

REQUEST FOR PROPOSALS

Disaster Recovery Post Fire- Knob 2021 Restoration Project Phase 2

DATE RELEASED: Monday, June 22, 2026

CLOSING DATE: Proposals must be received by Wednesday, July 29, 2026 by 5 p.m.

PROJECT TITLE: “Disaster Recovery Post Fire- Knob 2021 Restoration Project Phase 2”

CONTACT PERSON: Katrina Cole, Forest Health Program Manager
Humboldt County Resource Conservation District (HCRCD)
707-496-4849
katrina@hcr cd.org

SCHEDULE:

Release of Request for Proposal (RFP)	Mon., June 22, 2026
Pre-proposal Meeting (on site)	Wedn., July 8, 2026 at 9:00 am
RFP Questions Due	Wedn., July 15, 2026 by 5pm
HCRCD Responds to Questions	Wedn., July 22, 2026 by 5pm
Proposal Due	Wedn., July 29, 2026 by 5pm
Notice of Award	Fri., August 7, 2026 by 5pm

Proposals for the Disaster Recovery Post Fire- Knob 2021 Restoration Project Phase 2 will be received by the Humboldt County Resource Conservation District (HCRCD) until 5 p.m. on Wednesday, July 29, 2026. Submit proposals y electronic submissions to katrina@hcr cd.org. Hard copies may be received by coordinating hand delivery with Katrina Cole, Program Manager, at least 48 hours prior.

The HCRCD will conduct a mandatory pre-proposal meeting of the Project Areas on July 8, 2026 at 9:00 a.m. The meeting will commence at the Bigfoot Museum parking lot at 38949 Hwy. 299 in Willow Creek, CA. Please contact the HCRCD for detailed directions. All interested parties are requested to R.S.V.P to Program Manager, Katrina Cole by email at katrina@hcr cd.org. Final questions need to be submitted no later than July 15, 2026 at 5:00 p.m. in email format to katrina@hcr cd.org. Responses from the pre-proposal meeting to all questions submitted via email will be posted as an addendum to the RFP at the HCRCD website (www.humboldtrcd.org) no later than July 22, 2026 at 5:00 p.m.

All interested firms are invited to submit a proposal in accordance with the terms and conditions stated in the Request for Proposals which can be accessed at the HCRCD website (www.humboldtrcd.org).

BACKGROUND

HCRCD is seeking proposals from qualified and experienced contractors to provide all labor, materials and equipment necessary to carry out the Disaster Recovery Post Fire- Knob 2021 Restoration Project Phase 2.

Contractors are advised that **this is not a low bid process**. The HCRCDC intends to make an award using the evaluation criteria listed in the specification to determine the proposal with the best value for the HCRCDC. This project is entirely on private lands therefore is not a public works project under Labor Code 1720; therefore, this project is not considered a Public Works project and not subject to prevailing wage requirements.

The respondents are expected to identify the cost to complete the work and provide unit costs as identified in the **Schedule of Items/ Proposal Form (Exhibit B)** for each item specified. The actual quantities required may fluctuate up or down, the unit prices proposed by each respondent will remain firm and will not be negotiated. All unit prices shall include all necessary overhead and profit. Items not listed in the schedule of values such as preparation and submittal of necessary permits, profit, etc. shall be distributed throughout the respondent's unit process for the items listed. The respondent must submit pricing as requested in the RFP.

The respondents are advised that the maps, statement of work, and specifications included in this solicitation are intended to be the basis for performance of the Project and for the purpose of establishing a cost proposal for completing the mitigation. The maps, statement of work and specifications were prepared by the HCRCDC and convey the general overall scope and nature of the Project, including descriptions of the environmental mitigation and protection requirements.

PROJECT SUMMARY

The Project will restore post fire habitat on private land on approximately 77.3 acres in total within two (2) separate project areas near Willow Creek to remove hazardous vegetation. These project areas are filed under CAL FIRE Forest Resiliency Exemption that follow the California Forest Practice Rules. Commercial harvest activities will occur. A sample mark of merchantable timber will be marked with spray paint or other methods by a Registered Professional Forester (RPF). An LTO-A license is required to complete this work, and the LTO-A license will be recorded on the CAL FIRE exemption. Mechanical and manual treatments may be used. At the LTO-A's discretion, manual crews may be hired as subcontractors under the LTO-A. The objectives of this Project are to:

1. Significantly reduce hazardous vegetation from within the Knob 2021 wildfire footprint.
2. Increase overall forest health and resilience within local communities.

HCRCDC has contracted Hohman & Associates Forestry Consultants to provide RPF services in association with this project. Additionally, HCRCDC and the private landowner(s) have entered into landowner agreement(s) binding landowners to the terms and conditions of the project. The landowners will be given CONTRACTOR'S contact information and vice versa. The landowners relinquished all ownership of affected commercial forest products created during the project. HCRCDC owns the forest products during the time period of the project.

The approximate timeline for the project is listed below. CAL FIRE exemption permits are valid for one year after filing and all project activities must be completed during that time. Grant funds expire March 2027 and the project must be inspected no later than February 2027.

August 2026: RPF to submit exemption paperwork.

September 2026: Begin operations.

January 2027: Complete operations.

February 2027: Final inspection.

This plan is subject to change depending on weather or other factors.

PDF maps will be provided to the CONTRACTOR. All cultural and biological resource surveys will be completed prior to project implementation. CONTRACTOR coordination with a cultural resource monitor will be necessary for portions of the project.

PROJECT AREA

The Disaster Recovery Post Fire- Knob 2021 Restoration Project Phase 2 is located near Willow Creek in Humboldt County, California in SEC 5, T6N; R5E; HB&M. The project area is a mix of dense resprouting vegetation and standing dead trees. The project occurs in the footprint of the Knob 2021 wildfire and is funded by the USDA Forest Service. The USDA Forest Service is an equal opportunity provider.

Site differences and landowner specifications are as follows:

1) Unit 1: Rappaport (40 acres)

- Figures 1 and 2.
- Up to 20 cords of Pacific madrone will be left for landowner at designated landings for firewood. Logs will be cut limbed and cut into 8' lengths.
- Approximately 3 loads (15 mbf) of Douglas fir will be sent to Trinity River Lumber Company.
- 3.8 acres is outlined as hand falling in Figure 2.
- 0-65% slopes.

2) Unit 2: Shannon (37.3 acres)

- Figure 3.
- Up to 20 cords of oak, madrone, and/or fir will be left for landowner at designated landings for firewood. Logs will be cut limbed and cut into 8' lengths.
- Approximately 5 loads (25 mbf) of Douglas fir will be sent to Trinity River Lumber Company.
- 0-50% slopes.

SCOPE OF WORK

The scope of work for this project includes the activities necessary to reduce hazardous fuels. This may include a variety of activities, such as: clearing of standing and downed dead trees and debris, yarding of most logs and debris to piles or other locations where they will be burned or otherwise disposed of and yarding of designated trees to designated landings. Treatment costs should be proposed on a treatment per acre basis. Loading and transportation costs should be included separately at hourly rates.

