defined in the Scope of Work.

**B. Scope of Work Contents**

These are the minimum requirements and are not intended to exhaust all possible scenarios. The Scope of Work ("**Exhibit A**") is divided into the subsequent Tasks:

1. Develop and Submit Monitoring and Data Management Plan
2. Install, Configure and Calibrate Equipment
3. Website Development

4. Operate and Maintain Equipment
5. Data Review, Validation and Reporting
6. Draft Final Report and Present to the Community

It will be the Proposer's responsibility to get EPA approval on the Quality Assurance Management Plan and to perform instrument repair and maintenance as needed to operate the equipment per accepted standard operating procedures as accepted by the District.

For a detailed description of the work to be performed, please refer to **Exhibit A**.

## II. GENERAL PROPOSAL REQUIREMENTS

Proposals should provide straightforward and concise descriptions of the Proposer's ability to satisfy the requirements of this RFP. The proposal must be complete and accurate. Omissions, inaccuracies or misstatements will be sufficient cause for rejection of a proposal.

Proposals must be submitted for the performance of all services described herein. Any deviation from the work specifications (Section III, Proposal Requirements, and **Exhibit A**) may cause a proposal to be rejected.

## III. PROPOSAL REQUIREMENTS (TECHNICAL)

### A. Proposal Requirements

**The proposal must be complete and accurate, containing the following components, information and documents outlined below.**

#### 1. Minimum Qualifications

- a. The Proposer must provide a detailed response, sufficient to satisfy the District that the Proposer meets each of the minimum qualifications. Submit all applicable documentation. Proposals that do not meet the minimum qualifications will be determined non-responsive and ineligible for award.
- b. The Proposer must demonstrate to the satisfaction of the District that the Proposer has experience and all the monitoring equipment, including the necessary accessories for the proper function of the instruments. In addition, the Proposer must similarly demonstrate to the satisfaction of the District that the Proposer has experience and all equipment necessary to install, operate and repair air quality monitoring equipment and associated support instruments such as meteorological instruments, communication devices and all security measures, as well as manage data from a network.

- c. The Proposer must include a “Technical Approach,” which includes a Project Management Plan, a general Monitoring and Data Management Plan (MDMP, see **Task 1**), a Work Plan and Work Schedule.

**2. Table of Contents**

**3. Summary**

The abstract shall not be longer than one (1) page. Include a brief description of the proposed project briefly summarizing the main point of the various sections of the proposal, including the features and benefits of the proposal.

**4. References**

Each Proposer must provide at least three (3) references detailing experience within the past three (3) years, which is relevant to the goals and objectives outlined in the RFP.

**5. Subcontracts/Subcontractors**

If subcontractors are to be used, the Proposer must include in the Technical Proposal a description of each person or firm and the work to be done by each subcontractor. Any subcontractor(s) will be viewed as an extension of the Proposer, and any issues resulting from subcontractor work is the sole responsibility of the Proposer. The cost of the subcontract work is to be itemized in the Cost Proposal as described below in the section entitled Cost Proposal Requirements, and not in the Technical Proposal.

**6. Technical Portion**

Proposer shall demonstrate, to the satisfaction of the District, their understanding of the questions, or needs, that the District is seeking to have addressed. The Technical Approach, which includes a Work Plan, are considered the heart of the proposal and will receive a high level of scrutiny. This part of the proposal will be evaluated to ensure all tasks and deliverables, listed in **Exhibit A**, are included and responsive. The technical portion of the Proposal must include the following:

**a. Project Management Plan**

This criterion provides the policy, procedural and performance protocols that demonstrate to the satisfaction of the Air District whether the proposal, specifically the Technical Approach, is presented in a clear, organized manner that facilitates the operational and execution process of the project.

- i. Proposer addresses the RFP requirements (Sec. III.A.1, Minimum

Qualifications), which will be rated for their demonstration of understanding the project needs and challenges.

- ii. Proposer demonstrates the completeness of the proposal; in addition to the quality of the Project Management Plan, including the presence of a clear management structure, the project organization and identification of those responsible for developing, executing and delivering timely measurements of progress, in accordance with plan goals and objectives and in accordance with the approved project schedule.
- iii. Proposer or responsible party must clearly identify the Project Manager, including person's primary and emergency contact information.
- iv. The Proposer shall demonstrate to the satisfaction of the Air District a work schedule that meets the timelines for a successful outcome of the project goals and objectives.

