

1. Price Schedule.

| ITEM NUMBER | DESCRIPTION | PAY UNIT | EST QTY |
|-------------|---|----------|---------|
| 001 | Capture, age, feed, transport to and from on-site temporary holding | Head | 450 |
| 002 | Transportation to Forest Service off-site Holding Facility-Semi-Trucks per loaded mile**See Note 1 | Mile | 3708 |
| 003 | Transportation to Forest Service off-site Holding Facility-Stock-Trailers per loaded mile**See Note 1 | Mile | 309 |

***Note 1: Semi-truck/trailer is the preferred method of transportation. There could be instances where transportation using a stock trailer would be in the best interest of the gather completion. These instances require pre-coordination and approval by the task order Contracting Officer's Representative (COR).*

2. Scope of Project:

The work consists of the capture, handling, care, feeding, watering, and transportation of animals from outside the Montgomery Pass Wild Horse Territory (WHT) on the Inyo National Forest (INF) in accordance with applicable Federal state and local laws; regulations; and policies.

The method of capture will be with the use of drive trapping and/or roping via horseback on an as needed basis and approved by the COR in accordance with the standards identified in the most current version of the Comprehensive Animal Welfare Program (CAWP) & Standard Operating Procedures (SOPs) for Inyo National Forest Wild Horse Gathers (See attached Appendix). If this SOW deviates from the CAWP, the SOW takes precedence over the CAWP.

The Contractor shall furnish all labor, supplies, transportation, and equipment necessary to accomplish the individual task order requirements except for a Government-provided restraint fly chute as needed for aging of animals, etc. The work shall be accomplished in a safe and humane manner and be in accordance with the CAWP.

The USFS and its contractors are committed to the well-being, safety, and humane and responsible care of animals. The USFS and its Contractor shall ensure humane care and treatment for animals during all phases of the pre-gather, gather, and post-gather process. At all times, the care and treatment provided by the USFS and its Contractor shall be characterized by compassion and concern for the animal's well-being and welfare. The USFS and its Contractor shall, to the maximum extent practicable, prevent or minimize fear, pain, distress, suffering, risk of injury, and death while carrying out activities authorized under applicable laws, regulation, policy, and specifications of this contract.

In addition to an estimated bid of line items, the contractor shall provide at a minimum of three relevant past performances, a technical approach, and relevant experience. Directions for evaluation criteria can be found on page 21. Technical approach, past performance, and price will be considered when awarding the Task Order.

a. Capture and Removal Numbers (by area) and Priority of Work:

The gather objective and priority is to capture and remove 450 wild horses from outside of the Montgomery Pass WHT on the Inyo National Forest (INF). The gather will exclusively focus on removing horses outside of the designated territory.

| Estimated # Trap Sites | Combined Acres | Combined AML | Current Population Estimate | Capture | Removal |
|------------------------|----------------|--------------|-----------------------------|---------|---------|
| 26 | 835,000 | 138-230 | 750 | 450 | 450 |

b. Project Area (WHT/Complex/Outside of Territory) and Description:

The project area is outside of the Montgomery Pass WHT. The project area is delineated using the current distribution of wild horses outside the MPWHT.

Area: The project area is approximately 10 miles east of Lee Vining, CA and 40 miles north of Bishop, CA. The project area encompasses 835,000 acres. This area follows the California and Nevada state line and only includes California. The project area for the INF encompasses only the Mono Lake Ranger District.

Topography/Vegetation: The elevation for the project area ranges from 4,500 to 11,000 feet. The terrain varies from steep rugged mountains to flat wet meadows. Vegetation communities are within the Central Basin and Range ecoregion and are dominated by a mix of sagebrush/bitterbrush and mountain shrub communities with pinyon-juniper and Jeffrey woodlands in the higher elevations.

History and Census Information: The Montgomery Pass WHT and surrounding areas have not been gathered since the 1980's. An aerial survey was conducted in February 2024 which counted approximately 694 horses, 624 being outside of the designated territory.

c. Pre-Quote Questions (Date, Location, Time) or Conference Call:

Pre-work Questions will be submitted on May 26, 2026 at 9:00 a.m. Pacific Standard Time.

The contractors are encouraged to visit the area on their own where they can ask questions as a result of their site visit.

d. Trapping operations start date and time (Date physical trapping of animals shall begin):

Start date of trapping operations is planned for July 8, 2026 at 06:00am PST.

e. Performance Time (Pre-work conference, Start date, length of gather, and end date):

The period of performance is July 8, 2026 through July 16, 2026. The schedule for this task order will be as follows:

- May 26, 2026- Pre-work Questions submitted

- July 8, 2026 through July 16, 2026 - Gather Operations
 - July 17, 2026 through July 31, 2026 - Extendable Gather Operations*
- *Extendable gather operations are at the discretion of the task order COR.

The extended gather operation is not a basis for a price change. The USFS will determine when gather operations are complete and the contractor can depart the gather operation.

The USFS will provide an official release to the contractor via the task order Contracting Officer. Performance may be extended up to an additional 5 days if gather objectives have not been met due to weather delays or other unforeseen circumstances that delay gather operations per assessment by the COR, and approval by the Contract Officer (CO). The task order may be suspended at the discretion of the COR to allow horses to regroup into larger bands. All extensions to the gather period of performance must be approved by the CO.

f. Unusual/Additional Needs for the Gather:

Due to the summertime frame of the gather and the terrain of the project area, extra care may be needed in gathering animals to avoid issues related to weak foals, dehydration, heat stress or poor body condition.

g. Destination(s) of Transported Animals:

Approximately 450 wild horses will be transported to Double Devil WHB Corrals in Alturas, CA, which is approximately 309 miles.

3. Contract Pay Items

Contract payment will be determined as stated in the Schedule of Items of each task. Specific line items are anticipated to be as follows:

a. Capture, Age, Feed, Transport to and from Temporary Holding:

Per head pricing should be **all inclusive** of Contractor expenses (i.e. pre-work conference, mobilization, contract personnel labor and per diem, facility construction, demobilization, and task order close-out, etc.) related to drive trap gathers and the subsequent handling and care of the gathered animals. Offerors must be available to furnish the required services. Wild horses must be held overnight prior to being shipped to holding facility unless approved by COR. Feed and water will be provided by the Contractor at the temporary holding facility in compliance with the attached CAWP standards.

b. Transportation to Holding Facility - Semi-Trucks per Loaded Mile.

c. Transportation to Holding Facility - Stock Trailers per Loaded Mile.

Transportation unit pricing is for stock trailers and semi-trucks with the price per loaded mile (vehicle contains gathered animals) per vehicle from the gather's temporary holding site to the off-range preparation and holding facility(s) specified above. There are separate unit prices for a semi-truck load and a stock trailer load.

A full trailer load will be determined by the COR or inspector. Any partial trailer loads shall be approved by COR.

Contractor shall track and log mileage which shall be verified by COR/PI. Logs shall be submitted to COR.

