



FS Agreement No. [redacted] -SA- - [redacted]
Cooperator Agreement No. [redacted]

**STEWARDSHIP AGREEMENT
SUPPLEMENTAL PROJECT AGREEMENT**

[redacted]
Between The
[redacted]
and the
USDA, FOREST SERVICE, [redacted]
Tiered to
MASTER
STEWARDSHIP AGREEMENT
[redacted]
[redacted]

This Stewardship Supplemental Project Agreement (SPA) is hereby entered into by and between the [redacted], hereinafter referred to as "[redacted]," and the USDA, Forest Service, [redacted], hereinafter referred to as the "Forest Service," as specified under the provisions of Master Stewardship Agreement # [redacted].

Background: [redacted]

I. PURPOSE

The purpose of this SPA is to document the cooperative effort between the parties to [redacted] in accordance with the following provisions and the hereby incorporated Appendices.

Appendix A	Definitions
Appendix B	Technical Proposal
Appendix C	Map of Stewardship Project Area
Appendix D	Financial Plan
Appendix E	Schedule of Items and Specifications
Appendix F	Timber Removal Specifications
Appendix G	Guidelines for Operations

II. THE PARTNER SHALL:

A. **TECHNICAL PROPOSAL.** In coordination with the Forest Service, prepare and submit for review a Technical Proposal, which will be attached as Appendix B when finalized. This Technical Proposal must address agreed upon land management activities within in the Stewardship Project Area displayed in Appendix C, for the proposed operating period. The Technical Proposal must abide by all laws and regulations pertaining to the management and protection of National Forest System (NFS) lands and adhere to the National Environmental Policy Act (NEPA) document and all mitigation identified therein. The

- Commented [A1]:** Prior to, or early in the G&A process, both parties should ensure that the cooperator has a EIN/TIN, DUNS, and is CCR registered. CCR registration is required annually. Contact your local G&A Specialist for more information.
- Commented [A2]:** This document will auto populate the Partner's name after you enter it in 3 locations. Those locations are: the first paragraph, Section III Part A (Service Work), and Section IV Part D (Nepa Compliance). After you enter the desired name in each location hit the "TAB" key; this will trigger the auto populate function. The comments of the 3 locations are in bold.
- Commented [A3]:** Insert FS agreement number using the following format: FY-SA-11RRUUS-XXX.
- Commented [A4]:** Insert cooperator agreement number, if applicable.
- Commented [A5]:** Insert the SPA agreement number.
- Commented [A6]:** Insert partner's name.
- Commented [A7]:** Insert Forest Service unit.
- Commented [A8]:** Insert Master Stewardship Agreement #.
- Commented [A9]:** Insert the name of the project.
- Commented [A10]:** Insert the partner's name.
- Commented [A11]:** Insert the Partner's shortened name or "Partner."
- Commented [A12]:** Insert the Forest Service unit name.
- Commented [A13]:** Insert Master Stewardship Agreement #.
- Commented [A14]:** Insert a description of the Stewardship Project Area and the restoration activities to be accomplished.
- Commented [A15]:** Insert a brief description of what to accomplish under this SPA.



Technical Proposal will be used to make an evaluation and arrive at a determination as to whether the proposal will meet the requirements of the Forest Service. Therefore, the Technical Proposal must present sufficient information to reflect a thorough understanding of the requirements and a detailed description of the techniques, procedures, and program for achieving the objectives of the specifications/statement of work. Technical Proposals will be evaluated on the basis of the following criteria. As a minimum, the Technical Proposal must clearly provide the following:

1. A plan of operations for both timber harvest and stewardship project work. Include a timeline and the rationale for the work activities identified to ensure activities will be completed by the expiration date of the SPA.
2. Quality control plan for both the harvesting and stewardship projects.

The approved Technical Proposal will become part of this SPA without necessity of a formal modification.

B. **BILLING.** Bill the Forest Service for costs incurred on the project. *See related Provision [redacted].* *Payment/Reimbursement*

Commented [A16]: Insert provision number.

C. [redacted]

Commented [A17]: Fully describe all work, tasks, studies, reports, inspections, consultations, and cooperation the partner will perform.

III. THE FOREST SERVICE SHALL:

A. **SERVICE WORK.** In coordination with [redacted], complete a Schedule of Items and Specifications, Appendix E.

Commented [A18]: Insert Partner's shortened name or "Partner." Be sure to include the article "the" if appropriate.

B. **TIMBER REMOVAL.** Coordinate with [redacted] to provide a completed Appendix F, Timber Removal Specifications, when forest products are exchanged for services. This Appendix may include:

1. Location of Stewardship Project Area.
2. Volume estimates and Utilization Standards.
3. Timber Designations, i.e. timber marking, silvicultural prescriptions or unit boundaries.
4. Timber Payment rates.
5. Stump height.
6. Specified and temporary roads.
7. Measurement instructions (scaled or pre-measurement).
8. Advance payment requirements.

C. **TECHNICAL PROPOSAL REVIEW.** Review the Technical Proposal and work with [redacted] to make any necessary changes. *See related Provision II-A.*

D. **TECHNICAL PROPOSAL EVALUATION.** Evaluate the Technical Proposal on technical and cost [redacted] criteria, such as, but not limited to:

Commented [A19]: These criterion are suggestions. Include the criterion that the Technical Proposal will be evaluated on for this SPA.



1. Timber Harvest.
2. Slash Treatment - Capable of the greatest utilization of Non-sawtimber and Biomass.
3. Weed Treatment.
4. Quality Control.
5. Utilization of Local Work Force.

E. PAYMENT/REIMBURSEMENT. It is not anticipated that funds will be exchanged in the performance of this agreement. The value of goods will offset the value of the work to be performed.

Commented [A20]: Include when no reimbursement with appropriated funds is anticipated.

F. PAYMENT/REIMBURSEMENT. It is anticipated that funds will be exchanged in the performance of this SPA when the value of the timber will not cover the value of the services performed.

Commented [A21]: Include when reimbursement with appropriated funds is anticipated above the value of goods for services.

The Forest Service will make payment upon receipt of the Cooperative's monthly billings. Each invoice from the Cooperative must display the total project costs to date of the invoice, separated by Forest Service and the Cooperative share. In-kind contributions must be displayed as a separate line item and will not be included in the total project costs. The final invoice from the Cooperative will be submitted no later than 90 days from the expiration date.

The invoice must include, at a minimum:

1. The Cooperative's name, address, and telephone number.
2. Forest Service SPA number.
3. Invoice date.
4. Dates of performance period.
5. Total invoice amount.
6. Detail by Schedule of Items.

The invoice must be sent to:

Forest Service, Albuquerque Service Center
 Payments – Grants & Agreements
 101B Sun Ave NE
 Albuquerque, NM 87109
 E-mail: asc_ga@fs.fed.us FAX: (877) 687-4894

G.

Commented [A22]: Fully describe all work, tasks, studies, reports, inspections, consultation, and cooperation the FS will perform.

H. PAYMENT/REIMBURSEMENT The Forest Service shall reimburse for the Forest Service's share of actual expenses incurred, not to exceed **\$(insert amount)**, as shown in the Financial Plan. In order to approve a Request for Reimbursement, the Forest Service shall review such requests to ensure payments for reimbursement are in compliance and otherwise consistent with the terms of the agreement. The Forest Service shall make payment upon receipt of the 's (monthly, quarterly, semi-annual, lump-sum) invoice. Each invoice from shall display the total project costs for the billing period, separated by Forest Service and share. In-kind contributions must be displayed as a separate line item

Commented [A23]: Include when the Forest Service will be reimbursing the Partner.



and must not be included in the total project costs available for reimbursement. The final invoice must display the 's full match towards the project, as shown in the financial plan, and be submitted no later than 90 days from the expiration date.

