



WASHINGTON STATE DEPARTMENT OF
Natural Resources
Peter Goldmark - Commissioner of Public Lands

Pacific Cascade Region

INVITATION TO BID

Contract Number 1287

Contract Digest: TREE PLANTING

(Professional tree planting contract that ensures maximum seedling survival and stocking requirements are met.)

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SECTION I

NOTICE TO ALL BIDDERS

Bids will be received at the Department's Pacific Cascade Region office. Mailing address:

Department of Natural Resources
Pacific Cascade Region, Attn: Chris Rasor
P. O. Box 280
Castle Rock, WA 98611

Bid Opening: Bids will be accepted at the Department's Pacific Cascade Region office until 2:00 P.M. Pacific Standard Time on Thursday, August 19, 2010 at which time and place all bids will be opened and read aloud.

You are invited to bid this work and are advised to examine the areas prior to bidding. Questions pertaining to unit(s) can be answered by contacting Department Representative, Chris Rasor, at 360-575-5058 or cell 360-880-8288.

Note the following specifications of this contract:

1. Term of contract: Item A September 7, 2010 – October 1, 2010
2. Planting stock will be available beginning September 7, 2010 from the following cooler facilities:
Larch Camp Tree Cooler & Tree Trailer (see driving directions page 25)
3. Contractor representative are no longer required to be present must be present at bid opening.
4. A BID DEPOSIT IS REQUIRED WITH THIS BID OPENING (SEE CLAUSE 1-23).
5. Do not forget to pick up keys for previewing units at Castle Rock office.

INSTRUCTIONS TO ALL BIDDERS

Deliver all requested forms, bid deposits, performance/damage deposits, certification of insurance, Contractor's Declaration of Industrial Insurance, and equipment and/or operator certifications when required to:

Pacific Cascade Region Manager
Department of Natural Resources
Attn: Chris Rasor
P. O. Box 280 (Mailing Address)
601 Bond Road (Physical Street Address)
Castle Rock, WA 98611

The bid and bid deposit must be received at the Department's Pacific Cascade Region office prior to bid opening.

The sealed bid envelope should be prepared in the following manner:

Addressed to: Pacific Cascade Region Manager
Department of Natural Resources
Attn: Chris Rasor
P. O. Box 280 (Mailing Address)
601 Bond Road (Physical Street Address)
Castle Rock, WA 98611

Upper left corner: Bidder's Address

Lower left corner: Tree Planting - "Sealed Bid"
Invitation to Bid/Contract No. 1287

Questions concerning this Invitation to Bid/Contract should be referred to Department Representative Chris Rasor, of the Pacific Cascade Region office by calling 360-575-5058 or cell 360-880-8288.

SECTION II, Division I - Bidding Requirements

1-10 Preparation of Bids

- 1-11 Bidders are expected to examine this entire Invitation to Bid/Contract and are urged to inspect the work unit(s) prior to submission of any bid. No consideration shall be given any claim of bidding without comprehension of conditions.

1-20 Submission of Bids

- 1-21 Your bid response to this Invitation to Bid/Contract is an offer to contract with the Department of Natural Resources. A bid response becomes a contract when officially accepted and awarded by the department as evidenced by return of a countersigned SECTION IV, "Offer and Contract Award".
- 1-22 Bids shall be submitted using the Bid Form and the Offer and Contract Award form from SECTION IV of this document. Telegraphic, mailgram, Telex and facsimile bids will not be considered. The following shall be delivered to the Department's Region office in an envelope which shall be marked "Sealed Bid" and addressed to the Department's Regional Manager as specified in Instructions To All Bidders: The Bid Form and the Offer and Contract Award form properly completed and signed, and a bid deposit as specified in Clause 1-23. Failure to comply with the above requirements or the requirements of Clause 1-23 prior to bid opening shall be cause to reject the Contractor's bid(s).
- 1-23 A bid deposit (guarantee) in the amount of FIVE HUNDRED DOLLARS (\$500) is required. This deposit is for the express purpose of assuring the Department that the Contractor will honor said bid and accept award of any and all items on which the Contractor may be the lowest responsible bidder. In the event the Contractor fails to honor said bid by rejecting award of any item, the Contractor will automatically forfeit the bid deposit. The bid deposit must be a certified check and must be delivered to the Department's Region office as per Clause 1-22. The bid deposit of a successful bidder will be released when the required performance/damage deposit (Clause 1-31) has been submitted and approved.

1-30 Performance/Damage Deposit

- 1-31 Contractor agrees to furnish a performance/damage deposit in the amount of ten percent (10%) of the Contractor's total award. The deposit shall be submitted as per clause 1-46, and shall be in the form of certified check, savings account assignment, or irrevocable letter of credit acceptable to the Department. This deposit is to guarantee performance of all provisions of this contract and payment of any damages caused by operations under this contract or resulting from Contractor's noncompliance with any contract provisions or the law.
- 1-32 Bid deposits may be converted to apply to part or all of the required performance/damage deposits after successfully securing a bid.

1-40 Award of Contract

- 1-41 Oral explanation and interpretations prior to bid opening shall not be binding.
- 1-42 Award of contract shall be on the basis of an "Item" or an individual "Unit" as specified in the Bid Form. An "Item" shall be a specific group of individual "Units". "Items" or "Units" to be awarded are identified in the Bid Form. Individual "Units" are described in the Unit Description Spreadsheet. The Department reserves the right to amend this Invitation to Bid/Contract by giving written notification to all bidders seven (7) days or more prior to bid opening.
- 1-43 Award of contract shall be to the lowest responsible bidder as determined by the Department of Natural Resources (Clause 1-44). To be considered, bids must conform to the bidding requirements herein, except that the Department may waive informalities and minor irregularities in bids received. The Department further reserves the right to reject any or all bids received.
- 1-44 Award is conditioned in addition to price, on the Contractor showing upon request by the Department of Natural Resources the capability of fulfilling the contract terms herein by reason of past performance, ability to complete work in the specified time, previous and existing compliance with laws relating to this contract, and the character, reputation, judgment, and experience of the bidder, and other information which may be secured and have a bearing upon award. Failure to demonstrate this capability or to conform to the contract terms herein, will nullify award on all or certain items tentatively awarded. In the event of such failure, the Department shall be the sole judge of the items to be selected for award and/or nullification of award.
- 1-45 An Award Instructions letter and a copy of the executed contract will be mailed to the successful bidder. The contract award is conditioned on the following: Within ten (10) days after the Contractor receives their Award Instructions letter the Department must receive from the Contractor the performance/damage deposit, certification of insurance, and the Contractor's Declaration of Industrial Insurance Status as specified in Clauses 1-31, 2-24 and 2-29 respectively, and furthermore the Contractor shall submit the aforementioned through the Department's Region office specified in Instructions To All Bidders (page 2). It shall be the Department's prerogative to extend the time allowed for receipt of the above items if such an extension is in the best interest of the Department. Failure by the Contractor to submit the above items to the Department within the time specified or within an extension of that time as provided for shall be cause for the Department to consider the contract award rejected (Clause 1-23).

