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**STATE BOARD OF LAND COMMISSIONERS**

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**REGARDING: IDL RFQ 21-237-041003 - GNA IPNF Smeagle West Common Stand Exam -ADDENDUM 1**

This ADDENDUM 1 is sent as clarification only to the original solicitation sent October 6, 2020.

1 – This solicitation closes October 30, **2020** at 1:00 PM MT. The solicitation cover page had an incorrect date of October 30, 2021.

2 -All reference to Down Woody Material and Data has been removed from the Project Description. It is no longer part of this solicitation. A revised Project Description in which the items in question have been redlined is attached.

This Addendum is sent as clarification only and does not change the due date of the RFQ.

**This solicitation closes: October 30, 2020 @ 1:00 p.m., MT**

Thank you.

**IDAHO DEPARTMENT OF LANDS**

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**STATE OF IDAHO  
DEPARTMENT OF LANDS**

**PANHANDLE GNA COMMON STAND EXAMS 2020**

**PROJECT DESCRIPTION**

**SUPERVISORY AREA:** St. Joe Ranger District, South Zone, IPNF

**PROJECT NAME:** Smeagle West

**PROJECT NUMBER:** 21-237-041003

**LOCATION**

This project is located in the St. Joe Ranger District on South Zone of the Idaho Panhandle National Forest. The general project work area locations are shown on the attached vicinity and project location maps. Project location maps and shape files will be provided to the contractor after award.

**DESCRIPTION OF WORK**

- A.** Background: The purpose of this contract is to provide plot inventory data using Forest Service Common Stand Exam (CSE) protocols. It involves locating and establishing plots, measuring and recording trees. The examination data provides information to help guide land manager's decisions.
- B.** The scope of this contract is to furnish all labor, tools, equipment, transportation, and incidentals necessary to conduct reliable stocking examinations. The work performed and the data collected shall be in compliance with the terms, specifications, conditions, and provisions of this solicitation and the *Common Stand Exam Field Guide for Region 1 (R1 May 2019)* hereafter known as "*R-1 CSE Handbook*." If the contract specifications differ from the *R-1 CSE Handbook* the contract shall take precedence. The *R-1 CSE Handbook* is available from <https://www.fs.fed.us/nrm/fsveg/#software>

Collected data shall be submitted to the Forest Service on the Common Stand Examination Cover Sheet with accompanying map of plot locations, and in electronic format. The electronic copy will be produced by either transcribing field data sheets into the EXAMSPC software on a laptop or desktop PC, or by direct input into the EXAMS software on a personal data recorder (PDR) in the field at the time of exam. For each stand surveyed, the contractor shall submit a Common Stand Examination Cover Sheet with narrative write-up and an electronic stand data file. Exam software may be downloaded at <https://www.fs.fed.us/nrm/fsveg/#software>

**C. Project Access:** The project area may be accessed by Forest roads during the normal operating season. The Forest Service assumes no obligation to plow snow or do special maintenance to keep roads open. Stands are accessible by some combination of 2 or 4-wheel drive vehicle, motorcycle/ATV, mountain bicycle, horse or foot travel.