4. CAWP and Subsequent USFS policy and guidance

a. Facility Design Standards

All trap and holding facilities locations shall be approved by the COR and/or the PI prior to setting up. The Contractor may also be required to change or move trap locations as determined by the COR/PI. All traps and holding facilities not located on public land shall have prior written approval of the landowner. The primary concern of the contractor is the safe and humane handling of all animals captured. All capture attempts shall incorporate the following:

Trap site and temporary holding facilities

1. The trap site and temporary holding facility shall be constructed of stout materials and shall be maintained in proper working condition, including gates that swing freely and latch or tie easily.
2. The trap site shall be moved close to wild horse locations whenever possible to minimize the distance the animals need to travel.
3. If jute is hung on the fence posts of an existing wire fence in the trap wing, the wire may either be rolled up and removed or let down and bundled together into a cable at ground level for the entire length of the jute in such a way that minimizes the possibility of entanglement by horses. The COR/PI will assess the fences at each trap site. Upon consideration of the horse's awareness of fencing in the area, overall behavior and excitability from helicopter driving, the COR/PI will determine and document whether this practice is necessary.
4. Fence panels in pens and alleys shall not be less than six (6) feet high for horses and the bottom rail must not be more than 12 inches from ground level.
5. The temporary holding facility shall have enough pens available to sort wild horses according to gender, age, number, temperament, or physical condition.
 - a. All pens shall be assembled with capability for expansion.
 - b. Alternate pens shall be made available for the following:
 1. Horses that are weak or debilitated
 2. Mares with dependent foals.
 3. An overly aggressive animal that could cause serious injury to other animals.
 - c. Horses in pens at the temporary holding facility shall be maintained at a proper

stocking density such that when at rest all wild horses occupy no more than half the pen area.

6. An appropriate chute designed for restraining wild horses shall be available for necessary procedures at the temporary holding facility. This does not apply to bait trapping operations unless directed by the COR/PI.
7. There shall be no holes, gaps or openings, protruding surfaces, or sharp edges present in fence panels or other structures that may cause escape or possible injury.
8. Padding shall be installed on the overhead bars of all gates and chutes used in single file alleys.
9. Hinged, self-latching gates shall be used in all pens and alleys except for entry gates into the trap, which may be secured with tie ropes.
10. Water shall be provided at a minimum rate of ten gallons per 1,000-pound animal per day, adjusted accordingly for larger or smaller horses and foals, and environmental conditions, with each trough placed in a separate location of the pen (i.e., troughs at opposite ends of the pen). Water shall be refilled at least every morning and evening.
11. The design of pens at the trap site and temporary holding facility should be constructed with no sharp edges.
12. All gates and panels in the animal holding and handling pens and alleys of the trap site shall be covered with materials such as plywood, snow fence, tarps, burlap, etc. approximately 48 inches in height to provide a visual barrier for the animals. All materials shall be secured in place. These guidelines apply:
 - a. For exterior fences, material covering panels and gates shall extend from the top of the panel or gate toward the ground.
 - b. For alleys and small internal handling pens, material covering panels and gates shall extend from no more than 12 inches below the top of the panel or gate toward the ground to facilitate visibility of animals and the use of flags and paddles during sorting.
 - c. The initial capture pen may be left uncovered as necessary to encourage animals to enter the first pen of the trap.
13. Non-essential personnel and equipment shall be located to minimize disturbance to horses.
14. Trash, debris, and reflective or noisy objects shall be eliminated from the trap site and temporary holding facility.

Loading and Unloading Facilities

1. Facilities in areas for loading and unloading horses at the trap site or temporary holding facility shall be maintained in a safe and proper working condition, including gates that swing freely and latch or tie easily.
2. The side panels of the loading chute shall be a minimum of six (6) feet high and fully covered with materials such as plywood or metal without holes that may cause injury.
3. There shall be no holes, gaps or openings, protruding surfaces, or sharp edges present in fence panels or other structures that may cause escape or possible injury.

4. All gates and doors must open and close easily and latch securely.
5. Loading and unloading ramps must have a non-slip surface and be maintained in a safe and proper working condition to prevent slips and falls. Examples of non-slip flooring would include, but not be limited to, rubber mats, sand, shavings, and steel reinforcement rods built into ramps. There shall be no holes in the flooring or items that can cause an animal to trip.
6. Trailers shall be properly aligned with loading and unloading chutes and panels such that no gaps exist between the chute/panel and floor or sides of the trailer creating a situation where a wild horse could injure itself.
7. Stock trailers shall be positioned for loading or unloading such that there is no more than 18 inches clearance between the ground and floor of the trailer. If animals refuse to load, it may be necessary to dig a tire track hole where the trailer level is closer to ground level.

b. Capture Methods That May Be Used In The Performance Of A Gather

- a. Wild horses gathered on a routine basis for removal or return to range shall be captured by the following approved procedures under direction of the COR/PI.
 - a. Helicopter Drive Trapping.
 - b. Bait trapping.
2. Wild horses shall not be captured by snares or net gunning.
3. Chemical immobilization shall only be used for capture under exceptional circumstances and under the direct supervision of an on-call veterinarian experienced with the technique.

Helicopter Drive Trapping

1. The helicopter shall be operated using pressure and release methods to herd the animals in a desired direction and shall not repeatedly evoke erratic behavior in the wild horses causing injury or exhaustion. Animals shall not be pursued to the point of exhaustion.
2. The rate of movement and distance the animals travel shall not exceed limitations set by the COR/PI who will consider terrain, physical barriers, access limitations, weather, condition of the animals, urgency of the operation (animals facing drought, starvation, fire, etc.) and other factors.
3. Horses that are weak or debilitated will be identified by Forest Service staff, or the contractors. Appropriate gather and handling methods shall be used according to the direction of the COR/PI.
4. The appropriate herding distance and rate of movement shall be determined on a case-by-case basis considering the weakest or smallest animal in the group (e.g., foals, pregnant mares, or horses that are weakened by body condition, age, or poor health) and the range and environmental conditions present.
5. Rate of movement and distance travelled shall not result in exhaustion at the trap site, except for animals requiring capture that have an existing severely compromised condition prior to gather. When compromised animals that cannot be left on the range, where doing so would only serve to prolong their suffering, euthanasia may be performed in accordance with Forest Service policy.
6. Horses shall not be pursued repeatedly by the helicopter such that the rate of movement

and distance travelled exceeds the limitation set by the COR/PI. Abandoning the pursuit or alternative capture methods may be considered by the COR/PI in these cases.

7. When horses are herded through a fence line enroute to the trap, the COR/PI shall be notified by the contractor. The COR/PI must determine the appropriate width of the opening that the fence is let down to allow for safe passage through the opening. The COR/PI will decide if existing fence lines require marking by contractor to increase visibility to horses.
8. The helicopter shall not come into physical contact with any wild horse. The physical contact of any wild horse by helicopter shall be documented by COR/PI along with the circumstances.
9. Horses may escape or evade the gather site while being moved by the helicopter. If there are mare/dependent foal pairs in a group being brought to a trap and half of an identified pair is thought to have evaded capture, multiple attempts by helicopter may be used to bring the missing half of the pair to the trap or to facilitate capture by roping. In these instances, animal condition and fatigue shall be evaluated by the COR/PI or on-call veterinarian on a case-by-case basis to determine the number of attempts that can be made to capture an animal.
10. Horse captures shall not be conducted when ambient temperature at the trap site is below 10 degrees Fahrenheit (F) or above 95 degrees F without approval of the COR/PI.
11. The contractor shall ensure that dependent foals shall not be left behind. Any animals identified as such shall be recovered as a priority in completing the gather.
12. Any adult horse that cannot make it to the trap due to physical limitations shall be identified to the COR/PI by the pilot or contractor immediately. An inspection of the animal will be made to determine the problem and the COR/PI will decide if that animal needs to be humanely euthanized. The COR or PI may consult with on-call veterinarian prior to making determination.