**b. General Monitoring and Data Management Plan (MDMP)**

The Proposer shall describe the overall approach, including hourly, daily, weekly and if applicable monthly work, that assures quality control and quality assurance. This shall include methodologies and specific administrative and operational management actions that demonstrate to the satisfaction of the Air District a level of expertise that assures quality control and quality assurance. This information will be included in a General Monitoring and Data Management Plan (MDMP). While a final, complete MDMP is not expected in proposals to this RFP, proposals will be evaluated in part on the Proposer's general MDMP, which should include the Proposer's roles, responsibilities and include details to the following topics:

- i. List of personnel, including each specific job description, or company(ies) performing routine operational tasks, maintenance, equipment repairs, and sample analysis.
- ii. List of equipment to be used, indicating what parts need to be purchased. List all necessary monitoring and support equipment, including essential communication and meteorological instruments, as well as types and accessibility to inventories to assure timeliness.
- iii. List of Standard Operating Procedures (SOPs) and QC procedures that will be used including a complete description of what the data management system does, such as alerts, error codes, etc. This

section shall include data quality objectives, work or test plans, Quality Assurance (QA) plans for EPA approval, site selection, sampling frequency, analytical procedures, data handling protocols, and corrective action plans, along with the SOPs.

- iv. Shipping, handling, and laboratory analysis procedures that will be used for sample analysis, as necessary.
- v. Data Management: Describe the data management system by including the unit of measurement, time intervals of data collection, reports, graphs and actionable items for hourly, daily, weekly and if applicable monthly review and validation. In addition, describe all formal reporting protocols to the District or any other related practice, procedure that affect the quality control and quality assurance, timelines for timely completion of all project goals and objectives. Precision reports shall be conducted every morning by Proposer to identify any potential anomalies or drift that is unacceptable by the instruments.
- vi. Public Facing Website Development; All monitoring data will be required to be available to the public in near-real-time on a website developed just for this project. The site will include educational content explaining project objectives and instrument capabilities; contextual information about the data and compounds measured to aid in data interpretation; and historical data and annual reports. In addition the website will provide a place for ongoing community engagement.
- vii. Deliverables to the District – Proposer shall provide monthly validated reports in cvs with accompanying evidence, such as copies of log entries, precision reports, etc. In addition, the District must have access to the data management system.
- viii. Project Timeline – a detailed timeline including dates for when necessary replacement parts for the monitoring equipment will be purchased, when equipment will be installed, and when data will be submitted to the District, in relation to when it was sampled, etc. (This is similar to the Work Plan Schedule below, but includes more specific tasks and operating processes.)

### **c. Work Plan and Work Schedule**

The Proposer shall develop and provide a concise Work Plan and Work Schedule for task completion. The Work Plan and Work Schedule shall identify each task, necessary subtasks, and milestones by which progress can be measured and payments made. The Work Plan shall specify the

estimated hours to accomplish each task and the Work Schedule shall provide the responsible party for performing the task and anticipated dates of completion. The Work Plan and Work Schedule must reflect the total project timeline. The Work Plan shall indicate how the supervision and oversight will be conducted for ensuring that the project will remain on schedule and that the distribution of workload is appropriate. See **Exhibit A** for details on the project tasks. A work plan schedule format is provided in **Table 1** below.

**Table 1: Work Plan Schedule Example**

Task	Responsible Party (Prime or Subcontractor)	Estimated hours for task completion	Date of completion
Develop and submit monitoring data management plan			
Install, configure, and calibrate equipment			
Website Development			
Operate and maintain equipment			
Data review, validation and reporting			

**B. Cost Proposal Requirements**

The cost breakdown (Cost Proposal) shall be included in the Technical Proposal. Cost Proposals shall include the following required information: Budget, and at a minimum, all information listed in Cost Detail (below). Proposers must use **Exhibit B** Contractor Cost Sheet. All costs must be provided for each task and deliverable. The proposed costs should be broken down into the outline in the Work Plan and Work Schedule for the purpose of this cost proposal submittal.

**1. Cost Detail**

Itemized Tasks – Using **Exhibit B**, Contractor Cost Sheet, provide rates for specific tasks listed in **Exhibit A**. For all tasks, the Proposer must include items such as labor, personnel, contractors, travel, meetings, supplies/materials, shipping and handling, sample analysis, reports, and tax, if applicable, as necessary to perform and complete these tasks on the Contractor’s Cost Sheet (**Exhibit B**).

