



El Dorado County Resource Conservation District
100 Forni Road, Suite A • Placerville, CA 95667 • Phone (530) 295-0120

EL DORADO COUNTY RESOURCE CONSERVATION DISTRICT

REQUEST FOR PROPOSALS NO. 01-2019

RELEASE DATE: February 13, 2019

CLOSING DATE: Proposals must be received by March 8, 2019 by 4:00 p.m.

PROJECT TITLE: "SAND FIRE WATERSHED REHABILITATION AND REFORESTATION PROJECT"

CONTACT PERSONS:

Mark Egbert
District Manager
El Dorado County Resource Conservation District
100 Forni Road, Suite A
Placerville, CA 95667
Mark.Egbert@ca.usda.gov
(p) 530-295-5630

Selected proposals for the Sand Fire Watershed Rehabilitation and Reforestation Project will be received by the RCD at 100 Forni Road, Suite A, Placerville, CA 95667 until Thursday, March 8, 2019. Submit proposals to:

Mark Egbert, District Manager
Subject: Sand Fire Watershed Rehabilitation and Reforestation Project
El Dorado County Resource Conservation District
100 Forni Road, Suite A
Placerville, CA 95667

Final questions need to be submitted no later than Friday, March 1, 2019 at 2:00 p.m. in email format to Mark.Egbert@ca.usda.gov. Meeting notes from the pre-proposal meeting along with responses to all questions submitted via email will be posted as an addendum to the RFP at the RCD website (www.eldoradorcd.org) no later than Monday, March 1, 2019 at 4:00 p.m.

All interested firms are invited to submit a proposal in accordance with the terms and conditions stated in the Request for Proposals which can be accessed at the RCD website (www.eldoradorcd.org).

I. Background and General Information

The RCD is seeking proposals from qualified and experienced contractors to provide all labor, materials and equipment necessary to carry out Competition Control for the Sand Fire Watershed Restoration and Reforestation Project (Project). The RCD retains the right to award to one or more contractors to ensure that the Project is completed within the specified time frame.

On December 4, 2015, the State of California - Department of Forestry and Fire Protection (CAL FIRE) awarded the El Dorado County Resource Conservation District under Agreement #8GG14902 with funding to implement the Project. All requirements set forth by CAL FIRE and the RCD must be followed by the selected Contractor(s).

Proposers are advised that **This is not a sealed bid or low bid process.** The RCD intends to make an award using the evaluation criteria listed in the specification to determine the proposal with the best value for the RCD.

The respondents are expected to identify the cost to complete the work and provide firm unit costs as identified in the **Schedule of Items/ Cost Proposal Form** (Exhibit A) for each item specified. The actual quantities required may fluctuate up or down, the unit prices proposed by each respondent will remain firm and will not be negotiated. All unit prices shall include all necessary overhead and profit. Items not listed in the schedule of values such as preparation and submittal of necessary permits, profit, etc. shall be distributed throughout the respondent's unit process for the items listed. The respondent must submit pricing as requested in the RFP.

The respondents are advised that the maps, statement of work, and specifications included in this solicitation are intended to be the basis for performance of the Project and for the purpose of establishing a cost proposal for completing the mitigation. The maps, statement of work and specifications were prepared by the RCD and convey the overall scope and nature of the Project, including descriptions of the environmental mitigation and protection requirements.

The project area is 256 acres. The actual area to be treated with site preparation and planting will depend on topographic, environmental and cultural variables as well as analysis of cost.

II. Scope of Work

A variety of equipment may be used to do Competition Control. Sensitive environmental and ecological resources including pre-historic and historic cultural sites, habitats and occurrences of special status wildlife and plant species, wetlands and riparian zones would be avoided or appropriate mitigation measures to minimize adverse impacts would be implemented.

There are several non-industrial forest landowners within the burn perimeter who own about 4000 acres with parcels ranging in size from 10 acres to 40 acres. These owners suffered losses ranging from complete mortality of trees and destruction of homes and other structures to relatively minor losses of forest cover. The District has identified treatment units encompassing 256 acres that would meet the objectives of this project. These are identified on the project map (Exhibit B).

