

Event Summary - Focal Area Forest Stewardship Project

Type	RFP - Request for Proposal	Number	005-RFP-1783-2025
Organization	DASlowa	Currency	US Dollar
Event Status	Draft	Department	Administrative Services - DAS
Exported on	5/13/2025	Exported by	Katelyn Howells
Estimated Value	-	Payment Terms	0% 0, Net 60

Bid and Evaluation

Respond by Proxy	Allow	Use Panel Questionnaire	No
Sealed Bid	Yes	Auto Score	No
		Cost Analysis	No
Alternate Items	No		

Visibility and Communication

Visible to Public Yes


Enter a short description for this public event

The DNR Seeks to enter into an agreement with an entity that will hire and employ a Focal Area Forester to work on activities that are in support of the DNR Wildlife Bureau's mission.

Commodity Codes

Commodity Code	Description
94732	Conservation Services, Forest
94700	FORESTRY SERVICES
95825	Conservation/Resource Management Services

Event Dates

Time Zone	CDT/CST - Central Standard Time (US/Central)
Released	-
Open	5/21/2025 8:00 AM CDT
Close	6/13/2025 2:00 PM CDT
Sealed Until	6/13/2025 2:00 PM
	 Show Sealed Bid Open Date to Vendor
Q&A Close	6/5/2025 4:00 PM CDT

Event Users

Event Creator

Katelyn Howells

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Phone +1 515-721-7856

Description

It is advised to "Save Progress" often and especially after uploading documents.

NOTE: Anytime the Respondent opens their bid after the initial submission, they MUST certify and resubmit. No information will be lost from the initial submission.

NOTE: Respondent must approve and resubmit their Proposal after an amendment has been posted by the Issuing Officer. If the Proposal was submitted before the amendment, all information will be saved. The Respondent only needs to read and acknowledge the amendment.

Instructions for Amendments: Answer the newly posted question in the Questions Section, and CERTIFY and SUBMIT your proposal again (if previously submitted).

Background

The Wildlife Bureau is responsible for wildlife resource management on public and private lands, and the management, maintenance, and operation of all public fish and wildlife areas. These areas, termed wildlife management areas (WMA's) include wildlife areas, fishing access areas, some state preserves, and large lake sites that have been acquired specifically for the purpose of providing habitat and recreational opportunities in the form of hunting, fishing, trapping, and wildlife related non-consumptive activities. The Wildlife Bureau manages over 415,000 acres of land. Additionally, DNR biologists assist other Bureaus with wildlife management recommendations and habitat plans for State Parks, State Recreation Areas, and State Forests.

Wildlife management areas can be viewed spatially on Iowa's Public Hunting Atlas [here](#).

Forest/Woodland Habitat Management Activities

Nearly 115,000 acres of forest/ woodland habitat exists on Wildlife Management Areas, in addition to forested acres that occur on other state lands (e.g., State Parks, State Recreation Areas). These acres consist of shrubland, tree and shrub plantings, woodlands, savanna and forest and are managed to provide wildlife cover, restore native communities and promote forest health.

Management biologists and foresters are in the process of completing forest stewardship plans on all wildlife areas that have a forest component. These plans focus on creating habitat for indigenous and migratory wildlife species. They are developed with assistance from DNR District Foresters that provide timber stand inventory, harvest, and reforestation expertise. The primary objectives of these plans are improving habitat diversity, improving water quality benefits, providing wildlife dependent recreational opportunities, and protecting threatened and endangered species. These plans will promote the long-term health of the forest ecosystem through a variety of management practices including timber stand improvement, early successional management, timber harvest, invasive species control and reforestation. Some of the work recommended in these plans is implemented using contractors but other work is completed by DNR staff and individuals that work in partnership positions between DNR and other entities. In certain focal areas, the DNR now has ambitious forest management plans that will require constant attention to ensure that the implementation stays on track. We seek this partnership in order to add the capacity to increased technical capacity to focus on forest project identification, design, and delivery in an identified focal landscape centered around public land with forest wildlife stewardship plans needing focused implementation.

Additionally, the Focal Area Forester will leverage the forest management on public lands to gain traction with forest owners in the vicinity wishing to carry out beneficial forest management. The DNR has a long history of assisting private landowners with conservation planning and implementation. In particular, the Wildlife Bureau maintains a Private Lands Program (PLP) which includes professional foresters and wildlife biologists that assist landowners in development and implementation of forestry and wildlife habitat improvements on their property. The Focal Area Forester will work closely with both public and private lands biologists and forestry staff to efficiently implement forestry plans to benefit forest and wildlife resources within priority areas.

