



REQUEST FOR PROPOSAL (RFP) by the Mayacamas Volunteer Fire Foundation (MVFF)

Mayacamas Cavedale Trinity Triangle Fuel Reduction Project (CTTFRP)

April 24 2026

Project Name, Grant, and Project ID: Mayacamas Cavedale Trinity Triangle Fuel Reduction Project, CAL FIRE Fire Prevention Grant 5GG23109

Road Name, Geographical area, boundaries: 6450 Cavedale Rd & 3199 Trinity Rd, Glen Ellen, CA (see Appendix A: Project Map)

PUBLIC MESSAGING/ PR-PIO STATEMENT: The Mayacamas Cavedale Trinity Triangle Fuel Reduction Project (CTTFRP) will complete important wildfire resilience work related to fuel reduction and improved wildfire response that tightly integrates with regionally collaborative efforts to establish a robust ridgeline fuel break to prevent or diminish a future fire that is similar in nature to the 2017 Nuns Fire. The proposed project's ridgeline fuel-break creates an effective, continuous containment opportunity along the ridgeline border between Sonoma and Napa.

Project Summary: This RFP covers approximately 43 acres of forest & woodland that burned in the Nuns Fire. The goal of the project is to reduce dead fuels resulting from the Nuns Fire, and to foster the forest/woodland that is re-establishing. Dead woody material between 1" and 10" diameter (standing and dead) will be cut and put into piles for future burning. Grounded dead trees larger than 10" will be cut flush to the ground. Chainsaws will be used to limb live & dead trees up to 10'. Resprouting hardwood species will be cut to 2-3 leading stems to encourage vertical growth and will be spaced out horizontally by 20' from live trees. Cover of brush species will be reduced to 50% coverage per acre.

Vendor Commitments: See attached Vendor Commitments & Appendices for rules and policies when working with MVFF. (See Appendix B: Land Resilience Vendor Commitments & Appendices (VCA))

Mandatory Bid Walk: Wednesday, May 6, 2026 at 9AM PDT at the Mayacamas Volunteer Fire Department Station 8: 3252 Trinity Rd, Glen Ellen, California. MVFF acceptance of bids for this project is contingent upon attending the full bid walk.

Final RFP Questions Due: All questions regarding the bid walk and this RFP must be submitted to info@MayacamasVFF.org and peter@napafirewise.org by Wednesday, May 13, 2026 5:00 PM PDT. Responses to questions will be posted by Monday, May 18, 2026 5:00 PM PDT on MVFF website, <https://mayacamasVFF.org/>.

Proposal due: All proposals must be emailed to info@MayacamasVFF.org and peter@napafirewise.org by Friday May 22 at 5:00 PM PDT. Proposals received after this date/time will not be accepted.

Proposal Form: Each proposal must use the attached bid form and all information must be complete or will be subject to rejection at MVFF's discretion.

Notice of Intent to Award (Est): Friday, May 29, 2026 (subject to change by MVFF)

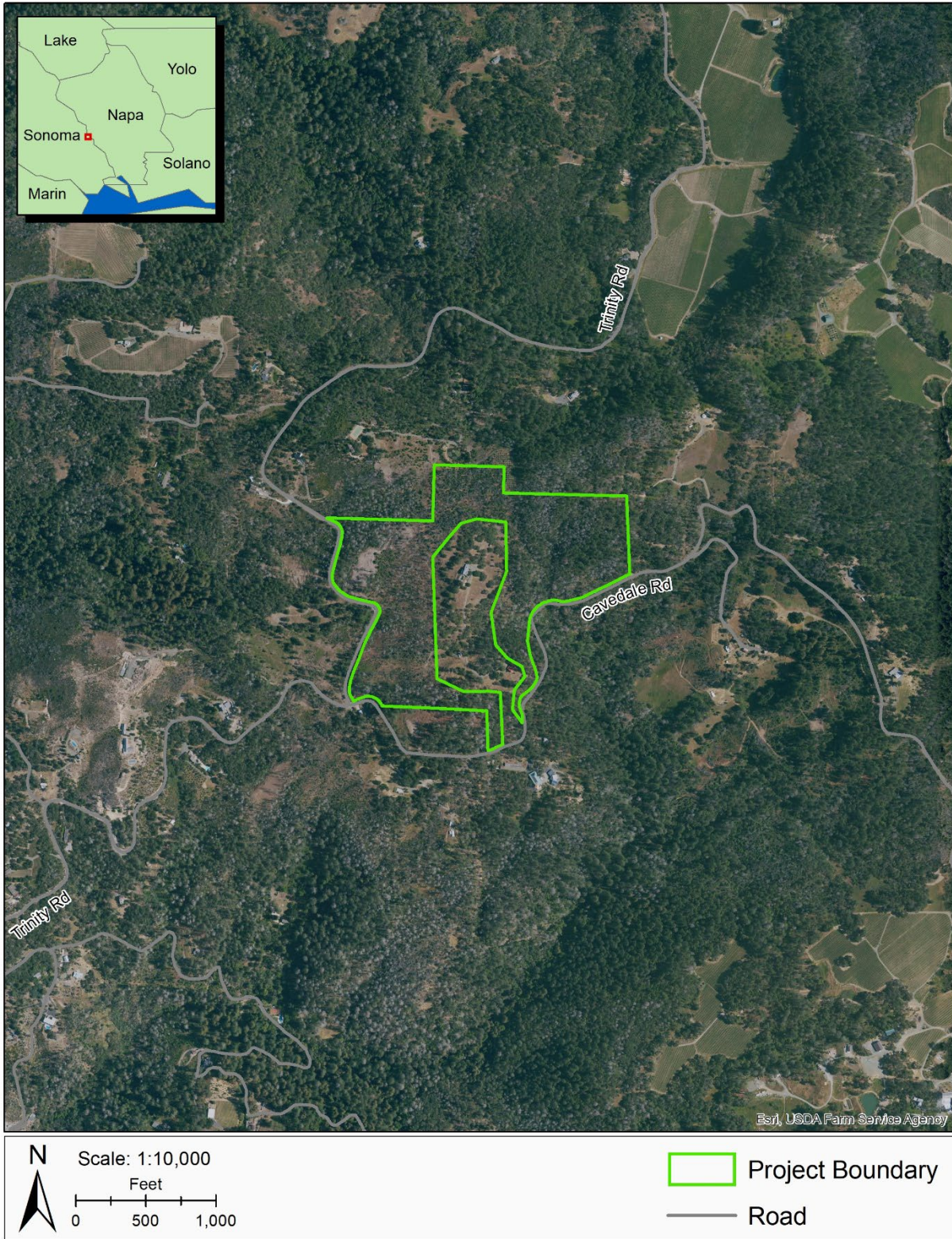
Award Date (Est): Friday, June 5, 2026 (subject to change by MVFF)

