



NORTHSTAR FIRE DEPARTMENT



2026-2027 Forest Fuels Reduction Labor

Request for Proposal

May 21, 2026

It is the intent of the Northstar Fire Department (NFD) to identify qualified consultants capable of providing forestry and forest fuels reduction services, including hand-crew and limited mechanical operations, in accordance with the rules and guidelines declared in the following Request for Proposal (RFP).

A tour of the project sites is scheduled for **Monday June 1, 2026, at 9:00 am (PST)**. The meeting will be held at Station 31 located at 910 Northstar Drive, Truckee CA 96161. Consultants who intend to submit a cost proposal for one or more of the projects identified in this RFP to the Northstar Fire Department no later than **3:30 (PST) Friday, June 5, 2026**. Project proposals must be emailed or hand delivered to:

<p>Email Address:</p> <p>jbarron@northstarcsd.org cjohnson@northstarcsd.org</p>
<p>Physical Address:</p> <p>Fuels Management Department 910 Northstar Drive Truckee, CA 96161</p>

Award notifications will be made by **June 18, 2026** and the selected Consultant(s) shall begin to execute the contract by **July 6, 2026**.

Below is a tentative timeline, which may change at the discretion of Northstar Fire Department:

RFP Released to the Public	May 21, 2026
Pre-bid Meeting + Field Tours	June 1, 2026
Questions and Answers Due	June 3, 2026
Proposal Due Date	June 5, 2026
Review and Evaluation of Proposals	June 8, 2026
NCS D Board Review	June 17, 2026
Notice of Award	June 18, 2026
Award Signed	June 26, 2026
Start Date for Proposed Work	July 6, 2026
End Date for Proposed Work	No later than June 30, 2027

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1. SCOPE OF WORK

Description

All proposed work will take place within or near proximity to the Northstar Community Services District boundary lines. Proposed project work has been divided into six units (A1-A6), as described below:

Unit A1. Measure U/Trimont Cost-Share Project Area(s)

Map Unit	Prescription	Target DBH	Preferred Disposal Method	Total Area
A1	Brush Mastication, Tree Thinning, Tree Limbing	12" or less	Broadcast Chipping	30.5 acres

Location: Unit A1 (See Appendix 2 - Project Location Map).

Start Date: July 6, 2026 (Tentative)

End Date: June 30, 2027

Prescription:

- Target tree species: Anything 12" DBH or less to achieve 10-20 feet of canopy spacing between neighboring trees. Anything dead, dying, or diseased.
- Retention species: Any healthy White fir (*Abies concolor*), Jeffrey pine (*Pinus jeffreyi*), Sugar pine (*Pinus lambertiana*), and Lodgepole pine (*Pinus contorta*) 12.1" DBH or greater that does not impact the desired 10-20 feet canopy spacing. 1-3 snags per acre.
- Brush should be completed mowed where feasible. In areas where brush needs to be cut by hand, mosaics are acceptable. Target brush species include:
 - Snowbrush (*Ceanothus velutinus*);
 - Bitterbrush (*Purshia tridentata*);
 - Chinkapin (*Castanea pumila*);
 - Sagebrush (*Artemisia tridentata* Nutt.)
 - Huckleberry oak (*Quercus vacciniifolia*); and
 - Greenleaf manzanita (*Arctostaphylos patula*).
- Any downed woody material that is well embedded shall not be removed. Leave 1-6 different decay classes per acre.
- Average chip depth range of material shall not exceed 2-3".
- If burn piles are required, refer to examples under Guidelines and Rules for building criteria.

Unit A2. Measure U Beyond 300' Project Areas

Map Unit	Prescription	Target DBH	Preferred Disposal Method	Total Area
A2	Brush Mastication, Tree Thinning, Tree Limbing	10" or less	Burn Piles, Broadcast Chipping	27 acres

Location: Unit A2 (See Appendix 2 - Project Location Map).

Start Date: July 6, 2026 (Tentative)

End Date: June 30, 2027

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Prescription:

- Target tree species: Anything 10" DBH or less to achieve 10 feet of canopy spacing between neighboring trees. Anything dead, dying, or diseased.
- Retention species: Any healthy White fir (*Abies concolor*), Jeffrey pine (*Pinus jeffreyi*), Sugar pine (*Pinus lambertiana*), and Lodgepole pine (*Pinus contorta*) 10.1" DBH or greater that does not impact the desired 20 feet canopy spacing. 1-3 snags per acre.
- Brush should be completely mowed where feasible. In areas where brush needs to be cut by hand, mosaics are acceptable. Target brush species include:
 - Snowbrush (*Ceanothus velutinus*);
 - Bitterbrush (*Purshia tridentata*);
 - Chinkapin (*Castanea pumila*);
 - Sagebrush (*Artemisia tridentata* Nutt.)
 - Huckleberry oak (*Quercus vacciniifolia*); and
 - Greenleaf manzanita (*Arctostaphylos patula*).
- Any downed woody material that is well embedded shall not be removed. Leave 1-6 different decay classes per acre.
- Average chip depth range of material shall not exceed 2-3".
- If burn piles are required, refer to examples under Guidelines and Rules for building criteria.

