



**CALAVERAS
COUNTY
Resource
Conservation
District**

PO Box 1041
423 E. St. Charles St
San Andreas, CA 95249

REQUEST FOR PROPOSAL (RFP)

FOR

FUELS REDUCTION SERVICES

CONTRACTED TO

CALAVERAS COUNTY RESOURCE CONSERVATION DISTRICT (CCRC) TO ACCOMPLISH TASKS OF THE

NW Calaveras Fuel Reduction Project

CAL FIRE Grant 5GA22228

RELEASE DATE	May 13th, 2026
PROJECT CONTACT	<p>Name: Dan Leichty, Project Manager Email: proposals@calaverasrcd.org Phone: 209-840-1683</p> <p>Name: Walter Tryon, Project Technician Email: wtryon@calaverasrcd.org Phone: 209-743-8140</p>
ATTACHMENTS	Appendix A – Avoidance/Minimization Measures Appendix B – Mitigation Measures Appendix C – Mitigation Monitoring and Reporting Plan Appendix D – Fire Plan
PRE-BID TOUR Time and Date	<p>Only contractors with an LTO A or a Contractors State License Board C61/D49 License are eligible to submit proposal on projects administered by the Calaveras County Resources Conservation District (CCRC). Do not attend the pre-bid tour if you don't have one of these licenses. When you RSVP for this event, please include your LTO A or state contractor C61/D49 license number.</p> <p>Participation in the pre-bid tour is recommended but not mandatory. However, proposers who attend the tour will be awarded points in the scoring process. The tour will originate in the parking lot of Taco Bell, Valley Springs Ca.</p> <p>Please RSVP for the tour by emailing proposals@calaverasrcd.org</p>
THURSDAY, MAY 26th at 9:00 am	
SUBMITTING QUESTIONS	<p>Questions may be submitted to the Project Manager no later than May 29th 2026. Answers will be answered and distributed to all proposers by email after 3pm on June 1st 2026.</p>

RFP CLOSING DATE	Proposals must be submitted in electronic PDF format to the following email address: wtryon@calaverasrcd.org and proposals@calaverasrcd.org by 3pm June 3rd, 2026 . Proposals not submitted in the correct PDF format will not be considered.
AWARD ANNOUNCEMENT	Project Contractor(s) will be selected no later than June 12 th , 2026. All proposers will be notified by email of award/no award.
PROJECT COMMENCEMENT DATE	Fall 2026
PROJECT COMPLETION DATE	Please include in your proposal timeline.

ACTIVITIES AND TIMELINE

Activity	Date
Release of RFP	May 13 th , 2026
Pre-Bid Tour	May 28 th , 2026, 9am
Deadline for RFP responses	June 3rd, at 3pm
Review Committee evaluates proposals	June 3 rd - June 5 th , 2026
Contract Award by Committee	June 11 th , 2026
Notice of contract award	June 12 th , 2026
Contract executed	June 25 th , 2026
Project start date	Fall 2026

PROJECT OVERVIEW

The NW Calaveras Fuel Reduction Project, funded by CAL FIRE grant 5GA22228, consists of all privately owned land within the Wildland Urban Interface (WUI) community of Rancho Calaveras and surrounding area. The *larger* project in its entirety consists of two areas divided into “NORTH” and “SOUTH”; it was strategically identified in collaboration with the local CAL FIRE unit for targeted fuels reduction treatments. When viewing the entire project area, it is oriented north and west of the Valley Springs subdivision Rancho Calaveras, south of California Highway 12 and is situated diagonally SW to NE toward the intersection of State Highways 12 and 26. **This RFP is for the handwork needed to be completed on both the NORTH and SOUTH sections of the project. The majority of this work will occur in the SOUTH section and will consist of handwork/chipping and handwork/pile burning**

There are 55.21 acres of handwork to be completed on the project. The CCRCDC estimates roughly 50% of these will be treatable via chipping and the other 50% will be treated via pile burning. Please note, this is subject to change based on a variety of in field conditions such as slope, erosion hazard areas, vegetation type etc. Please address how to approach this in your proposal and submit a cost per acre for both handwork/chipping and handwork/pile burning.

The CCRCDC and partners are actively trying to get new landowners to participate in the project. If this happens, there may be an opportunity to add more acres under the scope of this RFP.

PROJECT GOALS AND OBJECTIVES

The project aims to protect hundreds of homes, wildlife, property, infrastructure, livestock, and habitat from catastrophic wildfire in the Valley Springs and Rancho Calaveras communities.

Primary objectives of the project are to treat areas of heavy vegetative fuels and dense woodlands with tight or overlapping canopy closure. Treatments under the scope of this RFP will meet these objectives by manually reducing dense vegetative fuel loads, variably increasing tree canopy spacing, and removing dead, dying, and diseased trees which present a hazard to infrastructure.

The project area for this phase was designed to achieve as contiguous of a landscape as landowner participation allows for. No treatment shall occur within 100’ of dwellings or as defined by PRC § 4291.

