



## **REQUEST FOR PROPOSALS (RFP)**

**Spring 2012 Prescribed Fire Management Services**

### **PLATTE RIVER RECOVERY IMPLEMENTATION PROGRAM**

Office of the Executive Director  
4111 4<sup>th</sup> Avenue, Suite 6  
Kearney, Nebraska 68845

**January 23, 2012**



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**Appendix A** – PRRIP Prescribed Fire Standards

**Appendix B** – PRRIP Fireline Standards



# **PLATTE RIVER RECOVERY IMPLEMENTATION PROGRAM REQUEST FOR PROPOSALS (RFP)**

**SUBJECT:** Spring 2012 Prescribed Fire Management Services  
**REQUEST DATE:** January 31, 2012  
**PRE-PROPOSAL MEETING:** February 10, 2012  
**CLOSING DATE:** February 21, 2012  
**POINT OF CONTACT:** Tim Tunnell, Land Manager  
 Headwaters Corporation  
 (402) 219-3883  
[tunnellt@headwaterscorp.com](mailto:tunnellt@headwaterscorp.com)

## **I. OVERVIEW**

The Platte River Recovery Implementation Program (“Program” or “PRRIP”) was initiated on January 1, 2007 between Nebraska, Wyoming, Colorado, and the Department of the Interior to address threatened and endangered species issues in the central and lower Platte River basin. The species considered in the Program, referred to as “target species”, are the whooping crane, piping plover, interior least tern, and pallid sturgeon.

A Governance Committee (GC) reviews, directs, and provides oversight for Program activities. The GC is comprised of one representative from each of the three states, three water user representatives, two representatives from environmental groups, and two members representing federal agencies. The GC has named Dr. Jerry Kenny to serve as the Program Executive Director (ED). Dr. Kenny established Headwaters Corporation as the staffing mechanism for the Program. Program staff is located in Nebraska and Colorado and are responsible for assisting in carrying out Program-related activities.

One of the major components of Program implementation is acquisition and management of 10,000 acres of habitat for the benefit of the target species. To date, approximately 9,000 acres have been acquired and are being managed by the Executive Director’s Office (EDO). Prescribed fire is an important tool used by the Program to manage grassland composition and structure. To date, the program has relied on strategic partnerships with local agencies and conservation organizations to implement prescribed fire. However, as Program land ownership has increased, prescribed fire needs have surpassed local capacity. **As such, the GC is requesting proposals from National Wildfire Coordinating Group (NGCG) qualified contractors for spring 2012 prescribed fire management services to be performed over a period of three (3) weeks starting March 15, 2012.**

## **II. PROJECT DESCRIPTION & SCOPE OF WORK**

### **Project Description**

The Program is requesting proposals for prescribed fire management services for three (3) weeks during the spring of 2012. The performance period will begin on March 15, and will end on April 7. The Program would provide lodging during the performance period but the Contractor will be responsible for all labor, materials, equipment, tools, transportation and supplies required to complete the work. Fire management services will include, but are not limited to, prescribed fire planning and implementation, fire-line preparation, post burn mop-up and monitoring, and if needed wildfire suppression. Contractors must be able to provide their own equipment.



Contractors must also be available respond to any issues that may arise after the contractor's prescribed burn is complete. These issues could include: smoke management problems, mop-up concerns, post-burn monitoring needs or escapes. This response must occur during the same day of contact by the Rural Fire Protection Districts local fire chief with jurisdiction over the burn unit or EDO staff and must include the appropriate personnel, equipment or contingency measures.

The PRRIP is requesting that the contractor be on site during the three (3) week period to fully utilize weather windows that meet prescriptions for each of the five (5) habitat complexes. In the event of inclement weather during the scheduled March 15 to April 7 time period, the PRRIP requests that the contractor provide a list of habitat management services that your firm could provide during the down time while on site or if the scheduled burns are finished early. The PRRIP will assume payment not to exceed fifteen (15) workdays if inclement weather does not allow for the successful completion of all scheduled burns.

### Scope of Work

#### Habitat Complexes

Program lands are organized into approximately 2,000 to 3,000 acre blocks referred to as habitat complexes. There are five habitat complex distributed across the project area, containing the majority of land to be burned on an annual basis (**Figure-1**). The following description generally applies to areas that will be burned:

- Most burn blocks on these tracts have been burned once over the last five to ten years; stand types are primarily lowland, tall grass prairie that have been heavily invaded with introduced cool-season grasses and often include natural riparian forest;
- most burn units have been grazed and/or hayed;
- burns will be scheduled for late spring to suppress invading cool season grasses.

The following sections of the scope of work provide specific information about the burn units within each habitat complex.

#### Plum Creek Complex

Contractors should be aware of the following points:

1. Plum Creek Complex is located less than 1 mile to the south of Interstate 80 between the towns of Lexington and Overton, NE.
2. Plum Creek complex contains 2 tracts of land and is 2 miles long with the majority of the land located on the south side of the Platte river; mostly grassland fuels; There are 2 burn units (labeled A-B) and is approximately 233 acres and can be divided into smaller areas (**Figure-2**).
3. All trees have been removed from the east mile of the complex and ~30 acres of cropland has been reseeded back to native grass. The west end of the complex is a native hay meadow with the majority of the tract remaining in cropland. There is a ground water drain that traverses the west tract towards the east side. This drain is ~20 feet deep and extends to the river. There is a wooden bridge that crosses the drain. There is a lodge located at the southern end of the sandpits towards the east end of the unit.
4. The northern fire-line will be the Platte River; the southern fire line will be a mowed two-track road, crop stubble field, and alfalfa field. The east and west fire-lines will be mowed lines along property boundary. Fire-lines are often limited to roads, ditches, mowed/hayed lines and river/ slough edges;



contractors should be comfortable burning from these features; additional fire-line establishment can be conducted but must be authorized by the PRRIP Land Manager.

#### Cottonwood Ranch Complex

Contractors should be aware of the following points:

1. Cottonwood Ranch Complex is located less than 1 mile to the south of Interstate 80 between the towns of Overton and Elm Creek, NE.

2. Cottonwood Ranch complex contains 3 tracts of land and is 4 miles long with the majority of the land located on the south side of the main channel of the Platte river; mostly grassland fuels; There are six burn units (labeled A-F) and is approximately 791 acres and can be divided into smaller areas (**Figure-3**).

3. **Burn Unit A** is located south of a newly constructed off channel sand and water habitat area and north of the main channel of the Platte river. All trees have been removed from the west boundary and the north boundary east of the nesting area. The unit is predominantly cottonwood forest with an eastern red cedar understory. **Burn Unit B** is located between 2 channels of the Platte River and is predominately lowland tall grass prairie. Grazing on this unit was deferred during the 2011 grazing season. The primary firebreak on the north and east boundary is a 20-30ft mowed line. The secondary firebreak is the north channel of the Platte River. There is an alfalfa field east of the east boundary on privately owned property. The primary firebreak on the south is a 2 track road that extends the length of the unit and the secondary firebreak is the main channel of the Platte River. **Burn Unit C** is located south of the Platte River and is predominantly riparian forest. All trees have been removed from the east, west and south boundary. There is a side channel that crosses the middle of the unit and the main channel is the northern boundary. **Burn Units D-F** are located south of the Platte River and are predominately lowland tall grass prairie. Grazing was not deferred on this unit during the 2011 grazing season. There is a minimum maintenance road on the North boundary that was mowed in the fall of 2011, grazed/hayed pasture on the east, drainage ditch and disked crop field on the south, and gravel county road on the west. There is a 115 Kv transmission line that extends the length of the tract on the north burn unit boundary along the minimum maintenance road.

4. Fire-lines are often limited to roads, ditches, mowed/hayed lines and river/ slough edges; contractors should be comfortable burning from these features; additional fire-line establishment can be conducted but must be authorized by the PRRIP Land Manager.

#### Elm Creek Complex

Contractors should be aware of the following points:

1. Elm Creek Complex is located less than 1/4 mile to the south of Interstate 80 between the towns of Elm Creek and Odessa, NE.

2. Elm Creek complex contains 2 tracts of land and is 2 miles long with one tract being located on the north side of the Platte river and the other located on the south side of the Platte river; These tracts are primarily riparian forest within the accretion ground; There are 4 burn units (labeled A-C) and is approximately 136 acres that can be divided into smaller areas (**Figure-4**).