The DNR seeks to partner with a conservation organization to encourage science-based forest management on both public and private land to achieve landscape-scale conservation benefits.

Objectives

The DNR Seeks to enter into an agreement with an entity that will hire and employ a Focal Area Forester to work on activities that are in support of the DNR Wildlife Bureau's mission. The purpose of this agreement is to increase professional forestry capacity to increase the quantity and quality of forest management and restoration in Iowa.

Contract Term

The Contract shall have an initial term of five (5) years, beginning on the date of contract execution (the "Effective Date"). At the end of the Contract's initial term, the State shall have the option, in its sole discretion, to renew the Contract on the same terms and conditions for one additional one-year term for a total contract term not to exceed six (6) years. The State will give the Vendor written notice of its intent whether to exercise the option no later than sixty (60) days before the end of the Contract's then-current term.

Prerequisites

★ Required to Enter Bid

★ Instructions To Vendor :

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Certification

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Vendor Must Also Upload a File:

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Prerequisite Content:

Certification of Independence

I certify that I am a representative of Respondent expressly authorized to make the following certifications on behalf of Respondent. By submitting a Proposal in response to the RFP, I certify on behalf of the Respondent the following:

1. The Proposal has been developed independently, without consultation, communication or agreement with any employee or consultant to the Agency or with any person serving as a member of the evaluation committee.
2. The Proposal has been developed independently, without consultation, communication or agreement with any other Respondent or parties for the purpose of restricting competition.
3. Unless otherwise required by law, the information found in the Proposal has not been and will not be knowingly disclosed, directly or indirectly prior to Agency's issuance of the Notice of Intent to Award the contract.
4. No attempt has been made or will be made by Respondent to induce any other Respondent to submit or not to submit a Proposal for the purpose of restricting competition.
5. No relationship exists or will exist during the contract period between Respondent and the Agency or any other State agency that interferes with fair competition or constitutes a conflict of interest.

Certification Regarding Debarment

I certify that, to the best of my knowledge, neither Respondent nor any of its principals: (a) are presently or have been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a Federal Agency or State Agency; (b) have within a five year period preceding this Proposal been convicted of, or had a civil judgment rendered against them for commission of fraud, a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of antitrust statutes; commission of embezzlement, theft, forgery, falsification or destruction of records, making false statements, or receiving stolen property; (c) are presently indicted for or criminally or civilly charged by a government entity (federal, state, or local) with the commission of any of the offenses enumerated in (b) of this certification; and (d) have not within a three year period preceding this Proposal had one or more public transactions (federal, state, or local) terminated for cause.

This certification is a material representation of fact upon which the Agency has relied upon when this transaction was entered into. If it is later determined that Respondent knowingly rendered an erroneous certification, in addition to other remedies available, the Agency may pursue available remedies including suspension, debarment, or termination of the contract.

Certification Regarding Registration, Collection, and Remission of Sales and Use Tax

Pursuant to *Iowa Code sections 423.2(10) and 423.5(8) (2016)* a retailer in Iowa or a retailer maintaining a business in Iowa that enters into a contract with a state agency must register, collect, and remit Iowa sales tax and Iowa use tax levied under *Iowa Code chapter 423* on all sales of tangible personal property and enumerated services. The Act also requires Respondents to certify their compliance with sales tax registration, collection, and remission requirements and provides potential consequences if the certification is false or fraudulent.

By submitting a Proposal in response to the (RFP), the Respondent certifies the following: (check the applicable box)

- Respondent is registered with the Iowa Department of Revenue, collects, and remits Iowa sales and use taxes as required by *Iowa Code chapter 423*; or
- Respondent is not a "retailer" or a "retailer maintaining a place of business in this state" as those terms are defined in *Iowa Code subsections 423.1(47) and (48)(2016)*.

Respondent also acknowledges that the Agency may declare the Respondent's Proposal or resulting contract void if the above certification is false. The Respondent also understands that fraudulent certification may result in the Agency or its representative filing for damages for breach of contract in addition to other remedies available to Agency.