Each invoice must include, at a minimum:

1. Cooperator name, address, and telephone number.
2. Forest Service agreement number.
3. Invoice date.
4. Performance dates of the work completed (start & end).
5. Total invoice amount for the billing period, separated by Forest Service and Cooperator share with in-kind contributions displayed as a separate line item.
6. Display all costs, both cumulative and for the billing period, by separate cost element as shown on the financial plan.
7. Cumulative amount of Forest Service payments to date.
8. Statement that the invoice is a request for payment by "reimbursement."
9. If using SF-270, a signature is required.
10. Invoice Number, if applicable.

The invoice shall be forwarded to:

EMAIL: asc_ga@fs.fed.us
FAX: 877-687-4894
POSTAL: USDA Forest Service
Albuquerque Service Center
Payments – Grants & Agreements
101B Sun Ave NE
Albuquerque, NM 87109

Send a copy to:

IV. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

A. **PROJECT CONTACTS.** Individuals listed below are authorized to act in their respective areas for matters related to this SPA.

Principal Partner Contacts:

Commented [A24]: Mandatory provision **but** may be changed to accommodate additional contacts. In the absence of a principal contact, a designated official acting on their behalf will be the authorized representative.

Commented [A25]: Insert **ALL** of the requested information below.



Name:	Name:
Address:	Address:
City, State, Zip:	City, State, Zip:
Telephone:	Telephone:
FAX:	FAX:
Email:	Email:
Title/Role/Responsibility:	Title/Role/Responsibility:

Commented [A26]: Describe the Contact's responsibilities.

Commented [A27]: Describe the Contact's responsibilities.

Commented [A28]: Insert ALL of the requested information below.

Principal U.S. Forest Service Contacts:

Name:	Name:
Address:	Address:
City, State, Zip:	City, State, Zip:
Telephone:	Telephone:
FAX:	FAX:
Email:	Email:
Title/Role/Responsibility:	Title/Role/Responsibility:

Commented [A29]: Describe the Contact's responsibilities.

Commented [A30]: Describe the Contact's responsibilities.

B. **ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENT STATUS FOR CORPORATE ENTITIES.** This agreement is subject to the provisions contained in the Department of Interior, Environment, and Related Agencies Appropriations Act, 2012, P.L. No. 112-74, Division E, Section 433 and 434 regarding corporate felony convictions and corporate Federal tax delinquencies. Accordingly, by entering into this agreement acknowledges that it: 1) does not have a tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and (2) has not been convicted (or had an officer or agent acting on its behalf convicted) of a felony criminal violation under any Federal law within 24 months preceding the agreement, unless a suspending and debarring official of the United States Department of Agriculture has considered suspension or debarment is not necessary to protect the interests of the Government. If fails to comply with these provisions, the Forest Service will annul this agreement and may recover any funds has expended in violation of sections 433 and 434.

Commented [A31]: This provision is **mandatory** for use in all funded and non-funded agreements entered into with an entity that is a corporation. **IF** the entity is not a corporation, you do not need to include this provision. A corporation is any entity, for-profit or non-profit, that has filed articles of incorporation in one of fifty states, the District of Columbia, or the various territories of the United States.

C. **SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM).**
 shall maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or agreement term(s). For purposes of this agreement, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.



- D. ANNUAL SPA MEETING. Annually, prior to commencement of work, both parties will meet to discuss the terms and conditions of this SPA.
- E. METHODS OF APPRAISAL. The value of timber and other forest products must be determined using Forest Service standard guidelines, methods and techniques.
- F. ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) The parties will comply with the Forest Service’s EMS which is a systematic approach to improving environmental performance by identifying activities and environmental impacts that occur on NFS lands. The Forest Service will provide with details for compliance.
- G. NEPA COMPLIANCE. The Forest Service will assure that this SPA incorporates necessary design criteria and standards for operation to comply with the NEPA document. will work with the Forest Service to comply with these terms on the ground.
- H. ACCEPTANCE OF COMPLETED WORK. No less than monthly, will notify the Forest Service of any completed work that is ready for inspection. The Forest Service may accept all, or a reasonable portion of any specific activity.
- I. CREDIT FOR SERVICE WORK. Stewardship credits will be established for the number of service units (on the Schedule of Items) of each activity that has been completed and accepted by the Forest Service. Stewardship credits will not be earned for work that is in progress that has not been accepted by the Forest Service. ’s costs, excluding project development costs, attributable to service work will be incorporated into the Schedule of Items unit rate.
- J. EARNED STEWARDSHIP CREDITS. Earned stewardship credits are exchanged for forest products received by at the value designated in the SPA Financial Plan, Appendix D. Earned stewardship credits may also be funded with federal funds which will be obligated and reimbursed through NRM.
- K. ELECTRONIC TRACKING SYSTEM. An Integrated Resource Statement of Account (IRSA) which is an Automated Timber Sales Statement of Account (TSSA) and Progress Reports of Stewardship Credits and Payments (PRSO/PRSC) will be used as a tracking system for payments, stewardship credits, cash deposits and work progress. The Forest Service project contacts identified in Provision IV-A is responsible for communicating on-the-ground accomplishments to Forest Service resource staff for input into the IRSA
- L. MONTHLY REPORTING. When the project is active, the Forest Service will enter the value of the completed and accepted work into the Automated Timber Sale Accounting system (ATSA) monthly, and provide with a copy of the Statement of Account.
- M. PROGRAM MONITORING AND PROGRAM PERFORMANCE REPORTS. The parties to this agreement shall monitor the performance of the agreement activities to ensure that performance goals are being achieved.

Commented [A32]: This provision is mandatory IF agreement includes goods for services.

Commented [A33]: Insert Partner’s shortened name or “Partner.” Be sure to include the article “The” if appropriate.

Commented [A34]: Mandatory provision. Additional language may be added which outlines specific report requirements.

Performance reports must contain information on the following:



1. A comparison of actual accomplishments to the goals established for the period. Where the output of the project can be readily expressed in numbers, a computation of the cost per unit of output, if applicable.
2. Reason(s) for delay if established goals were not met.
3. Additional pertinent information.

The Recipient/Cooperator shall submit select from drop-down performance reports to the Forest Service Program Manager. These reports are due 30 days after the reporting period. The final performance report must be submitted either with the Recipient/Cooperator's final payment request, or separately, but not later than 90 days from the expiration date of the grant/agreement.

Commented [A35]: Insert One (quarterly, semi-annual, or annual)

N. **OVERPAYMENT.** Any funds paid to _____ in excess of the amount entitled under the terms and conditions of this agreement constitute a debt to the Federal Government. The following must also be considered as a debt or debts owed by the Cooperator to the Forest Service:

Commented [A36]: Mandatory provision **IE** the FS is reimbursing or advancing funds to the Partner.

1. Any interest or other investment income earned on advances of agreement funds; or
2. Any royalties or other special classes of program income which, under the provisions of the agreement are required to be returned.

If this debt is not paid according to the terms of the bill for collection issued for the overpayment, the Forest Service may reduce the debt by:

1. Making an administrative offset against other requests for reimbursement.
2. Withholding advance payments otherwise due to _____.
3. Taking other action permitted by statute (31 U.S.C. 3716 and 7 CFR, Part 3, Subpart B).

Except as otherwise provided by law, the Forest Service may charge interest on an overdue debt.

O. **REFUNDS.** Funds collected in advance by the Forest Service, which are not spent or obligated for the project(s) approved under this SPA, may be refunded to _____, authorized for use for a new agreement by _____, or waived by _____. A DUNS number and registration in the Central Contractor Registry (CCR) by _____ may be necessary to process a refund. Due to processing costs, any balance less than \$25 shall not be refunded to _____.

Commented [A37]: Mandatory provision **IE** FS anticipates collecting funds in advance. Be sure to include the collection provision in the agreement.

P. **TEXT MESSAGING WHILE DRIVING.** In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business;

Commented [A38]: Mandatory provision **IE** it is not in the Master Agreement. If this provision is in the Master agreement, it can be deleted.



or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All cooperators, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.

