REQUEST FOR PROPOSAL

LANDSCAPE MAINTENANCE & RESTORATION SERVICES FOR SITES ALONG THE LOWER AMERICAN RIVER, SACRAMENTO RIVER, AND IN NORTH SACRAMENTO 2013-2015

RFP Release Date: .................................................. January 09, 2013
Pre-Proposal Meeting: .................................................. January 16, 2013 – 10:00 a.m.
Questions in Writing Due: .................................................. January 21, 2013 – 2:00 p.m.
Proposal Due Date: .................................................. January 31, 2013 – 2:00 p.m.
Contract Award: .................................................. February 21, 2013

Submit Written Proposals Electronically to: .............. Peter E. F. Buck
                                      Natural Resources Supervisor
                                      Sacramento Area Flood Control Agency
                                      buckp@saccounty.net

Submit Cost Proposals (Excel document only) Electronically to: .................................................. KC Sorgen
                                      (sorgenk@saccounty.net)
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GENERAL INFORMATION

The Sacramento Area Flood Control Agency (SAFCA) invites your firm to submit a proposal for landscape maintenance and habitat restoration services at several locations along the Lower American River, Sacramento River, and in northern Sacramento County. SAFCA has assumed the long term Operations and Maintenance (O&M) obligations for specific areas in these general locations, some of which include mitigation sites that were established to compensate for habitat impacts resulting from flood system infrastructure improvements. The Agency is required to ensure that mitigation sites continue to meet performance criteria per statutory regulatory permits. To meet these requirements, sites are adaptively managed and as such, the number and dates of maintenance actions outlined in this RFP may be adjusted based on the site and weather conditions.

Description of Actions

Landscape maintenance and habitat restoration actions anticipated include, but not limited to are: irrigation system installation and operation; invasive/noxious weed control using mechanical and/or chemical methods; plant protection; soil and site preparation; planting trees, shrubs, and herbaceous plugs; native grassland seeding and follow up management; and general plant establishment and maintenance. Principles of adaptive management will be employed at all sites in order to meet site specific performance goals.

There are three discrete Project Groups (Attachment 1). Proposals may be submitted for 1, 2 or 3 groups. Site maintenance services will be awarded under three separate contracts according to group. Professional services will be required for a period of two (2) years commencing on March 15, 2013 and ending on March 16, 2015. Regular communication/meetings with SAFCA staff will be an integral part of project activities.

Questions regarding this Request for Proposal (RFP) should be directed in writing to: buckp@saccounty.net.

Contractor Qualifications & Experience

The Prime contractor or any sub-contractor identified must have a minimum of 5 years operational experience in the tasks/actions described herein for three projects of similar scope and magnitude. The Contractor and any subcontractor identified must hold a current C-27 Landscaping License with the State of California, as well as a Pest Control Business License and Qualified Applicators License with the State of California Department of Pesticide Regulation. The Contractors principal contracting business shall include specialized California native woodland, grassland and wetland establishment projects.

The Contractor shall have the knowledge and skill to install, maintain, manage, and monitor a created native habitat. For these minimum qualifications, a project can be defined as any woodland, grassland or wetland establishment, mitigation, creation, or enhancement project using site-appropriate native riparian and oak woodland trees and shrubs, native wetland plants, and native grass and/or forb seed species, that includes planting site and seedbed soil preparation, water control structure operation, seeding using a grass seed drill or imprint type machine (hydroseeding projects do not qualify), a 3-5 year maintenance period, control of weeds and herbivore damage, and monitoring according to prescribed performance criteria. The Contractor is required to submit verification of these qualifications for approval by SAFCA at the time of proposal submittal.

All projects listed shall be projects with a public agency (local, state, federal or special district), or a non-profit entity specializing in habitat conservation and restoration.
Pre-Proposal Site Inspection

The Contractor is encouraged to attend the pre-proposal meeting to become familiar with the conditions and requirements present at each site. A description and directions to each site will be provided at the pre-proposal meeting.

Quality Assurance & Agency Coordination

The Contractor shall email a weekly maintenance summary to SAFCA by the close of business each Friday, which must include the following:

1) The maintenance activities that occurred during that week for each site;
2) The schedule of maintenance activities for the following week; and
3) Reporting on the status of sites i.e. changes in site conditions (fires, invasive weeds, homeless camps, etc.).

Suggestions for remedial measures should be included in these weekly reports. The Contractor must obtain approval before implementing any proposed remedial measures. If a critical need arises, the Contractor shall contact KC Sorgen (SAFCA, Natural Resource Specialist) immediately at (916) 874-6099 or sorgenk@saccounty.net. To ensure timely processing of invoices applicable weekly maintenance summaries must be submitted on time.

The Contractor will be available to conduct monthly site visits and attend periodic meetings called at the discretion of SAFCA, with SAFCA staff, to inspect work performed by the Contractor and to determine future maintenance actions. Site inspections, if required, shall be scheduled prior to Contractor invoicing for services.

Measurement & Basis for Payment

Payment shall be made at the respective unit price, and shall be in full compensation for all labor, materials, and costs associated with the maintenance actions and quality assurance actions as described in this RFP. Federal and State Prevailing wage law will apply.

