



CLEARWATER RESOURCE CONSERVATION AND DEVELOPMENT COUNCIL, INC.

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REQUEST FOR PROPOSAL

Maggie Creek Fire Response Guide

Deadline: 9:00 a.m. PST January 8, 2018

INTRODUCTION

The Clearwater Resource Conservation and Development Council, Inc. (Council) is a 501(c)3 nonprofit organization established and run by volunteer elected and civic leaders who plan and carry out projects for resource conservation and community development in Clearwater, Idaho, Latah, Lewis, and Nez Perce counties. The Council, on behalf of the Clearwater Fire Collaborative, is seeking proposals from qualified contractors to perform work related to the Maggie Creek Fire Response Guide, as described in the Performance Work Plan below.

PERFORMANCE WORK PLAN

A. Background and Purpose

The Maggie Creek Fire Protection District in North-Central Idaho is characterized by fire-dependent ecosystems with steep slopes and flashy fuels in the Clearwater River canyons. The landscape has frequent fire regimes, and large wildland fires in the past have threatened and disrupted values in the area including homes, structures, communities, wildlife, and natural resources. There are multiple land owners in the Maggie Creek Protection District, including Idaho Department of Lands, Bureau of Land Management, US Forest Service, Nez Perce Tribe, and private landowners. The aforementioned agencies have partnered a collaborative group (Clearwater Fire Collaborative) with the intent to develop an operational guide (Fire Response Guide) to improve the resiliency of the landscape and develop pre-fire planning strategies for the management of wildland fire for the Maggie Creek Protection District. A desired product from this contract is a Fire Response Guide (FRG). This FRG will need to be designed to provide the agency administrators and fire managers the decision tools to choose the response to any fire that occurs in the Maggie Creek Protection District, providing information for fire operations on the local unit. The emphasis will be toward providing a decision-making process for determining the response to all wildland fires on the District. This includes application of protection and resource objectives of wildland fires, analyzing fire preparedness considerations for multiple fire days, analyzing areas where indirect line construction can be successful and recommended, collecting and/or developing structure protection plans for incoming Incident Management Teams (IMTs), and identifying areas where fuel treatments and/or prescribed fire could be successful at mitigating the effects of a large wildland fire.

B. Scope of Work

B.1. Project Specifications

The contractor shall provide all manpower, equipment, and services necessary for completion of a Fire Response Guide for the Maggie Creek Protection District in accordance with requirements set by the Council and Clearwater Fire Collaborative. The Maggie Creek Fire Response Guide project areas are geographically defined as “Maggie Creek” in the Clearwater River corridor landscape within the Idaho Department of Lands fire protection jurisdiction. The project area follows the Clearwater River from Ahsahka, Idaho east to Lolo Creek to the Nez Perce-Clearwater NF boundary near Glenwood, Idaho. Then south along the Forest boundary to Mt Idaho, Idaho, and Grangeville, Idaho, turning north through the Camas Prairie to Nezperce, Idaho, then Peck, Idaho, and up to Highway 12 near Ahsahka, Idaho (see maps).

Final document(s) that include:

Task 1 – Natural Resources: The application of fire protection and resource objectives for wildland fires (organized by Management Objectives and Management Requirements suitable to the inclusion into a Wildland Fire Decision Support System (WFDSS) and/or a Wildland Fire Situation Analysis (WFSA).

- Contractor will use BLM Resource Management Plan, Nez Perce Tribe Management Plan, Nez Perce, Clearwater, Idaho, and Lewis County Wildfire Mitigation Plans, and Idaho County Multi-Hazard Mitigation Plan to consolidate fire management direction into one cohesive source, i.e. the Fire Response Guide for the Maggie Creek Protection District. This is intended for efficiency in developing delegations of authority, wildland fire decision support, and IMT use.

Task 2 – Fire Response Zones: Analyzing fire preparedness considerations commensurate with values at risk for multiple fire days.

