The West Fork Carson and Monitor Pass Project
Statement of Work and Request for Proposals
Registered Professional Forester or Comparable Experience
Carson District – Humboldt-Toiyabe National Forest, CA

Background and Statement of Work: The National Forest Foundation (NFF) and the USDA Forest Service are working together to protect and restore the Humboldt-Toiyabe National Forest (HTNF) through targeted efforts. In 2021, the NFF and HTNF are collaborating on a number of projects, including the West Fork Carson and Monitor Pass project. The National Forest Foundation (NFF) is seeking the services of a Registered Professional Forester (RPF), or services of similar knowledge and capacity, for project layout, oversite, and administration for fuels reduction and aspen restoration on approximately 494 acres of National Forest System Lands located near Hope Valley and Monitor Pass in Alpine County, California. Treatments for restoration will utilize hand cut and hand pile treatments. The RPF qualification is not required for this position and comparable work experience will be seriously considered.

Information Requested
If interested in this project, please provide a bid for the above statement of work by providing approach, work experience, and cost by hourly rate. Please also include your capacity for this project and efficiency in conducting layout, preparation, and oversite activities for fuels reduction and aspen restoration projects in the past, if any.

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

General Specifications
(a) Description of Work – The Contractor will provide preparation and layout, inspection, quality control, oversight, and administration for the implementation of The West Fork Carson and Monitor Pass Project on the HTNF beginning as early as August 2021. Before project start, the Contractor will conduct all layout and preparation activities, determine that all prerequisites to contract work are taken care of, attend pre-operations meeting(s), and identify when the implementation contractor(s) will start operations. Throughout the project, the Contractor will conduct necessary inspections of the implementation contractor’s equipment, ensure the implementation contractor adheres to the requirements of all Project Appendices, consult regularly with USFS and NFF staff on project progress, and conduct inspections at time of implementation contractor invoice. At formal end of project, the Contractor will ensure that all contractual obligations are met before making a final inspection in coordination with USFS.

The Contractor shall identify which efforts and materials 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- The Project units are located near Scotts Lake in Hope Valley, and near Monitor Pass. APPENDIX A includes maps of the project displaying the entire project area where treatments may occur. The maps display fuels reduction units, aspen restoration units, stream courses, limited operating period areas, and access details. The treatment units and boundaries will be delineated on the ground with flagging by the RPF; project shapefiles are available upon request. Additional units may be identified prior to and during project implementation. The project site ranges from roughly 7,200 to 8,500 feet of elevation.

(c) Work Schedule- Project implementation will begin as early as August 2021 and be completed no later than December 2024. Project layout will be required to be completed prior to implementation start. Oversite will require approximately 20-30 hours per week, with more intensive oversite required at the project start.

Pricing Schedule

Contactor shall price work according to the schedule below. Please utilize empty rows to outline hourly rates for additional employees. Please utilize hourly rates per resource, with mileage and other additional costs accounted for in the hourly rate.

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit</th>
<th>Unit Cost</th>
<th>Quantity</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>RPF for Layout and Oversite</td>
<td>Hr</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assistant Forester for Layout and Oversite</td>
<td>Hr</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Other Project Requirements and Specifications

(a) Utilities – In many locations there will be no or limited sanitation, water, electrical or housing services available. A NFF Representative will assist the contractor in identifying a camping area near the project site if spiking is the desired option. The contractor will contact the NFF Representative for assistance and then make their own arrangements for temporary facilities if needed.

(b) Specifications – Oversight of project work will ensure that all specifications and management requirements listed in the following appendices are met by the implementation contractor:

- Appendix 1 – Statement of Work
- Appendix A – Maps
- Appendix B – Service Work Specifications
- Appendix C – Fire Plan and Requirements

Contractor Qualifications

(a) References – Please provide three references.

(b) Past Experience – Please provide a brief explanation of previous work experience with land
management agencies.

**Insurance Requirements**
Upon selection of the winning bid, chosen contractor will be asked to affirm that it has and shall maintain State minimum workers’ compensation insurance coverage for its employees, if any. The selected contractor shall also maintain 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 documentation evidencing such coverages.

**Bid Submission**
Submit bids via email to tseck@nationalforests.org by August 27, 2021.

**Contractor Selection Process**
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 August 13 and will prepare a separate contract document.