Q. When [redacted] is/are seeking bids for product removal and/or stewardship items, both parties agree that the product rates and stewardship item costs used at the approval of the SPA may be based upon tentative value and planned costs. Both parties agree to establish actual rates for both product and stewardship items prior to commencement of operations. [redacted] will notify the Forest Service in writing [redacted] days in advance to request appraisal prior to seeking formal bids. Both parties agree to modify the SPA with these actual values and costs. Modified product values shall be greater than or equal to the reappraised rates and value.

Commented [A39]: Insert number of days.

Post commencement of work, if there is a change from the established stewardship item rates, the SPA will be modified to increase or decrease the amount of services provided by [redacted], accordingly. Post commencement of work product value rate redeterminations are subject to authorizing regulation.

R. MODIFICATION. Modifications within the scope of the Master Stewardship Agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made in writing, at least [redacted] days prior to implementation of the requested change. The Forest Service is not obligated to fund any changes not properly approved in advance.

Commented [A40]: Insert a notification period that is no less than 30 days.

S. COMMENCEMENT/EXPIRATION DATE. This SPA is executed as of the date of the last signature and is effective through [redacted] at which time it will expire. The expiration date is the final date for completion of all work activities under this agreement.

Commented [A41]: Insert the expiration date not greater than ten years and should not exceed the expiration date of the Master Stewardship Agreement.

V. AUTHORIZATIONS

Commented [A42]: The signature block may be changed to accommodate additional signatories.

The disposal of forest products under this SPA has been reviewed and approved by a delegated timber contracting officer.

[redacted]
Timber Contracting Officer

[redacted]
Date

Commented [A43]: Insert date of signature.

Commented [A44]: Type name of TCO.

(This signature is required when forest products are subject to disposal. Otherwise, delete.)

In witness whereof, the parties have executed this SPA as of the last date written below. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this SPA.



[Redacted] _____
Date

Commented [A45]: Insert date of signature.

Commented [A46]: Insert Cooperator, signatory official's name (in CAPS).

Commented [A47]: Insert Cooperator signatory official's positional title.

[Redacted] _____
Date
U.S. Forest Service, [Redacted]

Commented [A48]: Insert Cooperator's organizational name.

Commented [A49]: Insert date of signature.

Commented [A50]: Insert name of FS Signatory Official (in CAPS). For the Chief, use first middle initial, and last names, e.g. THOMAS L. TIDWELL.

The authority and format of this SPA have been reviewed and approved for signature

Commented [A51]: Insert Forest Service signatory official's positional title.

Commented [A52]: Insert Forest Service Unit.

[Redacted] _____
Date
U.S. Forest Service Grants Management Specialist

Commented [A53]: Insert date of signature.

Commented [A54]: Insert Grants Management Specialist's name (in CAPS).

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.



APPENDIX A DEFINITIONS

Technical and Cost Evaluation. The evaluation used by the Forest Service to award projects. Such consideration shall primarily consider criteria other than cost. These non-price criteria include, but are not limited to, extent of mutual cooperation and benefits, past performance, experience, technical approach, and benefits to the local community.

Included Timber. Live and dead trees and portions thereof that meet utilization standards as specified in Appendix F. To meet minimum tree specifications, trees must equal or exceed tree diameters listed in Appendix F and contain at least one minimum piece. shall fell and buck such trees and shall remove them from the designated area by the Forest Service and present for scaling all pieces that meet minimum piece standards or would have qualified as part of minimum pieces if bucking lengths were varied to include such material.

Integrated Resource Service Account. The account maintained by the Forest Service of all 's deposits, credits, payment guarantees, and charges for:

- a. Timber at Timber Payment rates;
- b. Brush disposal, road maintenance, and agreement scaling rates;
- c. Stewardship Credits established; and
- d. Other charges provided in this agreement.

Liability for lost value to Included Timber. The party holding title shall bear the timber value loss resulting from damage outlined in Appendix F.

Operations. Any industrial activity involving the felling, skidding, and processing of timber and biomass.

Operations Fire. An "Operations Fire" is a fire caused by 's Operations, in the course of fulfilling the agreement, other than a Negligent Fire.

agrees to reimburse Forest Service for such cost for each Operations Fire, subject to a maximum of the dollar amount stated in Appendix F.15. The cost of 's actions, supplies, and equipment on any such fire provided pursuant to **Appendix G.47 Fire Control**, or otherwise at the request of Forest Service, shall be credited toward such maximum. If XXXXX's actual cost exceeds its fire liability limit stated in Appendix F.15, Forest Service shall reimburse for the excess.

Negligent Fire. A "Negligent Fire" is a fire caused by carelessness or fault of 's Operations, including, but not limited to, one caused by smoking by persons engaged in 's Operations during the course of their service, or during rest or lunch periods; or if 's failure to comply with the requirements of **Appendix G.46 Fire Precautions and Control** results in a fire starting or permits a fire to spread. Damages and the cost of suppressing Negligent Fires shall be borne by .



Payment Guarantee. In lieu of establishing Stewardship Credits or establishing advanced deposits, Appendix F, for advance payment of Included Timber, may guarantee payment by furnishing and maintaining an acceptable surety bond or deposit in a Federal Depository negotiable security of the United States. The securities shall be deposited through the Regional Fiscal Agent accompanied by a power of attorney and agreement authorizing the bond-approving officer to sell or collect such securities if payment is not made within 30 days of billing by the Forest Service. The penal sum of such surety bond or market value at time of deposit of such negotiable securities shall be the maximum amount of the payment guaranteed. In lieu of surety bond or negotiable securities as a payment guarantee, may use an Irrevocable Letter of Credit when approved by the Forest Service.

Required Deposits. Deposits may be required to pay for brush disposal (16 U.S.C. 490) and road maintenance (16 U.S.C. 537), erosion control, etc.

Retained Receipts. The portion of residual receipts that is deposited in SSCC and retained for transfer to other stewardship contracts or stewardship agreements when approved in advance by the Regional Forester in accordance with sections FSH 2409.19, sections 67.1 and 67.3.

Stewardship Credits. Credits that are earned and established when work listed in the schedule of items has been performed and accepted.

Stewardship Project Proposal. A written request submitted by Forest and Grassland Supervisors to the Regional Forester for review and approval for proposed stewardship projects. The request for approval must include appropriate information about the proposed project, such as land management goals of the project, the total value of the project, products to be removed, the value of services to be received, the value of goods to be exchanged for services, contributed funds or work to be received, and expected residual receipts from the project.

After reviewing a proposed project, the Regional Forester shall approve or disapprove the project through a formal written reply in correspondence to the Forest or Grassland Supervisor. Only the projects and associated work activities approved by the Regional Forester with completed NEPA analysis are to be included in the SPA.

Timber Payment Rates. Included timber that is removed by and presented for weight scaling in the product form stated in Appendix F shall be given cash or earned stewardship credits for at the rates listed in Appendix F.

Weight Scaling. The rate identified in Appendix F multiplied by the volume per unit of measure (tons) of a loaded truck driven over a weight scale as defined in the National Bureau of Standards Handbook 44, current edition.



APPENDIX B
TECHNICAL PROJECT PROPOSAL



APPENDIX C
MAP OF STEWARDSHIP PROJECT AREA



APPENDIX D
FINANCIAL PLAN

Commented [A55]: Insert FS-1500-12B Stewardship Agreement Financial Plan here. If you wish to attach a separate Financial Plan document than you may delete this page.



**APPENDIX E
SCHEDULE OF ITEMS
AND
SPECIFICATIONS**

Schedule of Items
(Complete table to include the project items.)

SCHEDULE OF ITEMS:

Item Number	Description	Unit of Measure	Quantity	Unit Price \$	Total \$
1					
2					
4					
5					
6					
7					
8					
9					
10					

SPECIFICATIONS. *[By item number, describe the type of work, i.e., slash treatment, weed treatments, etc. and the corresponding specifications.]*



APPENDIX F
Timber Removal Specifications

F.1 – Location and Area -			
This Stewardship Project Area of:	<i>[insert number of acres]</i>	acres more or less are located in:	<i>[insert exact location of project, i.e., township, range, section]</i>

F.2 -Volume Estimate and Utilization Standards.