Township: 8N. Range: 11E Sections: 3-10 Base Meridian: MDM. County: El Dorado
USGS Fiddletown Quadrangle

Competition Control – General Requirements

Chemical application and timing of application will be conducted under the recommendation of a Certified Pest Control Advisor during each phase of the project and within authorized areas to ensure successful reforestation and survival of reforestation efforts.

1. Licensed with the State - CDPR- You must possess a current pest control business license (licensed through the Department of Pesticide Regulation, for the State of California) if you are a person or business who performs pest control for hire (i.e., advertising, soliciting, or operating as a pest control business).
2. Register with the County Dept. of Agriculture - Before you conduct any work, you must register the pest control business license with the county agricultural commissioner's office in each county that you intend to perform pest control. To register the business license, the individual who possesses the QAL card and is responsible for pest control business operations at that location must present the following items to the county agricultural commissioner's office: 1. Pest Control Business License 2. QAL card with appropriate pest control category(ies)
3. Inventory of pest control equipment including number and kind of equipment.
4. Have a current El Dorado County Business License.
5. The employer shall assure that employees who handle pesticides have been trained and maintain a written training program.
6. After completion of all pesticide applications, the business is required to maintain pesticide use records. The operator shall report a summary of the monthly use of pesticides to the commissioner of the county in which the work was performed.
7. Prohibited activities within 100 ft. of an unprotected well:
 - Rinsing or maintenance of spray equipment that could result in spillage or pesticide residues on the soil.
 - Mixing, loading, and storage of pesticides.
 - Application of pre-emergent herbicides.

Any questions pertaining to the requirements outlined above can be clarified by the County of El Dorado Department of Agriculture, Weights & Measures.

The pest control operator must follow all:

- Food and Ag (FAC) Division 6, laws pertaining to pest control operators,
- California Code of Regulation (CCR) Title 3, Division 6. Pesticides and Pest Control Operations,
- El Dorado County ordinances determined by the Agricultural Commissioner.

III. Best Management Practices (Standard Operating Procedures)

Exposure to Smoke, Dust and Fumes:

- Vehicle speeds will be limited to 15 miles/hour on dirt roads and surfaces.
- No visible dust transport will be permitted outside of project boundaries. Operations will be suspended at the direction of the supervising RPF if that occurs.
- All equipment will conform to California emission standards.
- Any damage to roads or trails will be repaired to the conditions prior to operations.
- All known locations of Special Status Species have been flagged, along with buffer areas as required. No equipment operations are permitted within the boundaries of flagged areas.
- Surveys will be conducted to determine if any additional special status wildlife or plant species are present on participating parcels.
- If special status species occur or potentially occur on any participating parcels, take or harassment will be avoided through implementation of buffers and/or limits on location and timing of operations as recommended by the Department of Fish and Wildlife or U.S. Fish and Wildlife Service.
- In the event that a special status species is discovered or sighted during any phase of the project, all operations will cease and the supervising RPF will take the appropriate action.

Herbicide Use:

- A licensed Pest Control Advisor will supervise any use of herbicides to control unwanted vegetation.
- All applications of herbicide may be subject to permit requirements of the county Agricultural Commissioner and Regional Water Quality Control Board.
- No herbicide applications will be permitted within any WLPZ or in the vicinity of any known or potential sensitive species occurrence.

Noise:

- Hours of operation will be limited to the hours of 7a.m. to 6 p.m. to minimize the potential for noise impacts on residences near and within the project area.
- All equipment used in site preparation will meet or exceed State standards for noise control.
- If necessary, equipment operations around occupied wildlife habitats such as nest sites will be subject to restrictions on timing and location.
- To the degree possible, stationary noise producing equipment will be located as far as possible from sensitive receptors.

Transportation and Traffic:

- Movement of equipment to and from the project area will be subject to restrictions on timing and traffic controls to avoid congestion.
- Warning signs shall be posted in work areas to alert oncoming traffic to the safety hazards associated with the operation.

Signed Right of Entry Agreement will be obtained from each property owner for this work to be performed.

