



Oakridge and Westfir Community Wildfire Risk Reduction

Request for Qualifications

BACKGROUND

South Willamette Solutions (SWS) is a community based nonprofit located in Oakridge. SWS oversees the Southern Willamette Forest Collaborative (SWFC) and Oakridge Air. The mission of SWS is to promote, coordinate and support creative solutions that strengthen rural communities, economies and landscapes.

In 2022, SWFC received funding from the Oregon State Fire Marshal to enhance wildfire defensible space for residents in Oakridge and Westfir city limits. SWFC is seeking a contractor to perform this work. This project focuses on those with physical disabilities, low incomes, and who are elderly. All work must be completed within Oakridge and Westfir city limits. This work will focus on the first five feet of a dwelling, with a maximum radius of 100'.

The Project Area consists of thousands of homeowners. The area is largely bordered by US Forest Service land and city property. Landowner waivers are required before any work begins. SWFC staff will take the lead in obtaining permissions and scheduling homes for treatment. **Preference is given to local contractors (Companies based in the Oakridge, Westfir, Dexter, Lowell, and Pleasant Hill areas).**

SCOPE OF WORK

SWFC is seeking to have the following work completed, starting in Winter 2023:

Project Deliverables
Removal of understory fuels along driveways either by hand or with machinery
Removal of any brush or ladder fuels which pose a direct hazard to any structure including homes, outbuildings, and wooden fences

Clean gutters and dispose of debris
Remove leaves, plant matter, and other debris touching dwellings
Blackberry and other invasive abatement in localized areas
Creating separation from vegetation in the first 5' of any important structure
Use of a pole saw and ladder to limb trees overhanging structures (if budget permits)
Space vegetation at 3-15 ft. within the home ignition zone
Chip debris into specified drop zone or scatter over the project area or haul debris to the Oakridge Industrial Park debris pile
Collect debris piles and take them to the Oakridge Industrial Park yard debris pile

PROJECT RESTRICTIONS
Must be able to avoid working onto restricted boundaries according to a map provided
No cutting trees over 6" dbh unless approved by Project Manager
Preserve trees and shrubs as specified by SWFC Project Manager and within agreed upon marking systems
City, county, federal, and other government property cannot be treated

ELIGIBILITY

All individuals, professional project managers, companies, teams, or established 501(c)3 non-profit organizations with experience in fuels removal and fire risk reduction are eligible for selection. Tree work should be done in accordance with State arborist law and may require an LCB or LCP License.

Insurance Requirements (Proof must be provided at time of selection)

- Automobile license and insurance
- Liability insurance for doing landscaping and tree work near homes
- Workers compensation or comprehensive general liability policy to cover potential accidents

COMPENSATION AND PROPOSAL INSTRUCTIONS

This request for qualifications should provide:

A pricing guide or an estimated cost (day rate or hourly) based on types of tasks you plan to perform. **(See Appendix A)**. Compensation will be paid once task orders are completed.

EVALUATION AND SELECTION CRITERIA

Staff will review the submissions for conformance with the requirements of the project description and if criteria is met, you will be placed in a contractor pool for this work. Preference will be provided to local contractors with a history of forestry related work in the upper Willamette Watershed.

Requirements and Qualifications

- Demonstrated knowledge or interest in the project and Defensible Space
- Demonstrated capacity to complete fuels reduction projects in a professional and timely manner
- Ability to work with homeowners on project implementation
- Demonstrated ability to manage work crews, if applicable
- Ability to accomplish work in a cost effective manner

SCHEDULE FOR APPLICATION

Request for Qualifications due on a rolling basis, but initial work will start November 2023. Successful applicants will be added to a pool. Task order requests will come out on the Week of Nov. 6th and on a rolling basis.

INSTRUCTIONS TO PROSPECTIVE CONTRACTORS

Project site tours available upon request to director@swfcollaborative.org

Prospective contractors shall complete **Attachment A: Submission Form for Prospective Contractors**. Submissions can be included in the body of an email or as a separate attachment and should not be more than two pages of text.

Submission will be considered on a running basis:

South Willamette Solutions

48513 Hwy 58

Oakridge, OR 97463

-OR-

email: staff@southwillamettesolutions.org

CONTRACT

Once task orders are awarded, the successful Contractor will be expected to enter into a professional services contract with SWS. The contract will specify the extent of services to be rendered, the means and methods of providing the services, and the amount of compensation.

SWS SELECTION DISCRETION

SWS reserves the right to reject any or all bids and to waive irregularities and informalities in the selection process. SWS further reserves the right to negotiate, amend, and refine Submissions in consultation with the prospective Contractor.

ATTACHMENT A (To be completed on a separate form and sent as an attachment, or included in an email)

SUBMISSION FORM FOR PROSPECTIVE CONTRACTORS

1. Contractor Team Description:

Please provide background on your company and team, including brief bios, expected role in the project and any other relevant information that best highlights the team's strengths as relates to this project.

2. Contractor Qualifications

Please describe your individual or team capacity to complete the following project elements:

- Demonstrated knowledge of Home Ignition Zone concepts
- Demonstrated capacity to conduct vegetation/debris removal in a professional manner
- Demonstrated organizational skills and reporting experience
- Demonstrated ability to work courteously with residents of all backgrounds

3. Project Approach & Billing Rate

Briefly describe how you or your team propose to complete this work. Work can be described as a day rate but must explain pricing based on mobilization of equipment and labor. Please include any of the following activities that you wish to be considered for, even if the price is just a rough estimate:

- Gutter Cleaning
- Brush Removal
- Lawn Mowing
- Leaf and plant debris removal
- Moving flammable material away from houses
- Mastication along driveways
- Tree limbing
- Herbicide application

4. References

Please provide references for current or past work demonstrating your capacity to complete this work.