

# **Black Fox Timber Management Group, Inc.**

## **Exhibit A**

### **Scope of Services**

Consultant agrees to furnish the personnel and equipment necessary to provide consultation and contract administration services for various tree removal projects with multiple funding streams for County's Tree Mortality Project. Consultant agrees to perform the specific services and work under this Agreement in accordance with the guidelines set forth by the Tree Mortality Task Force for the implementation of the directives of the Governor's October 30, 2015 Emergency Proclamation. Consultant's consultation and contract administration services shall include, but not be limited to, the following tasks:

#### **Consultation Services**

- Provide a licensed forester to make a final determination of the trees within the project area to be removed.
- Assist County with the selection of the site for decking/staging of felled timber.
- Review County's dead tree inventory and removal prioritization and provide a detailed analysis, as applicable.
- Consult with County to develop separate tree removal projects and corresponding scopes of work for project bid documents based on the trees to be removed.
- Assist County with reviewing project bids received during the contractor selection process and assist County with contractor(s) selection.
- Attend and participate in public meetings as directed by County's Contract Administrator.
- Attend and participate in meetings with County staff and other applicable public agencies as directed by County's Contract Administrator.
- Attend and participate in County's Tree Mortality Task Force and Core meetings as directed by County's Contract Administrator.
- Attend Tree Mortality State Task Force meetings with County's Board of Supervisors, as directed by County's Contract Administrator.
- Assist County with securing rights of entry and or rights-of-way, as applicable, from private property owners for the removal of dead trees.
- Preparation of any documents related to grant compliance, funding or State reimbursements.
- Ensure the work is performed in compliance with any applicable environmental regulations including but not limited to the Forest Practice Act, Water Code, Endangered Species Act, and Air Quality restrictions.
- Assist County with identifying environmental regulations applicable to the

separate tree removal projects and decking or staging sites, including but not limited to the Forest Practice Act, Water Code, Endangered Species Act, and Air Quality restrictions, and developing plans for compliance where appropriate.

- Provide tree removal project updates at County's Board of Supervisors, as directed by County's Contract Administrator.
- Provide weekly project updates to County's Contract Administrator.

### **Construction Administration Services:**

- Attend and participate in pre-construction meeting with County staff, the selected tree removal contractor(s), and other public agencies following the contractor selection process and award.
- Mark and tag trees in the designated individual project areas.
- Collect field data on trees prior to removal and after removal using County's software and Consultant's Android or iOS based hardware.
- Provide notifications to private property owners for the timing of applicable tree removal work.
- Assist County with the administration of the tree removal contract(s), as applicable.
- Monitor the tree removal contractor(s) during tree removal activities.
- Ensure the tree removal contractor(s) remove trees in a safe and controlled manner using best industry practices.
- Coordinate with private property owners during tree removal work.
- Assist County with the review of invoices from the tree removal contractor(s) prior to payment of the invoices by County.
- Assist County with the performance of contract closeout work for the tree removal contractor(s) (e.g. make sure that field work areas are as undisturbed as possible, make sure final construction paperwork is complete, etc.).