IV. GENERAL

1. It is not the intent of the specifications to cover each and every detail. Any problems that may arise must be promptly reported to the RCD, and will be subject to the decision of the RCD. The proposer is expected to carefully examine the size and scope of the proposed work prior to submitting its proposal. The proposer certifies it has checked carefully all the quantities, specifications, maps and figures, and understands that the RCD will not be responsible for any errors or omissions on the part of the proposer in compiling and submitting this proposal.

2. Proposers must fill in accurately and return with their proposal all pertinent forms included herein. Proposers must provide customer references on or with the qualification statement form included in this proposal.

3. The proposer agrees that they will provide the materials and/or perform the work herein under the terms and conditions set forth in the awarded contract and/or purchase order; and shall furnish and be responsible for all the labor, materials, tools, equipment, transportation, insurance, notifications, licenses, permits, and all other services and facilities necessary, including all incidental work and appurtenances as may be reasonably implied and as described in the specifications and other Contract documents. All costs incidental to these requirements will not be paid for separately but shall be included in the work, including testing, if needed. Contractor shall be responsible to pay all costs for permits, licenses, fees and insurance which may be required to perform the work required.

4. For proposal purposes, if there is a conflict between the extended total of an item and the Unit Price, the Unit price shall prevail.

5. Proposer will obtain and maintain in full force and effect throughout the term of this Project, and thereafter as to matters occurring during the term of this Project, the following insurance coverage:

(a) Workers' Compensation insurance. If and to the extent required by law during the term of this Project, Proposer shall provide workers' compensation insurance for the performance of any of CONTRACTOR 's duties; including but not limited to, coverage for workers' compensation and disability, and shall provide RCD with certification of all such coverage's upon request by RCD.

(b) Liability insurance. Proposer shall obtain and maintain in full force and effect during the term of this Project the following liability insurance coverage's, issued by a company licensed (admitted) to transact business in the State of California and/or having a A.M. Best rating of A VII or better:

(c) General Liability. Commercial or comprehensive general liability [CGL] insurance coverage (personal injury and property damage) of not less than TWO MILLION DOLLARS (\$2,000,000) combined single limit per occurrence, covering liability or claims for any personal injury, including death, to any person and/or damage to the property of any person arising from the acts or omissions of Proposer or any officer, agent, or employee of Proposer under this Project. CGL insurance shall name and include RCD, and their officers, directors, agents and employees, as Additional Insureds using ISO additional insured endorsement CG 20 10 04 13 or its equivalent.

(d) Comprehensive Automobile Liability Insurance. Comprehensive automobile liability insurance (Bodily Injury and Property Damage) on owned, hired, leased and non-owned vehicles used in conjunction with CONTRACTOR 's business of not less than TWO MILLION DOLLARS (\$2,000,000) combined single limit per occurrence.

(e) Certificates. All insurance coverage's referenced in 5(a-d), above, shall be evidenced by one or more certificates of coverage which shall be filed by Proposer with the RCD prior to commencement of performance of any of Proposer duties; shall be kept current during the term of this Project; shall provide that RCD shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, other termination, or material change, except that only ten (10) days prior written notice shall be required where the cause of non-renewal or cancellation is non-payment of premium; and shall provide that the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, the coverage afforded applying as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability. For the insurance coverage referenced in 5(a-d), the certificate of insurance or endorsements attached thereto shall also name RCD, its officers, employees, agents and volunteers as additional insured's; shall provide that if the same policy applies to activities of Proposer not covered by the awarded Agreement then the limits in the applicable certificate relating to the additional insured coverage of RCD shall pertain only to liability for activities of Proposer under this Project; and shall provide that the insurance provided is primary coverage to RCD with respect to any insurance or self-insurance programs maintained by RCD. Upon request of RCD, Proposer shall provide or arrange for the insurer to provide within thirty (30) days of the request, certified copies of the actual insurance policies or relevant portions thereof.

(g) Deductibles/Retentions. Any deductibles or self-insured retentions shall be declared to, and be approved by, RCD. At the option of and upon request by RCD, either the insurer shall reduce or eliminate such deductibles or self-insurance retentions as respects RCD, its officers, employees, agents and volunteers or Proposer shall procure a bond guaranteeing payment of losses and related investigations, claims administration and defense expenses.