SECTION II, Division II - General Provisions

2-10 Definitions

- 2-11 Department: The Department of Natural Resources of the State of Washington, action by or through an authorized employee or agent.
- 2-12 Contractor: The person, partnership, or corporation to whom the contract is awarded.

2-20 Responsibilities and Legal Relations

- 2-21 The Contractor shall abide by and comply with all the laws and regulations of the United States, State of Washington and counties wherein the work is executed insofar as they affect his/her contract. The Contractor will make any payments, contributions, remittances and all reports and statements required under said laws.
- 2-22 The Contractor shall, without additional expense to the Department, obtain all required licenses and permits necessary for executing provisions of his/her contract with the Department.
- 2-23 The Contractor shall save harmless the State of Washington, the Department, their officers, agents and employees from any and all claims for damages, injuries to persons or property that may occur as a result of the performance of the Contractor, agents or employees in connection with this contract.
- 2-24 The Contractor shall have and maintain for the life of the contract, liability insurance covering each motor vehicle operating hereunder with limits not less than \$1,000,000 of personal injury and property damage. The Department shall be supplied with a certificate of insurance coverage, as per Clause 1-45.
- 2-25 The Contractor shall abide by and comply with all laws and regulations of the United States, State of Washington and counties wherein the work is executed insofar as they affect the safety, health and welfare of any and all employees.
- 2-26 In the event of legal conflict, the Contractor agrees to submit to the jurisdiction of the courts of the State of Washington and further agrees the venue shall be laid in Thurston County.
- 2-27 The State is not liable for delay or non-shipment of supplies and materials or for delay or nonperformance of its obligations if occasioned by war, civil commotions, strikes, lockouts or labor disturbances.
- 2-28 For all active work sites the Contractor shall provide a contract representative who shall be on the site and responsible for directing the contracted activities of that site. The Contractor shall designate the contract representative in writing at the time of the prework conference (Clause 2-71).
- 2-29 The Contractor shall complete and submit to the Department the Contractor's Declaration of Industrial Insurance Status form; the form shall be submitted as per Clause 1-45. A Contractor's Declaration of Industrial Insurance Status form will accompany the Award Instructions letter.

2-30 Subcontracting

- 2-31 The Contractor shall not, without written approval from the Department enter into any subcontract or assignment of contract relating to the performance of this contract.
- 2-32 All laws and regulations applicable to the contract also apply to all subcontracts.

2-40 Determination of Payment

- 2-41 The boundaries as designated under Clause Section 2-100, and defined in detail on the attached Unit Description, provide the basis for determining acreage completed. Failure to complete work to boundaries established by the Department renders work unsatisfactorily completed. The Contractor is to take the initiative in determining whether boundaries are sufficiently marked. No consideration will be given for work that extends beyond unit boundaries. If work extends beyond unit boundaries, charges may be levied against the Contractor by the Department for damages suffered.
- 2-42 The total trees planted by the Contractor will be determined using acres completed (Clause 2-41) and the findings from the planting inspection plots (Division IV) as follows:
- 2-42.01 From planting inspection plot findings the Department will calculate the average number of trees planted per acre. The average number of trees planted per acre multiplied by the number of acres completed equals the total number of trees planted.
- 2-43 Contract compliance inspection of work performed and payment for work performed will be based on acreage completed (Clause 2-41) for Item B.
- 2-43.01 Contract compliance inspection of work performed and payment for work performed will be based on the number of trees planted per unit for Item A (minus any deductions for planting quality <92% or >105%).
- 2-44 The acceptability of planting work performed and the rate of pay for planting work performed will be based on the seedling planting performance rating resulting from the Department's inspection as described in Division IV - Compliance Inspection.
- 2-44.01 Satisfactory Planting Performance - The Contractor's performance of seedling planting will be considered satisfactory if the seedling planting performance rating for work performed is determined to be between 92% and 105%.
- 2-44.02 Rate of Pay - The Contractor's rate of pay for work performed will be at the Unit Bid Price when the Compliance Inspection indicates planting performance is satisfactory (Clause 2-44.01). The Contractor's rate of pay will not exceed the per acre (item B) or per thousand rate (item A) of the Unit Bid Price. The Contractor's performance of seedling planting will be considered unsatisfactory if the seedling planting performance rating for work performed is determined to be greater than 105% or less than 92%. The minimum damages that will be collected for unsatisfactory work for which seedling planting performance is rated at less than 92% or >105% are as follows: For work which has the seedling planting performance rated at less than 92% but equal to or greater than 59%, the Contractor's pay will be at a rate equal to the Unit Bid Price reduced by 5% for every one percentage point the seedling planting performance rating is below 92%. Work which has the seedling planting performance rated at 58% or less will not qualify for pay. For work that is above 105%, the unit bid price will also be reduced by 5% for every one-percentage point the seedling planting performance rating is above 105%.

2-40 Determination of Payment (Continued)

Payment Examples

1. Assumption: The Unit Bid Price is \$65 per acre and the seedling planting performance rating is 90% for work completed.

Conclusion: The seedling planting performance rating of 90% is two percentage points less than the 92% performance limit; a 5% reduction for each of the percentage points equals a total reduction in the Unit Bid Price of 10%. Therefore, 100% minus 10% equals a 90% rate of pay per acre which is: $90\% \times \$65/\text{acre} = \$58.50/\text{acre}$.

2. Assumption: The Unit Bid Price is \$190 per thousand and the seedling planting performance rating is 108% for work completed.

Conclusion: The seedling planting performance rating of 108% is three percentage points greater than the 105% performance limit; a 5% reduction for each of the percentage points equals a total reduction in the Unit Bid Price of 15%. Therefore, 100% minus 15% equals an 85% rate of pay which is: $85\% \times \$190 \text{ per thousand} = \$161.50 \text{ per thousand}$. This reduced rate of pay applies to all trees planted in the respective unit.

2-45 The Department may at its option subdivide and inspect units to determine the acceptability of work performed. Subdivisions for this purpose will be a minimum of ten (10) acres in size.

2-46 At the Department's option, the Contractor shall rework a unit or subdivision of a unit on which the Contractor's work performance is not rated satisfactory, and further, it shall be the Department's option to require the rework be completed prior to starting new work. Reworked areas will be reexamined for contract compliance; the resulting performance rating will supersede the previous performance rating for the area in question.

2-47 Payment shall be made as follows:

2-47.01 Payment may be made by the month, unit or by one total payment. Details of payment schedule will be determined in the prework conference (Clause 2-71). The Department will attempt to comply with the desires and needs of the Contractor but assumes no legal duty or obligation to adhere to the schedule of payment so arranged.

2-47.02 Partial payment may be made upon completion of part of a unit as determined by the Department. Request for partial payment is to be made by the Contractor utilizing the Contractor's Billing Invoice and Compliance Report provided by the Department. The Contractor or contract representative (Clause 2-28) shall sign the Contractor's Billing Invoice and Compliance Report after completion of each such "sub-unit" being submitted for payment. The Department Representative will then make payment recommendations for the invoice and forwards the Contractor's Billing Invoice and Compliance Report to the Department's Region office for processing.