Roping

1. The roping of any wild horse shall be approved prior to the procedure by the COR/PI.
2. The roping of any horse shall be documented by the COR/PI along with the circumstances. Horses may be roped under circumstances which include but are not limited to the following: reunite a mare and her dependent foal; capture nuisance, injured or sick wild horses or those that require euthanasia; environmental reasons such as deep snow or traps that cannot be set up due to location or environmentally sensitive designation; and public and animal safety or legal mandates for removal.
3. Ropers should dally the rope to their saddle horn such that animals can be brought to a stop as slowly as possible and must not tie the rope hard and fast to the saddle to intentionally jerk animals off their feet.
4. Horses that are roped and tied down in recumbency shall be continuously observed and monitored by an attendant at a maximum of 100 feet from the animal.
5. Horses that are roped and tied down in recumbency shall be untied within 30 minutes.
6. If the animal is tied down within the wings of the trap, helicopter drive trapping within the wings shall cease until the tied-down animal is removed.
7. Sleds, slide boards, or slip sheets shall be placed underneath the animal's body to move and/or load recumbent horses. Ropes used for moving the recumbent animal shall be attached to the sled, slide board or slip sheet.

8. Halters and ropes tied to a wild horse may be used to roll, turn, position or load a recumbent animal, but a horse shall not be dragged across the ground by a halter or rope attached to its body while in a recumbent position.
9. At the discretion and approval of the COR, a healthy and resistant tied-down horse may be loaded onto the trailer by dragging with halter or rope around the neck for the handler to safely release the animal once loaded.
10. At the discretion of the COR, an animal captured by roping shall be evaluated by the on-call veterinarian within two hours after capture, marked for identification at the trap site, and re-evaluated periodically for 12 hours or longer if deemed necessary by the on-call veterinarian.

c. Animal Care

Veterinarian

1. On-call veterinary support will be provided for all helicopter gather and transport operations. Call-as-needed support will be provided for bait trapping.
2. Veterinary support will be under the direction of the COR/PI. The on-call veterinarian will provide consultation on matters related to wild horse health, handling, welfare, and euthanasia at the request of the COR/PI. All decisions regarding medical treatment or euthanasia will be made by the on-site COR/PI.

Feeding and Watering

- 1 Adult horses held in traps or temporary holding pens for longer than 12 hours shall be fed every morning and evening, with water available at all times other than when animals are being sorted or worked.
- 2 Water shall be provided at a minimum rate of ten gallons per 1,000-pound animal per day, adjusted accordingly for larger or smaller horses and foals, and environmental conditions, with each trough placed in a separate location of the environmental conditions, with each trough placed in a separate location of the pen (i.e., troughs at opposite ends of the pen) Water shall be refilled at least every 12 hours.
- 3 Good quality hay shall be fed at a minimum rate of 20 pounds per 1,000- pound adult animal per day, adjusted accordingly for larger or smaller horses and foals.
- 4 Hay shall not contain poisonous weeds or toxic substances.
- 5 Hay placement shall allow all wild horses to eat simultaneously.
- 6 When water or feed deprivation conditions exist on the range prior to the gather the COR/PI may adjust the watering and feeding arrangements in consultation with the onsite veterinarian as necessary to provide for the needs of the animals.

Dust Abatement

Dust abatement by spraying the ground with water shall be applied, when necessary, at the trap site and temporary holding facility.

Trap Site

Dependent foals or weak/debilitated animals shall be separated from other horses at the trap site to avoid injuries during transportation to the temporary holding and sorting facility. Separation of dependent foals from mares shall not exceed four hours unless the immediate decision is made to wean the foals (major).

Temporary Holding Facility

1. All horses in confinement shall be observed at least once daily to identify sick or injured horses and ensure adequate food and water.
2. Dependent foals shall be reunited with their mares at the temporary holding facility within four hours of capture unless the COR/PI authorizes a longer time, or foals are old enough to be weaned during the gather.
3. Non-ambulatory horses shall be located in a pen separate from the general population and shall be examined by the COR/PI and/or on-call veterinarian as soon as possible, no more than four hours after recumbency is observed. Unless otherwise directed by a veterinarian, hay and water shall be accessible to an animal within 10 hours or sooner at the discretion of the COR/PI.
4. Alternate pens shall be made available for the following:
 - a. Horses that are weak or debilitated.
 - b. Mares with dependent foals.
5. Aggressive horses causing serious injury to other animals shall be identified and relocated into alternate pens when possible.
6. Horses in pens at the temporary holding facility shall be maintained at a proper stocking density such that when at rest all wild horses occupy no more than half the pen area.

Handling

Willful Acts of Abuse – The following are prohibited:

1. Hitting, kicking, striking, or beating any wild horse in an abusive manner.
2. Deliberate driving of horses into other animals, closed gates, panels, or other equipment.
3. Deliberate slamming of gates and doors on horses.
4. Excessive noise (e.g., constant yelling) or sudden activity causing horses to become unnecessarily flighty, disturbed or agitated.

General Handling

1. All sorting, loading, or unloading of wild horses during gathers shall be performed during daylight hours except when unforeseen circumstances develop, and the COR/CO/PI approves the use of supplemental light.
2. Horses shall be handled to enter runways or chutes in a forward direction.
3. Horses should not remain in single-file alleyways, runways, or chutes longer than 30 minutes.
4. No equipment shall be operated in such a manner as to cause flighty behavior by or injury to horses.

Handling Aids

1. Handling aids such as flags and shaker paddles shall be the primary tools for driving and moving wild horses during handling and transport procedures. Contact of the flag or

paddle end of primary handling aids with a wild horse is allowed. Ropes looped around the hindquarters may be used on horseback or on foot to assist in moving an animal forward or during loading.

2. Routine use of electric prods as a driving aid or handling tool is prohibited. Electric prods may be used in limited circumstances only if the following guidelines are followed:
 - a. Electric prods must only be a commercially available make and model that uses DC battery power and batteries should be always fully charged.
 - b. The electric prod device shall never be disguised or concealed.
 - c. Electric prods shall only be used after three attempts using other handling aids (flag, shaker paddle, voice, or body position) have been tried unsuccessfully to move the horses.
 - d. Electric prods shall only be picked up when intended to deliver a stimulus; these devices shall not be constantly carried by the handlers.
 - e. Space in front of an animal shall be available to move the horse forward prior to application of the electric prod.
 - f. Electric prods shall never be applied to the face, genitals, anus, or underside of the tail of a horse.
 - g. Electric prods shall not be applied to any one horse more than three times during a procedure (e.g., sorting, loading) except in extreme cases with approval of the COR/PI. Each exception shall be approved at the time by the COR/PI.
 - h. Any electric prod use that may be necessary shall be documented daily by the COR/PI including time of day, circumstances, handler, location (trap site or temporary holding facility), and any injuries (to wild horse or human).

d. Transportation

General

1. All sorting, loading, or unloading of horses during gathers shall be performed during daylight hours except when unforeseen circumstances develop, and the COR/PI approves the use of supplemental light.
2. Horses identified for removal should be shipped from On-Range trap site/temporary holding pens to the DDC within 48 hours.
 - a. Shipping delays for animals that are being held for release to range or potential on-site adoption shall be approved by the COR/PI.
3. Shipping should occur in the following order of priority; 1) debilitated animals, 2) pairs, 3) weanlings, 4) dry mares and 5) studs.
4. Planned transport time to the DDC from the trap site or temporary holding pens must not exceed 10 hours.
5. Horses shall not wait in stock trailers and/or semi-trailers at a standstill for more than a combined period of three hours during the entire journey.
6. FSM 2267.4 - Use of Motor Vehicles to Transport Excess Wild Horses and Burros. The use of motor vehicles to transport excess wild horses or burros is acceptable, subject to compliance with public meeting requirements (FSM 2267.1). Do not use motor vehicles for rounding up, driving, or chasing wild free-roaming horses or burros. Transport excess animals in a humane manner to minimize injury. The following

guidelines apply:

- a. Such transportation shall comply with appropriate State and Federal laws and regulations on humane transportation of horses and burros.
- b. Inspect vehicles before use to ensure they are in good repair and of adequate rated capacity. Do not use "possum belly" cattle trucks to transport wild free-roaming horses and burros.
- c. Unless otherwise approved by the authorized officer, limit the transportation of wild free-roaming horses and burros, in sequence, to a maximum of 10 hours in transit followed by a minimum of five (5) hours of on-the-ground rest with adequate feed and water.
- d. Operate vehicles carefully to ensure that excess animals are transported without undue risk or injury.
- e. Where necessary and practical, sort animals by age, temperament, sex, size, and condition to limit injuries from fighting and trampling to the extent possible.
- f. Consider the condition of the animals, weather conditions, type of vehicle, and distance to be traveled when planning for transportation of captured animals.