(h) All policies and coverage procured by Proposer as required herein (collectively, "Policies") shall include a separation of insureds clause. The Policies shall not include a deductible in excess of \$10,000 per loss without RCD's written approval. The Policies shall be endorsed to include (i) a waiver of subrogation and (ii) a provision that specifies the Policies are primary and that any insurance maintained by RCD shall not contribute with it and (iii) that the waiver of subrogation shall not affect the RCD's right, or any additional insured's right, to recover under such insurance policy. Proposer shall provide Proposer's insurance agent or broker with a complete copy of all insurance requirements set forth in this Section.

(i) All Policies described shall be procured to the satisfaction of RCD and shall be underwritten by an insurer acceptable to RCD (must be rated A-: VII or better in the A.M. Best's Key Rating Guide and licensed to do business in the state in which the Property is located or issued as a surplus line by a surplus line broker in the

state in which the Property is located). Prior to entering the Project Area, Proposer shall furnish RCD with certificates of insurance and endorsements of all required insurance for Proposer. At RCD's election, RCD shall be entitled to inspect original Policies or require complete certified copies of Policies at any time. Such certificate of insurance shall provide that the coverage required herein shall not be cancelled or reduced except by written notice to RCD, giving at least thirty (30) days prior to the effective date of such cancellation or reduction. In the event the coverage evidenced by any such certificate is cancelled or reduced, Proposer shall procure and furnish to RCD, before the effective date of such cancellation or reduction, a new certificate conforming to the above requirements. If Proposer has failed for any reason to secure the Policies to the satisfaction of RCD upon execution of this Agreement, or if RCD has not been furnished a certificate of insurance as aforesaid within twenty (20) days from the Effective Date, then RCD shall have the right, in addition to any other remedy available to it, to (i) immediately terminate this Agreement on oral notice to Proposer or (ii) secure any or all of said Policies and pay for same from amounts payable or to become payable to Proposer.

(j) Proposer shall require its subcontractors to maintain in full force and effect commercially reasonable insurance coverage substantially similar in form and substance to the insurance coverage required of Proposer in this Section, as appropriate to the nature of subcontractors' operations, each with minimum limits of no less than TWO MILLION DOLLARS (\$2,000,000) each occurrence and/or general aggregate, as applicable, unless otherwise agreed to by RCD in writing. Proposer shall be solely responsible for monitoring compliance by such subcontractors with the aforementioned insurance requirements.

(k) Notwithstanding any other provision of this Project, and separate and apart from any obligation of Proposer to indemnify, if Proposer's insurance carrier fails or refuses to defend or indemnify pursuant to an additional insured endorsement because of a failure to obtain an additional insured endorsement, policy deductible, self-insured retention or unauthorized coverage deletion, Proposer shall stand in the place of its insurer and defend and indemnify to the same extent that an insurer issuing the coverage as required herein would under California law.

(l) All insurance certificates or other evidence of coverage required to be submitted to RCD pursuant to this Section 7 shall be sent to:

*EL DORADO COUNTY RESOURCE CONSERVATION DISTRICT
100 Forni Road, Suite A
Placerville, CA 95667
Attn: District Manager*

6. Hold Harmless/Defense/Indemnification.

(a) In General

Proposer shall protect, defend, indemnify and hold harmless RCD, its board members, officers, directors, employees, agents, landowners, consultants, successors and assigns (hereinafter RCD) from and against all claims, demands, liabilities, causes of action, suits, legal or administrative proceedings for actual damages (including but not limited to special and consequential damages), natural resource damages, restitution, injuries, costs, response costs, remediation and removal costs, losses, debts, liens, interests, fines, penalties, charges and expenses (including but not limited to attorney's and expert witnesses fees and costs incurred in connection with defending against any of the foregoing or in enforcing this indemnity provision) of any kind whatsoever paid, incurred, suffered by, or asserted against the RCD which are claimed to or in any way arise out of or result from the Proposer's services, operations, or performance of the awarded Agreement except for the sole or active negligence of the RCD. This provision shall survive the termination of any other agreement between the parties. The foregoing indemnity shall not have any dollar limitation. The foregoing indemnity is for the exclusive benefit of the RCD and in no event shall the indemnity rights hereunder inure to the benefit of any third party.

