

Colorado State Forest Service



REQUEST FOR PROPOSALS

High-Priority Forest Restoration and Fuels Mitigation Project

**SUPPORTED BY A GRANT FROM THE
AMERICAN RECOVERY AND REINVESTMENT
ACT OF 2009**

AUGUST 31, 2009

Article 21. EQUAL OPPORTUNITY:

Discrimination - The Contractor agrees to comply with the letter and spirit of the Colorado Anti-discrimination Act of 1957 as amended, and the applicable law respecting discrimination and unfair employment practices, (Reference 24-34-301, C.R.S. 1973, as amended, and the Governor's Executive Order of April 16, 1975 relating to equal opportunity and affirmative action, which are incorporated herein by reference).

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SECTION 1.0 INTRODUCTION

Colorado State University, on behalf of the Colorado State Forest Service (hereinafter referred to as CSFS), is seeking to award grants to create and retain jobs and support accomplishing high-priority forest restoration and fuels mitigation work.

This grant program is offered primarily under and as part of the **American Recovery and Reinvestment Act of 2009 (hereinafter referred to as ARRA)**, more commonly known as the Federal Stimulus Law (hereinafter referred to as Stimulus). Awarded grants will fund work performed under the **Colorado State Forest Service ARRA High-Priority Forest Restoration and Fuels Mitigation Project (hereinafter referred to as ARRA Fuels Mitigation)**, as detailed in the following Sections.

Recipients must comply with the requirements set forth in the Recovery Act including, but not limited to, the reporting requirements of Section 1512 of the Recovery Act. (www.recovery.gov)

1.1 PURPOSE OF THE GRANT

GENERAL DESCRIPTION

The **ARRA Fuels Mitigation** grant program will allocate a total of Three Million Seven Hundred Forty-four Thousand, Three Hundred Ninety-five and No/100 Dollars (**\$3,744,395**). Applicants may submit multiple proposals for each grant; however, only one sub-award will be issued to any applicant. The actual amount of grants awarded may be less than the amount requested.

The CSFS expects to make one to six sub-awards for the **ARRA Fuels Mitigation** grant. Individual awards will be managed and implemented as described by the sub-recipient in their proposal. The size and scope, both geographically and fiscally, is the choice of the applicant.

These funds are being distributed for the purpose of creating or retaining jobs and to mitigate (i.e., reduce the risk of) wildland fire through the removal or rearrangement of wildland fuels and to restore fire-adapted ecosystems to their normal range of variability so wildland fire occurring in such ecosystems will not cause catastrophic damage. A complete description of the services required under this project is provided in **Section 4, Scope of Work**. Proposals submitted in response to this solicitation must comply with the instructions and procedures contained in this RFP.

The CSFS desires to reduce hazardous fuels and conduct forest restoration work on high-priority land within Colorado. These areas generally have high risk of wildland fire, developed roads and trails, homes, critical watershed, and heavy tree mortality caused by insect attack and disease. Applicants should propose to treat forest stands that have not had recent timber harvest and/or other treatments (within the last 10 years) to address the restoration, stewardship, fuels reduction, and silvicultural concerns as outlined in the Scope of Work.

Stands that are threatened by or have had recent damage or attacks from insects, fire, wind, and/or disease are also eligible even if they have had treatments within the last 10 years.

Partnerships with agencies, individuals, industry, and other organizations are important. Multiple landowners, associations, local governments, agencies and organizations participating as partners under this RFP will all be considered. Effectively maximizing partnerships will increase an Applicant's score.

An objective of this grant is to avoid creating fragments of treated land surrounded by untreated land. Proposals that work in concert with ongoing fuels reduction and restoration forestry projects in the wildland-urban interface will be scored higher than those that do not.

The CSFS may use all available means to involve a wide range of Applicants. This RFP process encourages the creation of industry partnerships to address restoration forestry and forest fuels reduction concerns. Proposals submitted by groups of companies and/or individuals as collaborators will be considered.

1.2 PROJECT LOCATION ELIGIBILITY

Projects must occur entirely within Colorado. Land owned by the state, counties, local governments, and private entities is eligible. While coordinating treatment areas with federal property landowners is encouraged, Colorado ARRA Fuels Mitigation funds may not be used to treat federal lands.