There may also be downed logs that are still merchantable and will require treatment. These treatments include but are not limited to: manufacturing commercial sawlogs, manufacturing firewood logs, loading logs onto transportation, contracting transportation, documenting and reporting transportation of material to the HCRCD and RPF. In addition to the treatment of slash and cutting of trees, fuels reduction activities will also require removal of ladder fuels, pruning of live trees, rehabilitation of disturbed areas to comply with state standards and laws such as installation of erosion control measures including but not limited to water bars, rolling dips, straw mulch, waddles, slash packing, etc. The removal of stumps is not permitted.

Hazardous Fuels Treatment

CONTRACTOR may utilize manual and mechanical treatments with a variety of methods or equipment. CONTRACTOR can choose what equipment is used at each project site to maximize efficiency and

reduce costs as allowed by the CAL FIRE Exemptions and California Forest Practice Rules. CONTRACTOR may choose to subcontract work for parts of the project, such as subcontracting a manual fuels crew. CONTRACTOR must inform HCRCD if there is a change in personnel. CONTRACTOR shall furnish fuel and all supplies for equipment maintenance. Equipment shall be cleaned before entering the Project Area to prevent spread of noxious weeds and pathogens. Equipment should be free of leaks, in good operating condition, and have spark arresting equipment or a supercharger.

CONTRACTOR will follow the prescription created by Registered Professional Forester.

Harvesting of live, dead, diseased or dying trees may occur of all size classes. In areas where the existing canopy is too open to suppress re-growth of shrubs, established seedlings and saplings of tree species will be retained. Seedlings and saplings will be selected based on species and vigor and located where openings in the canopy exist. Extreme care must be exercised by the contractor to not damage residual trees during operations. Failure to protect the residual trees may result in termination or revision of contract. All material will be processed.

Contractor should provide rates for the following activities at a per acre basis:

1. Tree Felling & Yarding and Slash Treatment

This includes cutting of live and dead standing trees, hazard trees, fallen dead trees, brush etc. so as to comply with the applicable CAL FIRE exemption. A sample marking of trees to be cut will be indicated with spray paint or other methods. Specifications for logs to landings will be provided to the Contractor at the pre-operations meeting. This also includes yarding of large woody material 4" and larger in diameter to designated landing locations. Yarding may be accomplished by ground-based tractor methods on slopes less than 50%, or with cable/winchng/manual-based methods on steeper terrain. Ground based mechanical operations may be conducted on stable roads that have adjacent slopes over 50% as directed by the RPF and HCRCD representatives. This also includes manufacturing of saw or firewood logs so that they may be transported to a mill or firewood operation/customer. CONTRACTOR must follow landowner specifications for amount and species of firewood to be left at designated landings. This also includes all road maintenance such as water barring, erosion control installation, grading and repairing of roads that are excessively damaged by operations.

Treatment of slash existing on the project from blow down as well as treatment of slash generated from cutting of trees. This includes but is not limited to chipping, mastication, manual lopping and scattering, pile building, pile burning, and hauling off site. Some treatments may not be suitable due to restrictions of the CAL FIRE exemption i.e. pile building and burning within 150 feet of a structure. Slash depth, including chip piles, is limited to 18" deep on average over the project area. Vegetative debris from mastication shall lie flat on the ground.

All permits and Smoke Management Plans for pile burning are the responsibility of HCRCD. HCRCD is responsible for requesting Burn Authorization Numbers prior to ignition. Piles shall be neat, compact and sufficiently free of dirt to allow consumption of the piled debris when burned. A portion of the pile shall be covered with paper to enhance ignition. Contractor is responsible for burning piles.

The prescription for both units have been defined as follows:

- CAL FIRE Forest Resilience Exemption will be used.
- Mortality from the wildfire was moderate to severe.
- Work includes the removal of standing dead, dying and live conifer and hardwood trees, and re-sprouting vegetation.
- Vegetation removal may occur by mechanical or hand treatment of standing forest structure up to 16" in diameter. Post harvest, healthy conifers and hardwoods with a 30% crown shall be spaced across the landscape where present. Live tree crowns shall be separated to prevent the individual tree crowns from touching, therefore reducing the spread of future crown fires. The operator may consider the individual tanoak clumps as 1 individual crown.
- Remove 70% of the brush vegetation down to 1" in diameter to reduce ladder fuels. Retained brush shall be spaced across the unit to provide wildlife habitat and forest health.
- Hazard trees or snags greater than 16" in diameter shall be identified by the RPF prior to tree removal.
- Slash and debris will be disposed of by piling and burning, lopped and scattered, mastication or chipping. Minimum of 90% of the slash and debris shall be treated per acre.
- Merchantable logs will be commercialized and sent to a local mill- Trinity River Lumber Company.
- A United States Forest Service road use permit will be utilized for road 6N13 and 6N13B. HCRCD has acquired the permit.

2. Loading and Transportation

This involves the loading of large woody debris in the form of logs onto transportation. Landings are designated by RPF (see Figure 1-3). Loading can occur anywhere that saturated soil conditions do not exist. Log size and quantity will be determined with the CONTRACTOR. Loading and transportation are listed at a per hour basis to reflect the unknown amount of material. Logs shall be delivered to locations designated by RPF.

All state laws and regulations such as the Forest Practice Rules, Fire Protection, Water Quality and Wildlife protections, as well as HCRCD stated Best Management Practices (BMPs) shall be followed during conducting of operations on this project.

HCRCD Inspections

HCRCD has contracted Hohman & Associates Forestry Consultants to inspect all work and ensure that the services are acceptable. The inspection does not relieve the CONTRACTOR of the responsibility for maintaining quality control.

Inspections will be required prior to HCRCD accepting invoices from the CONTRACTOR. Invoices will be accepted monthly or quarterly. **Please note that payments of the contractor's invoices are subject to the reimbursement schedule dictated by the funding source and may be delayed up to 90 – 120 days from HCRC**D's receipt of CONTRACTOR's invoice and submission of reimbursement request. HCRCD will withhold up to 5% percent of the invoice amount until contract completion.

Identification of Protected Species or Other Critical Resources

With all environmentally sensitive areas, identification and avoidance during project implementation is important. Should any sensitive resources be found during project implementation, the area should be avoided until the appropriate agencies and HCRC staff review the situation.

CONTRACTOR shall comply with all applicable federal, state and local laws, regulations and policies governing the funds and scope under this agreement.

Winter Operating Plan

The project may be conducted during the winter period. The Winter Operating Plan applies to the period November 1 to April 1.

- a. Heavy equipment shall not be used under saturated soil conditions as directed by the supervising RPF. Saturated soil conditions may be indicated by potential for significant sediment discharge or equipment inoperability under its own power (see Forest Practice Regulations 895.1).

Best Management Practices (Standard Operating Procedures)

The project is designed to avoid or minimize impacts to cultural and biological resources and BMPs will be implemented to avoid any erosion during project activities. CONTRACTOR will comply with CAL FIRE Exemption standards and in addition, the standards listed below.

General:

- Contractor shall be responsible for ensuring protection of structures, fences, power lines and other utilities, including underground water lines, power lines, communication lines, septic systems and drainage structures. The RPF will provide information on the location of infrastructure prior to operations.
- Burn piles will be located outside of any Watercourse Lake and Protection Zone (WLPZ). Burn piles will be located at least 25 feet from the dripline of any residual trees.

