

January 30th, 2025

REQUEST FOR PROPOSAL (RFP)



BOTANICAL AND RIPARIAN SURVEYS

The Butte County Resources Conservation District (BCRCD) seeks to hire a consultant to complete the following:

- Botanical surveys for sensitive and invasive plants, analysis and reporting for the project sites described below.
- Riparian surveys to determine if these areas are fish bearing or not, if they are perennial/intermittent/ephemeral, and reports on their current condition (health, invasive species, or damage) and hydrology.

1) Forks of Butte Recreation Area (NEPA)

All work will be completed in support of required federal environmental compliance and permit applications.

The consulting firm will have demonstrated experience in botanical surveys of sensitive and invasive plants, wetland delineation, and working with state and federal agencies. The consulting firm must be willing to work with BCRCD, Butte County Public Works, and, if needed, adjacent landowners. Consulting services to encompass all labor, materials, equipment, facilities, and incidentals required for the completion of the scope of work.

Responding to Multiple RFPs

The BCRCD is releasing several Request for Proposals (RFP) for environmental compliance. We appreciate that some firms may wish to respond to multiple RFP. To help with proposal preparation, we are offering the following.

- 1) In the vast majority of our projects, a firm will not be prevented from bidding on future work if they participate in current work. In the case where the prohibition exists, we will state the prohibition in the current RFP.
- 2) Lead Firm vs Subcontracted Firm. We understand and accept that a given firm may be the lead in one response and the subcontractor in another response.
- 3) Respond uniquely to each project listed in RFP. Each of our projects has a unique combination of partners, stakeholders, funders, constraints, opportunities, and timelines. While we appreciate that a firm might be able to offer efficiencies if we combine projects, the unique blend of characteristics of each project prevents us from combining projects more than has already been done.
- 4) Repeating information across multiple responses. We understand and accept that information about the firm, its staff, past work, references, work approach, and the like may be repeated, perhaps even word for word, across multiple responses.

Proposal Deadline

Proposals must be received electronically (pdf format) by 5 PM on Friday, February 14th, 2025.

Proposal Submission

Submit proposals electronically (.pdf format) to dallas@bcrd.org

Request for Additional Information

Please direct all questions to Dallas Koller, dallas@bcrd.org

Timeline

Task	Deadline
Proposal Due	February 14th, 2025
Scope of Work and Contracting finalized	February 20th, 2025
Work can begin	February 24th, 2025

Proposal Format

There is no page limit, but 10 pages or less is preferred. Concise writing and graphics are greatly appreciated.

Work Plan

Objectives: Identify and discuss briefly the specific objectives you will achieve through the conduct of the services within the project, as defined and specified above.

Scope: Define specifically the scope of services to be provided to complete the above-described project tasks. The consultant may elect to suggest modification to the scope above. Include a schedule of the major tasks to be accomplished.

Work approach: Discuss in detail the activities you will conduct to achieve the scope and objectives. Please specifically address work components outlined above and elaborate as needed. Modifications can be included and should be explained.

Cost Proposal

Personnel costs: itemized by task to show the following (include subcontractors):

- Name and title.
- Estimated hours per staff person, per task.
- Rate per hour.
- Total cost per task.
- Support costs: supplies, postage, etc.
- Transportation: Travel expenses directly related to the contract services. Mileage must be charged at the current IRS rate.
- Other costs: Show costs and expenses that do not fall within the other categories.

Indemnification and Insurance

Consultant shall agree to defend, indemnify, and hold harmless BCRCDC and to procure and maintain insurance before starting the work, at its own cost and expense, and maintain during the progress of the work. Consultant is solely responsible for the payment of all premiums and deductibles. Insurance coverage of the type and limits will be maintained in the following amounts:

Coverage	Minimum Limits
Worker's Compensation	Statutory
Comprehensive or Commercial General Liability (Bodily Injury, Property Damage, Personal Injury and including independent contractors, contractual liability, product & completed operations, underground explosion and collapse hazard, and pollution liability)	\$1,000,000 Per Occurrence \$2,000,000 General Aggregate
Automobile Liability (owned, if any, non-owned, and hired), Bodily Injury, Property Damage	\$1,000,000

Consultant will provide a Certificate of Insurance naming BCRCO as an Additional Insured.

Compensation

Consultant may submit invoices monthly as long as progress is being displayed on the project. Each invoice shall include a brief description of work completed to date for those tasks that are being billed for in the RFP. In addition, each invoice shall also indicate the overall percent of work completed for all tasks specified in the RFP. Consultant shall be paid for performance under this Agreement in accordance with the terms of compensation. Unless otherwise specified, payment shall be net sixty (60) days from date RCD receives payment from RCD's client.