Species	Product	Estimated Quantity	Unit of Measure	Minimum Specifications				
				Merchantable Tree		Piece Required to be Removed		
				Diameter Breast High (d.b.h.) (inches)	Number of Minimum Pieces per Tree	Length (feet)	Diameter Inside Bark at Small End (inches)	Net Merch. Factor ^{1/}
Total Quantity								

^{1/} Enter Merchantability Factor (Merch. Factor) or Net Scale in % of Gross Scale, whichever is appropriate.

F.3- High Stumps.

Species	Product	Maximum Stump Height (inches)



F.4– Timber Rates. (Scaled)

Cutting Unit Number	Approx. Acres					Rate of Payment \$/UOM	Required Deposit per unit of measure
		Species	Product	Quantity	Unit of Measure		

F.5 - Timber Rates. (Tree Measurement)

Payment Unit Number	Approx. Acres					Total Payment	Required Deposit per Payment Unit
		Species	Product	Quantity	Unit of Measure		

F.6 - Timber Designations. Timber designated for cutting shall be confined to the Stewardship Project Area. No undesignated timber shall be cut without prior notification to and approval of the Forest Service. Prescriptions/timber designations are included later in this subsection.

	Number	Acres
Clearcutting Units		
Specified Road Clearing		
Overstory Removal Units		
Understory Removal Units		
Individual Trees		
Incompletely Marked Timber		



F.7 - Cutting Unit Boundary Designation. The boundaries of cutting units are designated as shown in the following table. The trees used for boundary designation are not to be cut.

Cutting Unit	Paint Color	Designation

F.8 Tree Designation/Prescriptions.

F.9- Control of Operations.

Commented [A56]: Insert Regional control ops guidelines, as appropriate.

F.10 - Roads. is/are authorized to construct and maintain roads, bridges, and other transportation facilities, as needed for conducting treatments on National Forest and other lands where Forest Service has such authority. As used in this Supplemental Project Agreement, “construct” includes “reconstruct.”

F.10-a- Specified Roads.							
Name and Date of Governing Road Specifications:							
Project		Design Class	Approx. Length (mi./km.)	Sheet Numbers and Approval Date	Performance Responsibility		
Road No.	Name				Survey	Design	Const. Staking

F.10-b - Road Maintenance Requirements. shall maintain roads in accordance with the following Road Maintenance Requirements

Road Maintenance Requirements Summary

Road	Termini		Miles	Applicable Prehaul Road Maintenance Specifications													
	From	To															



combination thereof. Advanced deposits will be in such amounts as to maintain an unobligated balance sufficient enough to cover the value of timber to be cut. Forest Service and _____ will agree on a systematic approach to provide sufficient advanced deposits.

If the credit balance in the IRSA is less than the amount due for timber, the Forest Service will suspend all or any part of _____'s operations until payment or acceptable payment guarantee is received.

F.14- Title Passage.

Scaled: All right, title, and interest in and to any included timber shall remain with the Forest Service until it has been cut, scaled, and removed from the Stewardship Project Area or other authorized cutting area, and paid for, at which time title shall then vest with _____. Timber cut under cash deposit or acceptable payment guarantee shall be considered to have been paid for. Title to any included timber that has been cut, scaled and paid for, but not removed from the Stewardship Project Area or other authorized cutting area by the _____ on or prior to the termination date, shall remain with the Forest Service.

Tree Measurement. All right, title, and interest in and to any included timber shall remain with the Forest Service until it has been measured, paid for, and removed from the Stewardship Project Area or other authorized cutting area, at which time title shall then vest with _____. Timber cut under cash deposit or acceptable payment guarantee shall be considered to have been paid for. Title to any included timber that has been measured and paid for, but not removed from the Stewardship Project Area or other authorized cutting area by _____ on or prior to the termination date, shall remain with the Forest Service.

F.15- Liability.

Liability for Loss. If Included Timber is destroyed or damaged by an unexpected event that significantly changes the nature of Included Timber, such as fire, wind, flood, insects, disease, or similar cause, the party holding title shall bear the timber value loss resulting from such destruction or damage; except that such losses after removal of timber from the Stewardship Project Area, but before scaling, shall be borne by _____ at current SPA Rates and Required Deposits. Deterioration or loss of value of salvage timber is not an unexpected event.

In the event Included Timber to which Forest Service holds title is destroyed, _____ will not be obligated to remove and pay for such timber. In the event Included Timber to which Forest Service holds title is damaged, the Forest Service shall make an appraisal to determine for each species the difference between the appraised unit value of Included Timber immediately prior to the value loss and the appraised unit value of timber after the loss. Current SPA Rates in effect at the time of the value loss shall be adjusted by differences to become the redetermined rates. There shall be no obligation for the Forest Service to supply, or for _____ to accept and pay for, other timber in lieu of that destroyed or damaged. This Subsection shall not be construed to relieve either party of liability for negligence.



Limited Liability for Operations Fires.

Maximum Amount of _____'s Obligation per Operation's Fire. Entry should be determined as follows and rounded up to the nearest \$100. The minimum amount will be \$1,000.00. If State statute or law defines limited liability, use that determination (e.g. Oregon), otherwise calculate the amount using the following formula:

$[(1) \times (2) + (3) \times (4)] \times (5) = \text{Maximum Amount of Cooperator's Obligation per Operations Fire. Round up to the next } \$100.$

(1) Equals the number of workers normally required to operate the size of proposed project.

_____ Workers

(2) Equals the daily (12 hour) wage rate for semi-skilled (AD-1) firefighter.

\$ _____/Hr. x 12 hours = \$ _____

(3) Equals the number of pieces of equipment normally required to operate the size of proposed project that can effectively cut and clear fire lines.

_____ Pieces of equipment

(4) Average daily rate for each piece of equipment, including cost of operator, from current local engineering cost guide.

\$ _____/Hr. x 12 hours = \$ _____/12hr.

(5) Equals the number of days normally required to control and mop up such fires to a point where control lines can reasonably be expected to hold under foreseeable conditions. Minimum is one day and maximum is 10.

_____ days

Cooperator's Obligation per Operations Fire,

**Maximum
Amount:**

\$ _____

**APPENDIX G
GUIDELINES FOR OPERATIONS**



The following Guidelines for Operations apply to activities under this SPA, when relevant to the project. These guidelines are intended to clarify the expectations of the parties related to these specific areas of operations.

1. **Stewardship Project Area Map (Map).** This is the boundary of the Stewardship Project Area as shown in Appendix B and designated on the ground by the Forest Service to meet the anticipated needs of the parties. The following are identified on the Map:
 - a) Identified patented claims.
 - b) Boundaries of all harvest and stewardship treatment units.
 - c) Diameter limits for overstory and understory removal units.
 - d) Areas where leave trees are marked to be left uncut.
 - e) Specified roads.
 - f) Sources of base course, surface rock, and rock riprap listed in the Schedule of Items;
 - g) Roads where log hauling or use is prohibited or restricted.
 - h) Roads and trails to be kept open.
 - i) Improvements to be protected.
 - j) Locations of known wildlife or plant habitat and cave resources to be protected.
 - k) Locations of areas known to be infested with specific invasive species of concern.
 - l) Maximum stump heights when more than one height is listed by areas.
 - m) Skidding or yarding methods.
 - n) Streamcourses to be protected.
 - o) Locations of meadows requiring protection.
 - p) Locations of wetlands requiring protection.
 - q) Locations of temporary roads to be kept open.
 - r) Payment units, if required
2. **Use of Roads by the Partner.** is/are authorized to use existing National Forest system roads and specified roads. The Parties will determine that such use will not cause damage to the roads or National Forest resources.
3. **Plan of Operations for Roads.** Annually, prior to start of operations, will prepare a supplement to the Technical Proposal that shall include a schedule of proposed maintenance and construction progress and a description of planned measures to be taken to provide erosion control for work in progress, including special measures to be taken on any segments of construction not substantially completed prior to periods of seasonal precipitation or runoff. shall submit a revised schedule when they propose a significant deviation from the progress schedule. Prior to beginning construction on any portion of specified roads identified as sensitive on plans, the parties shall agree on the proposed method of construction and maintenance.
4. **Protection of Residual Trees.** 's operations shall not unnecessarily damage young growth or other trees to be reserved.