2-47.03 The Contractor or contract representative (Clause 2-28) and the Department representative shall sign the Contractor's Billing Invoice and Compliance Report form at the conclusion of work on each unit. Final payment will not be made to the Contractor unless the Contractor's Billing Invoice and Compliance Report form are signed by the Contractor or contract representative and the Department representative, and "final" payment is designated thereon.

2-40 Determination of Payment (Continued)

- 2-47.04 If a unit's contract acreage is disputed the Contractor may upon completion of the unit request a verification traverse by the Department, the request must be in writing and signed by the Contractor. **THIS CLAUSE ONLY APPLIES TO UNITS WITH A PER ACRE PAY RATE (EXCLUDES ITEM A OF THIS CONTRACT).** The Department will pay the Contractor based on acres determined from the verification traverse. If the verification traverse indicates the net acres specified in the Unit Description are correct within plus or minus five percent (5%), the Contractor shall pay the cost of the verification traverse at a rate of ten dollars (\$10.00) per one hundred (100) feet of traversed boundary.
- 2-47.05 Ten percent (10%) of all payments due Contractors who employ workers shall be retained for a period of approximately forty-five (45) days following final acceptance of the completed unit. Upon receipt of notice from the State Department of Revenue and the Department of Labor and Industries that the Contractor has met all financial obligations related to this unit, the ten percent (10%) retainage will be returned to the Contractor. A copy of the Department of Labor and Industries requirements will be forwarded to the successful bidder along with the Award Instructions letter.

2-50 Nondiscrimination

- 2-51 Except to the extent permitted by a bona fide occupational qualification the Contractor agrees as follows:
- 2-51.01 The Contractor shall not discriminate against any employee or applicant for employment because of race, creed, national origin, sex or age. The Contractor will insure that applicants are employed and that employees are treated during employment without regard to race, creed, color, national origin, sex or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training.
- 2-51.02 The Contractor shall, in all solicitations for employees or job orders for employees placed with any employment agency, union or other firm or agency, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, sex or age. The words "equal opportunity employer" in advertisements shall constitute compliance with this section.
- 2-51.03 The Contractor shall send to each labor union or representative of workers with which the Contractor has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union, or worker's representative of the Contractor's commitments under this section.
- 2-51.04 The Contractor shall include the provisions of the foregoing paragraphs: 2-51.01, 2-51.02 and 2-51.03 in every subcontract or purchase order for the goods or services which are the subject matter of this contract.
- 2-52 In the event of noncompliance by the Contractor with any of the nondiscrimination provisions of the contract, the Department shall have the right, as its option, to cancel the contract in whole or in part. The Contractor shall be paid only for that work performed prior to cancellation of the contract and in accordance with provisions of the contract (Clause Section 2-40). In the event the Department suffers damages resulting from such noncompliance the Contractor shall be liable.

2-60 Contract Administration

- 2-61 The Department will select representative(s) to enforce compliance of the contract as required in all specifications and to make recommendations for payment.

2-70 Contract Work Procedure

- 2-71 The Contractor shall attend a prework conference prior to commencing contract work (see Clauses 2-28, 2-47.01, 2-72, 3-34.01 and 3-44). The time and place of the prework conference shall be determined by the Department, the Contractor will be notified of the time and place when the contract is awarded. When considered practical by the Department the time and/or place of the prework conference may be altered if requested in writing by the Contractor.
- 2-72 A work schedule is required from the contractor. The work schedule shall be set at the prework conference (Clause 2-71) and must be acceptable to the Department. To be acceptable the work schedule must be practicable: The work schedule must identify the latest date by which the Contractor agrees to commence contract work on each unit awarded. The work schedule must allow a reasonable time period for the work to be completed according to contract requirements herein, and further, if more than one unit has been awarded the work schedule must indicate the sequence in which the units will be worked by the Contractor. If for any reason during the contract period the Contractor's work schedule is no longer viable, the Contractor must submit a revised work schedule for Department approval.
- 2-73 The Contractor shall obtain written permission to begin work on a unit. Such permission shall be applied for through the Department's Region office listed in the Notice To All Bidders section of the contract. Permission requests will require a minimum of two working days to process. The Department at its option may require person-to-person discussions between the Contractor and selected Department representatives prior to granting the required written permission. In the event the Contractor stops work for a period of one (1) week or more, or if the initial start-up is delayed by one (1) week or more the Contractor must reapply for permission to begin work.
- 2-74 Work shall only proceed on regular Monday through Friday work days. If allowed, work on weekends or designated State holidays will require written permission from the Department.

2-80 Work Progress and Contract Performance

- 2-81 The Contractor shall begin work as per the work schedule (Clause 2-72) and in accordance with contract requirements herein (see Clauses 1-45, 2-71, 2-73 and 2-74). The Contractor shall work diligently and complete the unit(s) within the contract period specified in the Unit Description Spreadsheet. As units are sequenced in the work schedule, work started on one unit must be completed prior to beginning work on the next.
- 2-82 The Department reserves the right to modify or cancel this contract in part or whole without cause. The Contractor shall be paid only for that work performed prior to cancellation of the contract and in accordance with provisions of the contract (Clause Section 2-40).
- 2-83 Nonperformance or unsatisfactory performance or willful violation of contract requirements by the Contractor shall constitute breach of contract and the Department may at its sole option extend the contract and collect liquidated damages or terminate the contract with forfeiture of the performance/damage deposit or declare breach of contract and make claim for actual damages suffered by the Department.

2-90 Fire Responsibility

- 2-91 The Contractor and the Contractor's employees shall familiarize themselves with the Washington State Forest Fire Protection Requirements and adhere to them at all times. The operation will be subject to inspection by State personnel for adherence to regulations and presence of fire tools. All spark emitting engines will be equipped with approved spark arresters.
- 2-92 The Contractor shall not operate faulty power equipment.
- 2-93 The Contractor shall not build any open fires at anytime of the year on the contract area without first obtaining written permission from the Department.

2-100 Boundaries

- 2-101 Boundaries are illustrated on the Unit Maps and will be further clarified by the compliance forester on-site.
- 2-102 Net acreage as indicated in the Unit Description Spreadsheet was measured on the horizontal plane. Large openings, roads, and buffer zones have been deducted from the gross acreage and are designated on the unit map.

2-110 Merchantable Products

- 2-111 This contract, unless specifically amended, in no way permits the contractor to remove merchantable or potentially merchantable products from the operating area for the purpose of sale or use. Contractors wanting to remove Christmas trees, boughs, brush pickings, decorative shrubs, or trees, firewood, poles, posts and other merchantable or potentially merchantable material from Department managed land must enter into a separate agreement with the Department.

2-120 Litter and Refuse

- 2-121 Litter and/or refuse brought into operating areas or campsites and rest areas used by the contractor or employees, shall be removed from the premises and disposed of in garbage disposal areas meeting all State, county, and local requirements. Such litter will include refuse resulting from equipment maintenance, abandoned equipment and containers and other expended materials.

