



Invitation for Bid

09/25/2026

Project: Hwy 29 Hazardous Fuels and Trees Treatment

Grantor: CAL FIRE CF23-WP-HFR

Invitation for Bid (IFB)

CF23 HFR WP — Highway 29, Tubbs Lane to Lake County

Funding for this project provided by the California Department of Forestry and Fire Protection's (CAL FIRE) Wildfire Prevention Grants Program.

Two separate projects are available for Bid, and each project has two Bid packages. The performance requirements to eliminate or substantially reduce fire hazards with the finished product are detailed in this IFB and must be addressed in your company's Bid.

Hazardous Tree Removal (HTR) — There are two packages to Bid on. One package will be awarded to the lowest responsive Bid from a responsible Bidder. A total of 366 trees are marked. Package 1 includes all 366 trees. Package 2 includes 75% of the marked trees, or 275 trees. In either case, all identified trees in the Caltrans ROW must be treated.

Hazardous Fuel Removal (HFR) — There are two packages to Bid on. One package will be awarded to the lowest responsive Bid from a responsible Bidder. Package 1 is the full treatment area, approximately 363 acres, or 150' from centerline along 8.7 miles of Highway 29. Package 2 is the full treatment area, approximately 200 acres, or 95' from the edge of asphalt along 8.7 miles of Highway 29. Note: the Hazardous Tree Removal (HTR) Project will remove the mapped trees, and this project is not responsible for removing them.

Note: All acreage figures are approximate because they were measured using a planar method. Consider this when preparing your company's Bid.

1. Attachments and Timeline

- Permit: "The Napa County Highway 29 NOE"
- Environmental Commitments / Vendor Appendices and Commitments (VAC)
- Shape files
- Maps
- Hazard Tree location file.

Timeline: IFB announced 09/25/2026

Mandatory Bid Walk at 12 noon on Wednesday, 10/14/2026. Vendors must sign in at the Bid Walk to be eligible to bid. Meet at the turnout 1/4 mile north of Hwy 29 and Tubbs Lane in Calistoga, CA, near the approximate 40-mile marker. Vendors must sign out by 1:00 PM near the northern terminus of the Project at "Rattlesnake Springs" at the 48.08-mile marker.

This location is exactly 1/2 mile from the Lake County boundary, where the Project ends. The purpose of this Bid Walk is to ensure the Vendor is aware of current conditions. There is no Q&A at bid walk, all Q&A is in writing.

Q&A period: Questions may be submitted from the IFB announcement date through 10/21/2026. Responses will be sent within 24 hours to all Bid Walk attendees.

Due date: Bids are due in a sealed envelope by Thursday, 10/29/2026, at 5:00 PM.

Sealed envelopes must be sent by registered mail and arrive on time at:

Napa Firewise c/o Land Resilience, PO BX 2336, Napa CA 94558

-or-

A password-protected PDF may be emailed to steven@napafirewise.org and massi@napafirewise.org by 5:00 PM on the due date. To preserve Bid confidentiality, send the password separately between 8:00 AM and 10:00 AM on the day after the due date.

Award will be made immediately upon inspection of Bids. The Project may begin upon issuance of a Task Order and must be completed by March 31, 2027.

2. Caltrans related Project Requirements

The awarded Vendor shall obtain the Caltrans encroachment permit after award, maintain regular communication with Caltrans throughout the Project, and copy the NCFF Project Lead on that communication. No road closures are anticipated to be allowed, and traffic-control options are expected to be limited. Caltrans may require work at night instead of during daytime hours. After developing the work plan and traffic-control plan, the Vendor shall obtain written Caltrans approval and include written evidence of that approval with its Bid. This evidence does not need to be the permit itself, but it must show that Caltrans will issue a permit that meets the Bid requirements.

As the permit applicant, the Vendor shall provide both NCFF and Caltrans with all required insurance documentation and plans. Plans submitted with the Bid shall be updated as necessary before and during the Project. After award, NCFF shall provide the Vendor with a letter of authorization through the applicable Task Order.

All hauling and disposal costs shall be included in the Bid price; add-ons and supplemental charges will not be accepted. The Bid must detail the Vendor's debris-disposal plan.

3. Instructions for a Responsible Bid & Other Considerations:

- 1) **Vendor qualifications.** Confirm that the company is properly experienced, insured, qualified, licensed, and able to complete the proposed work on schedule.
 - a. Reference and align the Bid with the Napa County Highway 29 NOE.
 - b. Provide evidence that Caltrans will issue an encroachment permit allowing your Bid to be performed.
 - c. Affirm that the Project will be completed by the completion date listed above.
- 2) **Lowest Bid from responsible Bidder.**
 - a. Confirm your company will perform all services:
 - i. What work will be performed in the STZ?
 - ii. Will your company treat all trees in the polygon?
 - iii. Will your company treat all dead and dying vegetation?
 - iv. For the Hazardous Tree Removal Bid, affirm that all trees in the Caltrans ROW will be removed under both packages.
 - v. Acknowledge that, because the Project is funded by a CAL FIRE grant, each invoice shall include a shapefile of the treated area for NCCFF reporting.

Confirm that the Bid includes the Vendor's commitment to complete all work by the date listed above.
- 3) **Work conditions and work ethics.** State whether your company can perform work at night or during rain, if required, and include that information in your plan.
 - a. Confirm that your company is able to meet the timeline.
 - b. Confirm compliance with the commitments in the VAC.
 - c. Assure compliance with the NOE.
- 4) **Specialized equipment and abilities are mandatory.** Identify the specialized equipment that shall be used for the Project, including, as applicable:
 - a. Tree-handling equipment, such as a Sennebogen.
 - b. Chipping equipment, such as an Albach.
- 5) **Two successfully completed Caltrans projects** within the past five years, with verification from Caltrans.
 - Examples of similar projects completed along busy roadways shall be provided in the Bid.

Prevailing Wage: This is a Prevailing Wage (PW) job, and your company must comply with all applicable Prevailing Wage requirements.

Chip handling: Caltrans has verbally advised NCCF that chips may not be distributed uphill because debris has entered culverts on prior projects. The Bid shall describe how chips will be handled responsibly. Where Caltrans, LOA, and WLPZ rules permit downhill distribution, chips shall be placed at a depth of less than 8 inches and shall not enter any watercourse.



Napa Communities Firewise Foundation

Re: Required documents to be eligible for an on-call contract, vegetation management vendor

The following documents and proof of insurance are required of any qualified vendor to work on hazardous fuel reduction projects.

- Signed W9
- Proof of insurance
 - o \$2 million per occurrence General Liability, with NCFF listed as additionally insured
 - o \$1 million per occurrence Auto insurance
 - o \$1 million per occupancy Workers Compensation insurance
- Rate Sheet

If these documents cannot be provided, insurance requirements are not met, a vendor is not eligible to sign an on-call contract and therefore cannot do work with NCFF.



VENDOR COMMITMENTS AND APPENDICES (VCA)

(Environmental commitments, stewardship and good-neighbor policies.)

Introduction: This document establishes commitments, responsibilities, safety requirements, treatment standards, and administrative procedures that apply to Vendors performing work for NCFF. The RFP, IFB, Task Order, permits, and project-specific instructions govern where requirements differ; safety and permit conditions take precedence.

This VCA provides detailed requirements for Vendors working for Napa Firewise. Not every section applies to every Project. Before submitting a Proposal, review the RFP or IFB and all applicable portions of this VCA. By accepting work from NCFF, Vendors agree to the commitments and responsibilities stated in the applicable documents.