A3. Grant Funded Project Area 1

Map Unit	Prescription	Target DBH	Preferred Disposal Method	Total Area
A3	Brush Mastication, Tree Thinning, Tree Limbing	12" or less	Burn Piles, Broadcast Chipping	73 acres

Location: Unit A3 (See Appendix 2 - Project Location Map).

Start Date: July 6, 2026 (Tentative)

End Date: June 30, 2027

Prescription:

- Target tree species: Anything 12" DBH or less to achieve 10-20 feet of canopy spacing between neighboring trees. Anything dead, dying, or diseased.
- Retention species: Any healthy White fir (*Abies concolor*), Jeffrey pine (*Pinus jeffreyi*), Sugar pine (*Pinus lambertiana*), and Lodgepole pine (*Pinus contorta*) 12.1" DBH or greater that does not impact the desired 10-20 feet canopy spacing. 1-3 snags per acre.
- Brush should be completely mowed where feasible. In areas where brush needs to be cut by hand, mosaics are acceptable. Target brush species include:
 - Snowbrush (*Ceanothus velutinus*);
 - Bitterbrush (*Purshia tridentata*);
 - Chinkapin (*Castanea pumila*);
 - Sagebrush (*Artemisia tridentata* Nutt.)
 - Huckleberry oak (*Quercus vacciniifolia*); and
 - Greenleaf manzanita (*Arctostaphylos patula*).
- Any downed woody material that is well embedded shall not be removed. Leave 1-6 different decay classes per acre.
- Average chip depth range of material shall not exceed 2-3".
- If burn piles are required, refer to examples under Guidelines and Rules for building criteria.

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A4. Grant Funded Project Area 2

Map Unit	Prescription	Target DBH	Preferred Disposal Method	Total Area
A4	Brush Mastication, Tree Thinning, Tree Limbing	12" or less	Broadcast Chipping, Burn Piles	108 acres

Location: Unit A4 (See Appendix 2 - Project Location Map).

Start Date: July 6, 2026 (Tentative)

End Date: June 30, 2027

Prescription:

- Target tree species: Anything 12" DBH or less to achieve 10-20 feet of canopy spacing between neighboring trees. Anything dead, dying, or diseased.
- Retention species: Any healthy White fir (*Abies concolor*), Jeffrey pine (*Pinus jeffreyi*), Sugar pine (*Pinus lambertiana*), and Lodgepole pine (*Pinus contorta*) 12.1" DBH or greater that does not impact the desired 10-20 feet canopy spacing. 1-3 snags per acre.
- Brush should be completely mowed where feasible. In areas where brush needs to be cut by hand, mosaics are acceptable. Target brush species include:
 - Snowbrush (*Ceanothus velutinus*);
 - Bitterbrush (*Purshia tridentata*);
 - Chinkapin (*Castanea pumila*);
 - Sagebrush (*Artemisia tridentata* Nutt.)
 - Huckleberry oak (*Quercus vacciniifolia*); and
 - Greenleaf manzanita (*Arctostaphylos patula*).
- Any downed woody material that is well embedded shall not be removed. Leave 1-6 different decay classes per acre.
- Average chip depth range of material shall not exceed 2-3".
- If burn piles are required, refer to examples under Guidelines and Rules for building criteria.

A5. Grant Funded Project Area 3

Map Unit	Prescription	Target DBH	Preferred Disposal Method	Total Acreage
A5	Brush Mastication, Tree Thinning, Tree Limbing	12" or less	Broadcast Chipping	70 acres

Location: Unit A5 (See Appendix 2 - Project Location Map).

Start Date: July 6, 2026 (Tentative)

End Date: June 30, 2027

Prescription:

- Target tree species: Anything 12" DBH or less to achieve 10-20 feet of canopy spacing between neighboring trees. Anything dead, dying, or diseased.
- Retention species: Any healthy White fir (*Abies concolor*), Jeffrey pine (*Pinus jeffreyi*), Sugar pine (*Pinus lambertiana*), and Lodgepole pine (*Pinus contorta*) 12.1" DBH or greater that does not impact the desired 10-20 feet canopy spacing. 1-3 snags per acre.

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- Brush should be completed mowed where feasible. In areas where brush needs to be cut by hand, mosaics are acceptable. Target brush species include:
 - Snowbrush (*Ceanothus velutinus*);
 - Bitterbrush (*Purshia tridentata*);
 - Chinkapin (*Castanea pumila*);
 - Sagebrush (*Artemisia tridentata* Nutt.)
 - Huckleberry oak (*Quercus vacciniifolia*); and
 - Greenleaf manzanita (*Arctostaphylos patula*).
- Any downed woody material that is well embedded shall not be removed. Leave 1-6 different decay classes per acre.
- Average chip depth range of material shall not exceed 2-3".
- If burn piles are required, refer to examples under Guidelines and Rules for building criteria.

A6. Grant Funded Project Area 4

Map Unit	Prescription	Target DBH	Preferred Disposal Method	Total Area
A6	Brush Mastication, Tree Thinning, Limbing	30" or less	Broadcast Chipping, Burn Piles	18 acres

Location: Unit A6 (See Appendix 2 - Project Location Map).