2-130 Camping

- 2-131 Use of State owned lands, landings, roads, and Department campgrounds by the Contractor or the Contractor's employees for the purpose of lodging, parking, or camping done in connection with operation is permitted only at the express approval of the Department and may be revised or revoked for cause at any time. Camping restrictions or requirements such as chemical toilets and garbage can, but not limited thereto, may be imposed at the option of the Department.

SECTION II, Division III – Specifications for the Activity

3-10 Unit Description Spreadsheet

- 3-11 The Unit Description Spreadsheet details the characteristics and specific work requirements for each unit.
- 3-12 If specific requirements of the Unit Description Spreadsheet conflict with the specifications in this division of the contract, the specific requirements of the Unit Description Spreadsheet will prevail.

3-20 General Specifications - Planting Operation

- 3-21 Protection - Within the limits of Technical Specifications - Planted Seedlings (Clause Section 3-30) trees shall be planted near stumps, logs, dead brush or other dead shade so as to provide protection from animal damage, drying winds and solar radiation.
- 3-22 Planting Method - The "line" method of planting will be used by the main planting crews rather than having the crew randomly scattered on the unit, unless otherwise permitted by the Department representative. Each planter will only plant one (1) line at a time on each pass. As per "Seedlings Required Per Acre After Planting" each line will be at the "Approximate Spacing" given in Table A, Clause 4-32.
- 3-23 Weather Conditions - Planting operations will be halted when in the Department's judgment deems weather conditions injurious to the seedlings. Weather conditions during which the Department does not allow planting include, but are not limited to: an air temperature of less than 32 degrees F (32EF) or greater than 65 degrees F (65EF), a wind velocity greater than twenty miles (20) per hour, the soil is frozen more than one-half (1/2) inch deep, or snow cover is greater than two (2) inches.
- 3-24 Do not plant trees in drivable roadside ditches. Abandoned roads within planting units shall be planted unless otherwise specified.

3-30 Technical Specifications - Seedling Planting

- 3-31 Planting spots shall favor survival and growth of planted seedlings.
- 3-32 Spacing and number of seedlings planted shall be in accordance with the following:
 - 3-32.01 Where planting spots are available and in accordance with all specifications of this section (3-30 Technical Specifications - Seedling Planting) seedlings shall be planted over all portions of the unit at an average spacing which will meet the Unit Description's specifications for seedlings required per acre after planting.

3-30 Technical Specifications - Seedling Planting (Continued)

3-32.02 While maintaining the specified average spacing (Clause 3-32.01) the spacing of individual seedlings may vary within the limits of Clause 3-32.03 where needed to locate a plantable spot.

3-32.03 Seedlings shall not be planted closer than the following minimum seedling distances specified here from: another contractor planted seedling, an acceptable natural seedling, or an acceptable previously planted seedling. Acceptable natural or previously planted seedlings are defined as any conifer seedling which is 12 inches tall or taller and is well formed and vigorous.

3-32.04 Minimum seedling distance table:

<u>Primary Species</u>	<u>Total Trees per acre</u>	<u>Minimum Distance</u>
DF	150	15 feet
DF	200	15 feet
DF	250	14 feet
DF	300	9 feet
DF	350-360	8 feet
DF	400+	7 feet
RA	540	7 feet

3-33 Preparation of the planting spot is required. The preparation shall include, where appropriate, the clearing and/or scalping to mineral soil of an area which has a minimum diameter of one (1) foot and is located as near the center of the planting spot as is practicable.

3-33.01 Clearing shall mean the removal of duff up to eight (8) inches deep, loosely compacted slash up to two (2) feet deep, and other accumulations such as rock, rotten wood, snow and ice, which can be removed by kicking, dragging or the use of a planting tool.

3-33.02 Scalping shall mean the removal of sod and that vegetation which is less than two (2) feet tall and has a base diameter of one-fourth (1/4) inch or less.

3-34 Planting hole location and preparation shall be as follows:

3-34.01 The planting hole shall be located in mineral soil and as near the center of the planting spot as is practicable. The planting hole shall be vertical, broken out on three sides and shall be wide and deep enough to fully accommodate the roots of the trees being planted. This method of preparing the planting hole will be, if requested, explained at the prework conference.

3-34.02 The planting hole for bare root stock shall be a minimum of ten (10) inches deep.

3-35 Tree Placement in Planting Hole - All seedlings, regardless of planting method, shall be suspended near the center of the planting hole with the roots in a near natural arrangement and to a depth that after filling, packing and leveling, the soil comes to a point midway between the top lateral roots and the lower needles or branches. The roots shall not be doubled up, twisted, tangled or bunched.

3-36 Moist mineral soil shall be filled in and firmly packed around roots. Soil packing shall be such that the seedling shall not pull loose by a firm tug on the main stem.

3-37 The planted seedling shall be left with the main stem and roots vertical and free to grow.

3-38 The stems and roots of planted seedlings shall not be damaged due to soil firming, seedling positioning or other planting activities.

3-40 General Specifications - Contractor

- 3-41 Workers, Supervision and Equipment - The Contractor shall provide all workers, adequate crew supervision and serviceable equipment to satisfactorily accomplish planting of the areas described on the Unit Description. Adequate crew supervision shall mean at least one qualified English speaking non-planting foreperson per 10-person crew unless otherwise allowed by the Department representative. A qualified non-planting foreperson shall mean one who has one season (at least three (3) months) of forest tree planting experience. Documentation of a non-planting foreperson's experience shall be provided to the Department upon request. A non-planting foreperson may also act as a contract representative, see Clause 2-28.
- 3-41.1 A minimum 10-person planting crew is required for each work day including a foreperson meeting the requirements in clause 3-41.
- 3-42 All Planting must be completed with tree planting shovels. Minimum shovel blade length is twelve (10) inches. Shovel blades will be measured by the contract administrator prior to beginning work. No shovels with shorter blades will be allowed for planting.
- 3-43 OMIT CLAUSE
- 3-44 Transportation of Planting Stock - The Contractor will be responsible for transportation of planting stock from the Department's Region office to the planting units unless other arrangements are detailed on the Unit Description spreadsheet or at the prework conference (Clause 2-71). **Transport of seedlings must be in a covered vehicle to and from cold storage. TARPS or other removable covers DO NOT qualify as acceptable. Contractor will be responsible for returning any non-planted seedlings to cold storage each day.**
- 3-45 Care of Planting Stock - From time of delivery to the Contractor, trees shall be kept free from damage at all times, including but not limited to drying, heating, smothering, freezing, drowning, or mechanical injury. Upon taking delivery of the seedlings, the Contractor will promptly deliver them to a designated storage site at the planting unit or location approved by the Department representative where they will be stored until planting. **Transport of seedlings must be in a covered vehicle per Clause 3-44.** The following specifications for seedling care during storage and handling shall be met.
- 3-45.01 Containers of trees shall be carefully handled at all times. No throwing, dropping, crushing, etc. will be permitted. A charge will result for damaged seedlings (See Clause 3-61).
- 3-45.02 Containers of trees shall be shaded from the sun and shielded from drying winds at all times.
- 3-45.03 Containers of trees shall be stored in a manner that will provide air circulation around each container; except when containers are stored in snow banks, snow shall be placed and maintained around each container.
- 3-45.04 Trees will be distributed to the planters in such a manner that no more than one container of trees will be open at the assembly point at one time.
- 3-45.05 Tree containers from which trees have been used or to which trees have been returned shall be immediately resealed with tape and/or staples. The Contractor shall supply tape and/or stapler and have them available on the work site at all times.
- 3-45.06 Trees carried by planter shall be in a planting bag or tray and arranged for easy removal of one tree at a time.
- 3-45.07 Trees shall be protected from desiccation at all times. At the Department's request tree roots shall be moistened with water and/or planting bags lined with damp packing material.

