

**Request for Proposals
McCarthy Creek Conifer Release Project**



Proposals are due by Friday, June 22nd by 4 pm

Michael Ahr

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503-238 -4775 x109

I. Introduction

West Multnomah Soil & Water Conservation District (WMSWCD) works with private landowners on projects to promote clean water, healthy soils and diverse habitat. WMSWCD is seeking contracted vegetation management services on 16.9 acres of forest. All acreage needs blackberry treatment. Selective tree harvest needs to be completed on 12.7 acres, and 1800 tree and shrub seedlings need to be planted in February 2020 on a privately owned forest in the McCarthy Creek Watershed. Proposals should feature hourly cost rates for specific practices rather than acreage rates.

II. Background

The property is a total of 60 acres located in the Tualatin Mountains northwest of Forest Park. Forest management goals include growing older forest structure and nurturing a native understory with limited presence of Armenian blackberry (*Rubus armeniacus*), ivy (*Hedera species*), and scotch broom (*Cytisus scoparius*). Additional understory shrubs and shade tolerant trees are desired.

III. Work to be Performed

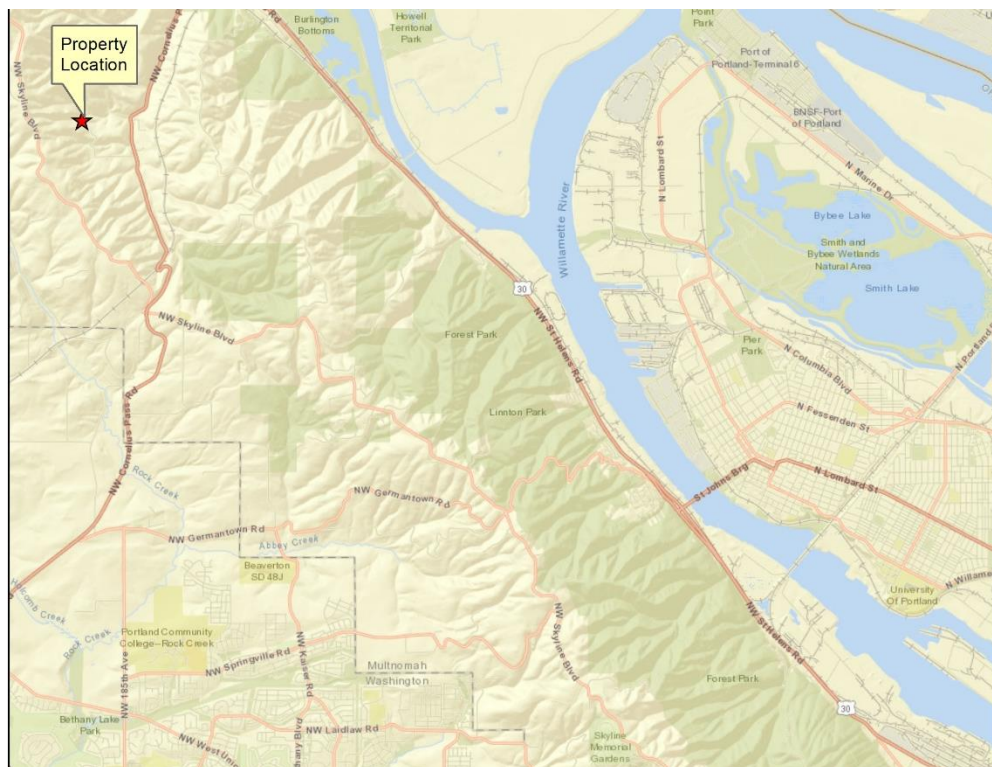
Project work will occur between August 2018 and February 2020. The project takes place on 16.9 acres. All 16.9 acres will be treated for invasive weeds and later planted to native trees and shrubs. Thinning or release work will occur on 12.7 acres. See specific details below on the prescriptions as well as the Site Map on page 6 as a reference.