Notice to Proceed (Est): Monday, June 8, 2026 (subject to change by MVFF)

Work schedule: From issuance of Notice to Proceed, work may begin and Project must be completed by Tuesday, September 8, 2026.

Project Lead (PL) & Primary Contact: Peter Lecourt – peter@napafirewise.org – 707-291-8395

Appendix A: Project Map



Appendix B: Vendor Commitments & Appendices

Land Resilience Vendor Commitments & Appendices (VCA)

Version: 2026.04.17

Overview and background information:

This VCA goes into more detail about working for Napa Firewise. Not all sections apply to every Project. Review the RFP and this VCA before submitting Proposal. Vendors who choose to work with MVFF accept these commitments and responsibilities.

MVFF contracts fuel-treatment/ hazard-reduction Projects in Sonoma County. These are public safety projects. Our top priority is to ensure ingress and egress for public evacuation and first responder access is supported during a wildfire event. We follow applicable laws and regulations. Prescriptions are for as much hazard reduction as possible, yet we are sometimes limited in scope by environmental constraints such as preventing ground/soil disturbance, keeping shade over watercourses, or electrical hazards.

All possible and most-effective work is our goal, and our Best Score Rubric is based on this. We focus on hazardous fuels that would shut down a road, fuel break, or other access or make it impassable to first responders or an ordinary driver. Contributors to radiant heat, conductive heat, convective heat and physical blockage are in our scope.

Vendor must declare all work that they plan to decline in the Project in the Bid Form, not after the awarding. For example, unstable areas/soils, too close to wires or other hazards, too steep, too big of a tree, etc. Provide a map and/or detailed list of addresses and areas. If these areas are not listed in Bid Form, then MVFF will not consider changing the polygon in the contract. If a condition changes, and a section of polygon becomes inaccessible due to landslides, paving, etc., discuss and document with assigned MVFF Project Lead.

Vendor will be chosen by our Best Score Rubric as detailed below. An evaluation committee will consider all proposals received for completeness and the proposer's ability to meet specifications as outlined in this RFP. **Best Score=best value for quality work.**

MOST QUALIFIED & RESPONSIBLE BID RUBRIC

1. Cost of Proposal- 70 points

- *Did Vendor properly fill out the Vendor Quote Sheet (VQS) or other uniform requirement for evaluation?*
- Cost analysis is primarily cost-per-acre and quality of work but also includes ease of running project for MVFF.

2. Experience- 25 points

- Successful history of work in this field.
- References
- Safety record
- Traffic control experience.
- Equipment specialization for Project.
- Qualifications, certifications, licenses.

3. Approach to work- 5 points

- Actively manage crews to respect any noted landowner requests regarding landscaping/ structures/ property lines.
- Schedule/rate of work/availability/staffing
- Ability to accurately vary work by parcel/ use mapping applications (Avenza, Field Maps, OnXHunt, proprietary software, etc.)
- Ability to recognize and document hazards or obstacles.
- Traffic control methods and adaptations due to commute schedules, harvest traffic, and emergency vehicle traffic.
- Understanding of Proposal Treatment Prescription
- Accuracy of invoicing with progress reported in miles/acres.

IMPORTANT: It is critical in your company's Bid Form to not only include the specific deliverables of treated area and price quoted, *but the quality of work the finished product will look like. Provide specifics. (See Appendix K.)* Also include in the Bid Form, your skills, equipment, safe methods to perform the work and examples (with addresses) of prior experience performing similar work

ROADSIDE FUEL REDUCTION AREAS AND DEFINITIONS:

Overview: MVFF's projects are primarily to provide safe egress during a wildfire event for the travelling public and first responders. Secondly, they are designed to reduce the rate at which a fire caused by humans at the roadside will spread into the wild. All Projects must achieve the goal of enhancing public safety.

ROW vs ROE/ LOA (See also Appendix F on Measurement)

Roadside project treatments may consist of roadside fuel reduction within and beyond the County right-of-way (ROW) along both sides of the road. Most County roads have uniform ROW distances, however due to realignments or other reasons, the ROW can vary.

On private property, outside of County/State ROW, this area is defined as "Extended." Working in the extended area requires LandOwner Agreement (LOA) that MVFF obtains. MVFF shares the status of LOA with Vendor.

Within the County ROW, the normal prescription applies unless managed landscaping or other improvement is in the ROW.

MVFF measures distances in a horizontal plane, which may be more feet of land surface distance if the topography is steep. Certain pockets may require more work, while other areas are prohibitive to work such as UA and low powerlines. (See Appendix F.)

MVFF is responsible for attaining permissions and communicating approved/ not approved LOA parcels to Vendor within Project Area.

All work shall comply with the permit, typically a CEQA Notice Of Exemption (NOE) or Vegetation Management Program (VMP)

We require "apples to apples" Bid Forms, so the Bid Form must be filled out completely but you may supplement the Bid Form. This allows fair competition. Measurements are from centerline. Most roads are permitted to 110' from center. When proposing prices for various "depths" of treatment from the centerline of road, we always measure from CL unless noted.

For example:

ROW (typical) 30' from CL. (includes road, typically only about 10-15' of fuel Tx.)

ROW + 30' is 60' from CL

ROW + 60' is 90' from CL

ROW + 80' is 110' from CL (full permitted Tx)

The use of maps, measurements, observation of property markers, fences, etc are used to determine the boundary between ROW and private by contractor. If there are any questions to working on a certain area, contact the PL before proceeding.