3-40 General Specifications – Contractor (Continued)

- 3-45.08 At the planting spot, roots shall not be unnecessarily exposed to drying conditions. A tree shall not be removed from the planting bag or tray before a planting hole has been prepared.
- 3-45.09 Trees shall be planted as received without further pruning or culling. If these operations appear necessary or if mold, dry roots, freezing, dying or evidence of other injury is observed, the condition shall be promptly reported to the Department representative.
- 3-45.10 At the end of the workday, trees, which have been distributed but not planted, shall be returned to original containers for storage.
- 3-46 The Contractor shall be responsible for giving the Department one (1) full week advanced notice of the Contractor's intention of starting a unit; the Contractor then shall make all reasonable effort to begin work on said date. Less notice will not allow sufficient time for the Department to supply trees.

3-50 General Specifications - Department

- 3-51 A Department representative will acquaint the Contractor with each unit to be planted and will conduct periodic field inspections as detailed in Division IV - Compliance Inspection. Compliance inspection plot work may be done concurrently with planting work but will be completed no later than three (3) working days after work completion on the unit.
- 3-52 The Department will mark access to the unit(s) within reasonable limits.
- 3-53 The Department will supply all planting stock. Under extreme conditions, the Department's supply of planting stock may be temporarily interrupted causing a possible delay to the Contractor.

3-60 Other Specifications

- 3-61 Dropped, Wasted or Damaged Seedlings - The Department will charge and deduct from the Contractor's payment **\$1.00 per tree** for those trees found dropped or otherwise wasted by the Contractor during the planting operation. **The trees found in the inspection plots may be considered representative of the area. Dumping, discarding, mishandling or otherwise destroying seedlings shall be considered a willful violation of the contract and shall be subject to breach of contract provisions.**

Ex. 10 stashed trees were found in an inspection plot. This plot represents 2.5 acres of area; therefore, 25 *\$1.00 = \$25.00 will be deducted from the payment on this unit.

- 3-62 Substitution of Type of Planting Stock - The Department may have to substitute planting stock, if so, this shall constitute a modification of contract and adjustment of per acre or per thousand unit bid price will be made based on the age class of the planting stock involved as per the following schedule:

<u>Age Class as Per Bid Invitation</u>	<u>New Age Class</u>	<u>Percent Adjustment</u>
Styro 10	Styro 15	0%
Styro 15	Styro 10	0%

Note: Remainder of Section III (Unit Description and Maps) can be found at the end of the contract beginning on page 26.

SECTION II, Division IV - Compliance Inspection

4-10 Inspection Plots

4-11.1 The Department will use inspection plots to determine the Contractor's seedling planting performance rating (Clause Section 4-40). Inspection plots for this purpose shall be circular and have an one-fiftieth (1/50) acre area. The seedling planting performance rating will be determined from a minimum sample of ten (10) plots, or two (2) plots for every five (5) acres of unit or subunit (Clause 2-45), whichever is more. The inspection plots will be well distributed over the compliance unit.

4-20 Inspection Plot Findings

4-21 Using criterion specified in the Unit Description and in the Technical Specifications - Seedling Planting (Clause Section 3-30) the Department representative will examine each inspection plot. The findings of the examination will be recorded as follows:

4-21.01 Plantable Spots - The number of plantable spots (Clause 4-32) available on the plot.

4-21.02 Trees Planted - The total number of Contractor planted trees within the plot.

4-21.03 Satisfactorily Planted - The total number of Contractor planted trees within the plot that meet all applicable specifications of the Unit Description, and Division III, Clause Section 3-30.

4-30 Technical Specifications - Planting Spots

4-31 Plantable Spot - A spot which will favor survival and growth of the species being planted and which has the potential of meeting all applicable specifications of both the Unit Description and the Technical Specifications - Seedling Planting (Clause Section 3-30).

4-32 Plantable Spots Per Inspection Plot - The number of plantable spots (Clause 4-31) per inspection plot shall be the maximum number which can be well distributed over the plot and which does not exceed a total number equal to one-fiftieth (1/50) of the number of seedlings required per acre after planting (Unit Description); see TABLE A.

4-30 Technical Specifications - Planting Spots

Seedlings Required Per Acre After Planting	TABLE A Maximum Planting Spots Allowed Per Inspection Plot	Approximate Spacing (feet)
100	2	20.9 X 20.9
150	3	17.0 X 17.0
200	4	14.8 X 14.8
250	5	13.2 X 13.2
300	6	12.0 X 12.0
350	7	11.2 X 11.2
400	8	10.4 X 10.4
450	9	9.8 X 9.8
500	10	9.3 X 9.3
550	11	8.9 X 8.9
600	12	8.5 X 8.5
650	13	8.2 X 8.2
700	14	7.9 X 7.9
750	15	7.6 X 7.6

4-40 Planting Performance Rating

- 4-41 Seedling planting shall be as per Technical Specifications - Seedling Planting (Clause Section 3-30) and the specifications of the Unit Description. The rating of seedling planting performance will be expressed as a percent and will be calculated as follows using the sum (or aggregate) of all inspection plots in a unit or subunit. The total of all recorded values for Satisfactorily Planted (Clause 4-21.03) divided by the total of all recorded values for Plantable Spots (Clause 4-21.01) times one hundred (100) equals the seedling planting performance rating percent.

$$\frac{\text{Total Satisfactorily Planted}}{\text{Total Plantable Spots}} \times 100 = \text{Planting Performance \%}$$

SECTION IV
BID FORM

TREE PLANTING

INVITATION TO BID/CONTRACT NUMBER 1287

Award of contract shall be on an Item basis as per Clause 1-42.

At the following rates, the undersigned hereby offers and agrees to furnish materials, equipment, supplies, supervision, and services in compliance with all terms, conditions and specifications of Invitation to Bid/Contract Number 1287.

Item A	Unit Name	Acres	Unit Bid Price per acre	Unit Total
A1	Iron Chef U3	36		
A2	Iron Chef U4	53		
ITEM B	TOTAL ACRES	89		\$ TOTAL BID

Please limit my total award to a maximum of approximately _____ acres.

The business named hereon is certified by the Office of Minority and Women's Business Enterprises and is bidding as a _____ owned business. (Enter either minority or woman, if appropriate.)

Firm Name _____ Address _____

Signature _____ City and State _____

Title _____ Phone _____

Note:

Detach and return one (1) copy of this form as per Clause 1-22.

¹An approximate number.

