

Request for Proposals

Whitlow Timber Marking

Project Proponent: California Deer Association (CDA)

Location: Shasta-Trinity National Forest, 25.0 miles (~35-minute drive) from McCloud, CA

The California Deer Association is advertising a contract to provide technical forestry services for the Whitlow Sale Project Area on the Shasta-McCloud Management Unit (SMMU) within the Shasta-Trinity National Forest. Services will include performing leave tree marking in compliance with the provided marking guidelines.

The project is located in Siskiyou County approximately 25 miles east of McCloud, California in Township 40 North, Range 03 East, Sections 18, 19, and 30; Mount Diablo Meridian. Elevation ranges from 4,100 feet to 4,300 feet. The Contract area map is included in Appendix B.

Project Deliverables

- Leave Tree Marking on 420.6 acres

Project Timeline

The timeline for this project as outlined above would begin upon execution of the contract (estimated August 2026) to October 31st, 2026.

Contractor Minimum Qualifications

- Contractor, Contractor's principal, or Contractor's staff shall have been regularly engaged in the business of forestry services such as timber sale prep, timber marking, cruising, etc. within forest environments for at least three years.
- Contractor shall possess all permits, licenses, and professional credentials necessary to perform services as specified under a CDA contract.
- Contractor shall take out and maintain during the life of the Contract all the insurance required and, if requested, shall submit certificates for review and approval by CDA. Acceptance of the certificates shall not relieve the Contractor of any of the insurance requirements nor decrease the liability of the Contractor. CDA reserves the right to require Contractor to provide insurance policies for review by CDA.
- Contractor shall be responsible for registering with [Sam.gov](https://sam.gov) prior to bid submission due to this project being executed under an existing Stewardship Agreement. Contractors who are not registered will not be considered.

Quality Assurance

The Contractor shall maintain an inspection system acceptable to CDA. The purpose of the Contractor performing self-inspection is to monitor quality while work is being performed, thereby allowing the Contractor to identify and correct any quality deficiencies in their work during project implementation. The Contractor shall inspect their work on an ongoing basis and keep the CDA Project Manager regularly informed on the status of all deliverables. Any major concerns identified during the analysis shall be communicated to the CDA Project Manager. The Contractor shall

ensure that all Project Design Features (PDFs), mitigation measures, analyses, and compliance documentation prepared for CDA are accurate, complete, and consistent with all applicable laws, regulations, policies, and agency requirements. All completed work shall be subject to review and approval by the CDA Project Manager, and only work deemed acceptable by the CDA Project Manager shall be considered complete and approved for sign-off.

The CDA Project Manager will coordinate with the Contractor on an ongoing basis to support timber marking efforts. CDA verification will consist of ongoing inspections for quality control, regular communication, check-ins, and final inspections by CDA and Forest Service representatives to approve work. All project documentation, deliverables, and communications prepared by the Contractor related to the scope of work shall be submitted directly to CDA for review and coordination. The Contractor shall not submit final products or formal correspondence directly to external agencies or partners unless otherwise authorized via written consent by the CDA Project Manager.

Description of Work

The Contractor agrees to provide forestry consulting services in connection with leave tree marking across 420.6 acres of the Whitlow Sale. The entire contractual area is comprised of mixed conifer stands. There are two specific prescriptions for the leave tree marking: oak stand thinning and fuel break. The fuel break prescription applies to 200-ft from specified roads and the oak stand thinning applies to the remainder of the contract area. There are known forest pathologies within the contract area, and subsequent signs of mortality must be considered during leave tree selection. Refer to the Contract Area Map, Prescription Guidelines, and Unit Stand Cards for additional information.

The services provided must be in compliance with relevant Forest Service regulations and be consistent with the Shasta-Trinity National Forest Land and Resources Management Plan. Work will include contact with CDA Project Managers and Shasta-Trinity National Forest personnel as well as fieldwork to perform the required services as listed above and to ensure quality and compliance of the services rendered with the provided specifications.

Contractor shall provide any and all qualified personnel, transportation, labor, supervision, equipment, supplies, permits, licenses, and incidentals that are not provided as Government Furnished Property, that are necessary to collect field data and complete the contracted services.

For all services described, correspondence will be between Contractor and CDA. As directed by CDA, Contractor may interface with Shasta-Trinity National Forest personnel.