Vehicles

1. Straight-deck trailers and stock trailers shall be used for transporting horses.
 - a. Two-tiered or double deck trailers are prohibited.
 - b. Transport vehicles for horses shall have a covered roof or overhead bars containing them such that horses cannot escape.
2. Horses shall have adequate headroom during loading and unloading and shall be able to maintain a normal posture with all four feet on the floor during transport without contacting the roof or overhead bars.
3. The width and height of all gates and doors shall allow wild horses to move through freely.
4. All gates and doors must open and close easily and be able to be secured in a closed position.
5. The rear door(s) of the trailers shall be capable of opening the full width of the trailer.
6. Loading and unloading ramps must have a non-slip surface and be maintained in proper working condition to prevent slips and falls.
7. Transport vehicles more than 18 feet and less than 40 feet in length shall have a minimum of one partition gate providing two compartments; transport vehicles 40 feet or longer shall have at least two partition gates to provide a minimum of three compartments.
8. All partitions and panels inside of trailers shall be free of sharp edges or holes that could cause injury to wild horses.
9. The inner lining of all trailers shall be strong enough to withstand failure by kicking that would lead to injuries.
10. Partition gates in transport vehicles shall be used to distribute the load into compartments during travel.
11. The surfaces and floors of trailers shall be cleaned of dirt, manure, and other organic matter prior to the beginning of a gather. Floors of trailers shall have a non-slip

surface with either or combination of cleats and rubber mats.

Care of Wild Horses during Transport Procedures

1. Horses that are loaded and transported from the temporary holding facility to the DDC shall be fit to endure travel.
2. Horses that are non-ambulatory, blind in both eyes, or severely injured shall not be loaded and shipped unless it is to receive immediate veterinary care or euthanasia.
3. Horses that are weak or debilitated must not be transported without approval of the COR/PI in consultation with the on-call veterinarian. Appropriate actions for their care during transport shall be taken according to direction of the COR/PI.
4. Horses shall be sorted prior to transport to ensure compatibility and minimize aggressive behavior that may cause injury.
5. Trailers shall be loaded using the minimum space allowance in all compartments as follows:
 - a. For a 6.8 foot wide, 24-foot-long stock trailer, 12 to 14 adult horses can be loaded.
 - b. For a 6.8 foot wide, 20-foot-long stock trailer 10 to 12 adult horses can be loaded.
 - c. For a semi-trailer (1) 12.0 square feet per adult horse and (2) 6.0 square feet per dependent horse foal.
6. The COR/PI in consultation with the receiving Facility Manager must document any wild horse that is recumbent or dead upon arrival at the destination.
7. Non-ambulatory or recumbent wild horses shall be evaluated on the trailer and either euthanized or removed from the trailers using a sled, slide board or slip sheet.
8. Saddle horses are not to be transported in the same compartment with captured horses.

e. Euthanasia or death

Euthanasia & Humane Killing of Animal

Euthanasia for Reasons Related to Acts of Mercy, Health, and Safety:

The Forest Service is obligated to protect and manage wild horses and burros in accordance with the Wild, Free-Roaming Horses and Burros Act of 1971 (16 U.S.C. §§ 1331-40) and the regulations at 36 C.F.R. §§ 222.60-76. In providing for the welfare of these horses and burros, euthanasia and humane killing is sometimes required.

Euthanasia, from a veterinary medicine perspective, is defined as bringing about an intentional, humane death, in a manner which is as painless as possible, resulting in an immediate unconscious state, followed by quick death. In all situations, the chosen course of action must minimize the suffering and distress of the animal.

This Euthanasia and Humane Killing Protocol applies to wild horses and burros as defined by 36 CFR § 222.60 and does not cover domesticated and feral horses or burros.

No wild horse or burro should be released or shipped to a preparation or other facility with a pre-existing condition which otherwise requires release, euthanasia or has any potentially contagious disease.

Only employees delegated by the Forest Supervisor will authorize the release or euthanasia of a Wild Horse which requires euthanasia as an act of mercy when any of the following conditions exist:

1. A wild horse that will not tolerate the handling stress associated with transportation, adoption preparation, or holding.
2. Presence of a chronic, incurable, or contagious disease that could threaten other horses in the DDC.
3. Injury to a horse requiring regular care (more than one treatment per week) unless able to be fostered outside the corrals (up to 48 hours to identify a foster home).
4. Lameness or serious physical defect (includes severe tooth loss or wear, club foot, unable to bear weight on all four legs, other severe acquired or congenital abnormalities, or vision loss in both eye).
5. A Henneke body condition score less than three with a poor or hopeless prognosis for improvement (to include horses on- or off-range).
6. An order from a state or federal animal health official ordering the humane destruction of the animal(s) as a disease control measure.
7. The animal exhibits dangerous characteristics beyond those inherently associated with the wild characteristics of wild horses and burros (e.g., animal exhibits dangerous behavior and is not able to be handled safely or poses risks to employees, public, or prospective adopters). These decisions should be reviewed by the facility manager or a delegated line officer prior to euthanasia of the animal. Euthanasia of unusually dangerous animals is based on the following:
 - a. Unusually aggressive wild horses and burros can pose an unacceptable risk of injury to personnel when maintained in enclosed spaces where some level of handling is required.
 - b. When a horse or burro is unusually dangerous, it is reasonable to conclude that an average adopter could not humanely care for the animal as required by the regulations in terms of proper transportation, feeding, medical care and handling, and humane treatment. See 36 CFR 222.69 (c)(4)-(5).
 - c. In rare cases, animals on the range can also be dangerous to domestic animals and/or people.
 - d. When deciding to euthanize an animal because it is unusually dangerous, the Forest Supervisor or delegated employee, in consultation with a veterinarian or other individuals with expertise in animal care and behavior must determine that the animal poses a significant and unusual danger to people or other animals beyond that normally associated with wild horses and burros.
 - e. The delegated employee must document the aspects of the animal's behavior which qualify it unusually dangerous and include this documentation in the euthanasia documentation for the individual horse and appropriate wild horse territory.

NOTE: The decision to euthanize a horse shall be made by a delegated official. There is discretion in the assessment of injuries, illness, or other factors to determine the outcome. If there is a need, elevate any questions or concerns to the District Ranger or Forest Supervisor.

How Euthanasia Will Be Performed

1. Euthanasia will be performed in a dignified and discreet manner. Methods to be used include:
 - a. Injection of a lethal dose of a barbiturate derivative such as sodium pentobarbital solution.

Due to shallow, rocky soil limitations on burial depth in the area, pentobarbital is not recommended.

Injections will be administered by a veterinarian or technician working under the supervision of a veterinarian as may be dictated by state or federal regulations. are euthanized by injection of pentobarbital products. When injectable agents are used, the veterinarian supervising the euthanasia process is generally responsible for the carcass or should at least be consulted to ensure carcasses are properly disposed of so tissue residues do not threaten wildlife species which may be attracted to and consume blood or carrion from euthanized animals.

- b. Gunshot to the brain of an animal which is calm and still, or humanely restrained.

Inyo NF personnel are not authorized to use this method, however federal, state, or local Law Enforcement Officers, and designated gather contractors are authorized.

