

**Request for Proposals**  
**Sierra Zone Cone Collection**  
**Humboldt-Toiyabe National Forest, Nevada & California**

**Background and Statement of Work:** The Sierra Zone Cone Collection project is located on the Carson Ranger District of the Humboldt-Toiyabe National Forest (HTNF). The project aims to increase local seed supply to support restoration and reforestation efforts. While there is an ideal timeline for completion, the variable nature of cone production means that cone collection will be dependent on cone crop availability and seasonal access. This proposal includes cone collection and monitoring across the Sierra Zone to build seed stock and availability, as well as a specific cone collection at Mt. Rose Campground. Work shall occur over the 2024 and 2025 field seasons, with the potential to extend if necessary.

**Information Requested**

If interested in submitting a bid for this project, please provide a proposal for the above statement of work by providing:

- technical approach
- work experience
- cost
- capacity for this project
- experience in similar projects

Specific requirements are detailed below.

**I. PROJECT OVERVIEW AND REQUIREMENTS**

**General Specifications**

(a) Description of Work – This Request for Proposals is for restoration services related to cone collection and monitoring, including the following:

1. Item 1: Cone Monitoring - Monitoring cone crop throughout the growing season is required to properly plan both the location and timing of the cone collection, as well as ensure access to priority areas. The collection season is dependent on environmental and weather conditions and data collected during monitoring trips. The contractor will be responsible for monitoring cone development in priority areas provided by the Forest Service outlined in Appendix C and E. The end date

for monitoring will be dependent on when cone collection takes place and may change from season to season. Frequent communication will be required to coordinate monitoring efforts with the Forest Service and NFF.

2. Item 2: Cone Collection - There are no preferred methods of cone collection. The technical approach should be of sound practice and not inflict damage to collection trees. Collection sites, conditions, and methods may be highly variable. Additional equipment may be utilized to collect cones based on access (i.e., bucket truck, tree ladders, hi-lift, etc). Collection sites may be remote requiring significant driving, hiking, and climbing. The Forest Service will provide cone bags. Total amount and unit of measure vary based on species per Appendix E.
3. Item 3: (Optional) Cone Delivery - Once cone collection has been completed, the Contractor may be responsible for the prompt delivery of the collected cones to the USFS Nursery in Placerville, CA. Cones will need to be delivered within 5 days of collection. If this item is exercised, the contractor will provide the necessary transport to the nursery facility, including vehicles and/or trailers.

The Contractor shall identify what they can supply in terms of materials, labor, equipment, supplies, supervision, quality control, and incidentals required to complete the work described. The Contractor shall perform all work in a safe and conscientious manner.

- (b) Project Location – All collection will take place on the Carson Ranger District of the Humboldt-Toiyabe National Forest across Washoe County, Douglas County, and Carson City, Nevada as well as Alpine County, Sierra County, California. Priority areas for cone collections are identified in Appendix C; exact locations will be dependent on cone crop development and availability. General collection areas and access roads are identified but are subject to change dependent on the cone crop development and what the monitoring determines.
- (c) Work Schedule – Monitoring will consist of bi-weekly site visits at the beginning of the season to monitor cone crop development. As the season progresses, weekly visits will be required to monitor cone presence, development, and to gauge collection timing. The season is dependent on environmental and weather conditions. Dates provided are an estimate and are not exact. Weekly visits will be required once the cone crop starts to mature to gauge the correct timing for collection. Work shall occur over the 2024 and 2025 field seasons, with the potential to extend if necessary.

### **Other Project Requirements and Specifications**

- I. Utilities – In many locations there will be no or limited sanitation, water, electrical or housing services available. The Contractor shall make its own arrangements for temporary facilities if needed.
- (b) Specifications – Project work shall be accomplished in accordance with the following:
  - Appendix C – Project Maps

- Appendix E – Schedule of Items and Specifications

### **Insurance Requirements**

Upon selection of the winning bid, the Contractor agrees that it has and shall maintain the following insurance coverage indicated below. The effective date of all coverage shall precede the start of any work.

- a. State minimum workers' compensation insurance coverage for its employees, if any.
- b. Broad form general liability, property damage, and automotive liability insurance in the minimum amount of \$1,000,000 for bodily injury, death, or damage to property of any person and \$2,000,000 for bodily injury, death, or damage to property of more than one person. The Contractor shall name NFF an Additional Named Insured and provide NFF with a certificate of insurance evidencing such coverages, prior to the initiation of the Scope of Services.
- c. If the Scope of Services includes professional services as identified herein, Contractor shall also provide professional errors and omissions liability insurance. Professional services for purposes of this section include, but are not limited to performing architecture, engineering, landscape architecture, land surveying or planning, preparation and signing or stamping of drawings, maps, surveys or construction specifications, or design and development of computer software, programs or websites by the Contractor or by subcontractors on behalf of the Contractor, for which professional liability insurance would typically be required. The minimum coverage limits required are \$1,000,000 for each claim and \$1,000,000 annual aggregate.

### **Prohibited Telecommunications Services and Equipment**

The Contractor is responsible for compliance with the prohibition on certain telecommunications and video surveillance services or equipment identified in 2 CFR 200.216.

### **Payment/Performance Security**

Contractor shall post cash, a letter of credit, bond, or other financial security that is easily convertible into cash in a form acceptable to the NFF, in its sole determination, to assure completion of the work required under any subsequent agreement and payment of all amounts lawfully due to all persons supplying or furnishing to the Contractor or Contractor's subcontractors with labor, laborers, materials, rental machinery, tools or equipment used or to perform the work. Contractor may incorporate required associated costs into mobilization costs or other approved expenses.

- a. Work that is classified as construction in accordance with the Miller Act or Little Miller Act or if required per conditions of the funding source, payment and performance bonding will be required in the full amount of any Agreement. For the purposes of this Request for Proposal, construction is defined as "any contract greater than \$100,000 for the construction, alteration, or repair of any public building or public work where the federal government is the owner", or

- b. If Contractor is not self-performing at least 85% of the total contract value or if the cost of materials is in excess of the larger of \$100,000 or 50% of the contract total, payment and performance bonding will be required in the full amount of the agreement, or
- c. If the value of the agreement is in excess of \$250,000, Contractor will be required to post financial security in a form acceptable to the NFF in the amount of 5% of the total agreement value up to \$250,000 in total financial security.

**American Made Products.** The work associated with this RFP is subject to Build America, Buy America Act. P.L. 117-58, Secs 70911-70917, and as such, domestic content procurement preference requires all iron and steel, manufactured products and construction materials used within the scope of this Agreement, be produced in the United States.

**Federal Exclusion Verification**

The selected Contractor will be required to affirm that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

**Federal Flowdown Provisions**

Flowdown Requirements: Any Agreement associated with this RFP may be subject to flowdown requirements under associated federal or state funding agreements, which are included and made part of by this reference.

