

VPA-HIP Project
PA Game Commission, Southcentral Region
Riggles Gap (Tree Planting)
Blair County
Prepared by: Clayton Lutz

GENERAL SPECIFICATIONS

I. SCOPE OF WORK:

The Pennsylvania Game Commission, Southcentral Region, requires **tree planting services**. Services shall include, but not be limited to, the furnishing of all labor, supervision, tools, and equipment for the work as per attached Planting Specifications. **All Purchase Orders require the contractor to provide the equipment, labor, insurance, and all miscellaneous expenses to complete the operation.**

Any questions concerning the technical aspects of this bid request, or concerning the site characteristics and location of this project, should be directed to the
Regional Diversity Biologist:

Clayton Lutz
PGC, Southcentral Region
8627 William Penn Highway
Huntingdon, PA 16652
717-817-0289
cllutz@pa.gov

Questions concerning the bid or bidding procedures should be directed to Contracts and Procurement Division at 717-787-6594.

II. CONTRACT TASKS:

- A. The contractor shall provide and hand-plant 5,000 tree seedlings on the project location in accordance with the "Planting Specifications" in Attachment 1.
- B. Contractor shall comply with Attachment 1, "Planting Specifications".

III. Project Location:

Property of Blair Game, Fish, and Forestry Association, Riggles Gap Sportsmen Road, Blair County; and identified on attached map (coordinates 40.5951°/-78.4049°). The project consists of ten (10) planting sites in two (2) areas. All planting sites are within 700 feet of a gravel road that can be accessed by vehicles. Planting areas vary, but are generally gently to moderately sloped, and in a forested site that was recently harvested for

timber. The sites are generally open, however there is downed woody material on the ground. Soils vary but some sites do contain some rock within the soil.

IV. **CONTRACT REQUIREMENTS:**

- A. All work **must be** completed by the termination date: **April 29, 2017.**
- B. The contractor shall provide **proof of insurance** as specified in section V.
- C. The contractor agrees to comply with all attachments. The Commission reserves the right to reject any or all bids.
- D. As further guarantee of faithful performance of the conditions set forth in this Contract, **the successful bidder hereby agrees to furnish the Commission with a performance bond, payable to the Pennsylvania Game Commission, in the amount of \$1,000.00 within 10 calendar days of being notified of successful bid.** Acceptable forms of a performance bond include Treasurer's Check, Cashier's Check, Letters of Credit, Bonds from Security Companies, or Certificates of Deposit. Cash, personal checks, or business checks are not acceptable.
- E. Failure to comply with any of the terms or conditions of the Contract may result in cancellation of the agreement and claim may be made against the surety or the security for all or part of the damages sustained by such noncompliance.
- F. Any extension of time under the Contract, or forbearance of cancellation and claim against the surety will not result in a release of the surety or the Principal from their obligations under the Contract and the surety.

V. **INSURANCE REQUIREMENTS:**

- A. The contractor will provide Worker's Compensation insurance sufficient to cover all of the employees of contractor working to fulfill this contract. Sole proprietors are not required to carry this insurance.
- B. Comprehensive General Liability Insurance, including bodily injury and property damage insurance, to protect the Commonwealth and the contractor from claims arising out of the performance of the contract. The amount of Bodily Injury Insurance shall not be less than \$300,000.00 for injury to or death of persons per occurrence. The amount of Property Damage Insurance shall not be less than \$300,000.00 per occurrence.

Such policies shall name the Commonwealth as an additional insured.

Prior to the commencement of work under this contract, the contractor must provide the Commonwealth with current Certificates of Insurance. These Certificates shall contain a provision that coverage afforded under the policy shall not be canceled or changed until at least thirty (30) days prior written notice has been given to the Commonwealth.

HOLD HARMLESS:

The contractor shall be responsible for and agrees to indemnify and hold harmless the Commonwealth and Blair Game, Fish, and Forestry Association from and against damages to property or injuries (including death) to any persons and other losses, damages, expenses, claims, demands, suits, and actions by any party against the Commonwealth in connection with the work performed by the contractor.

VI. BID AWARD:

Bids must be received by 2:00PM on February 17, 2017.

ALL VENDORS WHO CONDUCT BUSINESS WITH THE PENNSYLVANIA GAME COMMISSION MUST HAVE A VENDOR NUMBER ASSIGNED TO THEM IN ORDER TO RECEIVE PAYMENT FROM THE COMMONWEALTH. Note: Vendors who accept credit card payment are not required to obtain a vendor number for payments under \$5,000.00.