**Point of Contact**
For questions about the details of producing the bid, please contact:

Trevor Seck  
National Forest Foundation, California Program Coordinator  
530.760.7419  
tseck@nationalforests.org

**Evaluation Factors and Relative Importance**

<table>
<thead>
<tr>
<th>Level 3 Criteria</th>
<th>Level 2 Criteria</th>
<th>Level 1 Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Price / cost</td>
<td>• Technical proposal / proposed approach to project</td>
<td>• Benefits to the local community</td>
</tr>
<tr>
<td>• Equipment and contractor capability</td>
<td>• Overall strategic benefits to meeting NFF goals and grant needs, requirements, and timelines</td>
<td>• Relationship to local community</td>
</tr>
<tr>
<td>• Timing of when contractor can begin and/or finish the project</td>
<td></td>
<td>• Relationship to local tribal entities</td>
</tr>
<tr>
<td>• Past performance, references, and USFS feedback</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**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.
APPENDIX 1 – Statement of Work

Description of Work:

The Contractor will function as preparation and layout, inspection, quality control, and oversight for the West Fork Carson and Monitor Pass Project on the Humbolt-Toiyabe National Forest during summer and fall, 2021-2024.

Before Project Start:

1. The Contractor will layout all unit boundaries, adaptive management areas, and stream course buffers for all units associated with the Project.
2. The Contractor will review with USFS and NFF all project information such as the USFS planning decision document and all associated project appendices. The Contractor will determine that all prerequisites to contract work are taken care of, such as, but not limited to, project layout, environmental protection measures, delegations of authority, and operating schedules.
3. The Contractor will attend pre-operations meeting(s) and identify when the implementation contractor will start operations. The Contractor will review plans and schedules with implementation contractors to assure common understanding of conditions and responsibilities.

At Project Start:

1. As necessary, the Contractor will conduct an inspection of the implementation contractor’s equipment to ensure compliance with Appendix C. Fire Plan and Requirements.
2. The Contractor will ensure that they have a regular presence on-site during the first week of operations.
3. The Contractor will inspect hand-thinning and piling at project start to ensure specifications are met.

Throughout Project:

1. The Contractor will ensure the implementation contractor adheres to the requirements in all Project Appendices and relevant USFS planning decision documents.
2. The Contractor will document all findings for the project record in “Daily Journal” forms to be provided by NFF. The Contractor will consult with USFS and NFF personnel regularly to report progress and any deficiencies. The Contractor will work with the implementation contractor to identify upcoming work that will be occurring over the next five business days. The Contractor will document this upcoming work plan in the “Upcoming Work Schedule” section of the “Daily Journal” form.
3. The Contractor will advise implementation contractor’s field representatives of adequacy or inadequacy of operations and achieve compliance with contract terms, including safety and employment requirements. The Contractor will take appropriate action to correct deficiencies, and will advise NFF to implement a “Stop Work Order,” if needed.
4. The Contractor is responsible for conducting formal field inspections at time of implementation contractor invoice. The Contractor will ensure that all contractual obligations are met on a per-unit basis in coordination with USFS and NFF before payment is provided to implementation contractor.

End of Project:

1. At formal end of project, the Contractor will ensure that all contractual obligations are met before making a final inspection in coordination with USFS. The Contractor will return any borrowed equipment (paint, flagging, etc.) at the end of each field season and upon project completion.
West Carson Units

Legend

Phase
- West Carson Phase 1 - 166 Acres
- West Carson Phase 2 - 204 Acres

Roads
- 40ft Contours
- Streams
- Carson RD Boundary

Private Lands
State Lands
USFS Land
Monitor Pass Unit Map

Legend
- Project Units
- Carson RD Boundary
- Private Lands
- State Lands
- USFS Land
- 40ft Contours
- Streams
- Roads

HWY 89

107 ac.

11 ac.

6 ac.
Appendix B. Project Specifications
The West Fork Carson and Monitor Pass Project

Background: The Carson Ranger District is in need of vegetation management for fuels reduction and aspen restoration on approximately 494 acres of National Forest System Lands location near Hope Valley and Monitor Pass in Alpine County, California. Treatments for restoration will utilize hand cut and hand pile treatments.

Objectives: Reduce stand density and hazardous fuels and restore existing aspen stand areas, primarily through treating encroaching vegetation into those ecosystems. These vegetation treatments will not only restore functionality to aspen stands, but also mitigate hazardous fuels buildup, restoring a more historically accurate fire regime within the identified areas.