(b) Notwithstanding anything to the contrary in (a), Proposer shall defend and indemnify RCD, and each of its officers, agents, landowners and employees, from any and all claims, actions, settlements or judgments of whatever kind which may arise from the failure of Proposer to conduct the investigation or its failure after the investigation to not reasonably disallow an employee from having personal contact or providing personal service.

7. Compliance with Laws. CONTRACTOR shall observe and comply with all applicable Federal, State and local laws, ordinances, and codes. Such laws shall include, but not be limited to, the following, except where prohibited by law:

(a) Proposer expressly understands and agrees that Proposer is responsible for abiding by and complying with all federal, state, county and local laws, rules, regulations and ordinances, including, but not limited to, all “Hazardous Materials Laws” (as defined below) and all other laws related to forestry, logging and log hauling (if applicable); endangered species; wages and hours worked, including, but not limited to, the Fair Labor Standards Act of 1938, 29 U.S.C. § 201, et seq.; State Forest Practice Regulations; social security; unemployment insurance; workers’ compensation; executive orders; OSHA; Cal/OSHA; labor code laws; migrant workers; seasonal workers; safety; environmental protection; and any other requirements set forth in this Agreement.

(b) For the purposes of this Agreement, “Hazardous Material Laws” shall include any and all federal, state and local laws, regulations, ordinances, codes and policies relating to substances, chemicals, wastes, sewage or other materials that are regulated, controlled or prohibited; or relating to pollution or protection of the environment, of natural resources or of public health and safety, including, but not limited to, the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. § 9601, et seq.; the Resource Conservation and Recovery Act, 42 U.S.C. § 6901, et seq.; the Federal Water Pollution Control Act, 33 U.S.C. § 1251, et seq.; the Clean Air Act, 42 U.S.C. § 7401, et seq.; the California Hazardous Waste Control Act, Cal. Health & Saf. Code § 25300, et seq.; the California Safe Drinking Water and Toxic Enforcement Act, Cal. Health & Saf. Code § 25249.8, et seq.; and the California Porter-Cologne Water Quality Control Act, Cal. Water Code § 13000, et seq.

(c) Proposer represents and warrants that it and all its employees, including, but not limited to, its supervisors, foremen, labor recruiters and haulers, are, and at all times shall remain, in complete compliance with the Migrant and Seasonal Agricultural Worker Protection Act (“MSPA”), 29 U.S.C. § 1801, et seq. and the California Farm Labor Contractor Act (“CFLCA”), Cal. Labor Code § 1682, et. seq., and any and all other applicable federal, state and local laws regulations and procedures governing employers, including, but not limited to, agricultural employers/farm labor and migrant or seasonal agricultural workers, including all wage, overtime and deduction laws and regulations, health and safety laws and regulations, and bookkeeping and record-keeping requirements. Failure to comply with any of the laws, regulations or requirements described in Sections 9(c) and 9(d) shall be grounds for RCD to immediately terminate the Agreement upon oral notice to Proposer and without liability or further obligation of RCD.

(d) If Proposer is subject to the requirements of MSPA and/or the CFLCA, Proposer shall comply with all applicable requirements of both the MSPA and the CFLCA, such requirements are generally listed herein but not specifically limited to the following: Proposer shall at all times be registered as a Farm Labor Contractor with the applicable MSPA authorizations (housing, driving and/or transportation); Proposer shall retain all payroll records relating to the Work for three (3) years following the completion of the performance of the Work (and Proposer acknowledges that RCD reserves the right to review such Proposer payroll records at RCD’s sole discretion); Proposer shall make the required pre-employment disclosures to its employees; any Proposer-provided housing and/or transportation must be in compliance; and Proposer must provide adequate sanitary facilities and water on site.

