



September 15, 2020

**REQUEST FOR STATEMENT OF QUALIFICATION
FOR CONTRACTORS
FOREST HEALTH PROJECT PHASE 1 IN COLUSA COUNTY**

The Colusa County Resource Conservation District (CCRCD) is opening the Request for Statement of Qualification (RFSQ) from Contractors to provide fuel reduction services in Colusa County over the next 2 years. To assist in meeting the required project completion time, the CCRCD is pre-qualifying bidders.

REQUEST FOR STATEMENT OF QUALIFICATIONS DUE DATE

Submit your Response to the Request for Statement of Qualification (see attachment 1) to the CCRCD's office in a sealed envelope or package clearly marked on the exterior with Forest Restoration Phase 1 with the name and address of the bidder to:

Elizabeth Harper, Contracts Coordinator
100 Sunrise Blvd., Suite B, Colusa, CA 95932
Phone: 530-458-5131 Ext. 117
Website: www.colusarcd.org
Email: liz@colusarcd.org

The CCRCD will determine which Contractors are qualified for future Forest Health contracts based on the evaluation criteria (see attachment 3). Contractors deemed qualified will be notified in writing of upcoming solicitations. Non-qualified contractors also will be notified in writing with brief explanation of why.

Contract awards will only be made to Contractors/Firms identified on the posted, pre-qualified bidder list. This solicitation will remain open until further notice; however, in order to participate in bidding for Phase 1, Part A expected to begin in October 2020, responses to this request must be received by the CCRCD by: **Monday, September 28, 2020 No later than 4:00pm PDT**

QUESTIONS

Questions and requests for clarification related to definition or interpretation of this RFSQ must be requested in writing by email (preferred), or mail prior to Monday, September 21st, 2020.

Submit all inquiries to: Elizabeth Harper, Contracts Coordinator
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**REQUEST FOR BID/ REQUEST FOR STATEMENT OF QUALIFICATION
FOR CONTRACTORS
FOREST HEALTH PROJECT PHASE 1 IN COLUSA COUNTY
INSTRUCTIONS TO BIDDERS**

1. PROJECT BACKGROUND

The RCD is currently preparing numerous solicitations in response to the receiving funding for this project provided by the California Department of Forestry and Fire Protection as part of the California Climate Investments Program. The Forest Health Project is a restoration program implemented on privately owned lands with the Mendocino National Forest in Colusa County impacted by the Ranch Fire in 2018 formally known as “The Upper Little Stony Post Ranch Fire Restoration Project”. CCRCD will use the list of pre-qualified contractors generated from this RFSQ to solicit for upcoming contracts over the next 30 months.

The Upper Little Stony Post Ranch Fire Restoration Project is part of California Climate Investments, a statewide program that puts billions of Cap-and-Trade dollars to work reducing GHG emissions, strengthening the economy, and improving public health and the environment—particularly in disadvantaged communities. The Cap-and-Trade program also creates a financial incentive for industries to invest in clean technologies and develop innovative ways to reduce pollution. California Climate Investments projects include affordable housing, renewable energy, public transportation, zero emission vehicles, environmental restoration, more sustainable agriculture, recycling, and much more. At least 35 percent of these investments are located within and benefiting residents of disadvantaged communities, low-income communities, and low-income households across California. For more information, visit the California Climate Investments website at: www.caclimateinvestments.ca.gov.

2. PROJECT DESCRIPTION

The Upper Little Stony Landowner Association is a group of 13 private in-holders who own 1,680 acres of 17 000 acres within the Upper Little Stony Creek Watershed in Western Colusa County. In 2018 the Ranch Fire burned much of the watershed and Mendocino National Forest within Colusa County. Reforestation, along with biomass removal, pest control and fuels management are the tasks at hand to restore the forest on private lands in Colusa County and coincide with projects within the Mendocino National Forest that aim to achieve watershed health and habitat restoration.

The project proposal is for watershed scale post-fire restoration over the next 4 years through March 2024. The proposed project treatment for reforestation consists of site preparation for replanting on 725 acres by removing dead and damaged biomass through machine piling, hand



piling, as well as thinning/release and pruning. Replanting will occur on 557 acres with approximately 200 trees per acre.