Noise:

- Hours of operation will be limited to the hours of 5 a.m. to 6 p.m., Monday to Friday, to minimize the potential for noise impacts on residences near and within the project area. Saturday and Sunday work only permitted under HCRC written approval; hours of operation will be limited to the hours of 9 a.m. to 5 p.m.
- All equipment used in site preparation will meet or exceed State standards for noise control.

Fire Prevention:

- HCRC will coordinate with the CONTRACTOR to stop or reduce work hours during periods of increased predicted fire risk based on local fuel and weather data. CONTRACTOR should anticipate work stoppage to occur during Red Flag Warnings or days with Adjective Ratings of Very High or Above.

Cultural Resources:

- Surveys were conducted to determine if cultural resources are located on participating parcels. If present, survey results are confidential. All known cultural resources will be

flagged or otherwise indicated in the field. A monitor will be necessary during operations and the monitor will be designated by HCRCD.

- If previously unknown cultural resources are discovered during operations, all work in the area shall cease and the RPF and HCRCD staff shall be notified. Any cultural sites discovered during operations will be flagged for avoidance.

Traffic:

- Warning signs will be posted in work areas to alert oncoming traffic to the safety hazards associated with the operation. Signs are the responsibility of the Contractor.

GENERAL

1. It is not the intent of the specifications to cover each and every detail. Any problems that may arise must be promptly reported to the HCRCD or Partners and will be subject to the decision of the HCRCD. The CONTRACTOR is expected to carefully examine the size and scope of the proposed work prior to submitting its proposal. The CONTRACTOR certifies it has checked carefully all the quantities, specifications, maps and figures, and understands that the HCRCD nor Partners will not be responsible for any errors or omissions on the part of the CONTRACTOR in compiling and submitting this proposal.
2. The CONTRACTOR agrees that they will provide the materials and/or perform the work herein under the terms and conditions set forth in the awarded contract; and shall furnish and be responsible for all the labor, materials, tools, equipment, transportation, insurance, notifications, licenses, permits, and all other services and facilities necessary, including all incidental work and appurtenances as may be reasonably implied and as described in the specifications and other Contract documents. All costs incidental to these requirements will not be paid for separately but shall be included in the work, including testing, if needed. CONTRACTOR shall be responsible to pay all costs for permits, licenses, fees and insurance which may be required to perform the work required.
3. CONTRACTOR will obtain and maintain in full force and effect throughout the term of this Project, and thereafter as to matters occurring during the term of this Project, the insurance coverage as specified in Exhibit C. Agreement Template.
4. Roads, trails, and other improvements, including but not limited to gates, fences, culverts and/or drainage structures, or signs damaged by CONTRACTOR will be repaired to a like or better condition as that found prior to the start of work. Repairs may include repairing or replacing drainage control features. Significant damage to existing roads, trails or other improvements, caused by CONTRACTOR, must be repaired by CONTRACTOR at CONTRACTOR's expense within ten (10) working days of notification by the HCRCD.
5. CONTRACTOR will obtain any and all permits required for transporting and hauling activities on state and county roads. Haul routes must be planned, prior to proposing, observing load limits on bridges or roadways, existing roadway conditions, and Federal, State and local governmental regulations regarding truck traffic and truck routes. The CONTRACTOR shall comply with all legal load restrictions in hauling of materials on public roads. Permits as required must be obtained by the CONTRACTOR at its cost. Permits will not relieve the CONTRACTOR of liability for damage which may result from moving equipment. The operation of equipment of such weight or so loaded as to cause damage to roadways or to structures or to any type of construction will not be permitted. Hauling of materials over unpaved roads shall be only as directed by the HCRCD. The CONTRACTOR shall be responsible for all damage done by their hauling equipment.

6. The work site should be left in a safe manner at the end of every workday, and the CONTRACTOR will take all reasonable precautions to avoid injury to the public.
7. Before daily acceptance, all areas occupied by the CONTRACTOR in connection with the work shall be cleaned of all CONTRACTOR garbage, excess materials, temporary structures, and equipment, and all parts of the work area shall be left in a neat and presentable condition.
8. Coordinate all work as necessary to complete the project, avoid damages to utilities and maintain utility service with each affected utility company.

Proposal Submission Guidelines

Release of Request for Proposal (RFP)	Mon., June 22, 2026
Pre-proposal Meeting (on site)	Wedn., July 8, 2026 at 9:00 am
RFP Questions Due	Wedn., July 15, 2026 by 5pm
HCRCD Responds to Questions	Wedn., July 22, 2026 by 5pm
Proposal Due	Wedn., July 29, 2026 by 5pm
Notice of Award	Fri., August 7, 202 by 5pm

The schedule is tentative and may be subject to change by the HCRCD.

Award of Contract

The HCRCD may reject any and all proposals and re-issue this RFP. The HCRCD may waive any minor irregularities or immaterial defects in a proposal. The HCRCD reserves the right to request additional written or oral information from CONTRACTOR to obtain clarification on their proposals. All proposals become the property of the HCRCD and become a public record. All costs associated with development of the proposal in response to the RFP shall be the sole responsibility of the CONTRACTOR and shall not be charged in any manner to the HCRCD.

Selection of the contract will be made within two weeks after the proposal due date to the proposal that meets the required qualifications, scope of work and selection criteria.

Proposal Submission

Complete submissions shall be emailed to Katrina Cole, Program Manager, katrina@hcrd.org. Hard copies will be accepted by appointment. Submissions must be received no later than 5pm, Wednesday, July 29, 2026. Receipt of the submission will be acknowledged via email. No submittals will be accepted after this deadline.

Any changes to this RFP are invalid unless specifically modified by the HCRCD and issued as a separate addendum document. Should there be any question as to changes to the content of this document, the HCRCD's copy shall prevail.

Proposal Format

Please use the **Schedule of Items/ Proposal Form** provided as **Exhibit B** to submit CONTRACTOR's Proposal. A word document will also be included for download on the HCRCD's website. All sections must be filled out unless noted as "optional" in Exhibit B. Proposals that do not furnish information organized according to the Schedule of Items/ Proposal Form or do not include the content specified in this RFP may be rejected as non-responsive. Responses may be handwritten or typed, and additional pages may be included to convey required information.