MVFF is fully responsible for LOA management and communications. MVFF will only list lands with permits or LOA in the Notice to Proceed (NTP) and or Task Order (TO).

Note: We do not treat managed landscaping or areas/ marked vegetation forbidden by landowner.

INVOICE REQUIREMENTS & OVERVIEW OF KEY TOPICS:

Invoices require many details to support our grant requirements and must include specific deliverables such as feet of road, acres treated, type of work, before and after image, Project ID and Billing codes. Full payment terms and invoice requirements are detailed in On Call Contract (OCC) and listed on Task Order (TO.) Progress checks shall be regular with MVFF Project Monitor or Project Lead to ensure quality of work is within scope. Project Monitor or Lead shall approve or disapprove of invoices when submitted for payment. Invoices must include a description (GPS location/physical marker/ mile post, etc) of where measurements start and stop so distances and acreage can be verified by MVFF staff.

Powerline Safety: Contractor will use extreme caution working near powerlines. Nonqualified line clearance arborists will not allow tools, body parts within 10ft of a powerline or remove any part of a tree within 10ft of a powerline. No tree shall be felled that may strike powerline without controls in place. *(see Appendix E)*

Quality traffic control is needed on this Project if on roads travelled by the public. The traffic control plan must be included in the proposal and comply with County or State standards by region. If there are other Projects on the same road, coordinate with the other project supervisors to not double up delays to the public. This would be a violation of the encroachment permit.

Vendor Onsite Supervisors must perform job briefings, site assessments, and JHA daily. Documents will be verified by Field Monitor. There shall be always an English-speaking supervisor onsite during work and staff certified in First Aid.

Utility corridors may exist in the Project zone. When adjacent, tie into their clearings to increase buffer.

Exceptions: On private property, outside of County ROW, landowners may mark vegetation with pink flagging/ DO NOT CUT tape. Leave these trees alone. Within the County ROW, the normal prescription applies unless a significant investment by a landowner such as a fancy specimen tree is in the ROW. If there are any questions, contact the PL.

Soil Disturbance and Monument conservation: Our vegetation management Projects do not allow soil disturbance. This is critical to stay within permitting and reduce your liability. Survey monuments such as iron pipes, nails in trees and others are protected by state and federal laws. Extra caution must be taken if survey monuments are flagged or suspected in the area. Maps provided upon request. Monument Conservation "Mon Con" is part of the non-ground disturbance rules. Vendors assume all liability for damages to survey monuments.

Private Property / Fencing Issues: No access to private curtilage without LOA and a Project related purpose. All fencing must be left in "as was" condition or repaired if damaged or removed. *Photo documentation before and after is highly recommended to avoid potential disputes about damage.*

Disposal of all chips and rounds shall be legal and compliant with landowner and/or County Roads standards or hauled to a processing facility within the contracted budget, not an added expense. Finding a place to dump chips is not the ultimate responsibility of MVFF. Chips shall not be deposited where they will flow into Class III or IV WLPZ. (See Appendix B) Any debris found in a watercourse will result in a "backcharge" and MVFF may withhold payment until clear. This will also affect the experience category for future scoring of Proposals for your company.

SUB-APPENDICES

- A. Wildfire Prevention Plan (WPP)
- B. Watercourse Lake Protection Zone (WLPZ) rules also Equipment Limitation Zone (ELZ)
- C. General Prescription (Rx)
- D. Spacing between healthy fuels diagrams
- E. Electrical Minimum Approach Distance (MAD)
- F. Measurement Techniques
- G. Contracting process explained. (Dates listed in RFP, not here.)
- H. Birds and other wildlife avoidance.
- I. Road capacities, per axle weight rating, liability of damages
- J. Spills and spill kits. SDS and clean up immediately available.
- K. Finish grades defined & contract enforcement
- L. Noxious and invasive seeds transit avoidance
- M. Substance Use
- N. Flagging Convention
- O. Pesticide (Herbicide) rules.
- P. Winterization rules for erosion control.
- Q. Fire Protocols for Pile Burning

Appendix A: Wildfire Prevention Plan (WPP)

No work permitted during Red Flag conditions nor during Fire Weather Watch without written, specific permission from Fire Department.

Contractors must have a WPP on all MVFF projects *during fire season* especially in high fire threat areas. Daily Job Hazard Analysis (JHA) meetings shall cover this WPP.

Work Procedures

- All fire suppression equipment must be in working condition, visible, and readily accessible.
- Smoking can only take place on clear surfaces (i.e., bare mineral soil, pavement, concrete) 10 ft from all combustible vegetation.
- Open ignition source devices (i.e., camp stove, barbecues) are prohibited.
- Vehicle and ATV use is restricted to dirt roads and trails where combustible vegetation can NOT contact undercarriage or any part of exhaust system including tailpipe.

Required Tools

- Cell phone or radio capable of contacting emergency services.
- Vehicles and people working in areas at risk of wildfire shall be furnished with, but not limited to; ○ One fully charged 2.5lb class ABC fire extinguisher per vehicle. ○ One 5gal, water-filled backpack with hand pump designed for fire suppression for every two people.
 - One Mcleod, shovel, or equivalent per person.
- All internal combustion engine equipment (i.e., chainsaw, trimmer) must have a properly maintained and approved spark arrestor (PRC-4442)

Exit Plan for People and Equipment

- Prior to starting the worksite and throughout the workday, the contractor handles setting up an exit plan that includes. ○ Evacuation routes, primary and backup ○ Shelter in Place locations if evacuation is not possible or safe.
 - Appointed "Safe Zones," for evacuation assembly area.

Wildfire Ignition Mitigation

- Contractors must take every precaution to avoid an ignition i.e. rock/metal strike, dragging chains, hot engine contacting dry grass, working spark arresters, etc.
- If an ignition occurs attempt to suppress the fire but do not delay reporting it through 911 and other means.