Start Date: July 6, 2026 (Tentative)

End Date: June 30, 2027

Prescription:

- Target tree species: Red fir (*Abies magnifica*) with Cytospora (trees to be removed will be marked with blue paint). Anything else dead, dying, or diseased.
- Retention species: Any healthy White fir (*Abies concolor*), Jeffrey pine (*Pinus jeffreyi*), Sugar pine (*Pinus lambertiana*), and Lodgepole pine (*Pinus contorta*) not marked with blue paint.
- Brush should be completed mowed where feasible. In areas where brush needs to be cut by hand, mosaics are acceptable. Target brush species include:
 - Snowbrush (*Ceanothus velutinus*);
 - Bitterbrush (*Purshia tridentata*);
 - Chinkapin (*Castanea pumila*);
 - Sagebrush (*Artemisia tridentata* Nutt.)
 - Huckleberry oak (*Quercus vacciniifolia*); and
 - Greenleaf manzanita (*Arctostaphylos patula*).
- Any downed woody material that is well embedded shall not be removed. Leave 1-6 different decay classes per acre.
- Average chip depth range of material shall not exceed 2-3".
- If burn piles are required, refer to examples under Guidelines and Rules for building criteria.
- Final determination of removal and retention for Unit A6 shall be based on field marking by the Fuels Management Department.

2. GUIDELINES AND RULES TO FOLLOW

Description

The following guidelines and rules apply to all Units (A1-A6) unless explicitly stated:

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a. Tree Thinning

- Diameter Breast Height (DBH) is defined as being at 4.5' from the highest point off the ground.
- Trees, snags, that contain uniqueness or habitat shall be retained and protected and may be marked with a "W" indicating it's a wildlife tree.
- A minimum of one (1) to three (3) snags per acre, representing a range of sizes and decay classes, shall be retained as designated or approved.
- All designated trees shall be felled within project boundaries as identified by field flagging.
- No tree shall be felled beyond flagged boundaries.
- Maximum allowable stump height shall be six (6) inches, measured on the uphill side.
- All stumps shall be cut level and consistent with surrounding topography.
- A stump treatment using an approved sanitizing agent (e.g., Sporax or Borax) shall be applied within fifteen (15) minutes of cutting and all materials will be provided by the Consultant at their expense.
- Directional felling techniques, including rope systems or equivalent methods, shall be used as necessary to ensure trees fall within designated areas.
- If any tree, log, or debris falls onto adjacent private or commercial property:
 - The Consultant shall immediately remove all material; and restore any affected area to pre-work conditions at the Consultant's sole expense.
- Any tree that cannot be safely felled or presents an operational concern shall be reported to NFD for further instructions.
- Removal of trees or damage to those beyond the specified range shall be considered non-compliant work.
- All violations shall be corrected at the Consultant's sole expense, including restoration or mitigation as directed.
- Determination of compliance shall be at the sole discretion of the Fuels Management Department.

b. Tree Limbing

- All limbing work shall be conducted in a manner that prevents damage to residual trees.
- Trees less than twenty (20) feet in total height:
 - All live and dead branches shall be removed to a height equal to one-third (1/3) of the total tree height.
- Trees twenty (20) feet or greater in height:
 - All live and dead branches shall be removed to a minimum height of ten (10) feet above ground.
- A minimum of one (1) out of every seven (7) trees remain un-limbed for wildlife retention.
- All snags and designated habitat trees shall not be limbed, cut, damaged, or felled.
- Where necessary to achieve adequate vertical clearance and fuel separation, limbing height may be increased up to sixteen (16) feet, as directed by the Fuels Management Department.
- All cuts shall be made in accordance with accepted arboricultural standards and the guidelines of the Natural Resources Conservation Service (NRCS), as incorporated by reference in the Contract Documents.
- Branches shall be cut flush with the bole without tearing bark or damaging the cambium layer.

c. Brush Cutting

- Areas capable of being fully cleared (mowed by a masticator) should be identified by the Consultant in the RFP proposal as a first option. All other areas of brush should be treated as mosaic thinning.
- If mosaics are created, spacing between retained brush components shall be:
 - Minimum ten (10) feet on slopes of zero to twenty percent (0–20%); and
 - Minimum twenty (20) feet on slopes greater than twenty percent (>20%);
- Retained vegetation shall be distributed in a manner that reduces horizontal and vertical fuel continuity.

d. Biomass

- Biomass generated from project activities may be chipped and broadcast on-site, removed off-site to an approved disposal location, or stacked into burn piles.
- When wood chips are broadcast on-site:

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- Chips shall be evenly distributed across the forest floor at a range depth of two (2") to three (3") inches;
- Chip accumulation shall not create continuous fuel beds or smother residual vegetation; and
- Any chip depth or distribution determined by the Fuels Management Department to be excessive shall be raked, redistributed, or removed at the Consultant's sole expense.
- Any project area involving the removal of split wood (fuelwood/firewood) or merchantable wood-lengths (timber) shall require a valid CAL FIRE 1038 Exemption. The Consultant shall:
 - Have and maintain a valid Licensed Timber Operator (LTO) License issued by CAL FIRE; and
 - The Consultant shall be responsible for the complete removal of all firewood and merchantable wood from the project site prior to completion;
 - The Consultant shall coordinate all such activities with the Northstar Fire Department (NFD) and the assigned CAL FIRE Forester/Inspector; and
 - No merchantable material shall remain on-site unless otherwise authorized in writing.
 - All rights, titles, and interest in merchantable timber products generated under this project shall vest solely with the Consultant.
 - Comply with all applicable federal, state, and local laws and regulations governing timber operations.