Appendix A – Specifications

Deliverables

Deliverables for this Task will be acceptance of Leave Tree Mark by CDA Project Manager and Shasta-Trinity NF personnel. Leave Tree Mark units will be inspected by CDA and the Forest Service with a combination of walk-through inspections and plot inspections. A minimum of 10% of each unit will be inspected and evaluated. Results of either inspection protocol must demonstrate adherence to the prescription at a rate of 90% or greater for the unit to be accepted. Non-compliance with the silvicultural prescriptions or general marking guidelines can result in the Leave Tree Marking unit to fail inspection.

All deliverables shall be provided to CDA by no later than October 31st, 2026, unless otherwise agreed in writing.

Task 1 – Leave Tree Marking

Task	Acres	Total Cost
1 – Leave Tree Marking	420.6	\$ _____

General

Contractors shall designate trees that meet the Leave Tree Marking Guidelines described below.

- Leave Trees will be designated with Forest Service issued orange tracer paint.
- Paint a highly visible solid attention band 2 inches wide at eye level. The attention band shall be visible from 360 degrees around the tree to a distance of at least 50 feet.
- Each designated Leave Tree will also be painted with two stump marks. Stump marks shall be placed within the furrows of the bark and ground level on the uphill and downhill sides of the tree. Stump marks shall touch the ground and be at least 3 inches in width.
- Use Forest Service issued black tracer paint to cancel a marked tree. Apply black tracer paint on all bands and stump marks. The original marking shall be completely covered with black paint.
- Record the amount of marking paint used by color and batch number for each unit on the provided “SMMU Daily Paint and Project Progress Chart.”

The contract area has already been plot cruised. Plots are identified with pin flags or tags with the Sale Name and Plot Number written on them, as well as a hanging strip of orange flagging and white flagging. Cruise trees (i.e. Cut Trees) within these plots are identified with numbers in pink paint facing the plot center. ***These cut trees are not considered for leave tree marking and should be blacked out if accidentally marked with orange paint.*** Leave trees within cruise plots are designated in pink paint with “L” at stump level facing plot center.

There is presence of old orange timber designations within the contract units. If there is old orange paint on a tree chosen for a Leave Tree, fresh orange timber marking paint must be applied per the Leave Tree Marking specifications. If there is old orange paint on a tree chosen for a Cut Tree, the orange paint must be completely blacked out.

Leave Tree Marking Guidelines

Contractor shall perform Leave Tree Marking following the prescription guidelines provided below. Applicable prescription is determined by location within designated units: the Fuel Break Prescription applies within 200-ft from specified roads, and the Oak Stand Thinning prescription applies everywhere else.

The prescription objectives are as follows: to release conifers to increase growth rate and resilience to bark beetles; increase hardwood component; create open canopy with small gaps to promote grass, forb, and young brush in the understory for wildlife forage; retain wildlife trees; and prepare the stand for the re-introduction of fire.

Oak Stand Thinning Prescription

1. Thin live conifers $\geq 10''$ DBH down to a post-harvest basal area range 60-80 sqft/ac. Entire stand will average basal area of 70 sqft/ac.
 - a. Preference is given to the lower end of the post-harvest basal area range.
2. If black oaks with DBH $\geq 10''$ are "in" using a prism, count them into basal area and remove additional conifers accordingly. Do not remove black oak.
3. Thin over-topped, intermediate then co-dominant conifers until basal area target is met.
 - a. Ladder fuels should be targeted for harvest first.
4. Species preference for retention: BO>SP>PP/JP>DF>IC>LP>WF
5. Given that black oaks are at the top of the species preference list and basal area targets are low for these types of stands, if there is black oaks that are 10 inches or greater diameter at a basal area of 60-80 sqft/ac, all conifers will be removed, resulting in an all oak stand. This is anticipated to be a rare occurrence.
6. Do not remove remnant trees unless deemed a hazard.
7. Remove SP with visible signs of WPBR: dead tops, branch flagging with swelling where branch meets the bole, pitch streaming cankers, or fruiting bodies.
8. Remove conifers with dead or broken tops, conks, stem rot, dwarf mistletoe, or bark beetle hosts regardless of species preference unless remnant trees.
9. In some cases, trees that have defects such as forks, sweeps, crooks or rot that might exceed 50% cull, can be retained for future habitat for cavity dwellers.
10. Do not remove trees that are growing in areas that would damage harvesting equipment (e.g. lava flows, boulder fields, cliffs).
11. All biomass trees (conifers 4.0-9.9in DBH) will be removed.