Napa Communities Firewise Foundation, “NCFF” or “Napa Firewise” contracts fuels-treatment/ hazard-reduction Projects in Napa County and neighboring Counties.

These are public safety projects. Our top priority is to ensure ingress and egress for public evacuation and first responder access are supported during a wildfire event.

We follow applicable laws and regulations. Treatments 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 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.

The Vendor must identify in the Proposal all work it intends to decline, including work involving unstable soils, electrical hazards, excessive slopes, oversized trees, or other safety or access constraints. The Proposal must include a map and/or a detailed list of the affected addresses and areas. Unless specifically excluded in the Proposal, entire treatment polygons will be included in the contract. If conditions change after award and an area becomes inaccessible because of a landslide, paving, or another changed condition, the Vendor must promptly discuss and document the issue with the assigned NCFF Project Lead.

Table of Contents

Introduction, pp 1

Scoring Rubric information (For Proposals, not Bids.)

Right of Way, Extended Treatment discussion.

APPENDICES

- A. Wildfire Prevention Plan (WPP) (fire safety)
- B. Watercourse Lake Protection Zone (WLPZ) rules
- C. Specific and general treatment standards.
- D. Spacing between healthy fuels diagrams
- E. Electrical Minimum Approach Distance (MAD)
- F. Measurement Techniques
- G. Proposal process explained in detail.
- 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
- M. Noxious and invasive seeds transit avoidance
- N. Substance Use
- O. Flagging Convention
- P. Herbicide rules.
- W. Winterization rules for erosion control.
- X. Fire Protocols

MOST QUALIFIED & RESPONSIBLE BID RUBRIC FOR PROPOSALS, NOT BIDS.

NCFF will select the Vendor using the Best Score Rubric described below, unless otherwise noted if a IFB instead of RFP. The evaluation committee will review each Proposal / Bid for completeness, compliance with the specifications, and the proposer's demonstrated ability to perform the work. The Best Score represents the best overall value for quality work. With Bids, the lowest responsive and responsible Bid is awarded.

1. Cost of Proposal- 60 points
 - *Did Vendor properly fill out the Vendor Quote Sheet (VQS) or other required Quote/Proposal/ Bid?*
 - Cost analysis is primarily cost per acre at a certain quality level, but also includes ease of running project for NCFF.
2. Experience- 25 points
 - Successful history of work in Napa County.
 - References
 - Safety record
 - Traffic control history with NCFF or County Roads if applicable.
 - Equipment specialization for Project.
 - Qualifications, certifications, licenses.
3. Approach to work- 15 points
 - Actively manage crews to respect any noted landowner requests regarding landscaping/ structures/ property lines.
 - Schedule/rate of work/availability/staffing
 - Ability to vary work by parcel/ use mapping applications (Avenza, Field Maps, OnX Hunt, 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 note and images of before and after.

IMPORTANT: In addition to treated area and price quoted in Proposal, what will finished product look like? (See Appendix K.) Does the Vendor have the skills, equipment, and safe methods to perform the work? Has the Vendor done work like this before?

RIGHT-OF-WAY AND EXTENDED TREATMENT AREAS (See Appendix F, Measurement Techniques)

ROW and Extended Treatment Areas (see also Appendix F, Measurement Techniques)

Roadside fuel-reduction treatments may occur within the County right-of-way (ROW) and, when authorized, beyond the ROW on private property along either side of the road. Although many County roads have uniform ROW widths, the ROW may vary because of road realignments or other site-specific conditions.

On private property outside the County ROW, this area is defined as the “Extended Treatment Area.” Work in an Extended Treatment Area requires a Landowner Agreement (LOA), which NCCFF obtains. NCCFF will communicate the approval status to the Vendor.

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

All measurements are from centerline of road (CL) unless specifically listed otherwise.

NCCFF 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 (unstable area) and low powerlines. (See Appendix F.)

NCCFF is responsible for attaining permissions and communicating approved/ not approved parcels to vendor within Roadside 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” Proposals, so for roadside Projects, we supply a Vendor Quote Sheet VQS that must be filled out and submitted with Proposal. This allows fair competition.

INVOICE REQUIREMENTS:

The Vendor must conduct regular progress checks with the assigned NCFF Project Lead to confirm that work remains within scope and meets quality requirements. The assigned NCFF Project Lead will approve or disapprove invoices submitted for payment. Each invoice must include the information required to support NCFF grant obligations, including feet of road treated, acres treated, type of work performed, before-and-after images, Project ID, and billing codes. Full payment terms and invoice reporting requirements are stated in the On-Call Contract and Task Order (TO). Each invoice must also identify where measurements begin and end by GPS location, physical marker, milepost, or another verifiable reference so the assigned NCFF Project Lead can confirm distances and acreage.

QUESTIONS during Q&A period:

Question must be emailed to the assigned NCFF Project Lead. Questions and answers will be anonymously shared with all Vendors within 48 hours. All questions should be received 96 hours before the deadline for the Proposal. See RFP for exact dates.

Quality traffic control is needed on this Project if on County, State, or private roads. The traffic control plan must be included in the proposal and comply with County or State standards by region.

Onsite Supervisors must conduct daily job briefings, site assessments, and Job Hazard Analyses (JHAs). The Field Monitor will verify the required documentation. An English-speaking supervisor must be onsite whenever work is underway, and at least one onsite staff member must hold current First Aid certification.

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 is in the ROW. If there is any question, contact the PL.

Soil Disturbance and Monument conservation: This is solely a vegetation management Project. No soil disturbance shall occur in the Project. No root balls shall be removed. This is critical to our permitting and 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. Vendor assumes all liability for damages to survey monuments.

Private Property / Fencing Issues: No access to private curtilage without LOA and 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 compliant with County Roads, Caltrans, or landowner's standards or hauled to a processing facility within the contracted budget, not

an added expense. 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 “go back” and NCFF may withhold payment until clear.

Insurance, bonding, licensing requirements in our On-Call Contract (OCC) must be maintained throughout the entire project duration.

Appendix A: Wildfire Prevention Plan (WPP) (safety)

See also Appendix X (burn quality)

No work is permitted during a Red Flag Warning. Work during a Fire Weather Watch requires written, project-specific permission from the Fire Department. For pile burning, cancel ignition if either a Fire Weather Watch or Red Flag Warning is forecast.

Contractors must have a WPP on all NCCF 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 cleared 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

- Before work begins and throughout the workday, the Contractor must establish and maintain 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 and starts to spread, immediately report it through 911 and any other required means. Attempt suppression only when it can be done safely

and without delaying the report. If working alone, report it immediately, if multiple staff, one reports while others suppress.

Appendix B: Watercourse Lake Protection Zone (WLPZ) rules

Blue-and-white striped flagging marks the boundaries of Class I and II WLPZ areas; orange flagging may also be used when enhanced visibility is needed. Solid blue flagging marks the centerlines of Class III and IV watercourses, including 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 cleanup 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 hazard 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 Very Large Diameter (VLD) in waterways must remain as habitat.
 - c. Dead standing trees may be removed with zero-ground disturbance.

Standard Project Requirements

- **SPR HYD-4 Identify and Protect Watercourse and Lake Protection Zones:** The project proponent will establish Watercourse and Lake Protection Zones (WLPZs) on either side of watercourses as defined in the table below, which is based on 14 CCR Section 916 .5 of the California Forest Practice Rules (February 2019 version). WLPZ's are classified based on the uses of the stream and the presence of aquatic life. Wider WLPZs are required for steep slopes.

