Request for Proposal
for
Environmental Compliance and Monitoring Consulting Services for Wildland Fuels Management
October 7th, 2025

Release Date: October 8th, 2025

Closing Date: November 7th, 2025

Project Title: Filoli Wildfire Mitigation Project

Funding: U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) Legislative Pre-Disaster Mitigation (LPDM) Grant Program

Contact Person: Ian Walsh, Natural Lands Manager, Filoli.

Email: iwalsh@filoli.org
Phone: 650-503-2093

SUMMARY

San Mateo County/Filoli has been awarded a Legislative Pre-Disaster Mitigation (LPDM) grant from the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) for the Filoli Wildfire Mitigation Project. The grant will be administered through the California Governor's Office of Emergency Services (Cal OES) and the project will be managed by Filoli. The project aims to reduce the threat of wildfire to life and property within the wildland–urban interface (WUI). The project will reduce hazardous trees around power lines, reduce hazardous fuels within forested areas, and create defensible space around the main roadway and surrounding 17 structures on the Filoli estate. This project will require general avoidance and minimization measures (AAM) and species-specific conservation measures to

avoid adverse effects on three federally listed species deemed present or likely to be present within the project area. Filoli has been granted a suspension of CEQA for this project and therefore will follow the statewide Environmental Protection Plan.[1]

Three types of services are requested. The consultant is requested to propose a plan to obtain CEQA coverage for activities that would occur after the CEQA suspension ends; this would encompass the entire area within the FEMA LPDM. The consultant is asked to obtain permits on behalf of Filoli from the County of San Mateo. The consultant is also requested to propose costs for monitoring work funded by the FEMA LPDM. The area to be monitored is smaller since work will not occur in all areas in the LPDM, and will be constrained by area shown in Map 1. Work is expected to start December 1, 2025 and be completed by October 2026.

PROPOSAL INSTRUCTIONS

A. Request for Proposals (RFP) Schedule

Release of RFP: October 8, 2025
Mandatory Bid Walk: October 20-24, 2025
Final RFP Questions Due: October 27, 2025
Final Question Responses Sent: October 29, 2025
Proposal Due Date: November 7, 2025
Notice of Intent to Award: November 14, 2025
Contract Award: November 21, 2025
Notice to Proceed: November 24, 2025

B. Funder Acknowledgement

Funding for Filoli's Wildfire Mitigation Project is provided by FEMA's Legislative Pre-Disaster Mitigation (LPDM) Grant Program). The LPDM Grant Program makes federal funds available to eligible state, territory, and local governments and federally recognized tribes to implement sustainable, cost-effective measures designed to reduce the risk to individuals and property from future natural hazards while also reducing reliance on federal funding from future disasters.

C. Questions

Questions regarding the RFP shall be submitted by phone or email to Ian Walsh (650-503-2093 or iwalsh@filoli.org, with the subject: Wildfire Mitigation Project - Environmental). Questions shall be received no later than 5:00 pm on October 27, 2025.

[1] https://wildfiretaskforce.org/wp-content/uploads/2025/05/CA-Fuels-Reduction-Environmental-Protection-Plan.pdf

Question responses will be sent to all identified bidders by email no later than October 29, 2025. Responses will also address those questions posed during the mandatory bid walk. Any addenda to this RFP will be emailed to potential bidders no later than October 29, 2025. Proposal should acknowledge receipt of addenda, if applicable, and of Filoli question responses.

D. Prep-Proposal Field Tour/Bid Walk

Filoli will conduct mandatory pre-proposal bid walk field tours of the project area from October 20-24. Those interested in a pre-proposal field meeting will need to schedule an approximately 4-hour tour by RSVPing to Ian Walsh (iwalsh@filoli.org). The tour will commence in the parking lot of Filoli at 86 Cañada Road, Woodside, CA 94062.

E. Proposal Submission

Proposals shall be submitted electronically. Proposals must be submitted via email to Ian Walsh (iwalsh@filoli.org), with the subject: Wildfire Mitigation Project - Environmental, by 5:00 pm on November 7th, 2025.

Faxed or late proposals will not be accepted. It is the responsibility of the proposer to ensure that the proposal is received prior to the deadline date and time. Proposals received after the submission deadline will not be considered. Any changes to this RFP are invalid unless specifically modified by Filoli and issued as a separate addendum document. Should there be any question as to changes to the content of this document, Filoli's copy shall prevail.

F. Proposal Format

The proposals must be an 8 1⁄2" X 11" PDF or MS Word file and may be no more than a total of ten (10) pages.

NOTE: A single sheet cover letter and any attachments included in this RFP which are required to be submitted with the proposal, including cost proposal, insurance, licensing documents, and addenda acknowledgments, do NOT count toward the ten (10) page limit.

Proposals that do not furnish information organized according to the format or do not include the content specified in this RFP may be rejected.

G. Required Proposal Content

Qualifications – CEQA Review

The grant funds require a qualified environmental contractor to perform a variety of services pertaining to compliance with the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA). This includes producing technical studies and reports for environmental evaluation, including but not limited to notices of exemption, notices of determination, initial studies, negative declarations, mitigated negative declarations and/or project-specific analysis (PSA). The consulting firm will have experience in various CEQA review processes, and have demonstrated abilities to perform these, along with knowledge of the use of Timber Harvest Plans as CEQA equivalents.

Qualifications - Monitoring

The environmental contractor will conduct biological monitoring for three protected species during the treatments in 2025 and 2026. The biologist will have experience in the ecology and identification of all life stages of each of the federally listed species. The biologist must be approved by the California Department of Fish and Wildlife prior to starting work on the project. Approval requests must include the following information, at minimum. The same qualification information should be included in the proposal:

A. Relevant education
B. Relevant training concerning the species for which approval is requested, including species identification, survey techniques, handling of different life stages by a permitted biologist or recognized species expert authorized by the Service for such activities
C. A summary of field experience conducting requested activities (to include project/research information)
D. A summary of biological opinions under which they were authorized to work with the requested species and at what level (such as construction monitoring versus handling), this will also include the names and qualification of persons under which the work was supervised as well as the amount of work experience on the actual project
E. A list of Federal Recovery Permits [10(a)1(A)] held or under which they are authorized to work with the species requested (to include the permit number, authorized activities, and name of permit holder)
F. Any professional references with contact information

Fee Schedule

The fee schedule shall list hourly rates for each personnel classification, direct expense rates, and markups. A not-to-exceed contract limit will be negotiated with the selected firm as the final scope of work is developed and refined. In the event that a not-to-exceed limit for the required services cannot be negotiated with the selected consultant, Filoli reserves the right to discontinue negotiations and begin negotiations with another consultant.

H. Evaluation Process

An evaluation committee will evaluate all proposals received for completeness and the proposer's ability to meet all specifications as outlined in this RFP. The following evaluation criteria and weight of importance shall be used in evaluating and selecting a consultant:

Evaluation Criteria Points
Cost Proposal: 60
Experience, Qualifications, and References: 20
Approach, Staffing, Work Plan, and Schedule: 20
Proof of Insurance: Y/N

I. Award of Contract

Filoli may reject all proposals and re-issue this RFP. Filoli may choose to award one or more contractors to service any portion of the project. Filoli may waive any minor irregularities or immaterial defects in a proposal. Filoli reserves the right to request additional written or oral information from proposers to obtain clarification on their proposals. All proposals become the property of Filoli. All costs associated with the development of the proposal in response to the RFP shall be the sole responsibility of the proposers and shall not be charged in any manner to Filoli. The contract is expected to be awarded by November 21, 2025. Award of this first-year contract does not guarantee award of subsequent contracts nor other future work. Successful performance will be considered in future awards.

PROJECT BACKGROUND AND OBJECTIVES

About Filoli

Filoli is a 654-acre historic house, public garden, and nature preserve at the base of the Santa Cruz mountain range in the heart of San Mateo County. Nearly 500,000 visitors from the Bay Area and beyond come to Filoli annually to enjoy the beauty of the historic House and formal Gardens, explore hiking trails on the Natural Lands, and enjoy year-round arts, culture, and nature programming.

Filoli's 25-year Comprehensive Site Plan balances public access with protecting California's native ecosystems. To support these goals, Filoli has invested in a Natural Resources Management Plan and a Sustainability Action Plan aimed at responsible land stewardship, long-term sustainability, and enhancing visitor engagement. Filoli's robust natural lands management program includes wildfire mitigation and the management of wildlife, vegetation, and water resources.