(e) During the performance of this Agreement, Proposer certifies that it will not discriminate against any employee or applicant because of race, color, religion, sex, national origin, veteran or disability status and to comply with equal employment opportunity and non-discriminatory practices as cited under the Equal Employment Opportunity Clause of Executive Order 11246 and related regulations under 41 CFR 60-1.4. In addition, Proposer and any subcontractors shall abide by the requirements of 41 CFR 60-250.5(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) which prohibit discrimination against qualified protected veterans and qualified individuals on the basis of disability, and requires affirmative action by covered prime Proposer and subcontractors to employ and advance in employment qualified protected veterans and qualified protected individuals with disabilities. The anti-discrimination and human rights statutes of the State of California are all incorporated by

reference into this Agreement. Proposer and its subcontractors shall not deny the benefits thereof to any person on the basis of sex, race, color, ancestry, religion or religious creed, national origin or ethnic group identification, sexual orientation, marital status, age (over 40), mental disability, physical disability or medical condition (including cancer, HIV and AIDS), nor shall they discriminate unlawfully against any employee or applicant for employment because of sex, race, color, ancestry, religion or religious creed, national origin or ethnic group identification, sexual orientation, marital status, age (over 40), mental disability, physical disability or medical condition (including cancer, HIV and AIDS), or use of family care leave. Proposer shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination or harassment as cited under the Equal Employment Opportunity Clause of Executive Order 11246 and related regulations under 41 CFR 60-1.4. In addition, Proposer and any subcontractors shall abide by the requirements of 41 CFR 60-250.5(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) which prohibit discrimination against qualified protected veterans and qualified individuals on the basis of disability, and requires affirmative action by covered prime Contractor and subcontractors to employ and advance in employment qualified protected veterans and qualified protected individuals with disabilities. The anti-discrimination and human rights statutes of the State of California are all incorporated by reference into this Agreement. In addition to the foregoing general obligations, Proposer shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), the regulations promulgated there under (Title 2, California Code of Regulations, section 7285.0, et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (sections 11135-11139.5) and any state or local regulations adopted to implement any of the foregoing, as such statutes and regulations may be amended from time to time. To the extent the awarded Agreement subcontracts to Proposer services or works required of RCD by the State of California pursuant to agreement between RCD and the State, the applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a) through (f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are expressly incorporated into this Agreement by reference and made a part hereof as if set forth in full, and Proposer and any of its subcontractors shall give written notice of their obligations there under to labor organizations with which they have collective bargaining or other agreements.

(f) Proposer shall strictly enforce with all its agents and employees “No Smoking” regulations throughout the entire time Proposer is performing the Work or any task related thereto. No smoking shall be permitted on the Project Area during the fire hazard season.. Proposer shall comply with all other regulations related to fire prevention, including, but not limited to, the location of fire tool caches and any other equipment that may be required by the United States Forest Service or California Department of Forestry and Fire Protection.

(g) Proposer shall comply with RCD’s Fire Policy.

(h) Documentation of Right to Work. Proposer agrees to abide by the requirements of the Immigration and Control Reform Act pertaining to assuring that all newly-hired employees of Proposer performing any services under this Agreement have a legal right to work in the United States of America, that all required documentation of such right to work is inspected, and that INS Form 1-9 (as it may be amended from time to time) is completed and on file for each employee. Proposer shall make the required documentation available upon request to RCD for inspection.

(i) Inclusion in Subcontracts. To the extent any of the services required of Proposer under the awarded Agreement are subcontracted to a third party, Proposer shall include all of the provisions of this Paragraph in all such subcontracts as obligations of the subcontractor.

8. The contractor certifies by signing and submitting his or her proposal that to the best of his or her knowledge and belief that:

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal,

amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(c) The contractor also agrees by submitting proposal that the required language of this certification will be included in all lower-tier subcontracts which exceed \$100,000 and that all such sub-recipients shall certify and disclose accordingly.

9. Conduct inspections in accordance with Contractor's own Quality Control Plan (QCP);

10. Maintain work sites to appropriate use standards, safety standards and regulatory requirements;

11. Coordinate with RCD prior to performing work at any location.

12. RCD will conduct inspections on a routine basis. RCD inspections do not relieve the Contractor of the responsibility for maintaining quality control. The RCD's designated inspector will conduct all inspections. The Contractor is encouraged to be present to observe inspections. Summary results will be made available on request.

13. Furnish all necessary equipment, qualified supervisors, and crews to complete the work.

14. Permits and licenses of any nature, necessary for any and all work, shall be secured and paid for by the Contractor.

15. All work shall be done to the complete satisfaction of the RCD and in accordance with all municipal, county, state, federal and local laws, ordinances and regulations applicable to said work.