A properly placed gunshot to the brain of an animal which is calm and still, or humanely restrained, instantly produces an unconscious state followed quickly by a painless and humane death. This method of euthanizing wild horses and burros requires only a minimum of handling and restraint; and, when performed on the range, drug residues may poison wildlife or enter the environment following carcass disposal are not a concern.

The optimal placement of a gunshot is from the front of the animal, perpendicular to the skull at a point one inch above the intersection of two imaginary diagonal lines drawn like an "X" from the outside corner of the animal's eyes to the outer base of the animal's ears. Typically, when euthanizing a wild horse or burro in this manner, the animal will be approached to within five-to-six feet and the gun will be held within a few inches or up to two-to-three feet from the animal.

- c. As prescribed by a licensed veterinarian.
2. Following euthanasia, death shall be verified prior to moving the carcass for disposal. The animal should be examined for cessation of vital signs including pulse and rhythmic breathing. Complete pupillary dilation and a lack of the corneal reflex are other indicators death has occurred. Unconscious animals should be restrained, handled, and moved as if they were conscious until death is confirmed. Carcass disposal should be in accordance with state and local requirements, where applicable.

Humane Killing When Euthanasia is Not Performed

1. Humane killing is defined as humane destruction using body shots with a high-powered rifle. As recognized by the American Veterinary Medical Association (AVMA), circumstances exist with free-roaming wild animals where capture and chemical or physical restraint may not be practical prior to euthanasia and may only serve to prolong or exacerbate the distress of an injured or suffering animal. Under

- these conditions, and when an animal cannot be approached within a few feet, humane killing, as opposed to euthanasia, may be indicated to end the animal's suffering as quickly and humanely as possible.
2. It is not appropriate to substitute the use of a high-powered rifle from a distance for euthanasia (i.e., using a gunshot to the brain) when an animal can be restrained. Nor is it appropriate to use a high-powered rifle during gathers or at horse facilities when a more conventional euthanasia technique may be applied. Even when a high-powered rifle will be used, the individual performing the humane killing must have delegated authority to perform euthanasia, have authorization to use a firearm.
 3. Humane Killing employs methods typically used when hunting big-game animals of North America. It is not appropriate to use smaller caliber (e.g., 5.56 mm) rifles or other weapons targeted at the brain from longer distances. High-powered rifles targeted at the heart/lung or shoulder areas of an animal standing still and at typical hunting distances will be used in this circumstance.
 4. The recommended firearm for this routine use is a bolt-action, scoped rifle in a .30-06 caliber. A .30-06 bolt action scoped rifle sighted in for 200 yards offers a predictable and ethical means of quickly killing a large animal in the most humane manner possible under these circumstances. Other firearm types and calibers with similar killing power (7mm magnum, .270, .308, .338 Winchester Magnum, etc.) may be used if they are familiar to the operator, however a .30-06 bolt action scoped rifle sighted in for 200 yards offers a predictable and ethical means of quickly killing a large animal in the most humane manner possible under these circumstances. Only hollow point or other controlled expansion types of bullets should be used to maximize tissue destruction and minimize the risk of ricochet.

Documentation and Reporting of Euthanized Animals

1. The Forest Service will maintain a record documenting the euthanasia or humane killing of any animal. Documentation should describe the health of the animal, reason for destruction, and any circumstances leading to the need for euthanasia.
2. A photo of the animal should be attached when feasible (e.g., of injury or poor health).
3. The death record will identify the animal by using a description and/or freeze mark if present, the date of the death, where the animal died and any other relevant details. The record should state whether a veterinarian was consulted or participated in the euthanasia, and if so, identify the veterinarian and include a copy of the medical record if possible. The record must contain documentation showing the Forest Service employee that authorized the euthanasia had reviewed the record once it was complete.
4. An electronic copy of the death record will be maintained in the appropriate electronic filing system) within that year's Wild Horse Gather Project File.

Carcass Disposal

1. The COR/PI must ensure that appropriate equipment is available for the timely disposal of carcasses, when necessary, on the range, at the trap site, and at the temporary holding facility.
2. Disposal of carcasses shall be in accordance with state and local laws.
3. Wild horses euthanized with a barbiturate euthanasia agent shall be buried or otherwise disposed of properly.
4. Carcasses left on the range should not be placed in washes or riparian areas where future runoff may carry debris into ponds or waterways. Trenches or holes for buried animals should be dug so the bottom of the hole is at least six feet above the water table, and four to six feet of level earth covers the top of the carcass with additional dirt mounded on top where possible.

f. Communications

1. The Contractor shall have the means to communicate with the COR/PI and all Contractor personnel engaged in the capture of animals utilizing a VHF/FM Transceiver or VHF/FM portable Two-Way radio. The Contractor shall obtain the necessary FCC licenses for the radio system.
2. The Contractor shall be responsible for furnishing all communication equipment for Contractor use. USFS will provide the frequency for radio communications.
3. The Contractor shall provide daily gather activity report information to the COR/PI upon request of the COR/PI. If they were not present during any aspect of gather operations.

g. Public and Media

1. Due to heightened public interest in animal gathers, the USFS expects an increasing number of requests from the public and media to view the operations. All requests received by the Contractor to view gather operation shall be forwarded to the USFS, who will provide a person with the expertise necessary to escort the public and media. The safety of the animals, USFS employees, Contractor crew, Contractor's private animals, and the media and public will be the first priority in determining whether a viewing opportunity will be provided, and if so, the time, location, and conditions associated with the viewing opportunity.
2. When providing a viewing area for the media and the public, the Contractor will establish this in accordance with instructions from the COR/PI and current wild horse and burro program policy and guidance. USFS's observation policy will be discussed with the Contractor during the pre-work conference.
3. Member(s) of the viewing public or media whose conduct interferes with the gather operation in a way that threatens the safety of the animals, USFS employees, Contractor crew (including animals), the media, or the public will be warned once to terminate the conduct. If the conduct persists, the offending individual(s) will be asked to leave the viewing area and the gather operation. The COR/PI may direct

the Contractor to temporarily shut down the gather operation until the situation is resolved.

4. If a drone or other aircraft is observed in the immediate area of the gather or holding facilities, the COR/PI will direct the Contractor to temporarily shut down the operations until the situation is deemed safe.
5. Under no circumstances will the public, media, or media equipment be allowed in or on Contractor's capture equipment to include panels, gates, trucks, trailers, motorized drive trapping equipment, etc. The public, media, and their video/photography/recording and telephonic equipment must be at least 500 feet away from the trap during the trapping operation.
6. The public and media may be escorted closer than 500 feet to the trap site if approved by the COR and in consultation with the Contractor before or after the gather operation. Public and media observation at the holding facility will be staged at such a distance that does not disturb the animals or interfere with holding facility operations. At the conclusion of the daily gather operations, including the feeding and care of the animals, the Contractor and COR may provide a tour around the perimeter of the holding facility.
7. During gather operations the Contractor and/or their crew members shall not post any information or images to social media networks or release any information to the news media or the public regarding the activities being conducted under this contract. All communications regarding USFS management, including but not limited to media, public and local stakeholders, are to come from the USFS unless the Contractor is expressly authorized to give interviews, etc.

5. Additional Information

a. Government Furnished Property/Material/Supplies

1. The Government is not obligated to furnish any real or personal property or data under this contract. The Contractor does not have the authority to acquire any real or personal property or data at the Government's expense under this contract unless specifically stated otherwise in this contract.
2. The Government shall provide a Government-furnished fly chute, slip sheet or sled for loading recumbent animals, when necessary.
3. The Contractor shall be responsible for the security and care of all Government Furnished Property until returned to the USFS as applicable.

b. Contractor Furnished Property/Material/Supplies/Personnel

1. As specified herein, it is the Contractor's responsibility to provide all necessary capture equipment, vehicles (semi and pickup trucks with associated trailers), hay, water, troughs, panels, gates, loading chute, etc., and any other item(s) needed for the performance of this contract/task orders. The proper operation, service and maintenance of all Contractor furnished property is the responsibility of the Contractor.

