

## Attachment 2

**THIS QUESTIONNAIRE MUST BE FILLED OUT AND SUBMITTED  
TO BE A RESPONSIVE SUBMISSION**

### **IDL WRFQ**

#### **Forest Legacy Contractor**

#### **TRAINING and EXPERIENCE**

- 1. Do you have a four-year or graduate degree in Forestry or a natural resources-related field?  
1 a. Please provide name of college, degree title, and date received. (10 points)**
- 2. Describe your experience working with the Forest Legacy Program at the state and federal level? (15 points)**
- 3. Describe your experience performing due diligence tasks (e.g., title review and appraisals) associated with real estate transactions including conservation easements. (15 points)**
- 4. Describe your experience drafting legal documents including conservation easements, Memoranda of Understanding, and contracts. (15 points)**
- 5. Describe your experience developing or reviewing grant applications and writing grant reports including project descriptions, supporting documents, and budgets. (15 points)**
- 6. Describe your experience writing or reviewing Forest Stewardship Plans and Baseline Reports. (10 points)**
- 7. Describe your experience using Microsoft Office products and ESRI programs including ArcGIS Pro and Collector. (10 points)**
- 8. Describe your experience communicating effectively and professionally both verbally and in writing with a variety of people from different backgrounds including landowners, agency staff, and land trust partners. (10 points)**

#### **REFERENCES**

Provide a minimum of three references where products and services similar in scope to the requirements of this solicitation have been provided, including the names of persons who may be contacted, position of person, email address, and telephone number.

#### **RESUMES**

Attach resumes for any staff member that will have any responsibility(ies) in the performance of the contract. Resumes shall reflect training as required and experience providing similar services and goods described in this solicitation. Resumes shall include education, experience, training, and/or certifications of each individual.