**II. REQUIRED COMPONENTS**

**Technical Proposal**

Please provide a detailed technical approach to the work.

**Contractor Qualifications**

- I. Past Experience – Please provide a brief explanation of previous work experience with land management agencies.
- II. References – Please provide three professional references that can speak to past performance.

**Pricing Schedule**

Contractor shall price work according to the schedule below. Hourly rates should be inclusive of mileage and all other associated costs including local housing/camping.

	<b>Task/Item</b>	<b>Units</b>	<b>Unit Cost</b>	<b>Quantity</b>	<b>Extended Cost</b>
(a)	Cone Monitoring	Hour			

(b)	Cone Collection per Species, Commonly Named:				
	Incense Cedar	Bushels		8	
	Juniper	Pounds		90	
	Pinyon Pine	Bushels		16	
	Jeffrey Pine	Bushels		160	
	Sugar Pine	Bushels		135	
	Ponderosa Pine	Bushels		60	
	Whitebark Pine	Bushels		1	
	Mountain Hemlock	Bushels		1	
(c)	Optional: Cone Delivery	Hour			
			<b>Total Bid</b>		

### III. SUBMISSION, EVALUATION, AND CONTACTS

#### Contractor Selection Process

This is a request for proposals only and bids furnished are not offers from the National Forest Foundation. This request does not commit the National Forest Foundation to pay any costs incurred in the preparation or submission of the proposal or to contract for supplies or services.

The NFF will use the Evaluation Factors below to review each submitted bid. Based on the outcomes of that selection process, the NFF will notify successful and unsuccessful bidders by May 24, 2024 and will prepare a separate contract document.

#### Evaluation Factors and Relative Importance

The following criteria will be used in the evaluation of submitted proposals, ordered from highest weighting (level 3) to lowest weighting (level 1).

##### Level 3 Criteria

- Price / cost
- Equipment and contractor capability
- Timing of when contractor can begin and/or finish the project
- Past performance, references, and USFS feedback

##### Level 2 Criteria

- Technical proposal / proposed approach to project
- Overall strategic benefits to meeting NFF goals and grant needs, requirements, and timelines

##### Level 1 Criteria

- Benefits to the local community
- Relationship to local community

**Point of Contact**

Please submit any questions about the project in writing to the Point of Contact.

Katlyn Lonergan  
National Forest Foundation, Eastern Sierra & Great Basin Program Coordinator  
[klonergan@nationalforests.org](mailto:klonergan@nationalforests.org)

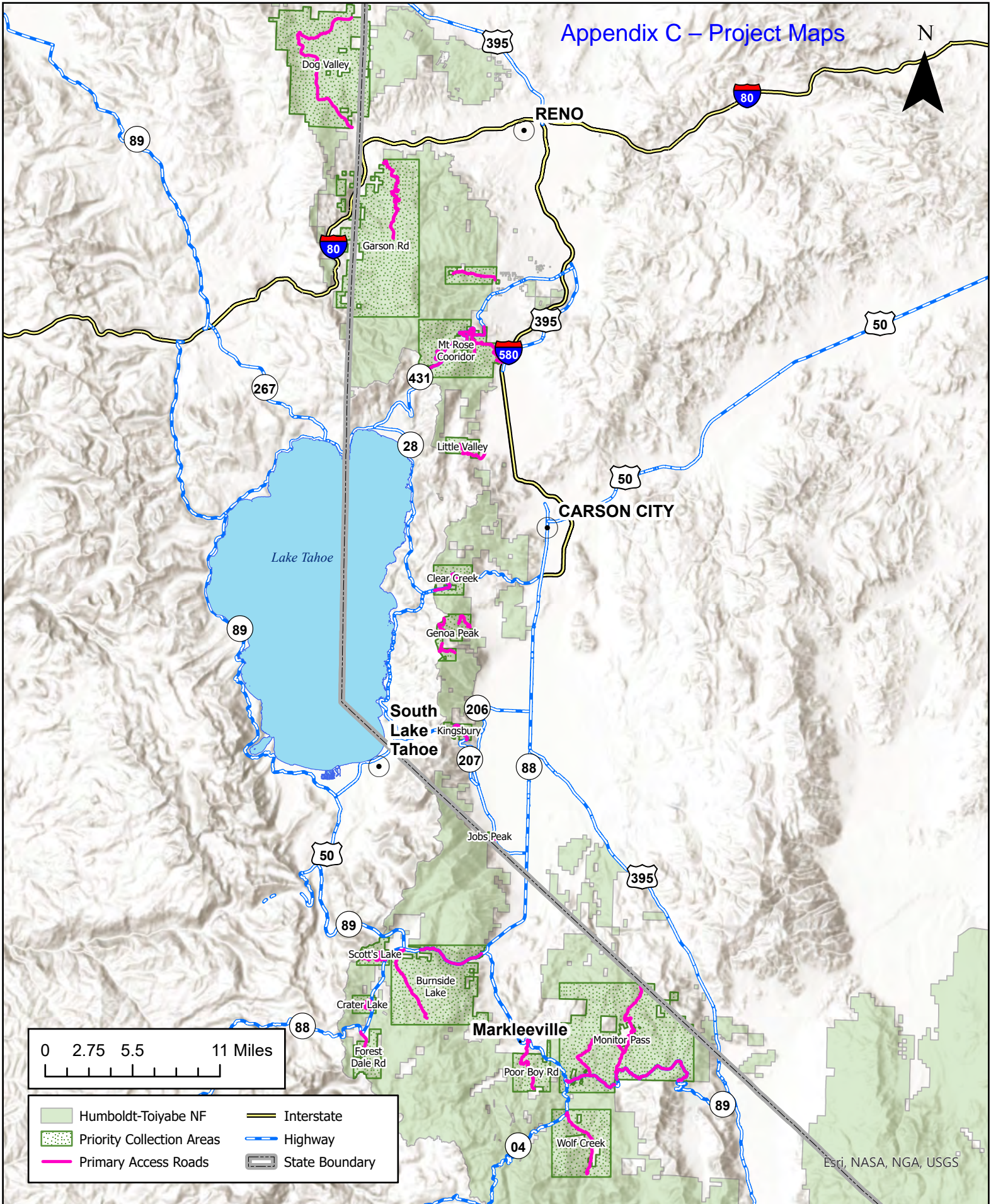
Responses will be shared with known interested parties by email or otherwise posted at <https://www.nationalforests.org/rfp>.