1.3 FUNDING CYCLE

All proposals received by 5 p.m. on September 30, 2009, Mountain Daylight Time (MDT) will be evaluated for funding.

1.4 RIGHT TO INVESTIGATE AND REJECT

All awards will be made at the sole discretion of the Colorado State Forest Service. The CSFS may cancel or reduce the level of funding, at the sole discretion of the CSFS if at any time ARRA or other funding sources are not appropriated or otherwise made available. The CSFS may make such investigations as deemed necessary to determine the ability of the Applicant and associated partners to provide the supplies and/or perform the services specified. The CSFS reserves the right to reject the Applicant's proposal if the evidence submitted by, or investigation of, the Applicant and associated partners fails to satisfy the CSFS that the Applicant and associated partners are properly qualified to carry out the obligations of the Agreement. *This includes the ability of the CSFS to reject the Applicant's proposal based on negative past-performance references.*

SECTION 2.0 PROJECT DESCRIPTION

2.1 CONTACT INFORMATION

The designated CSFS ARRA Program Manager for this RFP is Terrie Craven, whose contact information is as follows:

Colorado State Forest Service
CSFS ARRA Program Manager: Terrie Craven
3843 West LaPorte Avenue, 5060 Campus Delivery, Fort Collins, CO 80523-5060
Telephone Number: 970-491-8466
Fax Number: 970-491-7736
E-mail Address: Terrie.Craven@ColoState.EDU

CSFS STAFF WILL ONLY PROVIDE PUBLIC INFORMATION AND WILL NOT WRITE OR ASSIST IN WRITING ANY PART OF AN APPLICANT'S GRANT PROPOSAL, NOR WILL THEY PROVIDE OPINIONS ABOUT THE PROPOSAL. REFERENCE MATERIAL THAT MAY BE HELPFUL IN DEVELOPING PROPOSALS CAN BE FOUND ON THE CSFS WEBPAGE DEDICATED TO CSFS RECOVERY ACT FUNDING (<http://csfs.colostate.edu/pages/recovery.html>) THIS WEBPAGE WILL BE UPDATED PERIODICALLY.

2.2 PROJECT SCOPE

This grant program will provide funding to successful sub-recipients to perform high-priority forest restoration and fuels mitigation work on non-federal lands within Colorado. Projects may be proposed anywhere within Colorado; however, projects located within identified and defined wildland-urban interface (hereinafter referred to as WUI) areas and included in a Community Wildfire Protection Plan will receive priority.

2.3 PRIMARY SELECTION CRITERIA

Proposals will be evaluated on the following primary components:

1. Number of direct jobs created or retained
2. Sustainability of jobs
3. Number of acres mitigated or restored
4. Number of communities directly protected

2.4 SECONDARY SELECTION CRITERIA

The Selection Committee may also consider the following elements when awarding grants:

1. Project location relative to areas identified in risk assessments and collaborative reports
2. Probability of success based on references or documentation of past performance
3. Ability to complete proposed work within Recovery Act time constraints
4. Linkage to existing CWPP(s)

5. Process to obtain permission to work on non-federal land
6. Partnerships developed and the cooperation involved
7. Local support for the project demonstrated through letters of support and collaboration
8. Ability to report required items accurately and on time
9. Leveraging of assets (i.e. use of applicant's own equipment, etc.)
10. Long-term benefit to the environment
11. Landscape-scale nature of the project
12. Cross-boundary application of the project including treatments across jurisdictions

2.5 SUBMITTAL DUE DATE AND REQUIREMENTS

Due Date & Time:	September 30, 2009 (received by 5 p.m. MDT)
Address:	Delivery and Mailing Address: Colorado State Forest Service ATTN: Terrie Craven 3843 West LaPorte Avenue 5060 Campus Delivery Fort Collins, Colorado 80523-5060
Comments:	It is the responsibility of the Applicant to hand deliver their submittal by the due date and time, or allow sufficient time for the submittal to transit through mail or parcel post delivery systems and the CSU Mail System. <u>Late submittals will not be evaluated.</u> NOTE: Four (4) hard copies of submittals must be provided.