5. **Safety.** 's operations shall facilitate the Forest Service's safe and practical inspection of 's operations and conduct of other official duties on the Stewardship Project Area. has/have all responsibility for compliance with safety requirements for 's employees.

When operations are in progress adjacent or on Forest Service controlled roads and trails open to public travel, shall furnish, install, and maintain all temporary traffic controls that provide the user with adequate warning of hazardous or potentially hazardous conditions associated with operations occurring in the area. The parties shall agree to a specific traffic control plan prior to commencement of work. Devices shall be appropriate to current conditions and shall be covered or removed when not needed.

During periods of general recreation activity within Stewardship Project Area or vicinity, the Forest Service may restrict road construction, timber cutting, yarding, and other harvesting operations to days other than Saturdays, Sundays, and holidays.

LOGGING AND MAINTENANCE OPERATIONS SIGNING STANDARDS

All signs must be manufactured & installed as specified in the FHWA "**Manual on Uniform Traffic Control Devices**" (MUTCD) & FS publication "**Standards for Forest Service Signs & Posters**"(EM 7100-15).

SIGN STANDARDS

SHAPE & COLOR: Generally, signs for logging and maintenance operations are either diamond-shaped or rectangular. All signs are **reflective orange background with black legend and border** unless shown otherwise. Handpainted, homemade signs are not legal. Fluorescent paint is not reflectorized.

SUBSTRATE: Sign substrate material may be High Density Overlay (HDO) Plywood, Aluminum, Fiberglass Reinforced Plastic, Corrugated Plastic or Roll-up Fabrics.

SIGN SIZE: Sign size is a factor of speed and MUTCD & FS standards. Where conditions of speed, volume, or special hazard require greater visibility or emphasis, larger signs should be used. Minimum sizes for the most common signs can be found in Figure 4. Refer to the EM-7100-15 for additional sign sizes.

LEGEND: All lettering shall be Series "C" alphabet, conforming to Standard Alphabets for Highway Signs. Letter size is also a function of speed - use letter size and word messages as specified in MUTCD and EM-7100-15.

SIGN PLACEMENT

Signs are to be installed in locations as agreed to in the traffic control plan. All signs are to be removed, covered, or folded when operations are not in progress or the sign message is not applicable. Signs should generally be located on the right-hand side of the roadway. When special emphasis is needed, signs may be placed on both the left and right sides of the road.



Sign message shall be clearly visible to road users, mounted on posts or portable sign stands.

LATERAL CLEARANCE

From the edge of the road - 2 foot minimum, where slope limits to less than 6 feet. 6-12 foot preferred.

HEIGHT

Minimum of 7 feet, measured from the bottom of the sign to the near edge of the travelway. The height to the bottom of a supplemental sign mounted below the primary sign will be 6 feet.

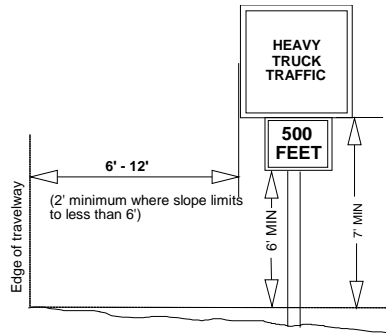


Figure 1: Sign Placement

Dimensions

PLACEMENT DISTANCE

Signs must be located 100-500 feet prior to the activity, (both ends if a through road) and maintained at that distance. This distance is based on speed. Refer to Figure 2, Table II-1, MUTCD, a portion of which is reproduced here, to determine correct placement distance.

Posted or 85 percentile speed MPH	Declaration to listed advisory speed MPH				
	10	20	30	40	50
20	NA				
25	100				
30	150	100			
35	200	175			
40	275	250	175		
45	350	300	250		
50	425	400	325	225	
55	500	475	400	300	
60	575	550	500	400	300
65	650	625	575	500	375

Figure 2: A Portion of MUTCD TABLE II-1

SIGN SUPPORTS

POSTS: Signs are to be mounted on separate posts. Supplemental signs such as Speed Advisory plates are to be mounted on the same post as the primary sign. *Do not mount signs on trees or other signs.* Posts may be wood, metal, carsonite or similar material. Where sign supports cannot be sufficiently offset from the road edge, supports will meet breakaway standards. Single wood posts with less than 24 square inches do not require breakaway design.

TEMPORARY/PORTABLE SUPPORTS: Portable supports may be used for short-term, short-duration, and mobile conditions. MUTCD defines this time period as one work shift, 12 hours or less. All portable supports must meet MUTCD standards, including breakaway. These must be a minimum of 1 foot above the road surface or more if visibility requires it.

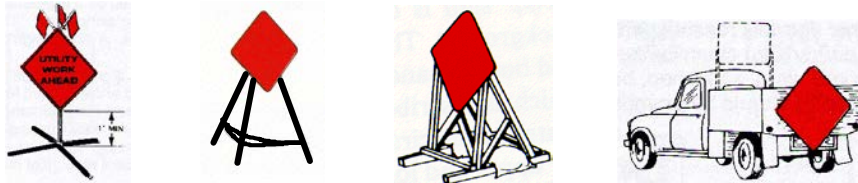


Figure 3: Examples of Temporary/Portable Supports



SIGNS

The following signs meet the intent of the Safety standard. *This is not a complete listing of signs that may be needed.*



FG20-1-48*
FW22-3-30

FG20-2-48

FG20-3-42*

FG20-3a-42



FW20-1-30*

W21-3-30*

FW21-4a-30

FW11-7-24

W22-1-36*



FW8-6-24
24*

FW11-9a-24

W7-3a-24*

W13-1-18**

W20-7aP-

* Specify Distance

Speed

** Specify



BM-L-O



BM-R-O

Barricade Markers (See MUTCD for length and stripe size)



6. **Safety (Timber Hauling).** shall secure all products transported by truck with at least two chain or cable wrappers over the load, such wrappers being securely fastened to effectively contain every bolt or log in at least two places.
7. **Accident and Injury Notification.** shall notify Forest Service of any lost time personal injury accident or any accident or vandalism resulting in personal property damage over \$400 in value that occurs as a result of or is associated with 's Operations.
- shall notify Forest Service within 8 hours of any personal injury accident. For vandalism and personal property accidents, shall notify Forest Service at the same time notification is given to the state and local law enforcement authorities.
- shall take all reasonable measures after an accident or vandalism event to preserve the scene of the incident and provide information to facilitate a Forest Service investigation.
8. **Sanitation and Servicing.** shall take all reasonable precautions to prevent pollution of air, soil, and water by 's operations. Precautions shall include if facilities for employees are established on the Stewardship Project Area, they shall be operated in a sanitary manner. The parties shall agree to the cleanup and restoration of a polluted site. shall maintain all equipment operating on Stewardship Project Area in good repair and free of abnormal leakage of lubricants, fuel, coolants, and hydraulic fluid. shall not service tractors, trucks, or other equipment on National Forest lands where servicing is likely to result in pollution to soil or water. shall furnish oil-absorbing mats for use under all stationary equipment or equipment being serviced to prevent leaking or spilled petroleum-based products from contaminating soil and water resources. shall remove from National Forest lands all contaminated soil, vegetation, debris, vehicle oil filters (drained of free-flowing oil), batteries, oily rags, and waste oil resulting from use, servicing, repair, or abandonment of equipment.
9. **Prevention of Oil Spills.** If maintain(s) storage facilities for oil or oil products on the Stewardship Project Area, shall take appropriate preventive measures to ensure that any spill of such oil or oil products does not enter any stream or other waters of the United States or any of the individual States. If the total oil or oil products storage exceeds 1,320 gallons in containers of 55 gallons or greater, shall prepare a Spill Prevention Control and Countermeasures Plan. Such plan shall meet applicable EPA requirements (40 CFR 112), including certification by a registered professional engineer. shall notify the Forest Service and appropriate agencies of all reportable (40 CFR 110) spills of oil or oil products on or in the vicinity of the Stewardship Project Area that are caused by 's employees, agents, contractors or their employees or agents, directly or indirectly, as a result of 's operations. will take whatever initial action may be safely accomplished to contain all spills.
10. **Hazardous Substances.** shall notify the National Response Center and Forest Service principal contact of all releases of reportable quantities of hazardous substances on or in the vicinity of the Stewardship Project Area that are caused by 's employees, agents,



contractors or their employees or agents, directly or indirectly, as a result of _____'s operations, in accordance with 40 CFR 302.