**Bid Submission**

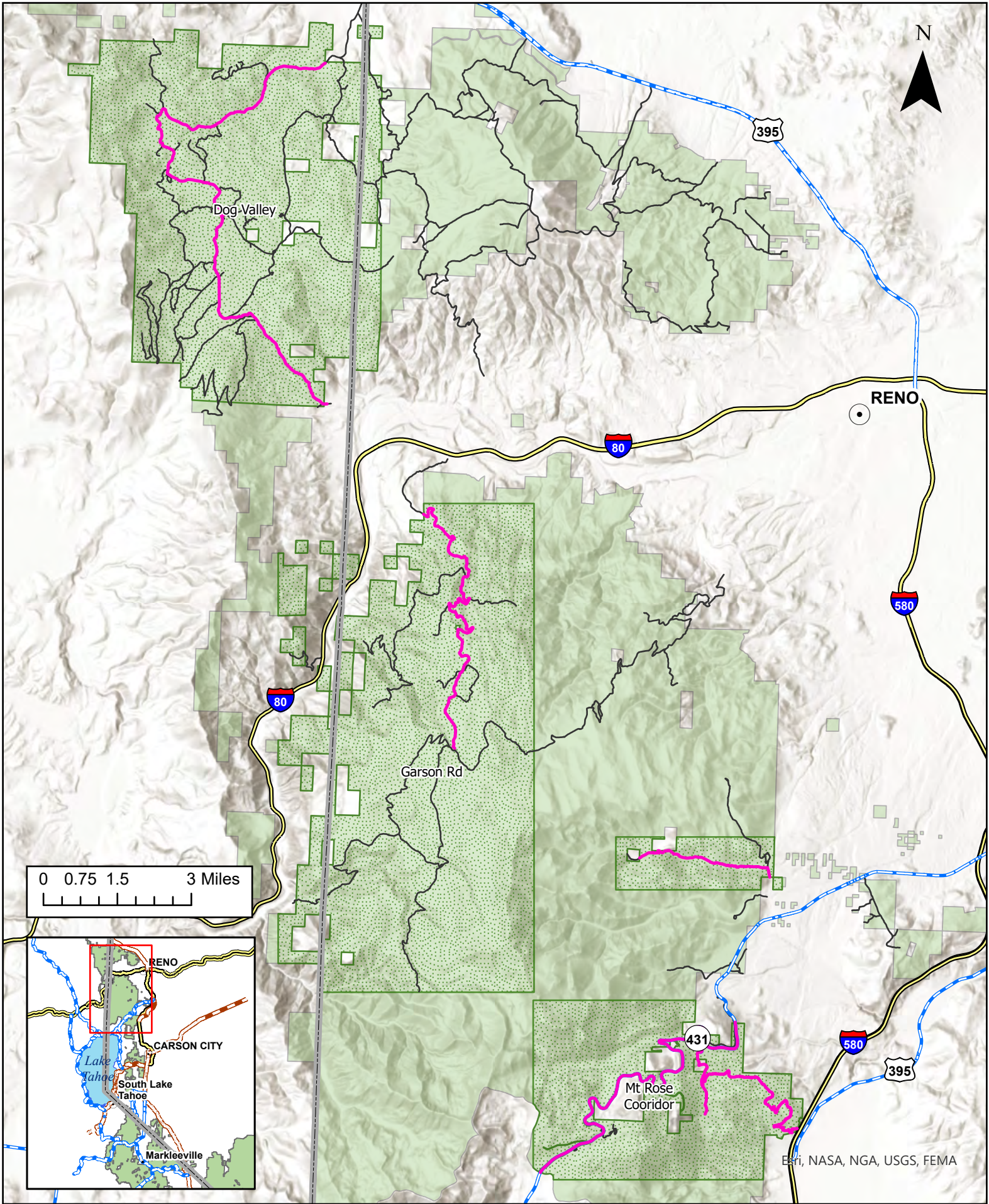
Submit bids via email to [klonergan@nationalforests.org](mailto:klonergan@nationalforests.org) by May 17, 2024.

**Equal Opportunity Provider**

In accordance with Federal law and U.S. Department of Agriculture policy, the National Forest Foundation is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability.