2. If inclement weather or poor road conditions occur during trapping operations, the Contractor will need the necessary equipment to safely transport animals to the designated facility.
3. The Contractor shall provide a radio transceiver to ensure communications are maintained with the USFS COR/PI when driving or transporting the animals. The Contractor needs to ensure communications can be made with the USFS and be capable of operating in the 150 MHz to 174 MHz frequency band, frequency synthesized, CTCSS 32 sub-audible tone capable, operator programmable, 5kHz channel increment, minimum 5 watts carrier power.
4. The Contractor shall be required to have a firearm adequate for euthanizing animals in accordance with the CAWP or current USFS policy.

Key Personnel

- a) The Contractor shall assign to this contract the key personnel as stated in their response to evaluation criteria to the following key functions/positions:
 - i. Contractor Lead Foreman
 - ii. Back up Contractor Lead Foreman
- b) During the first ninety (90) days of performance, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment. The Contractor shall notify the Contracting Officer within 15 calendar days after the occurrence of any of these events and provide the information required by paragraph (c) below. After the initial 90-day period, the Contractor shall submit the information required by paragraph (c) to the Contracting Officer at least 15 days prior to making any permanent substitutions.
- c) The Contractor shall provide a detailed explanation of the circumstances necessitating the proposed substitutions, complete resumes for the proposed substitutes, and any additional information requested by the Contracting Officer. Proposed substitutes should have comparable qualifications to those of the persons being replaced. The Contracting Officer will notify the Contractor within 15 calendar days after receipt of all required information of the decision on substitutions

Contractor On-Site Representative

The Contractor shall designate in writing, a representative to act for the contractor during his absence. The Contractor's representative shall read and speak fluent English. The Contractor shall list the extent of authority the designated representative will have on the job. The Contractor or acting authorized Representative shall receive orders from the COR/Inspector as required to keep the job in progress and adherence to technical specifications, as needed, to finish the job.

The Government may, at its option, suspend work with full count of contract time continuing, if the Contractor fails to provide a Contractor's Representative conversant in the English language and able to read and understand the contract.

Work Foreman

The Contractor's foreman shall be fluent in the English language. The Contractor shall at all times have a foreman and an inspector with each crew whose intended purpose is quality control of the Contractor's work and Contractor self-inspection.

Contractor Employees

The Contracting Officer, in writing, may require the Contractor to remove from work any employee found to be working in an unsafe manner, endangering government resources or criminal behavior.

Subcontractors

Subcontractors shall not be used for the capture part of the contract but may be used for transportation.

The Contractor shall promptly notify the Contracting Officer about any subcontract arrangement related to this contract. Any subcontractor not identified in the contractor's response is subject to the approval of the Contracting Officer. Any subcontractor shall have the relevant experience and appropriate equipment for such work. The written notification shall include as a minimum:

- A. The name, address and telephone number of the subcontractor.
- B. The date upon which the subcontract was entered into and its duration
- C. A detailed description of the work being subcontracted including a listing of contract items, units, etc., as appropriate.
- D. Documentation of the subcontractor's representative authority.

Subcontracting any portion of the contract shall not relieve the Prime Contractor of any responsibility under this contract. Any subcontract agreement shall contain appropriate flow- down terms and conditions of the prime contract.

c. Inspections

Inspection of all items under this contract shall be accomplished by the COR, or representative designated in writing by the Contracting Officer and in accordance with FAR Clause 52.246-4 Inspection of Services – Fixed Price (Aug 1996).

Acceptance of all work and effort under this contract shall be accomplished by the designated COR and/or the CO.

d. Natural Resource Concerns

Landscape Preservation

The Contractor shall give attention to the effect of contract operation upon the landscape, shall take care to maintain natural surroundings undamaged, and shall conduct the work at all times in compliance with the following requirements.

- a. Prevention of Landscape Defacement. The Contractor shall not remove, deface, injure, or destroy trees, shrubs, lawns, or other natural features or any other improvements in the work area unless specifically authorized by the Contracting Officer. Unless otherwise provided herein, the Contractor shall confine contract operations to within the areas designated in contract documents.
- b. Protection of Streams, Lakes, and Reservoirs. The Contractor shall take sufficient precautions to prevent pollution of streams, lakes, small ponds, and reservoirs with fuels, oils, bitumens, calcium chloride, silt, or other harmful materials. Mechanical equipment shall not be operated in live streams without written approval of the Contracting Officer.

Endangered Species

The Government may direct the Contractor to discontinue operations if listed or proposed threatened or endangered plants or animals protected under the Endangered Species Act of 1973, are discovered to be present in or adjacent to the project area. Actions taken under this paragraph shall be subject to the Stop-Work Order clause FAR 52.242-15.

Preservation of Historical and Archeological Resources

If, in connection with operations under this contract, the Contractor, subcontractors, or the employees of any of them, discovers, encounters or becomes aware of any objects or sites of cultural value on the project area, such as historical or prehistorical ruins, graves or grave markers, fossils, or artifacts, the Contractor shall immediately suspend all operations in the vicinity of the cultural value and shall notify the COR in writing of the findings. No objects of cultural resource value may be removed. Operations may resume at the discovery site upon receipt of written instructions. Actions taken under this paragraph shall be subject to the Stop-Work Order clause FAR 52.242-15.

Special Situations

Some project areas may have limited periods where work can occur, zones where no soil disturbing activity can occur, or special access rules due to noxious weeds or other types of diseases. Any such limitations will be identified on the award.

d. Environmental Interruption of Work

Environmental - The Contracting Officer, by issuance of a suspend work order, may direct the Contractor to shut down any work that may be subject to damage due to weather conditions or fire danger. The Contractor will be given a resume work order that will document the date the work suspension ends. An allowance will be included for short-term environmental delays up to one day at a time. The count of contract time will therefore continue during work interruptions of one day or less, but the count of contract time will stop during work interruptions in excess of one day at a time. All periods of interruptions directed by the Government will be documented. The Contractor will not be entitled to additional monetary compensation for such suspensions regardless of duration.

Definitions

- a) *Contracting Officer (CO)*: Government representative with authority to approve and bind federal expenditures.
- b) *Contracting Officer Representative (COR)* - Manages those items as delegated by the CO in their COR Designation. Typically the COR handles technical aspects of gather operations and provides direction to the contractor as identified in the contract. COR serves as point of contact for all communications with the Contractor, Contracting Officer, and PI's. Ensures all appropriate documentation is complete and correct including work orders, payment documents and diaries.
- c) *Project Inspectors (PI)* - Examines and inspects the Contractors equipment and services to ensure they conform to contract and legal requirements. There may be several PIs assigned to the contract.

- d) *Feed day*: Animals held for 10 hours or more in the traps or holding facilities shall be provided good quality, weed-free hay at a minimum rate of 20 pounds per 1,000 pound adult animal per day (not less than two pounds of hay per 100 pounds of estimated body weight per day), adjusted accordingly for larger or smaller animals. An animal that is held at a temporary holding facility after 5:00 p.m. and on through the night, is defined as a horse feed day. An animal that is held for only a portion of a day and is shipped or released does not constitute a feed day.
- e) *Domestic Horses and other equines*: All horses, mules, burros, and assess or animals of the equine species defined as livestock and deemed private property by California State Statute. Ownership of domestic livestock is determined by the State Brand Inspector(s).
- f) *Estray Horse*: Domesticated livestock or progeny of domesticated livestock showing signs of domestication whose owner is unknown or cannot be located (General Code Article 17001.5). The “estrays” status is determined by the State Brand Inspector(s). *Estray livestock are deemed property of the State Department of Agriculture.*
- g) *Wild Horse*: All unbranded and unclaimed horses that use public lands as all or part of their habitat that have not lost their status under section 3 of the Wild Free-Roaming Horse and Burro Act of 1971 as amended. The “wild” status is determined by Forest Service and/or Bureau of Land Management officer(s) (Wild Horse & Burro Specialists) in consultation with the COR and the California State Brand Inspector(s).

