

Recommendations for Key Elements to be included in RFP For WPAD Proposed Vegetation Management Plan

1. Goal of the Vegetation Management Plan (VMP):

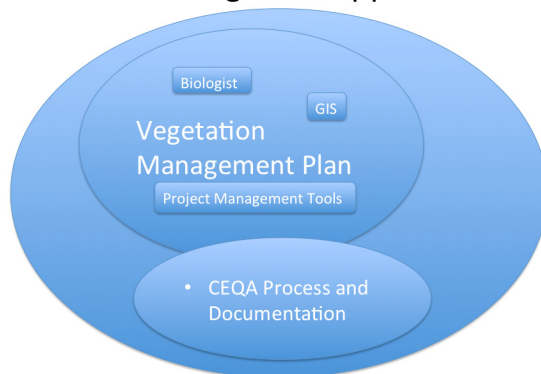
Develop a ten-year Vegetation Management Plan and accompanying CEQA documentation for city-owned property in the Oakland high fire-severity zone/wild land urban interface (Wildfire Prevention Assessment District). The plan should provide for short and long term fire safety of residents and first responders and for protection of public and private assets, while taking into account impacts on wildlife, habitat, native vegetation as well as aesthetics.

This wording is intended to give a starting point for the scope of work. Comment and discussion during plan development may further refine.

2. Scope of the Work

Consistent with Oakland best practices for similar plans, the scope of the intended work and the RFP is to include both the Vegetation Management Plan and associated CEQA documentation. The intent is that responses to the RFP would come from teams with combined Vegetation Management Plan and CEQA expertise for an integrated approach. The Vegetation Management component should include capabilities of at least a biologist with fire safety background in the wildlands/urban interface, GIS, and municipal project management tools.

RFP Solicits Combined Teams for an
Integrated Approach

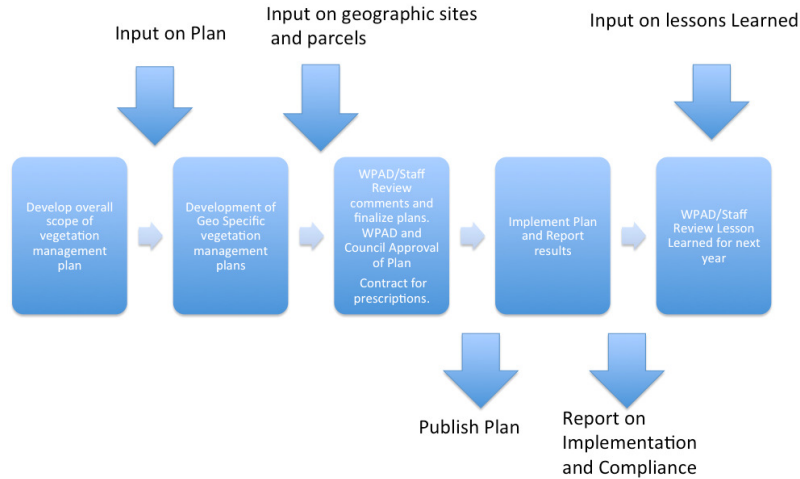


3. Public Input

The plans must be developed with wide community input including but not limited to immediate neighbors to defined sub-areas in the plan, formal and informal park

steward volunteer groups, wildfire prevention advocates and others including citizens-at-large. The initial scope of work is for the first year of development, but an annual review cycle is expected and proposals should indicate approach for

Suggested Important Public Input Points
(1st time and annual cycle)



annual up date as well.
Some suggestions for important public input points in plan development, as well as capabilities for reporting out to be supported by the management tools are included in the chart below. Proposals should indicate the approach to be used to combine these public input requirements with the public input requirements of CEQA for an integrated and efficient approach.

4. Vegetation Management Plan Components

The Vegetation Management Plan would have an overall district wide component and then also geographically-focused sub plans for designated areas.

The district wide plan would:

- i. Provide guidance for development of geographically-focused plans.
- ii. Have maps and other summary data rolled up or drawn from the focused plans
- iii. Provide tools to aid staff in managing implementation of the plan, and to aid in summary reporting.

The scope of the district wide plan is proposed as follows:

Scope Outline

District Wide Plan	Statement of Goals and Overview of Approach
Guides for development of geographically specific plans	<i>Definition of types of goals. E.g. Flash fuel clearance, fire ladder mitigation, prevention of crowning (fire spreading from tree crown to crown), ignition source reduction, maintenance of access and egress. creation of fuel breaks</i>
	Overview of methodologies*: including contracts; use of CalFire crews, Volunteer labor; goat grazing, root pulling; use of herbicides*. (*Denotes which may need CEQA review)
Drawn from roll ups of geographically specific plan's GIS maps	Hazard Definition, Mapping and Ranking. Summary maps of vegetation , assets at risk (structures, roads—especially key access/egress routes), and ignition sources (cigarettes, structure fires, vehicles, lightning). [State maps are a given and will be included; these maps provide more information, and may be used to update state maps]
Tools to aid implementation	Macro District Wide Schedule showing the budget, contracting lead times, Personnel, and other implementation resources
	Online tool for members of the public to provide staff input about specific parcels, or suggestions on clearance methodology, history etc. An citizen “eyes and ears” function like PWA “See ,Click, Fix”
	Compliance reporting tool to track status (annual survey completed, contracted, completed) for each public parcel
	Internal financial management system so staff can track bids, compare contract costs from year to year, and other trends