²Exclusive of Washington State Sales Tax.

SECTION V
OFFER and CONTRACT AWARD

OFFER (For Bidder Use Only)

On condition of a contract award within sixty (60) days of bid opening and for the bid price the undersigned hereby offers and agrees to furnish materials, equipment, supplies, supervision, and services in compliance with all terms, conditions and specifications of Invitation to Bid/Contract Number 1287. Submittal of this document with authorized signature constitutes complete understanding of all terms and conditions. And further, submittal of this document constitutes acceptance of an agreement to comply with all terms and condition of the contract if awarded, and verifies that all goods and services will be available throughout the contract period.

(Company Name)

(Address)

(City) (State) (Zip)

(UBI No.)

(L & I Industrial Insurance Account No.)

(Farm Labor Contractor License No.)

(Federal I.D. No. or Social Security No.)

By: _____

(Signature) (Date)

(Typed or Printed Name)

(Title)

(phone no.)

CONTRACT AWARD (For Dept. of Nat. Resources Use Only)

Contract Number 1287 is hereby awarded and executed between _____ and the State of Washington, Department of Natural Resources, to be effective _____, 20____. This award is for Tree Planting Number(s) _____.

State of Washington,
Department of Natural Resources

By: _____

(Signature) (Date)

ERIC WISCH
Pacific Cascade Region Manager

NOTE: Detach and return this form per Clause 1-22.

**CONTRACTOR'S DECLARATION of
INDUSTRIAL INSURANCE STATUS**

INVITATION TO BID NUMBER 1287

The undersigned represents that they operate as ___ an individual, as ___ a partnership, or as ___ a corporation incorporated in the State of _____. The undersigned further certifies that they ___ will, ___ will not, be assisted by other individuals in the performance of this contract.

For the purpose of Industrial Insurance premiums payable to the Department of Labor and Industries, every individual in a partnership or joint venture must sign this bid sheet. Individuals not signing the bid sheet but assisting with the contract work will be considered workers for the purpose of Industrial Insurance except at the express approval of the Department of Labor and Industries.

Firm Name _____	Labor & Industries Account # _____
Signature _____	Washington Business License # _____
Title _____	Additional Signatures _____
Address _____	_____
City and State _____	_____
Business Phone _____	_____
Home Phone _____	_____

To whom it may concern:

This is to advise persons engaged in contracting forest activities of their liabilities under the mandatory provisions of the Industrial Insurance Act, Title 51 RCW.

The law provides benefits for a worker, injured in the course of his employment, or his family or dependents in case of death of the worker.

Worker is defined in the law as every person employed by an employer or every person working under an independent contract, the essence of which is that person's personal labor.

As one who contracts to perform forest activities you may require the assistance of other individuals to complete these contracts. If such is the case you are required to establish an industrial insurance account with the Department of Labor and Industries and pay the prescribed premium on behalf of your workers.

In the event you obtain the assistance of another person or persons to perform work in connection with your contract, regardless of the circumstances, you should contact the Department of Labor and Industries at one of its statewide service locations or its Olympia headquarters in the General Administration Building. You will then be provided with the necessary information regarding opening an account, premium rates, and reporting requirements.

The law also provides that any agency or firm that lets a contract is liable for payment of industrial insurance premiums should the contractor fail to do so. The agency or firm may also withhold money due the contractor to insure payment of premium. Consequently, failure to comply with the above requirements could delay payment of retained funds.

Note:

Return one (1) copy of this form as per Clause 1-45.

RES 55-3513 (6/84)

LARCH CORRECTIONS CENTER

15314 NE Dole Valley Road – Yacolt

Phone Number: (360) 260-6286

Facility Manager: Geoff Aschoff

From Vancouver area:

From either I-5 or I-205, take the Orchards exit. You then will be on State Highway 500 or 4th Plain. Go East on 4th Plain to the closed Y Tavern, turn left onto Ward Rd and travel North-easterly towards 182nd Ave approximately 1-2/3 miles, then turn north on 182nd and travel 1 mile to 139th St. Turn right (east) on 139th and go to NE Rawson Rd (approximately 2 ½ miles) which will be an easy turn to the left. Proceed along NE Rawson Rd to the end of pavement and continue on gravel road in an easterly direction along ridge tip for approximately 4 ½ miles.

Larch camp will be visible on the left from large clear-cut, continue to next intersection past clear-cut and turn left and proceed downhill to camp. Total distance from Vancouver is approximately 25 miles.

Section III
Unit Descriptions and Maps

BID 1287 UNIT DESCRIPTION

TREE PLANTING

INVITATION TO BID/CONTRACT NUMBER: 1287

Region Pacific Cascade

District **Black Hills**

Local **Silver Star**

Unit Name: **Iron Chef U3, U4**

Item: **A**

Unit Numbers: **1, 2**

Unit 3Ac: **36**

Unit 4 Ac: **53**

Section **1,12** Township **03 N** , Range **04 E** , W.M.

Total Acres: **89**

SPECIFICATIONS

Contract Period: **Fall: September 7, 2010 to October 1, 2010 Spring: January 1, 2011 to April 30, 2011**

***If weather conditions do not allow for planting within the fall contract period, the contract will be extended into the spring period.**

Net Planting Acres: **U3: 36 acres; U4: 53 acres**

Minimum Crew Size: **10 planters, 1 non-planting foreperson per 10 planters.**

Trees/Acre to Plant: **435**

Spacing: **10 x 10**

Minimum Seedling Distance: **7ft**

UNIT 3:

Nursery Code	Species	Stock Type	Trees/Ac	Quantity
PC10-445	Douglas-fir	Plug (styro 15)	200	7,200
PC10-624	Noble Fir	Plug (styro 15)	235	8,460

UNIT 4:

Nursery Code	Species	Stock Type	Trees/Ac	Quantity
PC10-445	Douglas-fir	Plug (styro 15)	200	10,600
PC10-448	Noble Fir	Plug (styro 10)	235	12,455

Total Trees (U3+U4): **38,715**

Boundaries: See unit maps for treatment area. There is a no-plant area delineated with pink flagging on the unit map in unit 3 (rock outcropping) and a no-plant area fenced on the map within unit 4 (progeny test site). Plant pure Noble fir in the 5 acre area as indicated on unit map in unit 3. Remaining treatment areas are to be planted by evenly mixing Douglas-fir and Noble-fir per contract administrator guidance.

Bid 1287 General Requirements:

- Shovel planting. Shovels blades must be minimum 10 inches in length
- Seedlings will be transported by contractor in an approved covered vehicle to and from DNR cold storage facilities
- Seedling bags shall in no circumstances be stacked greater than 3 bags high without intermediate support
- Contractor will provide one English speaking, non-planting foreman per 10 person crew
- No planting on weekends or holidays unless approved in writing by contract administrator
- Do not plant trees in roadside ditches unless described in special requirements
- Tree roots shall be moistened with water and/or planting bags lined with damp packing material
- An on-site prework will occur on all units with the contractor representative and contract administrator reviewing this form
- Contact contract administrator 72 hours prior to beginning any unit

Special Requirements: Contractor must begin work on unit within 72 hours of being notified by contract administrator that units are ready to plant. Once work begins on the contract, all work must be completed within 7 working days except that weather delays may extend the work period the equivalent time of the weather delay.