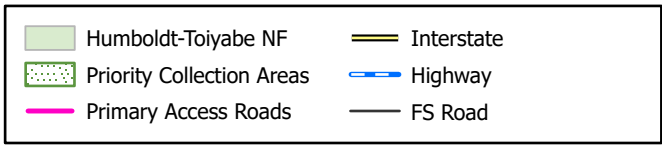


**Priority Cone Monitoring Areas**  
Carson Rd, Humboldt-Toiyabe NF



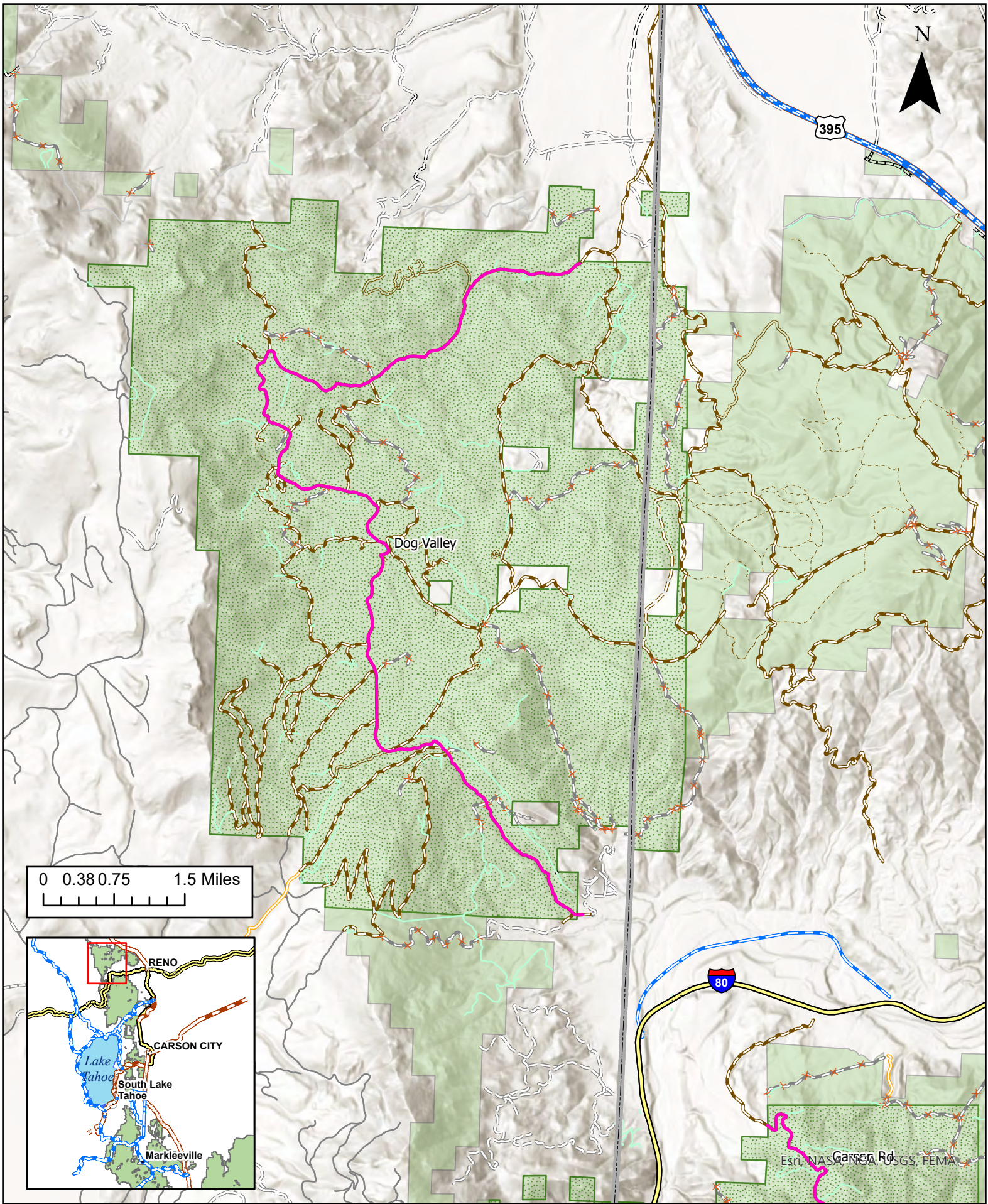
# Northern Priority Monitoring Area

## Carson RD, Humboldt-Toiyabe NF



Esri, NASA, NGA, USGS, FEMA