CONTRACTOR shall describe the methodology to be used to accomplish the tasks required for the scope of services. The HCRCD relies on the professional expertise and competence of the selected contractor and expects the CONTRACTOR to be knowledgeable of the specific services identified in the scope of work and to include in its proposal all tasks required to implement the scope of services. The Schedule of Items/ Proposal Form includes the following sections:

1. Cover Sheet:
 - Contractor name and contact details
 - Statement describing availability (i.e., How long in advance does work need to be scheduled? Can you be available on short notice for batches of work as needed? Are you more or less available during any given season?)
 - Confirmation that the required insurance detailed in Attachment C is in place or can be secured and certificates furnished to the HCRCD in a timely manner. Contractors should not purchase additional insurance intended to comply with these requirements until directed by the HCRCD as part of a final professional services agreement negotiation. HCRCD is not responsible for any contractor decisions to obtain additional insurance in anticipation of a potential contract under this RFP.
2. Statement of Proposal for the services described in the Scope of Services section:
 - Submit a "Statement of Proposal" form provided in Attachment D.
 - **Project Understanding and Approach:** Provide an overview of your understanding of the services to be provided and your approach to the work, including but not limited to a) specification of equipment to be utilized (include make and model), b) staffing requirement expectations, c) proposed schedule for accomplishing the work, and d) any other items the firm feels necessary to demonstrate the firm's proposed strategy to complete the project.
 - **Experience and Qualifications:** Provide a general description of the firm's experience and qualifications related fuels reduction work, highlighting previous work conducted for public agencies. Please include any anticipated subcontractors. Provide concise resumes of key staff and subcontractors indicating the names and roles of staff and subcontractors and their experience. Provide two (2) professional references who can attest to CONTRACTOR's qualifications and experience.
 - **Cost Proposal:** The Cost Proposal will be submitted based on the Schedule of Items. Estimated quantities are based upon the best available information at the time of advertisement of the RFP. The actual acreages treated will be the basis of payment. The unit prices will remain firm and will not be negotiated. In case of discrepancy between unit prices and totals, unit prices will prevail.
 - Two professional references and brief explanation of relationship to contractor.

Evaluation Process

HCRCD staff will evaluate all proposals received for completeness and the CONTRACTOR's ability to meet all specifications as outlined in this RFP. The following evaluation criteria and weight of importance will be used in evaluating and selecting a contractor. Cost proposal criteria points will be awarded on a relative scale as described below. Contractor must attend mandatory pre-bid meeting in order for the proposal to be scored.

1. Budget (40%)

HCRCD seeks the lowest responsible proposal that implies a realistic and achievable budget without burden to either party. Cost control measures will be evaluated. Points will be awarded

for attendance at the bid walk.

2. Project Understanding and Approach (20%)

HCRCDC seeks to ensure Contractor has access to equipment and workforce necessary to support project implementation and to meet the HCRCDC’s desired timeline for completing the project.

3. Prior experience and past performance (30%)

HCRCDC requires evidence that the contractor has the ability and capacity to successfully perform the Scope of Services. HCRCDC and Partners will examine whether the firms have done similar work before, particularly in the Eastern Humboldt region, and how well they have performed that work. HCRCDC and Partners consider each firms’ performance records and professional reference reviews.

3. Social, Environmental, and Community Benefit (10%)

HCRCDC values building local workforce capacity in forest health and wildfire resilience careers. Applicants who employ crew members from the local area, defined as Humboldt, Trinity, or Siskiyou counties, will be positively evaluated.

Evaluation Criteria	Points
Budget	
Reasonable contractor rate and expenses	30
Meaningful cost control measures	10
Project Understanding and Approach	
Contractor equipment and workforce support and meets anticipated schedule	20
Prior Experience and Past Performance	
Demonstrated competence in the desired qualifications and experience and project approach outlined in this RFP	20
Thoroughness, quality, and responsiveness of submission	5
Quality and relevance of references	5
Social, Environmental and Community Benefit	
Employment of local crew members	10

QUESTIONS/ ADDENDA

Any questions about this RFP shall be submitted in writing to the following email address: katrina@hcrdc.org. To be considered, questions must be received by the HCRCDC no later than 5:00 p.m. on July 15, 2026. The HCRCDC may, if deemed necessary, respond to questions by issuance of formal addenda, interpreting or clarifying the requirements of this RFP. Any addenda processed shall be made part of this RFP request and binding upon each CONTRACTOR. All addenda will be posted on the HCRCDC’s website. Each bidder is solely responsible for obtaining all addenda posted on the HCRCDC’s website. The HCRCDC may also direct attention to specific provisions of the RFP which cover the subject

of the inquiry.

ATTACHMENTS:

