

# Fitzgerald Forest Health Project Request for Proposal



**Submitted To:**

Lake County Umbrella Watershed Council  
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# 1 INVITATION & INFORMATION FOR PROPOSERS

Sealed proposals for the **Fitzgerald Forest Health Project** will be received by the Lake County Umbrella Watershed Council, until 5:00 p.m. on **Friday May 29, 2020**. Proposals may either be delivered by mail, or by email (lakecountywsc@gmail.com).

The work consists of, but is not limited to, the following items:

Hand felling mixed conifer, ponderosa pine, and western juniper stands to reduce surface and ladder fuel loadings and promote forest health. Slash material will be hand piled. Cutting and piling will occur in accordance to the project prescription. **Refer to maps and prescriptions, included .**

All proposals shall be submitted on the **Proposal Form** provided.

The Lake County Umbrella Watershed Council (LCUWC) reserves the right to accept the proposals and award a contract to one or more responsible and qualified Proposers; to postpone the acceptance of the Proposal and the award of one or more contracts for a period not to exceed thirty (30) days; or to reject any and all proposals received and further advertise the project for proposals.

When the project is awarded, the successful Proposer(s) shall promptly execute the Contract which will be provided after the selection has been made, as well as provide an anticipated time line for the Proposer's work in accordance with the contract. The Lake County Umbrella Watershed Council prefers that the Fitzgerald Forest Health Project begin as soon as possible, with final completion **by April 30, 2021**. Please note that once thinning projects begin, the LCUWC expects that cutting and piling will occur simultaneously within a timely manner. The Lake County Umbrella Watershed Council is responsible for obtaining all required permits and will provide a copy to the successful Proposer.

## 1.1 Definitions

PROPOSER – Any corporation or entity submitting a responsible proposal under the Contract Documents attached herein.

OWNERS – Project sites are located on multiple private properties. Landowners have given permission for the work to be completed.

CONTRACTING AGENCY (CA) – Lake County Umbrella Watershed Council is authorized to enter into and administer this Contract on behalf of the Owners.

CONTRACTOR – The successful Proposer who enters into a Contract with the Contracting Agency to perform the work.

PROJECT INSPECTOR – The Lake County Umbrella Watershed Council project manager is responsible for providing oversight and ensuring the thinning efforts conforms to the requirements and prescriptions as set forth in the Request for Proposal Package.



PROJECT – Refers to the treatment sites and their associated activities included in the Request for Proposal Package.

## **1.2 Pre-Proposal Conference**

An optional pre-proposal tour may be held depending on interest in the project from prospective Proposers.

## **1.3 Minimum Contractor Qualifications**

Forest health thinning and slash pile burning is a unique process that requires experience and expertise. In order to be eligible for proposing on this project, the contractor must be able to demonstrate, through past project experience and references, the following: **1) A minimum of two previous projects.**

## **1.4 Contractor's Proposal Format and Submittal**

The Contractor's proposal shall be kept to the minimum number of pages while adequately demonstrating the required experience and proposed approach. The following items shall be submitted:

- 1) Proposal Form (provided)
- 2) Project approach (hand felling and hand piling) linked with project schedule
- 3) References

Proposers are asked to submit a not-to-exceed proposal price in the Proposal Form for the project. The project will be awarded as three separate contracts; one contract for juniper removal and piling, one contract for conifer thinning and piling, and one contract for pile burning. If the project should change during implementation, an addendum to the contract will be issued by the LCUWC, and signed by all relevant parties before effective.

## **1.5 Basis of Award**

The LCUWC will evaluate the responses to competitive request for proposals (RFP) using the scoring system described below to identify the Proposer considered to be of best overall value and most likely to succeed in a strong, cost-effective, productive working relationship with the LCUWC. The successful Proposer will be the one that possesses the skills necessary for the services described in the RFP and offers a cohesive team with recent experience on similar projects.