Introduction and Background

Location

The requested work is located in the Bureau of Land Management's Forks of Butte Recreation area within Butte County, near the towns of Forest Ranch and Magalia.

Project Overview

BCRCO and partners propose to implement the projects described below.

- 1) Forks of Butte Recreation Area (NEPA)
The project includes seven Bureau of Land Management (BLM) parcels near the communities of Forest Ranch and Magalia in the Butte Creek watershed. This project has been developed to use prescribed burning (broadcast and pile), thinning (hand and mechanical), timber harvesting, and recreational enhancement (such as trail building) as restoration and maintenance tools to enhance the ecologic and economic viability of the land.

Forks of Butte Recreation Area (NEPA)

Project Description

Vegetation conditions at the Forks of Butte Recreation Area have created unsafe fuel levels that increase the chances of high severity wildfire as well diminished the health of the forested landscape. By utilizing manual and mechanical fuels reduction, timber harvesting, and the use of low intensity prescribed fire, this project aims to protect public and private property, infrastructure, and natural and cultural resources within the Butte Creek Watershed and Butte County, while enhancing the ecological health and increasing the landscape's resilience while reinforcing recreational opportunities.

Project Vicinity and Location:

The project is approximately 2167 acres of BLM property within Butte Creek watershed. The vegetation type can be classified as Sierran Mixed Hardwood. The project includes seven Bureau of Land Management (BLM) parcels. All parcels are located in township 24 north, range 03 east, MDBM. The parcel numbers are 056-220-002-000, 056-220-004-000, 056-220-006-000, 056-220-012-000, 056-220-013-000, 056-220-014-000, and 056-220-016-000

Contractor's Tasks for Forks of Butte Recreation Area

The intent of this solicitation is to procure services in botanical surveys of approximately 2167 acres of Bureau of Land Management administered land in Butte County California prior to implementation of hazard fuel reduction, timber harvesting, and prescribed fire operations on BLM lands. The BLM Redding Field Office Staff will provide project area shapefiles and maps, all known internal botany survey information, the BLM special status plant List, and the BLM special status plant manual.

Task 1. Review known botanical information, including records and geographic information system (GIS) data regarding known rare plant occurrences (e.g., California Department of Fish and Wildlife's [CDFW's] Natural Diversity Database [CNDDDB], California Native Plant Society [CNPS] Inventory of Rare and Endangered Plants of California, California Rare Plant Ranks [CRPRs] through 4, Consortium of California Herbaria website, U.S. Fish and Wildlife Service [USFWS] Sacramento Office and Information Planning and Conservation [IPaC] website, CalFlora, etc.); and the Bureau of Land Management (BLM) Redding Field Office special-status plants list.

Task 2. Determine the target species list for the field survey by comparing background information with the project location, habitat in the project area, or other logical project constraints. (BLM will have a chance to review the target species list before surveys are planned.)

Task 3. Conduct a seasonally timed floristic survey of the Survey Area to find and map any special-status plants in the target species list.

Task 3.1. An intuitive controlled survey, consistent with BLM survey policy can be conducted (as described in the Special Status Plant Manual) if approved by a BLM specialist. Otherwise, the entire project area must be surveyed as a complete survey.

Task 3.2. All plants encountered will need to be identified to the level necessary to determine status.

Task 3.3. Where access to a portion of the Survey Area is unsafe (e.g., steep rocky slope, obviously hazardous trees, etc.), habitat suitability will be assessed and will be examined to the extent feasible with binoculars.

Task 3.4. Document rare plant populations as polygons using global positioning system (GPS) units capable of 3-meter accuracy. Data gathered will include occurrence information such as species encountered, population size, threats, and percent cover.

Task 3.5. Upon completion of the survey, GPS polygon data for occurrences of special-status plants will be converted to GIS layers for submittal to BLM.

Task 3.6. Flag rare plant populations with a buffer approved by the Redding Field Office Ecologist. Black/Yellow striped flagging is preferred.

Task 4. Reporting Requirements: A brief botanical memorandum-style report is sufficient, including:

Task 4.1. Summary of desktop review (table) and field methods

Task 4.2. A map of the Survey Area, CNDDDB results, any special-status plant occurrences, and any sensitive/special vegetation communities.

Task 4.3. Floristic plant list.

Task 4.4. A map of riparian areas, a brief description of their hydrology (intermittent, perennial, ephemeral), whether they are fish bearing, and a brief description of their overall health and condition.

Task 4.5. Notes and spatial data on noxious or invasive species infestations.

Task 4.6. CNDDDB element occurrence forms for any special-status species observed.