Work must be completed by September 30, 2011.

SECTION 3.0 PROJECT REQUIREMENTS

3.1 PROPOSAL CRITERIA

- A. Submitted proposals must meet the following criteria: Proposals must create and/or retain jobs. Ideally, proposals will keep people employed for an extended period. Projects should implement a variety of forest treatments to accomplish the objectives listed in Section 3.1B.
- B. To qualify, proposals must accomplish hazardous forest fuels reduction and/or forest restoration.

- C. Projects must be located within Colorado. Treatment of lands within the identified WUI and identified in a CWPP is a priority. The accepted WUI definition for proposals can be found in the CSFS's Standards for Community Wildfire Protection. (See Reference Materials.)
- D. Proposals should focus on cross-boundary work and on the accomplishment of multi-ownership CWPP objectives. To accomplish this focus, the CSFS encourages collaboration with landowners, local forest products industry mills, timber industry and forestry (logging, trucking, thinning, fuels treatment, grinding, etc.) companies, forestry consulting companies, fire protection districts, counties and/or other state of Colorado agencies.

3.2 TREATMENTS ALLOWED

Proposals should be designed to:

- A. Promote and/or restore forest health through timber harvest, proactive timber stand management, forest stewardship, and forest fuels reduction treatments
- B. Reflect historic forest conditions through restoration forestry treatments
- C. Reduce fire risk by removing unhealthy trees and reducing tree crown density
- D. Protect and/or enhance soil and water quality
- E. Produce or utilize commercial forest products wherever possible that include, but not limited to, small sawlogs, pulp logs, chips, posts & poles, firewood, shavings, landscape mulch, and/or hogfuel
- F. Include treatments that are necessary to fully meet the management goals specified in an Applicant's proposal
- G. Include treatments that follow Colorado's Best Management Practices (BMPs) for Water Quality.
- H. Include access that provides ingress and egress to the project area (this is the responsibility of the recipient and should comply with Colorado laws and BMPs (see Reference Website)

NOTE: Weed treatments will not be funded under this RFP.

3.3 DEFINITIONS

- A. Jobs Created: Refers to new positions created and filled, or previously existing unfilled positions that are filled, as a result of Recovery Act funding. A job cannot be reported as both created and retained.
- B. Jobs Retained: Refers to previously existing filled positions that are retained as a result of Recovery Act funding. This description may rely on job titles, broader labor categories, or the applicant's existing practice for describing jobs as long as the terms used are widely understood and describe the general nature of the work. A job cannot be reported as both created and retained.

- C. Full-Time Equivalent (FTE): The number shall be expressed as ‘full-time equivalent’ (FTE), calculated by the total number of hours in a full-time schedule, as defined by the recipient. For example, two full-time employees and one part-time employee working half days would be reported as 2.5 FTE in each calendar quarter. Overtime and paid time off (vacation, sick, personal, holidays, etc.) should be included in this calculation, but only if employees are paid for those hours.
- D. DUNS Number: Dun & Bradstreet (D&B) maintains a business database containing information on more than 100 million businesses worldwide. D&B provides a DUNS number, a unique nine-digit identification number for each physical location of a business organization. DUNS number assignment is free for all businesses required to register with the U.S. Federal Government for contracts or grants. Further detailed information on D&B is available at <http://fedgov.dnb.com/webform>.
- E. Central Contractor Registration (CCR): CCR is the primary registrant database for the U.S. Federal Government. CCR collects, validates, stores, and disseminates data in support of federally funded projects. A CCR number can be obtained at www.ccr.gov.

SECTION 4.0 SCOPE OF WORK

4.1 PROPOSAL OBJECTIVES

- A. The primary objective is to create and/or retain jobs in the local economy. Proposals must make jobs a critical component by addressing how many jobs will be created or retained, how long those jobs will last, and/or how long people will be employed who would otherwise be unemployed or laid off.
- B. The second objective is to address forest fuels hazards or conduct restoration forestry activities on forested lands. Treating lands within the WUI is preferred. Proposed projects, where practical, should strive to accomplish both hazard fuels mitigation and forest restoration.
- C. Treatment prescription, actual treatment operations, treatment of slash, sub-merchantable trees, brush, etc., and the marketing and merchandizing of merchantable wood products will be the responsibility of the Applicant. The amount and types(s) of commercial forest products removed will be determined by the Applicant, the treatment plan, and each respective landowner.