EXHIBIT A – Project Area Maps

EXHIBIT B – Proposal Template & Schedule of Items

EXHIBIT C – Agreement Template

EXHIBIT A – Project Area Maps

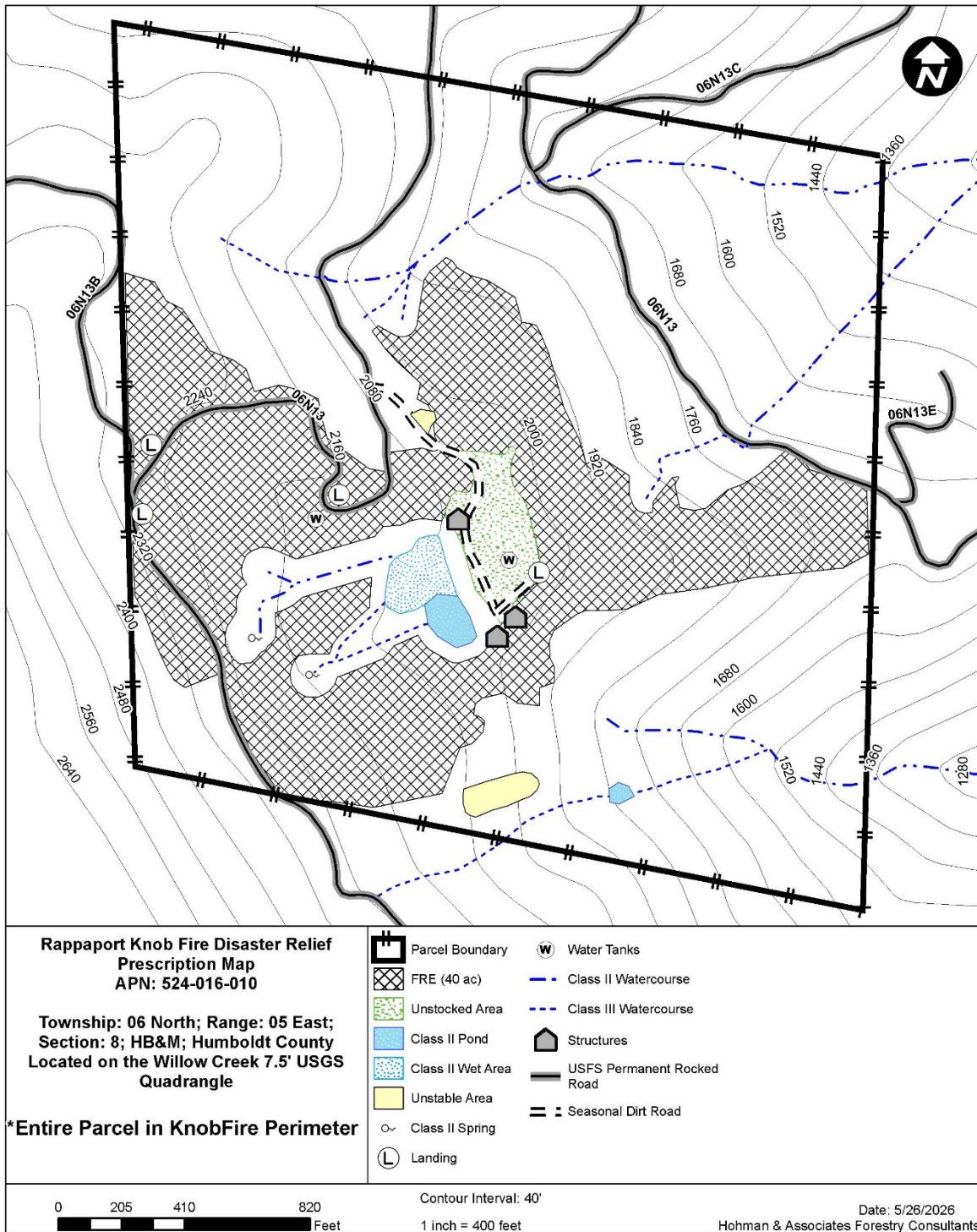


Figure 1: Rappaport Project Area

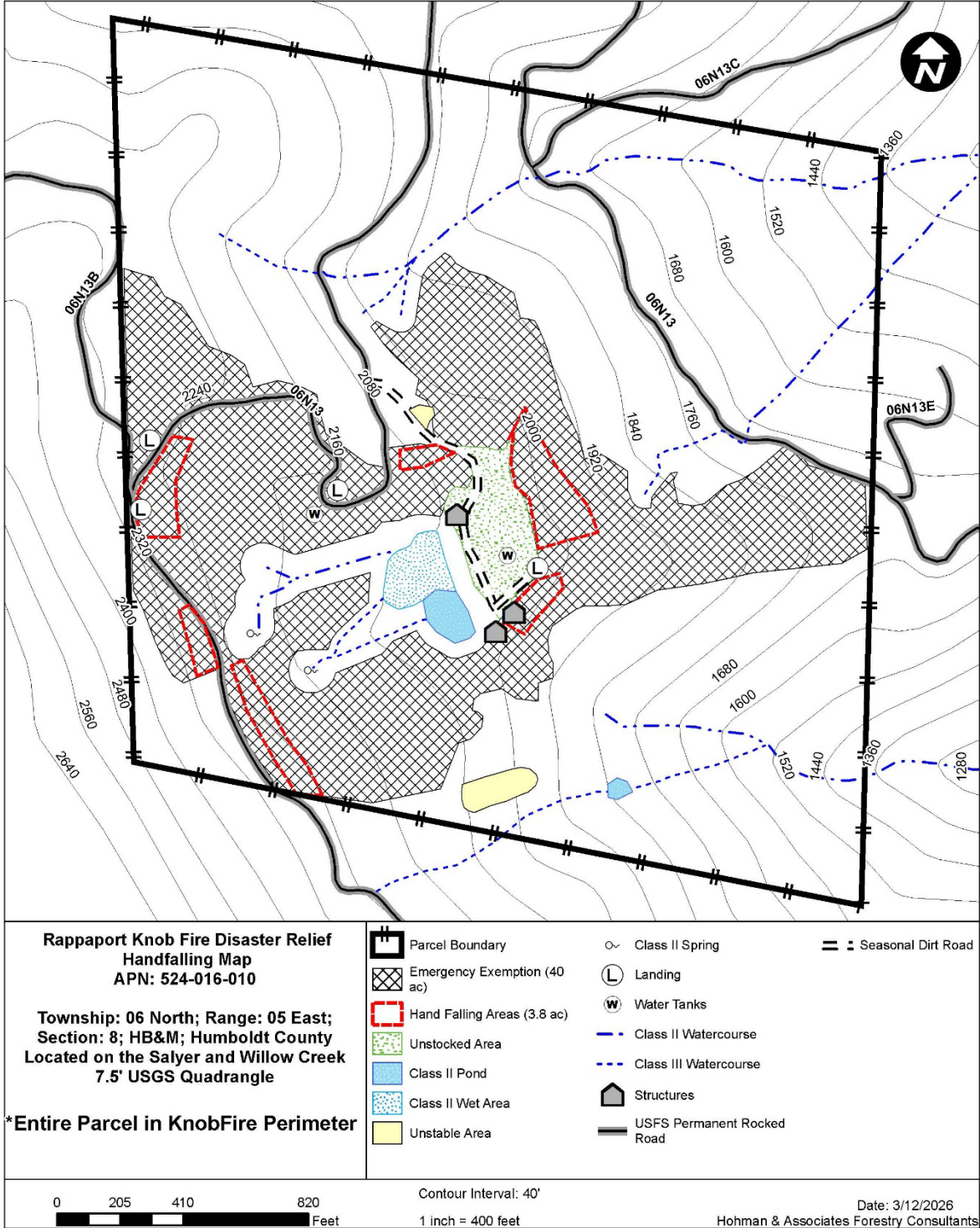


Figure 2: Rappaport Hand Falling Area

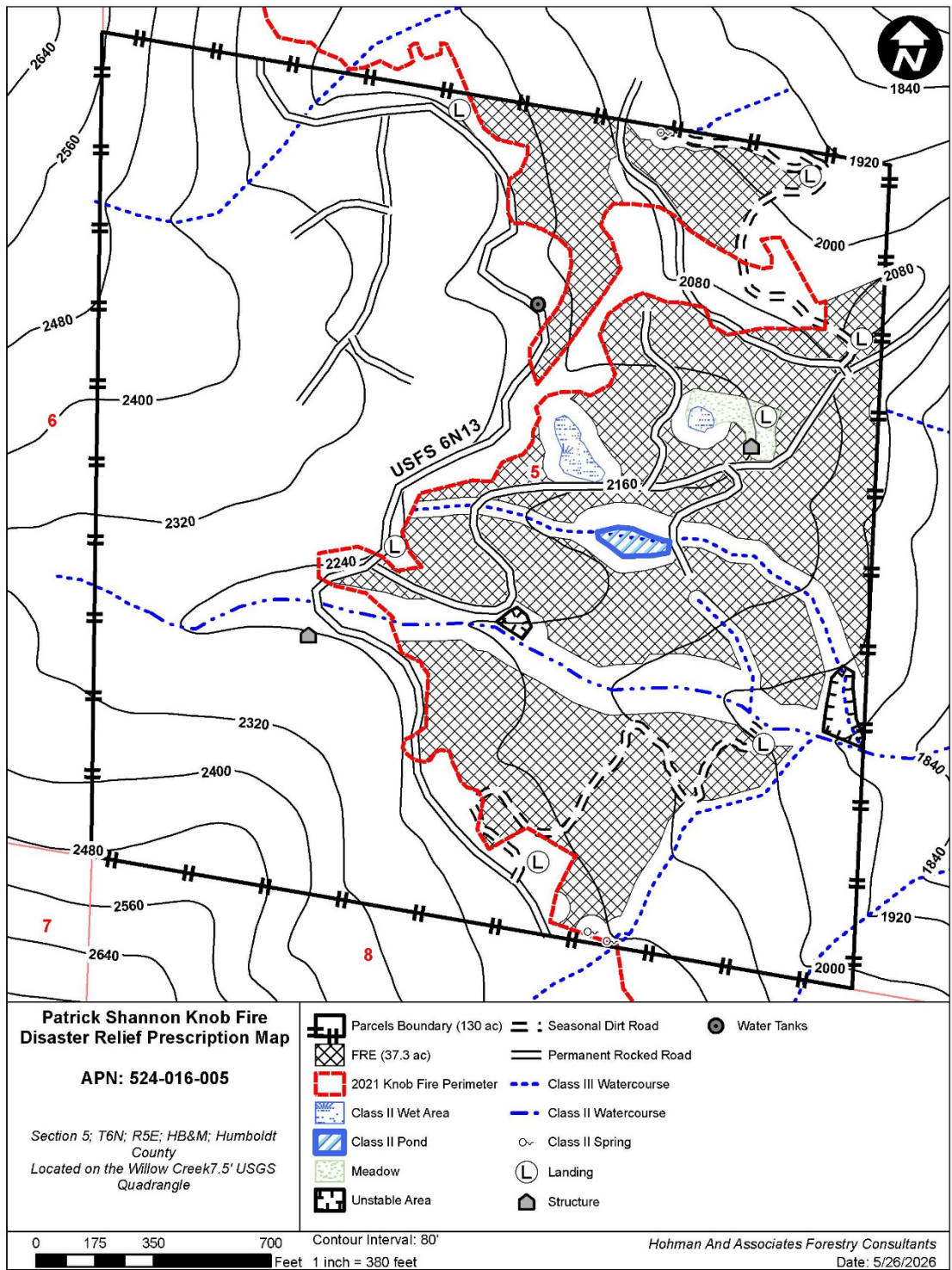


Figure 3: Shannon Project Area

EXHIBIT B – Proposal Template & Schedule of Items

COVER SHEET

RFP Name: Disaster Recovery Post Fire- Knob 2021 Restoration Project Phase 2

Submission Deadline: Wednesday, July 29, 2026 by 5:00 p.m. Email submission as a PDF: Katrina Cole (katrina@hcrd.org)

Contractor Name:

Contractor Address:

Contact Person:

Contact Phone Number:

Contact Email Address:

Statement of Availability:

Certification:

I/We have reviewed the Request for Proposals, Addenda, and Attachments.

I/We have reviewed all addenda issued for this bid and acknowledge receipt of the following addenda:

	Addendum:	Date Received:
	#01	_____
#02		_____
#03		_____
#04		_____

I/We can provide insurance certificates that meet the requirements listed in Attachment C prior to execution of a professional services agreement.

Signature: _____

Printed Name & Title: _____

Date: _____

Project Understanding and Approach: Provide a response in the space provided below. Please attach additional page(s) if required.

Equipment to be utilized: provide make and model for each piece of equipment	
Key staff required; please note if you will subcontract any portion of this work (ex: LTO-A, mechanical or manual crews)	
California Contractor License No. or other licenses as pertinent:	
LTO-A License No.	
Proposed schedule (start and end dates)	
Estimated number of workdays to complete project (range of days)	
Additional information (Optional):	

Experience and Qualifications: Provide a general description of CONTRACTOR’s experience and qualifications regarding similar projects. Please attach relevant photos if available (maximum 2 photos).

Key Projects			
Project 1			
Project 2			
Key Staff Names & Qualifications			
Professional Reference 1	Name	Affiliation	Telephone Number

Professional Reference 2	Name	Affiliation	Telephone Number
Additional information (Subcontractors, Optional):			

Cost Proposal: Submit a unit price and total price for the work outlined in the **Schedule of Items**, below. The Cost Proposal will be submitted based on the Schedule of Items and two questions below. Estimated quantities are based upon the best available information at the time of advertisement of the RFP. Estimate cost per hour for both loading and transportation, as number of loads is undetermined. The unit prices will remain firm and will not be negotiated. In case of discrepancy between unit prices and totals, unit prices will prevail.

Describe firm’s method to determine project costs and approach to control costs:

Would crew members residing in Humboldt, Trinity, or Mendocino Counties be employed on this project? (Yes/No). And, if so, please provide information about local employees or employment approach.

Schedule of Items: All projects are available for treatment upon Notice to Proceed.

ITEM NO.	TREATMENT	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Rappaport Project Area - 40 Acres (Figure 1-2)				