**Exhibit A – Scope of Work  
STANDARD AGREEMENT**

**A. BACKGROUND/PURPOSE**

This RFP is to solicit competitive proposals from experienced and qualified contractors, herein after referred to as Proposers, to complete tasks identified by the Imperial County Air Pollution Control District (District) to collect high quality measurements of the following pollutants in Seeley and Brawley, CA, in close proximity to the New River:

1. Hydrogen Sulfide (H<sub>2</sub>S);
2. Ammonia (NH<sub>3</sub>);
3. Benzene
4. Toluene, Xylenes (BTX)
5. Volatile organic compounds (VOCs);
6. PM<sub>2.5</sub>
7. Associated meteorological parameters.

The collection of measurements will occur for one year at each site, starting in Seeley CA, from April 2025 to April 2026, continuing to Brawley CA, from May 2026 to May 2027, for a total duration of twenty-four (24) months. Mid-cost VOC Sensors capable of measuring BTX compounds and low-cost sensors capable of measuring VOC's, NO<sub>2</sub>, and PM<sub>2.5</sub> will also be deployed simultaneously in Calexico, Seeley and Brawley for a twenty-four (24) month period. All data will be displayed on a public-facing website. The Proposer will also perform data analysis, draft a final report, and present it in two Community Workshops. Depending on the data that is generated from this monitoring project, the District will determine the next steps to address and mitigate these potential emissions.

This contract is expected to require twenty-four (24) full months of monitoring. The District will work with the Proposer to ensure the Proposer has adequate time in the beginning of the contract to install, configure, and calibrate the monitoring and meteorological equipment, and to allow adequate time for the Quality Assurance / Quality Control (QA/QC) of data and its upload to the reporting databases as defined in the Scope of Work.

**B. SCOPE OF WORK**

This Agreement outlines the roles, responsibilities and expectations of the Proposer. To accomplish the objectives, the Proposer will configure, operate and submit reviewed/validated data to the District by:

1. Tier 1, Mobile trailer/shelter - Collecting consistent, comparable hydrogen



sulfide (H<sub>2</sub>S), ammonia (NH<sub>3</sub>), BTX (VOCs - benzene, toluene, xylenes) and meteorological parameters (wind speed, wind direction, temperature, relative humidity). H<sub>2</sub>S and NH<sub>3</sub> will be measured at 5-minute frequency, BTX data at 10-minute intervals and meteorological data will be collected at 1-minute resolution, but aggregated at 5-minute to match point monitors. Tier 1 equipment is intended to be mobile and therefore trailer mounted.

2. Tier 2 – Install two VOC sensors (Omniscient 2200) capable of measuring BTX compounds for the duration of a minimum of twenty-four (24) full months. One would be deployed in Calexico and a second unit would be installed initially in Brawley, during the 1-yr data collection period in Seeley, then moved to Seeley when the shelter gets moved to Brawley.
3. Tier 3 – Install nine (9) Clarity Node-s capable of measuring total VOC, NO<sub>2</sub> and PM<sub>2.5</sub> throughout Calexico, Seeley and Brawley.
4. Proposer will develop a public facing website where all monitoring data will be required to be available to the public in near-real-time. The site will include educational content explaining project objectives and instrument capabilities, contextual information about the data and compounds measured to aid in data interpretation, and historical data and annual reports. In addition the website will provide a place for ongoing community engagement.
5. Provide full access to the District of the Data Management System. Should communications become an issue, and the District concurs there is a significant issue, the Proposer shall establish alternatives, such as establishing an FTP site, upon concurrence from the District.
6. The Proposer will be solely responsible for the operation of the monitoring platform.
7. The Proposer will be responsible for purchasing necessary equipment and for the shipping, handling, and analysis of samples.

The Scope of Work is divided into the subsequent tasks:

1. Develop and Submit Monitoring and Data Management Plan
2. Install, Configure and Calibrate Equipment
3. Website Development
4. Operate and Maintain Equipment
5. Data Review, Validation and Reporting
6. Draft Final Report and Present to Community

### **Task 1: Develop and Submit Monitoring and Data Management Plan**

Within thirty (30) days after the start date of the Agreement, the Proposer must submit a General Monitoring and Data Management Plan (MDMP) to the District Project Manager for approval.