- 16.9 acres of blackberry and scotch broom treatment in Unit 1, 2, 5, & 10. This work will be done by a crew on foot walking over uneven, hilly terrain to spray blackberry and scotch broom using backpack sprayers. A 2% triclopyr amine or 1.5% triclopyr choline herbicide mix with adjuvant will be used. *Complete between 8/27/18 - 10/15/2018. **This will also be repeated in the same timeframe of 2019 on all the same acres, so think of this as 2 blackberry treatments.***
- 9.8 acres of Douglas-fir and western redcedar release in unit 1. There are about 120-250 conifer per acre to release. Releasing these trees will require the cutting of roughly 300 trees per acre. 80% or more of the trees cut will be bitter cherry or bigleaf maple in the 3-6" DBH range and less than 40' tall. Some maple and alder that is larger will be taken as well, but mostly we'll girdle these trees to leave them as snags in the forest. Girdled trees also need to be treated with concentrated triclopyr immediately after the cut. All English holly and hawthorn should be cut and stump treated in these units. This work will involve tree cutting using chainsaw. Slash treatment will involve a "lop and scatter" technique that prioritizes cutting the trees into 6-8' pieces and making sure they make ground contact for decomposition. Some brush piling is

expected, and walkways need to be left in certain areas. Terrain is sloped. *Complete before 12/15/2018.*

- 2.9 acres of Douglas-fir thinning is needed. This will be a light thinning removing about 50 trees per acre, and the trees are about 40' tall and 6-8" DBH. Slash treatment and piling needs are the same as mentioned above in the 9.8 acres of release. *Complete before 12/15/2018.*
- 1800 trees/shrubs will be planted. Trees and shrubs will be bareroot seedlings planted over all project acres at about 20' x 20' spacing. *Complete before 3/1/2020.*

IV. Project Location - The property is accessed from NW Cornelius Pass Road 15 miles northwest of Portland. In dry months, access is good where vehicles can travel onto the property and approach most of the project from a forest road. One area (2.9 acres) requires that a crew would need to hike uphill for about 500-700 feet to do some tree cutting, invasive plant herbicide treatment, and tree planting. There's potential that during tree planting in the rainy season a longer hike of 1500-2000' would be required.



V. Qualified Contractors must have:

1. SAIF / Workers' compensation insurance
2. Farm/Forest Labor Contractor License
3. General liability insurance (\$1 million coverage)
4. Automobile liability insurance (Oregon minimum)
5. ODA Pesticide Applicators License (appropriate license type for each employee working on project)
6. Experience with
 - Invasive weed control

- Forest thinning
- Spot spray herbicide applications using backpack sprayers
- Identification of native and invasive species
- Tree planting
- Oregon Forest Practices Act requirements

VI. Pre-bid Meeting on site

A Non- mandatory pre-bid meeting is scheduled for Thursday, June 14 at 1 pm. If proposers cannot make this meeting, Michael Ahr will try to make accommodations within reason. Please RSVP (michael@wmswcd.org, 503-238-4775 x 106) for the 6/14/2018 meeting by noon on Monday June 11th. Requests for alternative accommodations should also be made by this time.

VII. Submittal requirements

Proposals can be submitted electronically to Michael Ahr (michael@wmswcd.org) by mail or in person to the address below by 4 pm on June 22nd:

Michael Ahr
West Multnomah SWCD
2701 NW Vaughn St, Suite 450
Portland OR, 97210

Proposals must include

- A straightforward, concise description of proponent's ability to satisfy the requirements of the "Work to be Performed" section of this RFP.
- Short description of 2-3 relevant past projects/work and references for each.
- Indication that you meet contractor qualifications in section V.
- Use the provided Bid Form or something similar to show **hourly cost rates** (per crew member) for the following practices:
 - Tree cutting and girdling using chainsaw
 - Slash treatment including piling (this is done after a fallen tree is bucked to concentrate slash and to create walkways through the forest)
 - Herbicide application using backpack sprayer
 - Tree/shrub planting
- Also include detail on how you charge for:
 - Travel (hourly rates and/or mileage rates)
 - Herbicide used
 - Foreman labor if it's a different rate than crew labor
 - Any other rates you foresee for specialized equipment (wood chipper, dump truck, skid steer, etc). *Note: in most cases we don't require this equipment. Our work is almost exclusively hand work with chainsaws. However, it's great to know if you have access to this equipment.*
- If you're quoting a "mobilization" charge for any portion of this work, please provide details on why this is necessary