Treatment methods will consist of the following:

- 1) Handwork with chipping
- 2) Handwork with pile burning

SCHEDULE OF ITEMS

Map Unit ID	Acreage	Treatment Type
H14	10.85	HAND
H13	4.07	HAND
H22	7.79	HAND
H43	10.23	HAND
H41	1.84	HAND
H38	1.63	HAND
H35	18.80	HAND
	55.21 Ac Total	

ACCESS

In general, the project area is accessible by both public and private roads. Additional access points or staging areas will be the responsibility of the contractor to identify in coordination with CCRCD and property owners. Access to treatment units is restricted to parcels with granted ROE permits.

NOTE: There are parcels within the project that do not have treatment units but have granted ROE to support implementation efforts. Refer to the Access map on page 5.

VIRTUAL BOUNDARIES

Georeferenced Maps: Contractor must obtain and use a GIS program capable of utilizing georeferenced maps for the purpose of following virtual boundaries. Georeferenced maps will be provided to the contractor by CCRCD prior to implementation. Where necessary and/or at the discretion of CCRCD, boundaries and exclusion areas may also be flagged and must be followed. The contractor should expect to utilize *both* methods and coordinate with the CCRCD Project Manager as appropriate.

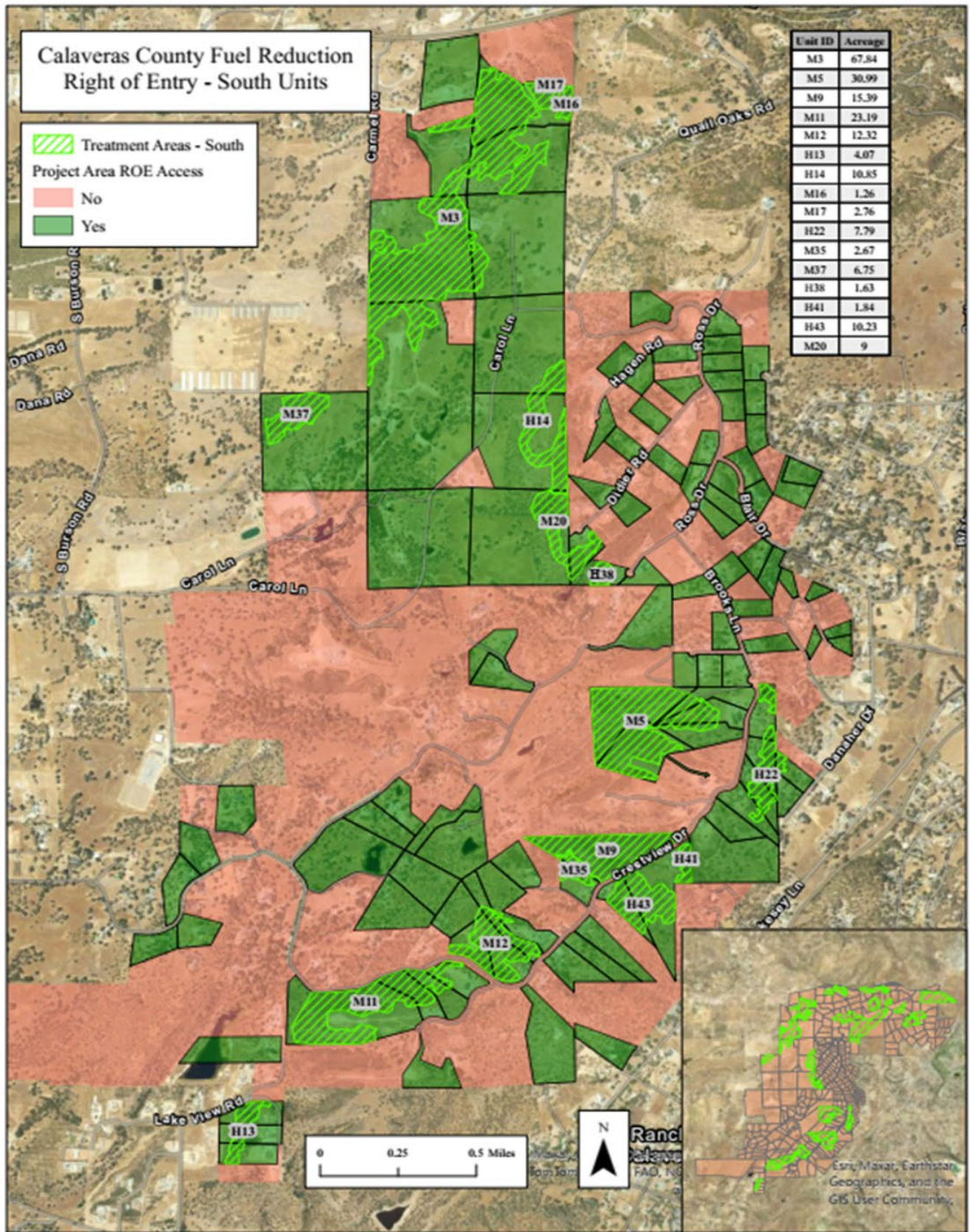
The CCRCD recommends utilizing Avenza for virtual boundaries which can be obtained from the following website:

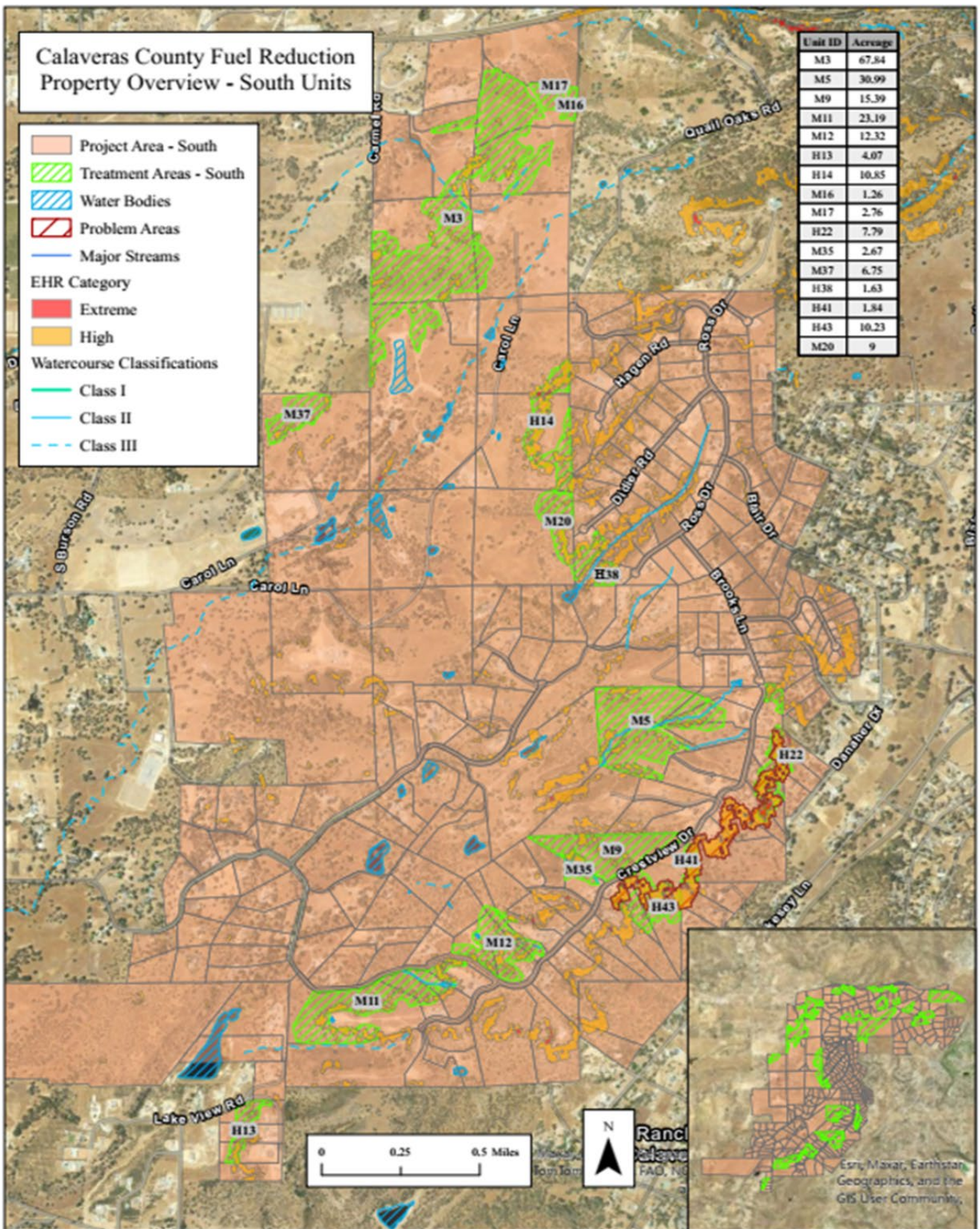
https://store.avenza.com/?srsId=AfmBOoqsTZlsea_w0z2LF1YvaPhcktpOs2I-4qCjpgUQYFURI4amv_ax

FLAGGING SCHEME

- Solid Blue: Class I and Class II water courses
- Blue/White Striped flag: Class III water courses
- Pink Glow: Unit Boundary
- Red: Monument and/or Property Boundary
- Black/Yellow Striped: Hazard Avoidance
- Orange/White Striped Special Treatment Zone (printed "STZ"): Archaeological Resource Avoidance