Appendix B: Watercourse Lake Protection Zone (WLPZ) rules also Equipment Limitation Zone (ELZ)

Blue and white striped flagging (orange also if enhanced visibility is needed) flagging mark the boundary of Class I and II WLPZ areas, solid blue flagging marks the center of Class III and IV watercourses. (drainages and culverts respectively)

1. During operations, no substance or material, including but not limited to soil, silt, bark, sawdust, wood material, ash or petroleum shall be allowed to discharge into waters of the state, in quantities deleterious to fish, wildlife, or the beneficial function of riparian zones, or the quantity and beneficial uses of water. Bio-oil or other organic food oils shall be used as bar oil in chain saws when operating in the WLPZ.
2. Culverts shall not be blocked by any material during operations. All wood and vegetation debris, including chips, shall be removed from around culverts and not placed in a location which can be displaced by heavy rains to block culvert. (See Class III and IV rules in chart.)
3. Chipped material may be broadcast up to 6" in settled depth and must not be broadcast into or within required distance from stream channels, culverts, vineyards, driveways, or gardens. The contractor is fully responsible for cleaning up in any of these occurrences. See chart below for minimum chip deposit distance.

Example: On slopes over 30%, chips must be 75' from waterway of a Class I stream. 4. Maintain adequate canopy cover, especially on southside of watercourse.

5. Maintain adequate sources of large wood debris, relevant to site-specific conditions and future needs.
6. Employ directional felling away from the watercourse.
7. Treat logging slash appropriately to reduce fire hazards and protect water and soil quality.
8. Consider gap creation as a management technique if healthy native vegetation exists. (Clumpy-gappy)
9. No refueling of equipment within the WLPZ.
10. All cut wood debris must be removed from WLPZ.
11. Heavy Equipment is not allowed within 50' of watercourse unless on an existing road.
12. Retain a minimum of 50% canopy cover within given work area of the WLPZ.

Removals shall be prioritized by flammability/ hazardous types of trees and shrubs while keeping space between fuels.

13. Within 15' of watercourse, only very limited work can occur.
 - a. Follow BMPs from NOE while performing this vegetation work.
 - b. All Large Woody Debris (LWD) in waterways must remain as habitat.
 - c. Dead standing trees may be removed with zero-ground disturbance.

Current WLPZ and Equipment Limitation Zone (ELZ) distances from 2026 FPR:

Use Class III distances for Class IV watercourses except for on year-round road surfaces.

Note the new maximum distance of 100' avoidance.

Slope Class	Class I Width	Class II WLPZ Width	Class III ELZ Width
0-30%	100 feet	50 feet	30 feet
30-50%	100 feet	75 feet	50 feet
>50%	100 feet	100 feet	50 feet

• **The WLPZ widths listed above apply to both sides of the watercourse.**

Blue & White striped for Class I & II
with optional orange flag for visibility if needed.



Blue for Class III and IV.



Appendix C: General Prescription for land resiliency-based vegetation treatments. (See also permit.)

MVFF overarching Project goal is to eliminate or significantly reduce hazardous fuels. Follow these guidelines unless you are provided with separate instructions in Permit.

Hazardous trees species (Active Pyrophytes): Species such as California Bay Laurel, Douglas Fir, Grey Pine, Eucalyptus, Broom, and any other highly combustible vegetation of any tree size shall be prioritized for treatment.

Ladder Fuels: Ladder fuels shall be eliminated within the Project area. Healthy nonhazardous, well-spaced specimens shall be left alone such as juvenile oaks and maples, well-spaced manzanita, other non-pyrophytic species. *Foster shade with healthy specimens to reduce grass and non-native plant growth.*

Debris: No chipping is expected. If chipping is required, it will be chipped and evenly broadcast with a chipper or hauled off. Material up to 10" diameter must be treated. Debris larger than 10" diameter may be left on site with ground contact and in a safe manner away from roadway so as to not create a hazard. Chipped material may be broadcast up to 6" in settled depth and must not be broadcast into or within 15' of Class III and IV stream channels, culverts, vineyards, driveways, or gardens. The contractor is fully responsible for cleaning up in any of these occurrences. Chips may only be broadcast on private property with LOA. No chip piles or debris on tree trunks.

Right of Way (ROW): Government easement, MVFF has encroachment permit on file. Within the ROW, up to permanent fences or other limiting factors (such as private landscaping, fences, landslides, cliffs, etc.) whichever comes first, perform the fuel reduction work.