3. **Burn Unit A** is located between Interstate 80 and the north channel of the Platte River and is predominately riparian forrest. Most understory trees have been removed and there has been no grazing



on the unit in 10+ years. The primary firebreak on the north is crop field (planted to corn in 2011-scheduled to be seeded to grass in fall 2011). There is an 115Kv transmission line that extends the length of the tract on the north burn unit boundary. The secondary firebreak is the Kearney canal and Interstate 80. There is a state owned wildlife management area on the east. The firebreak on the south is the main channel of the Platte River. **Burn Unit B** is a small 7 acre island that is bounded by channels of the Platte River on the north and south. There is a state owned wildlife management area on the east. **Burn Unit B** is a 32 acre island located south of the Platte River. All trees have been removed from the island and was reseeded to native grasses and forbs in the spring of 2011. The north boundary is the main channel of the Platte River, the east and west properties outside of the boundary is privately owned, and the south boundary is a wetted slough. There is an active bald eagle nest in a group of trees on the adjoining property to the west and a PRCF population in the channel south of the boundary. Care must be taken to avoid allowing fire to escape to these 2 areas. **Burn Unit C** is located south of the Platte River and is at the southern end of the tract. Understory trees have been removed from the majority of the area and was reseeded to native grasses and forbs in the spring of 2011. The unit has a history of livestock grazing but was deferred for the 2011 grazing season. Trees have been cleared on the east, west and south boundary and the boundary was mowed in the fall of 2011.

4. Fire-lines are often limited to roads, ditches, mowed/hayed lines and river/ slough edges; contractors should be comfortable burning from these features; additional fire-line establishment can be conducted but must be authorized by the PRRIP Land Manager.

#### Fort Kearny Complex

Contractors should be aware of the following points:

1. The Fort Kearny Complex is located less than 1/2 mile to the south of Interstate 80 and is located between 2 channels of the Platte River near the town of Kearney, NE and Highway 10.

2. The Fort Kearny complex contains 2 tracts of land and is 5 miles long; Two of the tracts are cropland that is being converted to grassland and two tracts are mostly grassland fuels; There are 9 burn units (labeled A-I) and is approximately 277 acres and can be divided into smaller areas (**Figure-5**).

3. **Burn Unit A** is located between Interstate 80 and the north channel of the Platte River and is predominately open grassland with scattered cottonwood trees along the northern edge of the unit. Most understory trees have been removed and there has been grazing on the unit in 2011. The primary firebreak on the north is a 2 track road that extends the length of the unit and crop field (planted to corn in 2011). The secondary firebreak is Interstate 80. A hand line will be required on the east and west boundaries. There is a dike consisting of concrete rubble along the east boundary on the adjacent property. The firebreak on the south is the main channel of the Platte River. **Burn Unit B** is a small 4 acre island with water on the north and south. A hand line will be required on the east end. **Burn Unit C** is located between 2 channels of the Platte River. The unit is heavily treed with cottonwood, eastern red cedar, etc. The unit can be burned in conjunction with Burn Unit F. **Burn Units D-F** are located between 2 channels of the Platte River. All trees have been removed from most of the burn unit and brush re-growth has been treated with herbicide in 2009 and 2010. **Burn Unit G** is bounded by channels of the Platte River on the north and most of the south boundaries. Hand lines will be required on the portion of the south boundary that is not river channel. **Burn Units H-I** are small islands surrounded by water.



4. Fire-lines are often limited to roads, ditches, mowed/hayed lines and river/ slough edges; contractors should be comfortable burning from these features; additional fire-line establishment can be conducted but must be authorized by the PRRIP Land Manager.

#### Shoemaker Island Complex

Contractors should be aware of the following points:

1. Shoemaker Island Complex is located less than 1/2 mile to the south of Interstate 80 between 2 channels of the Platte River near the towns of Wood River and Alda, NE.

2. Shoemaker Island complex contains 2 tracts of land and is 3 miles long; There are 2 burn units (labeled A-B) and is approximately 441 acres and can be divided into smaller areas (**Figure-6**).

3. **Burn Unit A** is grazed and was not deferred in 2011. The south, east, and west boundaries will be mowed lines and the north boundary is the north channel of the Platte River. A large portion of this burn unit will have cedar trees sheared and placed in piles. These piles are scheduled to be removed prior to March 1, 2012. **Burn Unit B** is grazed and was not deferred in 2011. The north, east, and west boundaries will be mowed lines and the south boundary is the main channel of the Platte River. A large portion of this burn unit will have cedar trees sheared and placed in piles. These piles are scheduled to be removed prior to March 1, 2012.

4. Fire-lines are often limited to roads, ditches, mowed/hayed lines and river/ slough edges; contractors should be comfortable burning from these features; additional fire-line establishment can be conducted but must be authorized by the PRRIP Land Manager.

#### Smoke Sensitive Areas:

The tracts are primarily located in rural landscape with scattered farmsteads however they are near interstates, major highway(s) and/or populated areas.

#### Communities at Risk:

Nine communities exist within the PRRIP project area: Lexington-Grand Island (**Figure-7**). Their proximity to PRRIP properties makes them vulnerable to smoke and other hazards related to wildfire and prescribed burning. Additional outlying communities that may also be affected by smoke include Bertrand, Loomis, Holdrege, Funk, Axtell, Minden, Heartwell, Kenesaw, Juniata, Hastings, Doniphan, Cairo, Riverdale, Amherst, and Miller (**Figure-7**).

#### Wildfire Suppression and Escaped Prescribed Fires:

In the event of an escaped prescribed fire originally ignited by the contractor, contractors may be responsible for coordinating with and working under the direction of the Rural Fire Protection Districts local fire chief with jurisdiction over the area on containment, mop-up and monitoring issues until fire is called out by the appropriate agency. During this process contractors may be responsible for paying suppression costs charged for fire suppression and may be required to conduct work or provide assistance without compensation by the PRRIP.

#### Long-Term Mop-Up, Smoke Management, and Re-Burn Situations:

Compliance with smoke management guidelines are voluntary in Nebraska, however, the Contractor shall make every effort to meet them. All prescribed fire plans shall address smoke management as a primary



issue and prescription parameter. Contractors may be required to conduct long-term mop-up, monitoring and smoke management procedures without compensation. This may occur if PRRIP personnel determine a lack of due diligence and planning occurred before ignition began or if proper procedures were not taken to mop-up and secure fire after ignition was completed.

Submittals:

*Prescribed Burn Plans* - Burn plans must be developed by a NWCG qualified Rx Burn planner prior to the proposed burn date. Plans will be written on a NWCG approved burn form or an alternative form approved by the PRRIP Land Manager. The prescribed burn plan shall be in accordance with Nebraska Statutes subsection 81-520.01 and 81-520-02. **Fully completed, legible, plans with a copy of the open burn permit will be delivered to the PRRIP Land Manager within five business days following the completion of each burn.** These plans must be signed by the Burn Manager. Plans can be scanned and e-mailed, faxed or hand delivered. They must include all actual weather data recorded the day of the burn and any other planning notes recorded before or during the burn.

Burn Managers will follow the PRRIP Weather Parameter Standards (**APPENDIX–A**) when planning and implementing prescribed burns. Fire weather forecasts for the appropriate county containing the burn site will be used the day of the burn. These are available from the following National Weather Service online sources:

Hastings:

<http://www.crh.noaa.gov/gid/?n=firewx>

North Platte:

<http://www.crh.noaa.gov/lbf/forecasts/firewx/firewx.php>

**A copy of these forecasts must accompany the burn plan when submitted to the PRRIP.**

The PRRIP requires that contractors keep good records of all pre-burn planning and site evaluation measures as well as actual firing techniques used during prescribed burn implementation. This includes full documentation of information such as: burn purpose and objective, forecasted and actual weather conditions, spot weather forecasts, soil moisture conditions (including soil saturation and depth to water in wetlands), days since rain, amount of rain received on the actual burn block, Keetch-Byram drought index (KBDI), etc. This information should be included in the burn plan or as an attachment.

The burn purpose and burn objective will be determined by PRRIP staff. This information will be conveyed to contractors before the burn is implemented to help with burn plan development. In general, the burn purpose will describe an overall goal such as site preparation or hazard reduction and the burn objective will identify a specific, measurable, parameter such as remove 75% of available fuels or top-kill 50% of trees less than three (3) inches diameter at breast height (DBH).

Prior to the burn, Burn Managers will evaluate the site to determine the type of ignition methods, firing techniques and weather conditions needed to meet the pre-determined objective, safely conduct the burn, and minimize negative effects such as duff ignition/soil damage, crown scorch, or smoke management problems. This information will be included in the burn plan.

A copy of the burn plan and a site map showing burn area location, fire-lines, roads, and natural features shall be in the possession of the burn manager at the time of the burn. PRRIP staff will provide burn managers with a map and/or ground location point of any areas personnel should avoid. PRRIP staff may





instruct personnel to avoid disking, plowing or igniting fires in these areas. These sites may contain historical resources, threatened and endangered plant or animal locations, public use facilities or exotic plant infestations.

Contractors will notify the PRRIP's Land Manager as soon as possible but at least within 24 hours if the following circumstances occur after the burn has been completed: 1) fire has escaped, 2) burn objectives were not met or 3) negative conditions or smoke management problems occurred.

*Prescribed Burn Notification* - By 5:00 PM one day prior to ignition or by 8:30 AM the day of the burn, the Burn Manager responsible for conducting the burn will notify the PRRIP Land Manager by *e-mail* indicating the location of the burn area (Section, Township, Range), the tract name/number, the county where the burn will be conducted, and the approximate acreage planned.