4.2 OWNERSHIP OF REMOVED MATERIAL

All wood products removed from private lands or non-federal lands are the property of the Applicant and/or landowner. The CSFS, through this RFP, neither acquires nor retains an interest in any private forest products or non-federal forest products generated.

4.3 STATE LANDS REQUIREMENTS

Proposals on state lands must be consistent with the current Colorado State Trust Land Work Plan. (See Reference Materials.)

4.4 TREATMENT SPECIFICATIONS AND SELECTION

Areas currently without a forest management plan in place that are being proposed for treatment must have a treatment plan developed as a part of the Applicant's response. (See Sec. 4.5 APPLICANT RESPONSE.)

The following issues must be addressed for projects:

- Identify in what geographic areas your projects are located (list counties).
 - Define how the areas you propose to treat will be selected.
 - Identify what standards you will use in treating the areas. The treatment standards you identify will be used to measure performance in completing treatment areas. The CSFS has several standards including defensible space, shaded fuelbreaks, and restoration of ponderosa pine.

Treatment Standards must address the following:

- Describe how material to be treated will be designated.
- Describe what will be done with the treated material.
- Describe how slash will be treated to reduce fire risk and risk of insects and disease.
- Describe what erosion control measures will be employed.

4.5 APPLICANT RESPONSE

In addition to incorporating the Proposal Criteria listed under Section 3.1, an Applicant's response must provide the following as part of their response to this RFP:

1) PROPOSAL COVER SHEET

All submitted proposals must include a cover sheet that contains:

- Company/business name
- Point of contact information
- Address
- County
- Phone number
- DUNS number
- Name of grant for which you are applying
- Dollars requested.

2) **WORK PLAN** – Sub-sections A-G must be included as part of the Work Plan.

Jobs created or retained. Identify all jobs to be paid directly with Recovery Act funding (include both field and office jobs), that will be created or retained by the Applicant’s proposal. The list developed by the process must show both the job title and the length of time each job will last. Mill jobs, unless they exist solely due to material coming from an Applicant’s proposal and are paid directly with Recovery Act funds, will be considered indirect jobs and need not be listed.

- A. **Location of Treatments** – Describe how the location of on-the-ground treatments will be determined and identified. Describe how the location(s) will be recorded for future reference. Describe your company’s ability to collect and provide digital spatial mapping of the project area.
- B. **Permits** – Describe the process that will provide proof that applications have been or will be submitted for all applicable permits.
- C. **Detailed Operating Schedule** – Describe the process that will be used to develop a detailed operating schedule. Describe the benchmarks, accomplishments, targets, and other metrics that will be used to measure the progress of the grant. Show the timeline that will illustrate each of the metrics described above.
- D. **List of Properties** – Describe the process that will be used to identify properties to be treated and how that information will be determined and documented. Describe information to be collected and how it will be displayed.
- E. **Description of Stands prior to Treatment** – Provide a brief but thorough description of the existing stand including the overstory, understory, terrain, unusual factors such as wetlands and rock outcrops, and items that will affect operations and treatment plans, stand health, and any other factors related to an Applicant’s treatment plan.
- F. **Description of the Stand Treatments** – To be applied, by treatment area, so that reviewers can determine suitability of treatment when compared to applicable management plans, if any. Applicants should describe in full detail the overall treatment plan. Examples of topics to include are type of stand treatment, harvest prescription, harvest system, desired leave tree species, leave tree spacing (for both merchantable and sub-merchantable trees), forest fuels treatment(s) such as understory and/or undergrowth treatments, ground treatments such as scarification, mastication, etc., amount in tons per acre of large woody debris to be left on the ground, pruning treatments, and any road/landing post operations treatments.
 - 1.) Provide the rationale for the treatments chosen (for example, landowner preference, existing management plan, CWPP, insect and disease treatment, etc.).

- 2.) Include a precise description of what the residual stand will look like (for example, tree spacing for both overstory and understory, leave tree species preference, slash treated in woods or removed, etc.). This description will act as the basis for final inspection before payment is approved.