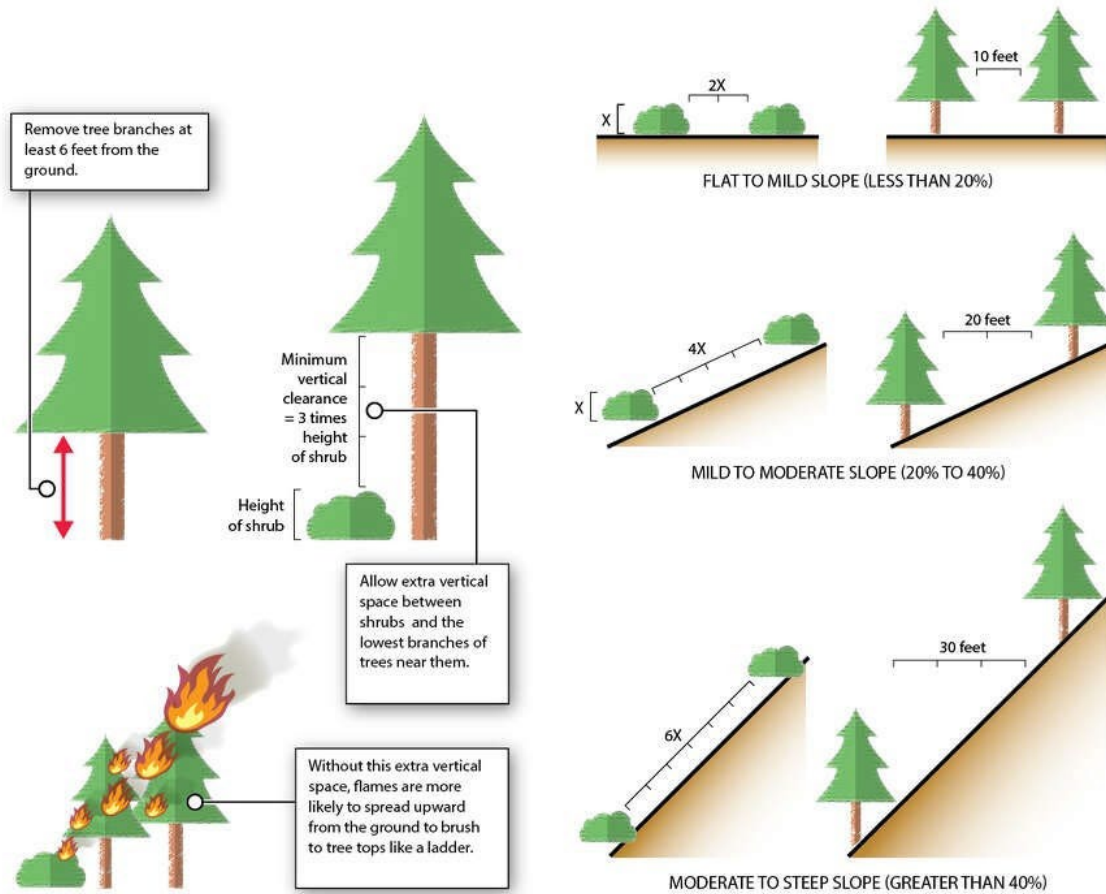
- Prune to remove all dead, broken, failed, structurally-compromised branches from live trees. Prune using BMPs such as ANSI A300 standards for the health of the tree.
- Raise clearances 15' above grade over drivable surfaces.
- Raise branches up 10' or 1/3 of tree, whichever is less off-road.
- Prune or remove any excessively heavy lateral or compromised branch determined to be a High or Extreme risk of failure within the next 2 years.
- Final clean up in these areas shall not have any remaining branches, twigs, sawdust, wood chips or vegetation debris larger than 2" in diameter, the remaining debris shall be no more than 6" settled depth.
- No debris shall be left on paved roads, pull outs, or any drivable surface before allowing public access.
- If within reason, 20' of vegetation treatment off turnouts is desired. Ability to do this is site specific and often requires LOA.
- **The area within 10' of the drivable surfaces must be treated for the County mower- free of obstruction such as high-cut stumps and large debris.**

- *NOTE: Decomposing logs and branches that are already sunk approximately 25% below grade and/or show approximately 33% of soft rotten wood or more shall be left in place to further decompose, provide habitat, and not disturb the soil.
- All removals shall have the stumps "low-cut" down to 10" or less.
- All dead trees shall be treated. If there is a size limit, this much be in contract.
- Final clean up in these areas shall not have any remaining branches, twigs, sawdust, wood chips or vegetation debris larger than 2" in diameter. If "lop and scatter" is contracted, the final depth may not exceed 12".
- No debris or other hazards such shall be left on paved roads, pull outs, or any drivable surface before allowing public access. If equipment is staged on a turnout, thoroughly mark with Hi-Viz cones to avoid collisions from the travelling public.

Other debris such as logs, rounds, slash from other operations by utilities, first responders, or County Roads *shall be treated if it was present during the Bid Walk*. The area within 10' of the drivable surfaces should be left in a condition that is ready for the "County mower" free of obstructions such as high stumps and debris. Cut stumps lower than 10". We leave the road better than we found it. Consult with MVFF project lead if there are questions and/or documentation

Appendix D: Spacing between healthy fuels.

In addition to removing dead, dying, diseased, leaning, strike hazard trees, if healthy trees are too close, too dense, too competitive, then they should be selectively removed so that the trees (fuels) are not in contact. This work is not expected in this contract.



Appendix E: Minimum Approach Distances (MAD)

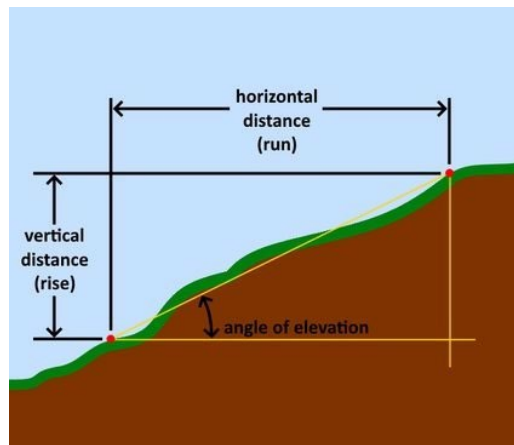
Typical powerline voltages in Sonoma County mandate at least a 10' minimum approach distance, some 13'4". No MVFF vendor may work within these distances of a high voltage conductor. Some circuits require greater distances; this is the responsibility of the vendor to recognize and avoid.

Trees with strike potential of a powerline must be removed in a controlled manner to eliminate the potential to strike the line. Examples of controlled manner would be using tree removal equipment/ machines/ or trained climbers using rigging to safely take a tree down in pieces. *Vendors must be qualified and licensed to work within any of these scenarios.*

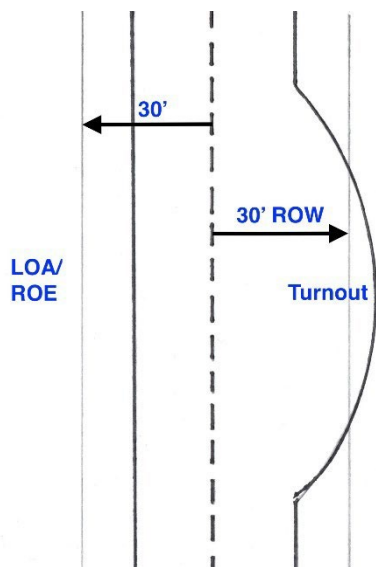
Table 1. Minimum approach distances to energized conductors for arborists not qualified by training and experience to work within 10 feet (3.05 m) of electrical conductors.		
Nominal Voltage (Phase-to-Phase)*	Minimum Approach Distance (MAD)	
	kV	ft-in m
50.0 and less	10-00	3.048
50.1 to 72.5	11-00	3.353
72.6 to 121.0	12-08	3.861
138.0 to 145.0	13-04	4.064
161.0 to 169.0	14-00	4.267
230.0 to 242.0	16-08	5.08
345.0 to 362.0	20-08	6.299
500.0 to 550.0	26-08	8.128
785.0 to 800.0	35-00	10.668
*Exceeds phase-to-ground per 29 CFR 1910.333		

Vendor must follow ANSI- Z133 and OSHA 29 CFR 1910.269 standards while working around electrical wires and respect Minimum Approach Distances.