*Implement Burn Plans* – Prescribed fires on PRRIP lands are required to be conducted in compliance with Nebraska Statutes subsection 81-520.01 and 81-520-02 and any other applicable laws. The Contractor shall monitor all burn units and to determine when a unit is in prescription. All prescribed fires will also be conducted in compliance with all aspects of the PRRIP Prescribed Fire *Standards (APPENDIX-A)*.

Fireline installation and plowing will follow guidelines identified in the PRRIP Fireline Standards (*APPENDIX-B*).

*Escaped Prescribed Fires* - In the event of an escaped prescribed fire, contractors shall initiate suppression actions, contact directly affected parties, Rural Fire Protection Districts local fire chief with jurisdiction over the area, and then notify the PRRIP Land Manager or the Land Specialist. In general, the PRRIP Land Manager or Land Specialist will lead all discussion with affected parties. The Burn Manager responsible for conducting the burn should document the conditions of the escape using photos, GPS data, maps, and a written narrative describing the incident including any adverse results and any lessons learned or measures that could be taken in the future to prevent another incident. Any involvement from local fire department with jurisdiction over the area to contain the escape should also be documented. Written or email communication outlining the general details of the incident should be sent to the PRRIP Land Manager within 48 hours. A full report documenting all the above information should be submitted to the PRRIP within one week following the incident.

*Shapefiles* – Before a burn is conducted, the PRRIP will provide contractors with GIS shapefiles of areas to be burned. After the burn is complete, contractors must submit a shapefile showing the areas that were actually burned. These shapefiles must be included with the each invoice. To receive payment, the acreage identified in shapefiles must be identical to the acreage listed on the invoice to the nearest 1/10 acre. Shapefiles will be projected to: NAD 1983 Nebraska State Plane Feet. The PRRIP shall field verify and pay based on this acreage.

#### *Equipment Information:*

*Minimum Wildland Engine Specifications:* Wildland engines used by contractors on PRRIP burns must meet or exceed all equipment specifications of the National Wildfire Coordinating Group (NWCG) for Type 6 engines, with the added requirements of four-wheel drive (4X4) and foam proportioner. Type 6 specifications include: minimum tank size of 150 gallons; a pump rated at 50 gallons per minute (GPM) @ 100 pounds per square inch (PSI); a hose and reel with a minimum of 50' of 1" hose; 300' feet of additional 1" hose; fire hydrant adapters and the ability to draft water.



On most burns, contractors will have a minimum of one engine and two UTV units on site.

Contractors are also required to provide all personal protective equipment (PPE) listed in the Program's Prescribed Fire Standard under Training and Safety Requirements (National Wildfire Coordinating Group (NWCG) Standard). (**APPENDIX – A**)

### **III. PROJECT BUDGET**

Based on the limited number of burn days available each year, the variability of tract size and diverse locations, and variability of fuel characteristics, the Program has determined it needs a contractor to be on-site with fully staffed/equipped burn crew ready to mobilize when weather conditions are appropriate. As such, the Program requests that Contractors submit a "time and materials not to exceed" budget in the proposal that would provide for full turn-key fire management services for the full performance period of three weeks. Additional proposal submission requirements are presented in Section VI.

### **IV. FIELD AND OFFICE EQUIPMENT**

Potential Contractors will own or acquire all field and office equipment and software required to provide prescribed fire management services.

### **V. CONTRACT TERMS**

The selected Contractor will be retained by: Nebraska Community Foundation  
PO Box 83107  
Lincoln, NE 68501

The Contractor will be subject to (but not limited to) the following contract terms:

Certification/Training Requirements: See certification and training requirements in Appendix A.

Insurance Requirements: If awarded, contractor shall represent and guarantee that all employees, agents, servants or representatives of contractor, and all employees, agents, servants, or representatives of subconsultants are covered by workers' compensation insurance as required by Nebraska Statute. Prior to entering into contract with PRRIP, contractor shall furnish PRRIP with certificates of insurance, naming PRRIP as named or additional insured without waiving any defense of sovereign immunity or increasing the limits of PRRIP's liability in excess of Nebraska State Statute for item (3) below, providing evidence that contractor has in full force and effect the following minimum insurance with insurers authorized to do business in the State of Nebraska. The certificate of insurance shall also provide that PRRIP shall be notified in writing by the carrier at least 30 days prior to any cancellation of said insurance.

1. Workers' compensation insurance as required above;
2. Motor vehicular liability insurance with limits of not less than \$1,000,000 combined single limit which insurance shall be applicable to any and all vehicles utilized by contractor to provide the services requested by PRRIP;
3. General liability insurance for all services rendered by contractor for the requested services with a minimum of \$1,000,000 personal and advertising injury and \$1,000,000 general aggregate.

Contractor Liability: If a wildfire occurs as the result of the Contractor's failure to follow the approved Prescribed Fire Plan, the Contractor shall be liable for all damages and all costs for labor, subsistence,



equipment, supplies, and transportation deemed necessary to control the escaped fire and repair/replace all PRRIP, personal and/or non-federal public property.

Open Burning Permits: A burning permit from the Rural Fire Protection Districts fire chief with jurisdiction over the area to be burned is required. Names and contact information of the local fire chief will be available and it will be the responsibility of the burn manager to make contact with the fire chief, present the written burn plan and obtain a signed copy of the “Open Burning Permit.” A copy of this burn permit must be provided to PRRIP with the final copy of burn plan for each burn unit.

## **VI. SUBMISSION REQUIREMENTS**

All interested parties having experience providing the services listed in this RFP are requested to submit a proposal.

### Instructions for Submitting Proposals

One original and five (5) copies of your proposal and supporting documentation must be submitted by mail to Tim Tunnell *no later than 10:00 AM Central Time **Tuesday, February 21, 2012.*** A proposal is late if received after that time and will not be considered. Proposals should be submitted to:

Tim Tunnell, Land Manager  
Platte River Recovery Implementation Program  
4111 4<sup>th</sup> Avenue, Suite 6  
Kearney, NE 68845

Questions regarding the information contained in this RFP should be submitted to Tim Tunnell at [tunnellt@headwaterscorp.com](mailto:tunnellt@headwaterscorp.com). A list of compiled Contractor questions and responses will be maintained on the Program web site ([www.PlatteRiverProgram.org](http://www.PlatteRiverProgram.org)) in the same location as this RFP solicitation.



### RFP Schedule

The ED Office expects to complete the selection process and award the work by approximately February 24, 2012. The following table represents the RFP schedule:

Description	Date	Time (Central)
Issue RFP	January 31, 2012	NA
Pre-proposal meeting	February 10, 2012	1:00 PM
Last day for respondents to submit questions regarding the RFP	February 17, 2012	12:00 PM
Proposals due from respondents	February 21, 2012	12:00 PM
Evaluation of proposals	February 21, 2012 to February 24, 2012	
Award of Work	On or before February 24, 2012	
Start of Work	Approximately March 15, 2012	
Completion of Work	Approximately April 7, 2012	

### Pre-Proposal Meeting

A mandatory pre-proposal meeting of interested parties will be held on February 10, 2012 from 1:00 to 2:00 p.m. Central Time via conference call for the purpose of familiarizing the respondents with the work scope and requirements included herein before submitting a response to this RFP. Please email Tim Tunnell ([tunnellt@headwaterscorp.com](mailto:tunnellt@headwaterscorp.com)) for the conference call dial-in information along with a list of people from your party expected to join in the pre-proposal conference call by 12:00 p.m. Central time on February 6, 2012.

It is the Consultant's responsibility, while at the pre-proposal meeting/conference call, to ask questions necessary to understand the RFP so the respondent can submit a proposal that is complete and in accordance with RFP requirements. There shall be no minutes distributed by the ED Office regarding the meeting.

### Proposal Content

Proposals must include the following contents and documentation:

- 1) Executive summary** that presents a brief firm overview that condenses and highlights the contents of the proposal in such a way as to provide a broad understanding of the Contractor's qualifications and proposal.
- 2) Project Understanding** that demonstrates the Contractor's understanding of project objectives and identifies issues critical to project success.
- 3) Project approach** that documents how the Contractor would organize and execute the scope of work detailed in this RFP and provides project team organization, certifications, and responsibilities and specifies which team members will work on each specific task.
- 4) Qualifications and project experience** relevant to this project including the involvement/role of the proposed team in those projects. A sample project experience/reference form is included in Section VII.
- 5) Equipment** list that includes all equipment that would be mobilized for this project.



6) **Compensation** for all time and materials necessary to complete the scope of work. A compensation form has been included in Section VII.

7) **Description of insurance** shall be provided with the proposal. Proof of insurance will be required before a contract is issued. Minimum insurance requirements are described in Section V.