► **Procedures for Determining Watercourse and Lake Protection Zone (WLPZ) widths**

Water Class	Class I	Class II	Class III	Class IV
Water Class Characteristics or Key Indicator Beneficial Use	1) Domestic supplies, including springs, on site and/or within 100 feet downstream of the operations area and/or 2) Fish always or seasonally present onsite, includes habitat to sustain fish migration and spawning.	1) Fish always or seasonally present offsite within 1000 feet downstream and/or 2) Aquatic habitat for nonfish aquatic species. 3) Excludes Class III waters that are tributary to Class I waters.	No aquatic life present, watercourse showing evidence of being capable of sediment transport to Class I and II waters under normal high-water flow conditions after completion of timber operations.	Man-made watercourses, usually downstream, established domestic, agricultural, hydroelectric supply or other beneficial use.

WLPZ Width (ft) – Distance from top of bank to the edge of WLPZ

< 30 % Slope	75	50	Sufficient to prevent the degradation of downstream
30-50 % Slope	100	75	
> 50 % Slope	150	100	

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 vegetation treatments.

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

Hazardous trees species (Active Pyrophytes): Species such as California Bay Laurel, Douglas Fir, Grey Pine, Eucalyptus 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 non-hazardous, well-spaced specimens shall be left alone such as juvenile oaks and maples, well-spaced manzanita, other non-pyrophytic species.

Debris: 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 cleanup 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, NCFF 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.
- Prune or remove any excessively heavy lateral or compromised branch determined to be a High or Extreme risk of failure within the next 5 years.
- Final clean up in these areas shall not have any remaining branches, twigs, sawdust, wood chips or vegetation debris larger than 1" in diameter, the remaining debris shall be no higher than approximately 6 inches above grade.
- 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.
- **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.**

Private roads, private lands, and Extended Treatment Areas (distance from the centerline (CL) provided by the Vendor in the Proposal, such as CL-30 ft, CL-60 ft, CL-90 ft, or CL-110 ft): Private property outside the ROW is an "Extended Treatment Area." NCFF must obtain a Landowner Agreement (LOA) before work proceeds. The Contractor must use maps, measurements, property markers, fences, and other available evidence to determine the boundary between the ROW and private property.

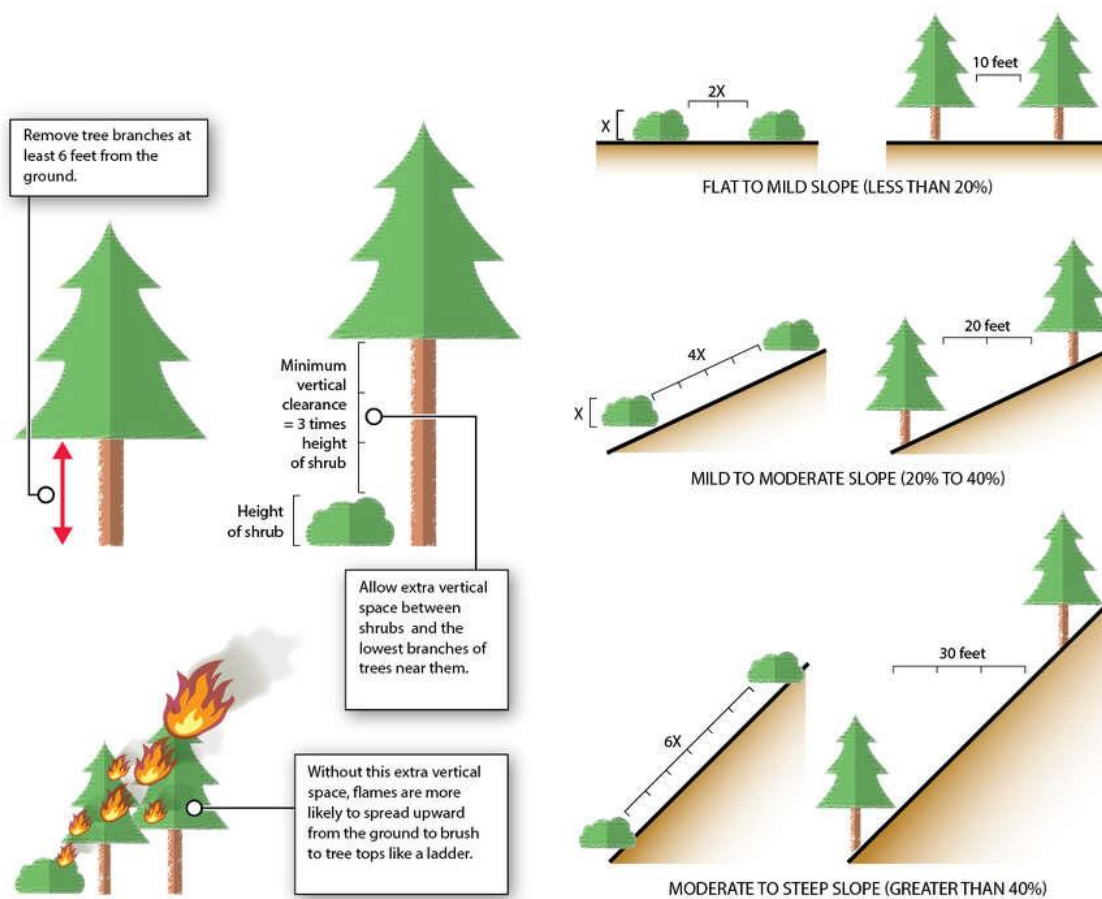
NCFF is fully responsible for LOA management and communications. NCFF will supply vendor with a map of LOA parcels during project where work is permitted by landowner. Note: We do not treat managed landscaping or areas/ marked vegetation forbidden by landowner.

- *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 and not create ground disturbance.
- All removals shall have the stumps "low-cut" down to 10" or less.
- All dead trees shall be treated.
- Final clean up in these areas shall not have any remaining branches, twigs, sawdust, wood chips or vegetation debris larger than 2" in diameter. These remaining debris shall be no higher than approximately 12 inches above grade and must be sparse, not "lop and scatter."
- No debris or other hazards 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 cones to avoid collisions from the travelling public.

Other debris such as logs, rounds, slash from other operations by utilities or County Roads shall be treated if in scope. 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 as low as possible and grind down flush is desirable. (See image.) We leave the road better than we found it. Consult with NCFF 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.



Appendix E: Minimum Approach Distances (MAD)

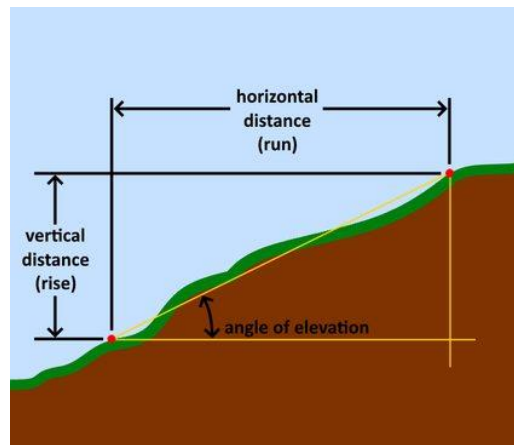
Typical powerline voltages in Napa County mandate at least a 10' minimum approach distance, some 13'4". No NCFF vendor may work within these distances of a high voltage conductor. Some circuits require greater distances, this is the responsibility of the vendor to recognize and avoid.

Trees with the potential to strike a powerline must be removed using controls that eliminate the strike hazard. Controlled methods may include specialized tree-removal equipment, machinery, or trained climbers using rigging to dismantle the tree in sections. Vendors performing this work must hold all qualifications and licenses required for the specific work and must comply with the minimum approach distances stated in this Appendix.