Vendors may access the website www.pasupplierportal.state.pa.us or phone (877)

435-7363 or (717) 346-2676 or email ra-srmhelp@state.pa.us for assistance to register as a new vendor or, if you are an existing vendor, to change a main or remit to address. This is a Department of General Services (DGS) website so you need to contact them directly if you have any problems with the website.

The bid as a unit price (per tree planted) shall include all labor, materials, equipment, tools, insurance, and all miscellaneous expenses necessary for the completion of the project.

The contractor shall be paid at the unit price (per tree planted) bid pursuant to these contract specifications and as determined by a PGC representative.

VII. CONTRACT TERM:

The contract term shall commence upon contractor's receipt of a notice to proceed, and **no sooner than April 3, 2017**. Work must be completed prior to **April 29, 2017**. No extensions will be approved.

PLANTING SPECIFICATIONS

1. Within the project treatment area and delineated on site with boundary paint, flagged or painted stakes, or physical boundaries; hand plant no fewer than 5,000 tree seedlings. The planting blocks are identified on the attached maps.
2. The contractor shall procure all (5,000) required seedlings with documented Pennsylvania provenance from a commercial or other nursery. Seedling proof-of-origin must be provided to the PGC. **All seedlings must be a minimum of two (2) years old and at least 6 inches in length from root collar to tip of leader.** Any questions concerning site characteristics and project location should be directed to:

Clayton Lutz, Wildlife Biologist

Cell: (717)817-0289

clutz@pa.gov

3. The species, spacing, and quantities of required seedlings are as follows: Plant a mix of 250 white pine and 250 white spruce seedlings at approximate 10-foot spacing in groups of 500 seedlings at each of 9 sites totaling 4,500 conifer seedlings (2,250 white pine and 2,250 white spruce). Shagbark hickory seedlings will be planted at one site, at least 10 feet apart, totaling 500 seedlings. This will result in a total of 5,000 white pine, white spruce, and shagbark hickory seedlings being planted on the project.
4. The contractor must guarantee a minimum 70% survival rate of 5,000 hand-planted seedlings at 2 months post-planting.
5. The contractor will notify the PGC representative (Clayton Lutz) at least three days prior to beginning the project. The contractor may work at times other than the schedule of the PGC representative. The contractor may be present at the final inspection.
6. The contractor will remove all trash and garbage, personal and otherwise, generated from the completion of this contract.
7. A representative of the contractor, with the ability to communicate easily and effectively with PGC representatives, both orally and in writing in the English language, and with the ability to communicate easily and effectively with all workers on the planting crew, shall be present at all times at the work site.
8. Contractor will haul seedlings in a covered or enclosed vehicle or trailer to prevent seedling exposure to wind, cold, and heat during transport. Contractor may, at contractor expense, use a refrigerated van for long term-storage of seedlings on site, provided the refrigeration unit is monitored. Temperature should be maintained at 40 degrees: humidity levels maintained at 95%. PGC reserves the right to inspect seedling storage and transport

facilities.

9. On-site storage of seedlings must be in shipping or storage bundles in closed packages and under a seedling tarp and/or in shade at all times.
10. Planters must carry seedlings in planter's bags with no more trees in hand than can be planted without the fine roots (<1/16 inch diameter) becoming dry before planting.
11. Seedlings in storage or shipping bundles or packages, and in planter's tree bags, must be kept moist at all times.
12. Seedlings must be planted when the soil is unfrozen and air temperatures above 25° F. Seedling roots shall not be beaten or otherwise damaged.
13. Root pruning by the planters is permitted only when absolutely necessary to prevent J-rooting and to fit seedling to planting hole.
14. Use of root gel to prevent desiccation is permitted.
15. All tree seedlings are to be hand planted with a dibble, planting bar, spade shovel, hoedad, etc. to create a hole approximately 2" deeper than the length of the root mass.
16. One seedling is to be planted per planting hole, and planted to nursery depth, but no deeper than 1 inch below nursery depth.
17. Main seedling root must be placed in the planting hole so that it is vertical. Trees planted with curved or bent roots (J-shaped roots) are unacceptable. Trees planted with roots exposed or above ground level are unacceptable.
18. Seedling root systems must be naturally arranged in the planting hole with no twisted or balled arrangement.
19. Planting hole must be filled with >95% mineral soil that is packed completely and firmly around the roots to eliminate air pockets.
20. Seedlings with straight stems must be planted within 20% of vertical in all directions, seedlings with curved or crooked stems must be within 40% of vertical.
21. The operator is responsible for ensuring that any and all sub-contractors comply with the terms of this contract.