Need

The area around Filoli includes forest and grassland and is prone to wildfires. In partnership with the County of San Mateo, the California Office of Emergency Services (Cal OES), and the

Federal Emergency Management Agency (FEMA), Filoli is conducting wildfire mitigation through hazardous fuel reduction in specific areas across approximately 165 acres (see Map 1 below). The project will implement hazardous fuels reduction and defensible space creation activities within the Filoli estate. These activities can be divided into four components, listed by priority (1) tree removal and trimming around power lines in forested areas/defensible space creation within 200 feet of structures, (2) defensible space creation adjacent to the Main Drive access road, and (3) hazardous fuels reduction in forested areas. The work associated with each of these components is detailed in the sections that follow but it should be recognized that the scope of the tree removal and trimming around powerlines may shift depending on availability of Utility crews.

PROJECT DESCRIPTION

Filoli will work with contractors and consultants to improve forest resiliency in specific areas across approximately 165 acres as shown in Map 1. The project takes place primarily in forested areas, targeting diseased and fallen trees and brush. Plant communities include redwood forest, mixed evergreen, foothill woodlands, and chaparral. Contractor work will fall into three main categories: 1. Clearing brush, and 2. Identifying and removing diseased or fallen trees, 3. Thinning forest, especially along powerlines and roads to reduce hazards and minimize the chance of trees falling on the powerline or blocking roads.

Wildfire mitigation treatment work will include defensible space maintenance within 200 feet of structures and fuel reduction in forested areas, along fire roads, and around powerlines. Both manual and mechanical equipment will be used to implement the project activities. Goat grazing will be used in some locations prior to entry of machinery. Manual equipment, such as chainsaws, will be used to remove small trees, low-hanging limbs, and brush. Mechanical equipment will include skidders, chippers, and cranes.

Work includes hazardous fuels reduction and maintenance of defensible space. Contractors will likely include hand crews to complete both brush and tree work, as well as crews using heavy-duty machinery to remove larger dead and dying trees. Treatment details are also conveyed by a series of maps in the Appendix.

Treatment Types and Treatment Areas

There are four Treatment Areas, and three types of treatments. Some locations may receive more than one treatment. For example, one location may be grazed with goats, followed by either mechanical or hand treatments.

Map 1. Treatment Area

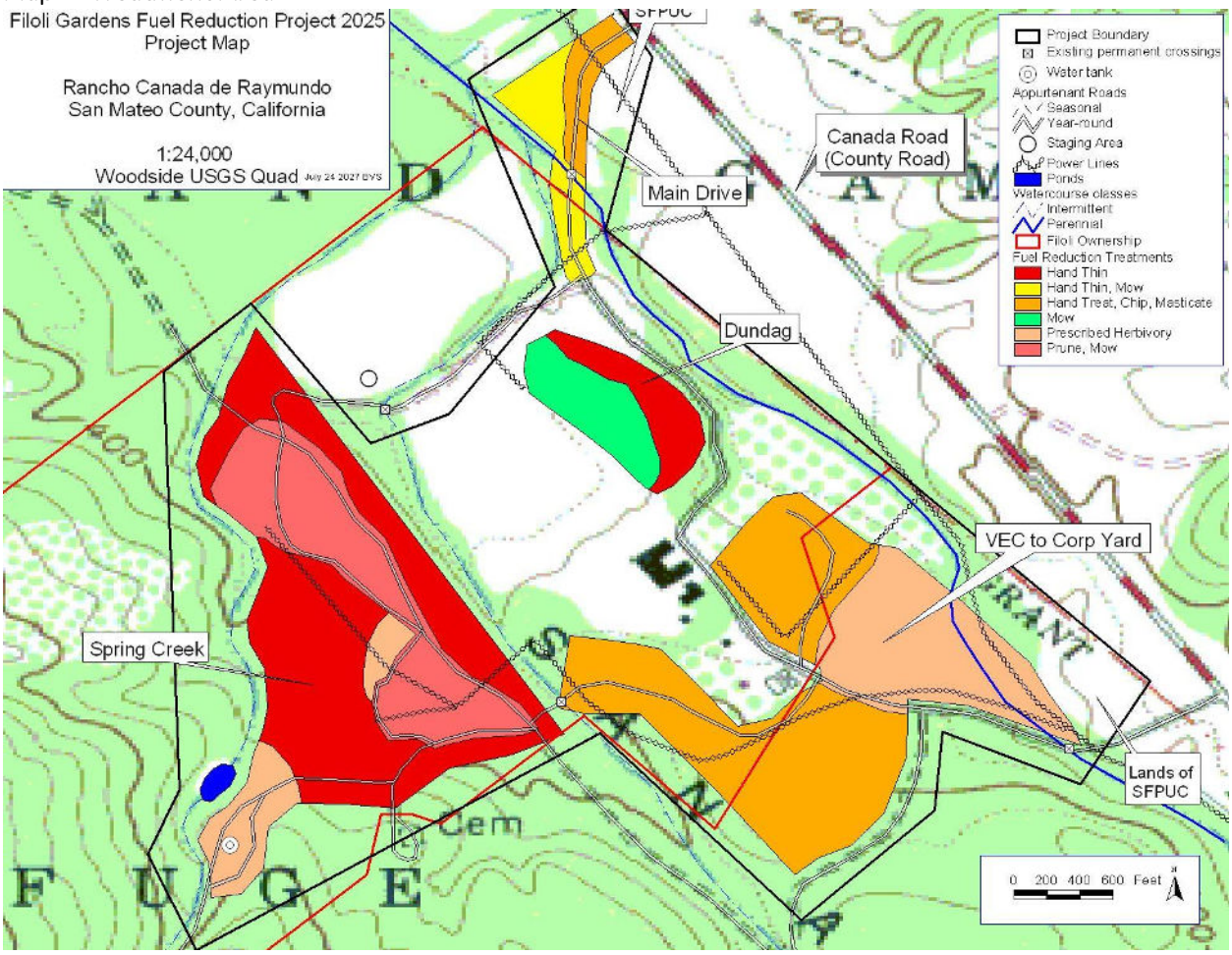


Figure 1. Acres of Treatment, by Treatment type and Treatment Area

Treatment Area	Total Ac	Graze Ac	Hand thin Ac	Mech Ac
Dundag	14	0	10	4
Main Dr	10	0	3	7
VEC-Corp	65	10	40	25

Spring Crk	75	10	35	20

Appendix A provides maps describing treatments, and Appendix B offers Treatment Specifications.

Protected Species

Biological assessment for the Filoli Wildfire Mitigation Project conducted by the FEMA Region IX Office in March 2024 found the presence or likelihood of three threatened or endangered species within the following the proposed project area. The consulting biologist will work with the SFPUC's biologists to confirm the location and protective measures of any additional protected species/species of concern that may be found on SFPUC lands. The results of the monitoring will be a report on the presence (and location) or absence of these or other species of concern.

San Mateo Woolly Sunflower

The project is within the range of the sunflower, habitat for the sunflower exists within the proposed project area, and the sunflower is known to occur in the vicinity of the proposed project area. Therefore, the proposed project may affect but is not likely to adversely affect the sunflower.

San Francisco Garter Snake

The ecology of the proposed project area makes it unlikely that snakes would be encountered during work, but there are three known occurrences of the snake in the California Natural Diversity Database within 1 mile of the proposed project area. The project area also includes grassland and shrubland that snakes could utilize for dispersal or brumation.

California Red-legged Frog

The project area includes Designated Critical Habitat for the California red-legged frog. The Diversity Database documents an undated occurrence of a frog breeding site on the estate (Diversity Database 2024), as well as multiple occurrences surrounding the property. Approximately 3.2 linear miles of aquatic habitat occur within the action area. Therefore, it is likely that frogs breed onsite in years with adequate precipitation and that frogs are present in upland and dispersal habitats throughout the action area. Although no work will occur within aquatic habitats in the action area, proposed project work will occur in habitats that provide upland or dispersal habitats for the frog.

Due to the presence of federally listed species and designated critical habitat within the project area, general and species-specific conservation measures must be implemented to avoid adverse effects on the species.