GENERAL INFORMATION -

The following information is provided as a courtesy to bidders. This information is a general estimate and as such may not be accurate.

Elevation Min: **1800** Max: **2600** Slope Min: **10** Max: **70** Aspect: **S** Slash: **Moderate** Duff: **Moderate** Soils: **Rocky, gravelly loam**

Access: See vicinity map.

GATE: YES NO GATE ROAD NAME/#: **L-1180** KEY #: **PCP1-1** CONTACT NAME/#: **Pacific Cascade Region**

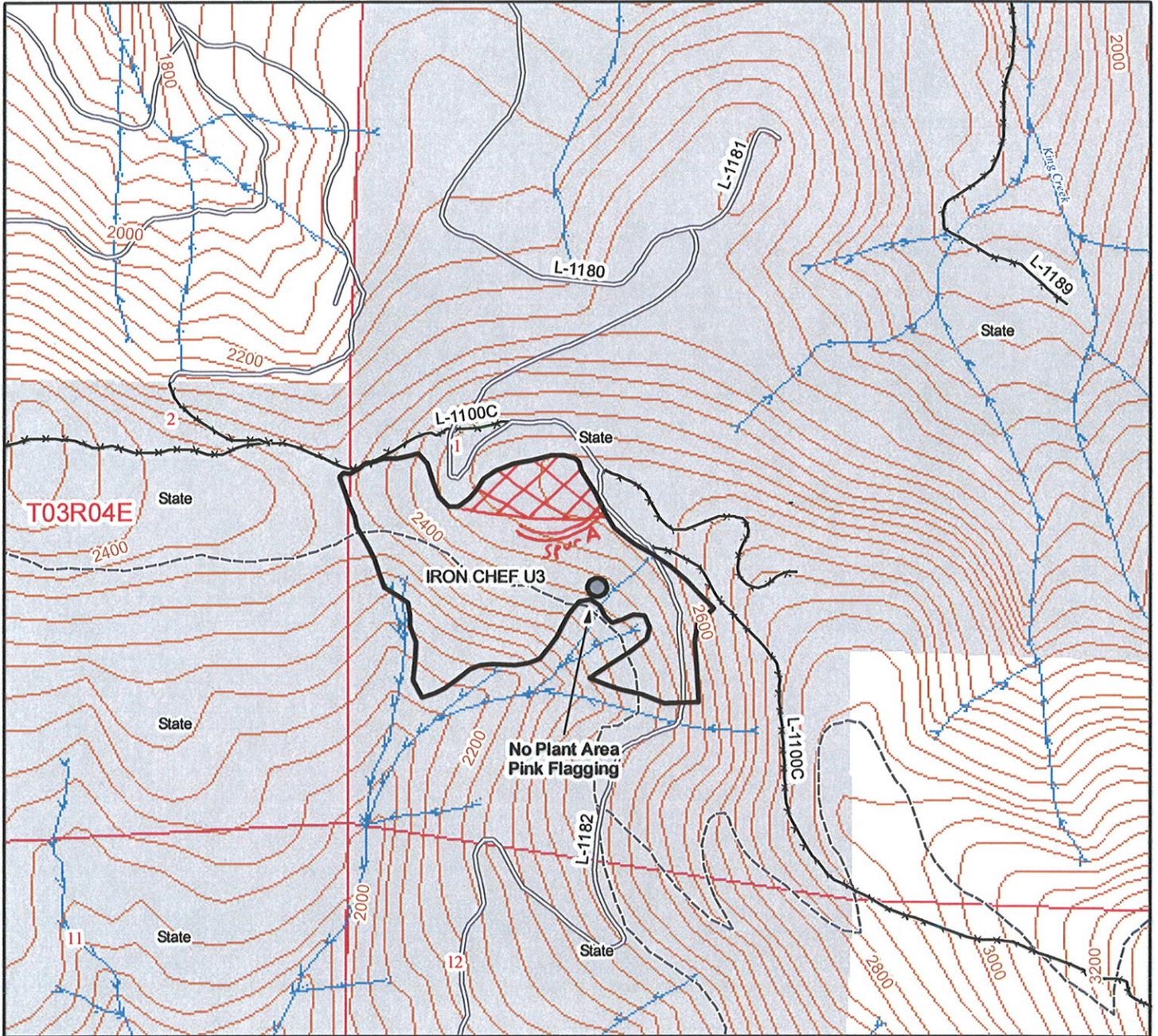
Additional Comments: **Units were chemically site prepared in May, 2010. See also unit maps and vicinity maps for illustration.**

UNIT MAP

Tree Planting
Pacific Cascade Region
Iron Chef U3

Crew Type: Contract
Silviculture Unit: South
Unit: Silver Star

Invitation to Bid No. 1287
Item No. A
Unit No. 1



Legend

- Treatment Area
- No Planting Area
- Existing Roads
- Non Driveable Access
- Trails
- Streams
- Gate
- 40' Contours
- Pure Noble fir @ 435 trees per acre (5 acres)