SCOPE OF WORK

The following is a summary of definitions and actions common to many or all mitigation/restoration sites. Unless otherwise noted in the bid sheet that describes actions for each individual site, cost assumptions shall be based on these definitions.

- **Biweekly**: every other week
- **Weekly**: once per week
- **Semiweekly**: twice per week
- **Bimonthly**: every other month
- **Monthly**: once per month

Healthy Plant: Healthy plants shall be those that are of good form, free of disease and insect infestation, are robust, and exhibit vigorous growth (foliage and wood). Plants must not be heat or water stressed.

The anticipated frequency of maintenance events (i.e. biweekly, weekly, etc.) is outlined for each site below in Site Specific Details & Maintenance Requirements. In some cases the timing and frequency of maintenance events may be adjusted based on weather factors and/or site conditions, or as guided, or approved by SAFCA.

Irrigation

SAFCA will coordinate with the contractor when the irrigation season should begin and end for each site. In general, the irrigation season is defined to occur between April 15 and October 31 each year. The contractor
shall schedule regular irrigation events once the irrigation season has begun until the irrigation season ends. The Contractor is responsible for the following:

- **Prior to the Irrigation season**, weeds and debris shall be cleared from all planting basins and where applicable the entire irrigation system (i.e. emitters, sprinkler heads, pipes, hoses, back flow devices, etc.) shall be inspected and repaired as necessary.

- **Ensure the irrigation system(s)**, remains operational to deliver and adequate amount of water to sustain ‘healthy plants’ as previously defined. A provision for system repairs and maintenance shall be included in cost assumptions. The Contractor may wish to install and remove all sprinkler heads at each irrigation event (per the Contractor’s discretion).

- **Scheduled irrigation events** shall be during the early morning hours. There shall be at least two days between semweekly irrigation events. The system shall be operated for a minimum of eight (8) hours per event or the minimum volume of water required to meet the healthy plant definition. If the site requires hand watering (including watering by buckets, truck and/or hoses) the Contractor shall ensure no erosion occurs while irrigating. Additionally, all pumps that take water from rivers, creeks, lakes, or ponds shall be outfitted with fish screens. Events shall not occur on rainy days. For sites irrigated once per week, irrigation shall not occur during a week that has received rain (unless otherwise instructed).

### Browse Protection

Linear fences or individual tree cages have been installed at many sites to protect specific trees susceptible to beaver damage (and in some cases as browse protection from deer). Typically, linear fencing consists of 3-4 foot tall welded wire fence supported by rebar or t-posts 6-8 feet on center. Cages consist of welded wire supported with rebar or t-posts with a diameter of at least 3 feet (cage diameter will vary based on tree diameter). Cages and fences require maintenance to ensure that the vegetation remains protected. The contractor will schedule cage and/or fence maintenance events unless directed otherwise. The Contractor is responsible for the following:

- **Inspect and repair of linear beaver fences** to ensure fence is upright, has adequate tension, without gaps below, or breaks in the mesh that would allow beavers to access the site. In areas with heavy public use, the Contractor shall install either a self-closing gate or fence maze with approval or by request of SAFCA.

- **Inspection and repair of individual tree cages** to ensure cages are not damaging the leader or main branches of the trees. If a cage is girdling or rubbing the tree stem or main branches, the cage shall be widened or the mesh opened slightly. Tree trunks/plant leaders shall emerge from the top opening of the cage.

- **Cage relocations** shall occur when the cage is no longer protecting a living tree. The cage shall be removed and installed around another on-site tree-in the following order of priority: cottonwood, sycamore, yellow willow, alder, arroyo willow, Oregon ash, and valley oak.

- **New cage installations** shall consist of 3-4 foot high welded wire with either rebar or t-posts used for support unless otherwise indicated.

### Weed & Grass Management

The timing and frequency of all weeding events (as defined below) may be adjusted or slightly modified based on the conditions of the sites as directed by SAFCA. SAFCA will determine and/or approve when the Contractor will schedule weeding events. The general areas at each site that may require mowing are included in Attachment 2. The Contractor is responsible for the following:

- **Mowing/String Trimming Policy** shall be adhered to at all times (Attachment 3).

- **Herbicide Policy** shall be adhered to at all times (Attachment 4).
• **General Weed Management** is defined as string trimming (to a height of less than 6 inches), hand pulling of shoots and roots, and herbicide control of non-native plant species. Hand pulling shall be the preferred method of weed control within tree basins unless otherwise stated.