NOTE: Notwithstanding any legal requirement that weeds are to be treated, weed treatments will not be considered, and such funding requests should not be included in an Applicant's proposal.

3) GRANT REQUEST – Applicant must provide detailed cost information to substantiate the amount of dollars being requested including what percentage for the total project cost will be applied to job creation. Proposals may include costs in the following categories: Personnel, Fringe, Travel, Supplies, General & Administrative (G&A), Other (please specify). Proposals that do not detail costs will not be considered.

4) PARTNERSHIPS – Clearly identify all vendors, landowners, and partners who will participate in the project, or each portion of the project, and list what their responsibilities/operations will be.

SECTION 5.0 ADDITIONAL INFORMATION

5.1 SUB-RECIPIENT WILL PROVIDE

Sub-recipients must provide all necessary equipment, manpower, materials, permits, and permissions necessary to accomplish the work as outlined in the Applicant's proposal. The CSFS will not provide any equipment, manpower, materials, or permissions, except for permission to work on State Trust Lands.

5.2 PROJECT TIMEFRAME

All work including clean up of all harvest areas and roads must be completed by September 30, 2011. This includes the treatment of slash.

SECTION 6.0 APPLICANT QUALIFICATIONS AND INFORMATIONAL REQUIREMENTS

In order for the CSFS to determine the capabilities of an Applicant and associated partners to provide the supplies and/or perform the services specified in Section 3 above, the Applicant must respond to the following requests for information regarding their and all associated partners' ability to meet the requirements of the CSFS. **THE RESPONSE, “(APPLICANT’S NAME) UNDERSTANDS AND WILL COMPLY,” IS NOT APPROPRIATE FOR THIS SECTION.**

NOTE: Each item must be thoroughly addressed. Applicants who take exception to any requirements listed in this section may be found non-responsive and/or subject to point deductions.

6.1 REFERENCES

The Applicant shall provide a minimum of three past-performance references where the Applicant completed forest management treatments of the type listed in the RFP response. This applies to all partners who will be performing work under this sub-award. At a minimum, the Applicant shall provide the company or landowner name, the location where the services were provided, contact person(s), customer's telephone number, e-mail address, a description of the work performed, and dates the services were provided. These references may be contacted to verify Applicant's, and associated partners', ability to perform. The CSFS reserves the right to use any information or additional references deemed necessary to establish the ability of the Applicant, and associated partners, to perform the conditions of the sub-award. Negative past-performance references may be grounds for proposal disqualification.

6.2 RESUMES/COMPANY PROFILE AND EXPERIENCE

Applicants shall specify how long the individual/company submitting the proposal has been in the business of providing supplies and/or services similar to those requested in this RFP and under what name. This applies to all partners who will be performing work under Agreements entered into by successful Applicants. Applicants should provide a complete description of any relevant past projects including the type and dates the services were provided. A resume or summary of qualifications, work experience, education, skills, etc., that emphasizes previous experience in this area should be provided for all key personnel who will be involved with any aspects of Agreements entered into by successful Applicants.

6.3 METHOD OF PROVIDING SERVICES

Applicants shall provide a work plan and the methods to be used that will convincingly demonstrate to the CSFS what Applicants intend to do, the timeframes necessary to accomplish the work, and how the work will be accomplished to meet the requirements as detailed above. The Applicant must describe how they will meet reporting requirements, periodic audits, and project closeout requirements. **See Section 4.0 Scope of Work.**

SECTION 7.0 FUNDING REQUEST

7.1 PAYMENT SCHEDULE

Payment Terms will be on a PAYMENT UPON ACCEPTANCE OF COMPLETED WORK OR ACCOMPLISHMENT basis. Proposed payments will be based on milestones, acres treated, percent completion, etc., identified by the recipient in the work plan submitted in the application and accepted by the CSFS Project Manager.