Fuel Break Prescription (Within 200ft from Specified Roads)

1. Thin live conifers $\geq 10''$ DBH down to a post-harvest basal area of 50 sqft/ac.
 - a. Allowing a 20-BAF prism is acceptable with a range of 40-60 sqft/acre. Preference is given to the lower end of the post-harvest basal area range.
2. If black oaks with DBH $\geq 10''$ are "in" using a prism, count them into basal area and remove additional conifers accordingly. Do not remove black oak.
3. Thin over-topped, intermediate then co-dominant conifers until basal area target is met.
 - a. Ladder fuels should be targeted for harvest first.
4. Species preference for retention: BO>SP>PP/JP>DF>IC>LP>WF
5. Given that black oaks are at the top of the species preference list and basal area targets are low for these types of stands, if there is black oaks that are 10 inches or greater diameter at

a basal area of 60-80 sqft/ac, all conifers will be removed, resulting in an all oak stand. This is anticipated to be a rare occurrence.

6. Do not remove remnant trees unless deemed a hazard.
7. Remove SP with visible signs of WPBR: dead tops, branch flagging with swelling where branch meets the bole, pitch streaming cankers, or fruiting bodies.
8. Remove conifers with dead or broken tops, conks, stem rot, dwarf mistletoe, or bark beetle hosts regardless of species preference unless remnant trees.
9. In some cases, trees that have defects such as forks, sweeps, crooks or rot that might exceed 50% cull, can be retained for future habitat for cavity dwellers.
10. Do not remove trees that are growing in areas that would damage harvesting equipment (e.g. lava flows, boulder fields, cliffs).
11. All biomass trees (conifers 4.0-9.9in DBH) will be removed.

Paint Issuance & Accountability

Only tree marking paint issued by the Forest Service with a registered tracer element and material safety data sheet will be used for the implementation of this contract. All paint use will be tracked daily by batch number and amount per unit with the provided Daily Paint Tracking sheet.

Contractors and all of their staff or subcontractors must view the “Tree Marking Paint Video” at this website: <https://fsweb.wo.fs.fed.us/ntdp/program/forest-and-rangeland-management-and-vegetation-ecology/tree-marking-paint/>

Contractor(s) must designate in writing, one or two individuals to receive, transfer, and maintain inventory and control of all tracer paint.

Paint shall be issued to the Contractor designated representative(s), as described above, at the McCloud Ranger District office during normal business hours. Advanced notice of at least 48 hours must be provided to CDA Project Manager prior to the paint being issued. Only the amount of paint needed for an estimated seven days of marking will be issued unless negotiated with CDA and the Forest Service for additional paint. No paint will be issued or returned without the approved Paint Accountability Form (AD-107). A receipt signed by Forest Service and Contractor representatives will be produced (AD-107).

It will be the responsibility of Contractor to keep an accurate inventory to show all paint cans received, used, and returned empty to the Forest Service on the Tracer Paint Inventory Sheet. Contractor is required to provide records of paint usage per unit by batch number, using the Daily Paint Tracking sheet provided. This form is to be made available for inspection by CDA or the Forest Service at any time. When Contractor is receiving or returning paint cans, the AD-107 form must be filled out by the Contractor and the Forest Service Paint Custodian. No paint will be issued or returned without the AD-10 form.

Tracer Paint not in use shall be stored in a locked facility or truck box approved by the Forest Service. The access to the locked paint will be by Contractor's designated personnel only. Empty cans will also be stored in the locked facility or truck box until returned to the Forest Service.

Each vehicle used for transport and the temporary storage of tracer paint shall be equipped with a secure lock box. Paint, including empty cans, shall be locked any time individuals are away from the vehicle. When tracer paint is not used on a daily basis, unused, partial, and empty containers should be returned to the locked facility.

Empty tracer paint containers (quarts) shall be returned to the Forest Service for disposal. All empty cans shall be returned to their proper box and any residual paint drained into another paint can of the same batch number for use in the field. Empty containers are defined as containers that do not have any residue that can be poured out.

Aerosol containers must be fully emptied in the field by holding the can upright and holding the nozzle tip down until all the propellant has been discharged. Cans that malfunction because of paint and/or propellant cannot be fully emptied must be given to the Forest Service Paint Custodian to be disposed of as hazardous waste.

No paint or paint residue can be discharged in the field unless it is on a tree. To clear paint gun of paint residue, discharge it into another can for reuse. Rinsing containers with water and disposal of rinse water in the field is not allowed. It can result in Contractor's liability for special damages or default of the contract in addition to violation of Federal Regulations.

