



## **REQUEST FOR QUALIFICATIONS & PROPOSALS FOR THE NORTH COAST RESOURCE PARTNERSHIP Forest Health and Fire Management Consultant Services**

### **BACKGROUND**

The [North Coast Resource Partnership](#) (NCRP) is an innovative, stakeholder-driven collaboration among local governments, Tribes, watershed groups, and other interested partners focused on integrated resource planning and local project implementation in California’s North Coast region. Since 2005, the NCRP has successfully integrated federal, state, regional and local priorities and utilized a multi-benefit approach to identify and seek funding for the highest priority projects throughout the region. The focus of the NCRP includes forest and watershed health, salmonid recovery, water quality and supply, intra-regional cooperation, energy independence, climate change mitigation and adaptation, public health and economic vitality, with a specific emphasis on projects that benefit economically disadvantaged communities. The partnership is led by a Policy Review Panel comprised of elected officials from Tribes and counties, relies on scientific and technical review from staff and a Technical Peer Review Committee, and is informed by a broad and diverse stakeholder community. For more information about the NCRP please see the [NCRP website](#).

The NCRP oversees the development and regular updates of various planning documents, including the [North Coast Resource Partnership Plan](#) and other plans related to its mission. The NCRP planning framework supports regional planning while recognizing that “one size does not fit all” – relying upon and respecting local autonomy, jurisdictions, and planning processes.

The NCRP is issuing this Request for Qualification & Proposals (RFQP) for identifying interested and qualified consultants to assist in the development of a Regional Priority Plan for the North Coast region, and/or to provide technical support for project identification, evaluation and enhancement. The plan will include a comprehensive and integrated set of strategies, actions and projects to support forest, watershed and community health and long-term resilience to wildfire.

## **RFQP: FOREST HEALTH AND FIRE MANAGEMENT CONSULTANT SERVICES**

The NCRP was awarded \$4.25 million in funding from the California Natural Resources Agency and Department of Conservation for planning and the identification and implementation of local and regional projects to improve forest health and increase fire resiliency. Funded by Cap-and-Trade revenues through California Climate Investments, the [Regional Forest and Fire Capacity Program \(RFFC\)](#) aims to help communities prioritize, develop, and implement projects strengthen fire resiliency, increase carbon sequestration, and facilitate greenhouse gas reductions. The program is one element of the state's efforts to improve forest health, protect communities from wildfire risk and implement the [California Forest Carbon Plan](#) and [Executive Order B-52-18](#). The goal of the forestry block grant awarded to the NCRP is to develop a North Coast Regional Priority Plan (RPP) that will include a comprehensive and integrated set of strategies, actions and projects to support forest and community health and long-term resilience to wildfire. Please see the [NCRP Regional Forest and Fire Capacity Program Block Grant Work Plan](#) and the [NCRP Regional Forest and Fire Capacity Planning webpage](#) for more information.

## **TECHNICAL SERVICES**

The NCRP seeks proposals from qualified consultants to perform a broad suite of technical services in support of integrated strategic planning for the North Coast Region. The NCRP will hire a forestry consultant team with knowledge and experience related to North Coast forest ecology and management, fuel load reduction, indigenous use of fire, forest project planning and permitting issues to work with NCRP staff and partners in the development of the NCRP RPP. The NCRP is seeking forestry consultants who have field experience, technical research, writing and/or technical assistance skills and knowledge in one or more of the following areas:

- In depth knowledge of forest health and forest ecosystems in the North Coast region, including their role in carbon sequestration, climate adaptation, maintaining biological diversity and culturally-significant natural and historic values, human health and safety, sustaining local economies, and water quality and supply. Demonstration of significant experience in this field.
- In depth knowledge of wildfire risks, hazards, and ignition sources as well as an understanding of fuel loading, fire behavior characteristics, and fire management and wildfire response.
- Experience working with California Tribes, a deep understanding of Tribal practices, and the ability to work with a variety of North Coast Tribes, and the NCRP Tribal Engagement Coordinator
- Understanding and experience with Traditional management of wild lands and cultural burns, includes the practical application of Traditional Ecological Knowledge (TEK) in relationship to restoring and protecting fire resilient landscapes and cultural use areas.