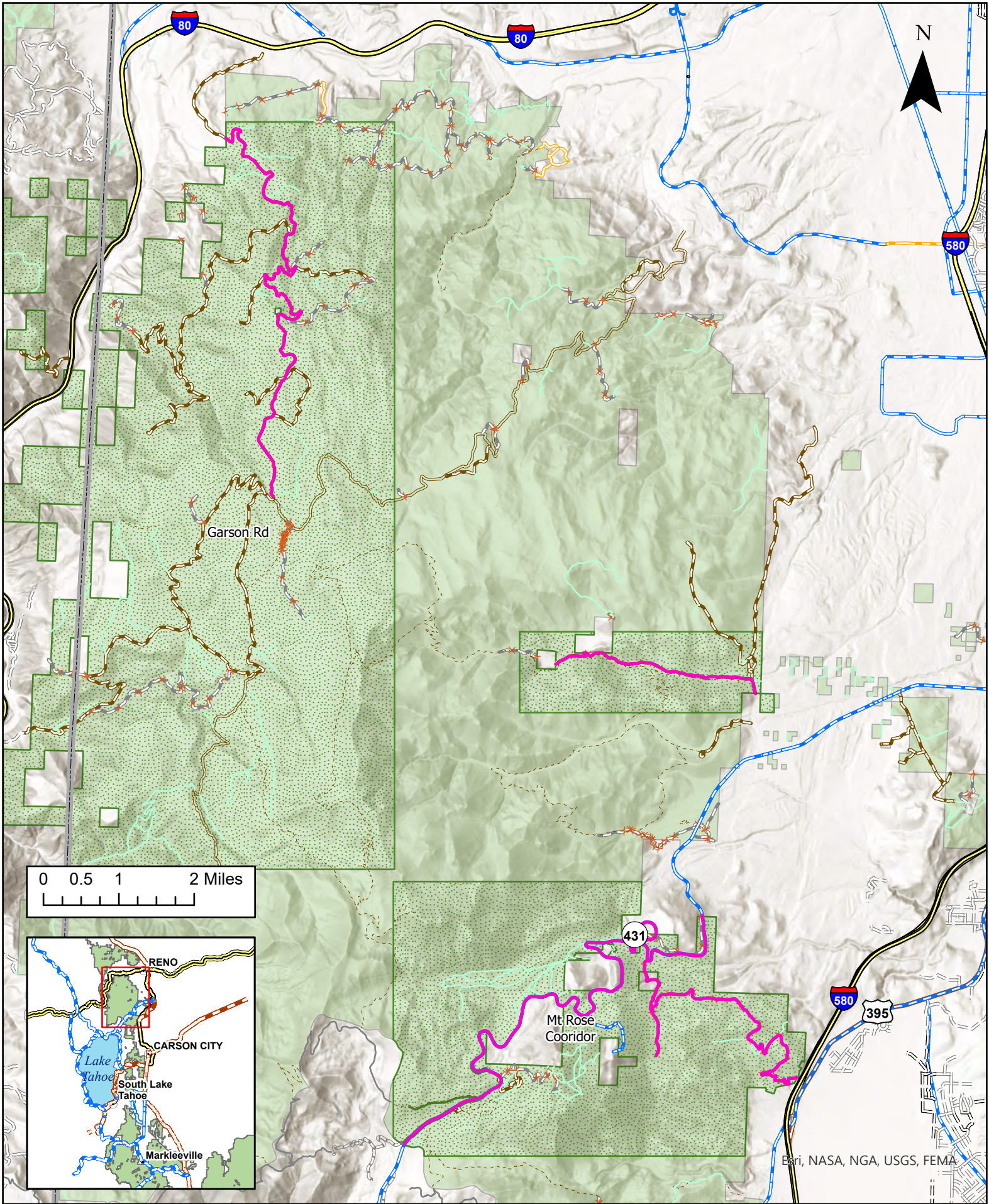




# Dog Valley Monitoring Area

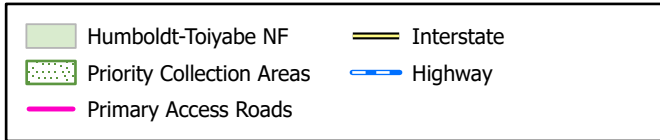
## Carson RD, Humboldt-Toiyabe NF

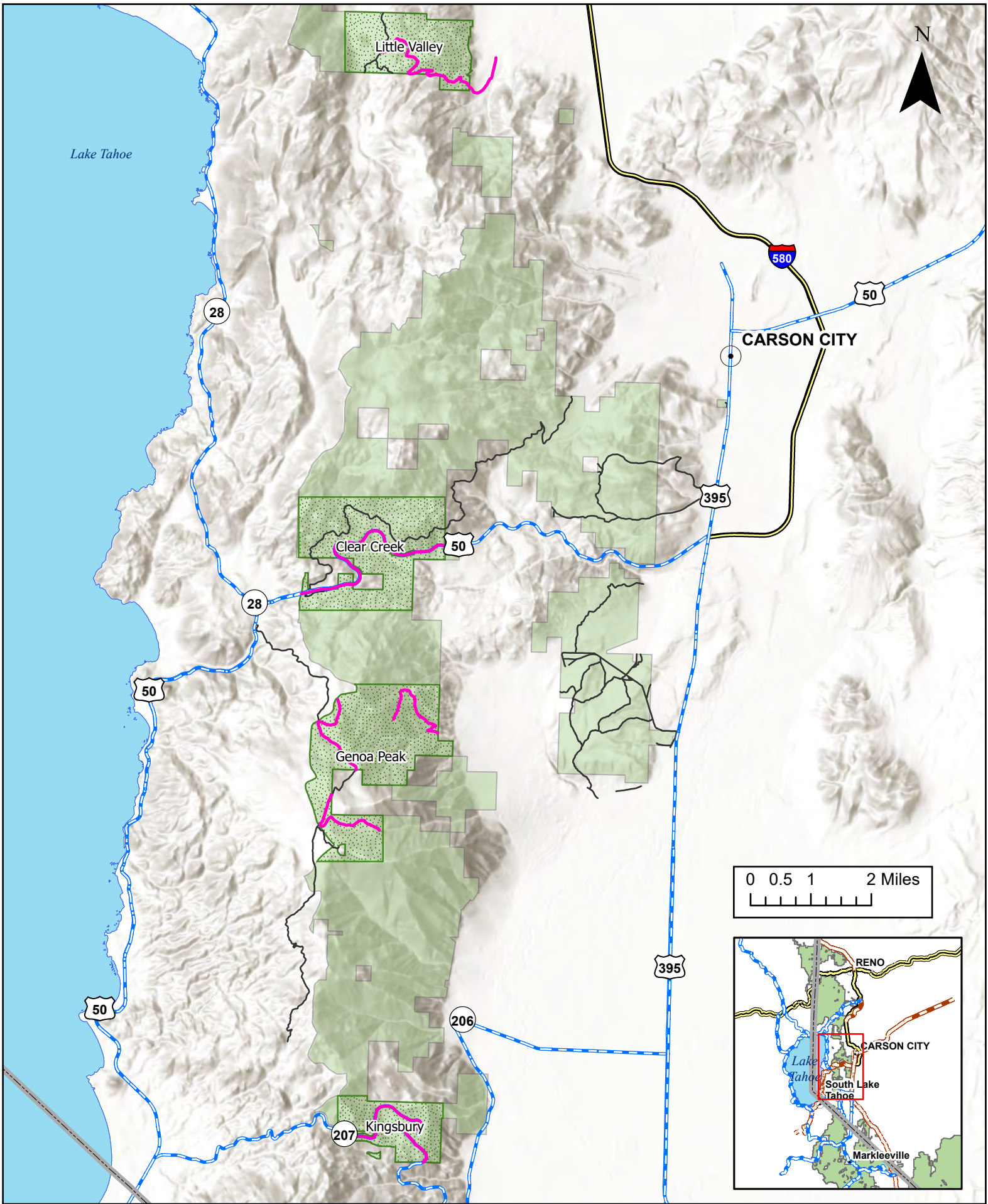
- Humboldt-Toiyabe NF
- Priority Collection Areas
- Primary Access Roads
- Interstate
- Highway