VIII. Other Notes

- WMSWCD will make an effort to assign work in full day increments to avoid having contractors travel to our area for just a couple hours of work
- WMSWCD will provide detailed thinning specifications and expectations including:
 - # of trees to cut per acre
 - Preference for species to remove and species to retain
 - Level of slash treatment. (e.g. lop and scatter or stacked brush piles)
 - # of seedlings to install
 - Acres of invasive weeds to control
 - Approximate timing of all work to be completed
- Michael Ahr from WMSWCD expects to be highly available in the field for questions and guidance on this project
- WMSWCD will request the daily herbicide application records as a requirement for making payment for herbicide treatments. Examples of spray records will be provided with awarded contract. This form can be provided as requested prior to submittal of proposal.
- For herbicide applications made within 3' of water (including ditched and canals with water present), applicators will also be asked to record the quantity of herbicide used, the treated surface area and the linear feet of adjacent stream where treatment occurred. This information is necessary for the District to be compliant with its National Pollutant Discharge Elimination System (NPDES) permit for such applications. **Note: No herbicide treatment within 3' of water is anticipated for this project.**

IX. Approximate timeline

August-September 2018: perform first invasive species herbicide treatment on all project acres

November-December 2018: perform all thinning and conifer release (tree cutting) work

August-September 2019: perform second invasive species herbicide treatment on all project acres

February 2020: Plant all seedlings (trees and shrubs)

X. Selection process

Proposals that do not indicate the respondent meets the contractor qualifications in Section V, or do not demonstrate to the respondent can meet these requirements within 14 days of being offered a preliminary award of contract, will not be considered. Incomplete proposals will also not be considered.

Proposal will be evaluated based on equal weight of

1. Ability to perform the work,
2. Relevant work experience with similar types of projects,
3. The respondents bid cost for completing the work. On the Bid Form, values associated with Practices in the first table will be evaluated in this selection process. Values in the specialized equipment and "other" costs tables will not be used in evaluation.

The successful respondent will be offered a “Preliminary Award of Contract” and a draft professional services contract for review. Final award of this work will be through an executed contract between the respondent and WMSWCD that provides written agreement on the contractor’s tasks; and the hourly rates for services as proposed in response to this RFP and considered fair and reasonable to WMSWCD. As the project progresses, if more funding becomes available or more work becomes desired, there may be opportunity to amend the scope of work.

Progress payments shall be based on completion of the items as identified in the executed contract’s Scope of Work at the cost rates in bid submitted in response to this RFP. If unanticipated situations arise that effect the time estimate of the original bid, or if it is determined by WMSWCD that additional work is needed beyond the work described in the Work to be Performed Section, WMSWCD approved change orders may be utilized.

XI. Disadvantaged, Emerging, Minority, Service Disabled Veteran and/or Women Business Enterprises

We welcome disadvantaged, emerging, minority, service disabled veteran and/or women business enterprises to apply for our RFPs. Please self-identify if any of these categories applies to your business.

However, if your business holds any of the following certifications, distributed by the Office for Business Inclusion and Diversity (COBID), please include a copy of your certification with your response to this RFP:

- Disadvantaged Business Enterprise Program (DBE)
- Minority Business Enterprise Program (MBE)
- Women Business Enterprise Program (WBE)
- Emerging Small Business (ESB)
- *New Service Disabled Veteran Certification

West Multnomah Soil & Water Conservation District does not discriminate based on any class or identity including age, color, disability, gender identity or expression, genetic information, marital status, national origin, race, religion, sex, sexual orientation, and veteran status. The District is an equal opportunity employer and service provider. The District makes reasonable accommodations for persons with disabilities and special needs so as to provide access to district events, materials and services.

West Multnomah Soil & Water Conservation District is committed to racial diversity, equity, and inclusion throughout our organization: in those we serve, in our workforce composition, through the contractors we hire, and in those that benefit from our work.

To request an accommodation or for complaints about discrimination, harassment, unequitable treatment and access to District events, materials and services, or for any questions at all, please contact us at our email info@wmswcd.org or call 503.238.4775.

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