Deliverables

- Participation in project launch meeting
- Botanical Memorandum Report
- Mitigation, monitoring and reporting plan (if needed)
- Develop list of integrated design features (if needed)
- Digital copies of all data collection and analysis
- Invoices

Copies of all survey or other data collected and analysis will be provided to BCRC in electronic form (Word, Excel, or PDF).

Background and References

Include experiences with botanical surveys, analysis, and reporting. Specifically, those completed on NEPA and /or CEQA projects. List at least 3 specific projects which demonstrate experience. If you have completed projects with BCRC before, please list the most recent project or proposal.

Include a resume of each key person to be assigned to the project. If subcontractors are to be used, include a description of those persons or firms including a description of their qualifications. Provide a minimum of three references for similar projects, with name and phone number.

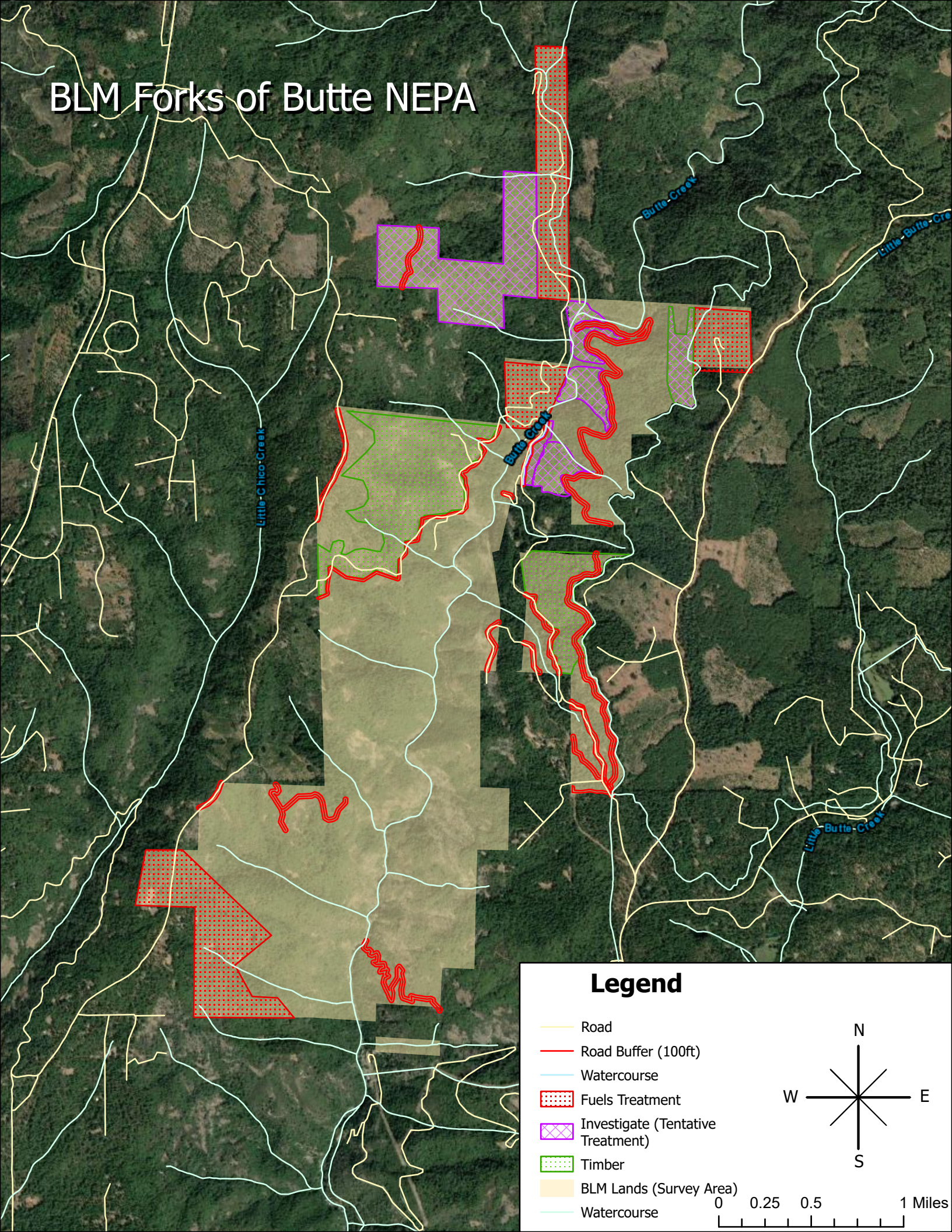
Contract Terms and Agreement

Once a contractor is selected, BCRC will negotiate a satisfactory contract and reasonable fee for the services needed. In the event a satisfactory agreement cannot be negotiated with the top-ranked qualified firm, the negotiations shall be terminated with the firm and the negotiations shall resume with the remaining qualified firms in the order of their ranking.