Forest Service will inspect Contractor's security of tracer paint and accountability records. Inspections shall be unannounced. Security and accountability must be maintained at all times. Forest Service will periodically check for the use of tracer paint on marked trees. This shall be done at a minimum of once per week during the contract marking period.

Contractor's non-compliance of the security and/or accountability of tracer paint can result in Contractor's liability for special damages or default of the contract in addition to violation of Federal Regulations.

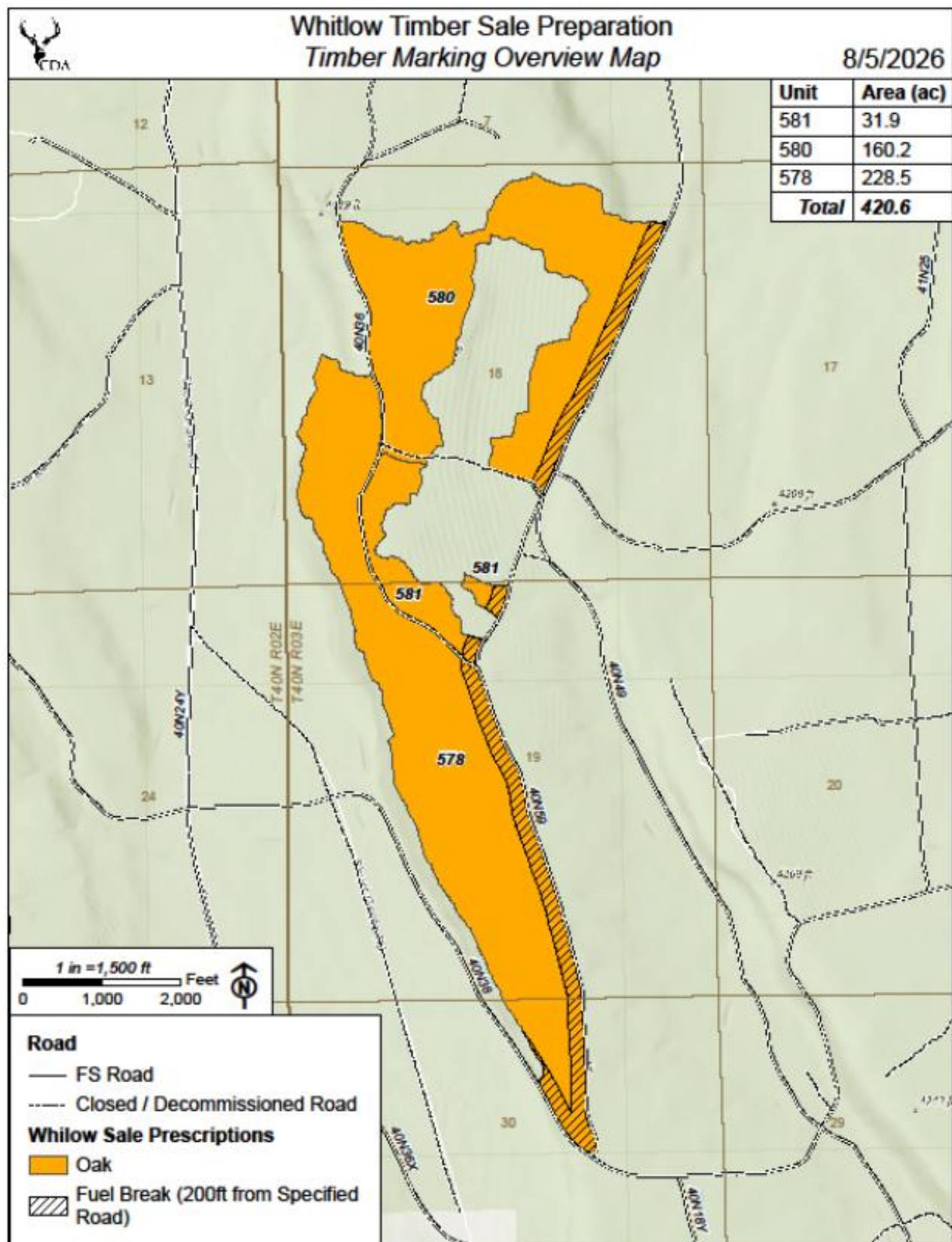
If Contractor or Sub-contractor loses paint, a diligent effort to find the missing can(s) is required. The Forest Service shall be notified immediately. In the event the paint is lost, the contract will be suspended until the matter is resolved. Following a thorough search and the can is not located, documentation needs to be developed identifying whether the can was empty or full, the color, batch number and container size, the contract unit it was lost in or likely locations the missing can may be, and all actions taken to locate the missing can. Any lost paint may carry a fine of \$2,000 per can.