- This task will include identification of temporary radio repeater sites, roads, dip sites, water sources, camp location, staging areas, and helibase/helispot opportunities. Contractor will develop fire response areas geographically for priority fire management considerations, including scenarios of multiple fire days. The fire response areas will be ranked and evaluated using values at risk obtained through agency management plans and fire manager experience and expertise.
- Include dispatch procedures for offset protection lands. Incorporate appropriate information for the GVC local operating plan, Idaho State Suppression Agreement, and GVC Mobilization Guide.
- Include pre-planned dispatch polygons that are associated with Run Cards. Ensure that users can clearly understand what type of response should be expected for a fire incident considering fire danger from NFDRS (FDOP) plans.
- Identify spatially all Special Management Areas and the protocols established for responding to an incident within these areas. Typically, this is establishing MIST tactics and designating a resource advisor.

Task 3 – Fire Operations: Analyzing areas where indirect line construction can be successful and recommended.

- Contractor will use fire manager’s experience and expertise to identify indirect fireline opportunities for successful fire suppression, and recommend treatment options for establishing such lines. Contractor will consider land management agency policies and resource specialist expertise in these recommendations. Examples are mechanical/hand line, rangeland restoration, green striping, road maintenance, etc.
- Determine appropriate transportation routes and the types of equipment that access routes can facilitate.
- Display previous fire history of large fires and identify fire frequent areas throughout the analysis area.
- Illustrate potential fire behavior in regard to responding to incidents.

Task 4 – Pre-Planned Evacuation: Developing pre-planned evacuation zones for incoming Incident Management Teams.

- Contractor will include recommendations as to trigger points for evacuations for rural communities within the Maggie Creek Protection District. Use three stages—ready, set, and go.
- Spatially identify rural fire districts and ensure that their respective jurisdictional responsibilities are clear.
- Reference emergency procedures for a wildfire incident from the All Hazard Mitigation plans and/or emergency services.
- Identify considerations that fire managers and line officers need to consider in regard to notifications to local government.

Task 5 – Fuel Treatments: Identifying areas where fuel treatments and/or prescribed fire could be successful at mitigating the effects of a large wildland fire.

- Contractor will analyze past fire history and fire behavior to summarize commonalities and considerations for the management and suppression of large wildland fire in the District. This will be in a format that could be useful for FBANs/LTANs/OSC2s that are not familiar with fire behavior in the area. Landscape modeling may be useful for this task. That analysis will also be used to support recommendations as to where on the landscape fuel treatments and/or prescribed fire could be successful at mitigating the effects of a large wildland fire. Contractor will spatially identify these areas so that managers could use such a product in developing a fire resilient landscape in the District.

The final deliverable for the tasks will be in a spatial Map Sheet format 32-inch X 40-inch plotter size (example provided) that is succinct with the intent of being displayed in an easy-to-read and understand format for Duty Officers and Incident Management Teams. Five Map Sheets will be developed: Task 1 – Natural Resources, Task 2 – Fire Response Zones, Task 3 – Fire Operations,

Task 4 – Pre-Planned Evacuation (may be incorporated into subsequent Map Sheets if necessary), and Task 5 – Fuel Treatments.

B.2. Meetings

The contractor shall attend meetings as necessary to meet with agency staff, collect necessary data, or do on-site investigations. At a minimum, four meetings shall be planned to meet with the Clearwater Fire Collaborative in North-Central Idaho, be it at the Brammer Building in Lewiston, Idaho, the Idaho Department of Lands in Orofino, Idaho, or the Bureau of Land Management office in Cottonwood, Idaho.

- The first meeting with agency staff during pre-work meeting and/or within six weeks of the notice to proceed.
- A second meeting should be scheduled in the early spring to meet with the Clearwater Fire Collaborative, tour the area, and interview with fire managers to obtain the necessary information for the task orders.
- A third meeting should be scheduled in mid-June with a working draft of the deliverables for the District. The intent is that fire managers will have a good working draft that can be implemented during the 2018 fire season.
- A final meeting to be scheduled before November 1, 2018 to present the completed documents.

B.3. Performance Period

Period of Performance: Estimated time: January 2018 – November 1, 2018

C. Location

Required meeting locations in north-central Idaho, be it at the Brammer Building in Lewiston, Idaho, the Idaho Department of Lands in Orofino, Idaho, or the Bureau of Land Management in Cottonwood, Idaho.

