

Contract Name: *Io Stewardship*

Additional Information in the Development of Technical Proposals

The Region 6 Technical Proposal template is required to be used by Contractors in responding to the evaluation criteria and Quality Control Plan. The Technical Proposal is a word document to facilitate use by the Contractor. Please enter your responses directly under each item in each section. This will assure requested information is present for all items in response to the solicitation. Contractors may submit Alternate Technical Proposals for this project. However, the Contractor must submit a Technical Proposal that addresses the evaluation criteria as stated in addition to submitting the (secondary) alternate proposal.

The template provides prospective Offerors with additional information on how to develop their Technical Proposal and what specific items to address or emphasize. These items cover areas of special concern to the Forest Service and the community collaborative which has participated in the development of this project. The Technical Proposal template is a word document for use by the Contractor. Please enter your responses after each statement needing information or data.

Remember!

- What you put down in your Technical Proposal becomes a binding part of the Contract (see G.3.1.1 Inclusion of Technical Proposal in the contract). **Do not include items you do not intend to do!**
- It is understood that what is entered into the contractor's Technical Proposal may have a price tradeoff. The government is looking for the offer whose technical/price relationship is the most advantageous to the Government.

The Government intends to evaluate proposals and reserves the right to award a contract without discussions with offerors. Offers should be submitted initially on the most favorable terms, from a price and technical standpoint, which the Contractor can submit to the Government. The source selection procedure will begin with an initial review of the proposals and continue through a technical evaluation conducted by the Technical Evaluation Board (TEB). The TEB will rate the proposals based on the evaluation criteria identified above. The results of the TEB ratings will be presented to the Contracting Officer (CO). If necessary, the CO will make the price proposals available to the TEB. The CO will determine rankings of each offer and establish the competitive range. If it is determined that discussions are necessary, the TEB and the CO will initiate discussions (written and/or oral) with each offeror in the competitive range. At the conclusion of discussions held with those offerors within the competitive range, the CO shall review any revised proposals and information received from the offerors in response to a request for Final Proposal Revisions, and adjust evaluation ratings as appropriate, with assistance from the TEB, as needed. The CO's justification for award will be clear and unequivocal and will be made part of the official contract record. Award will be made to that offeror whose proposal is determined to be most advantageous to the Government, cost and other factors considered.

In addition to the number of paper copies of the Technical Proposal to be submitted, Contractors are also to send an electronic copy of their Technical Proposal to the Contracting Officer by the due date and time for proposals. The email address is aelowe@fs.fed.us.

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**REGION 6 TECHNICAL PROPOSAL TEMPLATE FOR THE
INTEGRATED RESOURCE TIMBER CONTRACT**

**PREPARED FOR THE SISTERS RANGER DISTRICT
DESCHUTES NATIONAL FOREST**

**NOTE:
SUBMISSION OF PRICE AND TECHNICAL PROPOSALS ARE DUE BY
June 23, 2015 at 11:00 am**

Technical and Price Proposals are being submitted in response to the advertisement of the 10 Stewardship Integrated Resource Contract advertised on **April 24, 2015** in the Bend Bulletin. A Price Proposal is to be submitted on the enclosed "Offer For Integrated Resource Contract" form FS-2400-14BV.

I understand that the 10 Stewardship Integrated Resource Contract will be awarded based on a Best Value determination. One award will be made to the Offeror whose technical/price relationship is the most advantageous to the Government.

This Technical Proposal, along with the FS-2400-14BV Price Proposal, constitutes a firm offer and binds this company to accept award under the terms of the sample contract, the offer form, and any of the accepted terms of this Technical Proposal.

Name of Offeror

By (signature)

Date

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COST/PRICE EVALUATION CRITERION. These criteria will (1) consider price reasonableness, and (2) be used to help determine the offerors' understanding of the work. The importance of cost/price may become greater as the differences between technical proposals decreases. Where Technical Proposals are determined to be substantially equal, any cost/price advantage to the Government may control award.

PRICE PROPOSAL

Price Proposal - complete, sign, and enclose form FS-2400-14BV.

TECHNICAL PROPOSAL

In preparing your Technical Proposal, the Contractor shall keep in mind the following End Results, specifications and objectives that shall be achieved in this contract.