MAPS





TREATMENT SPECIFICATIONS

Vegetation Treatment Specifications^{1,3}	
<p>Note: Treatment specification listed below are for the NW Calaveras Project in its entirety, not just specifications limited by the scope of this RFP.</p>	
<p>1. Tree Removal (Mechanical)</p>	<ul style="list-style-type: none"> · Masticate trees up to 10" DBH to a target spacing of 35' to 35' between trees or bushes. · Oaks with multiple stems connected to the same root collar shall be considered one tree (i.e., do not cut individual stems on trees that are otherwise being retained). Either totally remove the oak cluster or retain the whole oak cluster. · To achieve adequate canopy spacing, there may be instances where the Project Forester/Manager will approve removal of trees to a wider spacing than stated above.
<p>2. Tree Removal (Hand crew)</p>	<ul style="list-style-type: none"> · Upon approval by Project RPF or Project Manager, cut and pile, lop and scatter, or cut and chip trees up to 10" DBH to a variable spacing of 25' to 35' between trees or bushes. · Oaks with multiple stems connected to the same root collar shall be considered one tree (i.e., do not cut individual stems on trees that are otherwise being retained). · To achieve adequate canopy spacing, there may be instances where the Project RPF/Manager will approve removal of trees to a wider spacing than that as stated above.
<p>3. Ladder Fuels</p>	<ul style="list-style-type: none"> · Prune lateral branches of retention trees to a height of 10' aboveground. · Chip and/or masticate all pruned limbs or branches. · Pruning should be done in a manner consistent with ANSI A300 pruning standards.
<p>4. Brush Removal (Mechanical)</p>	<ul style="list-style-type: none"> · In areas with overstory tree spacing of up to 60', masticate vegetation 12" in height or greater. · Where overstory tree spacing is greater than 60' or no tree canopy exists, masticate to a 30' spacing while retaining variable sized patches of shrubs (100-200ft²) · Do not treat within 100' of a dwelling structure².
<p>5. Brush Removal (Hand crew)</p>	<ul style="list-style-type: none"> · In areas with overstory tree spacing of up to 60': upon approval by the Project RPF or Project Manager, cut and pile, lop/scatter or chip all vegetation 12" in height or greater. · Where overstory tree spacing is greater than 60', or no tree canopy exists: upon approval by the Project RPF or Project Manager, cut and pile, lop/scatter or chip to a 30-foot spacing with variable sized patches of shrubs (100-200ft²). · Do not treat within 100' of a dwelling structure².

6. Dead Woody Material (Mechanical and Hand Crew)	<ul style="list-style-type: none"> · Treat all dead woody debris 1"-16" in diameter. · The preference is to treat by dead woody material by mastication to the greatest extent possible. Otherwise, dead woody material should be chipped or pile burned by hand crews if possible; larger downed logs should be bucked.
7. Dead Hazard Tree Removal	<ul style="list-style-type: none"> · Dead hazard trees are those which have the potential to impact a structure or road, and which are outside of the 100' defensible space zone around dwellings. · Dead hazard trees shall be directionally felled away from watercourses, fences, buildings, power lines, gates, and other infrastructure. Felled dead hazard trees up to 12" diameter at breast height (DBH) shall be masticated, or chipped (if applicable). Felled hazard trees greater than 12" DBH shall be cut and bucked to lay flat on the ground or piled (if applicable) away from the bole of retention trees. · Do not cut dead hazard trees within 100' of a dwelling structure². · Dead hazard trees may be designated by the Project RPF/Manager on-site. · Masticate/remove according to the Dead Woody Material specification (5).
8. Material/Slash Depth	<ul style="list-style-type: none"> · All masticated or lopped and scattered material shall, on average, have a depth no greater than 6" · No area shall have a material or slash depth of greater than 12".
9. Pile Construction (Hand Crew)	<ul style="list-style-type: none"> · Unless otherwise specified by the Project RPF or approved by CAL FIRE, hand piles must be at least 5' wide by 5' in height and shall be no longer than 8' in width or height · Construct the sides of the pile as vertically and uniformly as possible, and on flat ground wherever practical. · If piles are constructed on slopes greater than 20%, install a trench at least 8" deep on the downhill side of the pile to prevent burning material from rolling downhill. · Do not construct piles within 15' of the dripline or any residual trees, or within 10' of live vegetation. · Around all piles, cut a 36" control line down to mineral soil. · When covering piles, cover with a minimum 4'x4' piece of burn paper to keep dry; do not use tarps. · Do not pile within 100' of any structures.
10. Pile Burning	<ul style="list-style-type: none"> · Burning must be approved by the landowner. · Pile burning shall only be conducted by qualified, competent personnel, approved by CAL FIRE · Do not burn within 100' of any structures.
11. Snag Retention	<ul style="list-style-type: none"> · Retain 4 of the largest snags per acre across treatment areas (where possible). Do not retain hazard trees.