Additional proposed treatments covered under this proposal include mastication and herbicide application to maintain healthy tree stands of uneven aged trees and meadow restoration; prescribed burning of biomass slash piles created during site preparation. Biomass utilization that began with timber salvage on the private lands will continue with the removal of dead or dying trees for firewood and wood chip sales that will benefit local communities.

3. PROJECT AREA MAPS

- 1. Location map**
- 2. Project map**

4. SCOPE OF SERVICES

Phase 1 Scope of Work

Scope of work may include but not limited to:

- Machine piling with excavator, dozer, shovel, etc. where heavier fuel loads exist
- Hand piling of slash & debris generally on steeper slopes or lighter fuel areas
- Falling of trees with machine or by hand (chainsaw) large and small, generally <15" DBH oak and <24" DBH conifer
- Pruning of residual live trees within some units of project area
- Cover machine and hand piles adequately for winter burning

5. PROPOSED SCHEDULE OF EVENTS (Estimated)

- Issue Request for Statement of Qualifications: September 15th, 2020
- Questions and requests for clarification deadline: September 21st, 2020
- Statement of Qualifications Deadline (Phase 1, Part A only): September 28th, 2020
- Notification to Firms Found Acceptable (qualified and responsive) and Firms Found Unacceptable (failed to meet CCRC requirements): October 5th, 2020
- Pre-qualified Contractors/Firms will be notified of future solicitations as they occur



6. SUBMITTALS AND QUALIFICATION

Contractors/Firms will submit an original and two (2) copies of the RFSQ. The RFSQ shall be on the forms or in the format contained in Attachment 1, including all supporting documentation requested in Attachment 1.

A. Qualifications will be judged on a pass/fail basis. The Statements of Qualifications for Phase 1, as submitted will be categorized as:

- i. Acceptable. (qualified and responsive)
- ii. Unacceptable. (fails to meet RFSQ requirements)

B. The CCRCD reserves the right to request clarification and/or hold discussions requesting additional information or clarifications if necessary. Such clarifications or additional information shall be submitted as a modification to the Statement of Qualifications. The request of such clarification from one Contractor/Firm does not obligate the CCRCD to seek similar clarification from any other Contractor/Firm.

C. Each Statement of Qualifications will be evaluated based on the information plus any other additional information received by the CCRCD. The CCRCD further reserves the right to require interviews. If deemed necessary, the interviews will be for the purpose of assisting the CCRCD in determining whether or not the Contractor/Firm meets the qualification criteria outlined herein.

7. DISCLAIMER

This RFSQ does not commit the CCRCD to place all applicants on the posted/pre-qualified list or to procure or contract for any services. The CCRCD reserves the right to accept or reject any or all Statements of Qualifications received as a result of this RFSQ, or to seek clarification with any qualified source if it is in the best interest of the CCRCD.

8. PROPRIETARY INFORMATION

All Statements of Qualifications become the property of the CCRCD.

9. REQUIRED CONTENTS OF THE STATEMENT OF QUALIFICATIONS

Each Statement of Qualifications shall include a completed Certification Application included as Attachment 1. In addition, responders must provide all the supplemental and additional information as described in the application and must adhere to the format in Attachment 1. Statements of Qualifications should be concise and shall not include promotional material.



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A. INSTRUCTIONS FOR EXPERIENCE CERTIFICATION APPLICATION (ATTACHMENT 1)

- i. General: Responses to this RFSQ should be submitted on the forms included as Attachment 1 hereto and/or provided as a separate submittal where indicated below.
- ii. Experience: The Contractor/Firm must provide information for three (3) Fuel Reduction/Tree Removal projects within the past five (5) years in the appropriate section of Attachment 1.
- iii. References
 - a. The CCRCD must receive three favorable references on which the Contractor/Firm has provided service in the past as provided in response to the Experience section of this RFSQ. The Contractor/Firm is responsible for providing current contact names, and telephone numbers, as a part of its statement of qualifications. The CCRCD will make no more than two attempts to contact any reference. The inability to contact a reference will be treated as an unfavorable reference for evaluation purposes.
 - b. The Firm will be disqualified if it receives a majority of unfavorable responses from such sources. An unfavorable response is any response where the respondent states either that the service which it received was substandard and/or that they would not engage the company to perform Site Preparation/Fuel Reduction services again in the future.