6. Contract Administration

a. Required Documentation and Responsibilities of COR/PI

It is the Governments responsibility to document the following:

- 2. Helicopter contact with any horse
- 3. Roping of any horse.
- 4. Any excessive uses of electric prod
- 5. Any horse that is recumbent or dead upon arrival at destination following transport
- 6. Any horse that dies or is euthanized during gather operation

It is the Governments responsibility to:

- a) Direct gather procedures using approved gather technique.
- b) Determine rate of movement and distance limitations for horse helicopter gather.
- c) Direct appropriate gather/handling methods for weak or debilitated horse.
- d) Determine whether to abandon pursuit or use other capture method to avoid repeated pursuit of horse.
- e) Determine width and need for visibility marking when using opening in fence enroute to trap.
- f) Determine number of attempts that can be made to capture the missing half of a
 - a. mare/foal pair that has become separated.
- g) Determine whether to proceed with gather when ambient temperature is outside the range of 10°F to 95°F for horses.
- h) Approve roping of any horse.
- i) Direct and consult with on-call veterinarian on any matters related to horse health, handling, welfare and euthanasia.

- j) Adjust feed/water as necessary, in consultation with onsite/on call veterinarian, to provide for needs of animals when water or feed deprivation conditions exist on range.
- k) Determine provision of water and hay to non-ambulatory animals.
- l) Approve use of electric prod more than three times, for exceptional cases only.
- m) Approve sorting, loading, or unloading at night with use of supplemental light.
- n) Approve of transport and care during transport for weak or debilitated horse.
- o) Direct decision regarding euthanasia and method of euthanasia for any horse; may consult with on-call veterinarian.
- p) Ensure that appropriate equipment is available for carcass disposal.

b. Notice to Proceed

The issuance of award shall serve as the start of contract time.

c. Invoices

Invoices shall be submitted not more frequently than once every two weeks.

The “Submit Invoice-to” address for USDA orders is the Department of Treasury’s Invoice Processing Platform (IPP). All invoices shall be submitted via the electronic Invoice Processing Platform. This platform is managed by the U.S. Department of Treasury and additional information is available at this website: <https://www.ipp.gov/index.htm>.

Vendors register at: <https://www.ipp.gov/vendors/enrollment-vendors.htm> to establish an account.

d. Final Cleanup

Before final acceptance, all areas occupied by the Contractor in connection with the work shall be cleaned of all contractor’s rubbish, excess materials, temporary structures, and equipment, and all parts of the work area shall be left in a neat and presentable condition.

e. Contractor Performance Assessment Reporting System(CPARS)

- (a) *General.* This contract is subject to Federal Acquisition Regulations (FAR) requiring past performance evaluations to be completed and entered into the Contractor Performance Assessment Reporting System (CPARS).
- (b) *Contact Information.* At the prework meeting, the name and email address of the Contractor Representative will be required.
- (c) *Assessment.* Yearly an interim evaluation rating for this contract will be initiated by the Government in the CPARS system to measure performance under this contract. A final evaluation will be conducted at the contract expiration date. All orders in excess of the Simplified Acquisition Threshold (currently \$250,000) will also receive an individual evaluation in CPARS. The Contractor Representative will receive an auto-email from the CPARS system with instructions for responding to the evaluation.

g. Electronic Submissions

- 1. Quoters may submit electronic quotes as responses to this solicitation.
- 2. The email address for electronic quotes is christopher.kane2@usda.gov (**maximum size 5MB, place solicitation number in the subject line**)

3. If any portion of a quote received by the Contracting Officer is unreadable to the degree that conformance to the essential requirements of the solicitation cannot be ascertained from the document.
 - a. The Contracting Officer immediately will notify the vendor and permit resubmission of the quote.
 - b. The method and time for resubmission shall be prescribed by the Contracting Officer after consultation with the vendor; and
 - c. The resubmission shall be considered as if it were received at the date and time of the original unreadable submission for the purpose of determining timelines, provided the quote complies with the time and format requirements for resubmission prescribed by the Contracting Officer.

h. Supplemental Instructions for Submission of Offers and Other Information

General Instructions. Responses to this solicitation shall be furnished in the following format with the numbers of copies as specified below:

1. Responses shall be submitted in two parts - a technical response and a price quote. Each part shall be separate and complete in itself. Price shall be submitted on the solicitation forms. The technical response is a narrative response that must not contain reference to cost; however, resource information (such as data concerning labor hours and categories, materials, subcontracts, etc.) may be contained in the technical quote so that the contractor's understanding of the statement of work may be evaluated.

Response(s) shall be submitted in the following format and the quantities specified:

- a. Copy of the completed, signed quote (The solicitation package)
 - i. SF-1449, completed and signed
 - ii. Schedule of Items completed
 - iii. Representation Provisions (on page 35-48)
 - iv. Vendor shall have a current entity registration in the System for Award Management (SAM) by the closing date of the solicitation.
 - b. 1 copy of the Technical Approach
 - c. Relevant Past Performance
 - d. Relevant Experience
2. Quoters are cautioned that sufficient and detailed information must be presented in their technical proposals to enable the Government to evaluate their proposals fully in accordance with the evaluation and award criteria contained herein. The Government is not obligated to ask for additional information and in the absence of appropriate information the technical response will be rated deficient or unacceptable.
 3. The Government will evaluate responses in accordance with evaluation criteria as set forth herein.
 4. Responses to the Evaluation Factors for Technical Approach that form a basis for selection for award may be incorporated into the resulting contract. If this

information is relied upon it may be incorporated as an appendix to the contract and become a contract promise.

5. Price: A firm's completion and submission of Standard Form 1449 and the Initial Task Order Schedule of Items constitutes the fulfillment of the Government's price requirements under this solicitation.

i. Evaluation Criteria

The provision at FAR 52.212-2, Evaluation—Commercial Products and Commercial Services is not applicable to this solicitation. In lieu of this provision, quotes will be evaluated in accordance with FAR 12.203 based on the criteria listed below. The Government intends to award a contract resulting from this solicitation to the responsible vendor whose quote conforming to the solicitation will be most advantageous to the Government, all factors considered including relevant past performance, relevant experience, technical approach, and price.

Responses should be submitted on the most favorable terms that the quoter could make to the Government. The Government reserves the right to reject any or all quotes or to make award without conducting negotiations.

The following factors shall be used to evaluate quotes in order of importance:

- a. Relevant Past Performance
- b. Price
- c. Technical Approach
- d. Relevant Experience

Relevant Past Performance:

Quotes shall submit references with a current point of telephone contact for at least three similar projects but no more than six. The government will assess if the past performance is relevant to the work being performed and reflects a positive record of customer satisfaction and contract compliance. The government is not limited to contractor provided references and may obtain performance information from other sources including but not limited to personal experience and an evaluator personal knowledge of quoter's performance. The Government may inquire about the following elements, which are all of equal importance in relation to each other, (1) quality of the work; (2) customer satisfaction; (3) timeliness of the firm during performance and the final completion of the project; and (4) overall business relations.

Response shall include performance information for your firm and any proposed major subcontractors performing more than 20% of the work.

