

Questions and Answers

1. Page 4 of the RFP states, “The Contractor shall obtain an Investigation Permit to cover work described in this RFP.” Is this an ARPA permit to be obtained through the SBNF?

Yes, the contractor will submit an archaeological investigation permit application to the Forest and we will issue the permit after review.

2. How many days or weeks of archaeological monitoring are anticipated for this project?

The work schedule for the project will be directly tied to the crew schedule for the North Big Bear Fuel Reduction Project. The contractor will work closely with the forestry contractor to determine schedule for the project.

3. Can you please confirm that the Pricing Schedule on page 9 of the RFP is complete and does not need an additional column detailing the assumed number of hours for, at a minimum, archaeological monitoring to be completed for the project?

We are going to send out a revised Pricing Schedule that will add a task/item titled archeological monitoring at a per hour rate.

4. Will records searches at the South-Central Coastal Information Center and SBNF Heritage Files be required, or will records search data for the project area be provided to the selected contractor by the SBNF and/or NFF?

A records search will not be required. SBNF will provide all data (site records, spatial, relevant maps, and survey coverage)

5. Will an NAHC Sacred Lands File Search be required for the project area?

No

6. Is Native American monitoring a requirement for the project? If so, will these services be paid for and coordinated by the SBNF and/or NFF, or should they be included in our proposal response?

A Native American Monitor representing the Morongo Band of Mission

Indians is required. Morongo Band of Mission Indians (MBMI) is required to set up a Tribal Monitoring Services Agreement (TMSA) with the selected contractor. The selected contractor will be responsible for setting up this agreement. We will add a task/item to the pricing schedule to cover a per day rate for heritage monitoring services.

7. Can a copy of San Bernardino National Forest's Monitoring and Discovery Plan be provided to bidders in advance of the July 22, 2026, proposal submission date?

This will be provided to the selected contractor upon the awarding of the contract.

8. Page 4 of the RFP states, "Archaeological monitors shall maintain detailed records of their observations and submit summary reports to the USFS. The USFS will confirm receipt of these reports to the NFF." Can more detail be provided on these "summary reports"? Are they the same as the "Progress Reports" referenced in Specification 3.i.3?

The summary reports are basically information in the daily logs. What sites were monitored/avoided, was flagging used, any new site components identified etc. At the end of the project, a monitoring report summarizing the daily logs and project should be completed and turned in to the Forest. The final report can be a compilation of daily reports. Daily reports should be submitted to the Forest Service on a weekly basis.

9. Page 4 of the RFP states, "The Contractor shall follow all USFS and NFF safety protocols and ensure that all personnel are trained in relevant safety procedures." Can more information on these protocols and trainings be provided to assist with our preparation of scope and unit costs?

Monitors shall follow standard safety protocols, including wearing personal protective equipment (i.e. hard hats, boots, etc.), checking in with crews performing forest management activities, and self-monitoring safety checks in and out of the field.

10. In the Appendix A Cultural Resource Monitoring Maps section, the two maps provided are labeled "Map 2 of 3" and "Map 3 of 3." Can Map 1 of 3 be provided?

Map 1 of 3 is not relevant to heritage. Map 2 and 3 of 3 is only identifying the areas Morongo Identified as sensitive where they are requesting a tribal monitor. The archaeological monitor will predominately be north of FS 2N09A.

11. Page 8 of the RFP requests three professional references. Can we include more than three?

Yes, and do include resumes for personnel on this project.

Request for Proposals

North Big Bear Forest Health and Fuels Reduction – Heritage Monitoring San Bernardino National Forest, California

NFF Background:

The National Forest Foundation (NFF) is a congressionally chartered nonprofit organization with the simple mission of bringing people together to restore and enhance National Forests and Grasslands. The NFF is the leading organization inspiring personal and meaningful connections to our National Forests, the centerpiece of America's public lands. Working on behalf of the American public, the NFF leads forest conservation efforts and promotes responsible recreation. We believe these lands, and all they provide, are an American treasure and are vital to the health of our communities.

Project Background:

In partnership with the San Bernardino National Forest, the NFF is seeking heritage monitoring services for oversight of implementation of landscape-scale treatments to reduce wildfire risk in the North Big Bear (NBB) Fuel Reduction and Forest Health Project Area. Project treatments will take place across over 2,000 acres.