# Truckee Watershed Monitoring Area

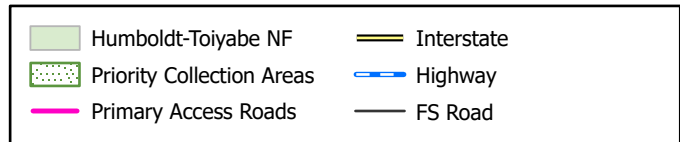
## Carson RD, Humboldt-Toiyabe NF





# Central Priority Monitoring Area

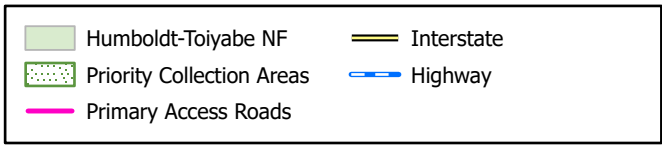
## Carson RD, Humboldt-Toiyabe NF



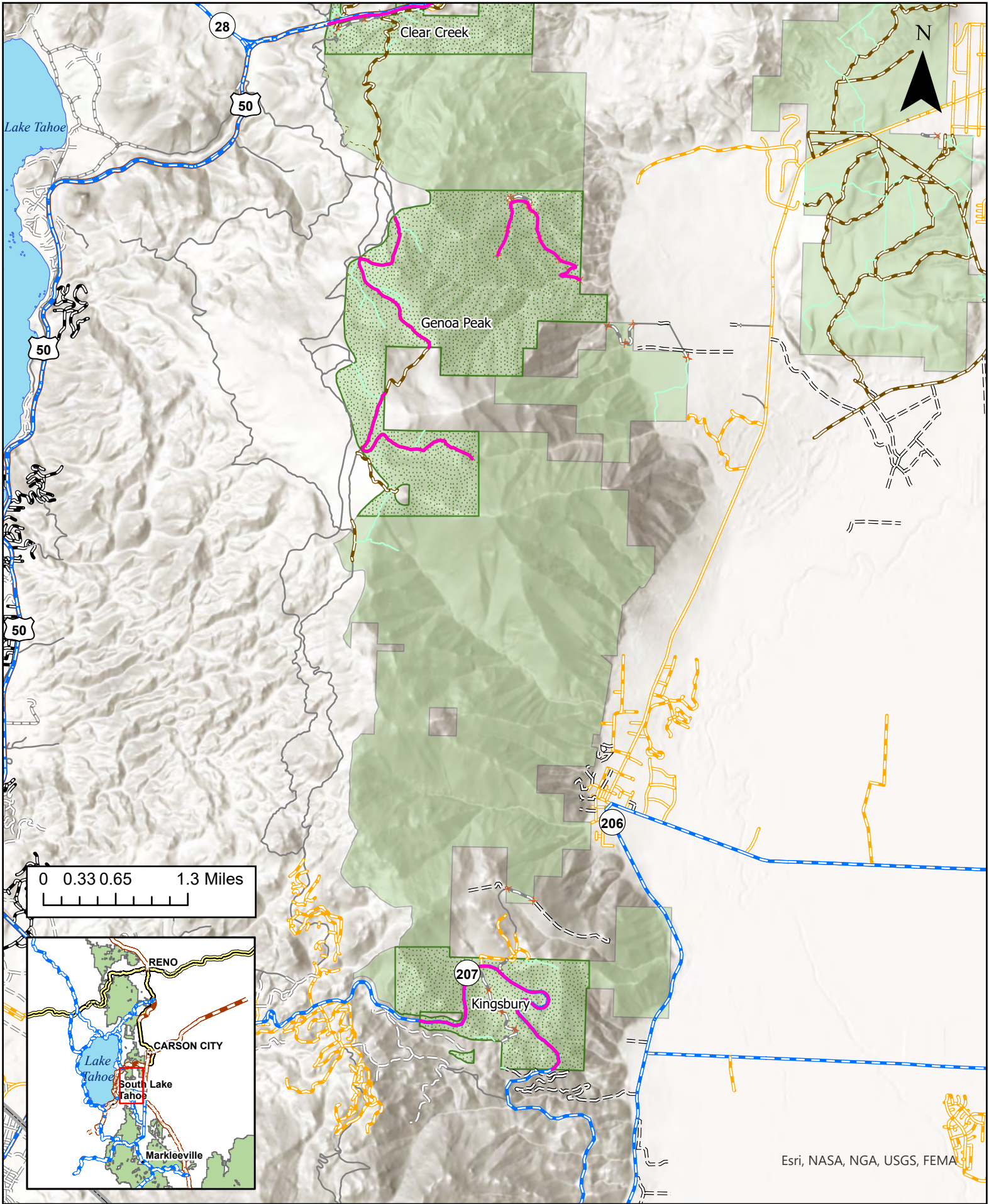


# Carson Zone Monitoring Area

## Carson RD, Humboldt-Toiyabe NF

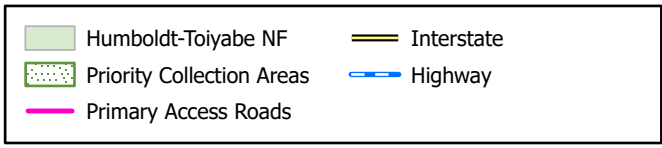


Esri, NASA, NGA, USGS, FEMA

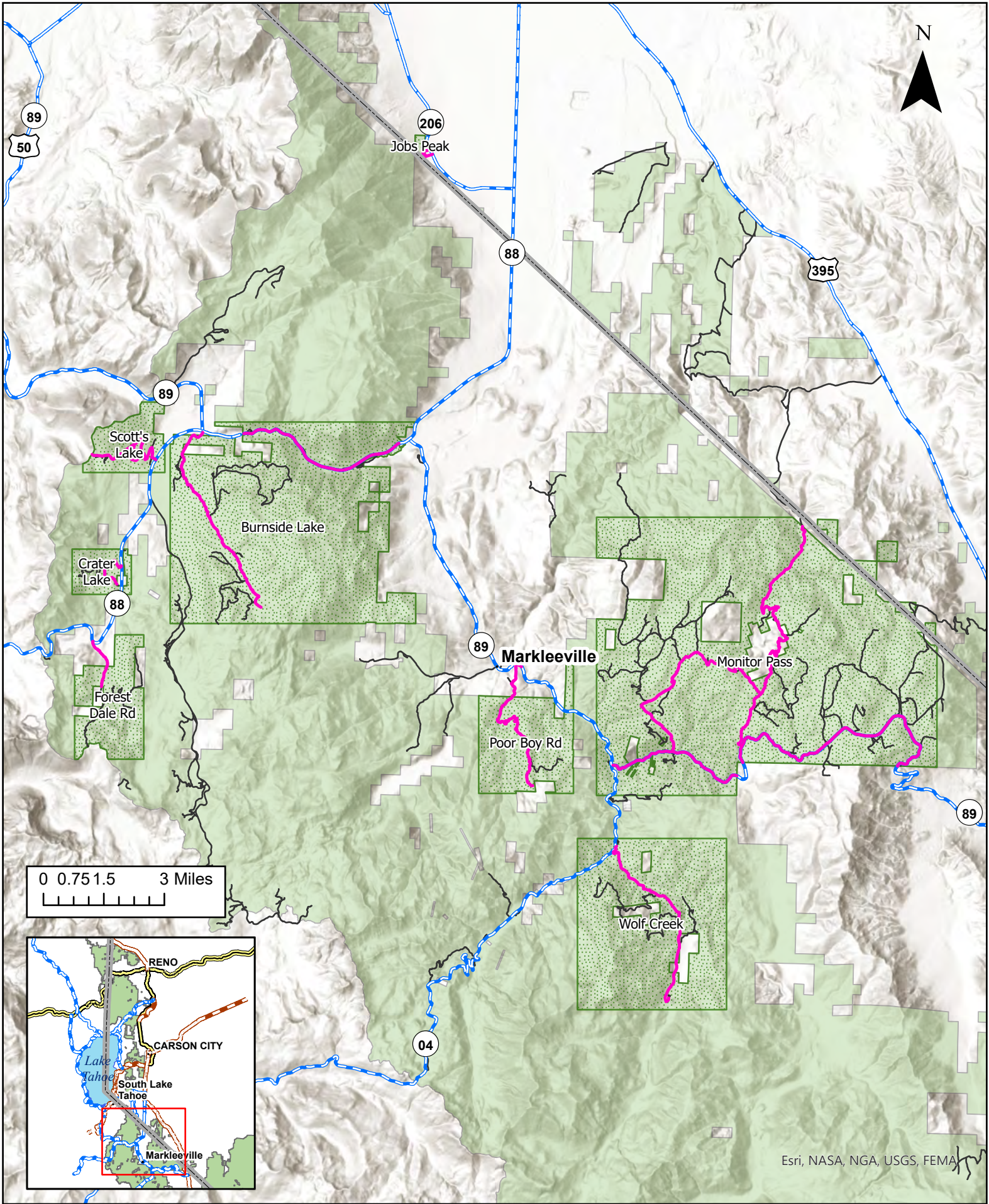