<p>12. Species Retention</p>	<ul style="list-style-type: none"> · To conserve biodiversity and protect culturally significant plant species, do not treat California buckeye (<i>Aesculus californica</i>), chaparral currant (<i>Ribes malvaceum</i>), or other herbaceous vegetation including herbs, annual grasses, and forbs. · Do not cut any vegetation which has been mapped and/or flagged for avoidance; at the discretion of the Project RPF/Manager, additional species may be specified for avoidance on-site. · Do not masticate or remove the following species (Refer to AMMs BIO-2, BIO-3): Elderberry (<i>Sambucus</i> spp.), lone manzanita (<i>Arctostaphylos myrtifolia</i>), lone buckwheat (<i>Eriogonum apricum</i>).
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¹Adhere to all Avoidance and Minimization Measures (AMMs) and Mitigation Measures during implementation.

²Exceptions may be made on a case-by-case basis as determined by CCRC.

³Treatments shall not include herbicide use.

LIMITATIONS AND AVOIDANCE AREAS

The project was scoped and analyzed for impacts to the environment in accordance with the California Environmental Quality Act (CEQA). The full CEQA Initial Study-Mitigated Negative Declaration may be found at the following link: <https://www.calaverasrcd.org/ceqa-revised-initial-study-mitigated-negative-declaration-nw-calaveras-fuel-reduction-project>

Avoidance/Minimization Measures and Mitigation Measures

*****Refer to the Appendices for the full list of AMMS, Mitigation Measures, and the Mitigation Monitoring and Reporting Plan (MMRP)*****

To prevent or reduce impacts on the environment in accordance with CEQA, the project requires the contractor to follow Avoidance and Minimization Measures (AMMs) and Mitigation Measures throughout the course of implementation.

NOTE: AMMs and Mitigation Measures include language discussing requirements for “qualified individuals” or “Project RPF” to conduct pre-treatment surveys. Pre-treatment surveys are the responsibility of the CCRCD - proposers should **not** figure these activities into the cost of their proposals. Proposers should, however, expect some level of coordination prior to and during implementation to ensure these AMMs and Mitigation Measures are followed.

Flagging of Avoidance Areas

- *Botanical Resources*: will be flagged for avoidance whenever practicable; contractor must adhere to AMMs and Mitigation Measures, even if retention species are not flagged.
- *Biological Resources*: will be flagged for avoidance whenever practicable; contractor must adhere to AMMs and Mitigation Measures, even if sensitive species habitat or sensitive areas are not flagged.
- *Cultural and Archaeological Resources*: will be flagged for avoidance whenever practicable. CCRCD will furnish monitors as appropriate during implementation to ensure protection of recorded sites and for contractor safety (e.g., mine shafts).
- *Riparian areas, Stream Courses and Water Bodies*: buffers will be flagged for avoidance whenever practicable; contractor must adhere to AMMs and Mitigation Measures, even if buffers are not flagged.
- *Human Habitation/Infrastructure*: will be flagged as needed.

Threatened and Endangered Species (“Special Status Species”)

The following species have the potential to occur, or are known to occur, within the project area. Any encounters with these species must promptly be reported to CCRCD.

lone Manzanita (*Arctostaphylos myrtifolia*)

Avoidance/Minimization Measures: BIO-3, BIO-4, HAZ-1, HAZ-2, EDU-1

lone Buckwheat (*Eriogonum apricum*)

Avoidance/Minimization Measures: BIO-3, BIO-4, HAZ-1, HAZ-2, EDU-1

Nongame Nesting Birds

Avoidance/Minimization Measures: BIO-1, HAZ-2, EDU-1.

Mitigation: Mitigation Measure #5

Bald Eagle (*Haliaeetus leucocephalus*)

Avoidance/Minimization Measures: BIO-1, HYD-1, HAZ-2, EDU-1.

Tricolored Blackbird (*Agelaius tricolor*)

Avoidance/Minimization Measures: BIO-1, HYD-1, HAZ-2, EDU-1.

Mitigation: Mitigation Measure #5

California Tiger Salamander (CTS, *Ambystoma californiense* pop. 1)

Avoidance/Minimization Measures: BIO-5, HYD-1, HAZ-1, HAZ-2, EDU-1.

Mitigation: Mitigation Measure #3

Crotch's Bumble Bee (*Bombus crotchii*)

Avoidance/Minimization Measures: BIO-2, BIO-3, BIO-4, EDU-1

Mitigation: Mitigation Measure #1

Vernal Pool Fairy Shrimp (*Branchinecta lynchi*)

Avoidance/Minimization Measures: HYD-1, HAZ-1, EDU-1

Swainson's Hawk (*Buteo swainsoni*)

Avoidance/Minimization Measures: BIO-1, HYD-1, EDU-1

Valley Elderberry Longhorn Beetle, VELB (*Desmocerus californicus dimorphus*)

Avoidance/Minimization Measures: BIO-2, BIO-4, EDU-1

Western Pond Turtle (*Actinemys marmorata*)

Avoidance/Minimization Measures: BIO-5, HYD-1, HAZ-1, EDU-1

Mitigation: Mitigation Measure #2

Coastal Rainbow Trout/Steelhead – Central Valley DPS (*Oncorhynchus mykiss irideus*)

