



REQUEST FOR PROPOSALS #02-2021
FOR CONSTRUCTION SERVICES - TO THE
EL DORADO RESOURCE CONSERVATION DISTRICT

RELEASE DATE: April 13, 2021

CLOSING DATE: Proposals must be received by May 20, 2021 by 4:00 p.m.

PROJECT TITLE: **“PPCFSC WEBER CREEK FUEL REDUCTION – PARQUE DEL ROBLES”**

CONTACT PERSONS:

Mark Egbert District Manager El Dorado County RCD Mark.Egbert@ca.usda.gov (p) 530-295-0120 (cell) 530-957-3472	Cameron Spencer Project Coordinator El Dorado County RCD CameronD.Spencer@usda.gov (cell) 530-409-7936
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BACKGROUND

The El Dorado County Resource Conservation District (1938) - (District) is a local, independent, non-enforcement, non-regulatory, self-governed district organized under Division 9 of the Public Resources Code. The District advise and assist individual landowners and public agencies in planning and implementation of conservation practices for the protection, restoration, or development of land, water, and related natural resources.

The RCD is seeking proposals from qualified and experienced contractors to provide all labor, materials and equipment necessary to carry out the PPCFSC WEBER CREEK FUEL REDUCTION – PARQUE DEL ROBLES (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.

The RCD will conduct a non-mandatory pre-proposal meeting of the project area on May 10, 2021 beginning at 1:00 p.m. The meeting will commence at the corner of Snows Road Road and Puerta del Sol in Camino, CA. Please contact the District office for details. All interested parties are requested to R.S.V.P to Mr. Cameron Spencer by email at CameronD.Spencer@usda.gov. Final questions need to be submitted no later than May 13, 2021 at 2:00 p.m. in email format to CameronD.Spencer@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 May 14, 2021 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).

Proposers are advised that **this is not a sealed bid or low bid process.** The RCD intends to make an award(s) 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 **Exhibit A: Schedule of Items/ Cost Proposal Form** 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 general overall scope and nature of the Project, including descriptions of the environmental mitigation and protection requirements.

PROJECT MILESTONES:

Release of RFP:	April 13, 2021
Pre-bid meeting	May 10, 2021
Proposals Due:	May 20, 2021
Review and Selection:	June 1, 2021
Agreement Signed:	June 1, 2021
Work Begins After:	June 7, 2021
Contract Ends:	March 1, 2022

PROJECT LOCATION

Site location includes T10N/R12E Sec. 16, T10N/R13E Sec. 6, 7, MDM, El Dorado County; Camino USGS Quadrangles.

RESPONSIBILITIES / SCOPE OF WORK

Signed permission will be obtained from each property owner for this work to be performed.

This Project will NOT include any work for fire safe clearance work required by Public Resources Code 4291 of Government Code 51182 which is the full responsibility of each private property owner.

Within the Project areas a variety of equipment including hand tools, masticators and chippers may be used to do vegetation management treatments. Commercialization of forest products under this project is not allowed. The project would be limited to slopes equal to or less than 45 percent *unless approved by supervising forester.* 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.

CONTRACTOR equipment may include the use of mechanical and hand tools as described below.

CONTRACTOR shall furnish fuel and all supplies for equipment maintenance. Equipment shall be cleaned before entering the Project area to prevent spread of noxious weeds and pathogens.

Equipment should be free of leaks in good operating condition, and have spark arresting equipment or a supercharger. No direct mobilization or transportation costs will be covered.

ROADSIDE VEGETATION TREATMENTS

The Project aims to perform roadside vegetation management along approximately **.68** +/- miles of the following roadways.

Roadside Unit 1 (PARQUE DEL ROBLES) (**.68 mi**).

Hand Cutting and Chipping:

Roadside vegetation units are intended to create safe ingress and egress for fire personnel and escape routes for residents. Treatments will take place immediate from road edge and extend to a width of 50' where feasible. Note: there may be some overlap of roadside treatment area with shaded fuel break treatment area. Where this occurs, the perimeter shaded fuel break treatment area and cost recovery will take precedent. Objectives include removing trees less than 12" DBH on both improved and unimproved residential parcels.

No ground disturbing equipment (i.e. bulldozer or excavator pushing soil) will be utilized. The treatments will be constructed by combination of treatments to include mechanical (mastication/chipping) and/or hand crews utilizing hand tools. The type of treatment will depend on topographic variables, vegetation cover, and abilities of contractor. Prescription/ treatment methods summarized below.