Additionally, landslides are located near the project boundary. The data source can be found here: https://maps.conservation.ca.gov/cgs/lsi/app/. See https://www.conservation.ca.gov/cgs/fwg/fr-vm for an understanding of potential geologic hazards.

Scope of Work

Project areas: The Filoli estate is a 654-acre property that includes a historic house, public garden, and nature preserve in unincorporated San Mateo County in central San Mateo County, California. Project activities would occur within the northern and eastern portions of the Filoli Estate (MAP), generally located at 37.468219 degrees latitude and –122.312955 degrees longitude. The project area sits at the base of the Santa Cruz Mountain Range and can be accessed locally via Cañada Road and Edgewood Road, and regionally via Interstate 280. The project will occur on privately owned and SFPUC-owned land within the Woodside 7.5-minute U.S. Geological Survey (USGS) quadrangle.

High priority areas include: the Main Entry Drive, Visitor Center to Corporation Yard, Spring Creek Canyon, and Dundag (MAP). The topography of the ~170 acres includes forested areas and grassland and ranges from steep slopes along the Santa Cruz Mountain range to more gentle foothills. The House sits at 350 feet above sea level, and the western end of the site is nearly 2,000 feet above sea level. Predominant tree communities include coast live oak, mixed evergreen forest, and madrone. Brush includes poison oak and blackberries, as well as chaparral vegetation like toyon, coyote brush, and manzanita. Redwood forests are also present. Sudden Oak Death, first spotted in San Mateo county in the late 1990s, has affected vegetation at the site. Trees diseased with Sudden Oak Death are a target for this project.

Deliverables:

Consultant Services: The consultant services are anticipated to include but not be limited to the following:

1. Description of the CEQA pathways to obtain required permits for maintenance, based on use of the State CEQA Suspension.

2. Required permits from San Mateo County and the SFPUC applicable to this work.

3. Monitoring deliverables
    - Field Surveys
    - Biological Monitoring
    - Preparation of field surveys and monitoring reports

The work shall comply with the requirements of all of the following without limitation:

- Federal laws
- State laws
- Local laws
- Rules and regulations of governing utility districts
- Rules and regulations of other authorities with jurisdiction over the procurement of products

Outside Agency Coordination, if needed: Contact and coordinate with the United States Fish and Wildlife Services (USFWS), California Department of Fish and Wildlife (CDFW), and other relevant agencies.

Anticipated time for completion of monitoring: 21 months after the Consultant receives Notice to Proceed.

Filoli's Responsibility: Filoli will provide the following information to the successful consultant as needed: 1. GIS data 2. Filoli documents

Biological Monitoring During Implementation: The biological monitor ("the biologist") must be present on-site for all vegetation removal activities, and any activities that may result in take of federally listed species. The biologist will ensure that all applicable general conservation measures are implemented during project activities, including:

- Ensure that sedimentation and the release of materials (e.g., dust or construction runoff) are controlled, and that spill measures are enacted properly.
- Oversee project activities to ensure that no federally listed species and/or their habitats are adversely affected.
- The biologist will have the authority to stop any work activities that may result in potential adverse effects to federally listed species and/or their habitats.
- Environmental awareness training for construction personnel

The biologist will ensure that all species-specific conservation measures outlined in the Biological Assessment are followed and overseen by the biologist, including:

San Mateo Woolly Sunflower

- Pre-construction survey: The biologist will conduct a pre-construction survey during the bloom season (between April and June).
- Fencing: Any sunflower plants found within 300 feet of the project footprint will be clearly marked and will be avoided.
- Monitoring Log: Each day the biologist will inspect the fencing/flagging and immediately notify the contractors (or their designated contact) to address any necessary fencing/flagging repairs.

San Francisco Garter Snake

- Clearance Surveys: Within 24 hours prior to the commencement of project activities, the biologist will survey the action area for snakes and suitable snake habitat. The biologist will also provide the Service with a written report (email is acceptable) that adequately documents the pre-construction survey results within 24 hours of starting the project activities.
- Site Restrictions: After vegetation removal occurring within snake habitat is done by hand to a level at which bare ground is visible, the biologist will determine that no snakes are present.

California Red-legged Frog

- Pre-Construction Survey: The biologist will conduct a pre-construction survey at the project site no more than 24 hours prior to the date of initial ground disturbance and vegetation clearing.
- Rain Event Limitation Inspection: Prior to construction activities resuming at least 24 hours following a rain event, the biologist will inspect the action area and all equipment/materials for the presence of frogs.
- Daily Clearance Surveys: The biologist will conduct clearance surveys at the beginning of each day and regularly throughout the workday when construction activities are occurring that may result in take of frogs.
- Encounters with Species: The biologist will participate in activities associated with the capture, handling, relocation, and monitoring of frogs and implement the species observation and handling protocol. Frogs will also be handled and assessed according to the Restraint and Handling of Live Amphibians Standard Operating Procedure.
- Disease Prevention and Decontamination Procedures: The biologist will follow the fieldwork code of practice developed by the Declining Amphibian Populations Task Force at all times.
- Hand-Clear Vegetation: Vegetation will be hand-cleared and removed from the project area where frogs are suspected to occur. Prior to vegetation removal, the biologist will thoroughly survey the area for frogs and remain present during all vegetation-clearing activities.

SPECIFICATIONS FOR OPERATIONS

1. Project Areas

The project will be implemented on approximately 170 acres of the Filoli estate. The Filoli estate is a 654-acre property that includes a historic house, public garden, and nature preserve in the Town of Woodside in central San Mateo County, California. Project activities would occur within the northern and eastern portions of the Filoli Estate (MAP), generally located at 37.468219 degrees latitude and –122.312955 degrees longitude. The project area sits at the base of the Santa Cruz Mountain Range and can be accessed locally via Cañada Road and

Edgewood Road, and regionally via Interstate 280. The project will occur entirely on privately owned land within the Woodside 7.5-minute U.S. Geological Survey (USGS) quadrangle.

High priority areas include: the Main Entry Drive, Visitor Center to Corporation Yard, Spring Creek Canyon, and Dundag (MAP). The topography of the ~170 acres includes forested areas and grassland and ranges from steep slopes along the Santa Cruz Mountain range to more gentle foothills. The House sits at 350 feet above sea level, and the western end of the site is nearly 2,000 feet above sea level. Predominant tree communities include coast live oak, mixed evergreen forest, and madrone. Brush includes poison oak and blackberries, as well as chaparral vegetation like toyon, coyote brush, and manzanita. Redwood forests are also present. Sudden Oak Death, first spotted in San Mateo county in the late 1990s, has affected vegetation at the site. Trees diseased with Sudden Oak Death are a target for this project.

2. Treatments

Work includes hazardous fuels reduction and maintenance of defensible space. Contractors will likely include hand crews to complete both brush and tree work, as well as crews using heavy-duty machinery to remove larger dead and dying trees.

General treatment descriptions are presented here. Appendix A provides maps describing treatments, and Appendix B offers Treatment Specifications.

Highest Priority: Protection of power line infrastructure in forested areas

Within the VEC to Corp Yard forest management area, trees with the potential to impact the power line would be removed. Healthy trees that do not pose a risk would be retained. Hazardous trees within a distance of 1.5 times the height of the tree from the power line would be removed (e.g., a 20-foot-tall hazardous tree would be removed if it is located within 30 feet of the power line).

- Clear trees both above and below power lines from ground to sky level. Trees directly under the powerlines will be removed, within an area that can grow up into the powerlines which extends to the outermost wires. Shrubs and herbaceous plants that cannot attain the height to the powerlines will be retained. Immediately outside the route of the powerline all trees that have a potential to strike the powerline or utility poles will be removed. The trees to be removed will be determined by an RPF or arborist. Trees will be pruned to retain as many trees as possible.
- Common species affected include Bay Laurel, Oak, Douglas Fir, and Madrone.
- Treatment options include: feller buncher, hand crews with chainsaws, climbers, and bucket trucks.
- All materials, whether intact or as chips, will be taken off-site.