LIST OF <u>END RESULTS</u>, SPECIFICATIONS AND OBJECTIVES TO BE MET WITH THE HOW-TO'S DESCRIBED BY THE CONTRACTOR IN THEIR TECHNICAL PROPOSAL	SUBDIVISIONS
Thin various size classes to meet included specifications in DxP units as stated in K-C.3.5.5#. The outcome will be increased vertical and horizontal diversity representative of the mosaic of historical stand conditions	ALL
Compacted/displaced/disturbed soils following operations shall be limited to 20% or less of the treatment unit acreage.	ALL
Not more than 5 percent of the residual stand may be damaged by Contractor's Operations. Damage is defined as scarring of boles that exceed 16 square inches of cambium exposure, "root sprung" trees, or trees with broken tops.	ALL
Surface erosion and sediment delivery coming from new and/or existing landings, skidtrails, and temporary roads are mitigated on-site and confined to inside the subdivision boundaries.	ALL
Mandatory Project Number 1: Contractor Leave Tree Marking on 5 acres.	14
Mandatory Project Number 2: Mastication of brush and small trees up to 3 inches.	30, 31, 36, 37, 38
Mandatory Project Number 3: Hand Thinning and Hand Piling of trees < 8" per prescription/specifications in contract.	30, 31, 34, 35, 38
Optional Project Number 4: Mastication of brush and small trees up to 4 inches.	32, 33
Optional Project Number 5: Mastication of brush and small trees up to 3 inches.	34, 35, 36A
Optional Project Number 6: Decomposition/Subsoiling of landings, skid trails, temporary roads, and miscellaneous areas.	ALL
Optional Project Number 7: Road Decommissioning (1/2 mile).	1600442 Rd

Except for Past Performance, the Offeror's Technical Proposal, as accepted by the Forest Service, will be incorporated into any resultant contract.

The Technical Proposal submitted shall not exceed 25 pages.

EVALUATION CRITERIA

Technical Proposals will be evaluated and ranked on the basis of the Evaluation Criteria listed below in (i), (ii), and (iii).

The Evaluation Criteria are approximately equal in value. All sub-factors listed under each evaluation criteria are approximately equal in importance.

All technical evaluation criteria when combined are more important than cost or price.

Local Area is defined as any workforce in or adjacent to Deschutes County

(i) Technical Approach. The Government will evaluate each Offeror's technical approach on the basis of the following sub-factors which are approximately equal in importance.

(A) Plan of Operations. Offeror's who demonstrate a plan of operations for both product removal and stewardship project work, including its timeline (start and completion dates), and the rationale for work activities to ensure all contractual work will be completed by the contract termination date will rank 'Acceptable'.

Offers that include agreeing to remove Timber Subject to Agreement material from National Forest lands as part of the awarded contract will rank higher. This can include utilization by a variety of businesses and facilities both **inside and outside** the defined 'Local Area'.

Offers that propose to cut and remove sawtimber and Grn Bio Cv per DxP specifications **without** the need for Leave Tree Marking in excess of the Mandatory five acres will rank higher.

(B) Quality Control Plan and Safety. Offers that show a well-developed quality control plan and effective measures for ensuring the plan will be followed will rank higher. This shall include both harvesting and the service type restoration work items (stewardship projects). Safety plans that discuss the multiple hazards inherent in forest work activities and provide adequate measures to mitigate the hazards will rank higher. Safety Plans that include active involvement by the prime contractor and subcontractors will rank higher.

(C) Supervision. Contract managers and on-the-ground supervisors with more than 3 years' experience, that show knowledge of the multiple stewardship activities and can demonstrate their ability to manage multiple stewardship contracts and subcontractors, will rank higher.

(D) Equipment. Offerors whose equipment has the capability and performance to achieve the **End Results** will rank the highest. Offeror's who propose using a winged subsoiler implement for subsoiling will rank higher.

(E) Production Capability. Offeror's demonstrating a production capability to accomplish this contract within the time allowed will rank 'Acceptable'. Look at the whole picture. Offeror's that demonstrate their ability to complete all work within the contract the soonest will rank higher.

(ii) Capability and Relevant Past Performance. The Government will evaluate each offeror's organizational experience on the basis of its breadth, its depth, and its relevance to the work that will be required under the contract. All sub-factors listed below are approximately equal in importance.

(A) Relevant Past Performance. Past performance is a measure of the degree to which the Offeror satisfied its customers in the past in the past 3 years and complied with Federal, state, and local laws and regulations.

Past performance will be evaluated on the following sub-factors:

- 1) Quality of Work
- 2) Customer Satisfaction
- 3) Timeliness of Performance
- 4) Business relations
- 5) Cost Control

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In evaluating past performance, the Government will contact some or all of the references provided by the Offeror and other sources of information, including, but not limited to, Federal, state, and local government agencies, better business bureaus, published media, and electronic data bases.

Contractors with demonstrated knowledge and experience in the work to be completed, met specifications with few or no contract non-compliances or breaches, satisfied their customers, finished on time or ahead of time, maintained amicable communications with customer, exhibited flexibility, and completed the work at or below contract cost (assuming no changes in specifications), will be rated higher.

