



REQUEST FOR QUOTES
FOR GIS CONSULTANT
FOR THE PERIOD
DECEMBER 1, 2024 to MAY 1, 2025

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QUOTES SHOULD BE DIRECTED TO: [KATELYN@KEEPITCO.ORG](mailto:KATELYN@KEEPITCO.ORG) WITH  
THE SUBJECT HEADING: ORPHAN GIS RFQ RESPONSE

*Note:* All costs incurred in the preparation of a quote responding to this RFQ will be the responsibility of the offeror and will not be reimbursed by Keep It Colorado or any other entity affiliated with this RFQ.

## **Request for Quotes for GIS Consultant for *Finding Their Forever Homes: Orphan Easements***

### **I. Project Description**

Orphaned easements (“Orphans”) are held by entities that no longer exist. They are a significant liability for Colorado’s conservation community. The failure to monitor, steward, and enforce Orphans threatens the long-term stability of conservation and creates doubt about conservation easements as legitimate tools. On June 21, the board of Great Outdoors Colorado (“GOCO”) voted to approve a two-year grant (“GOCO grant”) submitted by Keep It Colorado on behalf of and with essential support from a steering committee that had been meeting to discuss ways to tackle Orphans in Colorado. This grant is intended to cover much of the cost of tackling Colorado’s Orphans issue and the project will take a community-wide approach.

The work mapped out under the GOCO grant to address Colorado’s Orphans has the potential to be a significant undertaking, yet the groups involved are excited and ready to solve the challenge. The work is designed to occur under three different tracks. Track One will involve due diligence on nearly all of Colorado’s Orphans. This due diligence will occur over two years. During the first year, a team of land conservation professionals will compile and review files and essential documents, putting together a file for every Orphan that is the subject of the grant (approximately 261). Actions needed to complete the files will include: mapping, obtaining county records, reviewing deed terms, and reviewing oil and gas and water records for each easement. The following year will involve on-the-ground monitoring of those easements.

Track Two involves examining and conducting transactions with Orphan landowners who have expressed an interest in working with one of the state’s certified land trusts. This work will largely be completed by staff at the Colorado Cattleman’s Agricultural Land Trust and Mountain Area Land Trust. Track Three involves answering questions—legal and practical—about how to keep moving toward the program’s desired end result: eliminating the risk posed by Orphans in Colorado.

### **II. The Partners**

The partner organizations described below, together with two deeply-knowledgeable and well-respected land conservation attorneys (collectively, the “Steering Committee”), share the same motivations for engaging in this critical project: to mitigate the significant risk Orphans pose to Colorado, to protect the integrity of the conservation community’s work, and to ensure the ongoing legitimacy of conservation easements as a critical tool for achieving Colorado’s ambitious conservation goals. The attorneys on the Steering Committee are Jessica Jay and Larry Kueter.

The partner organizations are:

**Keep It Colorado (KIC):** KIC is a statewide, nonprofit coalition of land trusts, public agencies, conservation nonprofits, and conservation professionals. KIC’s mission is to unite, elevate and empower Colorado’s conservation community to protect the lands and waters that define the state. Through discussions with members of the land conservation community, KIC saw a convergence of interests, urgency, and opportunity to tackle the long-simmering issue of Orphans for the land conservation community. KIC then met with CCALT, knowing that it had already begun to act. Together, CCALT and KIC hand-selected the Steering Committee, which has been meeting on an as-needed basis. KIC’s role is to serve as fiscal agent under the GOCO grant, to hire consultants, and to conduct all general administration and oversight of the project.

**Aspen Valley Land Trust (AVLT):** The oldest regional land trust in Colorado, AVLT has protected over 47,000 acres of land since 1967: 10 public parks, 30 miles of trails, 103 miles along rivers and streams, and over 30,000 acres of winter habitat for deer and elk. AVLT joins the Steering Committee as both an advisor and working member, committing \$20,000 of in-kind labor to this effort. While AVLT is not an anticipated future-holder of any Orphans in this phase of the project, it is committed to the effort as a supporter and

trusted member of the land trust community, recognizing that it is in the best interest of all land trusts to find a home for the state's Orphans.

**Colorado Cattlemen's Agricultural Land Trust (CCALT):** CCALT is a statewide land trust whose mission is to conserve Colorado's western heritage and working landscapes for the benefit of future generations. Since its founding in 1995, CCALT has partnered with more than 500 families to conserve approximately 800,000 acres of working lands rich in agricultural and ecological value. CCALT joins the Steering Committee as both an advisor and working member, committing \$20,000 of in-kind labor to this effort. It brings uniquely critical experience from having received the 2016 transfer of twenty Orphans in Adams County. It is a willing grantee of Orphans which makes it logical due to its mission and business operations.