Highest Priority: Clearances along forested roads for emergency access

- Clear roads to a height of 14 feet to accommodate emergency vehicles and remove ladder fuels up to 8 feet on tree trunks.
- Removal of trees along fire roads up to a breast height diameter of 8 to 10 inches, as well as the removal of dead, dying, or diseased trees; the distance from the road will be the height of the tree that might fall on the road. . The trees to be removed will be determined by an RPF or arborist. Trees will be pruned to retain as many trees as possible.
- Remove ladder fuels up to 8 feet on tree trunks per Rx2 in Appendix B.
- Clear areas above roads to a height of 14 feet to accommodate emergency vehicles. Common species affected include Bay Laurel, Douglas Fir, Oak, Madrone, and California Buckeye.
- Treatment options include: feller buncher, hand crews with chainsaws and bladed weedcutters, or a masticator.
- All materials, whether intact or as chips, will be taken off-site. Incidental chips from mastication is acceptable

Defensible space for structures and cultural resources

- Vegetation will be selectively cleared within 200 feet of structures per Rx1 in Appendix B. Each tree to be removed will be identified for removal. Shrubs under trees will be removed. Trees not removed will be pruned of lower branches to an 8-ft height.
- Potential treatments include hand crews with chainsaws and bladed weedcutters, the use of a feller buncher, and the use of a masticator.
- Affected tree species include Bay Laurel, Oak, Douglas Fir, and Madrone. Affected shrub species include coffee berry, coyote brush, poison oak, toyon, manzanita, and blackberries.
- All materials, whether intact or as chips, will be taken off-site. Incidental chips from mastication is acceptable

Fuel load reduction from ground level to canopy

In all treatment areas hardwoods are to be preferred for retention over conifers except redwood. The contractor will remove trees as marked in Rx3 of Appendix B. Simply for information, in the Spring Creek treatment area, a minimum of 100 square feet of live hardwood basal area will be retained. The basal area of the Spring Creek Treatment Area would be reduced by 20 square feet (10%) on average in this prescription. For conifers the basal area will not be reduced below 25% of current live conifer basal area, which is estimated at 205 square feet.

- Manage ladder fuels up to 8 feet on tree trunks, thin the canopy, and remove dead, dying, or diseased trees, however important large wildlife trees will be retained where possible, at a maximum of two snags per acre.

- Marking indicates removal of some trees with an average breast height diameter of 8 inches and leave retention of some undisturbed to avoid limiting new growth entirely.
- Treatment options include hand crews with chainsaws and bladed weedcutters, the use of a feller buncher, the use of a masticator, and goat grazing. Hand crews will prune trees.
- Affected tree species include Bay Laurel, Oak, Douglas Fir, and Madrone. Affected shrub species include coffee berry, coyote brush, poison oak, toyon, manzanita, and blackberries.
- All materials, whether intact or as chips, will be taken off-site. Incidental chips from mastication is acceptable.

3. Waste Biomass Disposal

Woody debris (slash and chips) become the custody of the contractor. All materials, whether intact or as chips, will be taken off-site. Incidental chips from mastication is acceptable.

To minimize the volume of chips that need to be hauled away, material larger than 6 inches in diameter can be left onsite, dispersed with a maximum length 500-ft per acre To minimize the volume of chips left on site outside the defensible space treatment area, material larger than 6 inches in diameter can be left onsite, dispersed with a maximum length 500-ft per acre. An exception to this is that all material cut from pine trees will be chipped or hauled away.

Slash from the few pines that will be felled will be chipped or scattered to receive maximum solar radiation, reduce fuel loading, and potential brood cycles or canker infestation spread. As soon is feasible, or within one week of the creation of pine slash, all branches will be chipped or lopped from the main stem >3" in diameter. Pine material can also be hauled off.

Chips shall be broadcast away from cultural resources and streams, and in cases where stream buffers lie within units. Haul cut material out of select stream buffers and out of areas of steep (greater than 35%) slope, then chip (masticate). Chips will either be broadcast or piled. Broadcasted chipped materials are not to exceed 4 inches in depth and shall be chipped into piles no larger than 4 feet in height. Chip piles shall be spaced at least 20 feet apart and shall be interspersed between areas of broadcast chipping. This is to create a heterogeneous forest floor with little to no fuel continuity. No chips shall be piled or allowed to accumulate at the base of residual trees.

If there is an area where material cannot be chipped due to topographic variables, safety, environmental barriers, etc., the contractor shall alert the local Site Manager, and the material will be considered for piling instead.

4. Work Sequence and Timing

The priority treatments will be completed within each Treatment Area before moving to another Treatment Area. The defensible space, roadways and powerlines are the priority

treatments that will be treated first. Filoli representative will designate the movement and sequence of Treatment Areas, as appropriate.

As described previously, each proposal shall include the proposed overall work plan and schedule for accomplishing the work. Upon awarding the project to chosen contractor(s), the specific timing of treatments in some units shall be scheduled in coordination with the project manager and/or Site Managers to minimize potential wildlife impacts. The contractor shall not be absent from the project for more than two weeks without the express permission of the project manager and/or Site Managers. If an absence is anticipated, Contractor shall notify the project manager and relevant Site Manager at least one week in advance of the anticipated absence. Absences due to weather restrictions or family emergencies are an exception to this requirement but must be coordinated with the project manager and/or Site Managers. The anticipated start date of this project (i.e., expected date of Notice to Proceed) is December 1, 2025. However, if fire restrictions are still in place at this time, the project start date will be postponed until after such restrictions are lifted. All project work must be completed no later than October 15, 2026.

Defensible space and hazardous fuel removal activities are expected to require 21 months to implement, beginning in December 2025; however, the total duration of project work would extend longer than 12 months in order to comply with seasonal work restrictions. Project work would be conducted between May 1 and October 15 to reduce the potential for effects on the California red-legged frog (CRLF) and San Francisco garter snake (SFGS).

- Daily Work Hours: Activities will be limited to daylight hours during weekdays.
- Project work would be conducted between May 1 and October 15 to reduce the potential for effects on the California red-legged frog (CRLF) and San Francisco garter snake (SFGS).
- Timing of trees pruning will be outside the wet, rainy and cool times of the year to reduce risk of movement and spread of the SOD. Best practices for spread of SOD will be followed.

5. Equipment

Both mechanical and manual equipment would be used to implement the project. A staging area has been designated within the grass area west of the Spring Creek forest management area (see map). Equipment may also be staged on existing roads or other disturbed areas. Vehicles and other equipment would access the site via Cañada Road and the network of other access roads within the Filoli estate.

6. Project-Specific Conditions

Filoli has been granted a suspension of CEQA for this project and therefore will follow the statewide Environmental Protection Plan, available at https://wildfiretaskforce.org/wp-content/uploads/2025/05/CA-Fuels-Reduction-Environmental-Protection-Plan.pdf. Work shall