The MDMP should include the Proposer's roles, responsibilities as well as details to the following topics:

1. List of personnel, including each specific job description, or company(ies) performing routine operational tasks, maintenance, equipment repairs, and sample analysis.
2. List of equipment to be used, indicating what parts need to be purchased. List all necessary monitoring and support equipment, including essential communication and meteorological instruments, as well as types and accessibility to inventories to assure timeliness.
3. List of Standard Operating Procedures (SOPs) and QC procedures that will be used including a complete description of what the data management system does, such as alerts, error codes, etc. This section shall include data quality objectives, work or test plans, Quality Assurance (QA) plans, site selection, sampling frequency, analytical procedures, data handling protocols, and corrective action plans, along with the SOPs.
4. Data Management: Describe the data management system by including the unit of measurement, time intervals of data collection, reports, graphs and actionable items for hourly, daily, weekly and if applicable monthly review and validation. In addition, describe all formal reporting protocols to the District or any other related practice, procedure that affect the quality control and quality assurance, timelines for timely completion of all project goals and objectives. Precision reports shall be conducted every morning to identify any potential anomalies or drift that is unacceptable by the instruments.
5. Shipping, handling, and laboratory analysis procedures that will be used for sample analysis, as necessary.
5. Deliverables to the District – Proposer shall provide monthly validated reports in cvs with accompanying evidence, such as copies of log entries, precision reports, etc. In addition, the District must have direct access to the data management system.
6. Project Timeline – a detailed timeline including dates for when necessary replacement parts for the monitoring equipment will be purchased, when equipment will be installed, and when data will be submitted to the District, in relation to when it was sampled, etc. (This is similar to the Work Plan Schedule below, but includes more specific tasks and operating processes.)

The MDMP shall specifically delineate the method(s) employed to minimize the occurrence of potential data quality problems and to detect problems that do occur and what corrective actions will be undertaken. The MDMP shall be developed to guarantee the federal standard of a seventy five percent (75%) capture rate at all measurement intervals, such as hourly, daily, monthly, quarterly, yearly, etc. The capture rate and the lower capture rate frequency is at the discretion of the District.

Data recovery rates for the Agreement will be based upon the amount of data recovered each month, as reported valid results by the Proposer.

A complete draft MDMP for this project (in Word format) must be submitted by the Proposer to the District within thirty (30) days of contract award. The District Project Manager will have 30 days to submit comments or revisions to the plan, and the Proposer will then have twenty (20) days to submit a final MDMP, which incorporates the comments and revisions. Within fifteen (15) days of District Project Manager's approval of the final MDMP, the Proposer will give a copy of the final MDMP in Word or PDF format to each technical staff person involved on the project and the District Project Manager. Copies of all MDMP document, including SOPs, must be at the monitoring site at all times.

U.S. EPA's QA Volume IV also prescribes how to conduct meteorological measurements at each site, data for record requirements in Title 17 of the California Code of Regulations [CCR], Section 70301, and the Prevention of Significant Deterioration Guidelines. The Proposer will be responsible for acquiring these and any other reference documents from the appropriate agencies.

The Proposer shall follow all QC and QA protocols as described in the Technical Approach subject to approval by the Air District. All minimum requirements shall meet U.S. EPA federal standards and protocols. The proposer shall also submit a Quality Assurance Program Plan (QAPP) for EPA approval.

## **Task 2: Install, Configure and Calibrate Equipment**

All installations, configurations and calibrations will be performed according to the associated make/model SOPs, U.S. EPA's QA Volumes II & IV, the manufacturer's operation manual, and all pre-approved Air District protocols, including recordkeeping. All reasonable efforts shall be made to optimize the sampling location for maximum data quality.

The Proposer will be solely responsible for the purchase of all items required to perform ambient air monitoring and the associated elements as specified herein. Required items include, but are not limited to, all monitoring equipment, parts required for monitoring repairs, data acquisition and telemetry equipment, certified calibration equipment, certified QC/QA equipment, and any hardware (i.e. inlets, braces, wiring, pumps, etc.).

The Proposer is responsible for supplying and/or purchasing digital data acquisition

systems. These data systems must be capable of remote data telemetry and include all necessary hardware (e.g., cables used to communicate with instruments and data acquisition equipment) to collect and upload hourly data values to a database capable of generating data files and submitting required reporting to the District. The Proposer shall make the data management system directly accessible to the District.

