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## **ATTACHMENT A - SCOPE OF SERVICES AND ADDITIONAL TERMS AND CONDITIONS**

**INSTRUCTIONS:** In order to ensure that the Department and the Contractor have a clear understanding of their respective responsibilities and performance expectations, the Following attachment shall contain a specific detailed description of all obligations, responsibilities and additional terms and conditions between the Contractor and the Department which do not modify the Contract boilerplate language. *Attach as many additional pages as necessary.* {See INSTRUCTIONS sheet for more information and suggested provisions to include in ATTACHMENT A.}

### **Scope of Work**

The grant funding will be used to:

#### **Task 1: Feasibility Study of a Carbon Market Credit Project**

In collaboration with Williamstown, hire a Consultant (Forest Ecologist and/or a licensed MA Forester) to conduct a feasibility study for a carbon market credit project. This could include a forest plot inventory, carbon storage calculations, and modeling of the carbon storage increases. Town, privately owned forests and forests owned by other municipal entities and managed by the Town of Conway would be considered for inclusion.

#### **Task 2: Evaluate Forest Management Practices to Increase Carbon Storage and Resiliency**

Evaluate the forest management practices recommended by the Forest Management Plans to increase resiliency and carbon storage. If funding permits, hire a Forest Ecologist and a licensed MA Forester to implement 2-3 forest management practices that increase resiliency and carbon storage as recommended by the Forest Management Plans currently being prepared. Determine future monitoring to assess and model the increase in carbon storage and resiliency.

#### **Task 3: Procurement and Grant Administration**

The Conway Select Board expects to request that Williamstown or the Franklin Regional Council of Governments complete procurement and grant administration including preparation of a Request for Proposals or Quotes for Tasks 1 & 2, preparation of a Consultant Contract and preparation of Quarterly Reports and Reimbursement Requests.