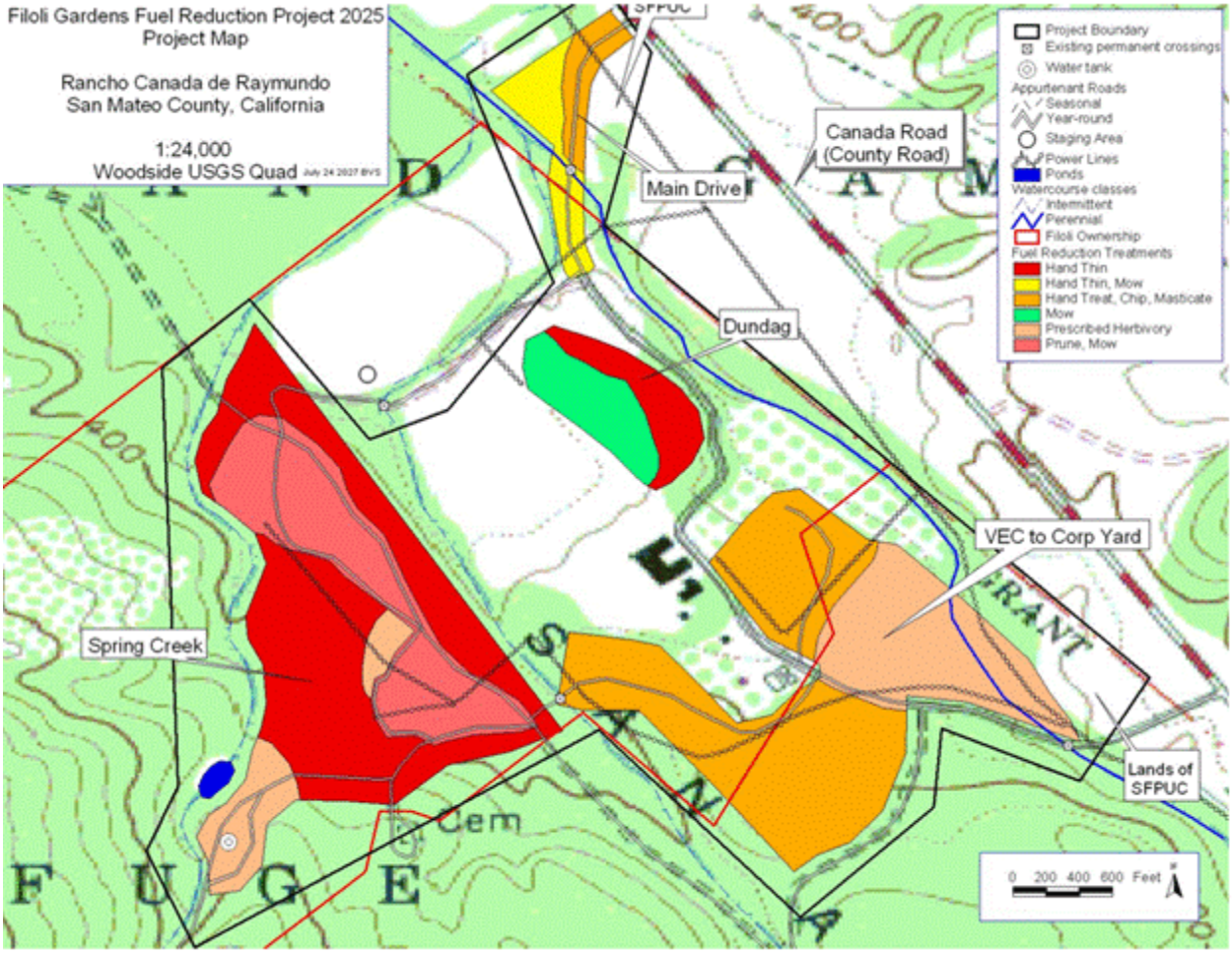
be performed or supervised by a certified or licensed responsible party such as a Registered Professional Forester, qualified vegetation management contractor, qualified incident commander, or certified arborist. In addition, the following general avoidance and minimization measures (AMMs) will be implemented during all activities associated with the project to avoid and minimize adverse effects on biological resources, including effects on water quality in watercourses that may occur in or near the project area, and effects on listed species. In this section the term 'contractor' indicates the company performing the operations.

- The contractor shall prepare a Storm Water Pollution Prevention Plan. Construction projects which are greater than one acre in size are regulated by the California State Water Resources Control Board (SWRCB, the Board) via the Board's General Permit Order 2022-0057-DWQ, Stormwater Discharges Associated with Construction and Land Disturbance Activities (Construction General Permit, CGP). Contractor's stormwater consultant shall prepare a project-specific Stormwater Pollution Prevention plan (SWPPP) for approval by the Regional Water Quality Board for implementation prior to start of work.
- Dust Control Measures.
- Equipment Inspection and Maintenance.
- Materials Storage and Disposal: All work materials, wastes, debris, sediment, rubbish, trash, and fencing will be removed from the site once project work is complete and transported to an authorized disposal area, as appropriate, in compliance with applicable federal, state, and local laws and regulations.
- Fire Prevention: With the exception of vegetation-clearing equipment, no vehicles or construction equipment will be operated in tall, dry vegetation.
- Waste Management: The work area will be kept free of loose trash. All food waste will be removed from the site on a daily basis.
- Environmental Awareness Training for Construction Personnel: All construction personnel, including contractors and subcontractors, will be given environmental awareness training by the project's environmental inspector or biological monitor before the start of construction.
- Biological Monitor: A USFWS-approved biologist will be present on-site for all vegetation removal activities, and any activities that may result in take of the covered species. The USFWS-approved biologist will have the authority to stop any work activities that may result in potential adverse effects to covered species and/or their habitats.
- Invasive Non-Native Plant Species Prevention: All vehicles and equipment will be cleaned and free of mud and debris prior to entering the project area, and all erosion and other sediment controls used during and after construction will be certified weed-free, as applicable. Equipment shall be inspected before entering the project area.

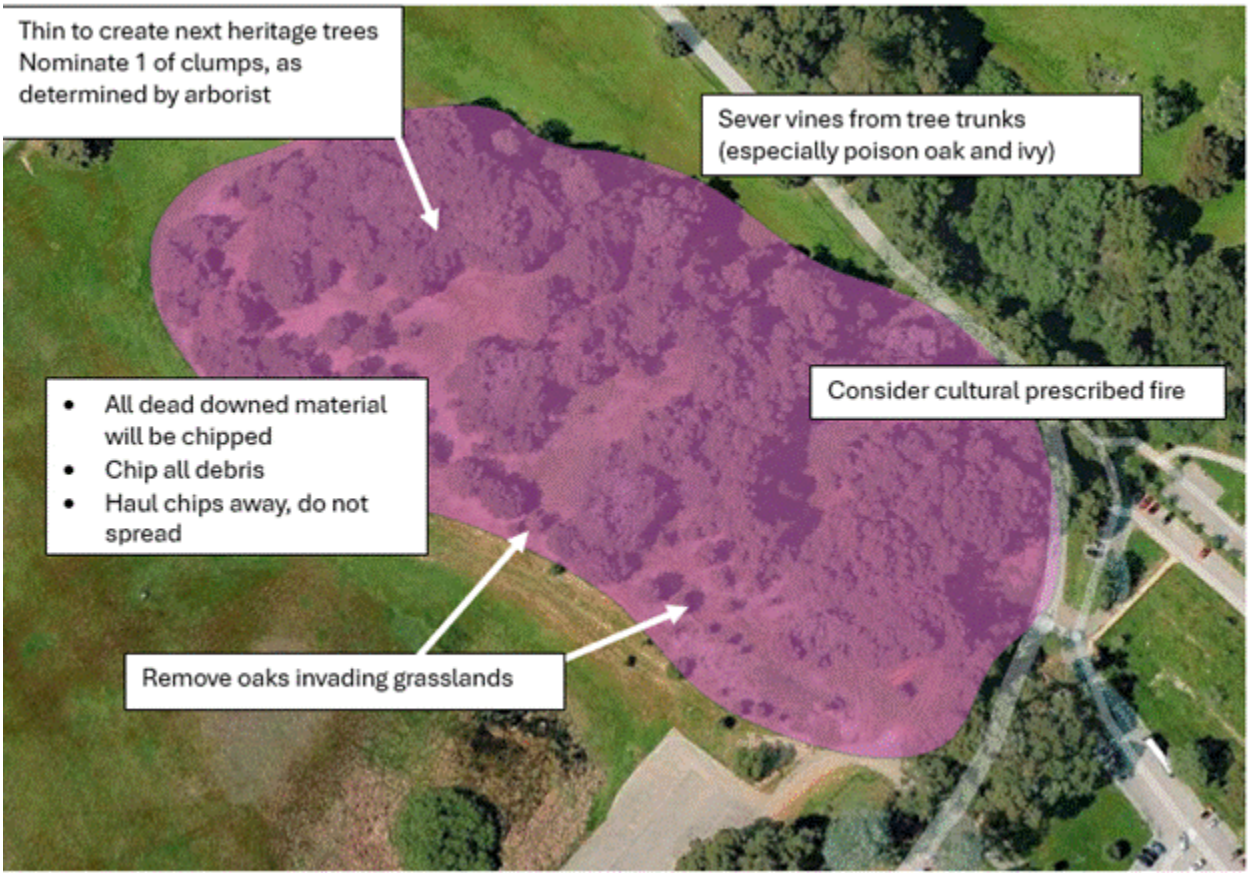
The contractor shall be responsible for the following:

- The contractor shall implement all treatments in accordance with the prescriptions, as defined and/or modified by the project manager and/or Site Managers and following all flagging and marking guidelines. The contractor shall coordinate with the Site Managers to develop a work sequence/schedule to ensure that work will be completed prior to October 1, 2026.
- Should any sensitive resources, such as special-status species, active bird nest, or archaeological resource be found during project implementation, work in the affected area shall cease and the local Site Manager shall be notified immediately.
- If any wildlife is encountered during implementation, work in this direct area should cease until it is allowed to move out of harm's way of its own accord. If it cannot be allowed to move out of harm's way of its own accord, the local Site Manager shall be notified immediately.
- All safety rules and regulations will be followed, and all onsite are expected to adhere to rules regarding personal protective equipment.
- Contractor shall comply with all applicable federal, state, and local laws, regulations and policies governing the funds and scope under this agreement.
- Contractor will follow industry practices for fire ignition avoidance and mitigation such as referenced in the Industrial Operations Fire Prevention Field Guide at https://34c031f8-c9fd-4018-8c5a-4159cdff6b0d-cdn-endpoint.azureedge.net/-/media/osfm-website/what-we-do/community-wildfire-preparedness-and-mitigation/prevention-field-guides/fppguidepdf102.pdf?rev=132e7e2e2e98459a8fa1bf4cf84d2431&hash=C9095A98AC7ED45CBC47E1CD2B749E24
- Work will be suspended when project area is under red flag conditions and when the SFPUC suspends work: https://www.weather.gov
- Contractor will follow Sudden Oak Death Mitigation Practices, as outlined by Appendix C.
- Leave all treated areas in an environmentally, geologically, and aesthetically sound and safe condition.