B. RESUMES OF OWNERS/OFFICERS/BUSINESS MANAGERS

Companies responding to this RFSQ must submit resumes of the owner(s), principal shareholders (owners of more than 15% of outstanding shares). These resumes must demonstrate experience within the industry, or in closely related industries, which demonstrate experience in contracts of similar size and scope of those anticipated for award by the CCRCD, and demonstrate the fiscal integrity needed to manage such projects.

C. INSURANCE AND BONDING/FINANCE

1. The Statement of Qualifications must contain written confirmation from a surety firm or broker/insurance agent acceptable to the CCRCD. The Certification Application must include a letter of commitment by a broker/insurance agent stating that they will insure your firm in accordance with the CCRCD's insurance requirements, in the amounts and form set forth in Attachment 2, Insurance Requirements.
2. Ability to finance initial costs. Initial costs are defined as those costs incurred during the first 60 days of the contract. This will include all start-up costs.



REQUEST FOR STATEMENT OF QUALIFICATION FOR CONTRACTORS
FOREST HEALTH PROJECT PHASE 1 IN COLUSA COUNTY
Certification Application
ATTACHMENT 1

INSTRUCTIONS: Please complete each item accurately. Type or print clearly. Do not leave any spaces blank on the application. If a question is not applicable to your business, insert "N/A" in the space provided. Whenever the space is insufficient to answer a question completely, attach additional sheets as necessary. Use the question number to identify any answer continued on an additional sheet. This form must be submitted with your SOQ package.

BACKGROUND

1. Company name (DBA): _____

2. Company address:

3. How long has company done business at this address?

4. Business addresses during the past five years:

5. Owner(s):

6. Number of employees:



7. Number of employees in Colusa County:

8. Name of Licensed Timber Operator (LTO) A-Licensed (if applicable):

9. Licensed LTOA Relationship to your company (if applicable):

10. Identify proposed subcontractors/partners/etc. that may be used to meet requirements of this Phase 1 solicitation (more than one may be listed). Attach separate sheet if necessary.

11. Please provide detailed information on a minimum of three (3) Site Preparation/Fuel Reduction/Tree Removal projects completed within the past five (5) years. Additional sheets can be attached if needed.

PROJECT 1

Project Name: _____

Project Location: _____

Project Dates: _____

Project Size (acres): _____

Total Value of Project: \$ _____

Client: _____

Client Address: _____

Phone/Email: _____



Scope of Services/Work Performed:

PROJECT 2

Project Name: _____

Project Location: _____

Project Dates: _____

Project Size (acres): _____

Total Value of Project: \$ _____

Client: _____

Client Address: _____

Phone/Email: _____

Scope of Services/Work Performed:

PROJECT 3

Project Name: _____

Project Location: _____

Project Dates: _____

Project Size (acres): _____



Total Value of Project: \$ _____

Client: _____

Client Address: _____

Phone/Email: _____

Scope of Services/Work Performed:

12. Contractor/ Subcontractor employees have experience with Fuel Reduction projects?

Yes No

13. Contractor/ Subcontractor employees have experience with the Forest Practice Act?

Yes No

REFERENCES

14. Please provide three references for which the Contractor has provided service of similar scope in the past three years.

REFERENCE 1

Name: _____

Title: _____

E-mail: _____

Company: _____



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Address: _____

Phone: _____

Relationship: _____

REFERENCE 2

Name: _____

Title: _____

E-mail: _____

Company: _____

Address: _____

Phone: _____

Relationship: _____

REFERENCE 3

Name: _____

Title: _____

E-mail: _____

Company: _____

Address: _____

Phone: _____

Relationship: _____



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15. Has Contractor been awarded government contracts within the last three years?

Yes No

If so, give a brief description. Include level of government (e.g. Federal, State, County, etc.) and contract date(s).

COMPLIANCE WITH LAWS/ REGULATIONS

16. In the last five years has Contractor, its owner(s), officer(s), director(s), manager(s), LTOA(s), or employees been under investigation, had a complaint lodged against, or received a citation or notice of violation from any Federal, State or Local Agency?