Tools developed to be compatible with

- City GIS system: ERSI platform, open data, One Step and City Works
- Accepted data structures such as CAL FIRE standards for characterizing trees
- Existing tools and data to conserve effort

Designated Geographic Sub Areas

- Beaconsfield Canyon – 4.37 acres
- Dimond Canyon Park – 77.06 acres
- Dunsmuir House and Gardens – 63.94 acres
- Garber Park – 13.82 acres
- **Grizzly Peak Open Space – 75.01 acres ***
- Joaquin Miller Park – 427.03 acres
- Kings Estates Park – 79.8 acres
- Knowland Park - 454.94 acres
- London Road – 10 acres
- Montclair Park - 16.06 acres
- **North Oakland Sports Field – 53.62 acres***
- Oak Knoll Redevelopment – 4.7 acres
- Sheffield Village Open Space – 171.42 acres
- Shepherd Canyon Park and Montclair RR Trail – 34 acres
- Plus add:
- Small areas such as median strips, and ROW’s dealt with collectively
- Area between Sheridan Road & Highway 13
- Major Egress and Ingress Routes

*** Covered by FEMA Grant**

Geographically-focused sub plans for designated areas will provide more specific local detail and will be supported by a Geographic Information System (GIS). **The intended result would be prescriptions for vegetation management that are sufficient in detail and of an appropriate format that they can be used to provide input into the contract scopes for vegetation management on city parcels.**

Geographically Focused Sub Plans

Geographically Specific Plans	Specific Plans for each area with GIS mapping
	Geographic Information System (GIS) maps of relevant city parcels-utilizing Oakland GIS data base for layers such as parcels, relevant public structures, creeks and roads (including ability to designate priority access and egress streets). Include updatable layer with inventory of existing vegetation to be managed and any protected species. Also information on priority access and egress corridors, aspect, slope, soil type, and wildlife as may be relevant to VM.
	Goals as they apply to this site such as: Flash fuel clearance, fire ladder mitigation, prevention of crowning, ignition source reduction, maintenance of access and egress, fire breaks, defensible space around relevant public structures
	Annual prescription written in sufficient detail to be able to feed contracts for city parcel vegetation management, and addressing methodology and required schedule

Support for implementing resolutions. In addition, part of work will include identifying City ordinances and other governmental approvals required to implement the plan (City Council CEQA certification, amendment to City Integrated Pest Management Plan, etc.)

5. Key Selection Criteria for Respondents

This RFP is intended to be qualifications based solicitation for professional services (rather than low bidder approach as might be applicable for construction or other “implementation” types of contracts) and so the objective factors for selection are particularly important. Suggested criteria include:

- Experience and References
 - Vegetation management for fire safety in the wildland/urban interface
 - GIS and municipal work management systems

- CEQA
- Public outreach/input
- Gaining municipal approvals
- Approach
 - Integrating vegetation management plan with CEQA process
 - Conducting public outreach
 - Ensuring optimal utilization of service delivery options (city contract crews, goat contracts, volunteer labor, CAL FIRE crews, etc.)
 - Ensuring that above contractors/volunteers comply with best practice methodologies (mowing, cutting, root pulling, timing, etc.)
 - Integrating and guiding volunteer efforts
 - Ensuring contractor/volunteer compliance with adopted CEQA mitigation methods
 - Ensuring that GIS and project management tools work with City systems and accomplish what we want them to do
 - Reduce cost by using existing software/data
 - Conducting vegetation surveys, and formulating prescriptions
 - Optional, annual updates and costs
 - Process schedule

It is noted that the city's best practices support a **qualifications** based selection approach. This can include an option to provide the budget target number, with proposals to indicate how much respondents can complete, given a budgetary limitation, as well as what additional work could be performed if additional funds were available.

6. Ongoing Support and Input

The WPAD would like to offer ongoing support to the RFP process, through its Vegetation Management Plan Ad Hoc Task Force, as discussed with City Staff and as is consistent with the role of the WPAD Citizens Advisory Committee, in terms of participation in the City's Scope Formulation Team as well as the Proposal Evaluation Team. Given the subject matter of the intended work, the following team compositions are recommended:

Scope Formulation and Proposal Evaluation

Members	Scope Formulation Team	Evaluation Team
OFD Rep	Initiator of Requirement	Staff
Planning (CEQA) Rep	x	x
GIS Rep	x	x
City Contracting Rep	x	x
Potential Subject Matter Expert	x	x
WPAD VM Committee	x	x

Previously approved and long awaited OFD Program Analyst position is crucial to keep this process moving forward

Requested WPAD Committee Action:

1. Approve and forward above recommendations to the City to begin the process of developing an RFP for the Vegetation Management Plan and CEQA
2. Recommend that the WPAD Vegetation Management Plan Ad Hoc Task Force continues to participate as part of the RFP Scope Formulation Team and the Proposal Evaluation Team
3. Recommend that OFD ask the City to proceed with an “Availability Analysis” to allow for proposals from outside of the City of Oakland.