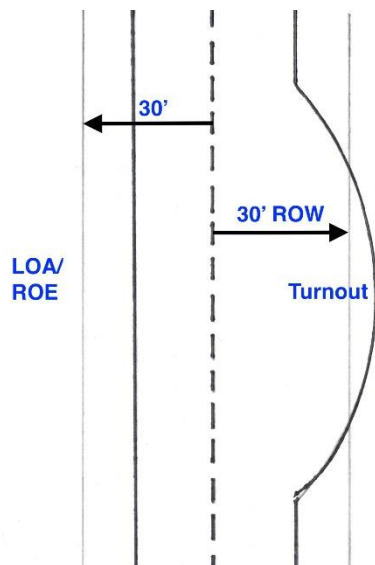
Table 1. Minimum approach distances to energized conductors for arborists not qualified by training and experience to work within 10 feet (3.05 m) of electrical conductors.		
Nominal Voltage (Phase-to-Phase)*	Minimum Approach Distance (MAD)	
	kV	ft-in m
50.0 and less	10-00	3.048
50.1 to 72.5	11-00	3.353
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 typically measured from the road centerline (CL). A common ROW width is 30 ft on each side, although some Napa County roads use 28 ft, 20 ft, or the edge of asphalt as the boundary. In some locations, a drivable surface such as a turnout extends beyond the ROW; treatment in that area requires a Landowner Agreement (LOA). NCCFF Project Leads will seek the required LOA when treatment beyond the edges of drivable surfaces is desired.

Appendix G. General Proposal process explained (Dates listed in RFP, not here.)

NCFF 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 Firewise staff.

A. Request for Proposal (RFP) Schedule

- a. Release of RFP by NCFF.
- b. Bid Walk: Time and date in RFP, mandatory attendance to bid, if needed, request alternate date and time.
- c. Proposal Submission Deadline.
- d. Task Order (TO) issued to awarded Vendor with any final details.

C. Site Visits

- a. Bid walks with all Vendors mandatory before Proposal due date.
- b. Vendors are encouraged to visit public roads as needed.
- c. Vendors must schedule an appointment with NCFF PL if private property.

D. 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 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 Vendor Quote Sheet (VQS) completely to be considered. Proposals must include price and service quotes in the format requested in RFP.**

E. Proposal Submission

- a. Proposals shall be submitted electronically via email to the NCFF Project Lead.

G. 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 NCFF's discretion.

H. Environmental Review/ Kick off meeting with NCFF 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.

I. Project operations

J. Invoicing must not span multiple months and provide all required documentation.

Appendix H: Birds and other wildlife avoidance.

Napa County and neighboring areas are rich with wildlife; however, pressure from human activities 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 NCFF recommendations presented at pre con / kick off meeting BEFORE Project work begins for current details about environmental restrictions.

Some snags may be flagged by NCFF 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, NCFF will survey Project area within 2 weeks of Project start and throughout Project activity timeline. Outside of nesting season, NCFF will flag areas of avoidance if discoveries are found.

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

Very Large Debris (VLD) is large diameter (>16") woody material that has ground contact or is in a watercourse that wildlife uses for habitat. Do not disturb VLD. We do not add or remove VLD 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 located within 50 ft of any repair involving fluids. Each kit must be capable of immediately stopping the spread of a spill and absorbing the full quantity of fluid that could be released. Kits must be sized for the equipment onsite; a small kit is not sufficient when the equipment presents a larger potential release, such as 5 to 50 gallons.

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

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.

An “A grade,” or “park-like” finish, is the highest-quality product: no large treatable debris, high-cut stubs, or remnants of treated fuels remain, and the traveling public sees a clean finished area. A-grade work requires minimal oversight from NCFF staff.

Then, “B grade” where the finished product has almost all fuels treated, some remnants are untreated. Some topography and fuel types may be a limiting factor and this is the best product possible.

Then, “C grade” 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.”

Treatment levels below “C grade” are not acceptable and will require remediation for 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, NCFF 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. 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.



B- quality work with chips in piles, not evenly spread, numerous debris untreated, some fuels untouched, minor debris left on drivable surface. Looks untreated in areas, yet much safer. If "A" grade finish was contracted, NCFF may decline invoice until improvements are made.



C or worse-quality work with dead branches still hanging in trees, ladder fuels not trimmed up, chips piled. Debris in watercourses, or other environmental concerns are present. Safety not improved from before Project. Chips on base of tree. Leaking hydraulic fluid. Remediation required, not acceptable quality of work, NCFF will decline invoice.

M. 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 one site per day.
5. Chip trucks shall not be overloaded and shall be tarped.
6. Minimize soil disturbance.

Typical Invasive Species: Eucalyptus trees, chamise, Himalayan blackberry, broom, tree of heaven, oleander, starthistle, and stinkwort.

N: Substance use forbidden on jobsite

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 a copy.

O. Flagging convention

NCFF 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 P: Pesticide use

Only Licensed Pesticide Applicators (QAL) may perform applications.

Ensure landowner permissions with NCCF Project Lead 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

No use within 20' of watercourse bank.

Only hand labor in watercourses.

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 invoice.

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

Appendix W: Winterization rules

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

Our Projects have been designed and permitted with the environment in mind. Vendor must follow BMPs listed in permit/ NOE/VTP. Any soils that Project incidentally disturbs will need to be treated before 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 rocked 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 damages 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 X: Fire Protocols

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 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 will be 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%, roll-out trenches must be in place to catch debris. Piles should be built with vapor barrier such as waxed paper to ensure efficient ignition. Do not construct piles where hot gasses 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:

Before ignition, save a PDF or screenshot of a credible forecast covering the day of ignition and the following day, plus wind and relative-humidity forecasts for the third day. The forecast must confirm that winds will not exceed 15 mph and relative humidity will not fall below 35%. Evaluate wind, topography, proximity to untreated fuels, and other site hazards before proceeding. Cancel the burn if a Fire Weather Watch or Red Flag Warning is forecast.

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.



State of California - Department of Fish and Wildlife
2025 ENVIRONMENTAL DOCUMENT FILING FEE
CASH RECEIPT
DFW 753.5a (REV. 01/01/25) Previously DFG 753.5a

Print

StartOver

Save

RECEIPT NUMBER:

28 — 03/25/2025 — 018

STATE CLEARINGHOUSE NUMBER (if applicable)

SEE INSTRUCTIONS ON REVERSE. TYPE OR PRINT CLEARLY.

LEAD AGENCY

County of Napa Fire Administration

LEAD AGENCY EMAIL

DATE

03/25/2025

COUNTY/STATE AGENCY OF FILING

Napa

DOCUMENT NUMBER

2025-018

PROJECT TITLE

The Napa County Highway 29 NOE

PROJECT APPLICANT NAME

Napa Communities Firewise Foundation

PROJECT APPLICANT EMAIL

PHONE NUMBER

(707) 259-8199

PROJECT APPLICANT ADDRESS

P.O. Box 4408

CITY

St. Helena

STATE

CA

ZIP CODE

94574

PROJECT APPLICANT (Check appropriate box)

☐ Local Public Agency

☐ School District

☐ Other Special District

☐ State Agency

☒ Private Entity

CHECK APPLICABLE FEES:

☐ Environmental Impact Report (EIR)

\$4,123.50

\$

0.00

☐ Mitigated/Negative Declaration (MND)(ND)

\$2,968.75

\$

0.00

☐ Certified Regulatory Program (CRP) document - payment due directly to CDFW

\$1,401.75

\$

0.00

☒ Exempt from fee

☒ Notice of Exemption (attach)

☐ CDFW No Effect Determination (attach)

☐ Fee previously paid (attach previously issued cash receipt copy)