Criteria for Evaluating Proposals

The GC will appoint a Proposal Selection Panel that will evaluate all proposals and select a Consultant based on the following principal considerations:

1. Understanding of the overall objectives of the project and approach to meeting those objectives.
2. Qualifications and experience completing comparably sized prescribed burn projects safely and in a timely manner.
3. The number/type of qualified personnel/equipment proposed to be dedicated to the project.
4. Ability to provide turn-key prescribed burns services or provide multiple crews.
5. Price proposal.

The winning proposal will be selected to best meet overall project objectives. Should the successful Proposers be unable at any time to accomplish the work they have been contracted for or meet any of the requirements or standards listed in this Proposal, the next ranked Contractor may be contacted to provide the required work.

Award Notice

After completing the evaluation of all proposals, the Proposal Selection Panel will select a Contractor. That firm will negotiate with the ED Office to establish a fair and equitable contract. If an agreement cannot be reached, a second firm will be invited to negotiate and so on. If the Program is unable to negotiate a mutually satisfactory contract with a Consultant, it may, at its sole discretion, cancel and reissue a new RFP.

Program Perspective

The Program GC has the sole discretion and reserves the right to reject any and all proposals received in response to this RFP and to cancel this solicitation if it is deemed in the best interest of the Program to do so. Issuance of this RFP in no way constitutes a commitment by the Program to award a contract, or to pay Contractor's costs incurred either in the preparation of a response to his RFP or during negotiations, if any, of a contract for services. The Program also reserves the right to make amendments to this RFP by giving written notice to Contractors, and to request clarification, supplements, and additions to the information provided by a Contractor.

By submitting a proposal in response to this solicitation, Contractors understand and agree that any selection of a Contractor any decision to reject any or all responses or to establish no contracts shall be at the sole discretion of the Program. To the extent authorized by law, the Contractor shall indemnify, save, and hold harmless the Nebraska Community Foundation, the states of Colorado, Wyoming, and Nebraska, the Department of the Interior, members of the GC, and the ED Office, their employees, employers, and agents, against any and all claims, damages, liability, and court awards including costs,



expenses, and attorney fees incurred as a result of any act or omission by the Contractor or its employees, agents, sub-Contractors, or assignees pursuant to the terms of this project. Additionally, by submitting a proposal, Contractors agree that they waive any claim for the recovery of any costs or expenses incurred in preparing and submitting a proposal.

**VII. PROPOSAL RESPONSE FORMS**

The following forms are to be submitted as part of Contractor proposals.



## PLATTE RIVER RECOVERY IMPLEMENTATION PROGRAM

### WEEKLY RATE:

Weekly rate should include providing a full crew stationed within the project area to be available to burn as weather allows. All pre-burn planning, ignition and stand-by time, mop-up and monitoring time (within the first 24 hours after ignition is complete) as well as all other labor, materials, equipment, tools, transportation and supplies required to complete the work. It is expected that a 3week prescribed burn detail will be required to meet prescribed burning objectives.

The Contractor is required to submit quotes for all work Items below.

Item No.	Description	Unit	Bid Price
001	Mobilization <sup>1</sup>	LS	\$_____
002	Pre-burn planning <sup>2</sup>	LS	\$_____
003	Labor of crew/ week <sup>3</sup>	LS	\$_____
004	Equipment/ week <sup>4</sup>	LS	\$_____
005	Demobilization <sup>5</sup>	LS	\$_____

<sup>1</sup>Item includes costs to mobilize all personnel and equipment needed to complete the work from contractor's base of operations to Overton, NE.

<sup>2</sup>Item includes burn plan development, burn unit reconnaissance, obtaining burn permit from appropriate fire department, and neighbor notifications for each unit.

<sup>3</sup>Item includes cost of labor for full NWCG crew for a week prescribed burning detail within PRRIP project area. This includes ignition and stand by time, mop up and monitoring time within the first 24 hours after ignition is complete on each unit.

<sup>4</sup>Item includes all materials, equipment, tools, transportation, fuel and supplies to complete the work for a 1 week prescribed burning detail.

<sup>5</sup>Item includes costs to demobilize from Overton, NE to contractor's base of operations.

**NOTE: Lodging for prescribed fire contractor will be provided at the Program's Plum Creek Complex. Existing lodge at that location will accommodate a crew of approximately eight.**



**PLATTE RIVER RECOVERY IMPLEMENTATION PROGRAM**

**SIMILAR PROJECTS:**

COMPLETED PROJECT: \_\_\_\_\_

AGENCY/COMPANY: \_\_\_\_\_

CONTACT: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

START DATE: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_  
(month/year) (month/year)

NUMBER OF ACRES RESPONSIBLE FOR BURNING/YEAR: \_\_\_\_\_

DESCRIPTION OF STAND TYPE(S)/FUEL LEVEL(S) BURNED: \_\_\_\_\_

IGNITION METHOD(S) USED: \_\_\_\_\_

TOTAL ACRES BURNED: \_\_\_\_\_

CERTIFIED PRESCRIBED BURN MANAGER(S) ASSIGNED TO PROJECT: \_\_\_\_\_

COMPLETED PROJECT: \_\_\_\_\_

AGENCY/COMPANY: \_\_\_\_\_

CONTACT: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

START DATE: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_  
(month/year) (month/year)

NUMBER OF ACRES RESPONSIBLE FOR BURNING/YEAR: \_\_\_\_\_

DESCRIPTION OF STAND TYPE(S)/FUEL LEVEL(S) BURNED: \_\_\_\_\_

IGNITION METHOD(S) USED: \_\_\_\_\_

TOTAL ACRES BURNED: \_\_\_\_\_

CERTIFIED PRESCRIBED BURN MANAGER(S) ASSIGNED TO PROJECT: \_\_\_\_\_





COMPLETED PROJECT: \_\_\_\_\_

AGENCY/COMPANY: \_\_\_\_\_

CONTACT: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

START DATE: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_  
(month/year) (month/year)

NUMBER OF ACRES RESPONSIBLE FOR BURNING/YEAR: \_\_\_\_\_

DESCRIPTION OF STAND TYPE(S)/FUEL LEVEL(S) BURNED: \_\_\_\_\_

IGNITION METHOD(S) USED: \_\_\_\_\_

TOTAL ACRES BURNED: \_\_\_\_\_

CERTIFIED PRESCRIBED BURN MANAGER(S) ASSIGNED TO PROJECT: \_\_\_\_\_

COMPLETED PROJECT: \_\_\_\_\_

AGENCY/COMPANY: \_\_\_\_\_

CONTACT: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

START DATE: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_  
(month/year) (month/year)

NUMBER OF ACRES RESPONSIBLE FOR BURNING/YEAR: \_\_\_\_\_

DESCRIPTION OF STAND TYPE(S)/FUEL LEVEL(S) BURNED: \_\_\_\_\_

IGNITION METHOD(S) USED: \_\_\_\_\_

TOTAL ACRES BURNED: \_\_\_\_\_

CERTIFIED PRESCRIBED BURN MANAGER(S) ASSIGNED TO PROJECT: \_\_\_\_\_



**PLATTE RIVER RECOVERY IMPLEMENTATION PROGRAM**

**REFERENCES:**

(Names/address/telephone of three clients who can attest to your experience as it relates to the services you are proposing.)

FIRM NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

FAX: \_\_\_\_\_

FIRM NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

FAX: \_\_\_\_\_

FIRM NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

FAX: \_\_\_\_\_



## APPENDIX - A PLATTE RIVER RECOVERY IMPLEMENTATION PROGRAM PRESCRIBED FIRE STANDARDS

### INTRODUCTION

These Standards are designed to define procedures to be used by personnel involved in the planning, reviewing, approving and implementing of prescribed fire on Platte River Recovery Implementation Program (PRRIP) property.

### GUIDELINES

#### 1. Prescribed Fire Implementation

Prescribed fires on PRRIP lands are required to be conducted in compliance with Nebraska Statutes subsection 81-520.01 and 81-520-02 and any other applicable laws.

Fireline installation and plowing will follow guidelines identified in the PRRIP Fireline Standards document (Appendix B).

By 5:00 PM one day prior to ignition or by 8:30 AM the day of the burn, the Burn Manager responsible for conducting the burn will notify the PRRIP Land Manager by *e-mail* indicating the location of the burn area (Section, Township, Range), the tract name, the county where the burn will be conducted, and the approximate acreage planned. The Land Specialist and the PRRIP Receptionist will also be copied on this e-mail. In the event of an escaped prescribed fire, contractors should initiate suppression actions, contact local fire chief with jurisdiction over the area, and then notify the PRRIP Land Manager or the Land Specialist. If the escape impacts private property, the landowner should be contacted by the Land Specialist. The Burn Manager responsible for conducting the burn should document the results of the escape using photos, GPS, maps, and a written narrative describing the incident including any adverse results; any involvement from local fire department with jurisdiction over the area to contain the escape should also be documented. Written communication outlining the general details of the incident should be sent to the PRRIP Land Manager within 48 hours. A full report documenting the all the above information should be submitted within one week following the incident.