• **Noxious Weed Management** is defined as removal of all non-native woody tree, shrub, and vine species from the site. Removal methods could include hand removal (including tools such as a weed wrench) and/or herbicide treatments. Noxious weeds to be removed include but are not limited to the following:
  - Silver maple (*Acer saccharinum*)
  - Tree-of-heaven (*Ailanthus altissima*)
  - Giant reed (*Arundo donax*)
  - Pampas grass (*Cortaderia selloana*)
  - Scotch broom (*Cytisus scoparius*)
  - French broom (*Genista monspessulana*)
  - Privet (*Ligustrum sp.*)
  - Water primrose (*Ludwigia sp.*)
  - Oleander (*Nerium oleander*)
  - Tabaco Tree (*Nicotiana glauca*)
  - Almond/Plum (*Prunus spp.*)
  - Tamarisk (*Tamarix ramosissima*)
  - Chinese tallow (*Sapium sebiferum*)
  - Red sesbania (*Sesbania punicea*)
  - Spanish broom (*Spartium junceum*)
  - Black locust (*Robinia pseudoacacia*)
  - Elm (*Ulmus sp.*)
  - Silver maple (*Acer saccharinum*)
  - Pampas grass (*Cortaderia selloana*)
  - Scotch broom (*Cytisus scoparius*)
  - French broom (*Genista monspessulana*)
  - Privet (*Ligustrum sp.*)
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  - Black locust (*Robinia pseudoacacia*)
  - Elm (*Ulmus sp.*)

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### TRASH & DEBRIS REMOVAL

Trash/debris removal shall be a regularly scheduled task as outlined under Site Specific Details & Maintenance Requirements or as directed or approved by SAFCA. The Contractor is responsible for the following:

- **Remove all trash and debris**, including remnants of any homeless camps, shall be removed from each site. This shall also include removal of all materials related maintenance actions such as pin flags, flagging, stakes, fencing, stakes, and rebar from the sites.

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### PERENNIAL NATIVE GRASSLAND RESTORATION & MAINTENANCE

SAFCA will be undertaking some large scale perennial native grassland restoration at specific properties over the next two years. The acreage to be restored with perennial native grasses will require the use of larger scale agricultural machinery due to the large and often rough/uneven landscape. This will likely include, but is not limited to, agricultural tillage equipment to prepare the surface of the soil (light, moderate, or heavy duty as dictated by site conditions to ensure clumps/clods are less than 2 inches in diameter), a road grader, or bulldozer to knock down small berms, and agricultural ground spray equipment. The contractor will have the option to use SAFCA’s custom-built Ridger Roller Seeder (RRS) however, the contractor will be responsible for its safe transportation to and from the site; its routine maintenance and care (i.e. lubrication), and any repairs arising out of routine operation (e.g. broken injector knives, shear bolts, fertilizer injection hoses, hydraulic fittings etc.) or misuse. All parts shall be obtained from the manufacturer (SWECO in Sutter, CA); for repair and replacement of parts damaged by improper use; ensuring that upon completion of use, the seed boxes are vacuumed empty and any fertilizer is removed and tank & lines flushed accordingly.

The following native grass seed mix and seeding rate shall be used for all requested seeding events:

<table>
<thead>
<tr>
<th>Scientific Name</th>
<th>Common Name</th>
<th>Seeding Rate</th>
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<tbody>
<tr>
<td><em>Elymus glaucus</em></td>
<td>blue wildrye</td>
<td>3</td>
</tr>
<tr>
<td><em>Elymus trachycaulus</em></td>
<td>slender wheatgrass</td>
<td>3</td>
</tr>
<tr>
<td><em>Hordeum brachyantherum</em></td>
<td>meadow barley</td>
<td>3</td>
</tr>
<tr>
<td><em>Leymus triticoides</em></td>
<td>creeping wildry</td>
<td>4</td>
</tr>
<tr>
<td><em>Melica California</em></td>
<td>California melic</td>
<td>1</td>
</tr>
<tr>
<td><em>Muhlenbergia rigens</em></td>
<td>deer grass</td>
<td>1</td>
</tr>
<tr>
<td><em>Nassella pulchra</em></td>
<td>purple needlegrass</td>
<td>7</td>
</tr>
<tr>
<td><em>Poa secunda ssp secunda</em></td>
<td>pine bluegrass</td>
<td>1</td>
</tr>
<tr>
<td><strong>TOTAL FOR MIX</strong></td>
<td></td>
<td><strong>23</strong></td>
</tr>
</tbody>
</table>
The seed mix shall be provided by the Contractor and shall be grown within the Central Valley and/or surrounding foothills from seed collected from any of the following areas: Sacramento, Sutter, Colusa, Yolo, Butte, El Dorado, Placer, Nevada, and/or Yuba County. The following seed mixture shall be pre-mixed by the supplier and it shall not contain noxious weed seed or mold.

SAFETY AND HAZARDOUS MATERIALS

In the event of a safety or hazard issue the Contractor field crew must be able to communicate with the Contractor’s project manager, SAFCA (916-874-7606), County Park Rangers (916-875-6961) and/or other emergency personal while conducting work under the contract. The Contractor is also responsible for the following:

- **Fuels.** At no time will fuel cans/containers (glass bottles and jugs are prohibited) be placed within 100 feet of a river/creek or lake/pond. Additionally, reasonable precautions shall be taken to prevent spills of petro-chemical fuels and at no time will fuels/oils be used or placed within 100 feet of a waterway (i.e. river, creek, pond, or lake). In the event of a hazardous material spill, the Contractor will immediately notify SAFCA.