☐ Water Right Application or Petition Fee (State Water Resources Control Board only)

\$850.00

\$

0.00

☒ County documentary handling fee

\$

50.00

☒ Other Receipt# 2025032500055

\$

PAYMENT METHOD:

☐ Cash

☒ Credit

☐ Check

☐ Other

TOTAL RECEIVED

\$

50.00

SIGNATURE

X

Jose Spence

AGENCY OF FILING PRINTED NAME AND TITLE

Napa County Clerk, L. Spence, Deputy County Clerk



State of California - Department of Fish and Wildlife
2025 ENVIRONMENTAL DOCUMENT FILING FEE
CASH RECEIPT

DFW 753.5a (REV. 01/01/25) Previously DFG 753.5a

NOTICE

Each project applicant shall remit to the county clerk the environmental filing fee before or at the time of filing a Notice of Determination (Pub. Resources Code, § 21152; Fish & G. Code, § 711.4, subdivision (d); Cal. Code Regs., tit. 14, § 753.5). Without the appropriate fee, statutory or categorical exemption, or a valid No Effect Determination issued by the California Department of Fish and Wildlife (CDFW), the Notice of Determination is not operative, vested, or final, and shall not be accepted by the county clerk.

COUNTY DOCUMENTARY HANDLING FEE

The county clerk may charge a documentary handling fee of fifty dollars (\$50) per filing in addition to the environmental filing fee (Fish & G. Code, § 711.4, subd. (e); Cal. Code Regs., tit. 14, § 753.5, subd. (g)(1)). A county board of supervisors shall have the authority to increase or decrease the fee or charge, that is otherwise authorized to be levied by another provision of law, in the amount reasonably necessary to recover the cost of providing any product or service or the cost of enforcing any regulation for which the fee or charge is levied (Gov. Code, § 54985, subd. (a)).

COLLECTION PROCEDURES FOR COUNTY GOVERNMENTS

Filing Notice of Determination (NOD):

- ☐ Collect environmental filing fee or copy of previously issued cash receipt. *(Do not collect fee if project applicant presents a No Effect Determination signed by CDFW. An additional fee is required for each separate environmental document. An addendum is not considered a separate environmental document. Checks should be made payable to the county.)*
- ☐ Issue cash receipt to project applicant.
- ☐ Attach copy of cash receipt and, if applicable, previously issued cash receipt, to NOD.
- ☐ Mail filing fees for CRP document to CDFW prior to filing the NOD or equivalent final approval (Cal. Code Regs. Tit. 14, § 753.5 (b)(5)). The CRP should request receipt from CDFW to show proof of payment for filing the NOD or equivalent approval. Please mail payment to address below made attention to the Cash Receipts Unit of the Accounting Services Branch.

If the project applicant presents a **No Effect Determination** signed by CDFW, also:

- ☐ Attach No Effect Determination to NOD *(no environmental filing fee is due)*.

Filing Notice of Exemption (NOE) (Statutorily or categorically exempt project (Cal. Code Regs., tit. 14, §§ 15260-15285, 15300-15333))

- ☐ Issue cash receipt to project applicant.
- ☐ Attach copy of cash receipt to NOE *(no environmental filing fee is due)*.

Within 30 days after the end of each month in which the environmental filing fees are collected, each county shall summarize and record the amount collected on the monthly State of California Form No. CA25 (TC31) and remit the amount collected to the State Treasurer. Identify the remittance on Form No. CA25 as "Environmental Document Filing Fees" per Fish and Game Code section 711.4.

The county clerk shall mail the following documents to CDFW on a monthly basis:

- ✓ A photocopy of the monthly State of California Form No. CA25 (TC31)
- ✓ CDFW/ASB copies of all cash receipts (including all voided receipts)
- ✓ A copy of all CDFW No Effect Determinations filed in lieu of fee payment
- ✓ A copy of all NODs filed with the county during the preceding month
- ✓ A list of the name, address and telephone number of all project applicants for which an NOD has been filed. If this information is contained on the cash receipt filed with CDFW under California Code of Regulations, title 14, section 753.5, subdivision (e)(6), no additional information is required.

DOCUMENT RETENTION

The county shall retain two copies of the cash receipt (for lead agency and county clerk) and a copy of all documents described above for at least 12 months.

RECEIPT NUMBER

- # The first two digits automatically populate by making the appropriate selection in the County/State Agency of Filing drop down menu.
- # The next eight digits automatically populate when a date is entered.
- # The last three digits correspond with the sequential order of issuance for each calendar year. For example, the first receipt number issued on January 1 should end in 001. If a county issued 252 receipts for the year ending on December 31, the last receipt number should end in 252. CDFW recommends that counties and state agencies 1) save a local copy of this form, and 2) track receipt numbers on a spreadsheet tabbed by month to ensure accuracy.

DO NOT COMBINE THE ENVIRONMENTAL FEES WITH THE STATE SHARE OF FISH AND WILDLIFE FEES.

Mail to:

California Department of Fish and Wildlife
Accounting Services Branch
P.O. Box 944209
Sacramento, California 94244-2090

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Napa

From: (Public Agency): County of Napa FIRE ADMINISTRATION
1195 Third St, Suite 210
Napa, CA 94559

(Address)

Project Title: The Napa County Highway 29 NOEProject Applicant: Napa Communities Firewise Foundation P.O. Box 4408 St Helena CA 94574

Project Location - Specific:

Along Highway 29 from Tubbs Lane to Approximately 3/4 miles Past the County LineProject Location - City: _____ Project Location - County: Napa/Lake

Description of Nature, Purpose and Beneficiaries of Project:

The project proposes to improve upon existing fire breaks to aid in fire fighting activities during a wildfire. It will also enhance public escape routes for community members during wildfire caused emergency evacuations by removing some hazardous trees along these roads.

Name of Public Agency Approving Project: County of Napa FIRE ADMINISTRATIONName of Person or Agency Carrying Out Project: Napa Communities Firewise Foundation

Exempt Status: (check one):

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
☒ Categorical Exemption. State type and section number: Class 4 ; 14 CCR 15304 (i) & 15307
☐ Statutory Exemptions. State code number: _____

Reasons why project is exempt:

Class 4. The treatment of vegetation would fall under the minor alterations to land category.

Lead Agency

Contact Person: J.R. RogersArea Code/Telephone/Extension: 707-259-8199

If filed by applicant:

1. Attach certified document of exemption finding.
 2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____

Date: 3/13/23Title: Sec. Fire Administrator

▪ Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
 Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

ENDORSED

MAR 25 2025

Revised 2011

JOHN TUTEUR
 Napa County Recorder/County Clerk
 By: John Tuteur
 DEPUTY RECORDER - CLERK



CEQA Categorical Exemption

Highway 29

2/11/2025

Prepared for:

Napa Communities Firewise Foundation
Adams St., Suite 1118
St Helena, CA 94574



Project Details:

The treatment area is located along approximately 10 miles of Highway 29. This road provides essential emergency evacuation routes for community members in and around the general vicinity. The vegetation types vary between oak woodland, mixed conifer, and grassland. According to the CALFIRE FHSZ, the area is within the moderate and very high severity zones. The treatment area will extend 150 ft on either side of the road centerline and is approximately 363 acres. The goal of the project is to reduce the horizontal and vertical fuel continuity within the treatment area, and to construct or maintain the shaded fuel break structure.