#### 2. Prescribed Burn Manager Requirements

All prescribed fires on PRRIP land will be managed by a NWCG Certified Prescribed Burn Boss as defined in the Wildland Fire and Prescribed Fire Qualification System Guide published by the National Wildfire Coordinating Group (NWCG), Publication Numbers PMS 310-1 and NFES 1414 (January 2009) and shall have detailed functional knowledge and specialized experience with prescribed burning in grassland fuels. The certified Burn Manager must be present on site at all times during burn operations. An updated copy of the Burn Manager's current certification status card must be provided to Land Manager prior to ignition. All required personnel, equipment, firebreaks and permits as established by law must also be accounted for prior to ignition.

#### 3. Training/Safety Criteria

Due to the inherent dangers of working with fire, minimum requirements must be implemented to ensure that personnel are adequately trained and equipped to participate in a prescribed fire. These minimum



requirements apply to all participants involved in prescribed fire on PRRIP lands including PRRIP personnel, burn contractors, cooperators from other agencies and students. The Contractor shall ensure that all of his personnel are qualified to perform the duties of ignition, holding, patrol and mop-up as defined in the Wildland Fire and Prescribed Fire Qualification System Guide published by NWCG, Publication Numbers PMS 310-1 and NFES 1414 (January 2009).

#### Personal Protection Equipment:

The Contractor shall ensure that all crew members arrive at the work site with required personal protective clothing and equipment, including: a serviceable National Fire Protection Association (NFPA) approved fire shelter; a NFPA approved hardhat; eye protection; hearing protection; NFPA approved flame resistant shirt and pants; NFPA approved leather gloves; and heavy-duty, leather, laced boots with non-skid soles and tops at least eight inches high. The Contractor shall ensure the personal protective clothing and equipment is operable and maintained in good repair. All personnel shall wear personal protective clothing and equipment during all burning and mop-up operations. All personnel on a burn site must have two-way radio communications with the burn manager and required suppression equipment. Contractors are also encouraged to obtain radios that are programmable.

#### 4. Prescribed Burn Purpose/Objectives

The burn purpose and objective for each prescribed burn will be determined by PRRIP staff. This information will be conveyed to contractors before the burn is implemented to help with burn plan development. In general, the burn purpose will describe an overall goal such as site preparation or hazard reduction and the burn objective will identify a specific, measurable, parameter such as remove 75% of available fuels. Prior to the burn, Burn Managers will evaluate the site to determine the type of ignition methods, firing techniques and weather conditions needed to meet the pre-determined objective, safely conduct the burn, and minimize negative effects such as duff ignition/soil damage, crown scorch, or smoke management problems. This information will be included in the burn plan.

#### 5. Prescribed Burn Plans

Burn plans will be written on a NWCG approved burn form or an alternative form approved by the PRRIP Land Manager. Fully completed, legible, burn plans will be delivered to the PRRIP Land Manager within one week following the completion of the burn. These plans must be signed by the Burn Manager. Burn Managers will follow the PRRIP's Weather Parameter Standards (Appendix–A) when planning and implementing prescribed burns. Fire weather forecasts for the appropriate county containing the burn site will be used the day of the burn. These are available from the following National Weather Service online sources:

Hastings:

<http://www.srh.noaa.gov/jax/text.php?sid=JAX&pil=FWF>

North Platte:

<http://www.srh.noaa.gov/productview.php?pil=TAEFWFTAE&version=0>

**A copy of these forecasts must accompany the burn plan when submitted to the PRRIP.**



The PRRIP requires that contractors keep good records of all pre-burn planning and site evaluation measures as well as actual firing techniques used during prescribed burn implementation. This will include full documentation of information such as: burn purpose and objective, Forecasted and actual weather conditions, soil moisture conditions (including soil saturation and depth to water in wetlands), the location of heavy duff layers, days since rain, and amount of rain received on the actual burn block, Keetch-Byram drought index (KBDI), etc. This information should be included in the burn plan or as an attachment. A copy of the burn plan and a site map showing burn area location, firelines, roads, and natural features shall be in the possession of the burn manager at the time of the burn. PRRIP staff will provide burn managers with a map and/or ground location point of any areas personnel should avoid. PRRIP staff may ask personnel to avoid disking, plowing or igniting fires in these areas. These sites may contain historical resources, threatened and endangered plant or animal locations, public use facilities or exotic plant infestations. Contractors will notify the PRRIP's Land Manager within 24 hours if the following circumstances occur after the burn has been completed: 1) fire has escaped, 2) burn objectives were not met or 3) negative publicity or smoke management problems occurred.

#### 6. GIS Requirements

Contractors must submit a shapefile showing acres burned with each invoice. To receive payment, the acreage identified in shapefile must be identical to the acreage listed on the invoice to the nearest 1/10 acre. PRRIP staff will field verify and make payment based on this acreage. Shapefiles will be projected to: NAD 1983 Nebraska State Plane Feet.

#### WEATHER PARAMETER STANDARDS

Relative Humidity	<ul style="list-style-type: none"><li>• &gt; or = 25%</li></ul>
Fine Dead Fuel Moisture	<ul style="list-style-type: none"><li>• 6% Minimum</li><li>• Based on predicted fine fuel moisture (from tables) or direct measurement</li></ul>
Wind Speed	<ul style="list-style-type: none"><li>• Maximum mid-flame wind speed is 15 mph</li><li>• Maximum forecast 20 ft wind speed is 18 mph</li></ul>
Category Day	<ul style="list-style-type: none"><li>• Category II in rural areas unaffected by smoke</li><li>• Category III when there are smoke sensitive areas downwind</li></ul>
KBDI	<ul style="list-style-type: none"><li>• = or &lt; 400</li></ul>
Palmer Drought Index	<ul style="list-style-type: none"><li>• At least -1</li></ul>
Temperature	<ul style="list-style-type: none"><li>• 90°F Maximum.</li></ul>
Smoke Management	<ul style="list-style-type: none"><li>• 9 mph Minimum transport wind speed</li><li>• 2,000 ft Minimum Mixing Height</li></ul>



## APPENDIX – B

### PLATTE RIVER RECOVERY IMPLEMENTATION PROGRAM FIRELINE STANDARDS

#### INTRODUCTION:

These Standards are designed to be used by contractors, cooperators and Platte River Recovery Implementation Program (PRRIP) employees in the planning, reviewing, approving and construction of firelines.

#### GUIDELINES:

A prescribed burn will not be conducted without adequate firebreaks surrounding the burn plot. The installation and maintenance of firelines along PRRIP ownership boundaries and main public use roads is primary while minimizing interior lines whenever possible. Natural and artificial firebreaks should be utilized before installing new lines. This will help minimize soil erosion, hydrologic alterations, and impacts on natural plant communities and historic or prehistoric resources. Types of natural firebreaks include: rivers, lakes, streams, wetlands, etc. Artificial firebreaks are existing disturbances, facilities or cleared areas that may include: firelines, roads, ditches, trails, utility easements, blacklines and foam.

PRRIP personnel must approve the establishment of new firelines prior to construction. This approval will consider justification of need and route of firelines. Consideration will be given to the effect of the proposed fireline route on hydrology. Fireline routes will also be assessed for threatened and endangered species, archeological sites, public access facilities and exotic plants to avoid disturbing or spreading these. The addition of new firelines should be considered only if necessary for accomplishing safe prescribed burning. When possible, firelines should be coupled with other types of firebreaks (natural/artificial) to minimize ground disturbance.

Prescribed fires that escape or become out-of-prescription are often subject to emergency plowing. On PRRIP land, the preferred method for controlling such a fire is with a brush truck or other water delivery vehicle or to let the fire burn to the nearest firebreak. If these methods cannot be safely and effectively implemented, a tractor and fire plow should be used for suppression purposes.

#### PROCEDURES:

##### Fireline Installation and Maintenance:

a) Fireline installation should not adversely impact listed plant or animal species, archeological resources, public use facilities such as bike or hiking trails, or enable the spread of exotic plant infestations. PRRIP staff will provide maps and/or ground location points of any areas to be avoided. These sites may contain historical resources, threatened and endangered plant or animal locations, public use facilities or exotic plant infestations.

b) The PRRIP requires that all fireline installation and maintenance work produce a flat line that does not contain berms that may block or channel water flow. Root mats or heavy vegetation should be spread out within the block to avoid fuel build-up along the edges. The PRRIP prefers that firelines be reworked and maintained using



a heavy duty (forestry) harrow. Firelines installed with a dozer blade or fire plow will be reworked to yield a flat line. The use of a fireplow or dozer blade to install a fireline must be approved by the PRRIP Land Manager.

c) If a fire plow is used to install a fireline, or control an escaped or out of prescription fire, the burn contractor must rework the plowed lines before demobilizing from site.

d) If a fireplow is used to control an escaped or out of prescription fire, plow depth should be no greater than required to expose mineral soil and stop the fire. A map of existing firebreaks, roads, natural features and avoidance areas should be in the possession of the plow operator and crew members at all times.

e) Firelines will not be constructed so that they create new travel corridors or paths through or around areas that are cabled, gated, or fenced. If a fire line is being installed along a public use road, disking must be off to one side of the road, but not in the ditch, to allow vehicles to continue to use the road.

f) Firelines should follow the contour of the land when possible, to avoid downslope erosion. Lines should be stabilized if subject to water flow by the use of water bars or turnouts.

g) Plow and harrow depth should be kept at the minimum possible at all times.

h) Width of exposed mineral soil should be 6 to 8 feet for interior lines after reworking.

i) Perimeter lines are critical to ensure that fires do not leave PRRIP lands and impact private property. They should be wider than interior lines and should be cleared 12 to 16 feet of trees and overhanging vegetation. Wider lines may be required because of adjacent property with heavy fuels or residential structures. Width of exposed soil should be 8 to 10 feet and the line must be reworked if newly plowed.