The Bid Evaluation team will consist of a minimum of 3 individuals that will include the LCUWC Project Manager, at a minimum either a LCUWC Board Member, the landowner, project partner(s), or other contracted staff familiar with the project. Bid Evaluation Team members will write in justification for points in each section where appropriate, and this information will be communicated with the Proposer regardless of successful or unsuccessful award of the contract.

A 100-point scoring system will be utilized with scoring sections as follows: Presentation of Response and Understanding of Requested Services (up to 10 points), Fee Schedule (up to 20

points), Experience and Competence of the Contractor Team (up to 35 points), and References (up to 35 points).

The LCUWC reserves the right, at its sole discretion, to reject any responses received and cancel this RFP. After reviewing the bid evaluation scores and further discussion amongst the bid evaluation team, the Proposer who best fits the project's needs **in combination** with the highest-ranking score will be given a tentative award. The LCUWC and the selected Proposer will enter contract negotiations. Contract negotiations will be directed towards obtaining written agreement on the Proposer's tasks, staffing, performance schedule, and a maximum, not-to-exceed price which is consistent with the Proposer's bid proposal, and fair and reasonable to the LCUWC, taking into account the estimated value, scope, complexity and nature of the services.

## **1.6 Confidentiality Statement**

Contracting Agency abides by the public records laws of the State of Oregon. As such, proposal documents are generally considered to be a matter of public record after the contract for work has been awarded. Information in a proposal may or may not be considered to be exempt from public disclosure based on the following: 1) trade secrets as identified in ORS 192.501 and 2) information submitted in confidence as identified in ORS 192.502.

The Proposer should separate information considered to be confidential from the other information in the proposal. To the extent of the law, Contracting Agency will endeavor to keep information confidential if the Proposer marks the subject information as confidential.

## **1.7 Prescriptions**

### **Timber Stand Type: Juniper**

1. These stands are in lower elevation areas where the forest is expanding into an interspersed mix of soils that will support "clumps" of ponderosa pine, poor soils supporting primarily juniper with minor amounts of scattered ponderosa pine, and extremely poor shallow soils supporting very little vegetation.
2. There are scattered mid to large ponderosa pine; these lands are best suited to forage for livestock and wildlife.
3. The ponderosa pine "clumps" are comprised of mid to large overstory trees, with a severely overstocked and suppressed understory. Juniper also exists within these "clumps".
4. The juniper varies from seedlings up to house log size trees. Some may be fairly straight and tall while others may be short, squatty, and bushy.

### **Cutting Prescription for Juniper:**

- Remove all juniper within the ponderosa pine “clumps”, aspen stands, and defined project area.
- Hand fellers will cut tree below lowest live branch, with a stump height no greater than 18in.
- Trees and slash material will be piled in a manner that is effective for future burning, with piles located such that no adverse impacts will occur to the residual vegetation.

#### **Timber Stand Type: Predominately Ponderosa Pine**

1. These stands are composed of predominantly ponderosa pine with occasional aspen, juniper or mountain mahogany.
2. These stands are dense and overstocked; there is a high potential for catastrophic loss due to insect, disease, wildfire, or a combination of each.
3. There is a lack of understory ground vegetation due to a dense forest canopy affecting wildlife and
4. There is a heavy accumulation of surface and/or ladder fuels.

#### **Cutting Prescription for Pine and Fir:**

- Hand thinning of suppressed, diseased, damaged, and co-dominate trees favoring dominant trees exhibiting good form, selecting trees with a higher percent of live crown, and minimal defect.
- Thinning will occur at an 18-22ft. spacing for pine, fir, and cedar in a variety of size classes, leaving the best trees considering size, crown, vigor, growth rate, condition and form.
- Diameter restrictions will be 10in. for pine and fir with a 2in. tolerance for trees with better form and health (i.e. if a 10in. tree exhibits better growth potential and less defect than a 12in. tree, thin based off of the 10in. tree).
- Remove mistletoe that is present within unit, that which is feasible to remove with a chainsaw.
- Slash will be hand-piled. Piles need to be located so that when burned, the residual stocking will not be negatively impacted from the heat given off from burning.
- Wildlife trees can be a snag, or a green tree, meeting the following requirement of at least 30’ in height and 11 inches DBH or larger.
- The Oregon Forest Practices Act also has snag and down wood retention requirements specific to riparian management areas of wetlands, lakes, and streams.