SECTION 8.0 EVALUATION AND RATING CRITERIA

8.1 RATING CRITERIA

Each proposal submitted will be reviewed and rated by a subject matter expert committee. The committee will use the following category outline to guide its review and rating:

1. Jobs Created or Retained
2. Resumes and Experience
3. Work Plan
4. Project Timeline
5. Funding Request
6. Partnerships
7. References

8.2 PROPOSAL EVALUATION WORKSHEET

Evaluative Criteria	Points Possible	Points
1. Operations & Experience		
Resumes & Experience	200	
Work Plan	650	
Project Timeline	300	
2. Outreach, Ability, & Funding		
Funding Request	350	
Partnerships	350	
References	150	
TOTAL EVALUATION POINTS	(2,000 points possible)	

8.3 EVALUATION REVIEW SCORING GUIDE

The **References, Resumes/ Experience, Work Plan, Project Timeline and Partnerships** portions of the proposal will be evaluated based on the scoring guidelines below. The **Funding Request** will be evaluated based on the formula set forth below.

Each category has been assigned a maximum number of points that weights the importance of that category against the total available points for the proposal (2,000). Each member of the review committee will read each submitted proposal and make a determination (rating) in each category based on the information in the proposal.

Each applicant is encouraged to be specific and concise in the information submitted in each section of the RFP.

In awarding points to the evaluation criteria, the evaluator/evaluation committee will consider the following guidelines:

Superior Response (90-100%): A superior response is a highly comprehensive, excellent reply that meets all of the requirements of the RFP. In addition, the response may cover areas not originally addressed within the RFP and/or include additional information and recommendations that would prove both valuable and beneficial to the agency.

Good Response (75-89%): A good response meets all the requirements of the RFP and demonstrates in a clear and concise manner a thorough knowledge and understanding of the project, with no deficiencies noted.

Fair Response (60-74%): A fair response minimally meets most requirements set forth in the RFP. The Applicant demonstrates some ability to comply with guidelines and requirements of the project, but knowledge of the subject matter is limited.

Failed Response (59% or less): A failed response does not meet the requirements set forth in the RFP. The Applicant has not demonstrated sufficient knowledge of the subject matter.

ADDITIONAL CRITERIA

The goals of this grant are discussed in SECTION 3.0 PROJECT REQUIREMENTS. These goals correspond to the federal requirements for this grant money and what is mandated as an acceptable cost level. Scoring criteria have been developed to address both the federal requirements and the proposed actual on-the-ground work.

- **Resumes and Experience (0 to 200 pts):** Look for proven ability in each of the bullet points listed and rate the proposal response based on the scale in the scoring guidelines.
 - Applicant demonstrated the ability to increase workforce through the hiring of new jobs or retention of jobs; through the ability to manage increased workforce capacity through existing or new administrative support services.
 - Applicant has lead forest management staff with 10+ cumulative years designing forest treatment projects, with an emphasis on silvicultural and forest management experience to achieve landowner objectives, including experience in forest hazardous fuels mitigation work.
 - Applicant demonstrated an ability to not only start projects, but to complete projects on time and on budget. Clear indication that applicant understands the economic factors and operational costs involved in forest management and hazardous fuels reduction projects, thereby presenting the possibility that they would design efficient and cost effective operations utilizing the best available equipment and technology suitable to the specific task.
 - Quality of application indicates an ability to write and document details and information in clear concise language; i.e. there is a clear ability to communicate in writing.
 - Applicant has the staff, resources, and equipment needed to get the projects designed, laid out, completed, and administered on-the-ground.