The Contractor will provide an archeological monitor to ensure cultural resources are not impacted during operations of the NBB Fiscal Year 2026 (FY26) contract to the extent practical. This will include an initial in-brief between the Forest Archeologist, the contracted Archeologist, the Contracting Officer's Representative, the sale administrator, and the Forest Service Implementation lead. This in-brief will be a time to share maps identifying avoidance areas and to discuss layout strategies and treatment tactics to avoid impacts to known sites. This may include flagging avoidance areas and assisting with the identification of skid trails and landing areas. Monitoring will be periodic as needed when working around sensitive areas but will not be required for the entire duration of the contract. The Forest Archeologist will be responsible to prepare the mapping products prior to the in-brief. The archeological monitor shall have a minimum of a bachelor's degree in Archeology and at least 3 years of regional experience.

Statement of Work:

The selected contractor(s) will:

- Collaborate with the National Forest Foundation (NFF) and the U.S. Forest Service (USFS) to provide archeological monitoring of the NBB FY26 contract and ensure project goals are met in accordance with Forest Service standards and heritage compliance requirements.
- Provide an archaeological monitor to ensure no heritage sites are adversely affected by project operations. The archaeological monitor shall:
 - Hold a minimum of a bachelor's degree in Archaeology or a closely related field.
 - Have demonstrated experience in field monitoring forestry or land management projects within the regional area.
 - Maintain detailed records of monitoring activities, including GPS data and photographic documentation, and submit findings to USFS.
- Attend regular coordination meetings (virtual or in-person) with NFF and USFS to provide updates on project progress, monitoring results, and any issues encountered.
- Submit written progress reports at intervals agreed upon with NFF, summarizing monitoring activities, findings, and any corrective actions taken.
- Ensure compliance with all applicable health, safety, and environmental regulations, including any protocols required by the USFS or NFF.
- Immediately notify NFF and USFS if any conflicts arise between project implementation and the protection of cultural resources. The contractor shall participate in adaptive management discussions to resolve such issues collaboratively.
- The monitor is generally required for heavy equipment work on slopes under 30% and any ground disturbing activities or heavy equipment use within and around STAs. Mapped as units (1, 2, 11-16, 22,23, 29, 33, 87, 88, 91, 100, 104, 105, 107, 112, 117, 139, FH1 and FH2) in Appendix A: Cultural Monitoring Maps.

Timeline:

This Request for Proposals will close and all proposals will be due on 5:00 pm PST on July 22, 2026. The NFF anticipates being able to enter a contract with any selected bidder(s) by August 16, 2026, with a projected contract start date of September 1, 2026. Changes in the closing date for this Request for Proposals will be updated on the NFF website at <https://www.nationalforests.org/rfp> under the link for this project's Request for Proposals. All contract related dates are estimates and subject to change at the NFF's sole discretion.

I. PROJECT OVERVIEW AND REQUIREMENTS

General Specifications

- (a) Description of Work – This Request for Proposals is for archaeological monitoring services related to the North Big Bear Forest Health and Fuel Reduction Project, located on the San Bernardino National Forest. The project includes both hand and mechanical vegetation treatments aimed at improving forest health and reducing wildfire risk. The selected contractor(s) will support the National Forest Foundation (NFF) and the U.S. Forest Service (USFS) by providing cultural resource monitoring to ensure compliance with project prescriptions and protection of heritage and tribal resources.

The selected contractor(s) will be responsible for performing the following deliverables:

1. Archaeological Monitoring
 - i. Provide a qualified archaeological monitor to be present during implementation activities in areas with known or potential heritage resources.
 - ii. Obtain an archaeological investigations permit from San Bernardino National Forest.
 - iii. Participate in an in-brief with the Forest Archaeology staff to discuss protection needs, background documents, and methods to be followed during project activities.
 - iv. Ensure no unauthorized disturbance occurs to or within cultural or archaeological sites.
 - v. Protect cultural resources from project activities that will result in adverse effects.
 - vi. Will follow the Forest's developed Monitoring and Discovery plan.
 - vii. Maintain detailed records of monitoring activities and submit a final archaeological monitoring report.
2. Reporting and Documentation
 - i. Submit written progress reports at intervals agreed upon with NFF.
 - ii. Provide a final summary report detailing all monitoring activities, findings, and any recommendations or corrective actions taken.
 - iii. Include GPS data, photos, and data as appropriate.
3. Compliance and Communication
 - i. Ensure all cultural resource protection protocols.
 - ii. Immediately notify NFF and USFS of any issues or discoveries that may require adaptive management or project modification.