	Felling/Yarding/Slash	40	Acres		
	Loading	TBD	Hours		Undetermined
	Transportation	TBD	Hours		Undetermined
2	Shannon – 37.3 Acres (Figure 3)				
	Felling/Yarding/Slash	37.3	Acres		
	Loading	TBD	Hours		Undetermined
	Transportation	TBD	Hours		Undetermined
Total Cost					

EXHIBIT C – Agreement Template

HUMBOLDT COUNTY RESOURCE CONSERVATION DISTRICT CONTRACTOR AGREEMENT

This Agreement is made as of _____ by and between _____, hereinafter referred to as “CONTRACTOR” and **Humboldt County Resource Conservation District**, hereinafter referred to as “DISTRICT” to provide contractor services for the Disaster Recovery Post Fire-Knob 2021 Restoration Project Phase 2, hereinafter referred to as “PROJECT”.

PROJECT FUNDING: The PROJECT is funded in whole or in part under federal funding awards from USDA, Forest Service, Region 5, State and Private Forestry, Federal Award Number 22-DG-11052021-206 or other funding sources as may be determined by DISTRICT. Copies of any funding agreement between DISTRICT and a funding agency will be made available upon request. CONTRACTOR is subject to the DISTRICT’S Federal Contract Provisions, hereby incorporated by reference and attached as part of this Agreement as *Exhibit 1*.

In the event of termination of funding Agreements for any cause whatsoever, this Agreement shall terminate automatically. DISTRICT shall be responsible for any reasonable and non-cancelable obligations incurred by the CONTRACTOR in the performance of this Agreement prior to the date of the notice to terminate.

SCOPE OF WORK: DISTRICT is retaining CONTRACTOR to conduct the Project as defined in the Request for Proposal released by the DISTRICT on June 22, 2026 and all subsequent addenda and hereby incorporated into this agreement as *Exhibit 2*.

The HCRCDC contracted Hohman & Associates Forestry Consultants to provide Registered Professional Forester (RPF) services in association with this project.

NOTICE TO PROCEED: DISTRICT will issue a NOTICE TO PROCEED to the CONTRACTOR authorizing CONTRACTOR to proceed with PROJECT work upon receiving the following:

1. Insurance certificates naming Humboldt County Resource Conservation District, the Landowners, its directors, officers, agents, and employees, as additionally insured as required by Section 3 of *Exhibit 1*.
2. Where a party other than the CONTRACTOR procures and maintains the required insurance, that party must provide the DISTRICT with certificates of insurance as required by Section 4 before the DISTRICT will issue the notice to proceed.

COMPENSATION: The total value of this Agreement shall not exceed \$. Compensation is based on the following unit prices and actual acres treated or hours worked:

ITEM NO.	TREATMENT	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	Rappaport Project Area - 40 Acres (Figure 1-2)				
	Felling/Yarding/Slash	40	Acres		
	Loading	TBD	Hours		Undetermined
	Transportation	TBD	Hours		Undetermined

2	Shannon – 37.3 Acres (Figure 3)				
	Felling/Yarding/Slash	37.3	Acres		
	Loading	TBD	Hours		Undetermined
	Transportation	TBD	Hours		Undetermined

TERMINATION DATE: This Agreement terminates on February 28, 2027 or expiration of insurance certificate, whichever comes first.