Avoidance/Minimization Measures: HYD-1

Foothill Yellow-legged Frog – South Sierra DPS (*Rana boylei*)

Avoidance/Minimization Measures: BIO-5, HYD-1, HAZ-1, EDU-1

California Red-legged Frog, CRLF (*Rana draytonii*)

Avoidance/Minimization Measures: BIO-5, HYD-1, HAZ-1, EDU-1

Mitigation: Mitigation Measure #4

Western Spadefoot (*Spea hammondi*)

Avoidance/Minimization Measures: BIO-5, HYD-1, HAZ-1, EDU-1

NESTING SEASONS

Nongame nesting birds, including raptors (unless specified): **February 1 through August 31**

Bald Eagle: **January 1 through August 31**

EQUIPMENT LIMITATIONS

Tracked equipment will be the preferred type utilized for operations.

No mechanical operations can be conducted in areas where erosion hazard rating is high or extreme. These areas are mapped. Tracked equipment is allowed to move only along established roads in these areas. Erosion Hazard Maps are mapped, maps will be provided to selected contractor.

Vegetation removal and heavy equipment use shall not occur on unstable areas or excessively rocky areas. Heavy equipment operations shall be limited to the following slopes:

Equipment Type	Maximum Percent Slope¹
Wheeled front end loaders or masticators	25%
Tracked Chippers	40%
Tracked Masticators	55%
Walking Excavators equipped with masticators	65%

¹For equipment operations in slopes >50%, equipment operators may only treat if they can exit the slope from the same direction they entered, and under their own mechanical power; this excludes areas with an erosion hazard rating of high, extreme, or in problem areas.

Heavy equipment operations shall not occur during saturated soil conditions when compaction or rutting is likely, and traction is compromised. Any ruts deeper than 6 inches deep running downslope will not be allowed to remain.

Watercourse and Lake Classifications, Characteristics, and Buffers

Watercourse Classification	Class I¹	Class II²	Class III	Class IV
Water Class Characteristics or Key Indicator Beneficial Use	1) Domestic supplies, including springs, on site and/or within 100 feet downstream of the operations area and/or 2) Fish always or seasonally present onsite, includes habitat to sustain fish migration and spawning.	1) Fish always or seasonally present offsite within 1000 feet downstream and/or 2) Aquatic habitat for non-fish aquatic species. 3) Excludes Class III waters that are tributary to Class I waters.	No aquatic life present, watercourse showing evidence of being capable of sediment transport to Class I and II waters under normal high water flow conditions after completion of operations.	Man-made watercourses, usually downstream, established domestic, agricultural, hydroelectric supply or other beneficial use.
Slope Class	Watercourse Buffer (ft)^{3,4}			
<35%	n/a	50	25	Determined by consultation with facility owner/manager.
35-55%	n/a	75	50	Determined by consultation with facility owner/manager.
>55%	n/a	100	50	Determined by consultation with facility owner/manager.

¹None present within the Project area but included for reference.

²For the purposes of the Project, vernal pools and other wet areas (e.g., bogs, seeps) will be afforded Class II protection during wet season. When dry, buffers will not apply.

³Applied to both sides of the watercourse, measured perpendicularly from the top of the bank.

⁴For all watercourse buffers, equipment is allowed to travel through the buffer at locations of existing and functional watercourse crossings.

Permitted Activities				
Treatment Type	Class I Watercourse	Class II Watercourse	Class III Watercourse	Class IV Watercourse
Mechanical Thinning	n/a	No operations.	<p>1) When water is present, equipment operations permitted in areas where side slopes are <35%.</p> <p>2) Equipment tracks shall not enter buffer; masticators with boom mount attachments may reach into buffer to treat, as long as tracks remain outside of buffer.</p> <p>3) Equipment is not permitted to cross the watercourse unless approved, in writing by the Project RPF or designee.</p> <p>4) Woody debris or sediment shall not be deposited into existing channels. Debris greater than small incidental amounts will be removed from channels. Additional AMMs or mitigations may apply.</p>	Determined by consultation with facility owner/manager.