Yes No

If yes, for each instance, please provide a detailed description of the investigation (i.e. date, nature, outcome, and whether a citation/violation was received).

SAFETY PROGRAM

17. Please describe Contractor’s safety, training and record retention policies:



EQUIPMENT AND LABOR AVAILABILITY

18. Identify equipment inventory that would be used to complete the scope of services specified for Phase 1. Contractors must provide equipment that meet the FIRE EQUIPMENT REQUIREMENTS. Please include equipment specifications (make, model, HP)

19. Identify labor resources at your disposal to complete scope of services specified for Phase 1.

(End of Application Attachment 1)



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**REQUEST FOR STATEMENT OF QUALIFICATION
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FOREST HEALTH PROJECT PHASE 1 IN COLUSA COUNTY
ATTACHMENT 2**

Insurance Information for Contractors

Without limiting Contractor's indemnification obligations to CCRCD, Contractor shall provide at its sole expense and maintain for the duration of this contract, or as may be further required herein, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of the work by the Contractor, their agents, representatives, employees or subcontractors.

1. Minimum Scope of Insurance

Coverage shall be at least as broad as:

- A. Commercial General Liability, Occurrence form, Insurance Services Office form CG0001.
- B. Automobile Liability covering all owned, non-owned, hired auto Insurance Services Office form CA0001.
- C. Workers' Compensation, as required by State of California and Employer's Liability Insurance.

2. Minimum Limits of Insurance

Contractor shall maintain limits no less than:

- A. Commercial General Liability including Premises, Operations, Products and Completed Operations, Contractual Liability, and Independent Contractors Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. The General Aggregate limit shall be \$2,000,000.
- B. Automobile Liability: \$1,000,000 each accident for bodily injury and property damage.
- C. Employer's Liability: \$1,000,000 each accident for bodily injury or disease.

3. Deductibles and Self-Insured Retentions

Any deductible or self-insured retention must be declared to and approved by the CCRCD. At the option of the CCRCD, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the CCRCD, agents, employees and volunteers of the CCRCD; or the Contractor shall provide a financial guarantee satisfactory to the CCRCD guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

4. Other Insurance Provisions

The general liability and automobile liability policies are to contain, or be endorsed to contain the following provisions:



- A. Additional Insured Endorsement Any general liability policy provided by Contractor shall contain an additional insured endorsement applying coverage to the CCRC and its officers, agents, employees and volunteers of the CCRC, individually and collectively.
- B. Primary Insurance Endorsement For any claims related to this Contract, the Contractor's insurance coverage shall be primary insurance as respects the CCRC and its officers, agents, employees and volunteers of the CCRC, individually and collectively. Any insurance or self-insurance maintained by the CCRC, its officers, officials, employees, agents or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
- C. Notice of Cancellation Each required insurance policy shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the County at the address shown in section of Contract entitled "Notices".

5. Severability of Interest Clause

Coverage applies separately to each insured, except with respect to the limits of liability, and that an act or omission by one of the named insureds shall not reduce or avoid coverage to the other named insureds.

GENERAL PROVISIONS

6. Qualifying Insurers

All required policies of insurance shall be issued by companies which have been approved to do business in the State of California by the State Department of Insurance.

7. Evidence of Insurance

Prior to commencement of any contract, Contractor shall furnish the CCRC with certificates of insurance and amendatory endorsements effecting coverage required by this clause. Thereafter, copies of renewal policies, certificate and amendatory endorsements shall be furnished to CCRC within thirty days of the expiration of the term of any required policy. Contractor shall permit CCRC at all reasonable times to inspect any policies of insurance which Contractor has not delivered to CCRC.

8. Failure to Obtain or Maintain Insurance; CCRC's Remedies

Contractor's failure to provide insurance specified or failure to furnish certificates of insurance, amendatory endorsements and certified copies of policies, or failure to make premium payments required by such insurance, shall constitute a material breach of the



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Contract, and CCRCDD may, at its option, terminate the Contract for any such default by Contractor.