#### **Slash Pile Burning prescription:**

- Follow notifications and regulations. Call your local ODF unit office (541-947-3311) prior to a planned burn event to verify burning is permitted, weather is suitable for pile burning, and to notify them of the time and location of your burn. Oregon Department of Forestry (ODF) requires permits for Power Driven Machinery (PDM’s) and for all landowners burning forest land debris. The ODF unit office is helpful for other notifications and to understand Smoke Management Guidelines. LCUWC will secure PDM’s related to burning prior to burning occurring; a copy of this PDM will be provided to the contractor, while both ODF and LCUWC will retain a copy for their respective records.
- Burning must be done during suitable weather conditions. Check the forecast: never burn on dry or very windy days. Burn in damp conditions or when there is adequate snow cover

(4"-6") to minimize risk of the fire spreading. A light breeze (<10mph) can help with smoke dispersal. ODF can work with the contractor on identifying burn windows.

- Burn only as much as you can safely complete in your permitted burn window, and only as long as good conditions persist.
- Do not burn during periods of high winds, low humidity or drying conditions, temperature or air inversions, and lack of snow cover or when these conditions are expected to develop after starting.
- Control of burning slash must be maintained at all times to reduce wildfire hazard and damage to residual trees. If snow cover becomes sparse during the burning period, additional water sources must be provided for wildfire control and mopping-up efforts.
- Use a propane weed burner, drip torch, or other controlled ignition source. Start on the downwind side and try to light all sides. Only light as many piles as you can see and manage at one time.
- Piles will be monitored and checked for 48 hours following completion. If heat and smoke remain in piles, contractor will communicate information to project manager and landowner before leaving the property.
- Contain all fire within project boundary.

## 2 PROPOSAL FORM

PROPOSER(CompanyName):

\_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_ DATE: \_\_\_\_\_

The undersigned, hereinafter called the Proposer, declares that the only person(s) interested in this Proposal are those named herein; that the Proposal is in all respects fair and without fraud; and, that it is made without any connection or collusion with any other person making a Proposal on this Project.

The Proposer further declares that he/she has carefully examined the Maps, Project Prescriptions, and is aware of the Regulatory Permit Conditions (PDM or Notification through Oregon Department of Forestry), along with Oregon Forest Practice Act regulations associated with the project work. The Proposer has personally inspected the site; is satisfied as to the type of project and acres outlined, the types of equipment necessary, the conditions of the work involved.

The Proposer agrees, to the extent of this Proposal, to furnish all machinery, tools, apparatus, and other equipment necessary do the work in the manner and schedule proposed and according to the methods as specified in the Document. The Proposer is qualified and willing to perform the services described as an independent contractor in accordance with the highest standards of the Contractor's profession or craft and to the satisfaction of The Lake County Umbrella Watershed Council, Oregon Department of Forestry, and the landowner.

**LIABILITY/INSURANCE:** The work to be performed under this Request for Proposal shall be performed entirely at the Contractor's risk. If awarded the contract the Proposer agrees to add the Lake County Watershed Council to their liability insurance during project construction for a minimum of one million dollars. The Contractor agrees to indemnify and hold the landowner and the Lake County Umbrella Watershed Council harmless for any and all liability or loss arising in any way out of the performance of this Contract. The Contractor shall carry appropriate liability insurance coverage during the term of this Contract. The Contractor will follow all state and federal labor laws.

