

**515 Main Street, Suite 103**

**Placerville, CA 95667**

6

0

\*00

**El Dorado County Fire Safe Council**



**El Dorado County Fire Safe Council**

**Phone: (530) 647-1700**

**Email:** [**board@edcfiresafe.org**](mailto:board@edcfiresafe.org)

**Website: edcfiresafe.org**

"Public and Private Partners Working Together to Protect People, Homes, and Natural Resources"

**REQUEST FOR PROPOSAL**

**FOR CONTRACTING SERVICES TO THE**

**EL DORADO COUNTY FIRE SAFE COUNCIL**

RELEASE DATE: January 4, 2023

CLOSING DATE: Proposals must be mailed or e-mailed to the addresses noted below received no later than 5:00 pm Thursday January26, 2023

CONTACT PERSON:

Jessica Isabel-Simmons, Grant Administrator

El Dorado County Fire Safe Council

515 Main Street #103

Placerville, CA 95667

Email: grantadmin@edcfiresafe.onmicrosoft.com

### INTRODUCTION

The El Dorado County Fire Safe Council (EDCFSC) has received grant funding from the California Department of Forestry and Fire protection (CALFIRE) to assist residents with mitigation for hazard trees on the western slope of El Dorado County through early 2026.The grant has $ 1,138,900 available for contracted project management and hazard tree mitigation estimated to be expended by March 15, 2026.

## **BACKGROUND**

## This project is intended to assist the residents of El Dorado County with mitigation of hazard tree threats as well as compliance with California Public Resources Code 4291. EDCFSC policy in conformance with Federal Regulations 2 CFR 215 and 2 CFR 230 requires that Grant funded projects exceeding the definition of a major purchase of $25,000 be subject to competitive bidding process.

**PROPOSAL**

The EDCFSC has received funding for the 2023-2026 Hazard Tree Program for the residents on the western slope of El Dorado County. One contractor will be hired to manage the program for residents on the Western Slope of El Dorado County. This Request for Proposal (RFP) is to contract with qualified businesses capable of providing hazard tree evaluations and management services to the citizens of the Western Slope of El Dorado County.

Prospective bidders may withdraw their proposal at any time during the open bidding period. All bidders will be notified of the results of the selection process.

**REQUEST FOR PROPOSAL**

**FOR CONTRACTING SERVICES TO THE**

**EL DORADO COUNTY FIRE SAFE COUNCIL**

RELEASE DATE: January 4, 2023

CLOSING DATE: Proposals must be mailed or e-mailed to the addresses noted below received no later than 5:00 pm Thursday January26, 2023

CONTACT PERSON:

Jessica Isabel-Simmons, Grant Administrator

El Dorado County Fire Safe Council

515 Main Street #103

Placerville, CA 95667

Email: grantadmin@edcfiresafe.onmicrosoft.com

### INTRODUCTION

The El Dorado County Fire Safe Council (EDCFSC) has received grant funding from the California Department of Forestry and Fire protection (CALFIRE) to assist residents with mitigation for hazard trees on the western slope of El Dorado County through early 2026.The grant has $ 1,138,900 available for contracted project management and hazard tree mitigation estimated to be expended by March 15, 2026.

## **BACKGROUND**

## This project is intended to assist the residents of El Dorado County with mitigation of hazard tree threats as well as compliance with California Public Resources Code 4291. EDCFSC policy in conformance with Federal Regulations 2 CFR 215 and 2 CFR 230 requires that Grant funded projects exceeding the definition of a major purchase of $25,000 be subject to competitive bidding process.

**PROPOSAL**

The EDCFSC has received funding for the 2023-2026 Hazard Tree Program for the residents on the western slope of El Dorado County. One contractor will be hired to manage the program for residents on the Western Slope of El Dorado County. This Request for Proposal (RFP) is to contract with qualified businesses capable of providing hazard tree evaluations and management services to the citizens of the Western Slope of El Dorado County.

Prospective bidders may withdraw their proposal at any time during the open bidding period. All bidders will be notified of the results of the selection process.

**RESPONSIBILITIES / SCOPE OF WORK**

See exhibit A attached

### QUALIFICATIONS AND SELECTION CRITERIA

The EDCFSC Board of Directors will review the proposals and make the contractors selection based on the following criteria:

* Contractor’s responsiveness in addressing the “Scope of Work” and preparing a proposal responsive to the Request for Proposal. All questions must be answered for your proposal to be considered.
* Cost proposal: The contractors shall provide a proposal for the project management services identified in the scope of work.
* Contractor’s experience in hazard tree mitigation and forestry practices, effective communication and other background relative to the project.
* Contractor must possess all current and appropriate professional certifications, business licenses and contractor’s license, insurances and California drivers’ licenses. The insurance must include public liability, property damage, and workers compensation.
* For sub-contractors, there is a requirement of the California Air Resources Board (CARB) Statewide Portable Equipment Registration Program, all chippers used in the Chipping Program must be permitted through CARB. For questions regarding attaining a CARB Statewide Portable Equipment Registration Permit, please call CARB at (916) 874-4884, or El Dorado County Air Quality Management District at (530) 621-6662.

**EVALUATION**

Members of the EDCFSC will evaluate the proposals. Proposed cost, past performance and references will be the primary factors considered if all the other requirements are met. Notification of Contractors’ selection will be made on or before January 31, 2023. Work will start on or about February 6, 2023.

### AVAILABLE FUNDS

The maximum contract award for this grant is $1,138,900.00. The contractor(s) selected must be capable of completing the tasks outlined in the “Scope of Work” within the dollar amount allocated under the grant

**PROPOSAL FORMAT**

Use format attached as Exhibit C

### PROJECT MILESTONES

|  |  |
| --- | --- |
| Milestone | Timeline |
| Release request for proposal | January 4, 2023 |
| Proposals Due | January 26, 2023 |
| Contract Award | January 31, 2023 |
| Agreement Signed | February 2, 2023 |
| Contracted Services begin | Immediately after contract signing |
| Anticipated grant funds expended | March 15, 2026 |

**PROPOSAL SUBMISSION**

Bid proposals must be mailed to the El Dorado County Fire Safe Council, 515 Main Street #103 Placerville, CA 95667 and be received no later than 5:00pm on Thursday, January 26, 2023**. If the proposal is received after 5:00pm on Thursday January 26, 2023 it will be disqualified. The proposal may be emailed to grantadmin@edcfiresafe.onmicrosoft.com. If the proposal is received via email after 5:00pm on Thursday January 26, 2023 it will be disqualified.**

### NONDISCRIMINATION

The program or activities conducted under this agreement will be in compliance with the nondiscrimination provisions contained in Titles VI and VII of the Civil Rights Act of 1964, as amended; the Civil Rights Restoration Act of 1987 (Public Law 100-259); and other nondiscrimination statutes: namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the American's with Disabilities Act of 1990. They will also be in accordance with regulations of the Secretary of Agriculture (7CFR-15, Subparts A & B), which provide that no person in the United States shall on the grounds of race, color, national origin, gender, religion, marital or family status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Agriculture or any agency thereof.

CONTRACT DOCUMENTS

The successful Contractor will be expected to execute a contract in substantially the form and content as Exhibit B attached hereto and incorporated herein by reference.

Attachments:

Exhibit A Scope of Work

Exhibit B Sample Contract

Exhibit C Proposal Format