11. **Washing Equipment.** In order to prevent the spread of noxious weeds into the Stewardship Project Area, _____ shall be required to clean all off-road logging and construction equipment **prior** to entry on to the Stewardship Project Area. This cleaning shall remove all soil, plant parts, seeds, vegetative matter, or other debris that could contain or hold seeds. Only logging and construction equipment so cleaned and inspected by the _____ will be allowed to operate within the Stewardship Project Area. All subsequent move-ins of equipment to the Stewardship Project Area shall be treated in the same manner as the initial move in. "Off-road equipment" includes all logging and construction machinery, except for log trucks, chip vans, service vehicles, water trucks, pickup trucks, cars, and similar vehicles.

_____ shall employ whatever cleaning methods are necessary to ensure that off-road equipment is free of noxious weeds. Equipment shall be considered free of soil, seed, and other such debris when a visual inspection does not disclose such material. Disassembly of equipment components or specialized inspection tools is not required.

As agreed upon, _____ shall inspect equipment at cleaning location, and provide documentation of inspection to the Forest Service.

New infestations of noxious weeds, of concern to Forest Service and identified by either _____ or Forest Service, on the Stewardship Project Area or on the haul route, shall be promptly reported to the other party. _____ and Forest Service shall agree on treatment methods to reduce or stop the spread of noxious weeds when new infestations are found. A current list of noxious weeds of concern to Forest Service is available at each Forest Service office.

12. **Conduct of Logging.** Unless otherwise specifically provided herein, _____ shall fell trees designated for cutting and shall remove the portions that meet Utilization Standards, prior to acceptance of work for completion of logging and stewardship projects. Forest Service may make exceptions for occasional trees inadvertently not cut or trees or pieces not removed for good reason, including possible damage to forest resources or gross economic impracticability at the time of removal of other timber.
13. **Felling and Bucking.** Felling shall be done to minimize breakage of included timber and damage to residual timber. Unless agreed otherwise, felling shall be done by saws or shears. Bucking shall be done to permit removal of all minimum pieces. _____ may buck out cull material when necessary to produce pieces meeting utilization standards. Such bucked out material shall contain a minimum amount of sound wood, not in excess of the net scale in percentage of gross scale, or based on the merchantability factor. If necessary to assess extent of defect, _____ shall make sample saw cuts or wedges.
14. **Felling in Clearings.** Insofar as ground conditions, tree lean, and shape of clearings permit, trees shall be felled so that their tops do not extend outside clearcutting units, construction clearings, and areas of regeneration cutting.



15. **Stump Heights.** Stumps shall not exceed, on the side adjacent to the highest ground, the maximum heights set forth in Appendix E except that occasional stumps of greater heights are acceptable when determine(s) that they are necessary for safe and efficient conduct of logging. Unless otherwise agreed, shall re-cut high stumps so they will not exceed heights specified in F-14 and shall dispose of severed portions in the same manner as other logging debris. The stump heights shown in Appendix F were selected with the objective of maximum reasonable utilization of the timber, unless the Map shows special areas where stump heights are lower for aesthetic, land treatment, or silvicultural reasons.
16. **Bucking Lengths.** Trees shall be bucked in various lengths to obtain the greatest utilization of material meeting utilization standards.
17. **Limbing.** shall cut exposed limbs from products prior to skidding, as necessary to minimize damage to the residual stand during skidding. may leave uncut those limbs that cannot be cut with reasonable safety.
18. **Skidding and Yarding.** Methods of skidding or yarding specified for particular areas, if any, are indicated on the Map. Outside clearcutting units and construction clearings, insofar as ground conditions permit, products shall not be skidded against reserve trees or groups of reproduction and tractors shall be equipped with a winch to facilitate skidding.
19. **Rigging.** Insofar as practicable, needed rigging shall be slung on stumps or trees designated for cutting.
20. **Landings and Skid Trails.** Location of all landings, tractor roads, and skid trails shall be agreed upon prior to their construction. The cleared or excavated size of landings shall not exceed that needed for efficient skidding and loading operations.
21. **Arches and Dozer Blades.** Skidding tractors equipped with pull-type arches or dozer blades wider than tractor width or C-frame width, whichever is greater, shall not be used in residual timber outside clearcutting units and other authorized clearings, except on constructed tractor roads or landings, unless there is written agreement that residual timber will not be damaged materially by such use.
22. **Protection of Streamcourses.** 's Operations shall be conducted to prevent debris from entering streamcourses, except as may be authorized under paragraph (d). In event cause(s) debris to enter streamcourses in amounts that may adversely affect the natural flow of the stream, water quality, or fishery resource, shall remove such debris as soon as practicable, but not to exceed 2 days, and in an agreed manner that will cause the least disturbance to streamcourses.
 - a) Culverts or bridges shall be required on Temporary Roads at all points where it is necessary to cross Streamcourses. Such facilities shall be of sufficient size and design and installed in a manner to provide unobstructed flow of water and to minimize damage to streamcourses. Trees or products shall not be otherwise hauled or yarded across streamcourses unless fully suspended.



- b) Wheeled or track-laying equipment shall not be operated in streamcourses, except at crossings agreed to by _____ and the Forest Service or as essential to construction or removal of culverts and bridges.
- c) Flow in streamcourses may be temporarily diverted only if such diversion is necessary for _____'s planned construction and Forest Service gives written authorization. Such flow shall be restored to the natural course as soon as practicable and, in any event, prior to a major storm runoff period or runoff season.

23. **Erosion Prevention and Control.** _____'s operations shall be conducted reasonably to minimize soil erosion. Equipment shall not be operated when ground conditions are such that excessive damage will result. _____ shall adjust the kinds and intensity of erosion control work done, to ground conditions and weather conditions and the need for controlling runoff. Erosion control work shall be kept current immediately preceding expected seasonal periods of precipitation or runoff.

Prior to periods of accelerated water runoff, especially during the spring runoff and periods of heavy rainfall, _____ shall inspect and open culverts and drainage structures, construct special cross ditches for road runoff, and take other reasonable measures needed to prevent soil erosion and siltation of streams.

Unless otherwise agreed in writing, _____ shall complete erosion prevention and control work, including streamcourse protection, within 15 calendar days after completion of skidding and/or yarding operations for each landing.

Designation of on the ground work shall be done as promptly as feasible unless it is agreed that the location of such work can be established without marking on the ground.

During periods of accelerated water runoff, especially during the spring runoff and periods of heavy rainfall, _____ shall inspect and open culverts and drainage structures, construct special cross ditches for road runoff, and take other reasonable measures needed to prevent soil erosion and siltation of streams.

When operations are active, erosion control work will be kept current and will be completed as soon as practicable.

24. **Protection of Improvements.** So far as practicable, _____ shall protect specified roads and other improvements (such as roads, trails, telephone lines, ditches, and fences):

- a) Existing in the operating area,
- b) Determined to have a continuing need or use, and
- c) Designated on the Map.

_____ shall keep roads and trails needed for fire protection or other purposes and designated on the Map reasonably free of equipment and products, slash, and debris resulting from _____'s operations. _____ shall make timely restoration of any such improvements damaged by _____'s operations and, when necessary because of such operations, shall move such improvements.