- Horizontal spacing will be achieved by removing trees up to a maximum 12" DBH @ 4 1/2' above the ground on the uphill side to an average spacing of 20 feet between the remaining trees. Native trees and shrubs shall be removed unless flagged by supervising forester. All non-native trees and brush shall be removed.
- Vertically spacing will be achieved by limbing uncut trees to a 10' height above the ground, not to exceed 1/3 of the tree height (limbs to be clean cut). All trees immediately adjacent to and hanging over the road will be limbed to 16' above the ground (*not to exceed 1/3 of the tree height*) to accommodate responding emergency equipment.
- Any material previously marked by PG&E for removal will not be disturbed.

Piling and Pile Burning: Not allowed.

TRAFFIC CONTROL

The contractor will need to provide traffic control on all roadways. Traffic control shall be included in the cost estimate for the project. The contractor will assure that each roadway is passable to local traffic at least once every 30 minutes and efforts will be made to allow vehicles to pass as quickly as possible.

CONTRACTOR RESPONSIBILITIES

Identification of Protected Species or Other Critical Resources: With all environmentally sensitive areas, identification and avoidance during project implementation is important. Should any sensitive resources be found during project implementation, the area shall be avoided until the appropriate agencies review the situation.

Other responsibilities of the Contractor include:

1. Contractor will work with the Supervising Forester, RCD and FSC to insure compliance with the guidelines, conditions, and criteria of the Project.

2. Contractor will include enough layout time and supervision time in bid to assure public safety and compliance with El Dorado County (roadway property owner) and RCD, FSC requirements.
4. Contractor will be responsible for crew's safety and sanitation needs.
5. Any work which falls under the provisions of the OSHA Standard 29 CFR 1910.269 applicable to line-clearance tree-trimming operations will be required.
6. Contractor shall comply with all established administrative processes (monthly contractor's reports and invoicing) of the RCD.
7. Contractor will protect any areas from disturbance that have been identified as an archaeological site, endangered plant or animal habitat, or watercourses. These areas, if any, will be discussed at the pre-operations meeting and will be considered as equipment exclusion zones.
8. Contractor will be responsible for ensuring protection of structures, property improvements, survey monuments and property corners, power lines and other utilities.
9. Residual trees will be protected from skin ups and damage.
10. Contractor will insure that any surface or other property disturbance in gaining access to and from the treatment area will be restored to original appearance at the conclusion of work.
11. Contractor will insure that no equipment, materials, or trash is left on Project area or any access way used to get to and from the project area on project completion.
12. Contractor must insure that any erosion control measures are taken in the event that operations damages the soil stability or at the direction of the Project Manager.
13. The Forest Service Project Activity Level (PAL) will be used as a guide to prevent any fire starts by the Contractor. The Contractor shall take all steps necessary to prevent his/her employees, subcontractors, and their employees from igniting any fire starts. The Contractor will also abide by any fire prevention shut downs requested by CALFIRE or El Dorado County Fire. The Contractor will adhere to the Fire Plan Exhibit to the Agreement.
14. Slash will be disposed of, within seven (7) days of being created, by chipping, hauling off site or a combination of disposal methods.

WINTER OPERATING PLAN

The project may be conducted during the winter period. The Winter Operating Plan applies to the period November 15 to April 15. Heavy equipment shall not be used under saturated soil conditions as directed by the supervising forester. Saturated soil conditions may be indicated by potential for significant sediment discharge or equipment inoperability under its own power (see Forest Practice Regulations 895.1).

STATE INSPECTIONS

State inspections will ensure that the services are acceptable, and do not relieve the CONTRACTOR of the responsibility for maintaining quality control. Compliance inspections will be made on a sporadic basis. Such inspections are not final, and do not constitute acceptance by the State. Final inspections for payment will be made on completed items only. CONTRACTORS are encouraged to break the job out into logical measurable units.

OVERSIGHT

The Supervising Forester will provide ongoing oversight during the Project to ensure all the terms of the contract are met satisfactorily and to answer any questions that may arise in the community. The Supervising Forester will be available as needed to assure the contractor is complying with contract specifications and to assist the contractor in the timely, safe and effective completion of the project.

BEST MANAGEMENT PRACTICES

Exposure to Smoke, Dust and Fumes:

- If required, Contractor may have to prepare storm water erosion control plan(s) and obtain any permits for staging areas, debris management sites, or any other activity associated with this contract.
- Dust abatement measures including watering will be implemented at the direction of the supervising RPF. No dust suppressing chemicals are permitted.
- 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.