- **Fire Safety.** During periods of very high and extreme fire danger, specific equipment and fire precautionary measures are applicable as follows:
  - Meet the minimum requirements of Sections 4427 and 4428 of the California Public Resources Code (CPRC).
  - during mowing activities a 500 gallon water tank (filled with water) with a pump & hose shall be on-site and available for backup fire suppression
  - Each internal combustion engine (including but not limited to trucks and tractors) shall always be equipped with an operational and maintained fire extinguisher for oil and grease fires (Class 4-B, C, or larger). Additionally, there will always be enough appropriate sized shovels that are 46 inches in length (or greater) and 2.5 pound axes (or larger) that are 28 inches in length (or greater) to equip each employee present.
  - All equipment and internal combustion engines shall be equipped with spark arrestors as approved and according to Sections 4442 and 4443 of the CPRC. Spark arrestors shall be a model that has been tested and approved under Forest Service Standard 5100-1a (April 1970) and shall be maintained in good operating condition. Motor vehicles equipped with a maintained muffler as defined by CPRC Section 4442 and 4443 or tractors with exhaust-operated turbochargers are excluded from the spark arrestor requirement.
  - One fire extinguisher meeting specifications of CPRC Section 4431 and a size 0 shovel that is 46 inches in length shall be kept with each operating power saw.
  - Smoking by all employees is prohibited within the work area.
  - The fire department must be notified immediately if initial control actions fail to extinguish a fire. SAFCA shall be notified immediately after the fire department is notified.

SITE ACCESS

Vehicle access is allowed on existing access roads only. Speed Limits are 10 mph on all unpaved access roads and paved bike trails, and 5 mph on blind curves. Vehicle use of the American River Bike Trail is only permitted when no alternative route is available and Contractor must use hazard lights while on Bike Trail. The Contractor must abide by the conditions in the Encroachment Permit to be obtained prior to work in the American River Parkway.
## SITE SPECIFIC DETAILS & MAINTENANCE REQUIREMENTS

### GROUP 1 SITES

#### MILLER PARK (SACRAMENTO RIVER)
Located at Miller Park along the Sacramento River at the end of Broadway and just 2 miles downstream of the American River confluence. This site is approximately 750 feet in length and features riparian woody vegetation along the bank and on the upland within the park (planted in 2010). *Anticipated maintenance actions:*
- **Cage Maintenance** – 6 events/year (Bimonthly)
- **Noxious Weed Management** – 2 events/year
- **Irrigation** – 25 events/year (Biweekly) hand/truck watering

#### RM 0.9R (AMERICAN RIVER)
Located a ¼ mile upstream of Discovery Park on the American River and can be accessed from the bike trail near the Discovery Park archery range. This site, constructed in 2001, is approximately 1,400 feet in length with approximately 6 acres of upland and features riparian woody vegetation and upland VELB mitigation. *Anticipated maintenance actions:*
- **Trash Removal** – 6 events /year (bimonthly)
- **Cage Maintenance** – 2 events /year (May & September)
- **Fence Maintenance** – 2 events /year (May - October)
- **Noxious Weed Management** – 2 events/year

#### RM 1.8L
Located ¼ mile downstream of Hwy 160 and can be accessed off Richards Blvd at 10th street. The site, constructed in 2004, is approximately 800 feet in length and features both bank protection and on-site riparian woody vegetation mitigation. *Anticipated maintenance actions:*
- **Trash removal** – 6 events /year (Bimonthly)
- **Cage maintenance** – 2 events /year (May & September)
- **Noxious Weed Management** – 2 events/year to include removal of rose, Himalayan blackberry, & grape
- **Miscellaneous** – Removal of the overhead irrigation line during the 2014 – 2015 contract year

#### SITE 1
Located ¼ mile downstream of Hwy 160 and spans to just upstream of the UPRR Bridge and can be accessed at the bike trail off 16th street at the end of Dreher Street or off Richards Blvd at 10th street. The site, constructed in 1999, is approximately 2,220 feet in length and features both bank protection and on-site riparian woody vegetation mitigation. *Anticipated maintenance actions:*
- **Trash removal** – 6 events /year (Monthly)
- **Cage maintenance** – 2 events /year (May & September)
- **Fence maintenance** – 6 events /year (May - October) downstream of Hwy 160 – approx. 600 linear feet
- **Noxious Weed Management** – 2 events /year
SITE 2
Located just downstream of Business 80 and can be accessed at Glen Hall Park at the end of Carlson Dr., or at Sutter’s Landing Park. The site, constructed in 1999, is approximately 450 feet in length and features both bank protection and on-site riparian woody vegetation mitigation. **Anticipated maintenance actions:**

- **Trash removal** – 2 events /year (Bimonthly)
- **Cage maintenance** – 2 events /year (May & September)
- **Noxious Weed Management** – 2 events /year

RM 4.2L
Located just upstream of Business 80 and can be accessed at Glen Hall Park at the end of Carlson Dr. or at Sutter’s Landing Park. The site, constructed in 1998, is approximately 1,400 feet in length and features bank protection, on-site riparian woody vegetation mitigation, and creeping wildrye on the upper levee slope (planted in 2003). **Anticipated maintenance actions:**

- **Trash removal** – 2 events /year (May & September)
- **Cage maintenance** – 2 events /year (May & September)
- **Noxious Weed Management** – 2 events /year

SITE 3
Located just upstream of RM 4.2L and can be accessed at Glen Hall Park at the end of Carlson Dr. or at Sutter’s Landing Park. The site is approximately 3,400 feet in length and features both bank protection (constructed 1996-1997) and on-site riparian woody vegetation mitigation (planting completed by 1999). **Anticipated maintenance actions:**