Appendix F: Measurement Techniques:



Example: For a 100' treatment distance, the ground surface distance may vary between 100' and 140' depending on slope angles from 0 to 45 degrees (0 to 100% slope.) A 60% slope, which is 30 degrees, would be ~115' of treatment. A 100% slope, which is 45 degrees is ~140' of surface treatment.



The County Right of Way (ROW) is measured from the Centerline (CL) of road typically. Also typical is a 30' ROW for each side although some roads are 28', 20', or edge of asphalt. At times, the drivable surface such as a turnout departs the ROW and a LOA is required to treat fuels. It is desired to treat off the edges of all drivable surfaces, the MVFF Project Leads typically seek LOA for this.

Appendix G. Contracting process explained.

MVFF Projects are first identified by fire professionals. The hazards are noted, the assets to protect are noted, the utility value of proposed Project weighed, and then added to the Community Wildfire Preparedness Plan (CWPP) Once a Project is in a CWPP, permitting and funding is sought. At this point a Project may be added to the work schedule and led by MVFF staff.

- A. Initial steps:
 - a. Release of RFP by MVFF.
 - b. Bid Walk: Time and date in RFP, mandatory attendance to bid.
 - c. Q&A period is from release of RFP to deadline of Q&A period, typically a few days before Proposals are due depending on the complexity of the job.
- B. Site visits:
 - a. Bid walk attendance mandatory to bid on job.
 - b. Vendors are encouraged to visit public roads as needed.
 - c. Vendors must schedule an appointment with MVFF PL if private property.
- C. Proposal guidelines: (see also scoring rubric)
 - a. List the specific deliverables and approach to the work including but not limited to equipment to be utilized, staffing levels, and any specialized skills
 - b. Vendors shall provide a general description of Contractor's experience and qualifications related to fuels reduction work of similar scope and complexity.
 - c. Provide experience and/or resumes of key staff indicating the names and roles of staff and their experience of working with the specific equipment being proposed.
 - d. Provide finish grade deliverables about how the finished area will look. For example: Parklike, no fuel over 3" diameter, all shrubs removed, X' spacing between shrubs, sightlines totally clean, etc.
 - e. Vendor must list all Vegetation they decline to service based on size, safety, hazards, difficulty, etc. in the Proposal. Description of vegetation and location must be included with quantity of vegetation declined.
 - f. **Fill out the Bid Form completely to be considered. Proposals must include price and service quotes in the format requested in RFP.**
- D. Proposal submission
 - a. Proposals shall be submitted electronically via email to the MVFF Project Lead.
- E. Task Order is a binding document confirming Proposal acceptance and Price.
 - a. Any violation of signed Task Order during project operations may result in termination of the contract at MVFF's discretion.

- F. Environmental Review/ Kick off meeting with MVFF staff or other qualified designee must occur onsite before the start date with awarded contractor. Painting, flagging, WLPZ, and any other environmental concerns within the project area shall be discussed. *The Vendor's Project Supervisor must be in attendance.*
- G. Project operations and monitoring by MVFF PL.
- H. Invoicing must not span multiple months and provide all required documentation.

Appendix H: Birds and other wildlife avoidance.

Sonoma County and neighboring areas are rich with wildlife; however, pressure from human activities and building cities in historically rich ecosystems has caused population decline of many species. Our work will not contribute to the decline. Our work protects habitat by creating containment lines for wildfire and allowing firefighters to respond sooner and more effectively.

Avoidance areas will vary based on time of year and the presence of birds and other protected wildlife. Refer to permit, and MVFF recommendations presented at pre con / kick off meeting BEFORE Project work begins for current details about environmental restrictions.

Some snags may be flagged by MVFF and left behind as habitat IF they pose no strike or fire hazard to road or structures. These will be marked with pink do-not-cut flagging.

During nesting season, MVFF may survey Project area within 2 weeks of Project start. Most importantly, throughout the Project activity timeline the Vendor must be observant and diligent looking for nests. If a nest is found, the area must be avoided. Report findings to PL and flag off area as needed. Outside of nesting season, MVFF still avoids trees with nest and does not treat trees with possible raptor or endangered species nests. If a Vendor has an LTO, RPF, or biologist on staff that will assist with avoidance of nests, this is important to note in Proposal.

Other habitats such as wood rat nests, LWD*, and decaying debris on forest floor and near watercourses shall be avoided.

*Large Woody Debris (LWD) is large diameter (>16") woody material that has ground contact or is in a watercourse that wildlife uses for habitat. Do not disturb LWD. We do not add or remove LWD to watercourses.

APPENDIX I: Road capacities, per axle weight rating. Vendor’s responsibility to repair roads and other drivable surfaces to as was condition if damage occurs.

Vendors and their operators are responsible for damage to asphalt, bridges, dirt roads, fire roads, signage, etc. This includes compression of substrates due to heavy equipment use. Outriggers, tracks, tires, etc. must be used responsibly. Extra care and avoidance must be taken when soil is wet, roads are sub-standard, etc. Vendor shall repair any damages to the pre-Project condition. Please use this chart as a *guideline* the state standards for maximum axle loads, some roads are not built to these standards and it is the Vendor’s responsibility to evaluate roads before use.

For example: two-axle vehicles are limited to 24,000 pounds for steering axle and 31,000 pounds for drive axle for a maximum GVWR of only 55,000 pounds. If equipment exceeds this amount, there is significant liability for damages if they occur.

TITLE 21. Public Works
 Division 2. Department of Transportation
 Chapter 7. Transportation Permits
 §1411.7. Fire Trucks.