1. The Contractor shall be responsible for obtaining all necessary permission, through privately owned land, to gain access to stand locations. If the Contractor cannot obtain permission to access a stand location, the Contractor must notify the State in writing within 5 calendar days of denied access.
2. Accessibility may be determined from aerial photos and maps furnished by the State. Contractor shall be responsible for adhering to the U.S. Forest Service travel management plans for all Ranger Districts and the Idaho Panhandle National Forests. For roads and trails not designated for public motorized access District Rangers may, in writing, grant limited use authorizations upon request of the Contractor. Requested use must be limited to short term use for purpose of accessing stands to be surveyed under this contract. All requests for motorized travel of closed roads by the Contractor must be submitted in writing to the Contracting Officer Representative (COR). Requests shall specifically identify roads needed for access and the periods of time when use will occur. Gates in the contract area may be locked. A double lock system shall be provided for gates where the contractor access has been authorized. The Contractor will be responsible to ensure that the gates remain closed and locked at all times.
3. Contractor shall request industrial camping authorization in writing within 5 calendar days of camping date, specifying location, duration, and dates of use. Requests to camp behind locked gates will be assessed on a case-by-case basis. Authorization will require a camping permit issued by the Ranger District. No access to contractors or employees will be allowed behind locked gates after periods of work unless a valid camping permit has been authorized. Motorized access behind locked gates will generally not be permitted during hunting season for deer, elk, or bear. Requests maybe considered on a case-by-case basis and may be authorized at the discretion of the District Ranger. Otherwise, Contractor shall adjust work schedule to take the closure time into consideration. No Suspend Work Orders will be issued; contract time will run during this period. Any misuse of gates may constitute loss of privileges.
4. Weather Conditions: Normal snow conditions indicate a work season from approximately June 1 to October 1. Dates may vary and will be dependent on conditions on-site. Roads are closed by snow in late fall and winter months.

## NUMBER OF STANDS AND PLOTS

This project consists of 102 stands with a total of 566 plots to be measured over 3,777 acres that will require a Full GST Regime and an Exam Level of 1020. The number of plots may be increased or decreased by 5 percent at the discretion of the Idaho Department of Lands.

## PROCEDURES AND STANDARDS

- A. The Contractor shall identify plot center with a marker that can be a No. 9 wire flag, wooden stake, or native material. The marker shall extend a minimum of 12 inches above the ground. Flagging tied to the marker shall have the plot number, date, and examiner's initials written in grease pencil or waterproof marker.

Where Down Woody Materials transects occur, Contractor shall also identify the end of the Down Woody Materials transect with a marker similar to the plot center marker. The flag on this marker shall be labeled "DWM."

- B. Two pieces of flagging shall be hung near plot center as topography and available vegetation allow. This flagging shall be at least 5 feet above the ground, 12" long, and reasonably visible within the area. Write the stand number, plot number, date, and examiner's initials on this flagging.
- C. The Contractor shall maintain the rate of progress specified in the Contractor's Work Plan and Schedule. The minimum acceptable rate of progress shall occur when the percent of work completed within 10 percent of the time used.

## PLOT LOCATION AND ESTABLISHMENT

### A. General Location and Marking

- 1. Plot locations will be supplied by the Forest Service, However, if a plot center lands (or would land) upon an established road or maintained trail, in an unreachable or dangerous location, or within one chain of the stand boundary, it shall be offset one chain back along the direction of travel and noted in the stand narrative.

### B. Plot Acquisition Standards – GPS

- 1. The Contractor shall use a GPS unit capable of meeting the *R1-CSE Handbook* GPS Requirements, including the ability to calculate the specified position averaging, to acquire the coordinates for each plot center in accordance with the tolerances and standards set forth for plot location and plot data. The Contractor shall provide a GPS receiver that has the ability to

obtain the stated accuracy standard of  $\pm 15$  meters in the horizontal dimension.

2. The Contractor shall set up the GPS receiver and any related software as referenced below:
  - a. Geodetic Datum: NAD 1983 (Conus)
  - b. Coordinate System: Latitude/Longitude (DD.mm'ss.s")
  - c. North Reference: True
  - d. Declination: Auto

### C. Plot Acquisition Data Collection - GPS

1. The Contractor shall acquire the daily almanac and assure a current position fix of three dimension "3D" status (four or more satellites). Once the daily almanac has been collected the Contractor shall proceed to navigate.
2. Once the plot center has been located the Contractor shall collect a minimum of four minutes of averaging, **While acquiring, the GPS unit must not move as satellite signals are continuously received.** The emphasis of this mode is on high accuracy and stability in the position solution.
3. Once at least 5 minutes of positional data have been collected the Contractor shall enter the latitude and longitude values on the appropriate fields on the Plot Data screen/form.
4. When the Contractor cannot record the latitude and longitude readings for any reason in the current position, a position from a documented reference point shall be used, with the distance and azimuth between used to calculate the needed latitude and longitude.