- **Trash removal** – 2 events /year (May & September)
- **Cage maintenance** – 2 events /year (May & September)
- **Fence maintenance** – 2 events /year (May & September) approx. 500’ at the upstream end
- **Noxious Weed Management** – 2 events /year
- **Cage Installation** – 100 cages during the 2013 to 2014 contract year and prior to fence removal
- **Fence Removal** – approx. 500’ of linear beaver fence during the 2013 to 2014 contract year

GROUP 2 SITES

SITE 4
Located between the H Street Bridge and the water intake structure and can be accessed at the CSUS bike trail off State University Drive E. The site, constructed in 1999, is approximately 3,100 feet in length and features both bank protection and on-site riparian woody vegetation mitigation. **Anticipated maintenance actions:**

- **Trash Removal** – 4 events /year (May, July, August, October)
- **Cage Maintenance** – 2 events /year (May & October)
- **Fence Maintenance** – 4 events /year (May, July, August, October)
- **Noxious Weed Management** – 2 events /year
SITE 5 (AMERICAN RIVER)
Located at the Kadema area between Howe and Watt avenues and can be accessed from the Kadema levee gate. This site, constructed between 1998 and 1999, is approximately 1,200 feet in length and features bank protection with woody riparian vegetation. Anticipated maintenance actions:
- Trash Removal – 2 events/year (May & September)
- Cage Maintenance – 2 events/year (May & September)
- Noxious Weed Management – 2 events/year

RM 11.6R (AMERICAN RIVER)
Located approximately a ¼ mile downstream of the Jacob Lane levee access along the American River. This site is approximately 1,700 feet in length and was planted in 2000 and features riparian vegetation as well as upland VELB habitat. Anticipated maintenance actions:
- Trash Removal – 2 events/year (May & September)
- Cage Maintenance – 2 events/year (May & September)
- Noxious Weed Management – 2/year
- Mow/Trim – 2 events/year - mowing up to 1 acre & trimming up to 1 acre each time.

RM 10.0L
Located upstream of Watt Ave at the Waterton Way access. The site, constructed in 2004, is approximately 0.1 acres and features both biotechnical slope stabilization and riparian vegetation. Anticipated maintenance actions:
- Cage maintenance – 2 events/year (May & September)
- Noxious Weed Management – 2 events/year

MAYHEW
Located at the County Parks Gristmill access off Mira del Rio near Linda Rio Drive. The site, planted in 2007, is approximately 2.5 acres and features upland elderberry and oak transplants. Additional oaks planted in 2011 that may require truck watering in 2014. Anticipated maintenance actions:
- Mow/Trim – 2 events/year - a maximum of 3 acres each time
- Irrigation – 30 events/year truck watering upland oaks (TBD - 2014-2015)
- Fence/Cage Removal – approx. 25 cages & 25’ linear fence during the 2014 to 2015 contract year (TBD)

GROUP 3 SITES
DRY CREEK OPEN SPACE PROPERTIES
These properties total approximately 301 acres of open space and are located in the lower Dry/Robla Creek floodplain south of Elkhorn Blvd along Robla Creek and the wet and dry channels of Dry Creek. These properties contain various habitat features including Swainson’s hawk habitat, as well as, vernal pool habitat. Anticipated maintenance actions:
- Firebreak Mow – 2 events/year (mow up to 7.5 acres each event & Trim up to 1 acre each event)
- Firebreak String Trim – 2 events/year up to 1 acre (along roads)
- Noxious Weed Management – 4 full days/year with 2 workers/day focused on red sesbania control
- Seedbed Preparation – Mow, disc, & herbicide applications (using a combination of general, broad leaf, and/or pre-emergent herbicides) up to 3 events for each task for up to 100 acres
- Native Grassland Seeding – Mechanized native grass seeding up to 100 acres (2013-2014)
- Grassland Maintenance – Mowing, thatch removal and herbicide applications up to 3 events for each task for up to 100 acres (2014-2015)
HAYER DAM
Hayer Dam, constructed in 2004, is located along Dry Creek at the end of G Street in Rio Linda and is approximately ¼ of an acre. The slopes of the channel are planted with riparian vegetation and native grasses. 

Anticipated maintenance actions:

- Weed Management – 1 events/year in stream vegetation removal

HANSEN RANCH NATURE PRESERVE
Is located south of W. Ascot Ave and is bordered by the Robla creek levee on the south, the UPRR tracks adjacent to Steelhead Creek on the west and the Coyle property on the east. This 240-acre site, protected by a conservation easement, is a vernal pool preserve with about 20 acres of additional upland woody vegetation along W. Ascot Ave (planted between 1998 and 2000). Anticipated maintenance actions:

- Mow/Trim – 2 events/year mowing up 2 acres & trimming
- Debris/trash removal – 2 events/year debris dams in the creek & debris on the upland area
- Noxious Weed Management – 4 full days/year with 2 workers/day focused on red sesbania control