INVOICING: Invoices for services rendered and any fees due shall be submitted to the DISTRICT at 5630 South Broadway, Eureka, CA 95503 or katrina@hcrd.org. CONTRACTOR may submit invoices for payment no more often than once a month and no less often than quarterly. Invoice(s) must include the following additional documentation:

- a. Progress estimate for partial payments covering the work performed during the invoicing period must be supported by inspection by HCRCD designated Registered Professional Forester.

PAYMENTS: This Agreement is funded under federal funding awards from USDA Forest Service or other funding sources as may be determined by DISTRICT. DISTRICT will provide payment to CONTRACTOR within 30 days of receipt of payment from the funder and will withhold up to 5% percent of the invoice amount until contract completion.

NOTICES: Any notice required to be given pursuant to the terms and provisions of this Agreement shall be in writing and sent via first-class mail. Notices shall be deemed effective two (2) days after mailing to the following addresses:

CONTRACTOR:
NAME
ATTN:
STREET
CITY, STATE, ZIP

DISTRICT:
Humboldt County Resource Conservation
District
ATTN: Jill Demers, Executive Director
5630 South Broadway
Eureka, CA 95503

IN WITNESS WHEREOF, the parties, by their duly authorized representatives, have executed this Agreement as of the date(s) set forth below.

For:

CONTRACTOR

Humboldt County Resource Conservation District

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

By signing above, CONTRACTOR agrees with the DISTRICT that:

1. CONTRACTOR is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and CONTRACTOR will comply with such provisions before commencing the performance of the work of this agreement. CONTRACTOR and sub-contractors will keep workers' compensation insurance for their employees in effect during all work covered by this agreement.

2. CONTRACTOR waives all claims and recourse against the DISTRICT, its directors, agents, officers, officials, and employees and volunteer (collectively, "District Indemnified Parties"), including the right to contribution or indemnity for any claims, demands, damages, costs, expenses or liabilities for death or injury to persons or damage to property arising from, growing out of, or in any way connected with or incident to CONTRACTOR'S negligence or willful misconduct in the performance of this contract, except claims arising from the sole negligence or willful misconduct of District Indemnified Parties (collectively, "District Indemnified Parties"). This section 2 shall survive any termination of this Agreement.

3. INDEMNIFICATION

A. Hold Harmless, Defense and Indemnification. CONTRACTOR shall hold harmless, defend and indemnify District Indemnified Parties from and against any and all claims, demands, losses, damages, liabilities, expenses and costs of any kind or nature, including, without limitation, attorney's fees and other costs of litigation ("Claims"), arising out of, or in connection with, CONTRACTOR's performance of, or failure to comply with, any of the duties and/or obligations contained herein, including the performance or nonperformance of any of CONTRACTOR's agents, officers, directors, employees, assignees, or subcontractors, except to the extent such Claims arise out of or are in connection with the sole negligence or willful misconduct of District Indemnified Parties.

B. Effect of Insurance. Acceptance of the insurance required by this Agreement shall not relieve CONTRACTOR from liability under this provision. This provision shall apply to all claims for damages related to CONTRACTOR's performance hereunder regardless of whether any insurance is applicable or not. The insurance policy limits set forth herein shall not act as a limitation upon the amount of indemnification or defense to be provided hereunder.

C. This section 3 shall survive any termination of this Agreement.

4. INSURANCE REQUIREMENTS. CONTRACTOR shall not be entitled to any rights under this Agreement unless certificates of insurance, or other proof that the following provisions have been complied with, are filed with the DISTRICT.

A. General Insurance Requirements. Without limiting CONTRACTOR's indemnification obligations set forth herein, CONTRACTOR, and its subcontractors hereunder, shall take out and maintain, throughout the term of this Agreement, and any extensions thereof, the following policies of insurance, placed with insurers authorized to do business in the State of California with a current A.M. Bests rating of no less than A: VII or its equivalent against personal injury, death and property damage which may arise from, or in connection with, all of the activities of CONTRACTOR and its agents, officers, directors, employees, volunteers, assignees or subcontractors:

1. Comprehensive or Commercial General Liability Insurance or Loggers Broad Form Insurance, or a combination of both, in an amount of Two Million Dollars (\$2,000,000.00) per occurrence for any one (1) incident, including, without limitation, personal injury, death and property damage. If a general aggregate limit

is used, such limit shall apply separately hereto or shall be twice the required occurrence limit.

2. Automobile/Motor Liability Insurance with a limit of liability not less than One Million Dollars (\$1,000,000.00) combined single limit coverage. Such insurance shall include coverage of all owned, hired and non-owned vehicles and be at least as broad as Insurance Service Offices Form Code 1 (any auto).

3. Workers' Compensation Insurance, as required by the California Labor Code, with statutory limits, and Employers Liability Insurance with a limit of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease.

B. Special Insurance Requirements. Said policies shall, unless otherwise specified herein, be endorsed with the following provisions:

1. The Comprehensive or Commercial General Liability Policy or Loggers Broad Form Policy shall provide that District Indemnified Parties are covered as additional insured for liability arising out of the operations performed by, or on behalf of, CONTRACTOR that is covered by the relevant insurance policy. The coverage shall contain no special limitations on the scope of protection afforded to District Indemnified Parties. Said policy shall also contain a provision stating that such coverage:

- a. Includes contractual liability.
- b. Does not contain exclusions as to property damage caused by explosion or collapse of structures or underground damage, commonly referred to as "XCU Hazards."
- c. Does not contain a pro-rata, excess only and/or escape clause.
- d. Contains a cross liability, severability of interest or separation of insureds clause.

2. The above-referenced policies shall not be canceled, non-renewed or materially reduced in coverage without thirty (30) days prior written notice being provided to DISTRICT in accordance with the notice requirements set forth herein. It is further understood that CONTRACTOR shall not terminate such coverage until DISTRICT receives adequate proof that equal or better insurance has been secured.

3. The inclusion of more than one (1) insured shall not operate to impair the rights of one (1) insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one (1) insured shall not operate to increase the limits of the insurer's liability.

4. For claims related to this Agreement, CONTRACTOR's insurance is the primary coverage to District Indemnified Parties, and any insurance or self-insurance programs maintained thereby are excess to CONTRACTOR's insurance and will not be used to contribute therewith.

5. Any failure to comply with the terms and conditions of this Agreement shall not affect the coverage provided to District Indemnified Parties.

6. Any deductible or self-insured retention over Fifty Thousand Dollars (\$50,000.00) shall be disclosed to, and approved by, DISTRICT.

7. DISTRICT is to be notified immediately if twenty-five percent (25%) or more of any required insurance aggregate limit is encumbered, and CONTRACTOR shall be required to purchase additional coverage to meet the above-referenced aggregate limits.

8. In the event CONTRACTOR intends to rely on a subcontractor to provide any or all of the insurance coverage required herein, the subcontractor shall be made a

party to the Contractor Agreement via an addendum, for purposes of obligating the subcontractor to comply with the terms of this Section.