Fuels Reduction Treatments
Fuels reduction activities will occur on 370 acres on the Carson Ranger District, Humboldt-Toiyabe National Forest Land, near Hope Valley, located in Alpine County, California.

Aspen Restoration
Aspen restoration will occur on 124 acres on the Carson Ranger District, Humboldt-Toiyabe National Forest Land, near Monitor Pass, located in Alpine County, California.

Scope: The project specifications detailed below consist of hand cut and pile of small conifers, removal of ladder fuels under drip line of leave trees, and cut and pile of dead and down material. Project specifications and prescription are listed below.

Restrictions: During periods of red flag warnings no cutting will be allowed. During Hoot Owl Restrictions a cut off time of 1:00 p.m. will be in place and no cutting will be allowed after the 1:00 p.m. time frame. Other activities such as piling may continue after the 1:00 p.m. shut down time. During periods of Hoot Owl or Red Flag Warnings a person must be on site a minimum of one hour after cutting has stopped to monitor the site for any potential fire spots.

Areas of possible concern will be avoided within the contract area. Those areas will be identified on the ground, and may require complete avoidance, or modified treatment. These areas of concern will be marked with white with red polka dot flagging. Modified treatments may consist of modified piling, or removing slash for an identified area.

Task – Unit boundaries will be delineated with pink flagging. Any known avoidance sites will be delineated with white with red polka dot flagging. If an active nesting Goshawk or Spotted Owl is found within or near any of the unit boundaries a Limiting Operating Period (LOP) will be implemented from February 15th through September 15th. During this period, no project activities may be conducted within a 1-acre area around the nest. Areas of no piling are delineated with white with red polka dot flagging.
Unit Specifications:

**West Carson Units**: Thin from Below and Hand Pile. The Unit consist of mixed conifer forest with an aspen component requiring removal of conifers 12” and less DBH. Any vegetation and brush acting as a ladder fuels to residual conifer trees that will be left within the unit will be cut and hand piled.

50% dead and downed material will be cut and piled within the units, leaving 3 downed logs per acre. In areas without canopy, 60% of continuous brush will be cut and piled.

**Monitor Pass Units**: Hand Cut and Hand Pile of Conifers. All Units consist of aspen stands requiring removal of conifers 12” and less DBH. Any vegetation acting as a ladder fuel to large conifer trees that will be left within the aspen stand will be cut.

50% dead and downed material will be cut and piled within the units, leaving 3 downed logs per acre.

All Units: Hand Piling. All cut material will be piled within the unit boundaries.

<table>
<thead>
<tr>
<th>Unit</th>
<th>Label</th>
<th>Prescription</th>
</tr>
</thead>
</table>
| West Carson Units – Phase 1 and 2 | Thin from Below, Hand Pile | - Conifers ≤ 12 inch DBH will be cut and piled, both live and dead.
- Cut conifers any DBH as needed to allow for safe work environment to operate under the conifer stand. If any green trees greater than 20 inch DBH need to be removed for safety reasons this must be approved by the Forest Service Representative.
- Cut brush acting as a ladder fuels under drip lines of trees and pile away from the drip line of the leave trees.
- In areas without canopy, 60% of live and dead brush will be cut and hand piled. Areas with continuous brush will be thinned to create a mosaic brush pattern.
- All stumps will be flush cut to the ground, or as low as feasible.
- All piles will be kept away from the drip line of leave trees so that when burned it will not damage the leave tree. If no room is available to pile outside of drip lines, consult the Forest Service representative for approval of alternate pile location.
- All cut vegetation will be kept within unit boundaries.
- Aspen and riparian brush (willow) will not be cut unless it poses a safety hazard. If any Mountain Mahogany occurs within the units, it is NOT to be cut, unless it acts as a ladder fuel to a leave tree. |
<table>
<thead>
<tr>
<th>Monitor Pass – All Units</th>
<th>Hand Cut and Pile of Conifers</th>
</tr>
</thead>
<tbody>
<tr>
<td>- 50% of sound dead and down material (\leq 18) inch diameter will be cut to sizeable pieces and hand piled. This includes dead aspen. Dead and downed material that shows signs of significant decomposition or is partially buried shall not be cut or hand piled.</td>
<td></td>
</tr>
<tr>
<td>- All residual sound dead and downed material shall be bucked to lay flush on the ground, regardless of size.</td>
<td></td>
</tr>
<tr>
<td>- As needed, treat boundary trees marked with <strong>pink</strong> flagging.</td>
<td></td>
</tr>
<tr>
<td>- Conifers (\leq 12) inch DBH will be cut and piled, both live and dead.</td>
<td></td>
</tr>
<tr>
<td>- Cut conifers any DBH as needed to allow for safe work environment to operate under the conifer stand. If any green trees greater than 20 inch DBH need to be removed for safety reasons this must be approved by the Forest Service Representative.</td>
<td></td>
</tr>
<tr>
<td>- All stumps will be flush cut to the ground, or as low as feasible.</td>
<td></td>
</tr>
<tr>
<td>- All piles will be kept away from the drip line of leave trees so that when burned it will not damage the leave tree. If no room is available to pile outside of drip lines, consult the Forest Service Representative for approval of alternate pile location.</td>
<td></td>
</tr>
<tr>
<td>- All cut vegetation will be kept within unit boundaries.</td>
<td></td>
</tr>
<tr>
<td>- Aspen and riparian brush (willow) will not be cut unless it poses a safety hazard. If any Mountain Mahogany occurs within the units, it is <strong>NOT</strong> to be cut, unless it acts as a ladder fuel to a leave tree.</td>
<td></td>
</tr>
<tr>
<td>- 50% of sound dead and down material (\leq 18) inch diameter will be cut to sizeable pieces and hand piled. This includes dead aspen. Dead and downed material that shows signs of significant decomposition or is partially buried shall not be cut or hand piled.</td>
<td></td>
</tr>
<tr>
<td>- All residual sound dead and downed material shall be bucked to lay flush on the ground, regardless of size.</td>
<td></td>
</tr>
<tr>
<td>- As needed, treat boundary trees marked with <strong>pink</strong> flagging.</td>
<td></td>
</tr>
</tbody>
</table>
- Pile size minimum will be 6ft x 6ft x 6ft and maximum of 8ft x 8ft x 8ft. No material larger than 4 feet in length will be allowed in piles.