16. Exercise due care and caution for the safety and welfare of the workmen employed on the job, bystanders and property.

17. Boundary and/ or cross fences must not be damaged.

18. Roads, trails, and other improvements, including but not limited to gates, fences or signs damaged by contractor will be repaired to a like or better condition as that found prior to the start of work. Repairs may include repairing or replacing drainage control features. Significant damage to existing roads, trails or other improvements, caused by contractor, must be repaired by contractor at contractor's expense within ten (10) working days of notification by the RCD.

19. Contractor will obtain any and all permits required for transporting and hauling activities on state and county roads. Haul routes must be planned, prior to proposing, observing load limits on bridges or roadways, existing roadway conditions, and Federal, State and local governmental regulations regarding truck traffic and truck routes. The Contractor shall comply with all legal load restrictions in hauling of materials on public roads. Permits as required must be obtained by the Contractor at its cost. Permits will not relieve the Contractor of liability for

damage which may result from moving equipment. The operation of equipment of such weight or so loaded as to cause damage to roadways or to structures or to any type of construction will not be permitted. Hauling of materials over unpaved roads shall be only as directed by the RCD. The Contractor shall be responsible for all damage done by his hauling equipment.

20. Soil disturbance will be as minimal as possible. Operations will cease before causing damage which will result in soil erosion or compaction.

21. All issues and concerns of property owners and others shall be referred to the RCD.

22. The work site should be left in a safe manner at the end of every work day, and the Contractor will take all reasonable precautions to avoid injury to the public.

23. Before daily acceptance, all areas occupied by the Contractor in connection with the work shall be cleaned of all Contractor's garbage, excess materials, temporary structures, and equipment, and all parts of the work area shall be left in a neat and presentable condition.

24. Coordinate all work as necessary to complete the project, avoid damages to utilities and maintain utility service with each affected utility company.

V. RFP SCHEDULE:

Release of RFP	February 13, 2019
Final RFP Questions Due	March 1, 2019
Proposal Due Date	March 8, 2019
Review and Evaluations	March 18, 2019
Notice of Intent to Award	March 18, 2019
Contract Award and Notice to Proceed	March 25, 2019

The schedule is tentative and may be subject to change by the RCD.

AWARD OF CONTRACT

The RCD may reject any and all proposals and re-issue this RFP. The RCD may waive any minor irregularities or immaterial defects in a proposal. The RCD reserves the right to request additional written or oral information from proposers to obtain clarification on their proposals. All proposals become the property of the RCD. All costs associated with development of the proposal in response to the RFP shall be the sole responsibility of the proposers and shall not be charged in any manner to the RCD.

Selection of the contract for recommendation to the RCD Board of Directors will be made within five (5) working days after the proposal due date to the proposal that meets the required qualifications, scope of work and selection criteria.

AVAILABLE FUNDS

The maximum funding available for contracting services in this grant is **\$51,200.00**. Proposers must acknowledge and affirmatively indicate that they can provide such services within this amount.

PROPOSAL SUBMISSION:

One original and two copies of Proposal must be received no later than 4:00 p.m. by March 8, 2019 at the RCD office at 100 Forni Road, Suite A. Placerville, CA 95667. One electronic copy of the Proposal, in PDF format, may also be delivered as an alternative means, via email no later than 4:00 p.m., local time, on March 8, 2019 to Mark Egbert, District Manager (Mark.Egbert@ca.usda.gov). Please cc yourself as verification of submittal. Please note the RCD

email server can only accept document sizes 10 MB or less. Faxed or late proposals will not be accepted. It is the responsibility of the proposer to assure that the Proposal is received prior to the deadline date and time. Proposals received after the submission deadline will not be accepted and will be returned unopened.

Any changes to this RFP are invalid unless specifically modified by the RCD and issued as a separate addendum document. Should there be any question as to changes to the content of this document, the RCD's copy shall prevail.