e. Burn Pile Establishment

- Refer to Appendix 3 for photographic examples of properly built burn piles.
- Pile size shall range from four (4) to eight (8) feet in height and four (4) to eight (8) feet in diameter;
- Heavy fuels shall be stacked to promote vertical structure and efficient combustion;
- Lighter fuels shall be layered to minimize voids and open-air pockets; and
- Piles shall be constructed in a manner that promotes complete and efficient burning during fall and winter conditions.
- All burn piles shall be located within forest openings and shall maintain a minimum distance of Ten (10) feet from any residual tree; and
- Fifteen (15) feet from retained snags in wildlife habitat areas, or greater as directed based on slope, snag condition, or site-specific considerations.
- Burn piles shall not be built:
 - On or adjacent to stumps (existing or freshly cut);
 - On or adjacent to downed logs; or
 - Within any flagged exclusion area, including but not limited to Watercourse and Lake Protection Zones (WLPZs), historical or cultural resource sites; or other designated exclusion zones.
- The Consultant shall provide and install plastic coverings on all built burn piles. Consultants shall be responsible for confirming plastic coverings are secure.

f. Downed Woody Material (DWM)

- All DWM one (1") inch or greater shall be retained in place unless directed by NFD.
- Special circumstances for DWM designated for removal will be clearly identified with blue paint.
- Where partial removal is required, blue paint shall indicate the specific section is to be removed.
- DWM may be retained or placed along the contour of the topography for erosion control and soil stabilization, subject to the following:
 - Placement areas shall be identified by the Fuels Management Department or approved upon request by the Consultant;
 - Material shall be placed in a manner that promotes slope stability and does not impede natural drainage; and
 - DWM shall not be placed within watercourses, WLPZs, or other exclusion zones.
- The following materials shall be retained and shall not be removed:
 - Decomposed or well-embedded DWM;
 - Material contributing to soil stability or erosion control; and
 - DWM that has been intentionally placed or retained for contouring or slope stabilization.

g. Watercourse and Lake Protection Zones (WLPZ)

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- Class I through Class IV Watercourse and Lake Protection Zones (WLPZs) are present within the project areas. All Work within or adjacent to WLPZs shall comply with applicable State of California regulations and the requirements of the Northstar Fire Department (NFD).
- WLPZ boundaries shall be clearly flagged in the field in accordance with applicable Class I–IV buffer width requirements.
- All vegetation approved for removal within WLPZs shall be clearly marked with blue paint by NFD.
- The Consultant shall verify WLPZ boundaries prior to commencing Work and shall not enter WLPZ areas without authorization.
- Vegetation treatment within WLPZs may be conducted only under an approved Categorical Exemption and shall be limited to the following:
 - Hand-crew operations only;
 - No mechanized equipment within WLPZ boundaries;
 - All cut biomass shall be removed by hand and transported outside the WLPZ for processing or disposal.
- No processing, chipping, piling, or staging of material shall occur within WLPZ boundaries.
- The Consultant shall prevent the introduction of any material into watercourses or waterbodies, including but not limited to:
 - Organic debris;
 - Soil or sediment; and
 - Equipment-related materials or contaminants.
- Any material entering a WLPZ or watercourse as a result of operations shall be immediately removed and the area restored at the Consultant's sole expense.

h. Exclusion Zones

- No mechanized forest fuels reduction equipment shall be operated within designated exclusion zones.
- Exclusion zones include, but are not limited to:
 - Watercourses, springs, and lakes;
 - Watercourse and Lake Protection Zones (WLPZs);
 - Historical or archaeological sites; and
 - Designated wildlife habitat areas.
- Exclusion zones will be identified in the field and/or on project maps.
- Any encroachment into an exclusion zone shall constitute a material breach of the Contract and shall require immediate corrective action, including restoration, at the Consultant's sole expense.

i. Soil Disturbance and Repair

- The Consultant shall avoid soil disturbance to the maximum extent applicable.
- Any rutting, displacement, or disturbance caused by mechanical operations shall be repaired immediately.
- Any rut measuring two (2) inches or greater in depth shall be deemed non-compliant.
- All such disturbances shall be restored, stabilized, and returned to pre-work conditions, or better, at the Consultant's sole expense.
- Acceptance of repaired areas shall be at the sole discretion of NFD.

j. Equipment

- Maintenance of all equipment required to complete the agreed upon contract will be the responsibility of the Consultant.
- All forest fuels reduction mechanical equipment used within Units A1–A6 shall be subject to inspection by the Northstar Fire Department (NFD) Forester at any time.
- Equipment that generates dust, exhaust emissions, or other air quality impacts shall be operated in full compliance with all applicable air quality regulations and standards.

k. General Responsibilities for Work

- The Consultant shall provide all services, labor, supervision, equipment, tools, materials, transportation, traffic control, permits, signage, and incidentals necessary to complete the Work in full compliance with the Contract Documents.