2 ★ **Instructions To Vendor :**

Respondent shall read and authorize to release information for their Proposal.

Certification

I certify that I have read and agree to the Authorization to Release Information above.

Vendor Must Also Upload a File:

No

Prerequisite Content:

Respondent hereby authorizes the Iowa Department of Administrative Services ("Agency") or a member of the Evaluation Committee to obtain information regarding its performance on other contracts, agreements or other business arrangements, its business reputation, and any other matter pertinent to evaluation and the selection of a successful Respondent in response to RFP.

The Respondent acknowledges that it may not agree with the information and opinions given by such person or entity in response to a reference request. The Respondent acknowledges that the information and opinions given by such person or entity may hurt its chances to receive contract awards from the State or may otherwise hurt its reputation or operations. The Respondent is willing to take that risk.

The Respondent hereby releases, acquits and forever discharges the State of Iowa, the Agency, their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the undersigned that it may have or ever claim to have relating to information, data, opinions, and references obtained by the Agency or the Evaluation Committee in the evaluation and selection of a successful Respondent in response to the RFP.

The Respondent authorizes representatives of the Agency or the Evaluation Committee to contact any and all of the persons, entities, and references which are, directly or indirectly, listed, submitted, or referenced in the Respondent's Proposal submitted in response to RFP.

The Respondent further authorizes any and all persons, and entities to provide information, data, and opinions with regard to its performance under any contract, agreement, or other business arrangement, its ability to perform, business reputation, and any other matter pertinent to the evaluation of the Respondent's Proposal. The Respondent hereby releases, acquits and forever discharges any such person or entity and their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the Respondent that it may have or ever claim to have relating to information, data, opinions, and references supplied to the Agency or the Evaluation Committee in the evaluation and selection of a successful Respondent in response to RFP.

Page 1

Group 1: Form of Response

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|-----|--|---|
| 1.1 | Confidential Treatment of Information - Is Respondent requesting confidential treatment of specific information?
Yes/No
Form 22 - RFP - ../Attachments/QuestionAttachments/RFP - Form 22 rev..pdf | ★ |
| 1.2 | A Respondent requesting confidential treatment of specific information shall: (1) fully complete and sign Part 2 of Form 22, (2) conspicuously mark the outside of its Proposal as containing confidential information, (3) mark each page upon which the Respondent believes confidential information appears and CLEARLY IDENTIFY EACH ITEM for which confidential treatment is requested; MARKING A PAGE IN THE PAGE MARGIN IS NOT SUFFICIENT IDENTIFICATION, and (4) submit a "Public Copy" from which the confidential information has been excised.
File Upload
Form 22 - RFP - ../Attachments/QuestionAttachments/RFP - Form 22 rev.(1).pdf | ★ |
| 1.3 | Respondent must attach separate Technical Proposal file.
File Upload | ★ |
| 1.4 | Respondent must attach separate Cost Proposal file.
File Upload | ★ |
| 1.5 | Respondent shall indicate if Artificial Intelligence (AI) was used in the creation of the proposal.
Yes/No | ★ |
| 1.6 | Respondent shall indicate if Artificial Intelligence will be used in the rendering of services following this RFP.
Yes/No | ★ |

Group 2: Respondent Background Information

- | | | |
|-----|---|---|
| 2.1 | Enter the name, address and telephone number of the Respondent's representative to contact regarding all contractual and technical matters concerning the Proposal.
Text (Multi-Line) | ★ |
| 2.2 | Enter the Respondent's contact name, address, telephone number, fax number and e-mail address including all d/b/a's or assumed names or other operating names of the Respondent and any local addresses and phone numbers.
Text (Multi-Line) | ★ |
| 2.3 | Enter the Respondent's State or Foreign Country of Residence.
Text (Single Line) | ★ |
| 2.4 | Respondent shall enter the Resident Preference given by the State or Foreign Country of the Respondent's residence. Enter the resident preference in the text box or indicate "no preference".
Text (Single Line) | ★ |
| 2.5 | Enter the Respondent's Form of business entity, e.g., corporation, partnership, proprietorship, or LLC.
Text (Single Line) | ★ |
| 2.6 | Enter the Respondent's state of incorporation, state of formation, or state of organization.
Text (Single Line) | ★ |