- C. Insurance Notices. Any and all insurance notices required thereunder shall be sent to the addresses set forth above in accordance with the notice requirements contained herein.
5. Any change in the scope of the work to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the work will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by the DISTRICT.
6. Permits required by governmental authorities will be obtained by the CONTRACTOR and at the CONTRACTOR's expense, and CONTRACTOR will comply with local, state and federal regulations and statutes, including the Cal/OSHA requirements. CONTRACTOR shall ensure that any prescribed fire or cultural burning activity is authorized pursuant to Chapter 6 (commencing with Section 4411) or Chapter 7 (commencing with Section 4461) of Part 2 of Division 4 of the Public Resources Code and is conducted in compliance with any air quality permit required pursuant to Article 3 (commencing with Section 41850) of Chapter 3 of Part 4 of Division 26 of the Health and Safety Code. DISTRICT shall ensure CONTRACTOR has access to the Project area, permission from LANDOWNER to conduct the Scope of Work, and permission from LANDOWNER to seek permits on its behalf.
7. CONTRACTOR warrants that it is not currently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from or ineligible for participation in federal assistance programs under Executive Order 12549, "Debarment and Suspension".
8. During the performance of this Agreement, CONTRACTOR and any subcontractors shall not deny the Agreement's benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. CONTRACTOR shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. CONTRACTOR and any subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code § 12900 et seq.), the regulations promulgated thereunder (Cal. Code Regs., tit. 2, § 11000 et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (Gov. Code §§ 11135-11139.5), and the regulations or standards adopted by the State Coastal Conservancy to implement such article. CONTRACTOR shall permit access by representatives of the Department of Fair Employment and Housing and the State Coastal Conservancy upon reasonable notice at any time during the normal business hours, but in no case less than 24 hours' notice, to such of its books, records, accounts, and all other sources of information and its facilities as said Department or the Conservancy shall require to ascertain compliance with this clause. CONTRACTOR shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. (See Cal. Code Regs., tit. 2, § 11105.)
9. CONTRACTOR asserts that they are in compliance with California's Drug Free Workplace Act of 1990 and that they will provide a drug-free workplace by doing all of the following:
- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the person's or

organization's workplace and specifying the actions that will be taken against employees for violations of the prohibition; and

b. Establishing a drug-free awareness program to inform employees about all of the following: a) The dangers of drug abuse in the workplace, b) the CONTRACTOR's policy of maintaining a drug-free workplace, c) any available drug counseling, rehabilitation and employee assistance programs, and d) the penalties that may be imposed upon employees for drug abuse violations; and

c. Requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by subdivision (a) of the act and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

10. CONTRACTOR shall maintain acceptable management systems of financial accounts, documents, and records relating to this Agreement during the term of this Agreement. Such systems shall provide accurate, current and complete disclosure of the financial activity under this Agreement. CONTRACTOR shall retain these records for a minimum of three (3) years following the date of final disbursement by the DISTRICT under this Agreement, regardless of the termination date. This Section 10 shall survive termination of this Agreement.

11. CONTRACTOR agrees to allow auditor(s) from the DISTRICT or their designated representative the right to review and to copy any records and supporting documentation pertaining to the performance of this agreement. CONTRACTOR agrees to allow access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. CONTRACTOR agrees to maintain such records for possible audit for a minimum of three (3) years after final payment. This Section 11 shall survive termination of this Agreement.

CONTRACTOR AGREEMENT
EXHIBIT 2
FEDERAL CONTRACT PROVISIONS

Federally Funded Projects. This Project is funded in whole or in part by federal funds and subject to the following federal requirements under the terms of the funding agreement(s) between District and the federal agency or agencies providing federal funds. Copies of any funding agreement between District and a funding agency will be made available upon request.

1. Contract Work Hours and Safety Standards Act. In addition to the California state law requirements, Contractor and each subcontractor must comply with the requirements of the federal Contract Work Hours and Safety Standards Act ("CWHSSA"), as set forth in 40 U.S.C. §§ 3701-3708, as supplemented by the regulations set forth in 29 CFR Part 5, including 29 CFR § 5.5(b), as may be amended from time to time.
2. Suspension and Debarment. This Contract is a covered transaction for purposes of 2 CFR Part 180 and 2 CFR Part 3000. Contractor is required to verify that none of its principals, as defined at 2 CFR § 180.995, or its affiliates, as defined at 2 CFR § 180.905, are excluded or disqualified, as defined at 2 CFR §§ 180.935 and 180.940. Contractor must comply with 2 CFR Part 180, subpart C and 2 CFR Part 3000, subpart C, and must include a provision requiring compliance with these regulations in any subcontract of any tier. If it is later determined that the Contractor did not comply with the applicable subparts, in addition to the remedies available to District, the federal government may pursue available remedies, including, but not limited to, suspension and/or debarment. By submitting a bid and entering into this Contract, Contractor agrees to comply with these requirements.
3. Procurement of Recovered Materials. The requirements of § 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 at 42 U.S.C. § 6962, apply to this Contract and are fully incorporated into the Contract Documents by this reference. For individual purchases of \$10,000 or more, Contractor will make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired (A) competitively within the Contract schedule, (B) in conformance with Contract performance requirements, or (C) at a reasonable price. Information on this requirement, including a list of EPA-designated items, is available at the EPA's Comprehensive Procurement Guidelines website: <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.
4. Prohibition on Covered Telecommunications. Federal loan or grant funds must not be obligated or expended to procure or obtain covered telecommunications equipment or services, extend or renew a contract to procure or obtain covered telecommunications equipment or services, or enter into a contract (or extend or renew a contract) to procure or obtain covered telecommunications equipment or services, as further specified in 2 CFR § 200.216, which is fully incorporated into the Contract Documents by this reference. "Covered telecommunications equipment or services" means any of the following: telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities); video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities); telecommunications or video surveillance services provided by such entities or using such equipment; or telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National

Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country. The term “covered telecommunications equipment or services” also includes systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. Contractor will include this provision in all subcontracts or purchase orders in connection with the Work.

5. Domestic Preferences for Procurements. The District should, to the greatest extent practicable and consistent with the law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States, as further specified in 2 CFR § 200.322, which is fully incorporated into the Contract Documents by this reference, including, but not limited to, iron, aluminum, steel, cement, and other manufactured products, as specified therein. The requirements of 2 CFR § 200.322 must be included in all subcontracts and purchase orders for work or products under the federal award.
6. Small and Minority Businesses. The Contractor will consider small businesses, minority businesses, women’s business enterprises, veteran-owned businesses, and labor surplus area firms for subcontracts, as set forth in 2 CFR § 200.321, when possible and subject to the limitations of law. Consideration means:
 - (A) These business types are included on solicitation lists;
 - (B) These business types are solicited whenever they are deemed eligible as potential sources;
 - (C) Dividing procurement transactions into separate procurements to permit maximum participation by these business types;
 - (D) Establishing delivery schedules that encourage participation by these business types;
 - (E) Utilizing organizations such as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
 - (F) Requiring subcontractors to apply this section to lower-tier subcontracts, if any.