25. **Meadow Protection.** Reasonable care shall be taken to avoid damage to the cover, soil, and water in meadows shown on the Map. Vehicular or skidding equipment shall not be used on meadows, except where roads, landings, and tractor roads are approved. Unless otherwise agreed, trees felled into meadows shall be removed by endlining. Resulting logging slash shall be removed where necessary to protect cover, soil, and water.
26. **Wetlands Protection.** Wetlands requiring protection under Executive Order 11990 are shown on the Map. Vehicular or skidding equipment shall not be used in such wetlands, except where roads, landings, and tractor roads are approved.
27. **Temporary Roads.** As necessary to attain stabilization of roadbed and fill slopes of temporary roads, shall employ such measures as outsloping, drainage dips, and water-spreading ditches. After a temporary road has served 's purpose, shall give notice to the Forest Service and shall remove bridges and culverts, eliminate ditches, outslope roadbed, remove ruts and berms, effectively block the road to normal vehicular traffic where feasible under existing terrain conditions, and build cross ditches and water bars, as staked or otherwise agreed to. When bridges and culverts are removed, associated fills shall also be removed to the extent necessary to permit normal maximum flow of water.
28. **Temporary Roads to Remain Open.** All bridges and culverts shall remain in place and ditches shall not be eliminated on Temporary Roads, shown as "Remained Open on the Map. All drainage structures shall be left in functional condition.
29. **Landings.** After landings have served 's purpose, shall ditch and slope them to permit water to drain or spread. Unless agreed to otherwise, cut and fill banks around landings shall be sloped to remove overhangs and otherwise minimize erosion.
30. **Skid Trails and Fire Lines.** shall construct cross ditches and water-spreading ditches on tractor roads and skid trails, where needed to prevent erosion. By agreement, may use other comparable erosion control measures, such as backblading skid trails, in lieu of cross ditching.
31. **Current Operating Areas.** Where logging, road construction, or other stewardship project work is in progress but not completed, unless agreed to otherwise, shall, before operations cease annually, remove all temporary log culverts and construct temporary cross drains, drainage ditches, dips, berms, culverts, or other facilities needed to control erosion. Such protection shall be provided, for all disturbed, unprotected ground that is not to be disturbed further prior to end of operations each year, including roads and associated fills, tractor roads, skid trails, and fire lines. When weather permits operations, shall keep such work on any additional disturbed areas as up to date as practicable.
32. **Erosion Control Structure Maintenance.** During the period of this SPA, shall provide maintenance of soil erosion control structures constructed by until they become stabilized, but not for more than one year after their construction.



33. **Slash Disposal.** 's timing of product removal and preparatory work shall not unnecessarily delay slash disposal. Specific slash disposal measures to be employed by are stated in Appendix E.
34. **Scaling.** Scaling includes:
- Various volume determination methods, such as log rule, sampling, measuring, linear measuring, counting, weighing, or another method or combination of methods;
 - Various sites, such as truck Scaling stations, rollways, weighing stations, woods landings, water Scaling stations, or other sites.
 - Various geographic locations.
35. **Scaling Services.** Scaling services shall be performed by Forest Service personnel or parties under contract to Forest Service, except that weighing services may be performed by personnel or parties approved by the Forest Service. Scaling shall be provided in accordance with the instructions and specifications in Appendix F. Scalers shall be currently certified to perform accurate Scaling services. The scaling services provided shall be selected exclusively by the Forest Service. Scaling services may be continuous, intermittent, or extended.
- Continuous scaling services is scaling at one site five (5) 8-hour shifts a week, exclusive of Sundays and Federal holidays.
 - Intermittent scaling services are non-continuous scaling services.
 - Extended scaling services are scaling services exceeding continuous scaling services and may include Sundays and designated Federal holidays.
- As mutually agreed to by the parties, the Forest Service may provide other services, such as but not limited to grading, tagging, or marking of Scaled logs.
36. **Scaling Location.** The Forest Service shall provide scaling services at the scaling site(s) shown in Appendix F. The Scaling site(s) shown in Appendix F normally will be a non-exclusive site where more than one National Forest may be served. may request, in writing, an alternate scaling site, such as at a private mill yard, private truck ramp, or a privately operated log transfer facility. The Forest Service may approve an alternate scaling site, when the Forest Service determines that scaling conditions at an alternate site are acceptable. Such conditions shall include at a minimum:
- Scaler safety and comfort,
 - Product accountability and security,
 - Facilities and practices conducive to accurate and independent Scaling, and
 - The ability to provide for remote check Scaling.

Upon approval of an alternate scaling site, the Forest Service and shall enter into a written memorandum of agreement governing Scaling at that alternate location. agree(s) that Forest Service personnel or persons under contract with the Forest Service shall perform scaling services at an alternative scaling site. In no instance shall perform scaling services.



37. **Scaling Adjustments.** The Forest Service shall check the accuracy of the scaling performed on National Forest logs. Scaling will be satisfactory if performed within the accuracy standards in governing instructions identified in Appendix F. In the event the Forest Service check scale(s) shows a variance in net scale in excess of the allowable variance, an adjustment to volume reported scaled may be made by the Forest Service. Such adjustment will be based on the difference between Forest Service check Scale(s) and original Scale for SPA volume Scaled within the adjustment period. The volume to which this difference will be applied will be:
- One-half of the volume Scaled between the last satisfactory check Scale and the first unsatisfactory check Scale or, if a period of 120 days or more occurs without Scaling National Forest timber for stumpage, the adjustment will be applied to 100 percent of the volume Scaled after this period and
 - 100 percent of the volume Scaled between unsatisfactory check Scales and
 - One-half of the volume Scaled between the last unsatisfactory check Scale and the next satisfactory check Scale, or if no satisfactory check Scale is completed and a period of 120 days or more occurs without Scaling of National Forest timber for stumpage, the adjustment will be applied to 100 percent of the volume Scaled since the last unsatisfactory check Scale.

Adjustments may increase or decrease the original Scaled volume. Adjustments will be applied to Integrated Resource Account to correct charges for Included Timber, plus deposits, Scaled during the adjustment period.

38. **Weighing Services.** Weighing services for stumpage payment purposes may be provided by either public or privately owned and operated weighing facilities. A "Weighing Services Agreement," approved by the Forest Supervisor, must be executed at each weighing facility providing weighing services.

Scales used to weigh National Forest products for payment purposes must be a currently certified scale in accordance with State law and be capable of weighing the entire load of logs in a single operation. The weighing of less than the entire load or weighing two loads at once is prohibited. Unless otherwise agreed, the minimum sized weighing facility shall be a 60-ton capacity scale with a 10 foot by 70 foot platform or larger. The weighmaster must work in a position where it is possible to verify that the truck wheels are on or off the scales. Weighing facilities shall meet the following minimum requirements:

- Be an electronic design,
- Use electronic load cells or have a fully enclosed and sealed weigh-beam,
- Have digital weight meters sealed with a seal approved by the State,
- Have a zero interlocking device on the printer,
- Have an automatic zero-setting mechanism,
- Have an automatic motion-detecting device,
- Be shielded against radio or electromagnetic interference, and
- Have a date and time stamp and gross and tare weights that print electronically with each weighing. The Forest Service may waive electronic printing for public or third party weighing facilities. shall bear all charges or fees for weighing services.



39. **Presentation for Scaling.** shall present products so that they may be Scaled in an economical and safe manner.
40. **Accountability.** When Scaling is performed away from Stewardship Project Area, products shall be accounted for in accordance with Forest Service written instructions, as follows:
- shall plainly mark or otherwise identify products prior to hauling;
 - Forest Service shall issue removal receipts to ;
 - shall assign a competent individual at the landing to complete removal receipts and attach them to each load of products removed from Stewardship Project Area;
 - Removal receipts shall be returned to Forest Service at periodic intervals;
 - When products are in transit, the truck driver shall possess or display removal receipt and show it upon request as evidence of authority to move products;
 - The scaler's portion of removal receipt shall be surrendered at point of Scaling, the unloading point, or as requested by Forest Service; and
 - shall notify Forest Service of lost or off-loaded logs and their location within 12 hours of such loss. shall not place products in storage for deferred Scaling until an accountability system has been agreed to in writing for a stated period.
41. **Route of Haul.** As part of the annual Operating Schedule, shall furnish a map showing the route of haul over which unscaled products will be transported from the Stewardship Project Area to the approved Scaling location. Such route of haul shall be the shortest, most economical haul route available between the points.