If paint is stolen, the Forest Service shall be notified immediately. All work will be suspended pending the results of an investigation.

Contractor will be responsible for posting the Material Safety Data Sheets, which will be furnished by the Forest Service with the tree marking paint.

Contractor must be familiar with the USFS Regional Timber Theft Prevention Plan and adhere to its requirements throughout the contract term.

Appendix B – Contract Area Map



Appendix C – Unit Stand Card(s)

Sale Name **Whitlow M.P.** Sale # ---- NEPA# **57001** Rx **VIII** MA **2** LSC **620**

Silvicultural Prescription

FOREST SERVICE U.S.D.A.

Project: Eastside Restoration

STAND RECORD CARD

Unit: 49- 578

(SEE FSM-2496.3) R-5 2400-205

[illegible][illegible]

Silvicultural Prescription

PRESCRIPTION:

PROJECT: Eastside Restoration

UNIT: 49-578

STAND DESCRIPTION: This oak-conifer stand lies at the top of a lava flow, which has a north/south orientation. The stand has a slight slope that is easterly facing. The mix of species found in the stand are PP, DF and SP predominantly in the overstory. In the understory there is WF, IC and BO. At the time of inventory, mortality was relatively light, but since then WF has been seeing increased mortality. There are two Fire Access Roads (40N38 and 40N59) that converge at the southern end of the stand. Fire Access Road Treatments will be implemented within 200 ft of the roads edge.

STAND OBJECTIVES: Release conifers to increase growth rate and resilience to bark beetles. Increase hardwood component. Create open canopy with small gaps to promote grass, forb, and young brush in the understory for wildlife forage. Retain wildlife trees. Prepare the stand for the re-introduction of fire.

PRESCRIPTION: Commercial Thinning

- Thin live conifers $\geq 10"$ DBH down to a range 60-80 sqft/ac. Entire stand will average 70 sqft/ac.
- If black oaks with DBH $\geq 10"$ are "in" using a prism, count them into basal area and remove additional conifers accordingly. Do not remove black oak.
- Thin over-topped, intermediate then co-dominant conifers until basal area target is met.
- Species preference for retention: BO>SP>PP/JP>DF>IC>LP>WF
- Given that black oaks are at the top of the species preference list and basal area targets are low for these types of stands, if there is black oaks that are 10 inches or greater diameter at a basal area of 60-80 sqft/ac, all conifers will be removed, resulting in an all oak stand. This is anticipated to be a rare occurrence.
- Do not remove remnant trees unless deemed a hazard.
- Remove SP with visible signs of WPBR: dead tops, branch flagging with swelling where branch meets the bole, pitch streaming cankers, or fruiting bodies.
- Remove conifers with dead or broken tops, conks, stem rot, dwarf mistletoe, or bark beetle hosts regardless of species preference unless remnant trees.
- In some cases, trees that have defects such as forks, sweeps, crooks or rot that might exceed 50% cull, can be retained for future habitat for cavity dwellers.
- If within 200' of "fire access road" (see planning maps) reduce basal area to 50 sqft/ac using guidelines 1-9 above.
- Do not remove trees that are growing in areas that would damage harvesting equipment.

Biomass removal: all conifers 4.0"-9.9" DBH**Apply sporax or cellutreat to all stumps 14" diameter or greater.**

AGGREGATION DESCRIPTION	AGG NO.	% STAND	LAYER	% COVER	SPECIES COMPOSITION							B.A. / A. (FT. ²)	HT. (FT.)	DBH (IN.)	STEMS / ACRE	GROWTH (FT. ²)(FT. ³)	AGE	NOTES
					SYMBOL	%	SYMBOL	%	SYMBOL	%	BASIS							
	DATE (R-P)		1															
			2															
			3															

	Date
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49-578

Sale Name **Whitlow M.P.** Sale # ---- NEPA# **57001** Rx **VIII** MA **2** LSC **620**

Silvicultural Prescription

FOREST SERVICE U.S.D.A.