ADDITIONAL PROVISIONS, RESTRICTIONS, and CONSIDERATIONS

- All traffic control and signs will be the responsibility of the Contractor and shall conform to Calaveras County requirements. Encroachment permits must be obtained by and paid for by the contractor in accordance with law.
- All debris on public roads or any private driveway directly resulting from project activities must be remedied by the contractor. All paved roads, which include public roads and private driveways, must be swept or blown at the end of each workday whenever applicable.
- Landscape vegetation and buffer areas between private properties may be retained, depending on landowner preferences and circumstance. Such retention designation will be noted with the use of flagging and in coordination with the CCRCD Project Manager and Project Technician.
- Avoid disturbing any refuse or debris that may be piled by landowners.
- Hazards within the project area include, but are not limited to, barbed wire fences, wildlife, livestock, dogs, poison oak, utility infrastructure, mineshafts and vehicles.
- All cut and masticated vegetation will be kept within the unit boundaries. Any cut vegetation falling into ditches, roads, road banks, trails, or adjacent properties should immediately be removed by contractor.
- Equipment will be cleaned before entering the Project area to prevent the spread of noxious weeds and pathogens. Equipment should be free of leaks, in good operating condition, and have spark arrestors or turbochargers to prevent fires.
- No direct mobilization, demobilization, or transportation costs will be covered.
- Grass and other low annuals will not be treated.
- Punji Sticks: Cut vegetation as flush as possible to the ground and with the least angle as possible. Spike like cuttings are hazards to people and wildlife especially when they dry and harden.
- In or near residential areas 7:00 AM shall be work start time. In rural areas, 6:00 AM may be work start time with the permission of the property owners.
- All damage to public or private property or facilities or roads caused by the contractor will be repaired by the contractor at their own expense. Fences damaged or dropped by the contractor must be returned/repaired to their original condition.
- Payments will be made on actual acres treated. Invoices can be submitted as needed but no more frequently than every 2 weeks.

GRANT BACKGROUND & RESPONSIBILITIES

GRANTOR: The Calaveras County Resource Conservation District (CCRCD) is a grantee of CAL FIRE for grant agreement 5GA22228. The project is funded by CAL FIRE Grant Award 5GA22228. Grantor may conduct inspections of the project area periodically upon invoice submittals. Invoice submission and payments due to the contractor are dependent upon Grantor guidelines and procedures. Lag time between invoice submittal and payment is dependent upon grantor and funding availability.

NOTE: Pre-treatment acreages are estimated based on GIS. Final determination of treated acres will be made by Grantor and/or CCRCD based on actual on-the-ground measurement during certification inspections by CAL FIRE. Contractor is encouraged to conduct the inspections with CAL FIRE and/or CCRCD. Payments to contractor will only be made on actual acres treated. Invoices can be submitted as needed, but no more frequently than every two weeks. Contractor's invoices will be paid upon the CCRCD's receipt of the funds from Grantor. CCRCD will not be responsible for delays in receiving funds from Grantor.

GRANT POOL: CAL FIRE 2022-2023 Wildfire Prevention Grant Program

ROLE OF GRANTEE: The CCRCD submitted this grant to CAL FIRE and was awarded this grant. As the grantee, CCRCD is responsible for financial management and reporting requirements as specified in the executed contract with the grantor. CCRCD is the only entity authorized to enter into or terminate this contract, modify any term or condition of this contract, waive any requirement of this contract, or accept nonconforming work. CCRCD has assigned Dan Liechty as Project Manager and additional staff/contractors for on-site technical monitoring of the Contractor's performance and deliverables. CCRCD will execute the contract with the selected contractor. CCRCD will submit contractor invoices to CAL FIRE for payment and in turn process payment to the contractor.

PROJECT MANAGER. The Project Manager is an employee of CCRCD and will serve as the lead contact for the Project, including relations with the contractor. The Project Manager for this project is Dan Liechty. The selected contractor may also interact with the Registered Professional Forester (RPF), landowners, and additional CCRCD staff. The forester for this Project is CAL FIRE TCU Forester Roger Peterson.

PROJECT TECHNICIAN. The Project Technician is an employee of CCRCD and will serve as operational support and secondary contact for the Project. The Project Technician for this project is Walter Tryon. The selected contractor may also interact with the Registered Professional Forester (RPF), landowners, and additional CCRCD staff. The forester for this Project is CAL FIRE TCU Forester Roger Peterson.

PROPOSAL EVALUATION CRITERIA & SCORING

In submitting a Proposal, the contractor agrees to furnish all labor, material and equipment to complete the above-described project in a good and workmanlike manner as provided in the contract documents provided by the CCRCD. The awarded contractor's proposal will become part of the contract and the terms and conditions contained in the contract documents will govern performance and payments.

The contract award will be issued to the Contractor based on best value, not necessarily based on strictly

the lowest proposal.

The proposer is cautioned that it is the proposer’s sole responsibility to submit information related to the evaluation categories and the CCRCDC is under no obligation to solicit such information if it is not included with the proposal. Failure of the individual or firm to submit such information may have an adverse impact on the evaluation of the proposal. A Selection Committee shall be responsible for performing the evaluations of each proposal based on the following criteria:

1	Completeness of Proposal	Pass/Fail
2	Required Insurance/Licenses	Pass/Fail
3	Qualifications, Experience, & Workability	30 points
4	Approach/Strategy	30 points
5	Cost	30 points
6	Attendance to pre-bid tour	5 points
7	Local Benefit	5 points
	Total	100 points

Pass/Fail Line Items: Items in rows 1 - 2 above must receive a “pass” score to be considered for contract award.

Completeness of Proposal: Proposal must adequately describe all items listed in rows 3-7 above.