- Knowledge and demonstrated experience in identifying shared values and priorities among diverse partnerships using processes that balance wildfire risks and hazards with community, economic, cultural, and natural values and assets.
- Knowledge and demonstrated experience in the identification, prioritization, and design of forest management techniques to establish healthy and resilient forests and achieve other benefits; using methods such as prescribed fire, cultural burning, forest thinning and sustainable timber harvest, grazing, and habitat restoration.
- Knowledge of and work experience in the landscape and human communities of the North Coast region.
- Knowledge of and work experience in permitting and regulatory streamlining, including related policy enhancements
- Knowledge of forest economics, forest policy, funding and legislative strategies
- Knowledge and experience in regional socio-economic assessment and strategies related to workforce capacity and training, revenue generation
- Market based innovations, public-private partnerships, innovative funding approaches
- Knowledge of and demonstrated experience with forest thinning, prescribed fire, and biomass processing, including the associated maintenance of existing and acquisition of new equipment and infrastructure.
- Workforce development and crew training
- Technical support for project proponents in the NCRP region
- Human health and safety policies - fire resiliency at the Wildland-Urban Interface: code enforcement, home hardening, community education, emergency preparedness, incentive programs
- Innovations in forest practices, equipment, tools and forest products, including knowledge of biomass utilization techniques and emerging industry trends
- Research and technical writing related to the above technical categories
- Graphic design, education, interpretive outreach related to the above technical categories

## Specific Proposal Requirements

1. Proposal Cover Page (Exhibit A)
2. Consultant Statement of Qualifications, including key personnel and their qualifications, proposed sub-contractors, hourly rates, references, and list/hyperlinks to examples of consultant's relevant work that support the proposal (maximum 5 pages)
3. Proposal for Technical Services (maximum 5 pages):

Please outline your team's proposed approach to assisting the NCRP in the above listed technical service categories. The proposal must:

- a. Demonstrate an understanding of the NCRP and the NCRP RFFC grant goals and objectives;
- b. Outline a proposed approach to working in collaboration with WCW & CIEA and other selected consultants to integrate technical sections into a regional plan for the North Coast, and/or provide technical support to the project team and partners;
- c. Outline a strategy for ensuring a cost-effective approach to developing technical work products, including leveraging of existing funding resources where applicable;
- d. Provide other information or innovative strategies that may support an integrated plan for the North Coast region.

## SELECTION PROCESS AND CONTRACT AWARD

Proposals will be evaluated and ranked based on a selection process using the specific criteria listed under "Proposal Evaluation", below. Proposals for consultants providing services to Tribes will be reviewed by the NCRP Policy Review Panel and Technical Peer Review Committee Tribal representatives. Entities selected to provide Tribal consultant services will enter into a contract and work closely with the NCRP Tribal Engagement Coordinator, [California Indian Environmental Alliance](#) (CEIA) and NCRP Tribal Representatives. All other consultants will enter into a contract and work closely with NCRP Staff, [West Coast Watershed](#) (WCW).

The NCRP expects to issue contracts to consultants within the pool over a two-year period, although selection for the pool does not guarantee a contract. The NCRP anticipates issuing several small and medium sized contracts to consultants, ranging from \$5,000-\$50,000. It is expected that each technical consultant will demonstrate the ability to actively work with NCRP staff and other selected technical consultants to collaboratively develop an integrated strategy for the North Coast region. WCW & CIEA reserve the right to select all or part of a consultant's proposal and to request consultants to combine with other consultants into an integrated team. Subsequent request for proposals may be announced if needed.

The selected consultant(s) or team will be asked to submit a detailed scope of work, schedule, and cost proposal within four weeks of notification, after further discussions with WCW & CIEA regarding roles and responsibilities, tasks, and work products. The scope of work, schedule, and budget will be incorporated into the WCW or CIEA’s standard Agreement for Professional Services.

### Proposal Evaluation

Proposals will be evaluated based on the following criteria and scored on a 0 – 10 basis, with a weighting factor applied where:

1. A score of 9-10 points will be awarded where the criterion is fully addressed, achieves significant outcomes and is supported by thorough and well-presented documentation & logical rationale.
2. A score of 7-8 points will be awarded where the criterion is addressed, achieves significant outcomes but is not supported by thorough documentation or sufficient rationale.
3. A score of 5-6 points will be awarded where the criterion is addressed, achieves moderate outcomes and is supported by thorough and well-presented documentation & logical rationale.
4. A score of 3-4 points will be awarded where the criterion is marginally addressed, achieves moderate outcomes but is not supported by thorough documentation or sufficient rationale.
5. A score of 1-2 point will be awarded where the criterion is marginally addressed, but achieves outcomes that are low in significance.
6. A score of 0 points will be awarded where the criterion is not addressed.