Plant Acres	36
Elevation	2100-2600
Gate	Yes
Key	PCP1-1

1:10,000

UNIT MAP

Tree Planting

Pacific Cascade Region

Iron Chef U4

Crew Type: Contract

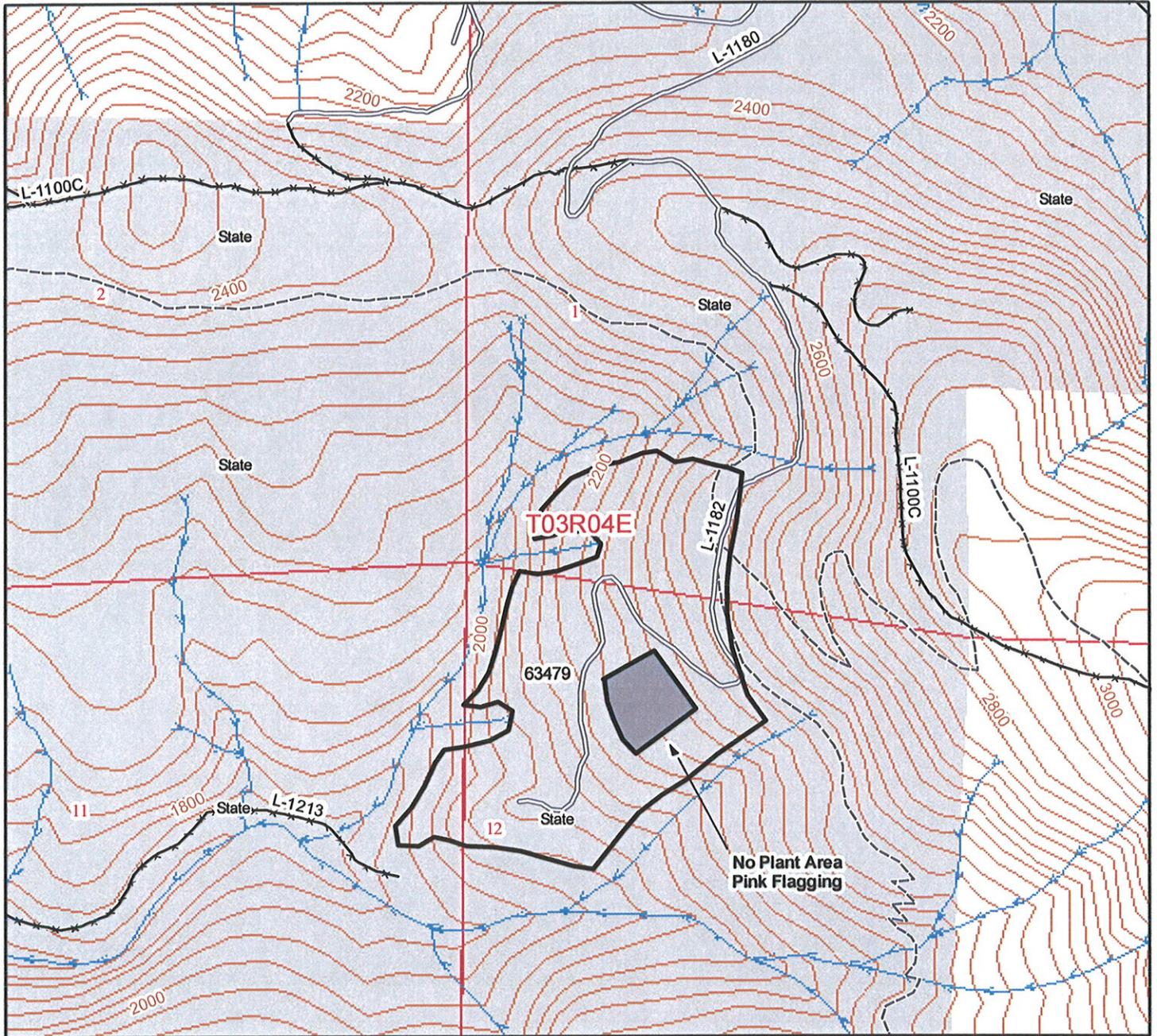
Silviculture Unit: South

Unit: Silver Star

Invitation to Bid No. 1287

Item No. A

Unit No. 2



Legend

-  Treatment Area
-  Partial Treatment Area
-  Existing Roads
-  Non Driveable Access
-  Trails
-  Streams
-  Gate
-  40' Contours



Plant Acres	53
Elevation	1800-2400
Gate	Yes
Key	PCP1-1

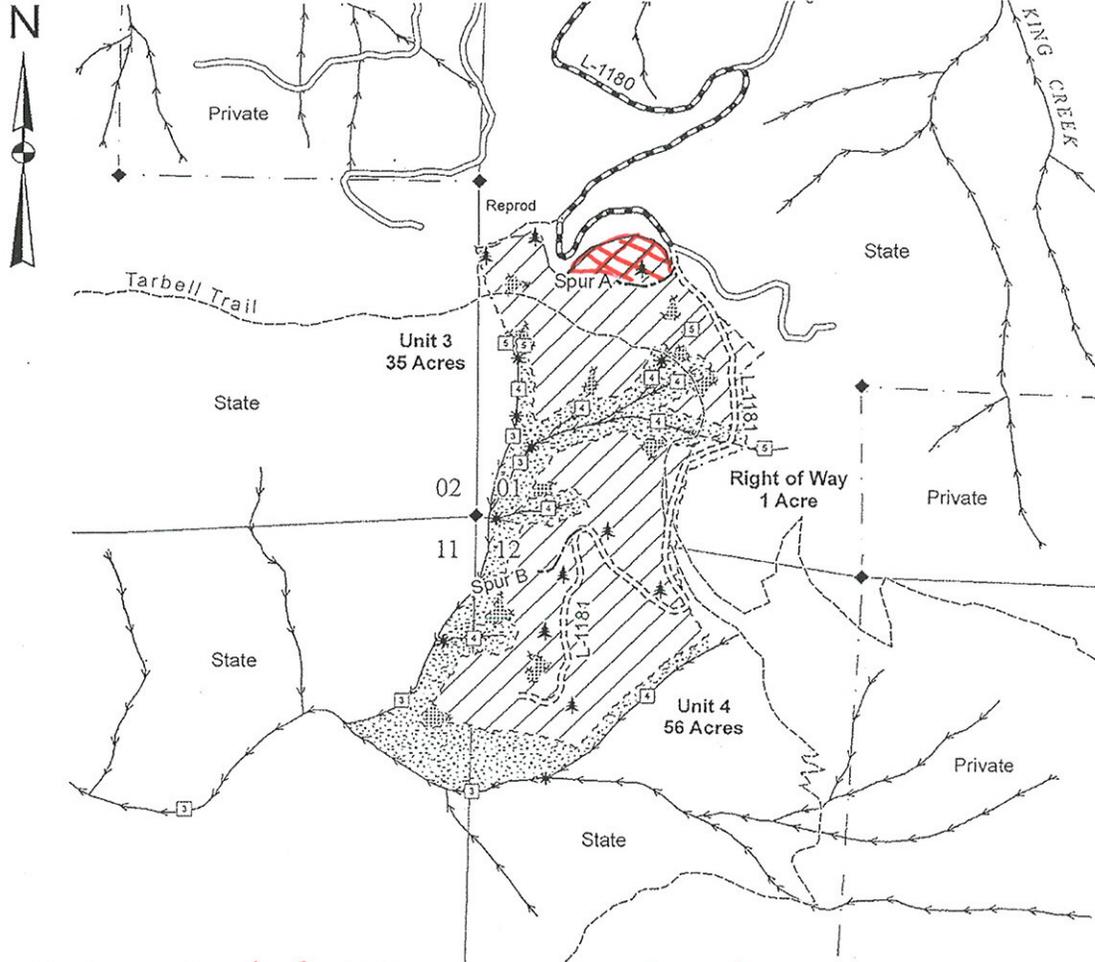
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BID 1287
TREE PLANTING VICINITY MAP

IRON CHEF

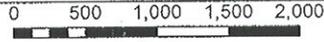
REGION: Pacific Cascade
 COUNTY(S): Clark

Township 03 North, Range 04 East, W.M.



☒ Pure noble fir @ 435 trees per acre (5 acres)

Legend	
	Sale Area
	Leave Tree Area
	RMZ
	Sale Boundary Tags (White)
	Leave Tree Tags (Yellow)
	Right of Way Tags (Orange)
	Take Trees (Red Paint)
	Existing Roads
	Pre-haul Maintenance
	Required Construction
	Required Reconstruction
	Optional Construction
	Old Grade / Trail
	Streams
	Water Type 1 - 5
	Monumented Corner
	Leave Trees
	Existing Rock Pit
	Gate (786 Master)



Drawn By: Shawn B. & Ryan S.
 Date: February 20, 2007
 Scale: 1" = 1000'
 Elevation: 1,600ft. - 2,640ft.