(b) Specifications – Project work shall be accomplished in accordance with the following:

1. General Requirements

- i. The selected Contractor shall collaborate with the National Forest Foundation (NFF) and the U.S. Forest Service (USFS) to ensure all work aligns with project goals, Forest Service standards, and applicable cultural resource protections.
- ii. All work must comply with relevant federal, state, and local regulations, including NEPA and NHPA requirements where applicable.
- iii. The Contractor shall provide all labor, equipment, materials, supervision, and incidentals necessary to complete the work described in this RFP.
- iv. The Contractor shall obtain an Investigation Permit to cover work described in this RFP

2. Archaeological Monitoring

- i. The selected Contractor shall provide a qualified archaeological monitor with a minimum of a bachelor's degree in archaeology or a related field with regional experience.
- ii. The archaeological monitor shall be present during operations in areas with known or potential heritage resources and shall ensure no adverse effects occur to cultural or archaeological sites.
- iii. Archaeological monitors shall maintain detailed records of their observations and submit summary reports to the USFS. The USFS will confirm receipt of these reports to the NFF.

3. Documentation and Reporting

- i. The selected Contractor shall complete and submit:
 1. Daily Journal Forms documenting field activities, findings, and any issues encountered.
 2. Upcoming Work Schedules outlining anticipated activities for the following five business days.
 3. Progress Reports at intervals agreed upon with NFF.
 4. Final Reports summarizing all monitoring and oversight activities, including GPS data, photographs, and recommendations.

4. Equipment and Safety

- i. All equipment used on-site must be inspected for fire safety and invasive species (weed-free) compliance prior to use.

- ii. The Contractor shall follow all USFS and NFF safety protocols and ensure that all personnel are trained in relevant safety procedures.
5. Communication and Coordination
- i. The selected Contractor shall attend pre-operations meetings and regular coordination calls with NFF and USFS.
 - ii. Any conflicts between implementation and resource protection must be reported immediately to NFF and USFS. The selected Contractor shall participate in adaptive management discussions to resolve such issues.

Bidders shall identify in their proposals what they can supply in terms of materials, labor, equipment, supplies, supervision, quality control, and incidentals required to complete the work as described. Proposals shall be sufficient to guarantee that the selected contractor shall be able to perform all work in a safe and conscientious manner and in accordance with all industry standards.

- (c) Project Location – The project is located on the north side of Big Bear Lake from the Big Bear Dam east to Baldwin Lake and over the ridge to Holcomb Valley. All project work is located in the San Bernardino National Forest in San Bernardino County.
- (d) Work Schedule – Archeological monitoring services will be required as part of North Big Bear Contract #2, scheduled to begin in 2026.

Other Project Requirements

Utilities/Work Site Conditions – In many locations there will be no or limited sanitation, water, electrical or housing services available. Bidders shall consider all relevant factors when submitting proposals for this work. Proposals should account for the need of the selected contractor to make its own arrangements for temporary facilities if required.

Insurance Requirements

Upon being notified of bid selection, Bidder agrees that it has, or will procure, and shall maintain the 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 selected Bidder 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, Bidders also agree to 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 Bidder or by subcontractors on behalf of the Bidder, 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.

Payment/Performance Security

If selected to contract with the NFF, Bidder(s) 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. The security will be used to ensure completion of the work required under any subsequent agreement and payment of all amounts lawfully due to all persons. All persons shall include, but not be limited to, those supplying or furnishing to the Bidder or Bidder's subcontractors with labor, laborers, materials, rental machinery, tools or equipment used or to perform the work. Bidders may incorporate required associated costs into mobilization costs or other approved expenses. Payment or Performance security will be required in the following amounts as applicable:

- a. For 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 subcontracting 15% or more 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.

The NFF will not provide blanket waivers of payment/performance security requirements though reserves the right to negotiate payment and performance security terms and conditions with selected contractors based upon legal requirements and organizational needs and policies.

Prohibited Telecommunications Services and Equipment

NFF contractors are responsible for compliance with the prohibition on certain telecommunications and video surveillance services or equipment identified in 2 CFR 200.216.