STAND RECORD CARD

(SEE FSM-2496.3) R-5 2400-205

Project: Eastside Restoration

Unit: 49- 580

[illegible]

ACTIVITIES

[illegible]

EA ACTIVITIES:

BIOMASS REMOVAL

PLANTING RECORD

SEED LOT NUMBER	M TREES	NUR.	AGE CLASS	TYPE	TREES /ACRE	MM-YY

CU.FT. SITE
CLASS

	1 (225+)
	2 (165-224)
X	3 (120-164)
	4 (85-119)
	5 (50-85)
	6 (20-49)
	7 (0-20)

FOREST TYPE

	PP
	DF
	TRUE FIR
	HDW.
X	MC
	OTHER

COMPONENT

	STANDARD
	SPECIAL
	MARGINAL
	UNSUITABLE
	OTHER

HARVESTS

	CC
	SEED STEP
	OR STEP
	SEL.
	THIN
	SANI
	OTHER

49-580

Silvicultural Prescription

PRESCRIPTION:

PROJECT: Eastside Restoration

UNIT: 49-580

STAND DESCRIPTION: This oak-conifer stand has oak scattered throughout, but predominantly on the west side of the stand. The stand wraps around a ponderosa pine plantation. It has a slight slope to the east, but has more of a drop as it gets to the eastern boundary and the Fire Access Road. The eastern boundary touches the 40N49 road, which is one of the Fire Access Roads. There is a different treatment within 200 ft of the road edge. The tree species found in the stand are PP, DF and SP predominantly in the overstory. In the understory there is WF, IC and BO. Mortality is currently light.

STAND OBJECTIVES: The treatment objectives are to restore the historic open stand conditions, which promote early seral species such as grasses, forbs, and shrubs, which provide browse for ungulates like deer and elk. The treatments are also meant to promote health and vigor to the over dense stands by thinning them to levels that are sustainable, while also preparing the stands for the re-introduction of prescribed fire by reducing the ladder fuels.

PRESCRIPTION: Commercial Thinning

1. Thin live conifers $\geq 10"$ DBH down to a range 60-80 sqft/ac. Entire stand will average 70 sqft/ac.
2. If black oaks with DBH $\geq 10"$ are "in" using a prism, count them into basal area and remove additional conifers accordingly. Do not remove black oak.
3. Thin over-topped, intermediate then co-dominant conifers until basal area target is met.
4. Species preference for retention: BO>SP>PP/JP>DF>IC>LP>WF
5. Given that black oaks are at the top of the species preference list and basal area targets are low for these types of stands, if there is black oaks that are 10 inches or greater diameter at a basal area of 60-80 sqft/ac, all conifers will be removed, resulting in an all oak stand. This is anticipated to be a rare occurrence.
6. Do not remove remnant trees unless deemed a hazard.
7. Remove SP with visible signs of WPBR: dead tops, branch flagging with swelling where branch meets the bole, pitch streaming cankers, or fruiting bodies.
8. Remove conifers with dead or broken tops, conks, stem rot, dwarf mistletoe, or bark beetle hosts regardless of species preference unless remnant trees.
9. In some cases, trees that have defects such as forks, sweeps, crooks or rot that might exceed 50% cull, can be retained for future habitat for cavity dwellers.
10. If within 200' of "fire access road" (see planning maps) reduce basal area to 50 sqft/ac using guidelines 1-9 above.
11. Do not remove trees that are growing in areas that would damage harvesting equipment.

Biomass removal: all conifers 4.0"-9.9" DBH

Apply sporax or cellutreat to all stumps 14" diameter or greater.

AGGREGATION DESCRIPTION	AGG NO.	% STAND	LAYER	% COVER	SPECIES COMPOSITION							B.A. / A. (FT. ²)	HT. (FT.)	DBH (IN.)	STEMS / ACRE	GROWTH (FT. ²)(FT. ³)	AGE	NOTES
					SYMBOL	%	SYMBOL	%	SYMBOL	%	BASIS							
	DATE (R-P)		1															
			2															
			3															

Date

49-580

Sale Name **Whitlow M.P.** Sale # ---- NEPA# **57001** Rx **VIII** MA **2** LSC **620**

Silvicultural Prescription

FOREST SERVICE U.S.D.A.