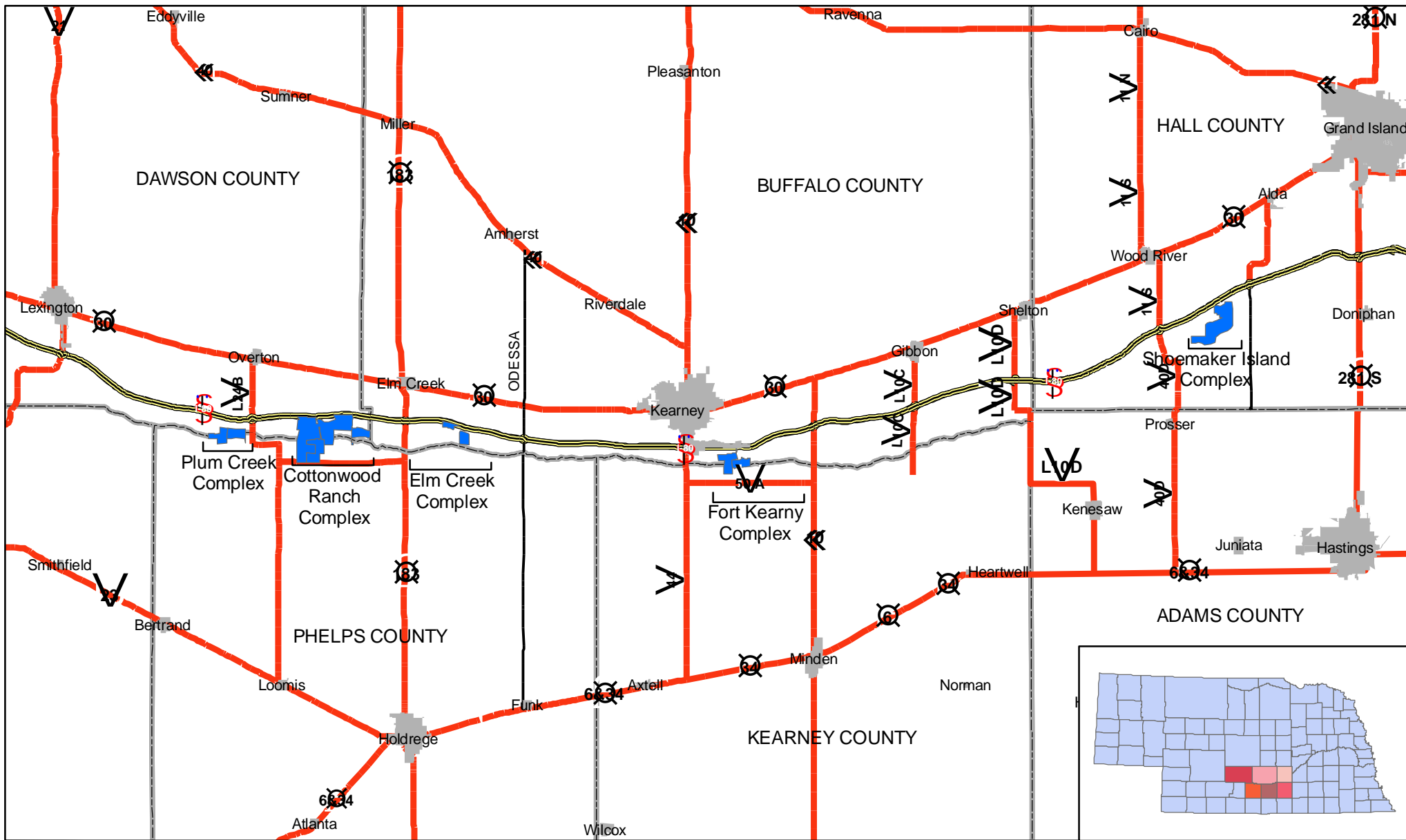
j) Wetlands should be avoided when installing firelines. A line running up to a wetland incorporating it as a fire break is the best method providing it does not act as a drain to channel water out of, or cause erosion into the wetland. Wetlands should be burned when it is possible to mimic the historical fire frequency and when it can be done without risk of an organic peat layer (duff) fire.

k) When connecting firelines to wetlands and other hydrologic features such as intermittent/perennial streams, rivers, lakes, sinkholes, etc., firelines should stop a minimum of 75 feet from the



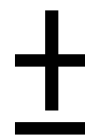
874 edge of these features. A wetline or handline can be used to tie in  
 875 the remaining distance.  
 876  
 877 l) Firelines should not follow the edge of a natural plant community  
 878 because it may disturb the ecotone and destroy rare plants that  
 879 often occupy this zone.  
 880  
 881 m) Primary firelines such as tract boundaries should be maintained  
 882 at least once a year by disking if needed. Adjacent areas may  
 883 require mowing. When possible, fireline maintenance should occur  
 884 during early growing season.  
 885 |  
 886