Figure 1. Aerial map of Riggles Gap planting sites. The planting sites are located within a hemlock salvage timber harvest area. The sites are generally open, however there is downed woody material on the ground.

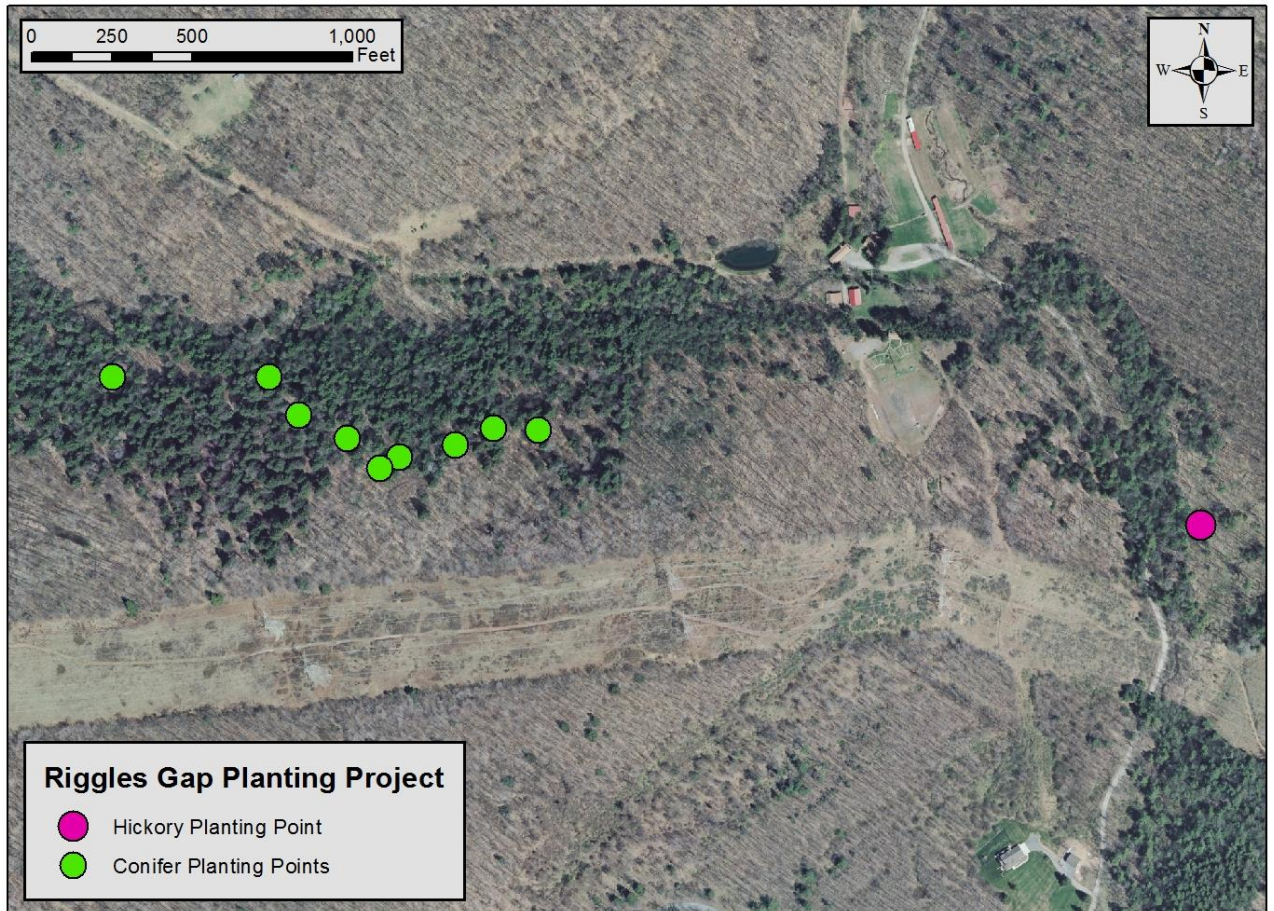


Figure 2. Topographical map of Riggles Gap planting sites. The planting sites are located within a hemlock salvage timber harvest area. The sites are generally open, however there is downed woody material on the ground.