Attachments:

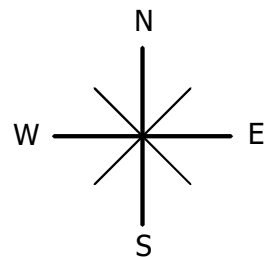
- Project vicinity and locations
- Forks of Butte roads map

BLM Forks of Butte NEPA

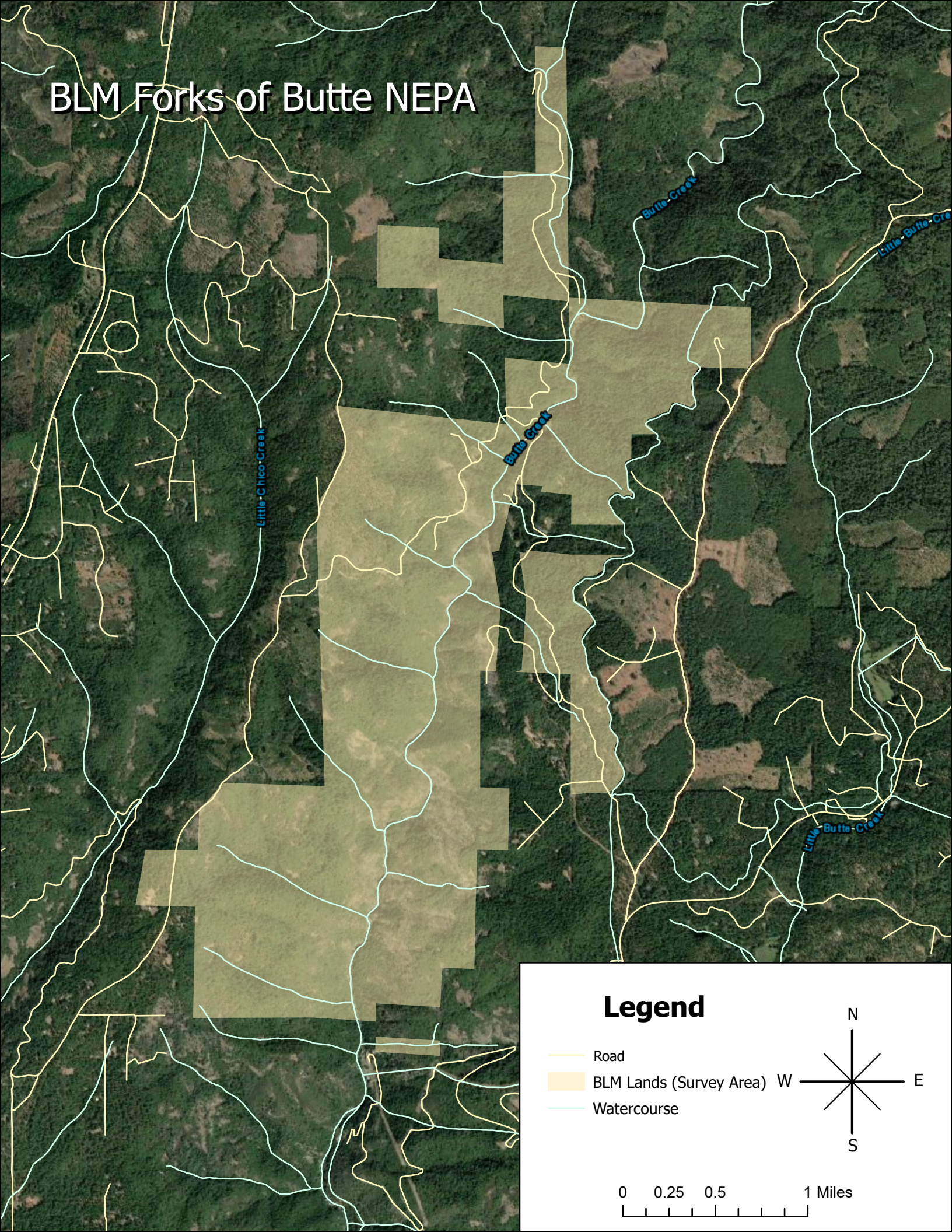


Legend

- Road
- Road Buffer (100ft)
- Watercourse
- ▨ Fuels Treatment
- ▨ Investigate (Tentative Treatment)
- ▨ Timber
- BLM Lands (Survey Area)
- Watercourse



BLM Forks of Butte NEPA



Legend

- Road
- BLM Lands (Survey Area)
- Watercourse