**Colorado West Land Trust (CWLT):** Beginning as the Mesa County Land Conservancy in 1980, CWLT now serves six counties in western Colorado, conserving over 130,000 acres through partnerships with over 300 landowners, ranging from unique small peach orchards and vineyards to many miles of riverfront and riparian habitat, trails, public access properties, and ranches across the West Slope. CWLT acquired Black Canyon Regional Land Trust through a merger in 2020, so it is familiar with evaluating a portfolio of conservation easements' rights and restrictions and monitoring and evaluating the risks of the language and any violations. CWLT brings that experience, as well as over 40 years monitoring and stewarding conservation easements.

**Mountain Area Land Trust (MALT):** Since 1992, Mountain Area Land Trust (MALT) has been the leading voice for land and water conservation along Colorado's Front Range communities, serving a 4,830 square mile service area. Over the past 32 years, MALT has conserved nearly 27,000 acres of land, water, wildlife habitat and scenic resources, including 76 miles of stream corridors. Two of MALT's conservation easement landowners have orphan easements on their ranches and have already requested that they be transferred to MALT. MALT joins the Steering Committee as both an advisor and working member, as a willing Grantee of Orphans and with over 30 years' experience monitoring and stewarding conservation easements.

### **III. Other Contractors Involved**

In addition to the above, Keep It Colorado has hired a team of contractors to be the project managers and conduct much of the detail-heavy work, such as reviewing all files, identifying gaps in data, and securing missing documents. This group is made up of Sara Streight, Erin Hunter, Darah Fuller, and Michael Streight. The applicant selected for this RFQ will work closely with both the Steering Committee and this team.

### **IV. Who May Respond and Directions for Responding**

Those with at least two (2) years of experience mapping with the use of GIS or other spatial AI software are welcome to apply. Other experience may substitute for this preferred time, such as the significance of any work done, if an applicant has fewer than two (2) years of experience.

The quote should be addressed as follows:

*To:* Katelyn Toigo  
Special Projects Coordinator  
Keep It Colorado  
*Email:* [katelyn@keepitco.org](mailto:katelyn@keepitco.org)  
*Subject:* Orphan GIS RFQ Response

It is the responsibility of the offeror to ensure that the quote is received by KIC by the date and time specified in this RFQ. Late quotes will not be considered. A contract for the accepted quote will be drafted based upon the factors described in this RFQ and in the quote. It is expected that a decision selecting the successful

offeror will be made by November 28, 2024. Upon conclusion of negotiations with the successful offeror, all offerors submitting quotes in response to this RFQ will be informed, in writing, of the name of the successful offeror.

#### **V. Anticipated Project Tasks and Deliverables**

Through this RFQ, KIC seeks applications for a contract GIS consultant to assist with implementation of this new, collaborative project. The tasks to be accomplished may include, but are not limited to, the following:

- 1) Working with current contractors, the Steering Committee members, and the team at KIC to map all orphaned easements that do not already have maps.
- 2) Retrieve or create GIS shape files and geodatabases for each easement, including mapping of property boundary legal descriptions and encumbrances from title documentation.
- 3) Assisting in the analysis of parcels of land for easement violations. Use of AI and aerial imagery to expedite the process is encouraged.
- 4) Coordinating with current contractors, the Steering Committee members, and the team at KIC on progress tracking, monitoring, and reporting.
- 5) Attending meetings as necessary.

#### **VI. Timeframe**

The selected offeror should be prepared to begin work at the beginning of December 2024 and be prepared to sign a six-month contract with an option to renew. Additional contracts may be entered into over the course of the two-year grant but will be dependent upon the work needs and the availability of funding, among other factors. Much of the GIS work will be completed at the beginning of the two-year project.

#### **VII. Quote**

Offerors should submit a written response to this RFQ that includes a description of relevant experience in carrying out similar work; qualifications of all individuals who will be involved in performance of the work; two references; time availability; and a proposed hourly rate. The offeror must pledge to submit detailed billing statements for all services which must be broken down into time increments of no more than a quarter hour.

#### **VIII. Selection of Award**

KIC will award the contract to the offeror whose quote is determined to be the most advantageous to the Steering Committee and the work, considering both the technical and financial factors set forth in this RFQ and the limits on the budget from the grant funds that we have received. Quotes will be reviewed in accordance with the following criteria: (1) level of experience of the individual(s) identified to work on this matter; (2) the offeror's experience with similar clients and matters; (3) response from references; (4) cost; and (6) interviews, if conducted. We will notify the offeror of the award no later than November 28, 2024. KIC reserves the right to reject any and all quotes received in response to this RFQ for any reason.

#### **IX. Designated Contacts and Quote Deadline**

Please submit quotes by e-mail addressed to Katelyn Toigo at [katelyn@keepitco.org](mailto:katelyn@keepitco.org) by no later than **5:00 p.m. on Monday, November 18, 2024**. Questions about this RFQ may be directed to Katelyn via email at [katelyn@keepitco.org](mailto:katelyn@keepitco.org).

#### **X. Project Terms**

Upon completion of the job, Keep It Colorado will retain the right to use all documents developed for this project. All information provided by Keep It Colorado, coalition members, or other partners during the project is proprietary to our organizations.

**Thank you for considering this project; we look forward to receiving your quote!**