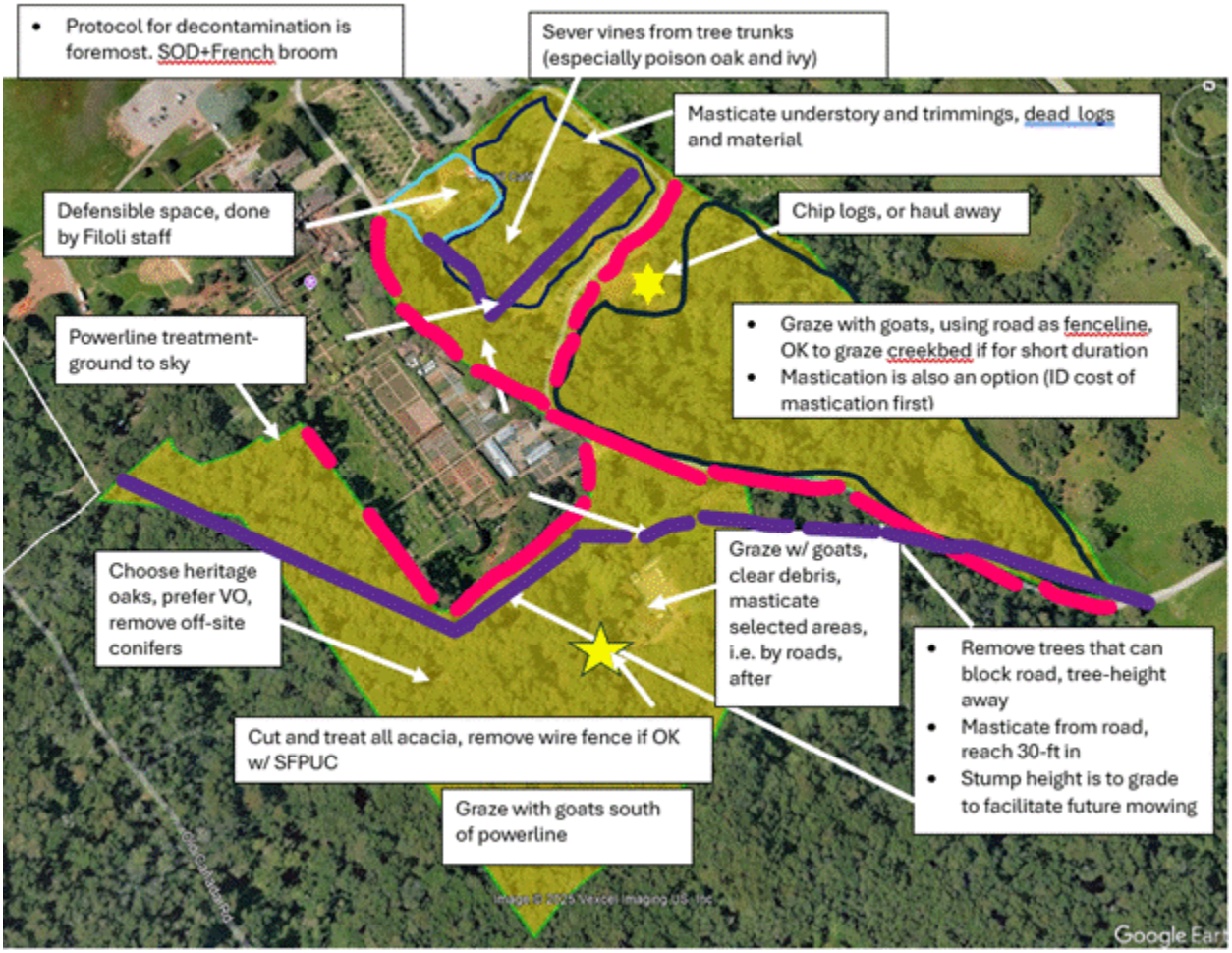
APPENDIX A: WITH MAPPED DETAILS



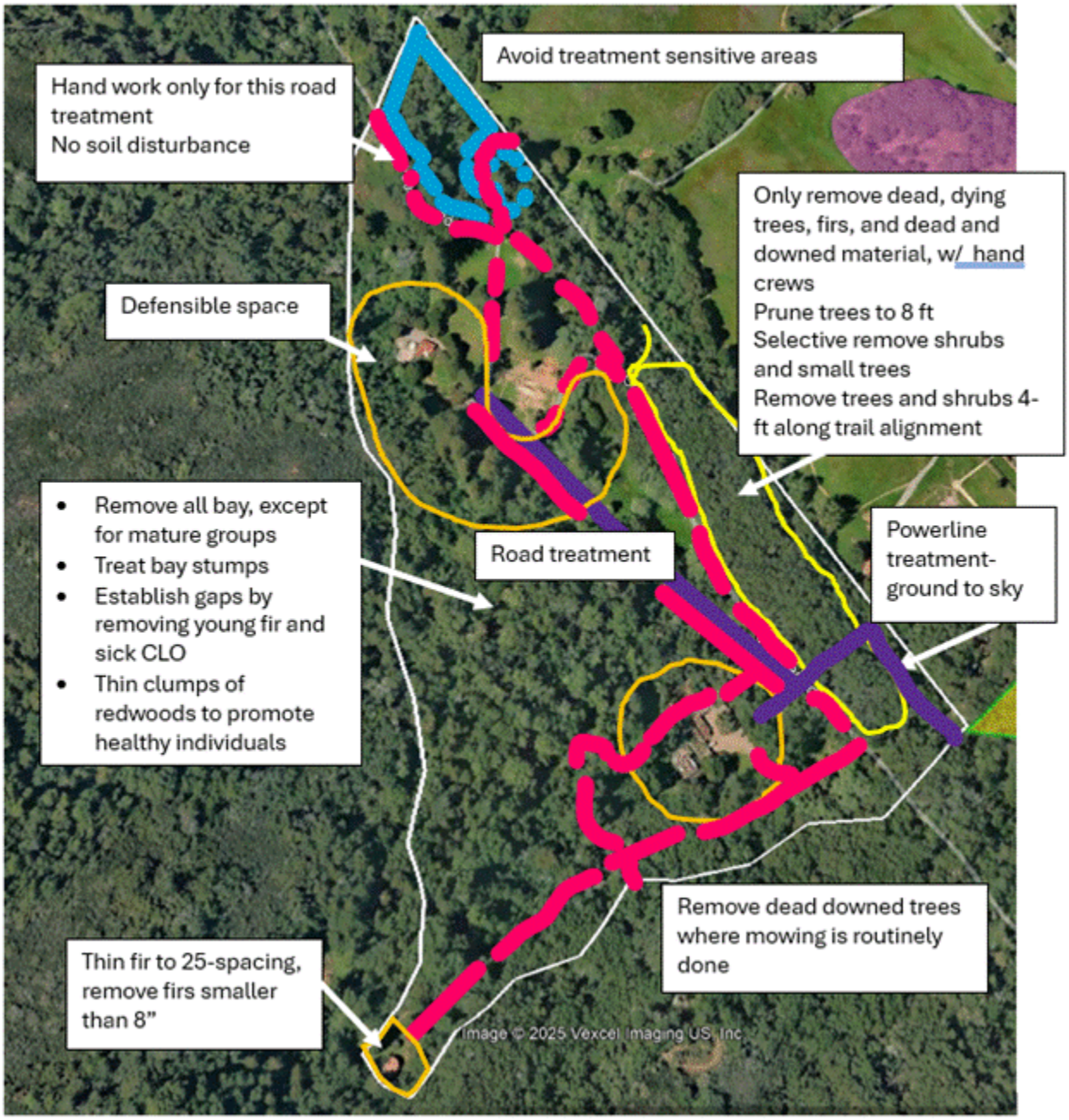
DUNDAG TREATMENT AREA



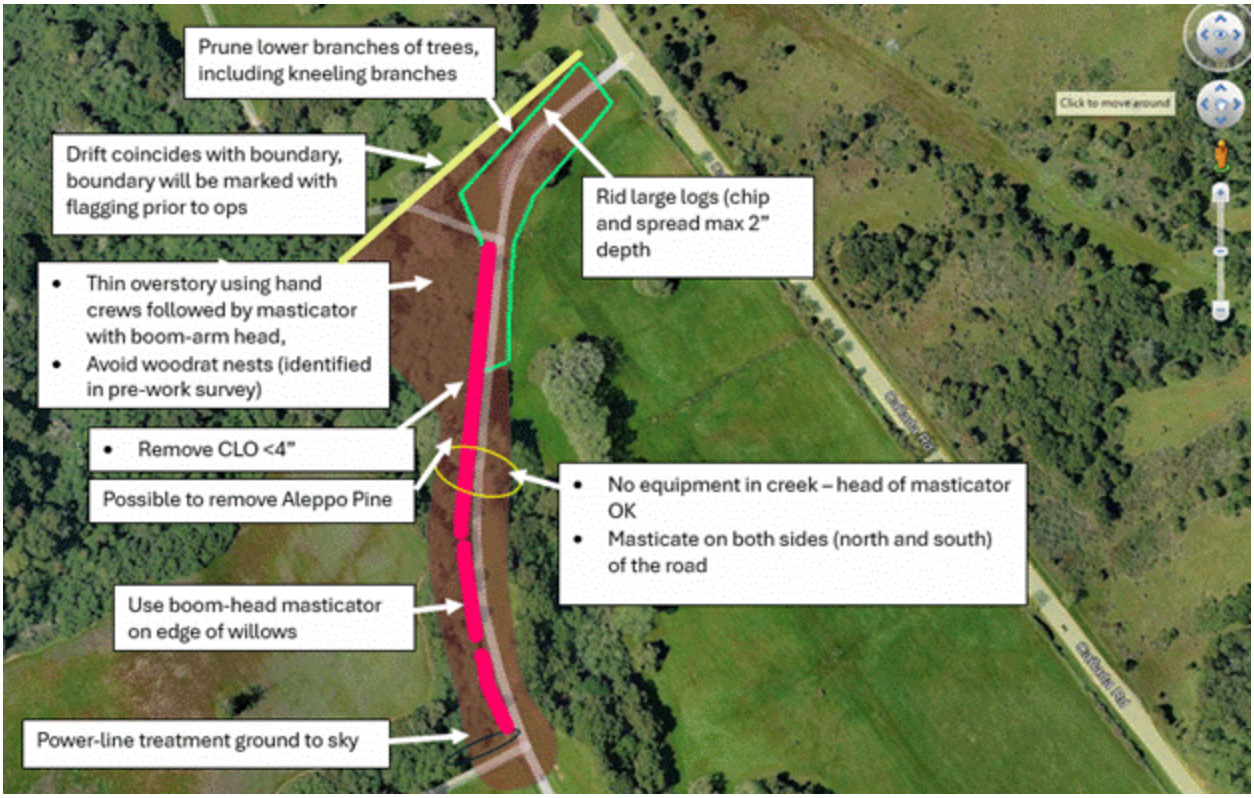
VEG TO CORP YARD TREATMENT AREA



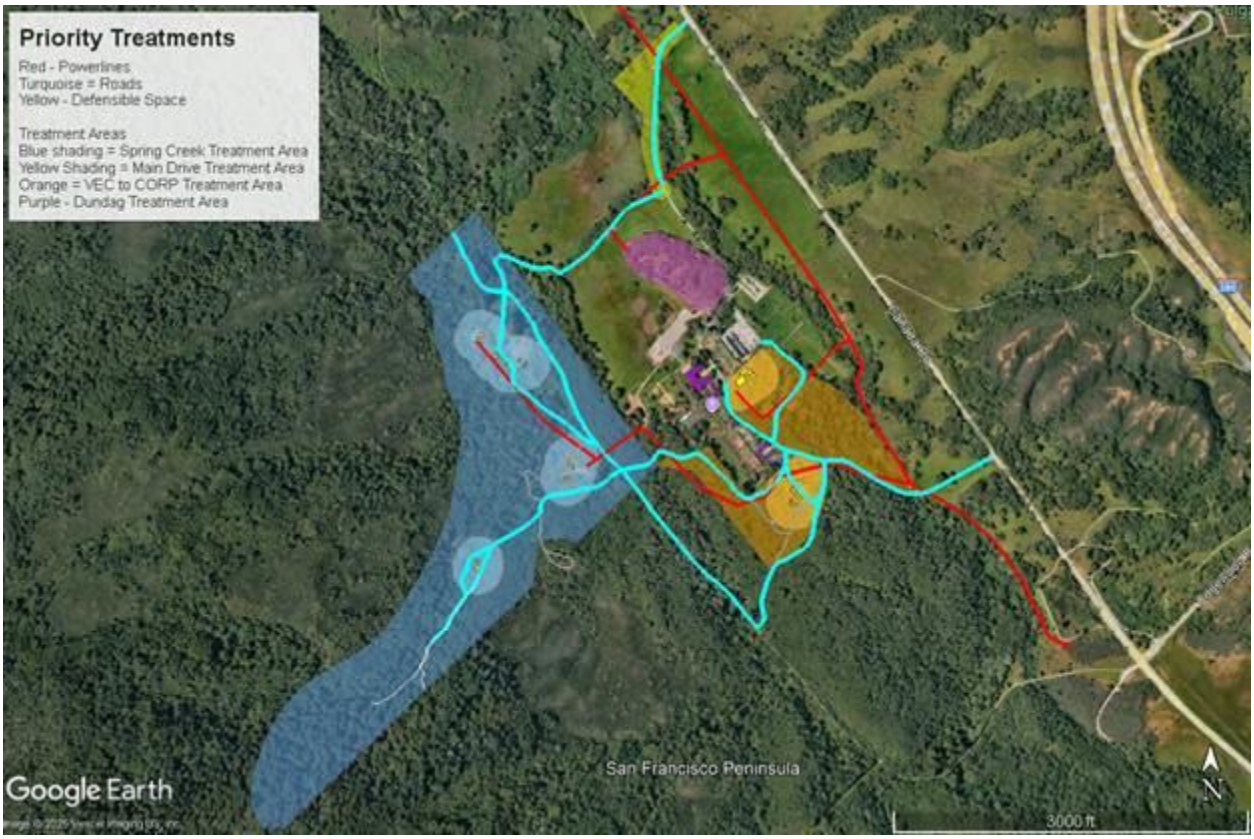
SPRING CREEK TREATMENT AREA



MAIN DRIVE


Prune lower branches of trees, including kneeling branches
Drift coincides with boundary, boundary will be marked with flagging prior to ops
Rid large logs (chip and spread max 2" depth
• Thin overstory using hand crews followed by masticator with boom-arm head,
• Avoid woodrat nests (identified in pre-work survey)
• Remove CLO <4"
Possible to remove Aleppo Pine
• No equipment in creek – head of masticator OK
• Masticate on both sides (north and south) of the road
Use boom-head masticator on edge of willows
Power-line treatment ground to sky
Click to move around

PRIORITY TREATMENT AREAS



APPENDIX B: TREATMENT SPECIFICATIONS

Rx1. Defensible space:

1. Remove/treat all trees marked with blue paint dot for removal.

2. All dead plants and dry vegetation to be removed/treated.

3. Cut any grass within 10 ft. of pavement edges and 30 ft. of all structures to 4 in. height.

4. Remove leaves, bark, and humus under trees and shrubs (including vines and semi-woody species) to 1 in. Keep bare soil to under 50% of the site.