NCRP PROPOSAL SCORING CRITERIA	WEIGHTING FACTOR	Range of Points	Tribal Consultant
Demonstrated experience working with California Tribes, practical application of Traditional Ecological Knowledge (TEK) in restoration and protection of Traditional wildlands and/or interface with Tribal urban and rural structures	1	0 – 10	<b>Eligibility Criteria = Y/N</b>
Demonstrated successful outcomes and work products for technical projects and approaches similar in nature to the technical proposal submitted	2	0 – 20	0 – 20
Demonstrated experience with and knowledge of county and/or Tribal planning and implementation projects	1	0 – 10	0 – 10
Knowledge and understanding of the North Coast region, the NCRP and its goals, objectives, and work accomplished to date; demonstrated understanding and clear evidence that the consultant can support the goals and objectives of the NCRP RFFC grant	2	0 – 20	0 – 20
Demonstrated ability to work in a proactive, collaborative, integrated way, with a team comprised of multiple disciplines	1	0 – 10	0 – 10
Demonstrated ability to perform work in a cost-effective and efficient manner – proven ability to be creative in leveraging limited financial resources	1	0 – 10	0 – 10

NCRP PROPOSAL SCORING CRITERIA	WEIGHTING FACTOR	Range of Points	Tribal Consultant
Local preference will be given to proposers from within the North Coast region: the most technically qualified proposals will be ranked most highly – all other things being equal, the local proposer will be selected.	1	0 – 10	0 – 10
<b>TOTAL SCORE</b>		<b>0 – 90</b>	<b>0 – 80</b>

### Insurance Requirements

1. Comprehensive or Commercial General Liability Insurance at least as broad as Insurance Services Office Commercial General Liability Coverage (occurrence form CG 0001), in an amount of Two Million Dollars (\$2,000,000) per occurrence for any one incident, including, but not limited to, 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) combined single limit coverage. Such insurance shall include coverage of all owned, hired and non-owned vehicles. Said coverage shall be at least as broad as Insurance Service Office Form Code 1 (any auto).
3. Workers’ Compensation Insurance, as required by the Labor Code of the State of California, with statutory limits, and Employers Liability Insurance with a limit of no less than One Million Dollars (\$1,000,000) per accident for bodily injury or disease. Said policy shall contain, or be endorsed to contain, a waiver of subrogation against West Coast Watershed and/or California Indian Environmental Alliance, the County of Humboldt, its agents, officers, officials, employees and volunteers.

Please note, if the project does not involve travel and/or the project sponsor does not have employees, insurance requirements may be altered at the discretion of Humboldt County Risk Management.

### PROPOSAL SUBMITTAL

#### Proposal Packet

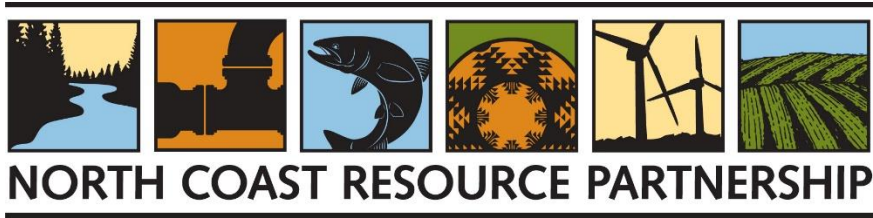
All proposals will include a Proposal Cover Page (Exhibit A) along with Specific Proposal Requirements.

#### Delivery of Proposals

Proposals should be emailed to Katherine Gledhill at [kgledhill@westcoastwatershed.com](mailto:kgledhill@westcoastwatershed.com). The deadline for submission of proposals is 5:00 p.m. on March 13, 2020. Proposals arriving after the deadline will not be considered.

## Inquiries

No phone calls will be accepted. Written questions may be submitted to Katherine Gledhill at [kgledhill@westcoastwatershed.com](mailto:kgledhill@westcoastwatershed.com) by 5:00 p.m. on February 28. Responses to all written questions will be posted to the NCRP website on March 3, 2020.



**EXHIBIT A  
PROPOSAL COVER PAGE**

**Proposal Type**

Please select all the proposal types submitted.

- Forest Health and Fire Management Tribal Consultant Services
- Forest Health and Fire Management General Consultant Services

**Organization Name**

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**Organization Type**

- Federally recognized Indian Tribe
- California State Indian Tribe
- Public agency
- Local or state agency/special district
- Resource Conservation District
- Non-profit organization
- Public utility
- Consulting firm
- Other: \_\_\_\_\_



Contact Name/Title

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number (include area code): \_\_\_\_\_

Organization Address (City, County, State, Zip Code):

\_\_\_\_\_

Authorized Representative (if different from the contact name)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number (include area code): \_\_\_\_\_

Certification of Authority

By signing below, the person executing the certificate on behalf of the proposer affirmatively represents that s/he has the requisite legal authority to do so on behalf of the proposer. Both the person executing this proposal on behalf of the proposer and proposer understand that the NCRP is relying on this representation in receiving and considering this proposal. The person signing below hereby acknowledges that s/he has read the entire Request for Proposals document and has complied with all requirements listed therein.

Official Authorized to Sign for Proposal

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date