## STAND EXAM INSTRUCTIONS AND DATA COLLECTION SPECIFICATIONS

The Contractor shall establish, measure, and record data using variable and fixed radius subplots in accordance with the *Common Stand Exam Field Guide for Region 1 (R1 March 2019)* hereafter known as "*R-1 CSE Handbook*." As stipulated by this contract, data shall be collected to complete the Setting Form, the Plot Data Screen/Form, the Tree Data Screen/Form, the Vegetation Composition Data Screen/Form (if required), and the Down Woody Materials Data Screen/Form (if required) as specified in Section E. INSPECTION AND ACCURACY REQUIREMENTS.

The Contractor shall limit disease and insect identification to those agents, pests, and diseases listed in Damage Categories, Agents, and Severity Ratings found in the *R-1*

- A. Setting Data:** The Setting Data contains data about the overall stand, and the narrative write-up. A narrative write-up on the Setting Form is required for all stands. The stand examiner's view of current conditions in conjunction with the quantitative data can contribute towards the development of a more accurate mental image of the stand during diagnosis and prescriptive analysis. The Contractor shall complete one Setting Form for each setting (stand) as per *CSE Quick Plot Protocols*.

Following is a list of data fields required for each setting, their source and default value (if one exists).

### Setting Data Form

Field Name	Requirement	Data Source	Default Value
Project Name	Required	USFS	OG Exams
Proclaimed Region	Required	USFS	01
Proclaimed National Forest	Required	USFS	04
District	Required	USFS	04
Location	Required	USFS	
Stand Number	Required	USFS	
Date	Required	Contractor	
Examination Level	Required	USFS	1020
Exam Purpose	Required	USFS	SE**
Existing Vegetation Composition Type*	Optional	Contractor	
Potential Vegetation Reference	Required	USFS	110
Potential Vegetation	Required	Contractor	
Structure*	Optional	Contractor	
Capable Growing Area	Required	Contractor	
Elevation	Required	Contractor	
Aspect	Required	Contractor	
Slope	Required	Contractor	
Acres	Required	Contractor	
Examiner	Required	Contractor	
Precision Protocol	Required	USFS	CSE Q

\* Individual projects may specify these fields be recorded, otherwise they are not required.

\*\*Full Boring Protocol is Exam Purpose "SE"

Many of these fields exist on the Common Stand Exam Cover Sheet as well as the Setting Data entry screen in the exams software. Both forms must be filled out completely. Detailed information and lists of valid codes for each data field are found in the *R1-CSE Handbook* section 9 and Appendices.

**B. Sample Design:** The Sample Design describes the methods in which plots are taken and data is sampled. It is the most important screen of the data entry process- an error on the Sample Design screen will cause ALL stand data to be incorrect when loaded into the FSveg Database. Valid Sample Designs are provided by the government; See Appendix A. It is important to fill the Sample Design screen carefully with the values provided in Appendix A.

The Contractor shall use the following base Sample Design Form on all Stands:

#### Tree Data Sample Design Form

Method	ExpFac	Azm	Cond	SubFiltr	Variable	MinV	MaxV	Remarks
BAF	40			ALL	DBH	5.00	999.99	Variable Plot
FRQ	300			LIVE	DBH	0.01	4.99	Fixed Plot
			OR	LIVE	HGT	0.50	4.49	
			OR	DEAD	DBH	3.00	4.49	

\*\*Enter the appropriate BAF from the stand as indicated from the Detailed Unit List (Appendix B)

~~For stands requiring Down Woody Material data, add the following data exactly as it appears to the Sample Design Form under the "Down Woody Material (Browns Survey)" tab.~~

#### ~~Down Woody Material Sample Design~~

Method	ExpFac	Azm	Cond	SubFiltr	Variable	MinV	MaxV	Remarks
TRN	7.00	45		DOWN	DBH	.01	.24	Down Woody
TRN	7.00	45		DOWN	DBH	.25	.99	
TRN	7.00	45		DOWN	DBH	1.00	2.99	
TRN	7.00	45		DOWN	DBH	3.00	999.99	

**C. Plot Data:** The plot data contains information about a sample plot. This information is independent of the information collected on other forms. Record a separate set of plot data for each plot in the stand. Required fields are Latitude, Longitude, Capable Growing Area, Plot Aspect, Plot Slope, and Plot Potential Vegetation. Plot Remarks is an optional field. Slope correction shall be calculated for any fixed radius plots on slopes greater than 10%.