Insurance Requirements:

1. **Workers Compensation Coverage** – Worker’s Compensation Insurance and Employer’s Liability Insurance for employees in accordance with the laws of the State of California (including requiring any authorized subcontractor to obtain such insurance for its employees).
2. **General Liability Coverage** – Commercial general liability insurance with a minimum liability limit not less than \$2,000,000 for personal injury and property damages per occurrence)
3. **Automobile Liability Insurance** – with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and \$100,000 for property damage. This insurance shall cover all vehicles including hired cars, owned and non-owned vehicles.
4. Contractors are encouraged to purchase ‘Broad Form B’ insurance.

Selected Contractor shall add CCRCDC to said insurance policies named as “additionally insured” and provide CCRCDC with proof of insurance certificates for all insurance policies prior to implementation of the contract and throughout the full duration of the Agreement.

Qualifications, Experience, & Workability:

Please Provide:

- Contractor name
- Name, title, and experience of the Contractor’s representative who will be on-site managing the project daily.
- Proof of current California Contractor License (CA C61/D49) and/or Licensed Timber Operator (LTO-A) .

- Provide any certifications and qualifications related to prescribed burning, pile burning and/or fire management to be submitted to CAL FIRE staff.
- Insurance Certificates: See above.
- A short description of each piece of machinery including fire suppression equipment to be dedicated to the project (don't describe machinery that won't be dedicated to the project).
- The names, titles, and years of experience of each equipment operator and crew foreman.
- Provide a minimum of three references with at least one being within the last 18 months.

Approach/Strategy:

- Describe the strategy and sequence of operations for the treatment units.
- Treatment on steep slopes (based on the project's slope restrictions) will depend on the contractor's ability to treat and maintain safety standards. How these steep slopes are to be treated needs to be addressed in the proposal.
- Discussion on the use of equipment and operator expertise in all areas of fuels reduction (i.e.: hand crew personnel, chipping, and erosion control).
- Discussion on how interactions with landowners will be handled, including potential conflict.
- Finally, describe most recent projects that included hand thinning, pile burning, and chipping of trees and brush. Include the execution date of each contract, the date of completion, and the acreage treated.

Fire Plan: Describe the ability to meet the provided CCRC Fire Plan requirements (see Appendix D). Work *may* be authorized to occur during CAL FIRE fire season. Strict adherence to CCRC Fire Plan is mandatory.

Cost: Partial proposals will not be accepted. Proposals must outline the cost of services for hand treatments. Please list a cost per acre for both handwork/chipping and handwork/pile burning. If these costs are different, please also give estimated totals for completing:

- 25% chipping, 75% pile burning;
- 50% chipping, 50% pile burning; and
- 75% chipping, 25% pile burning.

Local Benefit: In the interest of local business, 5 points will be given to contractors based in Calaveras, Tuolumne, Alpine, Amador, and Mariposa Counties.

AWARD PROCESS

Proposers will receive emailed Award/Non-Award notification(s) which will include the name of the proposer to be awarded this contract.

OTHER REQUIREMENTS

Public Records Access: Proposers should be aware that submitted proposals are subject to the California Public Records Act and may be disclosed to members of the public upon request. **It is the**

responsibility of the proposers to clearly identify information in their proposals that they consider to be confidential under the California Public Records Act. To the extent that the CCRCDC agrees with that designation, such information will be held in confidence whenever possible. All other information will be considered public.

Non-Discrimination The Contractor selected through this RFP shall provide services without discrimination based on race, creed, color, ethnic or linguistic identification, gender or sexual preference, disability or handicap or any other basis prohibited by law. All information regarding the proposals will be held as confidential until such time as the Review Committee has completed its evaluation and, or if, contract negotiations are completed.

PROTEST/APPEAL PROCESS

The following procedure is provided in the event a proposer wishes to protest the CCRCDC evaluation and selection process or appeal the recommendation to award a contract for this contract award once the Notices of Award/No-Award have been issued.

- Any protest must be submitted in writing to: CCRCDC
Attention: Project Manager
PO Box 1041
San Andreas, CA, CA 95249
- The protest must be submitted or postmarked before 6:00 p.m. on the 10th calendar day following the date of the Notice of Award.
- The protest must contain a complete statement of the basis for the protest. The protest must include the name, address, telephone number and e-mail address of the person representing the protesting party.
- The procedure and time limits are mandatory and are the proposer's sole and exclusive remedy in the event of a protest.

Proposer's failure to comply with these procedures shall constitute a waiver of any right to further pursue the protest, including filing a claim or legal proceedings.

Informal Response: Within ten (10) calendar days of receiving a timely written protest/appeal, the CCRCDC will contact the protesting party and provide an opportunity to settle the protest/appeal by mutual agreement.

Formal Response: Within ten (10) calendar days following contact with the protesting party for informal resolution, the CCRCDC will provide a written response to the protesting party. This written response shall be considered as the final decision of the CCRCDC.

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