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

NFF funding for projects may vary but will frequently include federal funds. As such, 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. Federal flowdown requirements are not negotiable by the NFF and will not be removed or edited.

Identified Flowdown Provisions

While flowdown provisions may change depending on funding, the NFF has identified the following non-negotiable federal flowdown provisions as currently being required for this work:

Appendix A: Cultural Monitoring Maps

Appendix B: Federal Flowdowns

II. REQUIRED COMPONENTS

Technical Proposal

Bidders shall submit a technical proposal for the work described in this RFP. At a minimum, each proposal **must** include the following:

1. An overview and description of the services provided by the Bidder that align with the requests in this RFP.
2. A description of the project management or administration approach that will be followed by the Bidder to ensure that the identified work is completed on time and within budget.
3. A project work plan and schedule that lists in detail the stages of work expected to be completed in this project, all identifiable deliverables, and the dates on which the Bidder would anticipate being able to complete delivery of the work.
4. A project personnel overview identifying key personnel to be utilized if selected to perform the work described in this RFP and any relevant or required credentials or certifications held by the key personnel.

Bidders may also include the following items in proposals as applicable:

1. Any change or risk management approaches utilized by the Bidder when completing projects of the type described in this RFP.

Bidder Qualifications

Bidders shall submit a statement of their qualifications for the work described in this RFP. The statement should include the following items in narrative format:

1. Experience –
 - i. Please provide a brief explanation of previous work experience with land management agencies, noting specifically any work performed on National Forests or Grasslands.
 - ii. Please provide a listing of relevant projects of similar size, scope, and total value performed by the Bidder within the past 5 years.
2. References –
 - i. Please provide three professional references, identifying as applicable any government or conservation nonprofit references.
 - ii. Provide the name, email address, and telephone number for each reference, as well as the dates of the projects during which the Bidder worked with each reference.

Failed Projects or Legal Actions

Bidders shall identify any past failed projects and the reasoning behind the failure or incompleteness. Bidders shall also identify any and all current or pending legal matters in which the Bidder or any of its principals is involved.

Pricing Schedule

Bidders shall price work according to the schedule below. If Bidders believe that an alternative method of pricing is more applicable, they may also provide an alternative pricing schedule in addition to the format requested below. The NFF, in its sole discretion, reserves the right to utilize any alternative pricing schedule proposed by any Bidders.

Due to the dynamic and changing nature of NFF funding, the NFF reserves the right to negotiate an increased cost with the selected Bidder in the event that prevailing wages become required for the work described in this RFP.

All quantities and measurements identified in this RFP are based upon the best knowledge available to the NFF and are subject to change. Payment will only be made for actual work completed. If the opportunity to add additional funding to the work described in this RFP arises, the NFF may increase the quantities of work to be performed as part of this project, as agreed upon by the NFF and the selected Bidder.

	Task/Item	Units	Unit Cost	Extended Cost
(a)	Project Coordination and Meetings	Hour		
(b)	Archaeological Monitoring	Hour		
(c)	Reporting and Documentation	Hour		
(d)	Travel and Per Diem (if not included in rates)	Lump Sum		
(e)	Tribal Monitoring	Per Day		
			Total Bid	

Payment Schedule

Bidders shall submit a proposed payment schedule consistent with their proposed pricing structure. Lump sum proposals should identify invoicing milestones tied to deliverables or project phases, while time-and-materials proposals should identify the anticipated invoicing frequency, cost of materials/supplies, and the hourly rates for invoicing. Proposed payment schedules are for evaluation purposes only. The final

payment structure and invoicing terms will be negotiated with the selected contractor and incorporated into the executed agreement.

III. SUBMISSION, EVALUATION, AND CONTACTS

Bidder Selection Process:

Bid Submission

Bidders shall submit proposals containing all of the required information described above via email at the address specified below by the stated deadline:

Submission Address: mdaneri@nationalforests.org

Submission Deadline: 5:00 pm on July 22, 2026.

Proposals submitted after this RFP closes will not be considered unless approved by the NFF. The NFF will review all proposals determined to be responsive using the evaluation factors listed below. Proposals may be deemed non-responsive for failure to submit any required information or for failure to comply with any terms of this RFP. Non-responsive proposals may be disqualified from evaluation in the sole discretion of the NFF.