1. A 1/10th acre fixed plot (37.2' radius) shall be used to determine the Plot Potential Vegetation (aka Habitat Type). Habitat Types shall be identified to **phase** for each plot in accordance with instructions and descriptions in *Forest Habitats of Northern Idaho: A Second Approximation*. Canopy coverage terms for use in this contract are defined below:

- a. "Depauparate": Unusually sparse undergrowth conditions resulting from dense shading or thick duff. This situation requires the adjustment of canopy coverage values in the key to the next lower class (for instance, "well represented" becomes "common"), or extrapolation from the nearest non-depauparate condition occurring on a nearby comparable site.
  - b. "Present": As applied to trees or large shrubs, requires at least 10 per acre, well scattered through the area, not restricted to microsites. "Present" as applied to low shrubs and herbaceous plants requires scattered individuals throughout the area, usually 5 or more individuals or clumps per 1/10th acre, not restricted to microsites.
  - c. "Microsites" are small areas that influence the plant community in a way not typical of the stand, most often by providing cover and moisture holding markedly different from what is characteristic of the stand in general. Examples include wind-throw pockets, stump holes, seeps, well-rotted logs, or excessively rocky areas.
2. The following items are required to be recorded for each plot. The Exams software will automatically number the plots; the Contractor must insure that plot numbers match the actual plot locations on the stand contour map.

#### Plot Data Form

Field Name	Requirement	Data Source
Number		
Latitude (DD/mm'/ss.s")	Required	Contractor
Longitude (DD/mm'/ss.s")	Required	Contractor
Capable Growing Area	Required	Contractor
Aspect	Required	Contractor
Slope	Required	Contractor
Potential Vegetation	Required	Contractor
Plot Remarks	Not Required	Contractor

Detailed information and lists of valid codes for each data item are found in the *R1-CSE Handbook* section 4 and Appendices.

#### D. Tree Data:

1. The Tree Data contains information about every individual tree or group of trees on an individual plot. A "Plot" is comprised of a Variable radius plot, and a 1/300th acre fixed plot, both originating at plot center.
2. 1/300th Acre Fixed Plot:  
The small tree fixed plot tallies live trees with diameters less than the breakpoint DBH (normally 5.0" DBH). Measurable trees on the fixed plot include live trees greater than .5' in height and dead trees greater than 3.0" DBH. Both live and dead trees less than 5.0" DBH are grouped per IPNF Old



Growth Protocol. (See Section C-4 Data Collection Specifications, Tree Data).

3. Variable Plot:  
Basal Area Factor (BAF) for each stand is provided in Appendix B, Detailed Unit List.
4. Tally all live and dead trees  $\geq 5.0$ " DBH, starting with an azimuth of 0° and proceeding in a clockwise direction. If two or more "in" trees lie in a straight line along the azimuth, the tree nearest to plot center shall be recorded first. A tree with less than 45° lean shall be considered standing and be recorded. A tree with more than 45° lean shall be considered down and not be recorded.
5. Trees shall be recorded in the following order:
  - a. Variable radius subplot
  - b. Fixed radius subplot
6. The Contractor shall collect and record Tree Data in each plot. See individual requirements in the "Requirement" column below.

Note: The Exams software will automatically fill in the plot number and tree number for each line of data.