# Genoa Zone Monitoring Area

## Carson RD, Humboldt-Toiyabe NF



Esri, NASA, NGA, USGS, FEMA

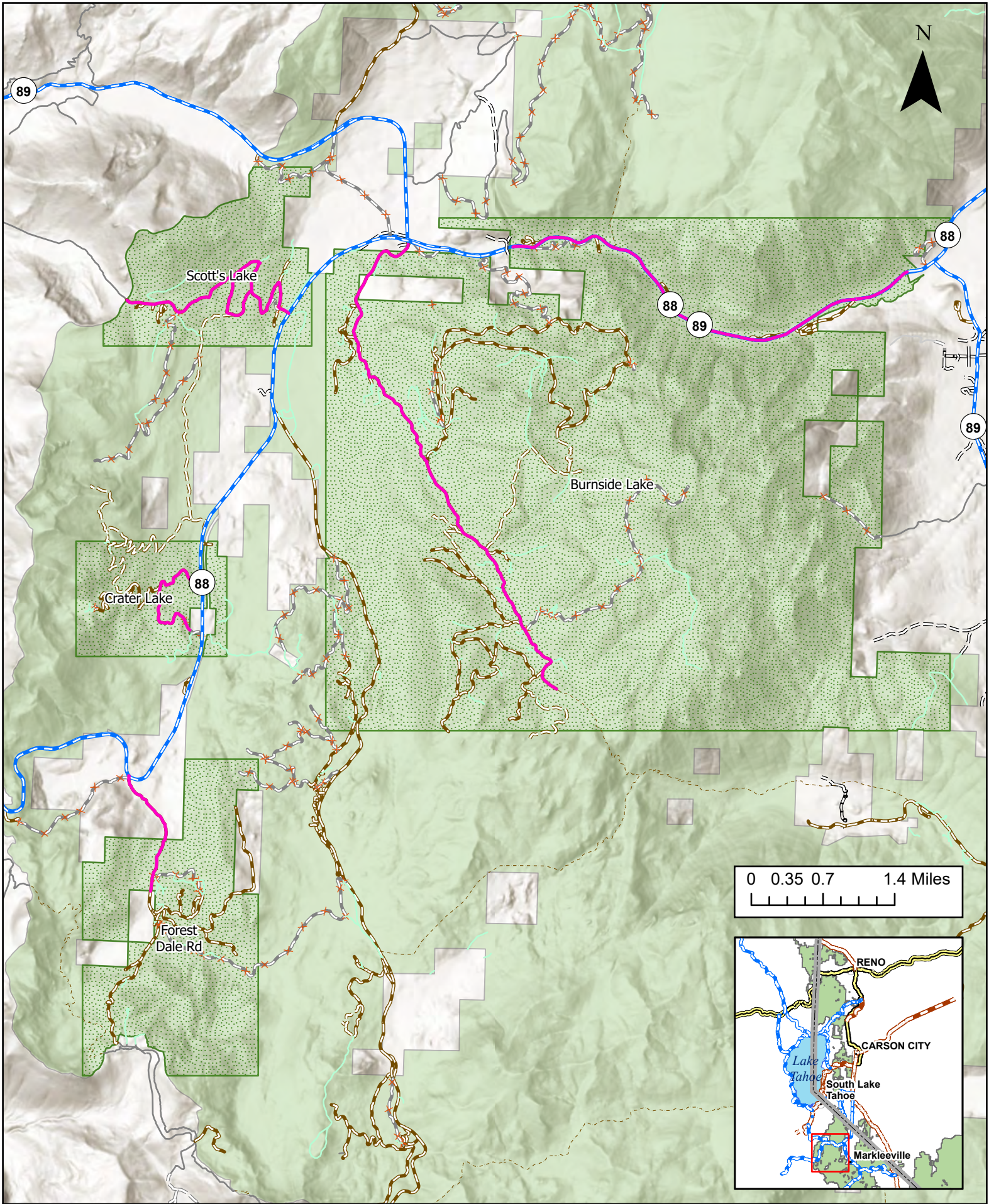


Esri, NASA, NGA, USGS, FEMA

# Southern Priority Monitoring Area







## Carson RD, Humboldt-Toiyabe NF

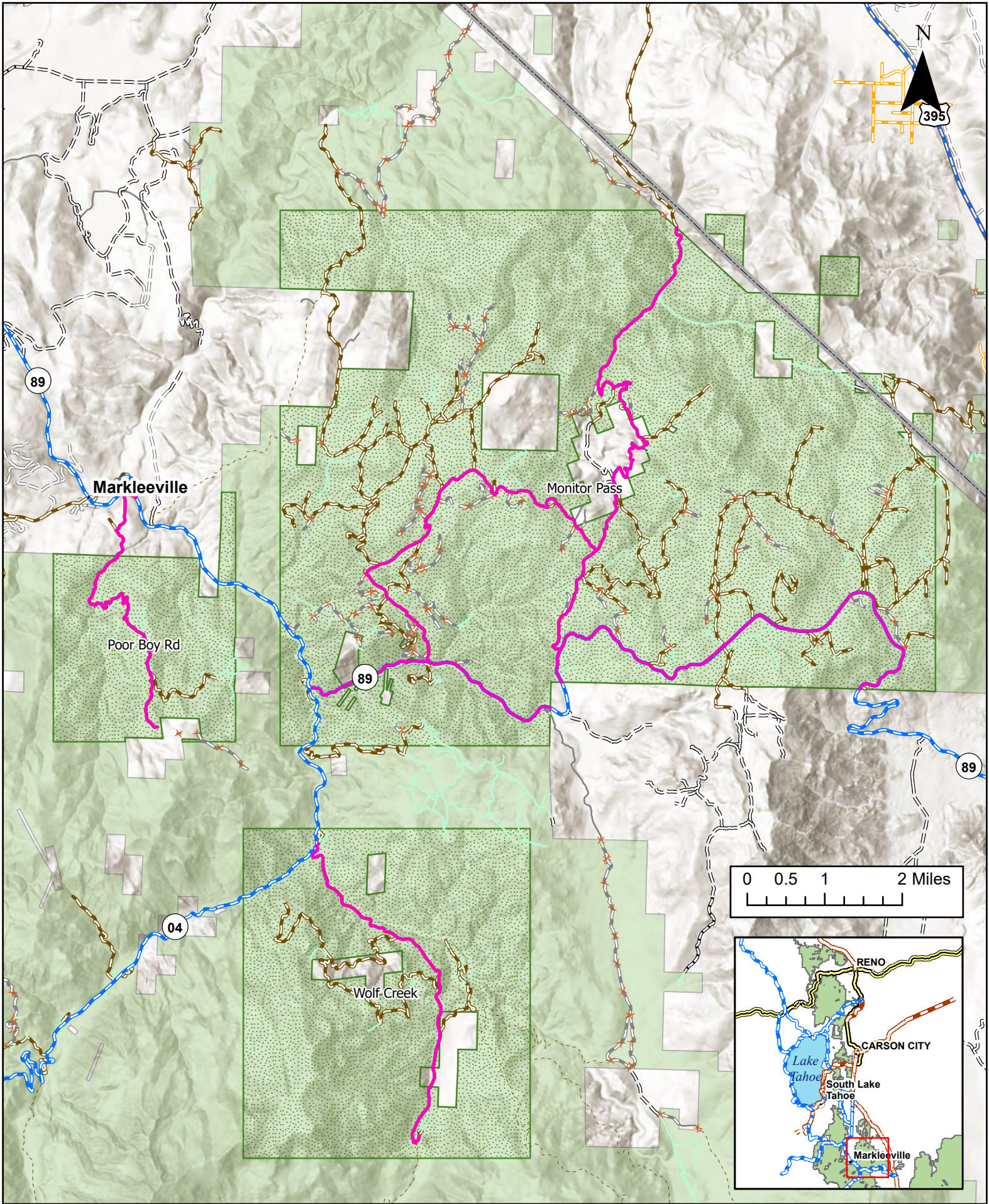
- |                           |            |
|---------------------------|------------|
| Humboldt-Toiyabe NF       | Interstate |
| Priority Collection Areas | Highway    |
| Primary Access Roads      | FS Road    |