The Proposer certifies that they have not and will not discriminate against minority, women, or emerging small businesses in the awarding of any subcontracts in accordance with ORS 279A.110 (4). The Proposer agrees not to discriminate on the basis of age, citizenship status, color, familial status, gender identity or expression, marital status, mental disability, national origin, physical disability, race, religion, religious observance, sex, sexual orientation, and source or level of income in the performance of this contract.



The work descriptions given below are not comprehensive and only give a cursory description of work items for proposal purposes only; however, the total proposal shall be for all ancillary items to complete the project. The Contractor must include adequate provisions in each proposal item to account for incidentals, final cleanup, and other items required to complete the project and meet the intent of the project Prescriptions. Within the bid form, cutting and piling costs must be identified; a bid for pile burning is optional depending upon abilities. References for pile burning will also be required.

Please provide at least two professional references:

Reference #1:

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NAME OF REFERENCE OR PROJECT

---

NAME OF CONTACT

---

CONTACT TITLE

---

PHONE NUMBER OR E-MAIL ADDRESS

---

DATE OF PROJECT(S)

Reference #2:

---

NAME OF REFERENCE OR PROJECT

---

NAME OF CONTACT

---

CONTACT TITLE

---

PHONE NUMBER OR E-MAIL ADDRESS

---

DATE OF PROJECT(S)

**Proposal Form – Forest Health Project**

**FITZGERALD PROPERTY (See attached map for unit and acreage reference)**

<b>Contract No.</b>	<b>Description</b>	<b>Planned Acres</b>	<b>Proposal Price Unit 1 (254.7 Acres)</b>	<b>Proposal Price Unit 2 (19.3 Acres)</b>	<b>Proposal Price Unit 3 (77 Acres)</b>
<b>1.0</b>	<b>HAND FELLING AND HAND PILING COST PER ACRE</b> Equipment, materials, and labor necessary to hand fell and pile juniper stands.	274			N/A
<b>2.0</b>	<b>HAND FELLING AND HAND PILING COST PER ACRE</b> Equipment, materials, and labor necessary to hand fell and hand pile mixed conifer stands.	77	N/A	N/A	
<b>3.0</b>	<b>SLASH PILE BURNING</b> For both juniper and mixed conifer piles.	351			

Planned acres are based upon estimates for similar projects and the maximum dollar amount within the budget. The acreages may increase or decrease depending on your bid. Hand felling and hand piling is the only allowable method of treatment for this particular project. Please provide your total Not-to-Exceed Proposal for the contracts which you choose to bid on, realizing that you may be selected for one or more of these contracts.

\_\_\_\_\_  
(total amount written in words)

\$ \_\_\_\_\_

\_\_\_\_\_  
(total amount written in numbers)

The name of the Proposer submitting this Proposal is:

\_\_\_\_\_

doing business at \_\_\_\_\_

which is the address to which all communications concerned with the Proposal and with the Contract shall be sent.

***(If Corporation)***

In witness whereof the undersigned Corporation has caused this instrument to be executed and its seal affixed by its duly authorized officers this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
NAME OF CORPORATION

By: \_\_\_\_\_

\_\_\_\_\_  
Title

Attest: \_\_\_\_\_

Secretary

***(If Partnership)***

In witness whereof the undersigned Partnership has caused this instrument to be executed by its duly authorized officer(s) this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
NAME OF PARTNERSHIP