WOLF RANCH WILDLIFE SANCTUARY
Wolf Ranch is located along Steelhead Creek south of Elkhorn Blvd along Sorrento Road. This 65-acre site was constructed between 1996 and 1998 after it was used as a barrow site for the North Area Local Project and features open water, wetland, riparian and upland habitat (including native grasses). Anticipated maintenance actions:

- Trash Removal – 6 events/year (bimonthly)
- Firebreak: Mow/Trim – 2 events/year - firebreaks along perimeter and parking lot (~ 5 acres)
- Upland: Mow/Thatch Removal – 1 event/year – approx. 5 acres of previously restored native grasses
- Herbicide Applications (using a combination of general, broad leaf, pre-emergent herbicides):
  - 1 event/year – approx. 5 acres of previously restored native grasses
  - 1 event/year to treat water primrose on up to 5 acres after water level drops
  - 2 events/year for up to 5 acres each event to treat weeds in various locations around the site
- Noxious Weed Management – 2 events/year
- Well Maintenance – 8 events/year to check oil levels, proper mechanical functioning, timing (off peak SMUD hours only – hours TBD), main delivery pipe is intact, etc.
- Seedbed Preparation – Mow, disc, & herbicide applications (using a combination of general, broad leaf, and/or pre-emergent herbicides) up to 3 events for each task for up to 7 acres (2013-2014)
- Native Grassland Seeding – Mechanized native grass seeding up to 7 acres (2013-2014)
- Grassland Maintenance – Mowing, thatch removal and herbicide applications up to 3 events for each task for up to 7 acres (2014-2015)

MAGPIE CREEK DIVERSION CHANNEL (MCDC)
The MCDC is located along Dry Creek Road at Ascot Ave. This 5.1-acre site was constructed in 2006 and was planted with wetland, riparian, and woody upland vegetation, as well as native herbaceous cover and grasses. Additionally, there will be 50 new oak trees planted in early 2013. Anticipated maintenance actions:

- Trash removal – 2 events/year (May & September)
- Debris Removal – 3/year
- Cage maintenance – 2 events/year (May & September)
- Mow/Trim – 2 events/year up to 2 acres of upland
- Noxious Weed Management – 2 events/year
- Irrigation (new oaks) – 80/year (Semiweekly) via drip irrigation system installed at site
- Irrigation System Removal – remove the irrigation lines and white posts (2014 - 2015)
RIO LINDA CREEK CONSERVATION AREA (RLCCA)

Located along Dry Creek Road at Ascot Ave this 16-acre site, is protected with a conservation easement, and was constructed and planted with wetland, riparian, and woody upland vegetation in 2003. Anticipated actions:

- **Trash removal** – 2 events/year (May & September)
- **Cage maintenance** – 2 events/year (May & September)
- **Noxious Weed Management** – 2 events/year
- **Firebreak: Mow/trim** – 2 events/year up to 2.5 acres each event
- **Herbicide Application** – 1 event to treat water primrose on up to 5 acres (SAFCA must obtain FWS approval)
- **Seedbed Preparation** – Mow, disc, & herbicide applications (using a combination of general, broad leaf, and/or pre-emergent herbicides) up to 3 events for each task for up to 6 acres (SAFCA must obtain FWS approval)
- **Native Grassland Seeding** – Mechanized native grass seeding up to 6 acres (SAFCA must obtain FWS approval)
- **Grassland Maintenance** – Mowing, thatch removal and herbicide applications up to 3 events for each task for up to 6 acres (SAFCA must obtain FWS approval)

**ORGANIZATION OF PROPOSAL**

**WRITTEN PROPOSAL**

To be judged responsive to this RFP, the bidder must demonstrate, to the satisfaction of SAFCA, that the bidder and any entity identified in the proposal possesses the experience (and licenses) required to perform the work specified in this RFP. The specific experience required includes the following: California native plant identification; irrigation installation and operation; application of weed management strategies; tree, shrub and herbaceous species planting; plant establishment and maintenance; soil and site preparation; native grassland restoration; and where applicable in this RFP, the capacity and experience of working with large-scale agricultural equipment.

All projects listed shall be projects with a public agency (local, state, federal or special district), or a non-profit entity specializing in habitat conservation and restoration.

The Agency Reserves the right to reject any or all bids and to independently verify all of the above, and if necessary, require additional information from bidders. Failure to comply with all the information required in this proposal may render the proposal non-responsive and may result in its rejection.

The written proposal shall be submitted as a PDF or Word file. Proposals received after the due date and time shall not be accepted. The proposal shall contain the following information in the sequence noted:

**DETAILED PROJECT APPROACH (1 PAGE MAX FOR EACH GROUP)**

Describe your firms’ proposed approach to the Scope of Work tasks including proposed equipment, as they relate to each site, for each of the Groups to be bid on by your firm.

**ORGANIZATIONAL INFORMATION**

Provide the following background information: 1) Business address, 2) Name of contracting officer, 3) Years in business, and 4) Years performing maintenance at habitat restoration/mitigation sites.
LICENSES

The Contractor must hold a current C-27 Landscaping License with the State of California, as well as a Pest Control Business License and Qualified Applicators License with the State of California Department of Pesticide Regulation. Attach copies of these licenses to the submitted proposal.