It should be noted that a "Neutral" rating could be assigned to this Evaluation Criteria by the Evaluation Team. Offeror(s) that do not have a record of relevant past performance or information regarding past performance is not available, will be assigned a "Neutral" rating. Firms lacking a past performance record (e.g., new firms or those with no relevant experience within their organization) will be treated as an unknown performance risk, receiving a neutral rating in this criteria. A neutral rating will be established as the average of all other competing offerors, or the average of the total rating available, whichever is less. Contractors that fail to submit any past performance or relevant past performance will not be considered for award.

(B) Key Personnel. Key personnel who display significant, high quality knowledge and experience in the type of work to be performed will rank higher. Key personnel who display experience in the work to be completed will rank higher.

(C) Subcontractors. The Government will evaluate the organizational experience of the Offeror's proposed key subcontractors. Subcontractors who display significant, high quality past performance will rank higher.

(iii) Utilization of Local Workforce. The ability of Offerors to enhance local employment opportunities will be evaluated based upon the following sub-factors which are approximately equal in importance. "Place of operation" is defined as the Contractor's address for normally doing business on a year-to-year basis. Credit for recruitment, employment, or utilization of labor or subcontractors will be evaluated as follows:

1. **Highest evaluated rating:** Complete utilization of work force and local sourcing of supplies/materials from counties within or adjacent to Deschutes County along with complete marketing and utilization of removed material in the project area.
2. **Secondary evaluated rating:** Some, but not all, utilization of work force and local sourcing of supplies/materials from counties within or adjacent to Deschutes County along with some marketing and utilization of removed material in the project area.
3. **Lowest evaluated rating:** Utilization of work force for less than 6 months each year, creating jobs, and maintaining infrastructure in the defined local area.

(A) Local Hires. Offerors who submit the greatest number of local hires residing in the defined local area will be given a higher rating.

(B) Prime Contractor. Offerors whose permanent place of operation is within the defined local area will be given a higher rating.

(C) Key Personnel. Key personnel who are from the defined local area and who display significant, high quality knowledge and experience in the type of work to be performed will rank higher.

(D) Subcontractors. Offerors who submit the greatest number of subcontractors having a permanent place of operation inside the defined local area will be given a higher rating.

(E) Benefit to Communities Within the Defined Local Area.

4. **Delivery and Processing of Forest Products.** Contractors who deliver forest products removed from the contract area to locations inside the defined local area which are also processed at Manufacturing facilities inside the local area will be rated the highest. This will be monitored by the Forest Service using scaling certificates, and/or returned Product Removal Permits.

5. **Positive Economic Impact.** In addition to Utilization of Local Workforce, Offerors that commit to spending the most at businesses, or other expenditures, within the defined local area will be rated higher.

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General Quality Control Plan

Quality Control is an important emphasis item for the Lo Stewardship Integrated Resource Contract. Offerors are encouraged to develop an effective plan for ensuring that their operations are in compliance with all contractual requirements. Offerors should develop a General Quality Control Plan that addresses the following four questions:

1. How will quality be monitored to assure performance standards are met?

Impacts to Soils. Contractor is to inspect and monitor the following items; no more than 20% of unit acres have been compacted, soil has not rutted greater than 6 inches deep and longer than 10 feet, harvesting equipment have moved straight up and straight down the hills. The Contractor is to describe the quality control process to collect the data and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will the Contractor rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? Who will be responsible for the required paperwork and its submission to the Forest Service?

Damage to Residual Trees. Contractor is to inspect and monitor the following items; Damage to reserve trees has been less than 5% including holes in the boles down to the cambium, root sprung, and tops missing. The Contractor is to describe the quality control process to collect the data and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will the Contractor rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? Who will be responsible for the required paperwork and its submission to the Forest Service?

Confinement and mitigation of surface erosion and sediment coming from new and/or existing landings, skid trails and temporary roads. Contractor is to inspect and monitor the following items; have the skid trails been properly water-barred with run out areas into the stand, slash correctly placed on skidtrails and/or corridors as required in the contract, exposed soil has been seeded and mulched to specs, etc. The Contractor is to describe the quality control process to collect the data and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will the Contractor rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? Who will be responsible for the required paperwork and its submission to the Forest Service?

Project 001 – Leave Tree Marking. Required marking requires Forest Service approval prior to the start of cutting. Contractor is to inspect and report average basal area. Inspect or monitor whether: Marking is done to specifications leaving irregular spatial arrangement, both vertically and horizontally (leaving appropriate clumps and gaps), marking can be seen from all angles except when within 300 feet of Metolius Windigo Trail or 600 feet of major roadways with slash mark at or near DBH, at least one stump mark on downhill side of tree, all cut tree stump diameters are less than 24.0". The Contractor is to describe the quality control process to collect the data, and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will you just rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? Who will be responsible for the required paperwork and its submission to the Forest Service?