#### Legend

Property Boundary

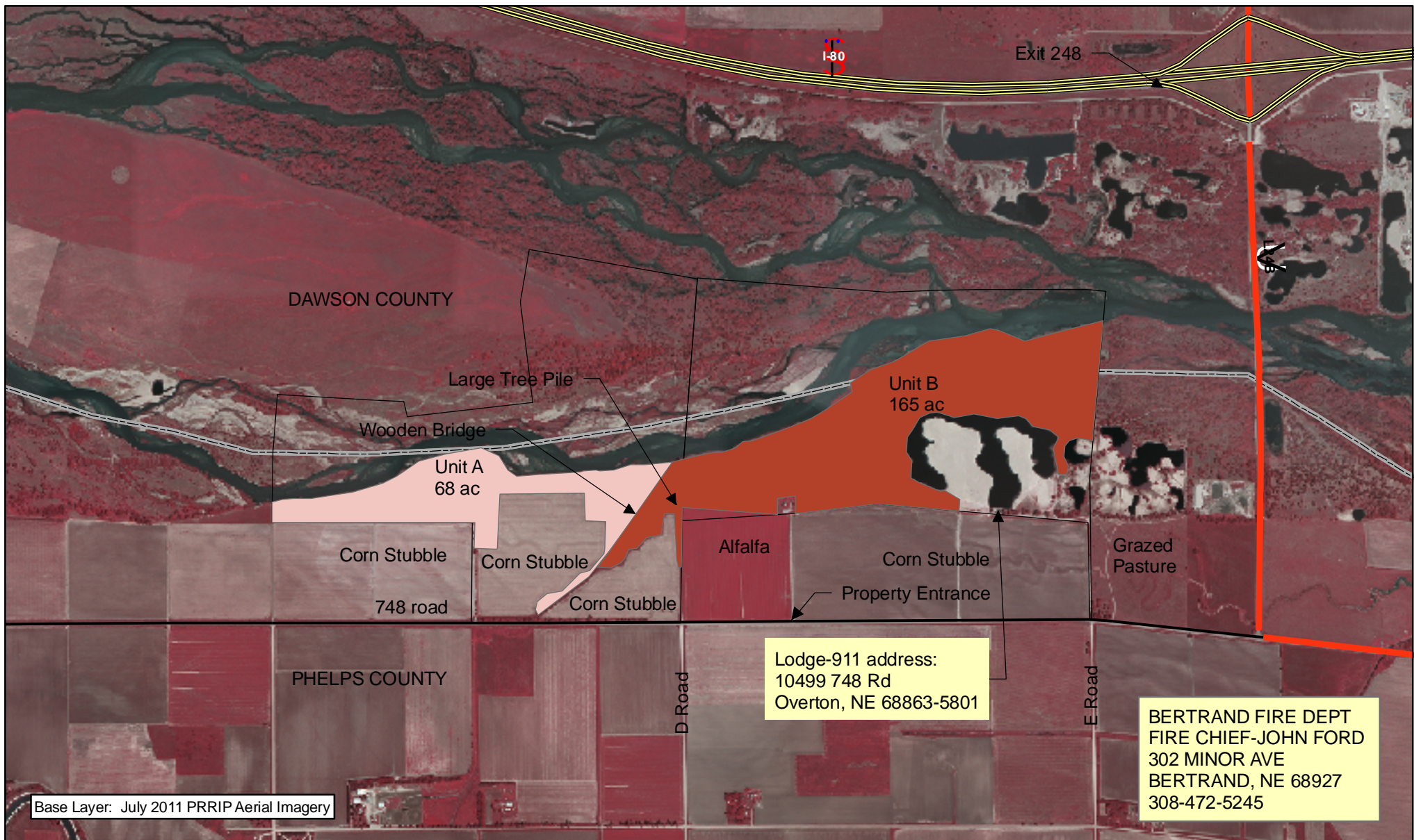


Miles  
10

#### HABITAT COMPLEXES FY 2012 SPRING BURN UNITS

Date: 10/5/2011  
By: TRT

Figure 1



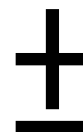
### Legend

- Property Boundary
- County

### PRRIP\_Rx\_Fire

#### Unit

- A
- B



Miles

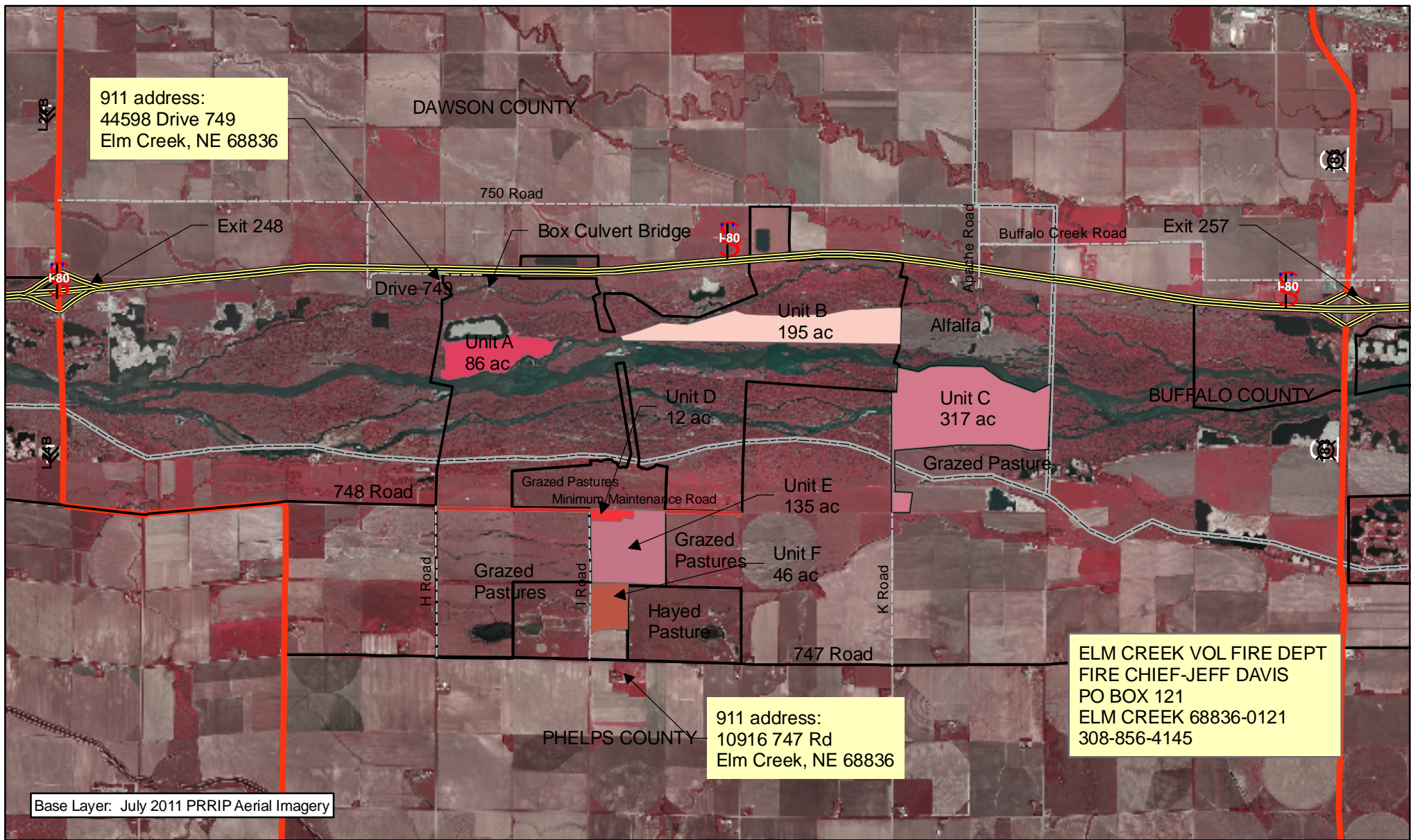
1

### PLUM CREEK COMPLEX FY 2012 SPRING BURN UNITS

Date: 10/5/2011  
By: TRT

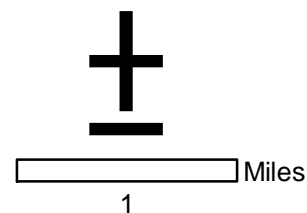
Figure 2





### Legend

	Property Boundary	<b>PRRIP_Rx_Fire</b>		C
	County	<b>Unit</b>		D
	Transmission Line			E
				F