RELATED EXPERIENCE

List and provide the following information for three (3) projects, specific to each grouping of sites as appropriate, that you have maintained within the last five (5) years: a) name and location of project, b) acreage, c) habitat type and features, d) plant species list, e) estimated number of plants, f) success/performance criteria and if success was achieved, g) brief description of routine maintenance actions performed including weed management strategies employed, h) brief description of adaptive management actions performed, i) contract start and end dates, and j) the owner/client's (public agency or non-profit entity) name, contact person and phone number. For ‘Group 3’ sites, identify (2) perennial native grasslands projects greater than 10 seeded acres, with the same site specific information as described above, including a description of the heavy equipment utilized and the seeding equipment employed (hydroteed projects do not qualify).

STAFF QUALIFICATIONS

Identify staff proposed and list their roles, relevant experience, and training received applicable to this RFP including native plants, invasive species management, perennial native grassland restoration and maintenance (for ‘Group 3’ sites) and special status species. For staff performing and supervising herbicide work, Provide their qualifications (past projects performed) regarding the selection, application, and knowledge of regulations governing herbicides. Attach all staff resumes.

SUBCONTRACTORS

If applicable, identify subcontractor or joint venture relationships proposed in the performance of the work. Identify their role and details of the work to be performed under this contract. Provide resumes for all subcontractor key staff and a copy of the subcontractor’s valid California C-27 Landscaping License. If the subcontractor will be applying herbicide, provide their qualifications (past projects performed). Provide copies of Pest control Business License and Qualified Applicators License with the State of California Department of Pesticide Regulation.

INSURANCE COVERAGE

Respondents must maintain the following minimum limits of insurance:

1. **General Liability** shall be on an Occurrence basis (as opposed to Claims Made basis) and the Contractor’s general liability Aggregate Limit of Insurance shall be endorsed to apply separately to each job site or project, as provided for by Insurance Services Office form CG-2503 Amendment-Aggregate Limits of Insurance (Per Project). Minimum limits and structure shall be:
   - General Aggregate: $2,000,000
   - Products Comp/Op Aggregate: $2,000,000
   - Personal & Adv. Injury: $1,000,000
   - Each Occurrence: $1,000,000
   - Fire Damage: $100,000

2. **Automobile Liability:** Corporate/business owned vehicles including non-owned and hired, $1,000,000 Combined Single Limit. Individually owned vehicles, $250,000 per person, $500,000 each accident, $100,000 property damage;
3. **Workers’ Compensation**: Statutory including endorsements to provide coverage under the Jones Act and the USL&HW Act. Employer’s liability: $1,000,000 per accident for bodily injury or disease;

4. **Environmental Pollution Liability**: $1,000,000 per occurrence or per claim (if written on a claims-made form);

### REFERENCES

Provide a minimum of three (3) pertinent references that can unequivocally support the Contractor’s experience for each of the tasks identified. Include the responsible project manager, including name, current address, current telephone number, and current email address (if available) of clients’ representatives.

### COST PROPOSAL

The Contractor’s cost proposal shall be a fixed fee proposal to conduct the scope of services requested. The cost proposal shall adhere to each discrete work Group and the specific maintenance activities related to the sites in the work group as described under Scope of Services and Site Specific Details & Maintenance Requirements.

The respondent will be required to adhere to State of California prevailing wage law and as such shall provide verification of certified payroll when requested. The cost estimate proposed shall include incidental expenses for routine repair and replacement of materials on the site. Costs for extraordinary repair or replacement habitat at a project site due to severe flood or fire damage are outside the scope of this proposal.

Contractor’s may submit a cost proposal for any or all of the Project Groups listed above. Costs shall include a 10% contingency of the total cost calculated for each Project Group. Any proposal submitted for two (2) or more contracts shall specify a proposed discount (if any) due to economies of scale if awarded.

Please use the electronic bid sheets (Attachment 5) to provide your cost estimates. This cost proposal shall be submitted electronically to KC Sorgen at sorgenk@saccounty.net; no other forms of cost proposals shall be accepted.

### SELECTION PROCESS & CONTRACT AWARD

Contract award will be to the most qualified and experienced Contractor that meets the minimum qualifications as determined by SAFCA. In addition to cost, consideration will be given to:

- The ability, capacity and skill of the Contractor to perform the Work;
- The ability of the Contractor to perform the Work within the time specified, without delay;
- The ability of the Contractor to perform the Work in a safe manner;
- The character, integrity, reputation, judgment, experience and efficiency of the Contractor; and
- The quality of the Contractor’s performance on previous work with the Agency (if any has occurred).

A selection panel will rate the proposals and, if necessary, interview the most highly qualified firms. If an interview is deemed necessary, the members of the Contractor’s team may be asked to make a presentation at this interview. Once the Contracts have been awarded, all Contractors will be notified of the results. Upon award of each contract, the selected Contractor/s shall be required to participate in a tour of sites with SAFCA staff prior to each maintenance season to discuss the scope of work.