The Proposer shall purchase any other equipment and/or supplies needed to repair, install, and operate the instruments for twenty four (6) months. This shall include calibration equipment, spare parts, internet access for data telemetry, equipment and programs needed to establish and operate the data management system, submit required data files and reports to the District, and other unspecified tools and resources to perform all necessary tasks listed in the Scope of Work.

#### Data Acquisition:

In addition, the Proposer is responsible for installing & configuring the data acquisition equipment to the satisfaction of the District to carry out all tasks listed in the Scope of Work. The data acquisition equipment should be capable of data telemetry, to allow remote access of this data.

#### Time Configuration and Calibration:

All equipment clocks will be set to Pacific Standard Time (PST). All monitoring equipment will be configured and calibrated per their respective SOP and per pre-approved District protocols. All calibration and QC equipment shall have current certification dates. All QC procedures will be performed per the respective SOP and QC dates/results documented.

### **Task 3: Website Development**

The proposer will develop a public facing website where all monitoring data will be required to be available to the public in near-real-time. The site will include educational content explaining project objectives and instrument capabilities, contextual information about the data and compounds measured to aid in data interpretation, and historical data and annual reports. In addition to providing measurements the website will provide a place for ongoing community engagement.

### **Task 4: Operate and Maintain Equipment**

The objective is to collect consistent volatile organic compounds (BTX), hydrogen sulfide, ammonia, PM2.5, and associated meteorological parameters. The duration of monitoring will be for a period of up to twenty-four (24) months. The MDMP shall be developed (**Task 1**) to guarantee the federal standard of a seventy five percent (75%) capture rate at all measurement intervals, such as hourly, daily, monthly, quarterly, yearly, etc. The capture rate and the lower capture rate frequency is at the discretion of

the District. The Proposer will assume full responsibility for instrument operations. Operation and maintenance procedures will be performed in accordance to U.S. EPA federal standards and protocols and relevant manufacturer SOPs and instrument manuals.

The Proposer shall be responsible for all on-site operations. This is to include the maintenance, operation, calibration and repair of instrumentation, collection of required pollutants, samples, remediation of malfunctions in systems operations, data reviewing, data reporting, and quality control. The Proposer will perform repairs and maintain valid certifications of all calibration equipment. Ultimate responsibility for maintaining all equipment and the responsibility for data capture rates lie with the Proposer. All repairs will be performed immediately, with the Proposer having proper equipment contingency protocols in place. These repairs may require spare parts and may require re-calibration of equipment.

The Proposer is responsible for all costs associated with operating the stations including air monitoring parts and equipment, instrument calibrations and associated travel.

The Proposer will ensure that:

1. All SOP, QA, and QC procedures are being followed. All procedures, repairs and corrective actions will be documented and submitted to the District as proof of validation;
2. All instruments are being operated and maintained properly;
3. Samples are being collected correctly and at the proper times;
4. Data review is being conducted properly, and all required data files and reports are submitted to the District; and
5. All support activities provided by the Proposer are documented.

The plan to accomplish this task will be outlined by the Proposer in their general MDMP included in the proposal response.

#### **Task 5: Data review, validation and reporting**

The operational goal is sufficient verifiable and verified data to fulfill project goals and objectives. It is essential for the successful execution of this contract that representative, reliable, defensible, air monitoring data-for-record be collected from each site during the allowable time frame of this Agreement.

The Proposer shall designate a person, or group, to perform a review and validation on all data that is collected and designated to be uploaded.

The Proposer shall provide to the District monthly validated reports in cvs with

accompanying evidence, such as copies of log entries, precision reports, etc. The data must include the codes the Proposer assigned for missing and/or invalidated data. The Proposer shall provide direct access to the data management system.

Monthly Summary Report:

Within fifteen (15) days after the end of each month, it shall be the Proposer's responsibility to provide the District with monthly, site-specific, summaries including the progress by task including a description of the work accomplished that month and any problems that were encountered and how they were addressed, the instrument daily check sheets, along with an explanation of any corrective action necessary, and an invalidation report that documents specifically why and when for each data value that is invalid or missing.

Problems, corrective actions, and logs will all be made available to the District upon request. There shall be constant communication between the District and Proposer in the interim before the final monthly report is submitted.