(a) Any fire truck may exceed the maximum allowable weights of the Department’s Transportation Permit Program, but shall not exceed the following axle weight limits:

Axle Configuration	Max. allowable weight
Single steering axle (front and rear)	24,000 pounds
Single drive axle	31,000 pounds
Tandem axles	48,000 pounds
Tandem rear drive steer axles	48,000 pounds
Tridem axles	54,000 pounds

(b) A fire truck designed to carry a minimum capacity of 1,200 gallons and exceed axle weights authorized in California Vehicle Code Section 35551 or Section 35551.5 shall be permanently marked on the manufacturer’s GVW rating plate with the gallonage the fire truck is designed to carry.

Appendix J: Spills and spill kits. SDS and clean up immediately available.

In addition to WLPZ rules about no refueling in the WLPZ, no repairs may occur where a leak or spill will harm the environment. **Select maintenance areas carefully.** Hydraulics, bar oils, fuels, grease, coolants, etc. must all be serviced, refilled, checked outside of the WLPZ. *Important: The WLPZ includes drains and culverts that transport fluids at higher rates and speeds! These Class IV watercourses require extra attention to notice and avoid.*

Spill kits must be within 50' of any repair involving fluids. Spill kits must be sufficient to immediately stop the spread and absorb full quantity of fluids. Small spill kits do not suffice; they must be appropriately sized for equipment on site. .5-gallon, 5 gallon, 50 gallons, etc. depending on the equipment.

Damage and/or staining of concrete or asphalt surfaces will require clean up and repairs if deemed necessary by landowner or MVFF.

Spill kits should include SDS for all fluids used onsite and have all necessary clean up tools and chemicals in kit.

Avoid any activity that may stain or damage improvements such as asphalt.

Appendix K: Finish grades examples & contract enforcement.

The Vendor must define what the finished product will be in the Proposal. Furthermore, if Vendor does not produce proposed quality level, it will result in go-backs or reduced payments.

“Park like”, or “A-quality” The finest product would be “park like” where no large treatable debris, high cut stubs, or remnants of treated fuels are present. The travelling public sees a clean product. There are no trip hazards, and all hazardous fuels have been treated. “A quality” work is also work that requires minimal oversight from MVFF staff as the Vendor operates independently.

Then, “B-quality” where the finished product has almost all fuels treated, some remnants are untreated, some trip hazards, some clumpy-gappy areas, etc. Some topography and fuel types or unstable soil areas may be a limiting factor, and this is the best product possible. Note this in your Proposal if you deem a certain area unable to reach A-quality.

Then, “C-quality” work where there has still been significant reduction in hazards, but the product is uneven and there are snags, remnants, and trip hazards in the area. Lop and scatter would be included in “C grade.” This may be an affordable and effective proposition and of course would cost less than higher grades of treatment.

Treatment levels below “C grade” are not acceptable and will require remediation before payment. PL will notify Vendor if treatment does not meet Proposal and Task Order’s agreed upon scope of work with a photo and an email notice. PL will meet with crew leader/ supervisor to determine remediation. Lack of performance is a breach of contract. After this first meeting, MVFF reserves the right to cancel the contract. A proportional final payment will be made. Further, finished grade on Projects shall be recorded in Vendor’s Project evaluation form for use in subsequent scoring for Project awards. Conversely, higher-quality work will increase scores in the experience and approach to work categories.



A-quality work with all dead/ dying removed, chips evenly spread, no damage to road, all trees limbed up. Chips and sawdust removed from road. No trip hazards, all hazardous fuels treated.



B to C- quality work with chips in piles, not evenly spread, numerous debris untreated, some fuels untouched, multiple trip hazards, some minor debris left on drivable surface. Looks untreated in areas, yet much safer.



Not acceptable work with dead branches still hanging in trees, ladder fuels not trimmed up, chips piled deeply. Debris in watercourses, or other environmental concerns are present. Safety not markedly improved from before Project. Chips on base of tree. Leaking hydraulic fluid, chainsaw fuel or oil on asphalt or near WLPZ.

Appendix L. Noxious and invasive seeds transit avoidance

Equipment, vehicles, trousers, and footwear shall be cleaned before entering the site so as to eliminate the transfer of noxious plants to the jobsite. If determined that a Vendor did transport seeds to a site, then the Vendor is responsible for mitigating.

Measures may be taken to reduce the potential of invasive species being transported to and from a site such as:

1. Limiting the quantity of equipment.
2. Ensuring equipment is sanitized from potential invasive plant seeds prior to mobilization.
3. Cleaning work boots and clothing prior to entering and exiting the work site.
4. Staff should only work at one site per day.
5. Chip trucks should not be overloaded and must be tarped.
6. Minimize soil disturbance.

Typical Invasive Species: Eucalyptus Trees, Chamise, Himalayan Blackberry, Broom, Tree of Heaven, Oleander, starthistle, stinkwort.

Appendix M: Substance Use


No alcohol or substances such as illicit, illegal or recreational drugs may be used on the job. No substances may be used while operating equipment or driving to or from the jobsite.


Vendors must have a drug and alcohol policy in effect and each of their employees must be provided with a copy.

Appendix N. Flagging convention

MVFF uses standard flagging such as these unless otherwise noted.


FLAGGING KEY

Blue and white striped flagging – Water Course and Lake Protection Zones (WLPZ) for Class I and II watercourses. 

Blue flagging – Marks the centerline of a Class III watercourse. May also be utilized to mark the location of a waterbreak that needs to be constructed. The location of the waterbreak will be designated by placing a flag at the waterbreak inlet and an additional flag at the waterbreak outlet. 

Yellow and white striped flagging – Equipment Exclusion Zone (EEZ). 

Orange and white striped flagging – Special Treatment Zone (STZ). Contact **ES** for instruction. 

Orange glo – Identifies areas of retention for sensitive vegetation or sensitive wildlife resources. 

Solid pink glo flagging accompanied by solid white flagging – Special instructions to the Contractor written on the white flagging in black permanent pen.  

Appendix O: Pesticide (Herbicide) Rules

Only Licensed Pesticide Applicators (QAL) may perform applications.