Project 002 – Mastication of brush and small trees up to 3.0 inches. Contractor is to inspect and report on the following items; number of residual trees with trees less than 3.0 inches in dbh that are within 25 feet of the residual tree, depth above the forest floor of the masticated material, wass required material masticated, and number of residual trees damaged by operations. The Contractor is to describe the quality control process to collect the data, and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will you just rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? Who will be responsible for the required paperwork and its submission to the Forest Service?

Project 003 – Hand Thinning and Hand Piling of Trees <8.0 inches DBH. Contractor is to inspect and report on the following items; distance of gaps from residual trees, number of trees per acre remaining after operations, what are the species by quantity in the gaps, height of stump of cut rees, number of trees hung up in other trees, distance of handpiles adjacent to unit boundaries, recreation trails, and genetic trees, and the minimum size of handpiles. The Contractor is to describe the quality control process to collect the data, and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will you just rely on every worker to

do their job properly? How often will these inspections be done? How will the results be documented? Who will be responsible for the required paperwork and its submission to the Forest Service?

Project 004 – Mastication of brush and small trees up to 4.0 inches. Contractor is to inspect and report on the following items; number of residual trees with trees less than 4.0 inches in dbh that are within 25 feet of the residual tree, depth above the forest floor of the masticated material, was required material masticated, and number of residual trees damaged by operations. The Contractor is to describe the quality control process to collect the data, and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will you just rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? Who will be responsible for the required paperwork and its submission to the Forest Service?

Project 005 – Mastication of brush and small trees up to 3.0 inches. Contractor is to inspect and report on the following items; number of residual trees with trees less than 3.0 inches in dbh that are within 25 feet of the residual tree, depth above the forest floor of the masticated material, was required material masticated, and number of residual trees damaged by operations. The Contractor is to describe the quality control process to collect the data, and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will you just rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? Who will be responsible for the required paperwork and its submission to the Forest Service?

Project 006- Subsoiling. Contractor is to inspect and report on the following items: Number of passes required to get minimum of 12 foot width, average depth of till, has soil been decomplacted with layers in-place without turning soil, is soil moist or dry, after subsoiling is complete is soil in a fluffed state, can a tile spade be pushed into treated area with minimal force? The Contractor is to describe the quality control process to collect the data, and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will you just rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? Who will be responsible for the required paperwork and its submission to the Forest Service?

Project 007- Road Decommissioning. Contractor is to inspect and report on the following items: Surface, base and subbase material has been scarified/ripped to a depth of 12-18 inches where possible, scarified material has been mixed with underlying soil, ruts that could hold water have been eliminated, normal drainage patterns have been restored through the removal and sloping of embankment material, has the roadway been restored to approximate ground contours? Has material been kept within original construction limits? Have gradual transitions in slopes been accomplished without noticeable breaks? . The Contractor is to describe the quality control process to collect the data, and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will you just rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? Who will be responsible for the required paperwork and its submission to the Forest Service?

2. How will the quality control work be supervised?

This is the next higher level of supervision, i.e. how will the Contractor's Rep type supervise the Field Rep's work? How often can we expect the CR to be there? Will the CR do a sample inspection as well, e.g. "once a week the Contractor's Rep will review the results of the quality monitoring for that week (written or verbal) with the Field Rep and do a walk through sample inspection of the completed area to discuss and verify quality control inspections. If there are problems that were not identified by the Field Rep what will be done? (the FR says "everything looks great" and you find that an obvious problem with orange painted trees cut... someone's not doing their quality control job).

3. How will results of the monitoring be used to ensure quality performance?

If the inspections indicate a problem, how will that be addressed? For example, "The Field Rep will review the problem with those that did the work, require that it be reworked before further work is done (if it can be corrected), and inspect the next batch of work more frequently until it is determined that the problem is corrected. The Field Rep will report quality issues to the next higher level (Contractor's Rep) and to the Forest Service contract administrator".

4. Identify, by work activity, the personnel responsible for performing quality control?

As described above, the Contractor's Rep supervising overall quality control will be _____.

The Field Rep for Monitoring and Inspecting Designation by Prescription implementation will be _____.

The Field Rep for Monitoring and Inspecting for Project 001 – Leave Tree Marking will be _____.

The Field Rep for Monitoring and Inspecting for Projects 002, 004 and 005- Mastication will be _____.

The Field Rep for Monitoring and Inspecting for Projects 003- Hand Thinning and Hand Piling will be _____.

The Field Rep for Monitoring and Inspecting for Project 006 – Subsoiling will be _____.

The Field Rep for Monitoring and Inspecting for Project 007 – Road Decommissioning will be _____.

The Field Rep for Monitoring and Inspecting Impacts to Soils will be _____.

The Field Rep for Monitoring and Inspecting Damage to Residual Trees will be _____.