PROPOSAL FORMAT

The proposals must be in an 8 ½ X 11 format, may be no more than a total of fifteen (15) pages (sheets of paper, double sided is acceptable). NOTE: A single sheet cover letter, dividers, any attachments included in this RFP which are required to be submitted with the proposal, cost proposal, insurance, licensing documents, and Addenda acknowledgments do NOT count toward the fifteen (15) page limit. Proposals that do not furnish information organized according to the format or do not include the content specified in this RFP may be rejected as non-responsive.

Proposers shall describe the methodology to be used to accomplish the tasks required for the scope of services. The RCD relies on the professional expertise and competence of the selected contractor and expects the contractor to be knowledgeable of the specific services identified in the scope of work and to include in its proposal all tasks required to implement the scope of services.

Project Understanding and Approach: Provide an overview of your understanding of the services to be provided and your approach to the work, including but not limited to equipment to be utilized, staffing requirement expectations, outside agency coordination required, and any other items the firm feels necessary to demonstrate the firm's proposed strategy to complete the mitigation project. The approach shall include the proposed work plan (schedule) for accomplishing the mitigation.

Experience and Qualifications: Provide a general description of the firm's experience and qualifications related to hazard tree removal and debris removal of similar scope and complexity for local agencies, preferably focusing on post-fire restoration and reforestation. Provide an organizational chart and concise resumes of key staff and subcontractors indicating the names and roles of staff and subcontractors and their experience.

Cost Proposal: The Cost Proposal will be submitted. Estimated quantities are based upon the best available information at the time of advertisement of the RFP.

EVALUATION PROCESS

An evaluation committee will evaluate all proposals received for completeness and the proposer's ability to meet all specifications as outlined in this RFP. The following evaluation criteria and weight of importance will be used in evaluating and selecting a contractor. Cost proposal criteria points will be awarded on a relative scale with the lowest cost proposal receiving maximum points (100) and the remaining cost proposals receiving a score based on the proportionate differential between the lowest price cost proposal and the highest price cost proposal.

<u>Evaluation Criteria</u>	<u>Points</u>
Scope of services understanding and approach	50
Staff and firm experience and qualifications	50
Cost Proposal	100

PROTEST PROCEDURE

Any protest concerning the rating of any proposal or award of the contract hereunder must be submitted in writing to the RCD’s District Manager at 100 Forni Road, Suite A. Placerville, CA 95667 on or before 4:00 p.m. of the fifth (5th) calendar day following the RCD’s posting the Notice of Intent to Award the professional services contract at the entry to the RCD’s main office at the aforementioned address. The procedure and time limit set forth in this paragraph are mandatory and are the proposer’s sole and exclusive remedy in the event of a protest of the rating of its proposal or award of the contract and failure to pursue said remedy shall constitute a waiver of any right to further pursue said protest, including filing a Government Code claim or legal proceedings.

QUESTIONS/ ADDENDA

Any questions about this Consultant Bid shall be submitted in writing to the following address:

El Dorado County Resource Conservation District
 100 Forni Road, Suite A. Placerville, CA 95667
 Attn: Mark Egbert, District Manager

To be considered, questions must be received by the RCD no later than 4:00 p.m. on March 1, 2019. The RCD may, if deemed necessary, respond to questions by issuance of formal addenda, interpreting or clarifying the requirements of this RFP. Any addenda processed shall be made part of this RFP request and binding upon each proposer. All addenda will be posted on the RCD’s web-site. Each bidder is solely responsible for obtaining all addenda posted on the RCD’s web-site. The RCD may also direct attention to specific provisions of the RFP which cover the subject of the inquiry.

ATTACHMENTS:

- EXHIBIT A – Schedule of Items/ Cost Proposal Form
- EXHIBIT B – Project Area Maps

NONDISCRIMINATION:

The program or activities conducted under this agreement will be in compliance with the nondiscrimination provisions contained in Titles VI and VII of the Civil Rights Act of 1964, as amended; the Civil Rights Restoration Act of 1987 (Public Law 100-259); and other nondiscrimination statutes: namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and American’s With Disabilities Act of 1990.

EXHIBIT A – Schedule of Items/ Cost Proposal Form

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL
1	Competition Control	(Each)	(# of acres)	\$/Acre	\$

EXHIBIT B – Project Area Maps