# Hope Valley Monitoring Area

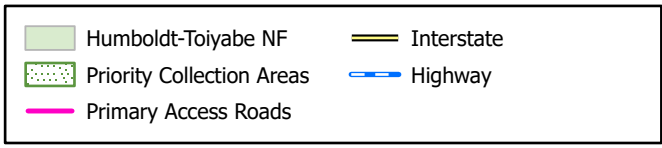
## Carson RD, Humboldt-Toiyabe NF

- |   |  |
|---|--|
|  Humboldt-Toiyabe NF       |  Interstate     |
|  Priority Collection Areas |  Highway        |
|  Primary Access Roads      |  State Boundary |



# Monitor Pass Monitoring Area

## Carson RD, Humboldt-Toiyabe NF





**APPENDIX E**  
**SCHEDULE OF ITEMS**  
**AND**  
**SPECIFICATIONS**

**Sierra Zone Cone Collection**

**Background:** The Sierra Zone Cone Collection project aims to increase local seed supply in order to better support restoration and reforestation efforts. While there is an ideal timeline for completion, the variable nature of cone production means that cone collection will be dependent on cone crop availability and seasonal access. This proposal includes cone collection across the Sierra Zone to build seed stock and availability, as well as a specific cone collection at the Mt. Rose Campground.

While priority areas have been identified for cone collections, exact locations will be dependent on cone crop development and availability. General collection areas and access roads are identified but are subject to change dependent on the cone crop development and what the monitoring determines.

**SCHEDULE OF ITEMS:**

<b>Item Number</b>	<b>Description</b>	<b>Unit of Measure</b>	<b>Quantity</b>	<b>Additional Info</b>
<b>1</b>	Cone Monitoring (4/1-10/14)	Hour	Bi-weekly monitoring (5/1-7/14)  Weekly monitoring (7/15-9/30)	*Exact dates are dependent on annual cone crop conditions
<b>2</b>	Cone Collection	Bushel or Pound	381 bushels;  90 pounds	Total amount and unit of measure vary based on species.  See table below.
<b>3</b>	Optional: Cone Delivery	Hour	TBD	Cone collections shall be delivered to:  Placerville Nursery

				2375 Fruitridge Road Camino, CA 95709
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**Item 1: Cone Monitoring**

Monitoring of the cone crop throughout the growing season is required in order to properly plan both the location and timing of the cone collection, as well as ensure access to priority areas. Monitoring will consist of bi-weekly site visits at the beginning of the season to monitor cone crop development. As the season progresses, weekly visits will be required to monitor for cone presence, development, and to gauge collection timing. The season is dependent on environmental and weather conditions. Dates provided are an estimate and are not exact. Weekly visits will be required once the cone crop starts to mature to gauge correct timing for collection. The contractor will be responsible for monitoring cone development in priority areas provided by the Forest Service—these priority areas are outlined in Table 1 (below), as well as shown on included maps Appendix C. The end date for monitoring will be dependent on when/if cone collection takes place and may change from season to season. To track cone crop conditions, ArcGIS Field Maps will be utilized to help monitor the exact conditions at the different locations.

The contractor will be responsible for providing all necessary equipment for monitoring the cone crop (i.e. vehicles capable of offroad travel, binoculars, mapping application, etc.). Cone collection bags will be furnished by the Forest Service. Frequent and consistent communication between the contractor, NFF, and the USFS regarding cone development across all priority areas is required throughout the entirety of the field season.

*Table 1. Priority areas for cone monitoring*

District Area	Priority Areas
Carson Ranger District – North	<ul style="list-style-type: none"> <li>• Dog Valley</li> <li>• Garson Road</li> <li>• Mount Rose</li> </ul>
Carson Ranger District – Middle	<ul style="list-style-type: none"> <li>• North Washoe</li> <li>• Little Valley</li> <li>• Ash Canyon</li> <li>• Clear Creek/Highway 50</li> </ul>
Carson Ranger District – South	<ul style="list-style-type: none"> <li>• Genoa Peak</li> <li>• Genoa</li> </ul>

	<ul style="list-style-type: none"> <li>• Kingsbury</li> <li>• Woodford's Canyon</li> <li>• Burnside Lake</li> <li>• Scott's Lake</li> <li>• Monitor Pass</li> <li>• Leviathan Mine Road</li> </ul>
Carson Ranger District – Mt. Rose Campground	<ul style="list-style-type: none"> <li>• Areas within and directly adjacent to Mt. Rose Campground</li> </ul>

## **Item 2: Cone Collection**

Table 2. Cone collection species and quantities to be collected.

<b><u>Species</u></b>	<b><u>Common Name</u></b>	<b><u>Amount</u></b>
<b>General Cone Collection:</b>		
<i>Calocedrus decurrens</i> (CADE)	Incense Cedar	8 bushels
<i>Juniperus (spp.)</i> (JU)	Juniper	90 lbs
<i>Pinus Monophylla</i> (PIMO)	Pinyon Pine	16 bushels
<i>Pinus Jeffreyi</i> (PIJE)	Jeffrey Pine	160 bushels
<i>Pinus Lambertiana</i> (PILA)	Sugar Pine	135 bushels
<i>Pinus Ponderosa</i> (PIPO)	Ponderosa Pine	60 bushels
<b>Mt. Rose Campground Cone Collection:</b>		
<i>Pinus albicaulis</i> (PIAL)	Whitebark Pine	1 bushel
<i>Tsuga mertensiana</i> (TSMI)	Mountain Hemlock	1 bushel

The contractor will provide all necessary equipment and personnel sufficient to access and collect cones and seeds from a variety of conifer tree species. There are no preferred methods of cone collection, but all methods used need to be of sound practice and not inflict damage to collection trees. Collection sites, conditions, and methods may be highly variable. Additional equipment may be utilized to collect cones based on access (i.e., bucket truck, tree ladders, hi-lift, etc). Collection sites may be remote requiring significant driving and/or hiking. Work may include climbing. The Forest Service will provide cone bags.

## **Item 3: Cone Delivery (Optional)**

Once cone collection has been completed, the Contractor may be responsible for the prompt delivery of the collected cones to the USFS Nursery in Placerville, CA. Cones will need to be delivered within 5 days of collection. If this item is exercised, the contractor will provide the necessary transport to the nursery facility, including vehicles and/or trailers.

*Table 3: Tree Species Glossary*

<b>Scientific Name</b>	<b>Abbreviation</b>	<b>Common Name</b>
Calocedrus decurrens	CADE	Incense Cedar
Juniperus (spp.)	JUNIPER	Juniper
Pinus monophyla	PIMO	Pinyon Pine
Pinus jeffreyi	PIJE	Jeffrey Pine
Pines lambertiana	PILA	Sugar Pine
Pinus ponderosa	PIPO	Ponderosa Pine
Pinus albicaulis	PIAL	Whitebark Pine
Tsuga mertensiana	TSME	Mountain Hemlock