The following vegetation will be treated: brush, dead and down, and trees under 10" dbh. Trees larger than 10" will be pruned up to 10' above the ground where feasible, to reduce ladder fuels. Trees larger than 10" DBH may be removed if posing a safety hazard or exhibiting potential to block the emergency evacuation route. Treatment may occur with the use of hand tools or some limited mechanical equipment (see note below on mechanical equipment use). The treatments will reduce ladder and surface fuels while maintaining adequate ground shade to prevent excessive understory re-growth.

General Treatment Specifications

- Select trees for retention that are free from insect and disease infestation and show little to no signs of tree bole instability.
- Damaged trees showing signs of reduced vigor, insect/disease infestation, and/or poor crown health shall be targeted for removal. Trees posing a risk to fuel break infrastructure or public safety will also be targeted for removal. Any trees above 10" DBH, targeted for removal, will be approved by an RPF or an RPF supervised designee prior to treatment.
- Ground fuel, shrubs, and trees under 10" DBH will be targeted for removal. Chaparral or young forest stands (average tree DBH <10") will not be reduced below 50% of pre-treatment stocking.
- Retention trees may be pruned to a height of 6-12 feet, but the live crown shall not be reduced below 50%.
- Limit "high stumps". Cut trees to 6" above the ground.
- When dispersing chips throughout the treatment area, prevent the piling of chips greater than 8" above the ground where feasible.
- Do not allow chips to accumulate at the base of retained trees; make sure there is separation between the tree bole and the chips.
- Treat existing dead and down throughout all treatment types but retain LWD > 16" diameter where feasible.
- Trees determined by an RPF or Arborist to die within 5 years, may be removed regardless of DBH, species, or age.
- Snags should be retained where feasible. Removal of snags may occur were posing a risk to public safety or fuel break infrastructure. Snags shall be inspected by an RPF or Qualified Biologist, for the presence of sensitive species prior to removal.



Responsibilities:

Napa Community Firewise Foundation (Napa Firewise) is the project proponent/implementing entity for this project. Napa County will function as the Lead Agency and Frontier Resource Management LLC is the consultant preparing the NOE assessment and analysis.

The RPF and Frontier Resource Management, LLC (FRM) have been retained by the project proponent (Napa Firewise), for the preparation of this Notice of Exemption and all supporting documents attached. This includes identifying watercourses, sensitive species habitat, potential unstable slopes, and development of the Best Management Practices (BMPs) in accordance with standard forest practices. Nevertheless, there are still site-specific instances which will require adaptive management and RPF oversight during treatment implementation. The preparation of this document and plan does not designate the plan preparing RPF as the responsible entity during treatment implementation. The project proponent will retain an RPF to provide professional advice regarding forest resource protection during treatment implementation.

FRM does not make the determination that the proposed treatments are exempt from CEQA, but rather provides the analysis and recommended exclusion areas for consideration by the lead agency. The Lead Agency is responsible for determining if the proposed treatments and BMPs are indeed exempt from CEQA under a Class IV categorical exemption.

- ❖ *There are many private landowner's within the project area. The implementing entity, lead agency, and RPF preparing this analysis are not responsible for the conduct of these landowners. The following BMPs and project design are only applicable to projects commissioned by the Lead Agency/Project Proponent.*

Project Specific Best Management Practices:

An RPF will be retained by the lead agency and/or their designated project manager to oversee treatment implementation. The RPF - or their supervised designee - will ensure treatments are implemented to the standards specified in the California Forest Practice Rules (FPRs). This will ensure the following BMPs are effective and that the treatments do not have an unintended impact to forest resources or the environment.

Unstable Areas:

During project reconnaissance surveys, the area was assessed for any potentially unstable features by an RPF. The RPF used the "Guide to Determining the Need for Input from a Licensed Geologist During THP Preparation", California Licensed Foresters Association, published in August, 1999. The following indicators of slope stability were used within the project area: hillslopes >65%, loose unconsolidated soils, U-shaped swales, Scarps, hummocky ground, benches, surface cracks, leaning trees, hydrophytes, isolated patches of homogeneous vegetation, sag ponds, seeps, diverted watercourses, road cut-bank failure, and road fill failure. Published Geologic, landslide, and watershed maps were reviewed as well, to identify known unstable areas.

All unstable areas within the project area are stocked with trees. Stocked means the area has either 75 square feet of basal area per acre or a point count of 125; as per the



California Forest Practice Rules (FPRs) 913.2 (a)(2)(A)(2) regeneration methods used in unevenaged management and 912.7 resource conservation standards for minimum stocking (b)(1).

Unstable Areas BMPs:

1. Within this STZ, tree removal or heavy equipment use is not permitted unless reviewed by a licensed geologist. Due to the treatment design consisting of minor alterations to land primarily removing understory vegetation and the inclusion of the unstable areas BMP, there is no significant impact to potential unstable areas anticipated.

- I. Heavy equipment: Any large heavy equipment will remain within existing roadway and utilize a boom to reach vegetation. A tracked mini-excavator (such as a 308 or 309) with a masticator head, may be utilized outside of the roadway on slopes less than 50%, where directed by a Registered Professional Forester (RPF). This type of equipment used as described in the following BMPs, will not have the potential to cause significant ground disturbance.

Tracked equipment distributes weight more efficiently than rubber-tired equipment, resulting in overall less ground pressure. During periods of low soil moisture, the forest floor is resistant to compaction and machine slipping, which reduces total soil movement during project activities. Finally, as the machine works, it is creating a bed of chips which acts as a protective layer for the soil surface, preventing compaction, and potential impacts to subsurface resources. Small mini-excavators with a masticator head result in insignificant levels of ground disturbance due to the lower weight of the machine which imparts less force on the ground, along with operating under the following BMPs:

- ❖ The Project proponent shall retain an RPF to administer all mechanized treatments.
- ❖ The RPF will flag WLPZ and equipment exclusion zones prior to treatment and meet with the operator at sufficient frequency to ensure ground disturbance doesn't occur.
- ❖ The RPF retains the ability to issue a stop work order, based on their professional judgement, if conditions warrant. The masticator head will avoid making contact with the soil surface during vegetation mulching.
- ❖ No grading or exposure of the soil surface is permitted with this NOE.
- ❖ Use of this equipment will be suspended when "Saturated Soil Conditions" exist, as defined in the Forest Practice Rules CCR 14 Subchapter 1 895.1
- ❖ Treatments will cease if there is a 30% chance of rain forecast in the next 24 hours.
- ❖ This equipment will be limited to < 50% slopes.

The limited use of a small mini-excavator with masticator head, following the BMPs described in item II above, does not have the potential to cause ground disturbance.

- II. Conversion Prevention: Areas at least 1 acre or more with trees predominantly < 10" DBH, chaparral areas, or recently burned areas; Retain at least 50% pre-project tree or



shrub stocking. Favor leaving disease free trees/shrubs with full healthy crowns, and superior genetics. Retained trees should have at least a 30% live crown. The Project proponent shall retain an RPF to provide professional advice regarding treatment design in these areas.

III. Biological & Botanical: The California Natural Diversity Database was consulted for known occurrences of sensitive species within the treatment area. A reconnaissance level survey was conducted by a Frontier Resource Management. The following species are known to exist or have a high potential for occurring within the treatment area. With the inclusion of the following BMPs, there is no potential for impact to these species.

1. American Peregrine Falcon (*Falco peregrinus anatum*):
Status: Federally delisted, state delisted

American Peregrine Falcon habitat consists of protected cliffs or ledges. The falcon has three records in the CNDDDB which have the potential to occur within the treatment area. These records describe a habitat of volcanic cliffs and mixed evergreen forest, and chaparral vegetation with grassy openings. Though no specific location or date of record were given. No Peregrine falcons or nests were observed during reconnaissance.