Include the following information for each reference:

- a. Reference name
- b. Company or organization
- c. Current telephone number
- d. Project name or contract number
- e. Project Size in dollars and acreage

f. Location

g. Approximate completion date, or anticipated completion date if in progress

The quoter may provide information on problems encountered on the contracts and subcontracts listed and the corrective actions taken to resolve those problems.

The Office of Management and Budget (OMB) has authorized Federal agencies to collect past performance information under OMB clearance number 9000-0142.

Price:

Price provided on the initial task order will be used to determine price reasonableness. Task order pricing will be evaluated against the government estimate as a way to further clarify if the quoter understands the solicitation requirements.

Technical Approach - The Government will evaluate your understanding of the Government's requirements and the manner in which you plan to manage and execute the work. Within the technical approach, design a gather schedule for drive trapping 450 wild horses off the INF. Explain how you would gather 450 horses using a drive trap, including where you would trap, trap design, and methodology. The narrative shall be supportive of project timelines and represent knowledge gained from similar gather or project site visits. Please make sure your explanation directly addresses the labor and equipment needed to meet the special requirements of this work. Quoter shall at a minimum address the following criteria:

a. Key Personnel:

1. Provide the number, type and mix of staffing available to perform this work
2. Provide a detailed organization chart which lists all personnel, roles and responsibilities and the chain of command.
3. Provide resumes of each individual, with address, phone numbers, references and their availability to work during the gather season.
4. Provide any alternate personnel who may work when the original crew is unavailable.

b. Other Certifications:

1. The quoter shall certify that any member of the Corporation of the firm, or any person named in the quote has not been convicted of, nor are currently under indictment or investigation for any cruelty to animal charges.

c. Project Schedule:

1. Provide a project schedule clearly demonstrating your proposed plan of work. Include proposed start date and all associated milestones.

d. Trap Design/Animal Care & Equipment:

1. Trap Design

- i. Provide a detailed discussion on how the trap site is humane and decreases stress during the gather operation. Provide a diagram of the different trap site arrangements that would be used along with a description on how they work.
 - ii. Design should demonstrate understanding of all proper techniques and procedures to be used in the humane and compassionate capture of wild horses, and that addresses the adequacy of the proposed trap site and wings.
 - iii. Provide a detailed description of the type, number available and condition of panels to be used in the operations.
2. Demonstrate understanding of the techniques and procedures for the proper and humane handling of animals during after capture.
 3. Demonstrate understanding of the proper and humane handling of captured animals during transport.
 - i. Provide specifics on proposed equipment and available numbers of trucks/trailers and pickup/stock trailers to ensure safe and timely transportation. (ie. Make, model, year, condition)
 4. Provide a contingency plan when equipment breaks down or needs maintenance.
 5. Describe how you plan to ensure dust abatement is sufficient to meet contract requirements.
 6. Describe security measures your firm will incorporate to ensure the health and safety of the wild horses as well as crew and equipment. Security measures when public and media are in attendance.
 7. Provide a communications plan: (i.e. VHF/FM Transceiver or VHF/FM Two-Way portable radio.)

Relevant Experience

Relevant experience must be clearly demonstrated in the response and not left to speculation. Identify specific projects successfully completed that you consider gives the evidence that proves your firm has the experience required to complete this project. The government will be assessing if the experience identified is similar in nature, size and complexity to the proposed project. Ensure you provide the degree of overall experience of the organization and proposed key personnel in humane and compassionate capture, care, feeding, transportation, treatment, and where appropriate, release of wild horses and burros from calendar year 2021 to the present. Provide documentation of overall experience resulting in the capture of wild horses. Documentation shall include, but is not limited to contract numbers, scope of work, contract price and number of horses captured.

A written notice of award or offer, mailed or otherwise furnished to the successful quoter within the time for acceptance specified in the quote, shall result in a binding contract without further action by either party. Before the quoter's specified expiration time, the Government may accept a quote(or part of a quote), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

Evaluation Process

All quotations will be evaluated to identify the offeror presenting the most technically advantageous solution based on the stated evaluation criteria. Once the highest technically rated offeror is identified, their price will be evaluated to determine whether it is fair and reasonable.

The Government will evaluate quotes on basis of the factors described below.

1. Relevant Past Performance. Offerors will be evaluated on their performance under existing and prior contracts of a similar nature (federal or non-federal). The Government will focus on information that demonstrates quality of performance relative to the size and complexity of the procurement under consideration. The following areas will be assessed:
 - a. Quality of Services: Demonstrated ability to perform services specifically relevant to the subject Performance Work Statement's -related techniques and conformance to good standards of workmanship.
 - b. Customer Satisfaction: Satisfaction of end users with the Contractor's completed products and services.
 - c. Timeliness of performance: Compliance with delivery schedules; reliability; responsiveness to technical direction, no assessment of liquidated damages.
 - d. Business relations: Effective management; ability to manage projects involving subcontracts; working relationship with the Contracting Officer and technical representatives; reasonable/cooperative behavior; flexibility; effective contractor recommended solutions; businesslike concern for Government's interests; effective communication.

Vendors with no past performance data will be treated as an unknown performance risk and will not be evaluated favorably nor unfavorably. Therefore, quotes will receive credit for good past performance, lose credit for poor past performance, and neither receive or lose credit for no relevant past performance.

2. Relevant Experience. The Government will assess the relevance of experience information obtained in relation to the scope of this procurement with respect to both a similar effort, and the length and scope, number, complexity, and diversity of contracts completed by the firm.

*A contractor would be highly rated under Relevant Experience if, in the last five years, the Contractor has completed at least five horse gather contracts.

3. Technical Approach. The evaluators will conduct an appraisal of the quoter's technical approach to determine the feasibility of the operations plan and associated special requirements in addition to whether the contractor understands the Performance Work Statement.

*A contractor would be highly rated under Technical Approach if the Contractor has provided an approach that adequately and realistically addresses the description and

process of gather services on the INF including proposed plan and procedures, proposed method for managing the listed task requirements, and how operations will meet any of the other contract standards your firm deems significant.

4. Price Evaluation Criterion: The degree of importance of the price will increase with the degree of equality of the quotes in relation to the other factors on which selection is to be based, or when the price is so significantly high as to diminish the value of the technical superiority to the Government.

j. Award Determination

The Government anticipates awarding up to 1 contract resulting from this SOW to the responsible vendor(s) whose quote conforming to the SOW is most advantageous to the Government, price and other evaluation criteria considered. The technical evaluation factors are equal to each other in importance and when combined are approximately equal to price. The Government reserves the right to make price/technical tradeoffs that are in the best interest and to the advantage of the Government.

Responses should be initially submitted on the most favorable terms that the offeror could make to the government. The Government reserves the right to reject any or all quotes or to make award without conducting negotiations. Consultations (oral or written) may be conducted as appropriate with any quotes considered necessary to obtain the best result as permitted in Federal Acquisition Regulation

Award will be made to the vendors (1) whose quotes are technically acceptable and (2) whose technical/price relationships are the most advantageous to the government. The critical factor in making any price/technical tradeoff is not the spread between the technical scores, but rather what is the significance of the difference. The significance of the spread in scores will be determined on the basis of what the difference might mean in terms of performance and what it would cost the government to take advantage of it. Award may not necessarily be made to the offerors submitting the lowest prices. Also, award may not necessarily be made for technical capabilities in excess of those needed for successful work performance. The Government reserves the right to make price/technical tradeoffs that are in the best interest and to the advantage of the Government.

A written offer of award of the contract and/or the resulting initial task order will be emailed or otherwise furnished to the successful vendors within the time for acceptance specified in the quote. The award or awards may incorporate written information provided by the offeror(s) and relied upon by the Government as the basis for award selection.