9. No Limitation of Obligations

The foregoing insurance requirements as to the types and limits of insurance coverage to be maintained by Contractor, and any approval of said insurance by the CCRCDD are not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by Contractor pursuant to the Contract, including, but not limited to, the provisions concerning indemnification.

10. Review of Coverage

CCRCDD retains the right at any time to review the coverage, form and amount of insurance required herein and may require Contractor to obtain insurance reasonably sufficient in coverage, form and amount to provide adequate protection against the kind and extent of risk which exists at the time a change in insurance is required.

11. Self-Insurance

Contractor may, with the prior written consent of CCRCDD, fulfill some or all of the insurance requirements contained in this Contract under a plan of self-insurance. Contractor shall only be permitted to utilize such self-insurance if in the opinion of the CCRCDD, Contractor's (i) net worth, and (ii) reserves for payment of claims of liability against Contractor, are sufficient to adequately compensate for the lack of other insurance coverage required by this Contract. Contractor's utilization of self-insurance shall not in any way limit liabilities assumed by Contractor under the Contract.

12. Subcontractors' Insurance

Contractor shall require that any and all Subcontractors hired by Contractor are insured in accordance with this Contract. If any Subcontractors coverage does not comply with the foregoing provisions, Contractor shall defend and indemnify the CCRCDD from any damage, loss, cost or expense, including attorney fees, incurred by CCRCDD as a result of Subcontractors failure to maintain required coverage.

13. Waiver of Subrogation

Contractor and CCRCDD release each other, and their respective authorized representatives, from any Claims (as defined in the Article entitled "Indemnity" of the Contract), but only to the extent that the proceeds received from any policy of insurance carried by CCRCDD or Contractor, other than any self-insurance, covers any such Claim or damage. Included in any policy or policies of insurance provided by Contractor hereunder shall be a standard waiver of rights of Subrogation against CCRCDD by the insurance company issuing said policy or policies.



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**Attachment 3
EVALUATION CRITERIA**

EVALUATION CRITERIA	PASS	FAIL
EXPERIENCE	SOQ demonstrates experience of projects similar in scope of work within the last 5 years.	SOQ fails to demonstrate adequate experience providing similar size and scope of work. Experience was more than 5 years ago. Experience is not of similar scope.
REFERENCES	SOQ provides acceptable <i>favorable</i> references from a minimum of three clients for whom contractor has provided similar work within the last 5 years.	Acceptable favorable references not provided in SOQ or cannot be verified from the information submitted.
COMPLIANCE WITH FEDERAL, STATE AND LOCAL LAWS, CODES AND ORDINANCES Any violations or citations need to be related to forest activities.	CONTRACTOR: SOQ indicates no complaints, citations, or notice of violations for any Federal, State and Local laws, codes and ordinances in the past five years. SUBCONTRACTOR(S): SOQ indicates no complaints, citations, or notice of violations for any Federal, State and Local laws, codes and ordinances in the past five years.	Contractor received one or more complaints, citations, or notice of violations within the past five years and reasonable explanation not provided. Contractor shows pattern of consistent complaints, citations, or violations within the past five years. Subcontractor(s) received one or more complaints, citations, or notice of violations within the past five years and reasonable explanation not provided. Subcontractor(s) shows pattern of consistent complaints, citations, or violations within the past five years.
SAFETY POLICIES AND TRAINING REQUIREMENTS	No OSHA or Cal OSHA complaints, citations or violations in the past five years. Employees provided general safety training. Above records are available for CCRCD review.	OSHA or Cal OSHA complaints, citations or violations were received in the past five years and explanation not provided. Contractor or Subcontractor does not maintain safety