#### Tree Data Form

Field Name	Requirement	Data Source
Tree Status	All trees	Contractor
Site/Growth Tree	All trees	Contractor
Species	All trees	Contractor
Tree Count	All trees	Contractor
DBH	All Trees > 4.5' tall	Contractor
Height	Trees < 3.0" DBH and broken top trees	Contractor
Radial Growth 1	Growth Sample Trees, Site Trees > 5" DBH	Contractor
Age	Growth Sample Trees > 5" DBH	Contractor
Crown Ratio	All live trees	Contractor
Snag Decay Class	All standing dead trees	Contractor
Tree Damage Category	All live damaged trees	Contractor
Tree Damage Agent	All live damaged trees	Contractor
Tree Damage Severity	All live damaged trees	Contractor
Tree Remarks	Optional for all trees	Contractor

Detailed information and lists of valid codes for each data field can be found in the *R1-CSE Handbook* section 10 and Appendices, **except where modified below.**

a. Tree Boring Protocol - Growth Sample Trees (GST):

**Full Boring Protocol-** Setting Data Exam Purpose "SE"

A GST tree is the first live standing tree of each species encountered on each plot in each of the following diameter classes, moving clockwise from 0 azimuth. In addition, if not already tallied as the first tree of its size class, the largest tree of each species on each plot is also a GST tree. On these trees, record both 10 year growth increment and total tree age. The GST category of these trees is "G".

<b>GST Diameter Classes</b>
5.0-14.99 inches
15.0-24.9 inches
25.0+ inches
Largest Tree

Boring of trees for age shall be in compliance with the *R1-CSE Handbook, Appendix O*. In the case of extensive rot or very large size preventing the Contractor from reaching the center of the tree, estimate total age as outlined in the *R1-CSE Handbook, Appendix O*. Record the estimated age in the standard field. In the Remarks field for that tree, record AE1 followed by the measured age and length of measureable core actually extracted. (For example, "AE1 87@13" denotes an estimated age, where 13" of core was extracted and counted to 87 years.)

b. Tree Count:

For live trees < 3.0" DBH, group by species within the following height classes:

<b>Height Classes for Trees &lt; 3" DBH</b>
.5-4.4 feet tall
4.5 -12.0 feet tall
13+ feet tall

For live trees 3.0 to 4.9 inch DBH, group by species and record the diameter and crown ratio of an average member of the group.

For dead trees 3.0 to 4.9 inch DBH, group by species and record the diameter and decay class of an average member of the group. Dead trees smaller than 3.0 inch DBH are not recorded.

Trees (live and dead) larger than 4.9 inch DBH are not grouped. Each tree is recorded on a separate data line.

c. DBH:

In addition to the procedures for limiting distance of borderline trees in *Common Stand Exam Field Guide for Region 1, Appendix K*, record the

limiting distance measurement to the nearest 0.1 feet along with the word limit in the tree remarks column.

**d. Tree Damage Category, Agent, and Severity:**

Unless otherwise noted in order to meet specific data needs specific to a project, the following minimum required data shall be collected:

- 1) Bark Beetles (Category 11) - If tree damage severity is 2 or greater, record this damage category, damage agent, and damage severity. It is acceptable to use the General agent code (000).
- 2) Defoliators (Category 12) - If tree damage severity is 1 or greater, record this damage category, damage agent, and damage severity. It is acceptable to use the General agent code (000).
- 3) Root Disease (Category 21) - If tree damage severity is 2 or greater, record this damage category, damage agent, and damage severity. It is acceptable to use the General agent code (000).
- 4) Stem Decays (Category 22) - If tree damage severity is 4 or greater, record this damage category, damage agent, and damage severity. Damage agent codes 000 through 003 shall be used.
- 5) White Pine Blister Rust (Category 26) - If tree damage severity is 2 or greater, record this damage category, damage agent, and damage severity. The agent code for White Pine Blister Rust is 001.
- 6) Broken Top (Category 99/Agent 001) - If tree damage severity is 25% or greater, record this damage category, damage agent, and damage severity. Note also that a tree height must be recorded when this damage category is used.
- 7) Dead Top (Category 99/ Agent 002) - If tree damage severity is 25% or greater, record this damage category, damage agent, and damage severity.
- 8) Parasitic/Epiphytic Plants (Category 23) – If damage severity rating is 1 or greater, record this damage category, damage agent, and damage severity.