Impact to this species and other raptors is not anticipated due to the lack of habitat being affected by treatments. Small trees under 10" DBH are targeted for removal. Some large trees posing a risk to public safety will be removed but they have been assessed by the RPF or supervised designee prior to marking. No potential nests were observed.

2. Cobb Mountain Lupine (*Plagiobothrys strictus*):
Status: Non listed with a rare plant ranking of 1B.2

This plant has been noted as being within the vicinity of Mount ST. Helena, with two records occurring within the treatment area. One sighting was found on Hwy 29, on the eastern aspect of Mt ST. Helena in the 1940s within the Heller collection. In addition, there was another observation in the 1950s by Raven which is attributed to the first record. The second observation is located within the SE 1/4 of NE 1/4 of section 2, along Hwy 29 below Fire Lookout Road, though the source of this observation is unclear, it possibly originated from Grummer in 1978. Neither of these were found when conducting field reconnaissance of the records.

However, a potential population of 36 Cobb Mountain Lupines was observed in the field out of blooming season. Positive identification of the species would require an active blooming period. The group encompassed approximately a 1000 square foot area and was found on a cutbank along the highway. In addition, it was located approximately 475 ft from the 1978 Grummer record referencing the SE 1/4 of NE 1/4 of section two. A 25 ft STZ buffer was flagged around the population, refer to the Cobb Mountain Lupine STZ listed below. This population is possibly the same population attributed in the CNDDDB referencing Lupines within the SE 1/4 of the NE 1/4 of section two.

- ❖ Cobb Mountain Lupine STZ: During treatment activities, no piles of woody debris nor chips will be left in the STZ protection zone. All measures to avoid



damaging the population will be taken. However, if damage to a plant does occur, there will not be a substantial impact due to local abundance within Napa County.

- ❖ *Anadromous Salmonids BMP:* Anadromous salmonids may be present in Class I waters. With the watercourse protection buffers created and the limitations that follow, these species will be protected from substantial impact from erosion, sedimentation, and water temperature increases. The WLPZ buffer BMPs are listed below.
- ❖ *Amphibian Protections:* With the watercourse protection buffers created, any current or potential amphibian habitat and vernal pools will be protected. The WLPZ buffer BMPs are listed below. In addition, the wet weather restrictions outlined in the Heavy equipment BMPs will ensure there is no potential for impact to species during periods where amphibians may wander outside of the WLPZ.
- ❖ *Vernal Pool BMP:* A vernal pool is noted on the map. No treatment will occur within 75 feet of the pool.
- ❖ *Nesting Bird Protections:* If vegetation removal is conducted during the nesting bird season (February to August), the crew will visually inspect for active nests within the area prior to vegetation removal. If an active nest is located, a 30 ft no disturbance buffer shall be established around the nest.

IV. Watercourse Protection: To ensure the protection of water quality, downstream salmonid habitat, and aquatic sensitive species habitat, the following BMPs (adapted from the California Forest Practice Rules) will be implemented, except where precluded by a risk to public safety:

- a) During operations, no substance or material, including but not limited to: soil, silt, bark, sawdust, woody material or petroleum shall be allowed to discharge into water, in quantities deleterious to fish, wildlife, or the beneficial function of riparian zones, or the quality and beneficial uses of water.
- b) 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 a culvert.
- c) Watercourse and Lake Protection Zones (WLPZs) shall be established following the protocol in Table 1a for all perennial and intermittent watercourses within the project area. The following BMPs apply to all WLPZs:
 - ❖ Equipment shall not be allowed outside of the project roadway while within the established WLPZ.
 - ❖ Trees shall not be felled toward the watercourse.
 - ❖ Slash, treated vegetation, and woody debris shall not be deposited within the WLPZ.
 - ❖ Retain all existing large woody debris LWD within the WLPZ, except where they pose a risk to public safety.
 - ❖ Retain a minimum of 50% of the surface cover over the ground within the WLPZ. This includes brush, forbs, grasses, and/or duff.
 - ❖ Retain 50% canopy cover within the WLPZ.



- ❖ Do not cut trees within the channel, except where posing a risk to public safety or emergency escape route.

d) Intermittent Creek BMPs:

- ❖ Intermittent creeks shall be protected with 50 ft equipment limitation zones.
 - ❖ Within the ELZ, heavy equipment shall be restricted to less than 50% slope and existing stable roads.
 - ❖ Retain all pre-existing LWD within the channel.
 - ❖ Stabilize any disturbed soil within the 50 ft ELZ with 2" of straw mulch, slash packing, or a layer of wood chips.

Table 1a: Procedures for Determining Watercourse and Lake Protection Zone (WLPZ) widths

Water Class	Class I	Class II	Class III	Class IV
Water Class Characteristics or Key Indicator Beneficial Use	1) Domestic supplies, including springs, on site and/or within 100 feet downstream of the operations area and/or 2) Fish always or seasonally present onsite, includes habitat to sustain fish migration and spawning.	1) Fish always or seasonally present offsite within 1000 feet downstream and/or 2) Aquatic habitat for nonfish aquatic species. 3) Excludes Class III waters that are tributary to Class I waters.	No aquatic life present, watercourse showing evidence of being capable of sediment transport to Class I and II waters under normal high-water flow conditions after completion of operations.	Man-made watercourses, usually downstream, established domestic, agricultural, hydroelectric supply or other beneficial use.
WLPZ Width (ft) – Distance from top of bank to the edge of WLPZ				
< 30 % Slope	100 ft	Class I	Class II	
			50	
30 – 50 % Slope			75	
>50 % Slope			100	

Exemption Justification:

This project is categorically exempt from the provisions of CEQA pursuant to State CEQA Guidelines Section 15304 (Class 4). Class 4 is applicable to projects which consist of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve removal of mature, scenic trees except for forestry and agricultural purposes. The project proposes to maintain and improve upon existing fire breaks which will consist of minor alterations to vegetation. Although tree removal may occur, it would generally be for trees with diameter of ten (10) inches or less as well as standing dead and dying or hazardous trees of any size.