- Through contracting abilities and negotiating skills, a demonstrated ability to partner with and achieve successful completion of projects.
- **Work Plan (0 to 650 pts):** Section 4.5 APPLICANT RESPONSE requires the applicant to provide a detailed work plan. Hazardous fuels reduction, forest stewardship, and restoration forestry are the basis for this grant and proposals must accomplish at least one of these goals. Proposals must also respond to all required aspects of the RFP Work Plan section. Jobs being created and/or retained is crucial to an acceptable Work Plan – number of jobs must be realistic for the work that is planned. Creativity, practicality, and effectiveness in the design and implementation of treatment prescriptions are a plus. Rate the proposal response based on the scale in the Scoring Guide.
- Number of jobs created/retained is realistic. Job longevity is logical for the work proposed and multiple phases in the overall project keeps people employed.
 - Response to each section of the Work Plan is superior, that is – easy to follow treatment plans are detailed and appropriate, broad scale vs. small scale, and shows unconventional, creative, and outside-the-box thinking.
 - Work plan shows realistic project progression with acceptable overlap of processes to achieve efficient, steady progress and series progression. Bottlenecks and scheduling conflicts are not apparent.
 - Applicant’s proposed treatment prescription(s) address at least one of the two grant objectives in a manner that conveys understanding of the underlying principles and provides for a finished product that clearly will meet the proposal’s stated goal without sacrificing other objectives.
 - Applicant understands fire behavior factors, which allow low-intensity surface fires to torch and crown, methods to analyze treatments to compare effectiveness at actually reducing the potential for high-intensity crown fires in the short- and long-term while also managing for the amenities of a residual forest stand at some stocking level.
 - Applicant understands the BMPs, Air Quality Laws and rules, and access requirements for different ownership categories. Proposal addresses any applicable local regulations.
 - Applicant’s proposal discusses the interactions the proposed treatments may yield related to other forest issues or air quality issues.
 - Proposal provides for a reduction in hazardous fuels, improved forest stewardship, responsible land management strategies, and/or a forest restoration approach that will maximize forest material utilization, minimize slash pile burning, and recognize the importance of nutrient cycling achieved from partial slash retention (outside of the defensible space of structures).
 - Applicant’s response describes processes in a manner that shows well thought out approach(es) for identifying and working with multiple landowners.
- **Project Timeline (0 to 300 pts):** Timeline should be clear and concise. It should show how the project will be completed within the contract timeline. The schedule should be practical and should not list obvious impossibilities such as one skidder logging 100 acres in a week. Look for plausibility. The timeline should show consistent levels of effort

and should not be back-loaded so that all work is planned for the last month of the contract. Rate the proposal response based on the scale in the Scoring Guide.

- Jobs are maintained on a continuous basis rather than a start/stop basis. The idea is to keep the project running smoothly and therefore maintain employment on a steady basis.
- Project timeline provides a fluid progression, operational planning is able to commence immediately following award, some on-the-ground projects are underway within the first operable month, a clear progression for the individual parts and processes is detailed (planning, marking, permitting, operational agreements, contracting, administration) and for multiple series of similar projects, a reasonable overlap of compatible actions and events exists to keep the project rolling to completion prior to the Agreement deadline.
- Timelines provide the CSFS with scheduled milestones for progress monitoring and design flexibility, and capabilities to shift and move project elements to catch up when unforeseen events impede some step.
- Project timelines detail steps for partial payment by process or geographic sub-unit that can reasonably be fully achieved so that all loose ends are completed in a progressive manner.

➤ **Funding Request (0 to 350 pts):** The total grant funding available is \$3,744,395. Proposals must be responsive to the fact that the goal is to both maximize jobs created and retained, and to maximize treated acres. Points will be awarded based on a weighted comparison within and between submitted proposals.

- Jobs Created or Retained (up to 250 points) – Lowest overall per-job created cost receives the maximum allotted points. All other proposals will receive a percentage of the points available based on their cost relationship to the lowest.
- Cost Per Acre Treated (up to 100 points) – Lowest overall per acre treated cost receives the maximum allotted points. All other proposals will receive a percentage of the points available based on their cost relationship to the lowest.
- The formula-calculated points for each sub-category (jobs created or jobs retained and cost per acre) will be added to arrive at the applicant point score for the Funding Request category.

○ **Funding Request Example:**

- Example: Total possible points for jobs created cost category are 250. Proposal A's cost is \$650/job created. Proposal B's cost is \$700/job created. Proposal A would receive 250 points; Proposal B would receive 232 points ($\$650/\$700 = 0.928$; $0.928 \times 250 \text{ points} = 232$).
- Total possible points for per acre cost category are 100. Proposal A's cost is \$800/acre treated. Proposal B's cost is \$1,200/acre treated. Proposal A would receive 100 points; Proposal B would receive 67 points ($\$800/\$1,200 = 0.667$; $0.667 \times 100 \text{ points} = 67$).

Proposal A would receive 250 points + 100 points = 350 total points for this Funding Request category;

Proposal B would receive 232 points + 67 points = 299 total points for this Funding Request category.