Notification

If a proposal is selected by the NFF to advance to the contracting stage, the NFF will notify the successful Bidder via email by August 19, 2026. Once the selected Bidder has been notified, the NFF project representative will coordinate the drafting and negotiation of an NFF agreement outlining the terms and conditions of the work to be performed.

Unsuccessful Bidders will be notified via email as soon as possible after the closing date of this RFP. Please Note: The NFF **will not** share any information about the organizations submitting proposals nor any information regarding the proposals submitted by other organizations. If a Bidder has questions about its proposal, the Bidder may ask the NFF Point of Contact identified below. If an answer can be provided, the NFF will respond via email as soon as it is able to do so.

Request for Proposals Only

This is a request for proposals only and bids furnished do not bind the NFF in any way. Selection of a bid will result in the opportunity to contract with the NFF but will not guarantee a resulting contract or any amount of work. The NFF reserves the right to disqualify any incomplete or improper proposal submitted as non-responsive. The NFF may also decide not to select any proposals submitted to this RFP for advancement to contract negotiations. 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.

Evaluation Factors and Scoring

The following factors will be used to evaluate any responsive submitted proposals. The factors, as listed, are ordered from highest priority (Level 3) to lowest priority (Level 1). Each factor can receive a score from 1 point to 3 points. The number of points awarded

will be multiplied by the priority level to determine the total score for each factor. (Example: If Price/Cost (level 3) is awarded 2 points, the total score for price would be 6 points.)

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
- Cultural Resource Sensitivity and Experience (Experience working with tribal communities or cultural resource protection, and demonstrated cultural competency.)

Point of Contact

Any questions about this Request for Proposals shall be submitted in writing to the NFF contact identified below. Questions determined to be of importance to all potential Bidders will be posted as an attachment to an updated version of this RFP at <https://www.nationalforests.org/rfp>.

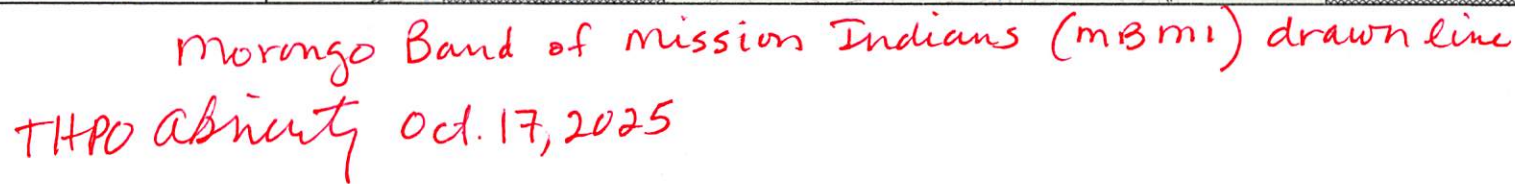
Michelle Daneri
National Forest Foundation Southern California Associate Coordinator
mdaneri@nationalforests.org

Bid Submission

Submit bids via email to mdaneri@nationalforests.org by July 22, 2026.

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.



**North Big Bear FY26
Service Contract Map
San Bernardino National Forest
Mountaintop Ranger District**

Page 3 of 3

Special Reference
Name: NAD 1983 UTM Zone 11N
PCS: NAD 1983 UTM Zone 11N
Datum: North American 1983
Projection: Transverse Mercator
Central Meridian: -117.0000



0 0.07 0.15 0.3 Miles

Map Legend

-  Contract Units 140
-  STA
-  STA1
-  STA2
-  EEA
-  RCA
-  Gate
-  Road Use Restricted
-  Road Use Prohibited
-  Forest Road 2112
-  Forest Road (Decom)
-  Pacific Crest Trail
-  Road
-  State Highway
-  Stream
-  Water Body
-  USDA FOREST SERVICE
-  NON-FS

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MBMI drawn line.
(Morongo Band of mission Indians)
THPO - abrevity Oct. 17, 2025

Appendix B

NFF Funding Code: 1596082, 1596083

NFF Funding Name: SA SPA SoCAL Fireshed Risk Reduction

Funder Agreement ID: 23-SA-11052000-059

Flowdown Provisions

U.S. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIOVISUALS AND ELECTRONIC MEDIA.

Award Recipient or Contractor shall acknowledge U.S. Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this agreement.

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