D. Delivery Schedule & Deliverables

The Contractor shall provide the Clearwater Fire Collaborative one paper copy and one digital copy (CD/DVD or thumb drive) of a working draft of the Fire Response Guide at the third meeting, to be held in mid-June 2018.

The Contractor shall provide the Clearwater Fire Collaborative with the following no later than November 1, 2018:

- One digital copy (CD/DVD or thumb drive) of the completed/approved Fire Response Guide and supporting documentation
- One paper copy of the completed/approved Fire Response Guide

Contractor will deliver all data to:

Lonnie Newton
Interagency Federal Office US Forest Service/Bureau of Land Management
3815 Schreiber Way
Coeur d'Alene, Idaho 83815
(208) 769-5017
lnewton@blm.gov

E. Supplies and equipment furnished by the Clearwater Fire Collaborative

- The Bureau of Land Management, Cottonwood Field Office, may have a GIS Specialist to provide support to the contractor. Likewise, the Idaho Department of Lands may also provide some GIS support. Government (State or Federal) will provide spatial data sets the agencies have available.
- Copy of Cottonwood Field Office Resource Management Plan, Bureau of Land Management Coeur d'Alene District Fire Management Plan, and any fire specific NEPA analysis
- Copy of the Craig Mountain/Joseph Plains Fire Response Guide as an example
- Nez Perce County Wildfire Mitigation Plan
- Lewis County Wildfire Mitigation Plan
- Idaho County Multi-Hazard Mitigation Plan
- Nez Perce Tribe Management Plan
- Any existing structure protection plans for the vicinity
- Access to federal, state, and tribal fire planners and fire management officers for expertise
- Past fire history polygons

F. Contractor Responsibilities

Should your proposal be accepted, you will perform as an independent contractor, and shall comply with all state and federal laws, rules, and regulations relating to performance of work under the contract.

Contractor will provide the following:

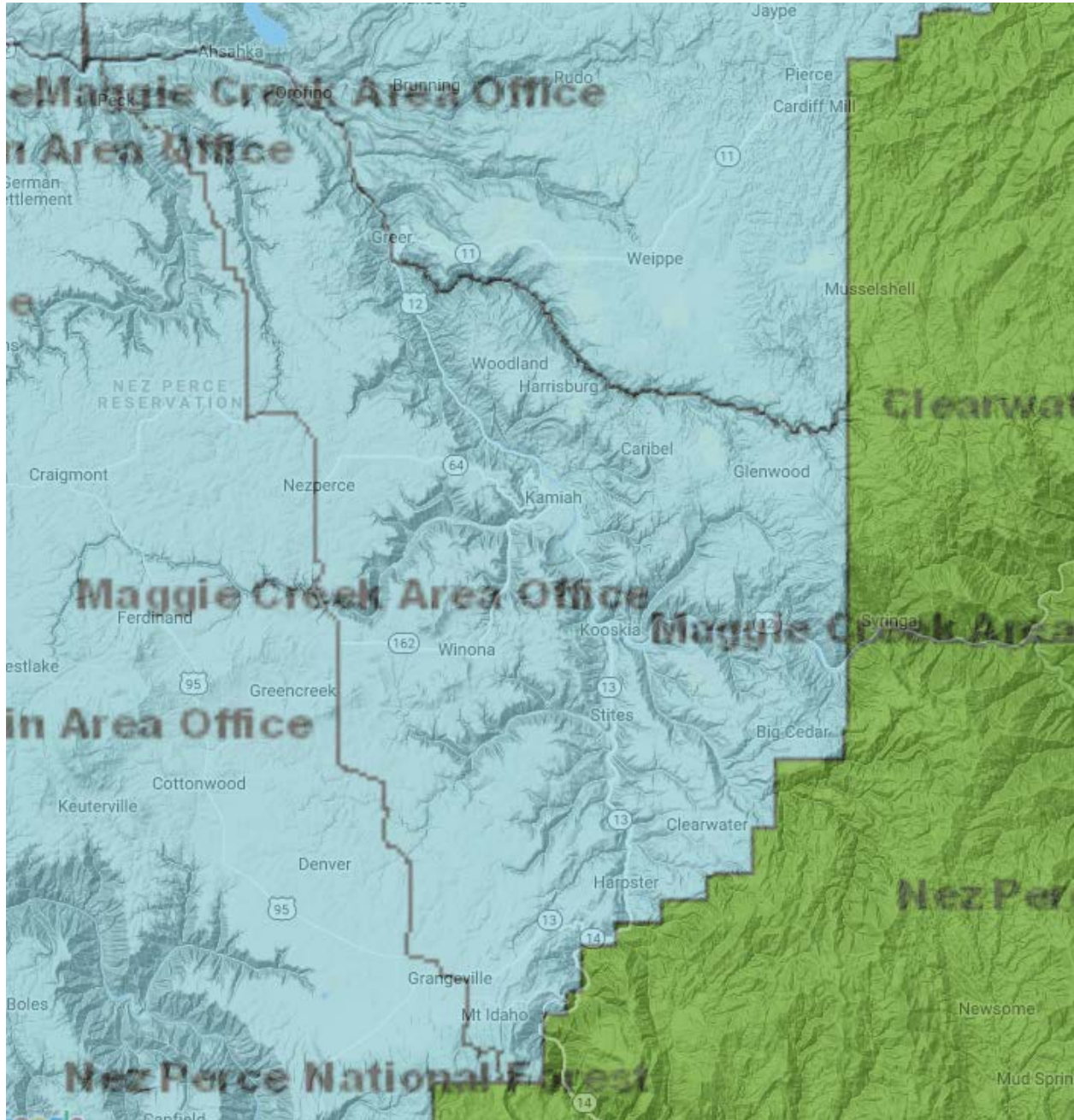
- Office equipment needed to perform the scope of work (e.g., computer, internet, and telephone)
- Arc GIS
- Vehicle (with valid licensing and insurance) to collect data, access sites, and attend meetings
- Electronic device to submit Fire Response Guide on CD/DVD or thumb drive
- Certificate of liability insurance in the face amount not less than \$1,000,000.00 per occurrence