Upon advance written agreement, other routes may be approved. All unscaled products removed from Stewardship Project Area shall be transported over the designated routes of haul. shall notify Forest Service when a load of products, after leaving Stewardship Project Area, will be delayed for more than 12 hours in reaching Scaling location.

shall require truck drivers to stop, if requested by Forest Service, for the following reasons:

- For accountability checks when products are in transit from Stewardship Project Area to the designated Scaling location or
- For a remote check Scale when products are in transit after being truck Scaled at the designated Scaling location.

and Forest Service shall agree to locations for accountability checks and remote check Scales in advance of haul. Such locations shall be established only in areas where it is safe to stop trucks. The Forest Service shall notify of the methods to be used to alert truck drivers of an impending stop.

42. **Product Identification.** Before removal from the Stewardship Project Area, unless the Forest Service determines that circumstances warrant a written waiver or adjustment, shall:
- Hammer brand all products that are eight (8) feet or more in length and one-third (1/3) or more sound, on each end that is seven (7) inches or more in diameter.
 - West of the 100th meridian, paint with a spot of highway-yellow paint all domestic processing products that are eight (8) feet or more in length and one-third (1/3) or more



sound, on each end that is seven (7) inches or more in diameter. Each paint spot must be not less than three (3) square inches in size.

The Forest Service shall assign brands and, if the Stewardship Project Area is within a State that maintains a log brand register, brands shall be registered with the State. shall use assigned brand exclusively on logs under this SPA until Forest Service releases brand. will furnish and apply highway-yellow paint of a lasting quality (oil-base or equivalent). All hammer brands and/or highway-yellow paint must remain on logs until they are domestically processed. shall replace identifying marks if they are lost, removed, or become unreadable. may remanufacture products into different log lengths. Except for logs remanufactured as part of the mill infeed process immediately before processing, remanufactured products must be rebranded with the assigned SPA brand and repainted with highway-yellow paint, unless otherwise agreed to in writing by the Forest Service Representative. For such remanufactured products, Forest Service may approve use of a brand to be used exclusively as a catch brand, in lieu of the assigned SPA brand.

43. **Scaling Lost Products.** The volume of lost products shall be determined by the best methods currently available, using data from the records for the period in which the loss occurred or the most applicable period if loss should occur substantially after cutting. In the absence of specific information indicating size or species of lost products, species distribution and volume for entire truckloads shall be assumed to be the same as the average volume Scaled per truck during the report period, and for individual products it shall be assumed that the volume and species were the average volume of the highest priced species Scaled during the report period.
44. **Scaling Lost Sample Loads.** If Scaling is being done by sampling loads of logs, shall present such sample loads for Scaling by Forest Service. If loads of logs selected to be sample Scaled are placed in the decks before they are Scaled, they will be considered as lost sample loads. It will be difficult, if not impossible, to determine the volume and species contained in such loads for payment purposes. Therefore, lost sample loads will be deemed to have a Scale volume and species composition equal to that of the highest value load Scaled during the sampling period, as established by Forest Service. If no sample loads were Scaled during the period, the Scale data for the high valued load will be taken from the most current preceding sampling period with Scale. Sample loads lost as a result of Forest Service actions shall be treated as non-Scaled loads.
45. **Scale Reports.** The Forest Service shall provide a copy of Forest Service scaler's record, if requested in writing.
46. **Fire Precautions and Control**
- a) **Plans.** Prior to initiating 's operations during Fire Precautionary Period, shall file with Forest Service a Fire Prevention and Control Plan providing for the prevention and control of fires on the Stewardship Project Area and other areas of 's Operations. Such plan shall include a detailed list of personnel and equipment at disposal for implementing the plan. This requirement may be met by preparing a single plan for more than one SPA.



- b) **Fire Precautions.** Specific fire precautionary measures listed in this Appendix shall be applicable during _____'s Operations in "Fire Precautionary Period" described. The dates of Fire Precautionary Period may be changed by agreement, if justified by unusual weather or other conditions. Required tools and equipment shall be kept in serviceable condition and immediately available for fire fighting at all times during _____'s operations in Fire Precautionary Period.
- c) **Substitute Precautions.** The Forest Service may authorize substitute measures or equipment, or waive specific requirements by written notice, if substitute measures or equipment will afford equal protection or some of the required measures and equipment are unnecessary.
- d) **Emergency Precautions.** The Forest Service may require the necessary shutting down of equipment on portions of _____'s Operations, as specified by the emergency fire precautions schedule. Under such conditions, after _____ cease(s) active operations, shall release for hire by Forest Service, if needed, _____'s shutdown equipment for fire standby on the Stewardship Project Area or other areas of _____'s Operations and personnel for fire standby or fire patrol, when such personnel and equipment are not needed by _____ for other fire fighting or protection from fire. Equipment shall be paid for at fire fighting equipment rates common in the area or at prior agreed rates and, if request(s), shall be operated only by personnel approved by the _____. Personnel so hired shall be subject to direction and control by Forest Service and shall be paid by Forest Service at fire fighting rates common in the area or at prior agreed rates.
- e) **Fire Precautionary Period and Fire Precautions.** Specific fire precautionary measures are set forth below. Upon request of Forest Service, _____ shall permit and provide an individual to assist in periodic testing and inspection of required fire equipment. _____ shall promptly remedy deficiencies found through such inspecting and testing.
1. The following requirements shall apply during the period (fill-in dates) and during other such periods as specified by Forest Service.
 2. *(Include Regional fire precautionary requirements, below.)*
47. **Fire Control.** _____ shall, both independently and in cooperation with Forest Service, take all reasonable and practicable action to prevent and suppress fires resulting from _____'s Operations and to suppress any forest fire on Stewardship Project Area. _____'s independent initial fire suppression action on such fires shall be immediate and shall include the use of all necessary personnel and equipment at _____'s disposal on Stewardship Project Area or within the distance of Stewardship Project Area: (fill-in miles).
- a) **The Partner's Reinforcement Obligations.** Whenever an Operations Fire or Negligent Fire, whether on or off Stewardship Project Area or any other forest fire on Stewardship Project Area, has not been suppressed by initial action and appreciable reinforcement



strength is required, Forest Service may require further actions by _____ until such fire is controlled and mopped up to a point of safety. Such actions may include any or all of the following as necessary to fight such fire:

- b) **Suspend Operations.** To suspend any or all of _____'s Operations.
 - c) **Personnel.** To release for employment by Forest Service any or all of _____'s personnel engaged in _____'s Operations or timber processing within the distance of Stewardship Project Area: (*fill-in miles*). Any organized crew so hired shall include _____'s supervisor, if any. Personnel so employed shall be paid at Forest Service standard emergency fire fighting rates.
 - d) **Equipment.** To make available for Forest Service rental at fire fighting equipment rates common in the area or at prior agreed rates any or all of _____'s equipment suitable for fire fighting and currently engaged in _____'s Operations within the distance of Stewardship Project Area: (*fill-in miles*). Equipment shall be operated only by personnel approved by _____, if so requested by _____.
48. **Temporary Roads and Skid Trails.** _____ shall locate Temporary Roads and Skid Trails on locations approved by the Forest Service. Such location shall include the marking of road centerline or grade-line and the setting of such construction stakes as are necessary to provide a suitable basis for economical construction and the protection of National Forest lands.

Temporary road surface width shall be limited to truck bunk width plus four (4) feet, except for needed turnouts which shall not exceed two (2) times the bunk width plus four (4) feet. If shovels or cranes with revolving carriage are used to skid or load, temporary road surface width equal to track width plus tail swing shall be permitted.

As necessary to attain stabilization of roadbed and fill slopes of Temporary Roads, _____ shall employ such measures as outslipping, drainage dips, and water-spreading ditches.