Ensure landowners grants permission to MVFF before application.

No broadcast spraying, only spot spray or stump treatments allowed.

No use with rain events in next 48 hours.

Drift avoidance includes wind, temperature, and inversion layer considerations (Use label information.)

No use within 20' of watercourse bank.

No equipment in watercourses if removing vegetation. (Hand labor OK, food-grade bio oil for chainsaw bars.)

Only QALs are qualified to submit Proposals.

Applicator must record temperature, wind speed, direction, and next day's forecast for each application. These records must be included with invoices.

All required reporting of pesticide use is the responsibility of the Vendor.

Appendix P: Winterization rules

To avoid negative impacts on habitat from silt, lack of shade, reduction in pools, and loss of soil productivity.

Our Projects have been designed and permitted with the environment in mind. This Appendix is not expected to apply because all work shall be performed before the winter. Should the work extend into the winter, Vendor must follow BMPs listed in permit/ NOE/VTP. Any soils that Project incidentally disturbs will need to be treated before it rains or conclusion of Project, whichever comes sooner.

Roads: Erosion mitigation such as water bars or rolling dips shall be installed where shown with flagging by permit and/or PL. Further, no water diversion methods may direct waterflow to unstable areas. Asphalt and rock roads are exempt.

Landscape polygons: If large areas of soil are disturbed enough to warrant straw or other method to disperse energy from rainfall, the Vendor is responsible for supplying and installing the straw or other erosion control methods. Document the work.

Vendor shall choose the right equipment for the job, operate the equipment with the environment in mind, and be prepared to mitigate any damage as part of the job. Most erosion control is common sense and based in basic physics of gravity.

For more information, see California Forest Practice Rules APPENDIX, TECHNICAL RULE ADDENDUM NO. 2 CUMULATIVE IMPACT ASSESSMENT GUIDELINES. See also Article 4 Harvesting Practices and Erosion Control. See also [Erosion Control and Site Stabilization | Napa County, CA](#)

Appendix Q: Protocols for Pile Burning

PR & AGENCY COMMS:

Advance notification by PL to local CAL FIRE BC or closest Station Captain with location and scope of Project must be completed the day before the burn. Daily site visits by Vendor and/or PL to site until it is cold, dead out or sufficient rain. If unfavorable weather appears after a burn, Vendor must monitor the entire site until fuels are dead out.

Public Outreach: Our PL will notify our outreach team and County PIO if smoke is visible, request public alerts. Maintain communication about this with Project Lead.

SITE PREP:

Piles must be “ringed” to bare mineral earth a minimum of 12”. On slopes over 10%, rollout trenches must be in place to catch debris. Piles should be built with vapor barriers such as waxed paper to ensure efficient ignition. Do not construct piles where hot gases will harm tree canopies or power wires. Do not build or burn piles within 100 feet of a watercourse. IF habitat piles have been mandated, flag them and do not burn them.

WEATHER/ TOPOGRAPHY/ GO/ NO GO, PROXIMITY TO HAZARDS:

A complete forecast for the day of the ignition, the day after, and a wind/RH forecast for the third day must be saved as PDF or screenshot before ignition verifying no winds over 15MPH or RH below 35% to verify our diligence. NWS or other credible sources. Wind and topography are primary concerns. Proximity to untreated fuels is a factor to consider. If a fire weather watch or red flag is in forecast, cancel burn.

Vendor must verify they use a “go/ no go” system that includes our rules. **Communicate with the Project Lead about all burns.**

WATER AND HAND TOOLS ON SITE:

Each crew member shall have a hand tool for firefighting such as hoe-rake or shovel readily accessible within 50’ and half the crew must have a dedicated backpack water pump readily accessible. For refills, at least 5 gallons of water per pump must be readily available.

DYNAMICS, CHANGE IN CONDITIONS:

Despite proper planning, a “GO” situation can become a “NO GO” situation. Our goal is for complete consumption of fuels, however if a change in conditions presents itself, the Project may need to be interrupted for safety. Removing and extinguishing unburned fuels, putting water on piles, stumps, and other hazard reductions are mandatory if conditions are warranted. Be prepared to accept and handle this change.

SAFETY & ACCOUNTABILITY:

Perform and record a daily Job Hazard Analysis (JHA) with a sign-in sheet and account for all staff involved in the job. **The Vendor is the responsible party unless positively handed off to landowner or other capable party.**



Mayacamas Volunteer Fire Foundation Bid Form

Bids due: All Bid Forms must be emailed to info@MayacamasVFF.org and peter@napafirewise.org by Friday May 22 at 5:00 PM PDT. Bid Forms received after this date and time will not be accepted.

Company Name: _____

Company Address: _____

Company Contact Phone Number: _____

CSLB License Number: _____ **Business License Number:** _____

Professional Certifications: _____

Qualifications and Experience: _____

References (name, address, phone number): _____

Anticipated Project Timeline: _____

Did Amount:

- **TOTAL COST (53 Acres) \$** _____ **÷ 53 = \$** _____ **Price per acre.**
- **Price per acre of reduced project acreage (if applicable): \$** _____
- **Price per acre of additional project acreage (if applicable): \$** _____

Bid Form guidelines:

- a. List the specific deliverables and approach to the work including but not limited to equipment to be utilized, staffing levels, and any specialized skills. You may supplement this information on additional sheets.
- b. Vendors shall provide a general description of Contractor's experience and qualifications related to fuels reduction work of similar scope and complexity. You may supplement this information on additional sheets.
- c. Provide experience and/or resumes of key staff indicating the names and roles of staff and their experience of working with the specific equipment being proposed. You may supplement this information on additional sheets.
- d. Provide finish grade deliverables about how the finished area will look. For example: Parklike, no fuel over 3" diameter, all shrubs removed, X' spacing between shrubs, sightlines totally clean, etc. You may supplement this information on additional sheets.
- e. Vendor must list all Vegetation they decline to service based on size, safety, hazards, difficulty, etc. in the Bid Form. Description of vegetation and location must be included with quantity of vegetation declined.
- f. ***Fill out the Bid Form completely to be considered. Bids must include all information requested in the Bid Form.***