G. Performance Summary

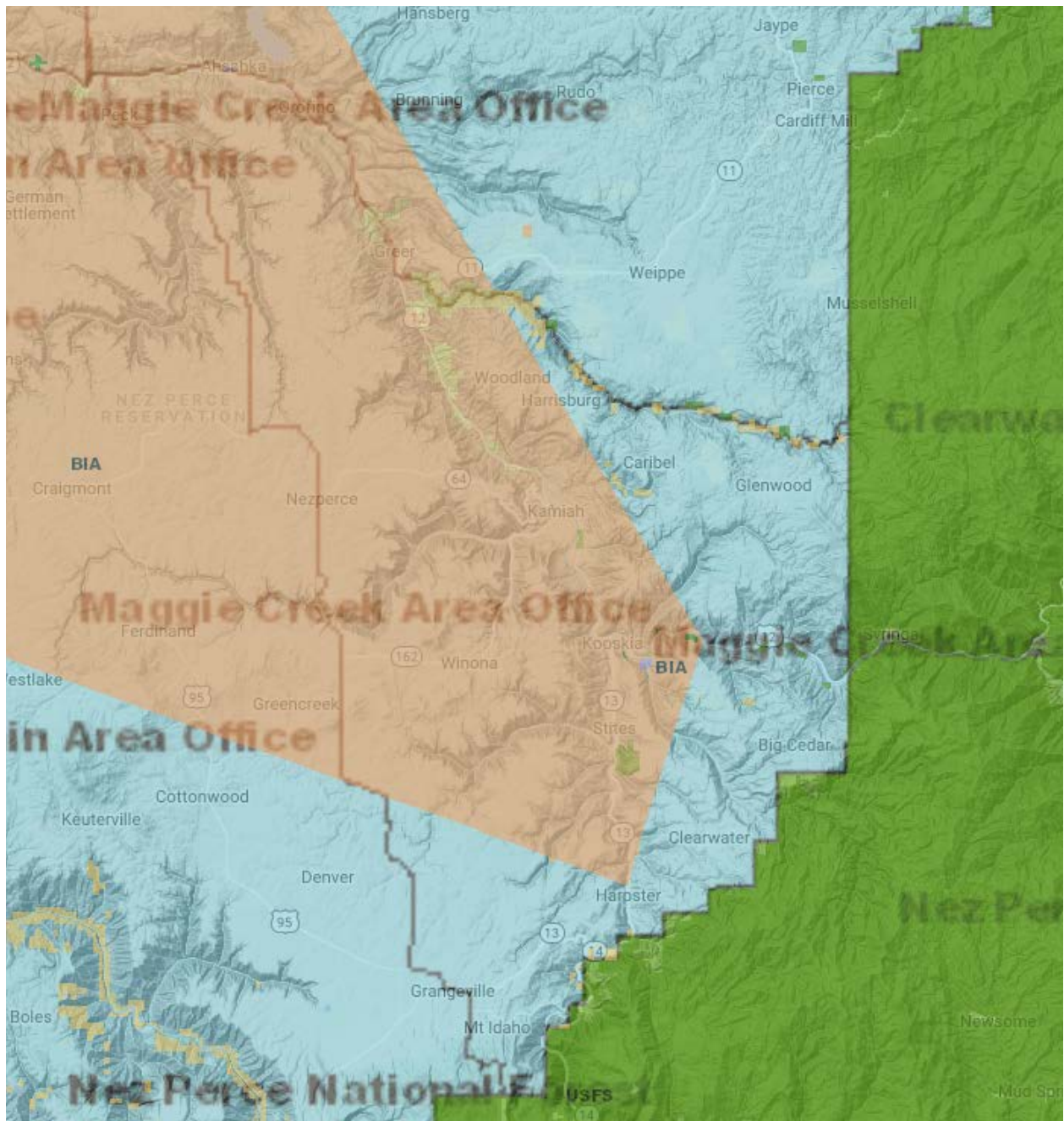
For early or on-time submission of the final Fire Response Guide, the contractor will receive an excellent performance evaluation.