**~~E. Down Woody Material Data:~~**

- ~~1. This form records the dead woody material on a plot. Down Woody Material shall be measured following the Browns Protocol Method procedures outlined in the R-1 CSE Handbook, section 7, with R-1 CSE Handbook Appendix S, Down Woody Materials.~~

~~2. The Browns transect shall originate at plot center and extend 7 feet for tallied twigs with a diameter of 2.9" and smaller, and 27 feet (20 feet beyond the twig transect) for down woody material 3.0" diameter and larger.~~

~~3. Down Woody Materials (DWM) are simply dead tree parts or downed pieces of wood and brush that have fallen and lie on the ground or are suspended above it. DWM includes downed, dead tree and shrub boles, limbs, and other woody pieces that are disconnected from their original source of growth or are uprooted and no longer self-supported by their roots. It also includes non-machine processed roundwood such as fence posts and cabin logs.~~

~~4. DWM does NOT include:~~

- ~~\_\_\_\_\_ Standing dead trees and shrubs self supported by their roots.~~
- ~~\_\_\_\_\_ Vegetation showing any signs of life. Dead limbs within living trees or brush are not DWM.~~
- ~~\_\_\_\_\_ Stumps that are rooted in the ground.~~
- ~~\_\_\_\_\_ Dead foliage, bark, or other non-woody pieces that are not an integral part of a bole or limb. Bark attached to a piece of wood is an integral part of that piece.~~
- ~~\_\_\_\_\_ Roots or main bole below the root collar.~~
- ~~\_\_\_\_\_ Manufactured wood products such as lumber or furniture.~~

Field Name	Requirement	Data Source
First Duff	Required	Contractor
Second Duff	Required	Contractor
Fuel Depth	Required	Contractor
Twig 1 (0-.24")	Required	Contractor
Twig 2 (.25-.99")	Required	Contractor
Twig 3 (1.0-2.99")	Required	Contractor
Piece Count (>3" diameter)	Required	Contractor
Decay Class (>3" diameter)	Required	Contractor
Diameter (>3" diameter)	Required	Contractor
Piece Length (>3" diameter)	Required	Contractor

~~\_\_\_\_\_ Detailed information and lists of valid codes for each data field are found in the R1-CSE Handbook section 7 and Appendices.~~

## F. Recording Instructions

1. The contractor shall submit to the Government:

- a. One Stand Examination Cover Sheet with narrative write-up\* for each stand.  
\*The narrative write-up should include (at a minimum): observations about overstory structure not detected in the measured plots, a list of the major forb and brush species in the stand and the general height and density of the brush layer, and other features noted between plots which influence management and reforestation decisions such as running water, rock outcrops or scree fields, and natural inclusions greater than an acre in size which are significantly different from stand as a whole.
  - b. One (or more) electronic .cse files containing field data for all stands with submitted cover sheet and map. This is the file created by entering field data into the provided EXAMS/EXAMSPC software.
2. Acceptable methods of electronic data submission are by CD-R disc or by E-mail to an address specified by the COR. In any case, data must be readable by the Government's computers running the Microsoft Windows 10 operating system (or a future upgraded system should one occur during the life of the contract). No adjustments will be made due to program errors that result in data errors or loss of data.

## **CONTRACT PERIOD**

Contract work may commence once the contractor has received a signed copy of the contract and has had a pre-work conference with the Contract Supervisor. The estimated start date is September 15, 2020. All plot data shall be received by September 30, 2021. The contract will expire December 31, 2021.

## **INFORMATION**

Information will be available by contacting the following address or contacting the following people on individual zones:

Hailey Frank  
Idaho Department of Lands  
Pond Oreille Supervisory Area  
208-920-0420  
Email: hfrank@idl.idaho.gov

Paul Czensynski  
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