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|------|--|---|
| 2.7 | Respondent shall provide the location(s) including address and telephone numbers of the offices and other facilities that relate to the Respondent's performance under the terms of this RFP.
Text (Multi-Line) | ★ |
| 2.8 | Enter the number of employees employed by Respondent.
Text (Single Line) | ★ |
| 2.9 | Enter Respondent's type of business.
Text (Single Line) | ★ |
| 2.10 | Enter the name, contact information and qualifications of any subcontractors who will be involved with this project the Respondent proposes to use and the nature of the goods and/or services the subcontractor would perform.
Text (Multi-Line) | ★ |

Group 3: Termination, Litigation, and Debarment

- | | | |
|-----|---|---|
| 3.1 | Has the Respondent had a contract for goods and/or services terminated for any reason?
Yes/No | ★ |
| 3.2 | If so, provide full details regarding the termination.
Text (Multi-Line) | ★ |
| 3.3 | Describe any damages or penalties assessed against or dispute resolution settlements entered into by Respondent under any existing or past contracts for goods and/or services. Provide full details regarding the circumstances, including dollar amount of damages, penalties and settlement payments.
Text (Multi-Line) | ★ |
| 3.4 | Provide a list and summary of all litigation or threatened litigation, administrative or regulatory proceedings, or similar matters to which the Respondent or its officers have been a party.
Text (Multi-Line) | ★ |
| 3.5 | Provide any irregularities discovered in any of the accounts maintained by the Respondent on behalf of others. Describe the circumstances and disposition of the irregularities. Failure to disclose these matters may result in rejection of the Proposal or termination of any subsequent Contract. The above disclosures are a continuing requirement of the Respondent. Respondent shall provide written notification to the Agency of any such matter commencing or occurring after submission of a Proposal, and with respect to the successful Respondent, following execution of the Contract.
Text (Multi-Line) | ★ |

Group 4: Terms and Conditions

- | | | |
|-----|---|---|
| 4.1 | Respondent shall read the Terms and Conditions for SERVICES and enter a response.
Dropdown List (Pick One)
Respondent accepts the Terms & Conditions
Respondent has Exceptions to the Terms & Conditions
Respondent does NOT accept the Terms & Conditions
SERVICES Terms and Conditions 05.1.16 - ../Attachments/QuestionAttachments/SERVICES Terms and Conditions 05.1.16.pdf | ★ |
| 4.2 | Respondent shall read the Federal Terms and Conditions and enter a response.
Dropdown List (Pick One)
Respondent accepts the Terms & Conditions
Respondent has Exceptions with the Terms & Conditions
Respondent does NOT accept the Terms & Conditions
Terms and Conditions for Federal Compliance - ../Attachments/QuestionAttachments/Terms and Conditions for Federal Compliance.pdf | ★ |

- 4.3 By submitting a Proposal, Respondent acknowledges its acceptance of the terms and conditions of the RFP and the General Terms and Conditions without change except as otherwise expressly stated in its Proposal. If the Respondent takes exception to a provision, it must identify it by page and section number, state the reason for the exception, and set forth in its Proposal the specific RFP or General Terms and Conditions language it proposes to include in place of the provision. If Respondent's exceptions or responses materially alter the RFP, or if the Respondent submits its own terms and conditions or otherwise fails to follow the process described herein, the Agency may reject the Proposal, in its sole discretion. ★
- Dropdown List (Pick One)
- Respondent agrees
Respondent does NOT agree to the Terms
Respondent agrees and will submit Exceptions
- 4.4 The Respondent hereby explicitly authorizes the Agency to conduct criminal history and/or other background investigation(s) of the Respondent, its officers, directors, shareholders, partners and managerial and supervisory personnel who will be involved in the performance of the Contract. ★
- Dropdown List (Pick One)
- Respondent Agrees
Respondent does NOT agree to the Terms
Respondent agrees and will submit Exceptions
- 4.5 The Respondent shall guarantee the goods and/or services offered in the Proposal are currently available and that all Proposal terms, including price, will remain firm for the number days indicated on the RFP cover sheet following the deadline for submitting Proposals. ★
- Dropdown List (Pick One)
- Respondent agrees
Respondent does NOT agree to the Terms
Respondent agrees and will submit Exceptions
- 4.6 Awarded Respondent will be required to register to do business in Iowa before payments can be made. ★
For Contractor registration documents, go to:
<https://das.iowa.gov/procurement/vendors/how-do-business>
Yes/No