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- The Consultant shall designate a competent, qualified, English-speaking on-site supervisor who shall be present at all times during active operations and authorized to receive and implement direction from the Fuels Management Department.
- i. Protection of Infrastructure and Resources**
- The Consultant shall protect all existing infrastructure and site features, including but not limited to drainage ditches and culverts, Utilities and associated facilities owned or operated by the Northstar Community Services District (NCSD); and Roads, trails, and other improvements.
 - Any damage resulting from the Consultant's operations shall be repaired, restored, or replaced immediately at the Consultant's sole expense, to the satisfaction of the Fuels Management Department.
- m. Road Use and Protection**
- Operate equipment in a manner that minimizes damage to roads, trails, and access points;
 - Comply with all applicable load restrictions, traffic controls, and use limitations; and
 - Repair any damage to roads, shoulders, drainage features, or infrastructure caused by operations, at the Consultant's sole expense, to the satisfaction of the Fuels Management Department.
- n. Traffic Control**
- Consultant shall be responsible for providing and paying for any traffic control that is necessary to keep active roadways and trails safe during fuels reduction operations.
- o. Work Schedule and Delays**
- The Consultant shall plan and execute the Work in consideration of seasonal and operational constraints, including but not limited to:
 - Weather conditions and soil saturation;
 - Fire restrictions (including Red Flag Warning Days);
 - Environmental and regulatory limitations; and
 - Site access constraints.
 - No adjustment to Contract Time or compensation shall be made for delays that are reasonably foreseeable or typical for the project location and season.
- p. Insurance Requirements**
- During the term of this Agreement, the Consultant shall provide all documentation required under this section. Failure to provide complete and acceptable documentation may delay the start of work and may constitute grounds for contract termination.
 - The contract shall be considered valid and authorized for field operations ("on-the-ground" work) only after the Consultant has submitted the following to the Fuels Management Department and such documentation has been reviewed and accepted.
 - Commercial General Liability Insurance with a combined single limit of not less than one million dollars (\$1,000,000) per occurrence for bodily injury and property damage, including personal injury and fire liability. The Northstar Fire Department shall be named as an additional insured.
 - Commercial Automobile Liability Insurance covering all owned, hired, and non-owned vehicles used in connection with the work, with a combined single limit of not less than one million dollars (\$1,000,000) per occurrence for bodily injury and property damage.
 - Workers' Compensation Insurance in compliance with the requirements of California law, including Employer's Liability coverage as applicable.
 - A copy of the Consultant's Injury and Illness Prevention Program (IIPP).
 - All information required by the Northstar Fire Department to file IRS Form 1099 and Employment Development Department (EDD) Form 542, as required annually.
- q. Camping, Housing and Restroom Use**
- Camping is prohibited within the Northstar Community Services District (NCSD) boundaries. Employee housing will not be provided.
 - The Consultant shall be solely responsible for providing appropriate restroom and sanitation accommodation for all personnel. Project areas are not suitable and shall not be used for restroom purposes.
- r. Extensions of Time**

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- Requests for extension of Contract Time shall be submitted in writing and will be considered only for delays that are beyond the reasonable control of the Consultant or could not have been anticipated through standard due diligence.
 - Approval of any time extension shall be at the sole discretion of the Northstar Fire Department and must be issued in writing.
- s. Adjustment of Work Quantities**
- The Northstar Fire Department reserves the right to increase, decrease, or reallocate Work quantities, Units, or labor hours based on project needs, weather conditions, funding availability, or budget constraints.
 - Such adjustments shall not constitute a basis for claims for additional compensation, except for payment at the established unit bid prices for Work actually authorized and completed.
- t. Coordination and Notification**
- If any questions, discrepancies, uncertainties, or field conditions arise that may affect the scope, safety, or execution of the Work, the Consultant shall:
 - Immediately notify the Fuels Management Department; and
 - Obtain direction prior to proceeding with affected Work.
 - Failure to obtain such direction shall be at the Consultant's risk.
- u. Materials Handling and Site Cleanliness**
- All materials generated from the Consultant's operations, including biomass, debris, and waste, shall be:
 - Removed from the project site; or
 - Disposed of in accordance with the Contract Documents and as directed by the Fuels Management Department.
 - No materials shall remain on-site upon completion of the Work unless expressly authorized in writing.
- v. Inspection and Enforcement**
- The NFD Forester may inspect equipment and operations at any time to verify compliance with this Section.
 - NFD has authority to require immediate shutdown of any non-compliant equipment or activity.
 - Work shall not resume until deficiencies have been corrected to the satisfaction of NFD and, where applicable, APCD.
 - Repeated violations may result in removal of equipment or personnel from the project.
 - NFD holds sole discretion to immediately suspend operations based on a Consultants inability to perform the following tasks according to the following Guidelines and Rules.
- w. Basis of Payment**
- Payment shall be based on acres of Work completed and accepted in accordance with the Contract Documents and approved unit pricing.
 - No payment shall be made for incomplete, non-compliant, or unaccepted Work.
 - The Consultant may submit invoices only after written acceptance by the Fuels Management Department of individual Units or groups of Units.
 - Each invoice shall:
 - Clearly identify the Unit(s) or portion(s) of Work completed;
 - State the number of acres completed and accepted;
 - Reference the applicable unit bid price(s); and
 - Include any supporting documentation required by the Department.
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 - **Conditions for Acceptance**
 - All treatment within the invoiced Unit(s) is fully complete in accordance with the approved prescriptions;
 - All firewood, biomass, and project-generated material has been removed or properly disposed of, unless otherwise directed;
 - All equipment and personnel have been demobilized from the invoiced area; and
 - All deficiencies identified during inspection have been corrected to the satisfaction of the Fuels Management Department.