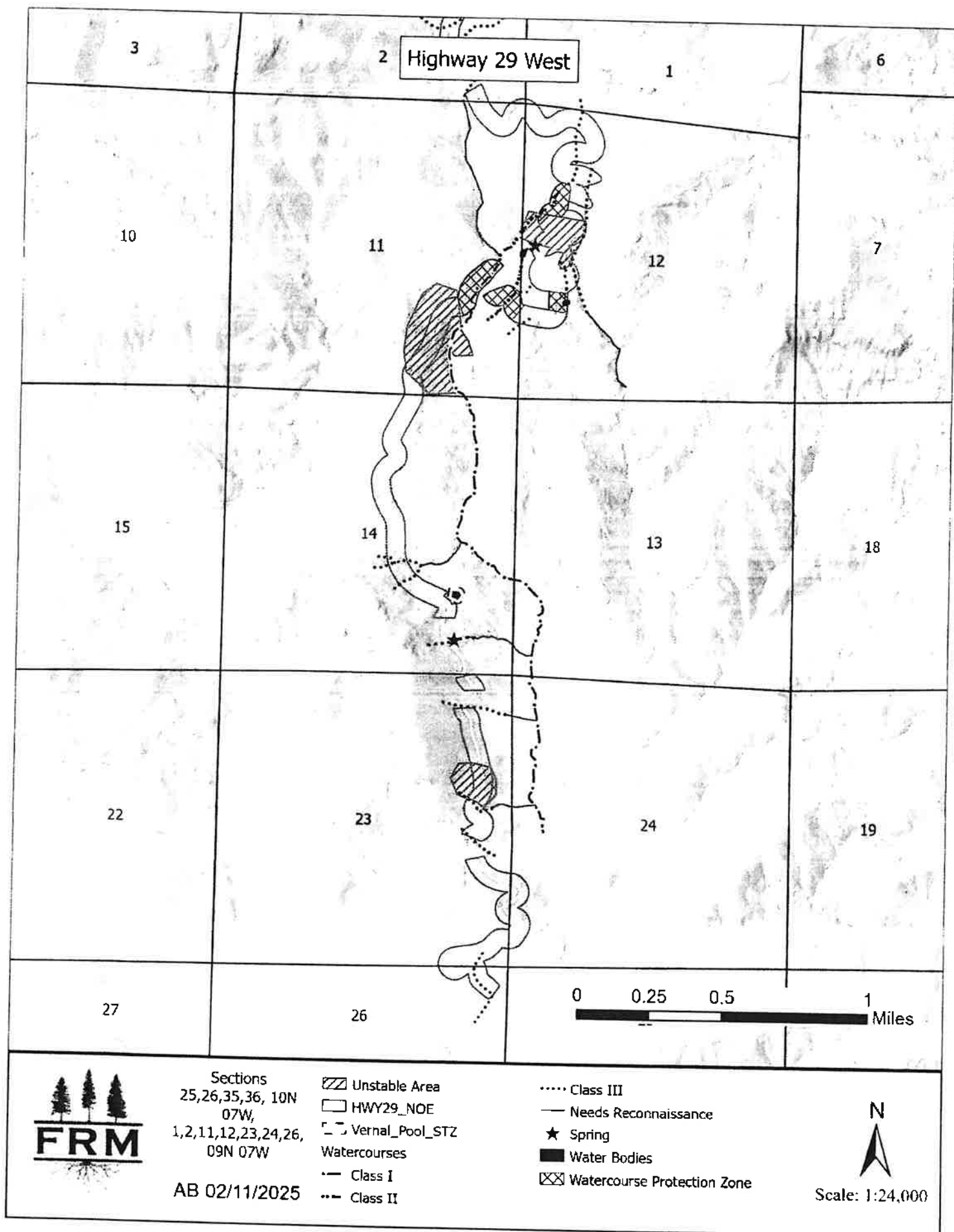
Vegetation management activities as described under the project details will be occurring within 150 ft of the road centerline and existing fuel break structures within the project area. Since it is within a moderate and very high fire severity zone, this distance has been determined necessary to preserve the critical infrastructure, watersheds, wildlife habitat, and carbon-sequestering biota. It is not anticipated that the project will result in the taking of endangered, rare, or threatened plant or animal species due to the low intensity of vegetation removal occurring and the insignificant level of ground disturbance expected.

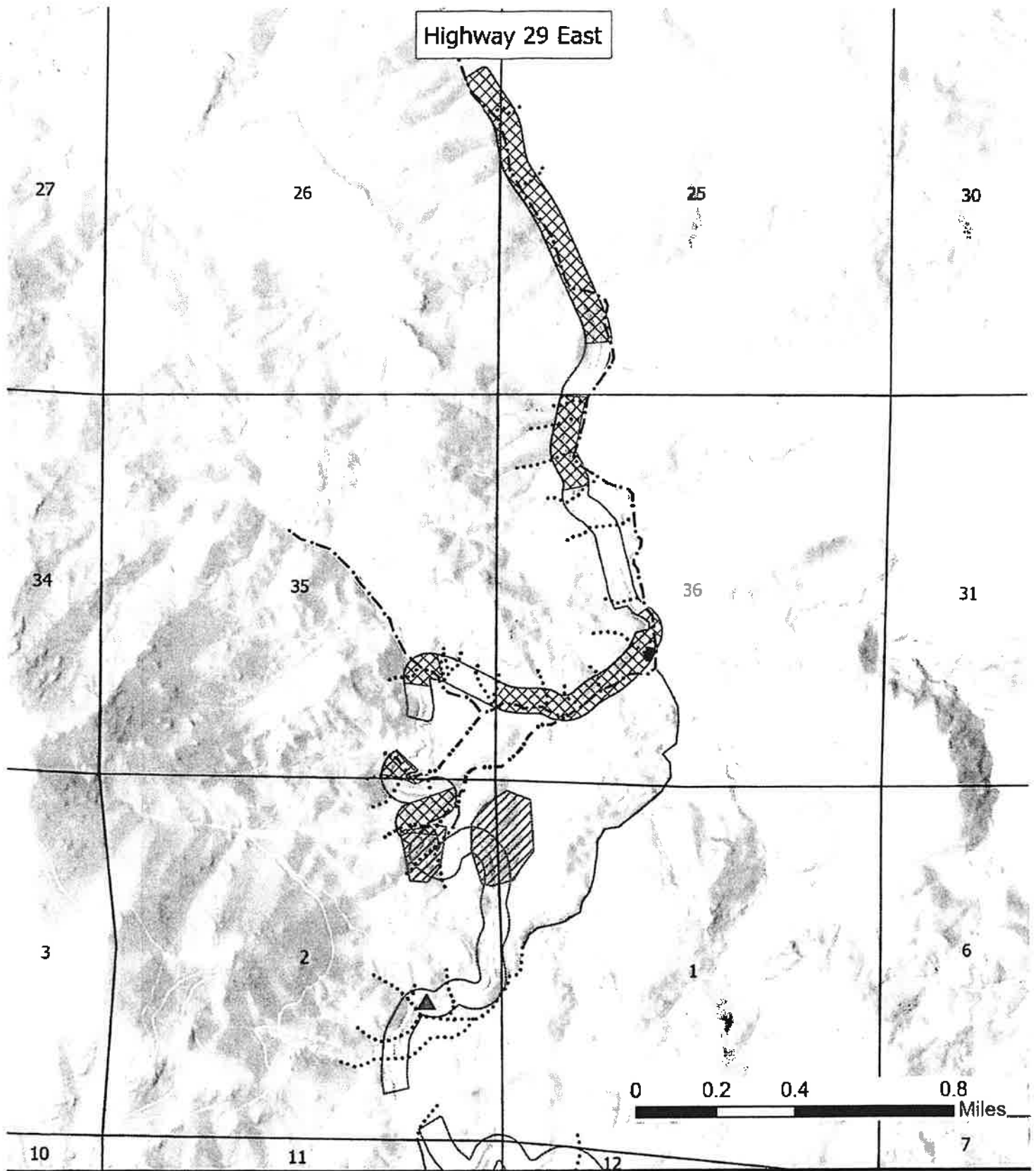
Significant erosion and sedimentation of surface waters is not expected, with the inclusion of the best management practices listed above. Damage to potential archaeological resources is not anticipated due to the lack of ground disturbance. The project will remove small trees/brush by hand and by limited mechanical means which would not result in any new ground disturbance that could damage potential archaeological resources, or other unknown sensitive resources. As a result, further exclusions of the class 4 exemptions do not apply to this project.

The RPF preparing this document and designing mitigations, is not responsible for the implementation of the project or its mitigations. The project proponent and lead agency assume full responsibility for following the plan as outlined in this document.

Prepared by:

Jacob Harrower | RPF #3070
Frontier Resource Management, LLC
PO Box 468
Hopland, CA 95449





Sections
25,26,35,36, 10N
07W,
1,2,11,12,23,24,26,
09N 07W

AB 02/11/2025

 Unstable Area

 HWY29_NOE

 Cobb_Mountain_Lupine_STZ

Watercourses

 Class I

 Class II

 Class III

 Needs Reconnaissance

 Water Bodies

 Watercourse Protection Zone



Scale: 1:20,000