- No piling will be allowed on live vegetation or on dead and down material greater than 4 feet in length. No material will be piled on stumps.

- Piles should be located outside of the dripline of overstory trees where possible and 15 feet away from any aspen tree or sprout and riparian buffer. If piles cannot be located outside of driplines, then they must be at least 15 feet from the bole of any leave tree greater than 10 inches DBH. Pile size may be decreased to prevent damage to the residual trees (i.e. scorching). Where openings exist that will accommodate a larger pile, larger piles are preferred. Piles size may not decrease to less than 4 feet in diameter. Any changes to pile minimum size must be approved by Forest Service Representative.

- No piling areas shall be delineated with white with red polka dot flagging.

- All piles shall be constructed in a manner that will ensure complete consumption no matter what time of year they are burned.

- Slash that causes large air spaces in piles shall be cut to eliminate air spaces.

- Each pile shall include an ignition area of small sized slash (small branches less than ¼ to ½ inch in diameter and/or small branches with needles or leaves attached) to provide “kindling” for prompt ignition and to aid in combustion of larger slash. These fuels shall be placed in the center of the pile.

- Piles shall be compact, dirt free, and piled in such a manner that will allow them to burn completely.

- Only sound material ≤ 18 inch in diameter shall be piled. Any material showing signs of significant decay shall not be hand piled.

- All cut trees and dead and down trees shall have limbs lopped from the bole and hand piled.

- All trees greater than 6 feet in height shall have boles severed into sections no greater than 4 feet in length when hand piled.

- All tree boles must lay flush on the ground.

- No Slash shall be left in streambeds and/or drainages that may or may not be identified on project maps.
**Project Location**
The West Fork Carson and Monitor Pass Project treatments will occur in Alpine County, California, on the Carson Ranger District near Hope Valley and Monitor Pass.

**C. Government-Furnished Property**
None.

**D. Contractor-Furnished Items.**
The Contractor shall furnish all labor, equipment, instruments, and tools necessary to accomplish the work.
Appendix C: Fire Plan and Requirements

All work associated with the West Fork Carson and Monitor Pass Project will be in implemented in accordance with the below requirements.

(a) Contractor's Responsibility for Contractor-Caused Fires. The Contractor, whether or not directed by the Forest Service, shall immediately extinguish, without expense to the Government, all fires on or in the vicinity of the project which are caused by Contractor's employees, whether set directly or indirectly as a result of Contractor operations. The Contractor may be held liable for all damages and costs of additional labor, subsistence, equipment, supplies, and transportation resulting from fires set or caused by the Contractor's employees or resulting from contract operations.