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- Acceptance shall be valid only when issued in writing by the Fuels Management Department.
 - NFD holds sole discretion to immediately suspend operations based on a Consultants inability to perform the following tasks according to the following Guidelines and Rules.
- x. Dispute Resolution (Binding Arbitration)**
- Any dispute, claim, or controversy arising out of or relating to this RFP, the Contract, or the performance of the Work, including any claim for additional compensation or time, shall be resolved by binding arbitration in accordance with the laws of the State of California. Except as expressly provided herein, the parties waive the right to litigate such disputes in a court of law.
- y. Condition Precedent – Written Notice**
- As a condition precedent to arbitration, the Consultant shall:
 - Provide written notice of the dispute to the Northstar Fire Department within a reasonable time after the dispute arises; and
 - Allow the Fuels Management Department a reasonable opportunity to review and attempt to resolve the dispute prior to initiation of arbitration.
 - Failure to comply with this requirement may result in waiver of the claim.
- z. Points of Contact**
- NFD’s Fuels Management Department shall be available for coordination and clarification at any point during project implementation.
 - Primary points of contact:
 - Joe Barron, Forester – (530) 562-1212 ext. 1
 - Cooper Johnson, Forestry Assistant – (530) 562-1212 ext. 2
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3. REQUIREMENTS TO SUBMIT A PROPOSAL

- a.** Prior to submitting a proposal, each prospective bidder shall thoroughly examine and become fully familiar with:
- The Scope of Work and all Contract Documents;
 - Project site conditions, including terrain, access, vegetation, and operational constraints;
 - Local labor availability and conditions; and
 - All applicable federal, state, and local laws, regulations, permits, and requirements affecting performance of the Work.
- b.** Consultants shall submit proposals on a **per-unit basis**.
- Each Unit shall be priced separately using the provided Bid Form;
 - Any variation in treatment approach, equipment, or methodology between Units shall be clearly identified; and
 - Failure to clearly delineate unit-specific pricing may result in the proposal being deemed non-responsive.
- c.** All proposals shall include a cover sheet identifying the project area(s) being bid on, the proposed firm’s name, address, and contact information. Proposals must demonstrate the firm’s understanding of the work to be performed. Proposals shall include a detailed summary of how the work will be completed and a timeline of all tasks in relation to the proposed project schedule. Consultants are encouraged to describe any features, qualifications, skills, or services that distinguish their firm and make them well suited to perform the work for the Department.
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4. HOW PROPOSALS WILL BE GRADED

In evaluating proposals, the Department will consider, at a minimum, confirmation of pricing for all proposed items, the firm’s reputation and relevant experience, proposed work schedule, and demonstrated ability to perform the work within the proposed rules and timelines.