STAND RECORD CARD

(SEE FSM-2496.3) R-5 2400-205

Project: Eastside Restoration

Unit: 49- 581

[illegible][illegible]

EA ACTIVITIES:

BIOMASS REMOVAL

PLANTING RECORD						
SEED LOT NUMBER	M TREES	NUR.	AGE CLASS	TYPE	TREES /ACRE	MM-YY

CU. FT. SITE CLASS		FOREST TYPE		COMPONENT		HARVESTS	
	1 (225+)		PP		STANDARD		CC
	2 (165-224)		DF		SPECIAL		SEED STEP
X	3 (120-164)		TRUE FIR		MARGINAL		OR STEP
	4 (85-119)		HDW.		UNSUITABLE		SEL.
	5 (50-85)	X	MC		OTHER		THIN
	6 (20-49)		OTHER				SANI
	7 (0-20)						OTHER

49-581

PRESCRIPTION:

PROJECT: Eastside Restoration

UNIT: 49-581

STAND DESCRIPTION: This oak-conifer stand is a split stand. It lies predominantly to the east of the 40N36 road, but there is also a small portion that lies along the 40N59 road and is surrounded by plantations. There are three pine plantations that comprise the eastern boundary of the larger portion. The southeast boundary of the larger portion lies within the Fire Access Road Treatment for the 40N59 Road as well. Fire Access Road Treatments will be implemented within 200 ft of the roads edge. The species found in the stand are PP, DF and SP predominantly in the overstory. In the understory there is WF, IC and BO. Mortality is currently light, with the majority of dead trees being WF.

STAND OBJECTIVES: Release conifers to increase growth rate and resilience to bark beetles. Increase hardwood component. Create open canopy with small gaps to promote grass, forb, and young brush in the understory for wildlife forage. Retain wildlife trees. Prepare the stand for the re-introduction of fire.

PRESCRIPTION: Commercial Thinning

1. Thin live conifers $\geq 10"$ DBH down to a range 60-80 sqft/ac. Entire stand will average 70 sqft/ac.
2. If black oaks with DBH $\geq 10"$ are "in" using a prism, count them into basal area and remove additional conifers accordingly. Do not remove black oak.
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9. In some cases, trees that have defects such as forks, sweeps, crooks or rot that might exceed 50% cull, can be retained for future habitat for cavity dwellers.
10. If within 200' of "fire access road" (see planning maps) reduce basal area to 50 sqft/ac using guidelines 1-9 above.
11. Do not remove trees that are growing in areas that would damage harvesting equipment.

Biomass removal: all conifers 4.0"-9.9" DBH

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AGGREGATION DESCRIPTION	AGG NO.	% STAND	LAYER	% COVER	SPECIES COMPOSITION						B.A. / A. (FT. ²)	HT. (FT.)	DBH (IN.)	STEMS / ACRE	GROWTH (FT. ²)(FT. ³)	AGE	NOTES
						SYMBOL	%	SYMBOL	%	SYMBOL							
			1														
	DATE (R-P)		2														
			3														

	Date
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49-581

Appendix D – Daily Tracer Paint Log

SMMU Daily Paint and Project Progress Chart

Forest:	
Sale Name:	

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Appendix E – Technical Proposal Guidelines

The California Deer Association (CDA) has prepared this guidance for the development and submittal of technical proposals for this project. Please review the guidelines for instructions on how to prepare and submit a bid for this project. Refer above for project treatments and specifications.

I. INSTRUCTIONS FOR BID DEVELOPMENT

A. BIDDER’S QUALIFICATIONS

Before an offer is considered for award, the Bidder may be required to submit a technical and price proposal, as described herein, and comply with all other provisions stated. The proposal should be practical and be prepared simply and economically, providing a straightforward, concise delineation of what the Bidder will do to satisfy the requirements of the contract.

B. PROPOSAL REQUIREMENTS

- 1) Technical Proposal: The technical proposal will be used to make an evaluation and arrive at a determination as to whether the proposal will meet the requirements of CDA. Therefore, the technical proposal must present sufficient information to reflect a thorough understanding of the requirements and a detailed description of the techniques, procedures, and/or program for achieving the objectives of the specifications/statement of work.

- a) Technical proposals will be evaluated and ranked on the basis of the following criteria. As a minimum, the proposal must clearly provide the following:

i. Technical Approach

1. Describe your plan of operations. Include a timeline and the rationale for the work activities identified to ensure all contractual requirements will be completed by the termination date.
2. Describe your quality control plan for work performed.

ii. Capability and Past Performance

1. Provide a list of the experience of your key personnel who will be working on this contract.
2. Identify subcontractors you propose to use for this contract and the work activities planned for subcontracting. Describe subcontractor's past performance as able. If any subcontractors are certified in their area of expertise, provide information as to when, what, and by whom they are certified.
3. Submit a list of similar or related contracts that your firm has completed in the past 3 years. This listing must include the contract type; contract amount or contract size; location, the year completed, the Agency, company or individual contracted with, and a current telephone number.

iii. Utilization of Local Work Force

1. Local labor is defined as local and regional communities. Identify how you intend to utilize labor, subcontractors, and other workforce from the local area. Additional evaluation preferences will be given for the use of labor or subcontractors located closest to the contract area.
- 2) **Price Proposal:** All bidders shall provide a total proposed cost for completion of the listed project work. **CDA strongly encourages bidders to submit a cost estimate for the entire Task.** Compensation shall be issued upon CDA's receipt and acceptance of each Task unless otherwise agreed to.