If any QC check criterion is exceeded, the Proposer will document and email what action was taken or planned. The monthly site-specific summary shall consist of the following:

1. Associated monthly QC check sheets for each instrument.
2. Status of the data management system.
3. Percent of valid data for each individual component in the Scope of Work, including a compilation of the daily precision reports to identify potential anomalies or drift that is unacceptable by the instruments.
4. Invalidation report that documents specifically why and when for each data value that is invalid or missing.
5. Results of any manual and automated quality control checks performed.
6. Copies of calibration reports conducted.
7. Documentation of any reasons or explanations for all missing or invalidated filters, for any month (including if filter makeups were performed).
8. Documentation describing any/all causes and/or explanations for missing or invalidated data, other aspects affecting normal station operation, and the corrective actions and results. Qualitative and quantitative information should be included.
9. If any QC check criterion is exceeded, the Proposer will document and include what action was taken or planned.

### **Task 6: Final Report and Present to Community**

The Proposer shall perform all data analysis and derived conclusions in concurrence with stipulated goals and objectives. The Final Report generated by the Proposer will be submitted to the District within forty five (45) days of the final day of the collection of measurements. The Proposer will need to address the 14 Community Air Monitoring Plan Elements per the California Air Resources Board's (CARB) Community Air Protection (CAP) Blueprint in the Final Report. The Final Report parameters will be reviewed and approved by the District prior to any actual project implementation.

Once the Final Report is reviewed and approved by the District, the Proposer will present the findings of the Final Report to the community in order to assist the District with the objectives of monitoring plan.

### **C. END OF PROJECT**

Unless the contract is extended, or turned over to another entity, and unless directed otherwise by the District, the Proposer shall leave all purchased equipment, hardware and software on-site unless rented. If Proposer rented equipment then the Proposer shall return all rental equipment providing the District proof of return. The data will be on the District website.

**Exhibit B – Contractor Cost Sheet**

**(Note: After award, this becomes part of the Agreement as Exhibit B)**

**Submission of this attachment is required.** Failure to complete and return this attachment will cause your bid to be rejected and deemed non-responsive. Bidder must provide the cost for each task listed below. Proposer must also submit quotes for each piece of monitoring and meteorological equipment and security measures (i.e. monitoring trailer) used in this project.

Please provide an all-inclusive cost for each task below. All costs must include personnel, labor, travel, subcontractors, materials, reports, tax, and any other items necessary to perform and complete all tasks.

<b>Task 1 - Develop and Submit Monitoring and Data Management Plan</b>	
<b>Total Task 1</b>	\$

<b>Task 2 - Install, configure and calibrate Equipment</b>			
Description of Service	Quantity	Price	Total
Identify Tier 1, Mobile Trailer/Shelter equipment to be used		\$	\$
Tier 2, equipment to be used		\$	\$
Tier 3, equipment to be used (add rows as needed)		\$	\$
<b>Total Task 2</b>			\$

**\*Proposals exceeding a 15% markup for Replacement Parts shall be disqualified and ineligible for award.**

<b>Task 3 – Website Development</b>	
<b>Total Task 3</b>	\$



Task 4 - Operate and Maintain Equipment				
Monthly Rate	No. of Months	x	Site Location	Cost for Task 3
\$		x		= \$
\$		x		= \$
<b>Total Task 4</b>				\$

Task 5 - Data Review, Validation and Community Reporting				
Monthly Rate	No. of Months	x	Site Location	Cost for Task 4
\$		x		= \$
\$		x		= \$
<b>Total Task 5</b>				\$

Combined Tasks 1- 5 Total Cost	Total
Task 1 – Develop Monitoring and Data Management Plan	\$
Task 2 – Install, configure and calibrate Equipment.	\$
Task 3 – Website Development	\$
Task 3 – Operate and Maintain Equipment	\$
Task 4 – Data Review, Validation and Community Reporting	\$
<b>GRAND TOTAL CONTRACT AMOUNT**</b>	\$

\*\*The grand total contract amount shall be used for evaluation purposes only. Actual contract charges shall reflect Proposer’s proposed fees contained in the individual tasks. **This Contractor Cost Sheet contains weight factors used for evaluation purposes to determine the lowest priced proposal. Sample amounts and weight factors are utilized for evaluation purposes only and not implied for real transactions.** There is no guarantee of the quantity of work that will be requested to be performed for this contract. Any alterations, modifications, or changes to this Contractor Cost Sheet by the Proposer will be grounds for proposal rejection.