5. Remove dead material that drapes over retained ground cover (i.e.: leaves, bark, needles, and branches).

6. Remove vines, dead branches, and live branches smaller than 3 in. from retained trees up to 8 ft.

7. All shrubs under retention trees to be removed to the tree dripline. Shrubs and short trees will be retained when not under a tree canopy.

8. Remove dead branches from live ground covers, vines, shrubs (including semi-woody species), and immature trees.

9. Prune trees and large tree-form shrubs (e.g. manzanita, elderberry, toyon) that are being retained. Exceptions may be identified by the project arborist.

10. In short trees, remove the branches on the lower one-third of the height of the tree. Example: if a tree is 10 ft tall, prune the lower 3–4 ft.

11. All dead branches smaller than 3 in. in diameter shall be removed.

12. Any pruning or thinning of the tree canopy on retained trees inside Defensible Space treatments shall be directed by the project arborist or Site Manager.

Rx2. Hazardous Fuel Reduction Areas:

1. Remove/treat all trees marked with blue paint dot for removal.

2. Trees **to be retained** in the Hazardous Fuel Reduction areas are marked with **YELLOW PAINT**.

3. Blue flagging indicates an exclusion areas.

4. The perimeter of the Hazardous Fuel Reduction areas is flagged in **PINK and shown on the treatment map**.

5. Adjacent treatment areas contain BLUE paint for REMOVAL trees.

6. Inside the Hazardous Fuel Reduction areas, all unmarked trees of all sizes are to be cut to the ground and material treated as described above.

Rx3. Tree pruning:

1. Lower branches of retained trees shall be removed to a minimum height of **8 ft**.

2. Trees shorter than **24 ft** prune no more than **1/3** third of total height.

3. Branches that droop below **8 ft** are to be cut flush higher up the main trunk.

4. Large branches that serve to buttress the tree shall be retained; small material (smaller than 3 inches) will be removed. Those branches that are to be removed will be marked with blue paint.

5. The project arborist may designate some retention trees requiring **additional pruning**. These will be reviewed in the field with the contractors.

Rx4. Tree removal:

1. Remove/treat all trees marked with blue paint dot for removal.

2. Trees are to be cut to a maximum **6 inches stump height** (measured on uphill side to mineral soil).

3. Leave **no hinge wood** (left flat). **Stump grinding is not requested**.

4. Some oaks and bays will be removed but are **not to be treated** with herbicides.

Rx5. Dead surface fuels and branches:

1. Dead surface fuels under **6 in. in diameter** to be removed/treated.

2. Large downed logs already present and extending beyond the treatment area to be removed/treated. Upon treatment, logs become the property of the contractor, but may not be used for commercial purposes.

3. Leaf litter and incidental chips from mastication are allowed. All other chips become the property of the contractor and are to be removed from the site, but may not be used for commercial purposes. not to exceed **6 in. in depth** (on average).

- Branches and other debris to be chipped
- Chips to be hauled off.

6. Haul cut material out of select stream buffers and out of areas of steep (greater than 35%) slope, then chip (masticate). All chips will be hauled offsite.

8. If there is an area where material cannot be chipped due to topographic variables, safety, environmental barriers, etc., the contractor shall alert the local Site Manager, and the material will be considered for piling instead.

9. Remove existing downed logs and cut high stumps as directed by Site Manager and approved by on-site biologist.

Rx6. Hazardous Fuel Reduction Areas:

1. Remove/treat all trees marked with blue paint dot for removal.

2. Trees **to be retained** in the Hazardous Fuel Reduction areas are marked with **YELLOW PAINT**.

3. Blue flagging indicates an exclusion area.

4. The perimeter of the Hazardous Fuel Reduction areas is flagged in **PINK and shown on the treatment map**.

5. Adjacent treatment areas contain BLUE paint for REMOVAL trees.

6. Inside the Hazardous Fuel Reduction areas, all unmarked trees of all sizes are to be cut to the ground and material treated as described above.

APPENDIX C. PHYTOSANITARY PROTOCOLS

BMPs for Managing Phytophthora NA2-lineage

The purpose of the SOD NA2 Best Management Practices are to limit and control the spread of the novel *Phytophthora ramorum* NA2-lineage in and around parklands and are intended to be used in conjunction with the existing *Phytophthora* Best Management Practices for Trail Work and Vegetation Management document.

Unlike NA1, NA2 does not survive well in soil. However it is readily spread in plant material and wind. There is some evidence that NA2 may infect more aggressively than NA1 in warmer areas and in a warming climate. Despite this, avoidance and sanitization BMPs

Sanitization Measures to Minimize Pathogen Spread:

For sanitization measures in the field, prepare and use sanitation kits consisting of:

- Isopropyl alcohol 70% solution, or Chlorine bleach and water (10:90 mixture of bleach:water), or Lysol
- Scrub brush
- Metal scraper
- Boot brush
- Plastic gloves

Use this kit to sanitize boots, tools, and equipment before and after moving to a new work site. Scrape all soil and debris off of the item then spray with with alcohol solution. Use the rule **Arrive Clean Leave Clean** for each new work site.

The avoidance buffer area for each centroid of infection is 50 meters. Inside this buffer, make every effort to avoid moving plant material and soil within and outside of the buffer.

Limit or control the movement of soil and green waste from NA2-infested areas into areas with just NA1 or no SOD presence. Do not collect soil or plant material (wood, brush, leaves, litter, etc.) from host trees in areas known to be infected with NA2.

- Implement daily hygiene practices like arriving to the site with clean and sanitized vehicles, equipment, tools, and personnel. All work will begin with clean equipment, and any equipment brought to the project site must arrive free of vegetation or soil.
- Decontaminate at the project site before leaving. Remove any and all vegetation and soil debris from vehicles, equipment, tools, and persons and sanitize at the project site before moving on to the next project or job site. Brush, blow, and/or knock off dirt and vegetation prior to moving any equipment off-site.
- When possible, work on P. ramorum-infected and -susceptible species during the dry season or allow flexible scheduling so that work may be done during dry periods. Avoid working in wet weather, on muddy trails or terrain when possible. If working in wet

conditions, keep equipment on paved and dry surfaces to avoid mud and wash or brush off any mud and plant debris on equipment before moving to the next site.

BMPs for the Vegetation Management of Infected Host Trees:

California bay laurel, as well as other trees and shrubs, is a carrier of Phytophthora. Once lab results return a positive identification for the presence of the NA2-lineage in a particular bay tree, the following should be implemented to mitigate the spread of NA2 outbreaks by removing the infected bays.

- Completely remove all trees that are known to be infected by NA2. Smaller bay trees (<15 inches) are most infectious.
- If removal is not possible, prune the lower scaffold branches on infected bays. Remove the first scaffold (lowest branches) and second scaffold at most. This management method works best of larger bay trees as NA2 only inhabits the lower scaffold branches of mature bays.
- All foliage from bay trees (removed or pruned) must be:
    - left on site in contact with the ground in a sunny area, or
    - securely transported as green waste to a facility where it is composted or burnt.
    - If water runoff control available, treat foliage in a facility with copper hydroxide.
- Tools used in tree removal and pruning may become contaminated and should be disinfected.
- Pile burning is a preferred way to treat cut infected material.
- Chipping is acceptable as long as the chipped material is left to dry in an area where it will not be transported and used as mulch.

Debris Disposal of Infected Material:

Vegetative material from host plants may harbor the pathogen and moving infected plant debris or live plants may inadvertently transfer the pathogen to uninfected areas. Plant material should remain on-site where possible. Do not leave infected material in an area where it might be transported.

- Infected material may be piled and burned during the burning season
- Small material left on site should be chipped and spread out in a thin layer in a sunny location to promote drying
- Larger pieces of material should be kept on-site

Sources:

www.matteolab.org Matteo M Garbelotto-Benzon Ph.D. 2024

Phytophthora Best Management Practices for Trail Work and Vegetation Management. EBRPD. 2021

Sudden Oak Death Guidelines for California Landscapers and Gardeners. California Oak Mortality Task Force. www.suddenoakdeath.org 2021