II. RFP RESPONSE SUBMITTAL INSTRUCTIONS AND INFORMATION

A. CDA CONTACTS

All contact during the competitive process is to be through the CDA contact person: Alexandra Bandeian: a.bandeian@caldeer.org.

B. SUBMITTAL OF RFP RESPONSE

- 1) Late responses will not be accepted.
- 2) RFP responses must be received by 5:00 p.m. on Friday August 21st, 2026. Any RFP response received after that time or date cannot be considered and will be returned to the Bidder.
- 3) RFP responses are to be submitted on the CDA webpage platform.
- 4) Please include **“Whitlow Timber Marking”** in the Subject Line.
- 5) All costs required for the preparation and submission of an RFP response shall be borne by the Bidder.
- 6) Bidder expressly acknowledges that it is aware that if a false claim is knowingly submitted (as the terms “claim” and “knowingly” are defined in the California False Claims Act, Cal. Gov. Code, §12650 et seq.), CDA will be entitled to civil remedies set forth in the California False Claim Act.
- 7) **It is understood that CDA reserves the right to reject any or all RFP responses.**

C. RESPONSE FORMAT

- 1) Bidders shall not submit to CDA a re-typed or otherwise re-created version of these documents or any other CDA-provided document.
- 2) RFP responses, in whole or in part, are NOT to be marked confidential or proprietary. CDA may refuse to consider any RFP response or part thereof so marked. RFP responses submitted in response to this RFP may be subject to public disclosure. CDA shall not be liable in any way for disclosure of any such records.

III. CDA PROCEDURES, TERMS, AND CONDITIONS

A. RFP ACCEPTANCE AND AWARD

- 1) RFP responses will be evaluated by a selection committee (i.e., CDA, USFS).

- 2) **The committee will recommend award to the Bidder who, in its opinion, is best qualified to perform the work described in this RFP. Award may not necessarily be made to the Bidder with the lowest bid. (Best Value)**
- 3) CDA reserves the right to award a single or to multiple General Service Providers, dependent upon what is in the best interest of CDA.
- 4) CDA has the right to decline to award this contract or any part of it for any reason.
- 5) Any specifications, terms, or conditions issued by CDA, or those included in the Bidder's submission, in relation to this RFP, may be incorporated into any contract that may be awarded as a result of this RFP.
- 6) CDA reserves the right to reject any or all proposals, or to accept one part of a proposal and reject the other, unless the bidder stipulates to the contrary, and to waive technical defects, as the interest of CDA may require. Award will be made by an authorized CDA Representative.

B. EVALUATION CRITERIA

All bids are subject to evaluation by the Selection Committee (SC). The SC will be composed of CDA staff, USFS staff, and other individuals who have expertise or experience in this type of project. The SC will select/recommend a Bidder in accordance with the evaluation criteria set forth in this RFP. Evaluation criteria include technical approach, capacity and past performance, and benefits to local communities. The evaluation of the RFP responses shall be within the sole judgment and discretion of the SC.

The award will be made to the Bidder (a) whose proposal is technically acceptable and (b) whose technical/price relationship is the most advantageous to CDA. Therefore, CDA reserves the right to award without discussions with the Bidders. However, after receipt of initial offers, written or oral discussions may be conducted with all responsible Bidders whose offers are determined to be in the competitive range. Discussions conducted after receipt of an offer do not constitute a rejection or counteroffer by CDA.

Firms lacking a past performance record (new firms or those with no relevant experience within their organization) will be treated as an unknown performance risk and will receive a neutral rating in this criterion. A neutral rating will be established as the average of all other competing Bidders.

CDA will base the award decision on a tradeoff between price and non-price factors, comparing the relative risk to CDA of poor or non-performance posed by each of the Bidders, and making a judgement as to whether or not reduced risk of performance is worth additional cost. In some cases, this will result in award to a lower-ranked but lower-priced offer, in other cases award may be to a higher-ranked but higher-priced offer. CDA may, when in its interest, reject any or all offers or waive any informality in offers received.