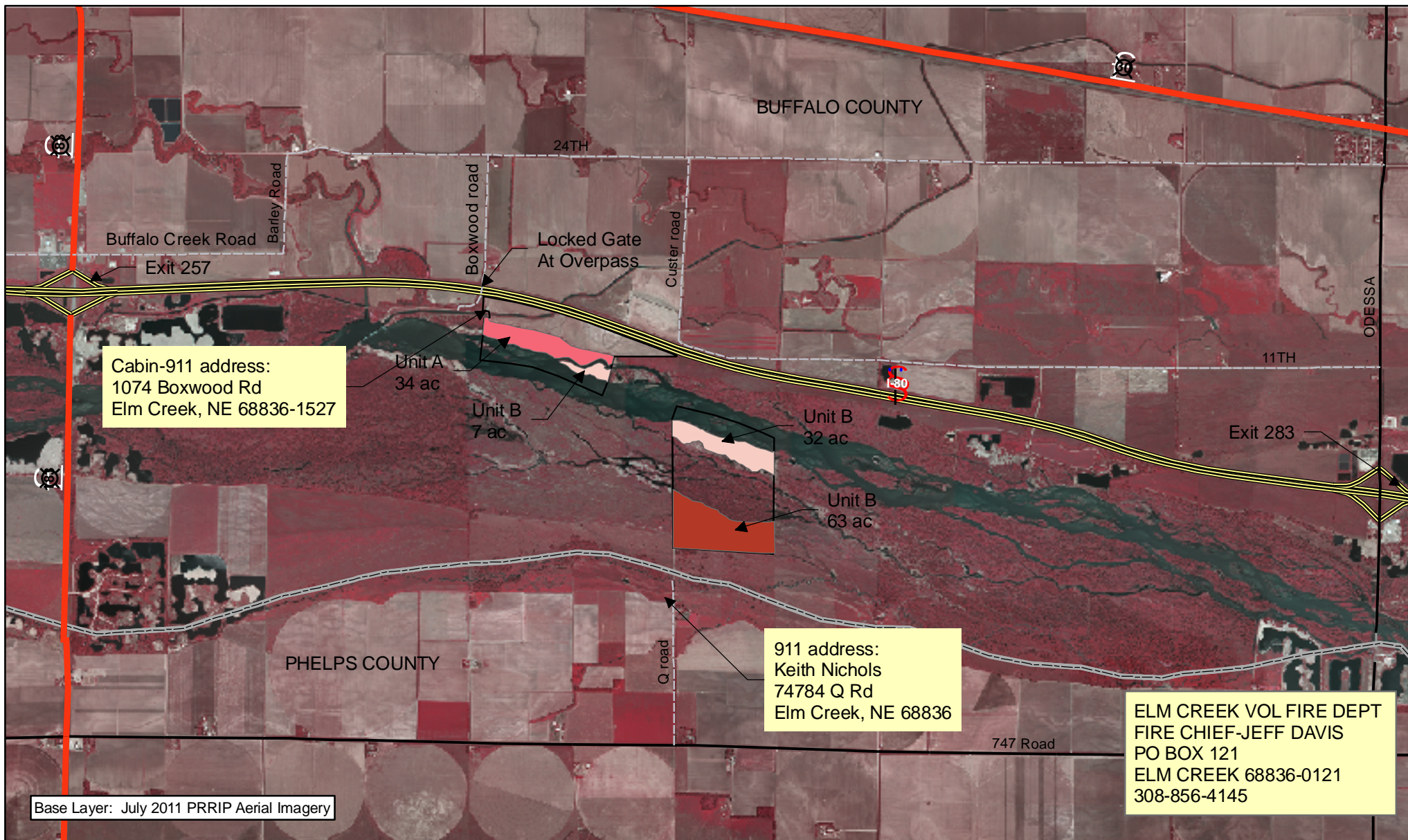
### COTTONWOOD RANCH COMPLEX

FY 2011  
SPRING  
BURN UNITS

Date: 10/5/2011  
By: TRT

Figure 3





### Legend

- Property Boundary
- County

### PRRIP\_Rx\_Fire

#### Unit

- A
- B
- C



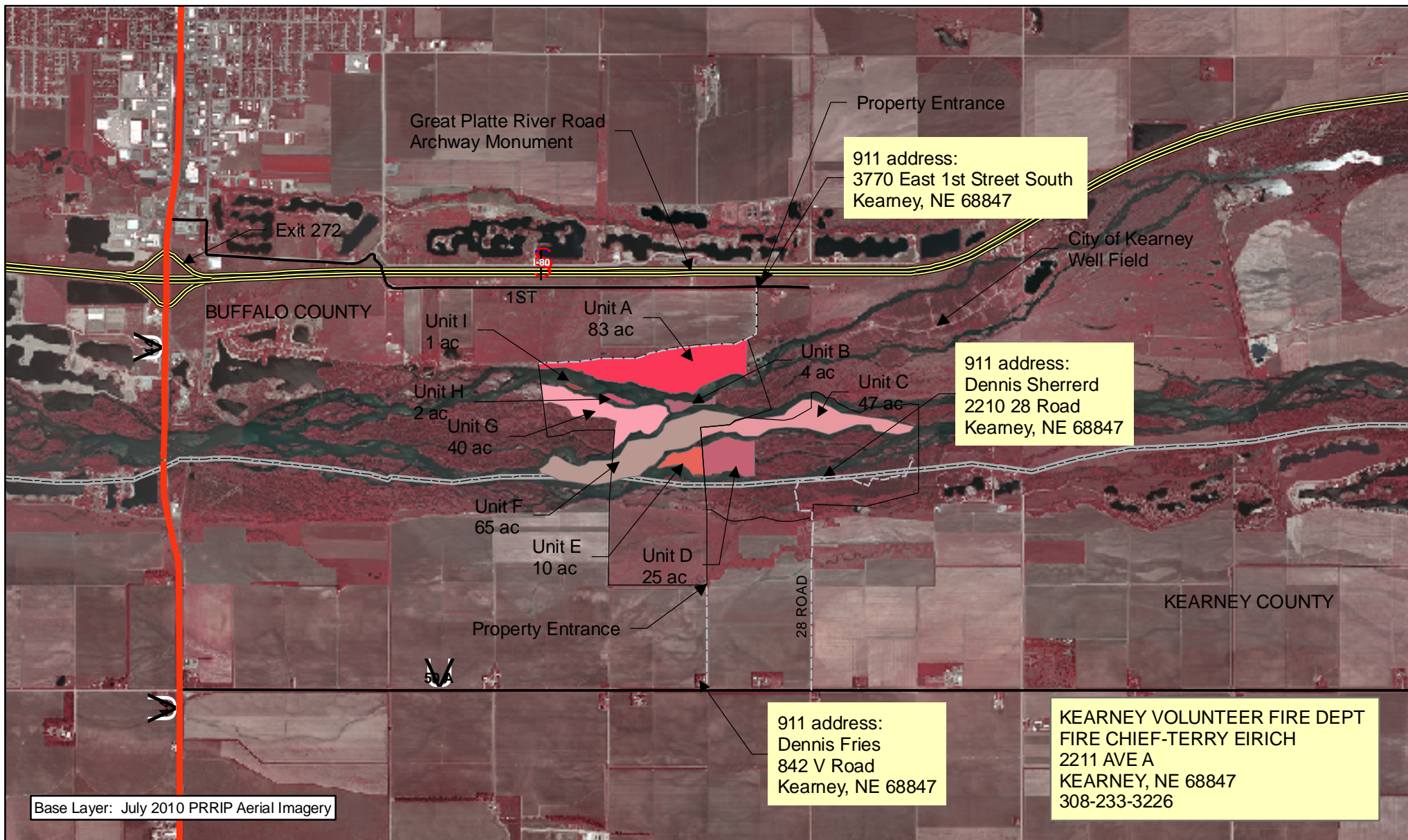
1 Miles

### ELM CREEK COMPLEX FY 2012 SPRING BURN UNITS

Date: 10/5/2011  
By: TRT

Figure 4





### Legend

#### Property Boundary

- Sherrerd Easement
- Wyoming Tract
- County

#### PRRIP\_Rx\_Fire

#### Unit

- |   |   |
|---|---|
| A | E |
| B | F |
| C | G |
| D | H |
|   | I |



Miles

1

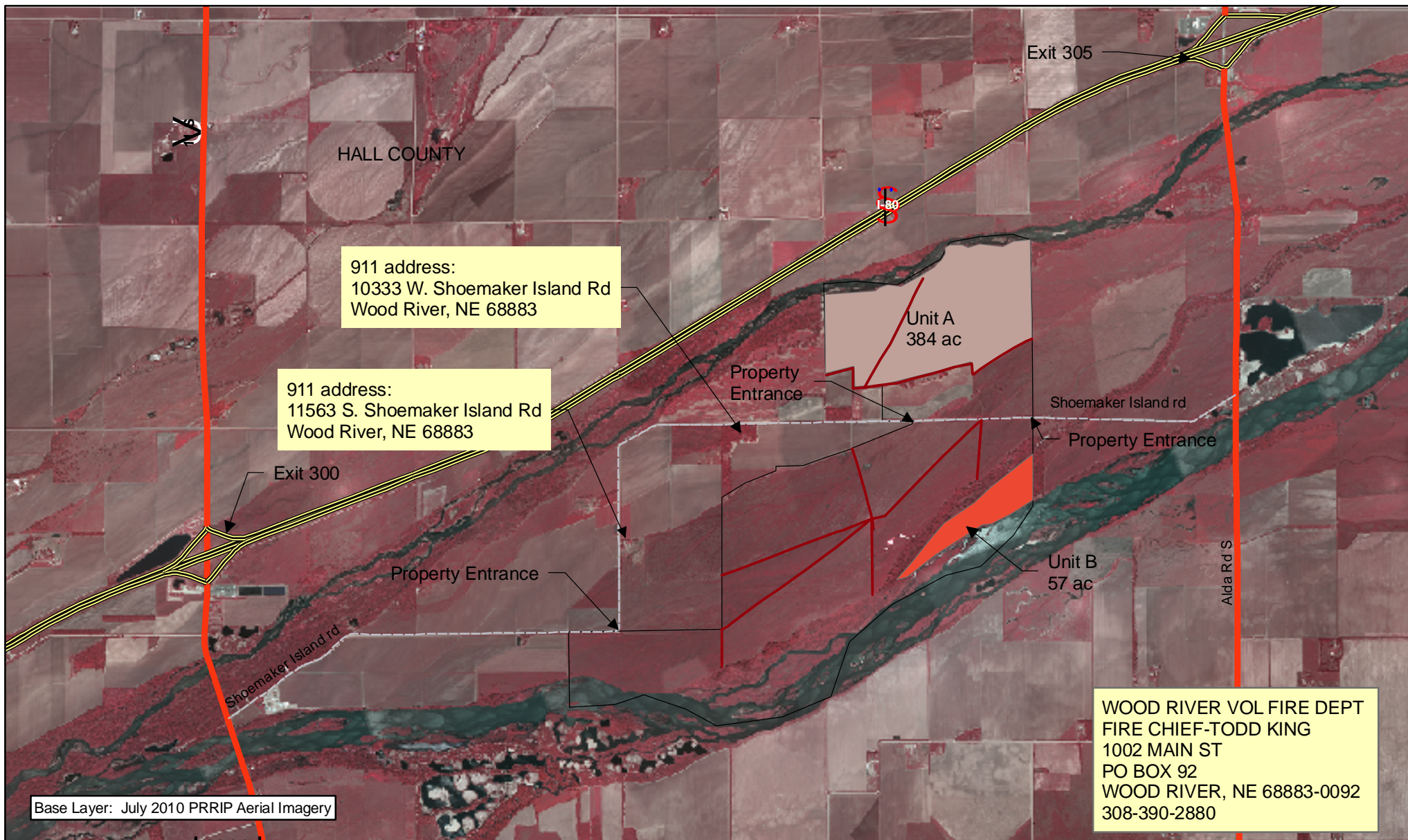
### FORT KEARNY COMPLEX FY 2012 SPRING BURN UNITS

Date: 10/6/2011  
By: TRT

Figure 5







### Legend

#### Property Boundary



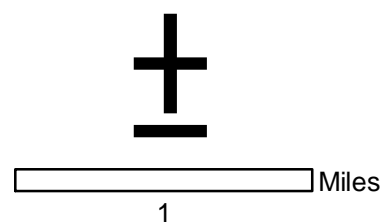
— Cross Fence

#### PRRIP\_Rx\_Fire

#### Unit

A

B



### SHOEMAKER ISLAND COMPLEX FY 2012 SPRING BURN UNITS

Date: 10/6/2011  
By: TRT

Figure 6