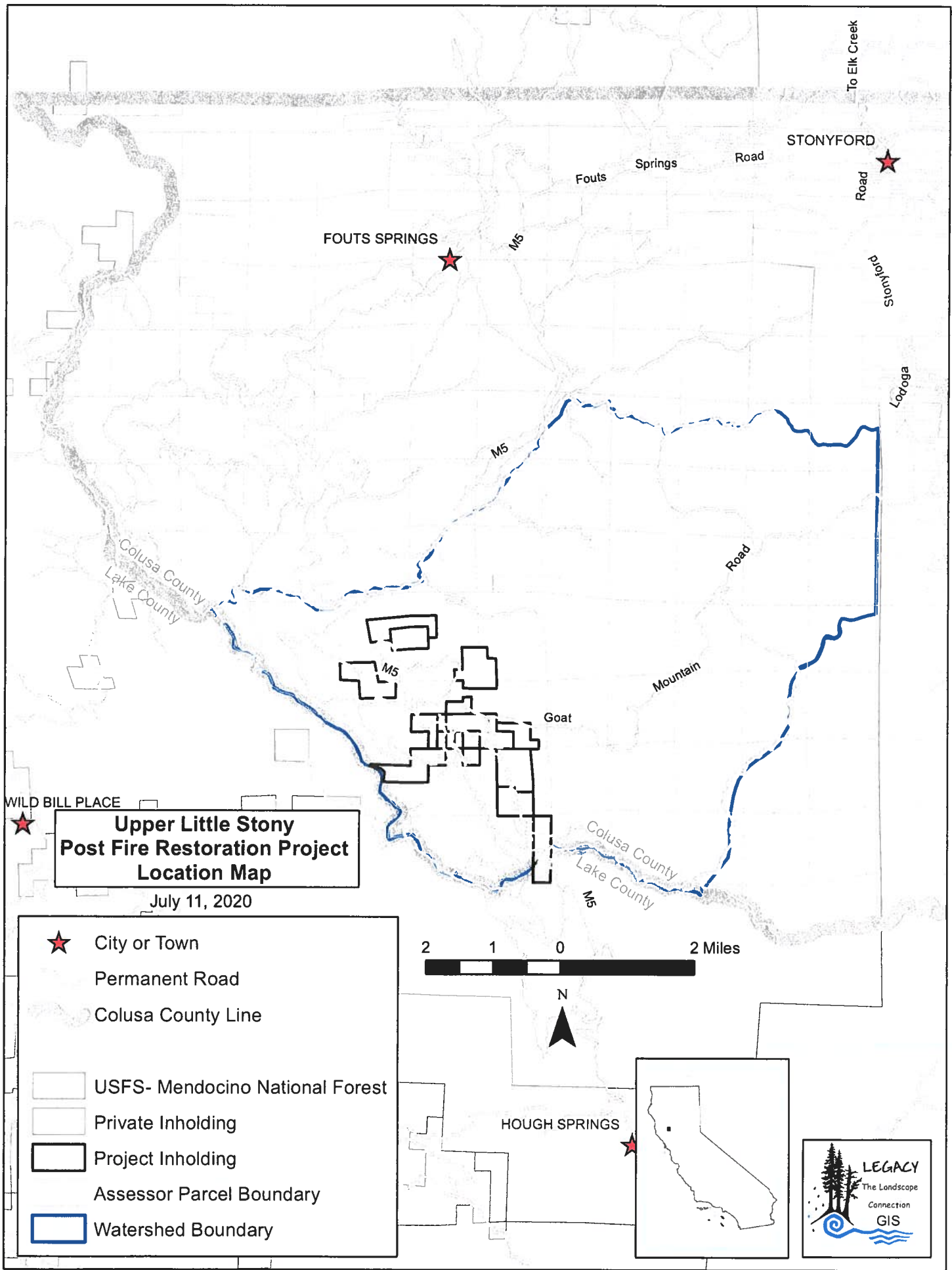
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		training records or general employee safety training records. Records are not available for CCRCD review.
Equipment and Labor Force	SOQ lists sufficient equipment inventory and labor force to meet requirements to perform the work specified. All contractors must provide equipment that meet the Fire Equipment requirements.	SOQ does not provide equipment inventory list, or equipment and/or labor force is deemed insufficient to perform the work specified.
Insurance + Workers Compensation and Liability Insurance Certificates	Provided as identified in Section 7-D of the Instructions to Bidders and Attachment 2.	Did not provide as identified in 7-D of the Instructions to Bidders and Attachment 2.



**Upper Little Stony
Post Fire Restoration Project
Location Map**

July 11, 2020

- ★ City or Town
- Permanent Road
- Colusa County Line
- USFS- Mendocino National Forest
- Private Inholding
- Project Inholding
- Assessor Parcel Boundary
- Watershed Boundary