(b) Fire Protection Requirements - Fire Plan. At all times during closed fire season period, as specified by State law, the Contractor shall comply with each of the following provisions to the extent applicable to his operation under the contract.

1) Fire Tools. The Contractor will provide for each employee in the contract area at least one approved handtool of a type appropriate in the contract area, such as shovel, pulaski, or ax. Tools required and furnished under (2) and (4) below, shall count toward fulfillment of the above requirement. Where additional tools, beyond those required under (2) and (4) below, are to be provided, the Contractor shall seal such tools in one or more boxes painted red and marked "Tools for Fire Only." All tools required herein shall be kept sharp and in good serviceable condition and maintained at locations to be designated by the Forest Service.

2) Fire Extinguishers and Tools on Mobile or Stationary Equipment. Each unit of powered equipment used in connection with this contract, including automobiles, trucks, tractors, etc., shall be equipped with serviceable tools and fire extinguishers as follows:

   One - fire extinguisher, dry chemical type of not less than 2-1/2 pound capacity with 4 BC or higher rating.
   One - shovel, round point #0 lady or equal.
   One - ax, 2 pounds or over, 26-inch minimum length, or one pulaski.
   One - water container (at least 1-gallon capacity), not required with stationary equipment.

3) Spark Arresters. Each internal combustion engine shall be provided with a spark arrester or spark arresting device approved by the Forest Service. Exceptions where the Forest Service may approve mufflers, or other equipment in lieu of spark arresters qualified and rated under Forest Service Standard 5100-1a are: (a) small multiposition engines, such as chain saws, shall meet Society of Automotive Engineers J335b standards; (b) passenger-carrying vehicles and light trucks may have baffle-type mufflers with tail pipe; (c) heavy-duty trucks may have a vertical stack exhaust system and muffler, provided the exhaust stack extends above the cab of the vehicle. An exhaust-driven turbocharger is considered to be a satisfactory spark arrester. Internal combustion engine exhaust systems, arresters, and other devices must be properly installed and maintained.

4) Powersaws. For each powersaw used in connection with this contract, the following will be provided:

   One - shovel, round point #0 lady or equal. Shovel must be immediately available for use.
   One - Fire extinguisher, containing not less than 8 ounces of extinguisher fluid, or a dry chemical powder-type of not less than 1-pound capacity. The extinguisher must be immediately accessible to the saw operator at all times. Any fueling or refueling of a powersaw shall only be done in an area which has first been cleared or is free of all material capable of carrying fire; powersaw shall be moved at least 10 feet from place of fueling before starting.
5) **Blasting.** Fuse or prima cord shall not be used unless authorized in writing by the COR with special precautions stated.

6) **Smoking.** Smoking shall not be permitted within the contract area except on surfaced or dirt roads, at landings, within closed vehicles, in camps, or at other posted places, and shall never be allowed while working or traveling on foot.

7) **Storage of Petroleum and Other Highly Flammable Products.** Gasoline, oil, grease, or other highly flammable material will be stored either in a separate building used exclusively for such storage, or at a site where all combustible debris and vegetation is cleared away within a radius of 25 feet. Fire extinguishers and/or sand barrels may be required at such locations specified by the Forest Service when unusually hazardous conditions exist.

8) **Debris Burning and Warming Fires.** Burning permits will be required for all debris burning fires. Lunch and warming fires may be allowed in fireproofed areas during periods of low fire danger if and as specified in the fire plan. Such fires must not be left burning unattended.

9) **Precautions for Stoves.** Stovepipes on all temporary buildings, trailers, and tents using wood burning stoves, will be equipped with roof jacks and serviceable spark arresters of mesh with openings no larger than 5/8 inch. All stovepipes, inside and out, will not be closer than 2 feet from any wood or other flammable material or 1 foot if the combustible material is protected by a metal or asbestos shield.

10) **Welding.** Welding or use of cutting torches will be permitted only in areas that have been cleared or are free of all material capable of carrying fire. Flammable debris and vegetation must be removed from within a minimum of 10 feet radius of all welding and cutting torch operations. A shovel and a 5-gallon standard backpack water container (filled) with handpump attached, shall be immediately available for use in the event of a fire start.

**Notification to Fire Dispatch**

Individual Task Orders will list the phone numbers of the listed dispatch office to notify in case of a fire. Prior to any implementation start, all pertinent dispatch and fire suppression contact information will be shared with Contractors.