The Agency Reserves the right to reject any or all bids and to independently verify all of the above, and if necessary, require additional information from bidders. Failure to comply with all the information required in this proposal may render the proposal non-responsive and may result in its rejection.
ATTACHMENT 1

MAP OF RESTORATION SITES
MAP OF RESTORATION Groups

Group 1

Group 2

Group 3
Group 1
(Miller Park, RMs 0.9R, 1.8L & 4.2L, Sites 1-3)
Group 2

(Site 4, Site 5, RMs 10.0L & 11.6R, Mayhew)
Group 3

(Wolf Ranch, Hansen Ranch, Dry Creek Open Space, Hayer Dam, Rlcca, MCDC)
ATTACHMENT 2

MOWING MAPS

The maps indicate the typical or general locations where firebreak mowing / string trimming occurs. These areas may be modified based on conditions.
LAR RM 11.6R
Mowing and String Trimming Areas

--String trim
--Mow
Mayhew Drain Mowing/String-trimming
Mayhew Staging Area Mowing
Mayhew Gristmill Mowing
Dry Creek Properties - Weed abatement

- Mow – approx. 7.5 acres
- String trim – approx. 0.35 acre ditch
Mow a 30’ Fire Break along Ascot inside the fence.

String trim various locations totaling approximately 5 acres on south side of levee (targeting yellow star-thistle).
Wolf Ranch Wildlife Sanctuary Mowing

Area to be mowed

Area to be sting-trimmed

Area to be mowed & thatch removed
Fenceline
Mow - 30’ perimeter firebreak inside fence and anything outside fence along edge of gravel road
String trim within dripline of each oak tree
Fenceline
Mow - 30’ perimeter inside fence and outside fence along western edge of gravel road
String trim within dripline of each oak tree
ATTACHMENT 3

MOWING & STRING TRIMMING POLICY
The Migratory Bird Treaty Act was enacted in 1918 to protect all migratory birds and their parts (including eggs, nests, and feathers). In an effort to protect nesting birds, SAFCA has implemented a mowing and string trimming policy for these activities during the breeding/nesting season (March-August).

1. **One Week Notice of Mowing and String Trimming**
   - During the months of March through August, written notice shall be provided to SAFCA’s Natural Resource Specialist a minimum of one (1) week in advance of all proposed mowing or string trimming activities.

2. **Content of Written Notice**
   - Date and time of proposed activity
   - Location of proposed activity (very specific, i.e. outer perimeter road and northern upland of Wolf Ranch, etc.)
   - Description of activity to be performed (i.e. mowing or string trimming)

3. **Pre-activity Survey**
   - A pre-activity survey will be performed by a SAFCA biologist or other qualified biologist approved by SAFCA staff. The monitor will make sure that the vegetation to be cleared contains no active migratory bird nests prior to clearing.

4. **Written Authorization**
   - If no nests are observed during the pre-activity survey, you will be notified in writing and mowing/string trimming may proceed.
   - If occupied migratory bird nests are present, certain areas may be avoided or activities may be postponed altogether until after the nesting season or until the nest becomes inactive (to be determined by SAFCA biologist). You will be notified of any approved work or limitations.

If you have any questions please contact KC Sorgen at (916) 874-6099 or Lizette Crosbie at (916) 874-6451.

Thank you for helping to protect our wild birds!
1. **Herbicide Application Notice**
   - Written notice (see below) shall be provided to SAFCA’s Natural Resource staff a minimum of 5 business days in advance of all proposed herbicide applications. This written notice shall include a written recommendation from a Pest Control Advisor (PCA).
   - Contractor must receive written approval from SAFCA staff prior to all proposed herbicide applications.

2. **Content of Herbicide Application Notice**
   - Name and license number of certified applicator(s) and parent company;
   - Date, time, and location (site specific) of proposed application;
   - Purpose for proposed application;
   - Herbicide and formulations proposed for use (trade name, EPA registration No. and registered uses, chemical composition, and other labeling specifications);
   - Method of application, equipment proposed;
   - Rate/volume/concentrations of active ingredient, method of calibration and number of application(s) proposed;
   - Anticipated weather conditions (temp, probability of precipitation, wind);
   - Signage
     - Appropriate signage notifying the public of herbicide will be posted 48 hours prior the initiation of application. Information should include the name of herbicide, date and time of application, reason for application and contact phone number. This signage shall remain posted at the site for 48-hours after the application.
   - PCA recommendation

3. **Post Herbicide Application Report (see SAFCA staff for a form)**
   - A brief written account must be supplied to SAFCA’s Natural Resource staff within 48 hours of application and shall contain the following information:
     - Mitigating circumstances requiring follow-up i.e. additional treatment areas, public usage, spills etc.
     - Actual Weather conditions at time of application (temperature, wind speed)
     - Estimated success of application i.e. Low, moderate, high.
     - Actual quantities of herbicide used.
     - If any incidental damage, such as volatilization, drift or misapplication, occurs or is discovered, SAFCA must immediately be notified.
ATTACHMENT 5

BID SHEET

The electronic bid sheet is attached to this document and can be accessed through the Navigation Pane (click the paperclip icon).

Steps to open the Navigation Pane & the attached Bid Sheet:
1. From the "View" menu select "Show/Hide"
2. Select "Navigation Panes"
3. Select "Attachments" (a check mark indicates the selection)
4. From the Navigation Pane double click to open the Bid Sheet.

Please contact KC Sorgen (SorgenK@SacCounty.net or 916-874-6099) for any issues you have accessing the attached Excel Bid Sheet.