- **Partnerships (0 to 350 pts):** Partnerships are necessary to successfully meet the requirements of the grant. These may be with mills (all types), loggers, non-traditional forest operators (firewood producers, slash grinders, chipping operations, etc.), landowners, utilities, non-profits, counties, and the state (as a landowner). More points will be awarded for proposals that fully integrate a greater number of partnerships.
 - **Superior Response** – proposal contains partnerships including multiple landowners, loggers or forest consultants, specialty wood products companies (grinders, chippers, non-traditional in nature), and traditional mills of various types. Partnerships treat a large block of forest or there are smaller blocks that merge with past treatments on adjoining tracts to create a large treated block. Conventional and non-conventional forest products are utilized, with the higher estimates of utilization (tons or other products converted by factors currently used by the Healthy Forest Restoration Act program) scoring higher points.
 - **Good response** – partnerships range is broad but does not include or address all aspects of completing the project. Emphasis does not seem to represent a comprehensive approach to accomplishing stated project goals.
 - **Fair Response** - partnerships range is broad but does not include or address all aspects of completing the project. For example, it is not clear in the proposal who will clean up slash when no partner is specified and there is no history of any partner doing slash work in the Resume and Experience Section.
 - **Failed Response** – few partners are listed and obvious gaps in ability and experience exists for completing this type of project in a timely and competent manner.
 - **0 to 100 points** – few partners are listed. Project is extremely limited in scope and does not attempt to tie in geographically with other completed projects to maximize effectiveness.

- **References (0 to 150 pts):** Past-performance references must show an ability to do competent work on time and on budget while satisfying the demands of landowners and markets.
 - **Superior Response** – all references must be positive for all proposed partners who will be doing the actual work. References are applicable for the type of work scheduled for each partner. Multiple positive references are required.
 - **Good Response** – references checked are all positive and applicable to the proposed work but do not fully address all aspects of the work each proposed partner is contracting to perform.
 - **Fair Response** – references are inadequate to address several aspects of the proposed project or the references are not all positive for the type of work each proposed partner is contracting to perform.
 - **Failed Response** – references do not address the types of work outlined in the proposal. References are vague as to ability of the partner to perform the job or the references are not all positive for the type of work each proposed partner is contracting to perform.

SECTION 9 REFERENCE MATERIAL

The following materials may be beneficial when preparing a proposal:

Reference material is posted on a dedicated CSFS ARRA webpage (<http://csfs.colostate.edu/pages/recovery.html>)

CWPP Minimum Standards

http://csfs.colostate.edu/pdfs/CWPP_minimum_standards_06.pdf

Leaders Guide to Developing A CWPP

http://csfs.colostate.edu/pdfs/CWPP_LG.pdf

Preparing a CWPP Handbook

<http://csfs.colostate.edu/pdfs/cwpphandbook.pdf>

CWPP Guidelines for Implementation <http://csfs.colostate.edu/pdfs/cwppguidelinesfactsheet.pdf>

Fuelbreak Guidelines for Forested Subdivisions and Communities

http://csfs.colostate.edu/pdfs/fuelbreak_guidelines.pdf

Colorado Wildland Urban Interface Hazard Assessment

http://csfs.colostate.edu/pdfs/Final_WUI_8x11.pdf

Interface Areas of High Wildfire Risk in Colorado

http://csfs.colostate.edu/pages/documents/Redzone_11x17_flat_000.pdf

Living with Fire: Protecting Communities & Restoring Forests – Findings & Recommendations of the Front Range Fuels Treatment Partnership Roundtable

<http://www.frftp.org/docs/report.pdf>

Front Range Fuels Treatment Partnership Roundtable

http://www.frftp.org/docs/roundtable_report_brochure.pdf

Colorado Community Wildfire Protection Plans

<http://csfs.colostate.edu/pages/CommunityWildfireProtectionPlans.html>

Office of Management and Budget Circulars

www.whitehouse.gov/omb/grants

State Land Board Workplan

<http://csfs.colostate.edu/pdfs/state-trust-land-workplan-2009.pdf>

Proposals that are incomplete, incorrect or received after 5 p.m. MDT, September 30, 2009, will not be accepted.