For late submission of the final Fire Response Guide, a 10% deduction (of bid item for final) for each week of late submission (after November 1, 2018).

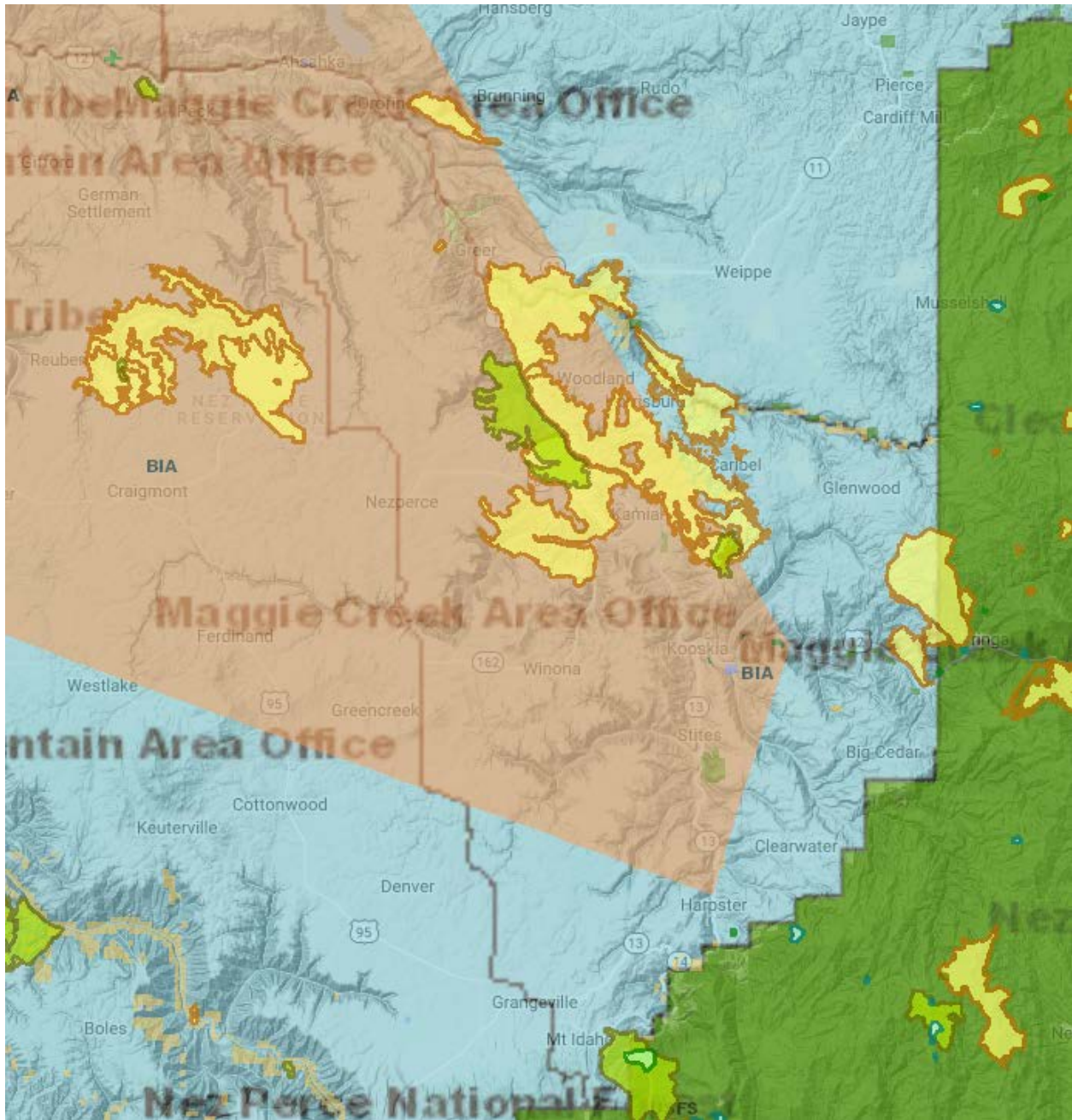
H. Maps



Maggie Creek Fire Protection District, source WFSS.



Jurisdiction responsibilities within the Maggie Creek Fire Protection District, source WFDSS.



Past large fire history in the Maggie Creek Fire Protection District, source WFDSS.

CONTENT AND FORMAT REQUIREMENTS

To be considered, a completed proposal must be submitted on time, and must include the information listed below. The proposal shall be limited to 10 pages. Work samples, resumes, and professional references accompanying proposals and attached appendices will not be counted as part of the maximum 10-page limit.

At minimum, the proposal should include the following information:

- Cover letter
- Description of the company and/or resume of the applicant
- Personnel and/or subcontractors involved with developing the FRG
- Experience, ICS qualifications, and work samples
- Work plan and approach
- Schedule of completion
- Costs itemized by project tasks
- Single point of contact responsible for deliverables

SELECTION PROCESS AND EVALUATION CRITERIA

The selection committee reserves the right to reject any and all proposals submitted. The selection committee also reserves the right to request interviews with selected applicants. This solicitation does not commit the Clearwater Fire Collaborative or the Council to pay any costs incurred by the applicant in the preparation or presentation of the proposals, including any interview time and expense. Upon selection of the successful contractor, the Council will execute a professional services contract.

A. Specialized Work Experience: 20 points

Consultant has specialized experience in the type of work to be performed.

B. Staff Qualifications and Experience: 20 points

Qualifications and experience of the staff assigned by the proposer to perform these services.

C. Approach: 25 points

The consultant team demonstrated an approach that has an effective and clear decision-making process, links all aspects of the scope of work, successfully integrates technical and public involvement activities, completes the project on schedule, offers creative and unique community partner involvement approaches and tools, and offers cost-efficiencies.

D. Budget: 20 points

The funds available for the project are limited. Consideration will be given for cost effectiveness.

E. Quality of Work Samples: 15 points

Work samples submitted with the proposal are professional in appearance, clear, easily understood, and exhibit an effective use of graphics and visual display skills.

The selection committee will review all proposal materials and may confer with professional references identified by proposing consultant teams.

SUBMISSION OF PROPOSAL

Please submit via email by **9:00 a.m. PST January 8, 2018**, as a single pdf file to:

Lonnie Newton
Interagency Federal Office US Forest Service/Bureau of Land Management
lnewton@blm.gov

All questions regarding this RFP should be directed to:

Lonnie Newton
lnewton@blm.gov
(208) 769-5017