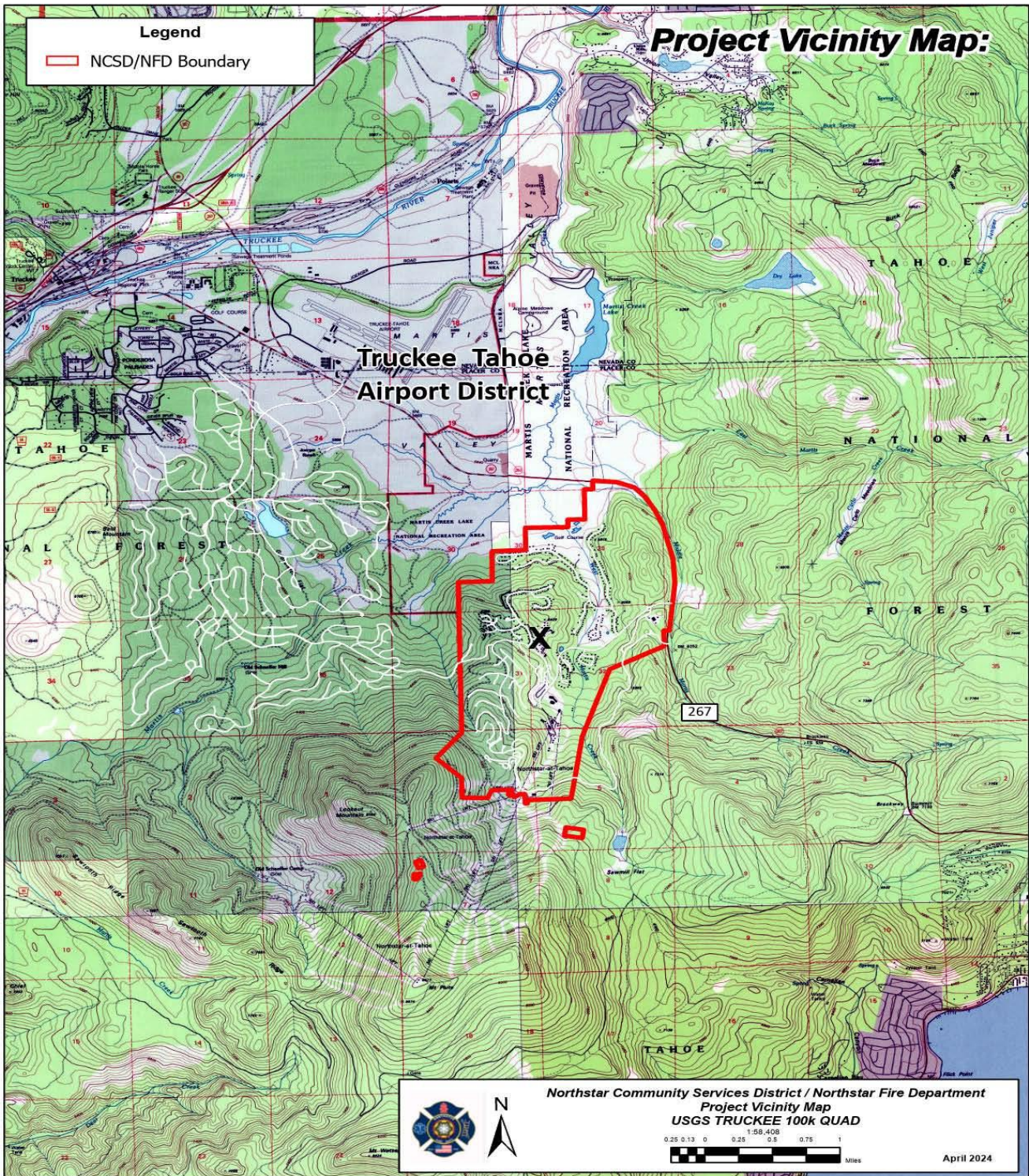
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The Northstar Fire Department reserves the right to reject any or all proposals without notice or cause. The Department further reserves the right, at its sole discretion, to request and accept supplemental or revised proposals. Each Consultant certifies that no undue influence or pressure has been or will be exerted on any director, officer, or employee of the Northstar Fire Department in connection with the award of this contract or the terms of this Request for Proposals (RFP). This includes, but is not limited to, coercion, confidential financial arrangements, or financial inducements. No director, officer, or employee of the Department shall receive compensation, directly or indirectly, from the Consultant or any officer, employee, or agent thereof, in connection with an award under this RFP or any work performed pursuant to such award.

CRITERIA	MAX POINTS	RATING
UNDERSTANDING OF THE WORK TO BE DONE / DEMONSTRATED TECHNICAL ABILITY	35	
QUALITY OF STAFF AND EQUIPMENT FOR WORK TO BE COMPLETED	30	
EXPERIENCE WITH SIMILAR KINDS OF WORK	25	
FINANCIAL RESPONSIBILITY	10	
TOTAL	100	

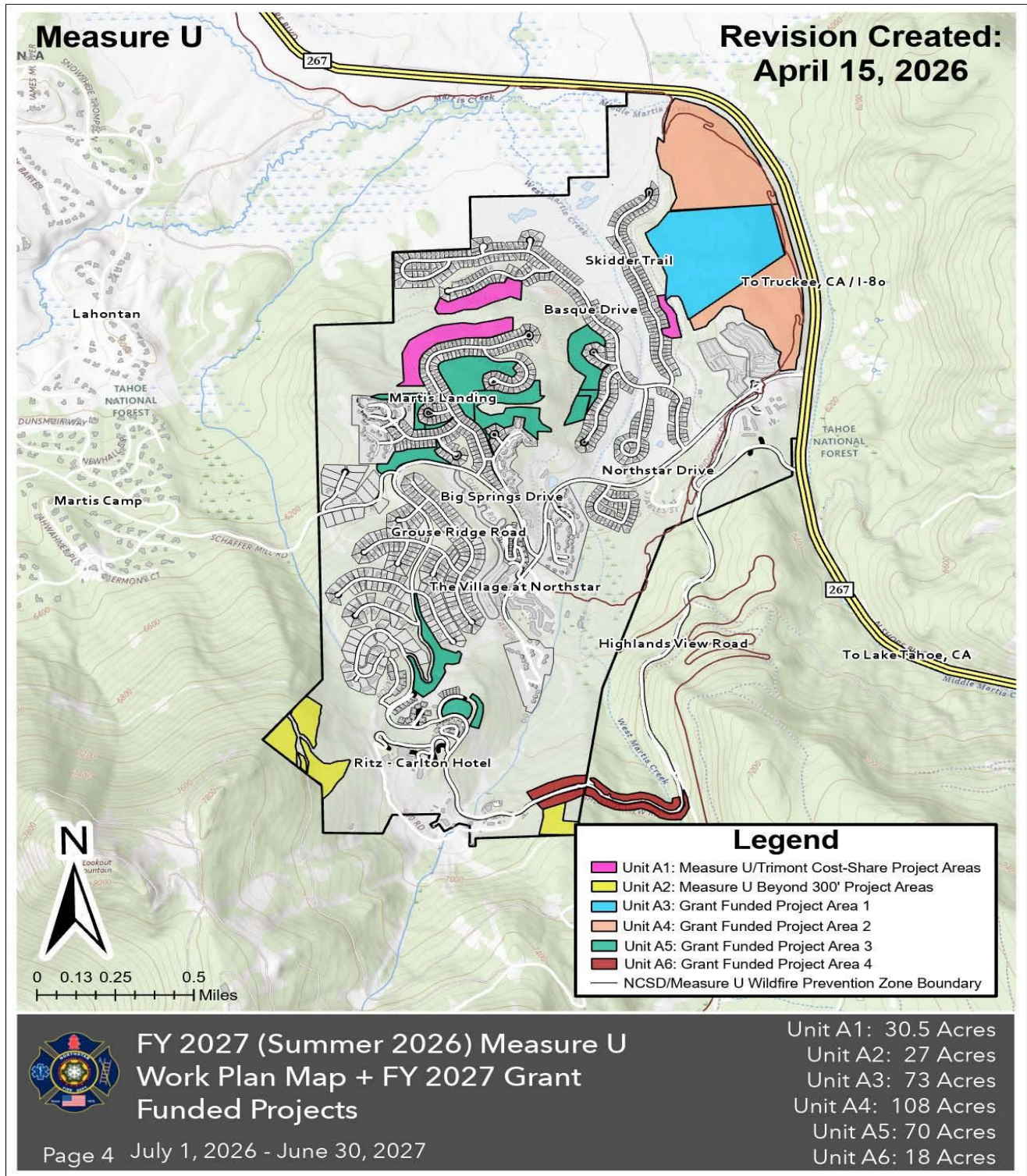
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APPENDIX 1 – PROJECT VICINITY MAP:



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APPENDIX 2 – PROJECT AREA MAP:



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APPENDIX 3 – BURN PILE CONSTRUCTION CRITERIA PHOTOS



Incorrect Burn Pile Construction



Correct Burn Pile Construction

The photograph above depicts an improperly constructed burn pile that does not meet the design and construction specifications outlined in this RFP.

Plastic sheeting has been placed beneath the upper portion of the burn pile, which is not consistent with approved construction methods. When utilized, plastic covering shall be installed **over the top of the burn pile only** and secured in a manner that sheds moisture while allowing for proper airflow and curing. Plastic shall not be placed within or underneath the pile, as this inhibits drying, creates incomplete combustion, and may result in non-compliant burn conditions.

All burn piles must be constructed in strict accordance with the specifications set forth in this RFP. Any non-compliant piles shall be corrected or reconstructed at the Consultants' expense.

The two photographs above depict **properly constructed burn piles** in accordance with the specifications outlined in this RFP.

Heavy fuels are stacked in a **vertical orientation** at the base of the pile, with conifer limbs placed above to promote effective curing and ignition. Proper spacing between piles has been maintained to reduce heat transfer, protect residual trees, and ensure safe burning operations.

Upon completion, each burn pile shall be covered with a **4' x 4' sheet of plastic** placed over the top of the pile only and securely anchored to shed moisture while allowing adequate airflow. Plastic shall not be placed within or beneath the pile.

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APPENDIX 4 – NON-COLLUSION DECLARATION

NON-COLLUSION DECLARATION

The undersigned declares:

I am the _____ [Title] of _____ [Name of Company], the party making the foregoing bid. The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on _____ [Date], at _____ [City], _____ [State].

Signed: _____

Printed Name: _____

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APPENDIX 5 – PROPOSAL FORM

COMPANY NAME: _____

Corporation Partnership Estate or Trust

PRINCIPAL OFFICE ADDRESS: _____

Person to contact for additional information on this bid:

Name: _____

Address: _____

Phone: _____ Fax: _____

The bidder declares and agrees that, if this proposal is accepted, the bidder is prepared to enter into an Agreement to perform all work in accordance with the attached Scope of Work according to the technical specifications. This will include all assumptions, obligations, duties, and responsibilities necessary for the successful completion of the work. In addition, the bidder agrees to furnish all materials and equipment required to complete the work; this includes tools, equipment, supplies, transportation, facilities, labor, taxes, superintendence, and services required to perform the work.

Bidders shall include all submittal requirements and any other information they consider pertinent to their proposal and the reviewers. Proposals that do not include all submittal requirements will not be considered.

If this proposal is accepted, the bidder agrees to sign and deliver the awarded Agreement with the required insurance documentation to Northstar Fire Department within five business days after receipt of notice.

The above name has submitted a proposal for the treatment of **UNIT A1** at a per unit price of \$ _____.

The above name has submitted a proposal for the treatment of **UNIT A2** at a per unit price of \$ _____.

The above named has submitted a proposal for the treatment of **UNIT A3** at a per unit price of \$ _____.

The above name has submitted a proposal for the treatment of **UNIT A4** at a per unit price of \$ _____.

The above name has submitted a proposal for the treatment of **UNIT A5** at a per unit price of \$ _____.

The above name has submitted a proposal for the treatment of **UNIT A6** at a per unit price of \$ _____.

SIGNATURE OF BIDDER:

PRINT NAME(S): _____

SIGNATURE(S): _____

Business Address of Bidder: _____

Tax ID #: _____