By: \_\_\_\_\_

\_\_\_\_\_  
Title

Attest: \_\_\_\_\_

Secretary

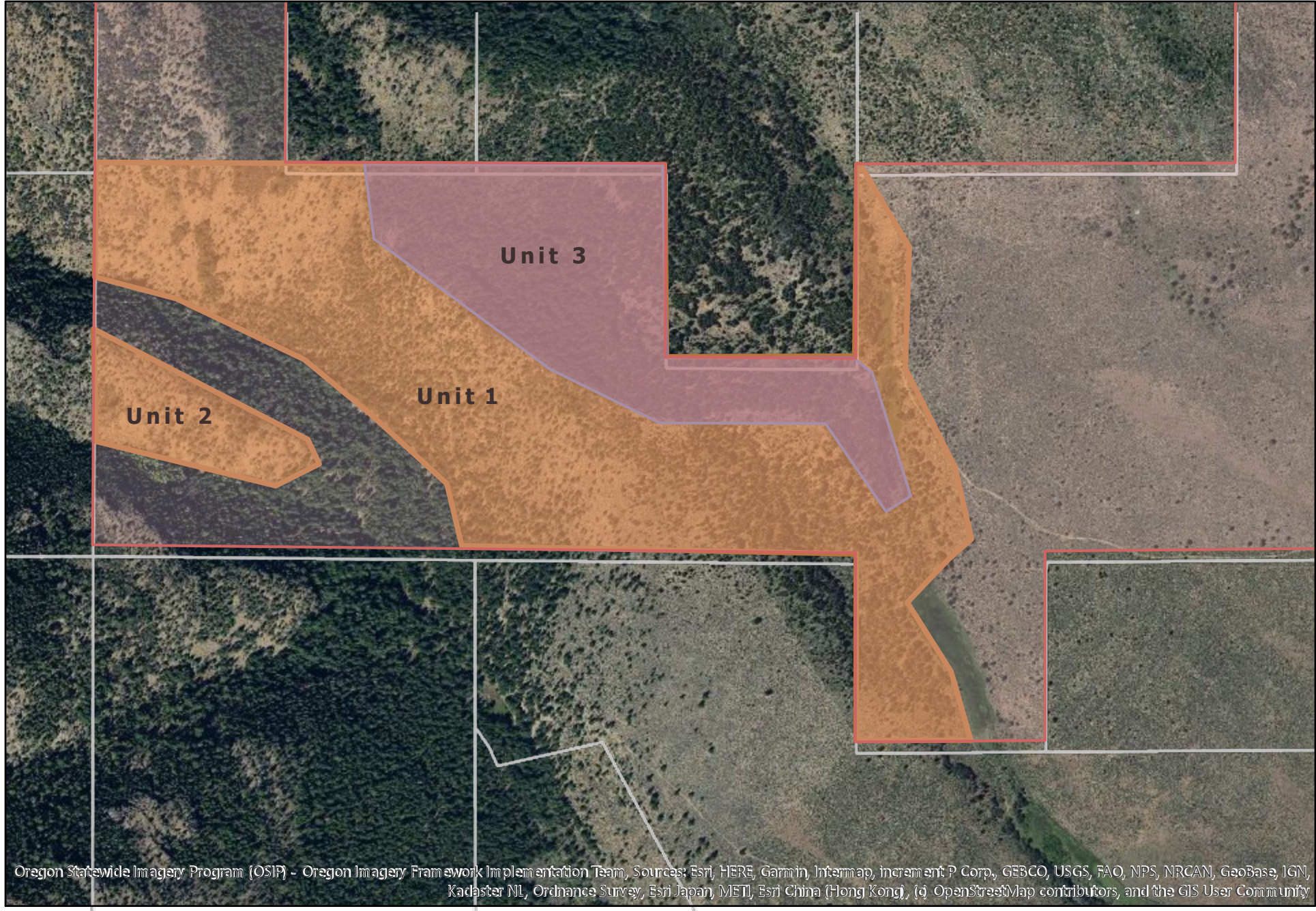
***(If Sole Proprietor)***

In witness whereof the undersigned has set his hand and caused this instrument to be executed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
SIGNATURE OF PROPOSER

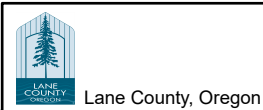
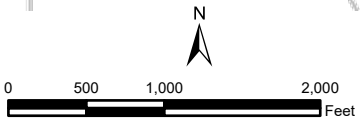
Attest: \_\_\_\_\_





Oregon Statewide Imagery Program (OSIP) - Oregon Imagery Framework Implementation Team, Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

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Fitzgerald