Impacts on Special Status Species:

- All known locations of Special Status Species will be flagged or otherwise delineated by supervising forester, along with buffer areas as required. No equipment operations are permitted within the boundaries of flagged areas or otherwise delineated.
- Surveys will be conducted by supervising forester to determine if any additional special status wildlife or plant species are present in treatment areas.
- If special status species occur or potentially occur in any treatment area, 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 by supervising forester will take the appropriate action.

Impacts on Cultural Resources:

- Surveys have been conducted to determine if cultural resources are located within proposed treatment areas. Survey results are confidential.
- Any and all cultural resources will be designated on the ground and avoided. If operations discover previously unknown sites, operations will cease within 100 feet of the site at the direction of the by supervising forester and consultation with appropriate tribal representatives will be initiated to inform them of the findings.

Impacts on Soil Resources and Water Quality:

- No drafting of water from natural watercourses is permitted.
- All streams and riparian vegetation will be protected through implementation of Watercourse and Lake Protection Zones (WLPZ) as required by the Forest Practice Regulations. No equipment operations will be permitted within these zones.
- No equipment operations will be permitted on slopes greater than 45% or less if erosion hazard rating is high or extreme unless approved by the by supervising forester.
- No equipment operations will be permitted on slopes of 45% or greater if the slope is continuous to a watercourse unless approved by the by supervising forester.
- No equipment operations are permitted on saturated soils, as determined by the by supervising forester.
- Water breaks will be installed at spacing prescribed by the Forest Practice Rules on any areas that are compacted due to equipment operations.
- The contractor is required to remove processed material from roadside ditches where it impedes flow or any water conveyance systems.

Noise:

- Hours of operation will be limited to the hours of 7 a.m. to 6 p.m. to minimize the potential for noise impacts on residences and recreation sites 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 and recreational users (roads and trails) to the safety hazards associated with the operation.

Cumulative Impacts:

- To the degree possible, the locations and timing of project activities will be to avoid simultaneous impacts on noise, air quality and traffic. The by supervising forester will advise the CONTRACTOR on any limitations on operations to avoid cumulative impacts.

Other Issues:

- Where mastication is employed, the maximum depth of masticated material will not exceed 4" (+-).
- The maximum stump height on cut trees will not exceed 4" (+-).
- Existing invasive plant infestations may be treated to reduce their extent or potential for spread. Preventative measures including cleaning of equipment prior to entering a weed-free site and worker education will be implemented to minimize the probability of new infestations.
- Protect any areas from disturbance that have been identified as an archaeological site, endangered plant or animal habitat, or watercourses. These areas and others, as appropriate, will be flagged as equipment exclusion zones.
- Be responsible for ensuring protection of structures, property improvements, fences, power lines and other utilities. Residual trees will be protected from skin ups and damage.
- Ensure compliance with Limited Operation Periods associated with environmental and recreational activities.
- Ensure protection of any underground water-underground power-septic systems-drainage structures.

AVAILABLE FUNDS

The maximum funding available for contracting services in this grant is **\$8,000.00**. Proposers must acknowledge and affirmatively indicate that they can provide such services within this amount.

AWARD OF CONTRACT

The RCD may reject any and all proposals and re-issue this RFP. The RCD may choose to award one or more contractors to service any portion of the project. 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.

PROPOSAL SUBMISSION:

One original and two copies of Proposal must be received no later than 4:00 p.m. by May 20, 2021 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 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 ten (10) 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 ten (10) 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 project. The approach shall include the proposed work plan and schedule for accomplishing the work.

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 pot-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. Cost proposals must identify the costs per unit type as described above. 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.

<u>Evaluation Criteria</u>	<u>Points</u>
Scope of services understanding and approach	50
Staff and firm experience and qualifications	25
Cost Proposal	75
Proof of Insurance	Y/N
Proof of California Licensed Timber Operator (A or B) license	Y/N

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 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 May 13, 2021. 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
- EXHIBIT C – Fire Policy
- EXHIBIT D – Agreement Template.

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

DESCRIPTION (Vegetation Treatment Prescription)	UNIT (Miles +/-)	UNIT PRICE (\$/unit)	TOTAL PRICE (\$/unit)
Roadside Unit 1: Parque del Robles.	.68		
Total			
<p>Comments:</p>			

EXHIBIT B – Project Area Maps

EXHIBIT C – Fire Policy

EXHIBIT D – Agreement Template.