

SGL 064
First Phoenix Aspen Project
9-27-18

GENERAL SPECIFICATIONS

I. SCOPE OF WORK:

- A. The Pennsylvania Game Commission, Northcentral Region, requires hand felling of aspen and other trees. Services shall include, but not be limited to, the furnishing of all labor, superintendence, tools and equipment for the cutting of trees on 16 acres of SGL 064, Pike Twp., Potter County. Detailed specifications are attached in the bid packet. ***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 should be directed to:

Chris Wood
Forester, Northcentral Region
Phone: 814-404-2209
Email: chriwood@pa.gov

II. CONTRACT TASKS:

A. Project Location:

- a. State Game Lands 064, Pike Twp. Potter County. The contractor will cut all unreserved trees on 16 acres as specified below and outlined on the attached map.
- b. Maps of the locations are included in the bid packet.

B. SITE INSPECTION AND ASSISTANCE:

The PGC will conduct a one-time-only guided tour of the work sites for prospective bidders on **October 17, 2018** beginning at 9:30 AM. The tour will start with a review of the site. We will meet at the **Pine Creek Valley United Methodist Church, 761 US-6, Gaines Pa 16921.**

Contractors are permitted to visit the project site on any date on their own time to further inspect the site.

C. OPERATOR QUALIFICATIONS:

To bid on this project, an Operator must have the office, maintenance facilities, equipment, employees, and qualified equipment operators and mechanics, and have tools, equipment, and spare parts for the make and type of equipment indicated in these specifications.

III. CONTRACT REQUIREMENTS:

- A. All work can be started immediately after bid award notification and contract signing. Work must be completed by the termination date: **April 15, 2019. No contract extensions will be approved.**
- B. Hand felling of un-reserved trees on 16 acres
 - a. All trees marked with red paint are reserved and are not to be cut or damaged.
 - b. The boundary of the cutting block is marked with blue paint. Blue marked trees are not to be cut or damaged.
 - c. All un-marked trees 2 inches DBH and greater are to be felled by hand-held equipment, such as chainsaws and brush-cutters. All un-marked trees are to be completely severed with stump heights kept to a minimum. Trees must not be left leaning or hanging in other trees.
 - d. No material is to be removed from the site.
 - e. Approximate number of stems/acre to cut were calculated with a 10 BAF prism and should be considered rough estimates:
 - i. 1626 stems/acre – 2-6 inch stems
 - ii. 76 stems/acre – 6-14 inch stems
- C. The contractor will access the site by crossing the Phoenix Run bridge and following an administrative road to the project area. The contractor will be responsible for any damage to the administrative road.
- D. The contractor agrees to comply with all attachments.
- E. As a further guarantee of faithful performance of the conditions set forth in this Contract, the Successful bidder hereby agrees to furnish the Commission with Cashiers or Treasurers Check, Letter of Credit, or Insurance Bond payable to the Pennsylvania Game Commission, in the amount of **\$1,000.00.**
- F. Failure to comply with any of the terms or conditions of the Contract will result in cancellation of the agreement.

IV. **INSURANCE REQUIREMENTS:**

A. The contractor will provide Workmen's Compensation insurance sufficient to cover all of the employees of contractor working to fulfill this contract.

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.

V. **HOLD HARMLESS:**

The contractor shall be responsible for and agrees to indemnify and hold harmless the Commonwealth 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. **DAMAGE TO PROPERTY:**

The Contractor shall be responsible for any damage to Commonwealth property resulting from the improper use of equipment for this herbicide project. The Contractor will be given one (1) written warning that damage is becoming excessive and if the action continues damages will be assessed.

PROPERTY INFRASTRUCTURE - Contractor shall immediately repair, in a manner that meets with the approval of the Officer in Charge, any damage to administrative roads and other facilities, including access roads, resulting from their use for this operation, general wear and tear is accepted. Officer in Charge may notify the Contractor in writing to temporarily discontinue use of any of the above whenever, in their opinion, such action is necessary to prevent serious damage.

VII. **BID AWARD:**

The bid shall be submitted on a dollar per acre basis by line item. The Operator shall complete the **electronic invitation for bid** to be found at www.pasupplierportal.state.pa.us, for award of the bid.

Bids will be publicly opened on **October 30, 2018 at 2:00 PM**, at the Pennsylvania Game Commission, 2001 Elmerton Ave., Harrisburg, PA 17110-9797. Failure to sign the IFB will be reason for rejection of the bid and bids received after the due date or due time will not be accepted.

The ***per acre price*** shall include the cost of equipment, labor, insurance, and all miscellaneous expenses necessary for the completion of the tasks. Prices bid shall be in dollar and cents only.

The quantities herein are only estimates and may increase or decrease dependent upon the needs of the Commission. Operator shall be paid at the unit price bid for actual services performed.

The Commission reserves the right to reject any and all bids and to choose the bid that, in its sole opinion; best meet the needs of this project.

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.

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 Dept of General services (DGS) website so you need to contact them directly if you have any problems with the website.

VIII CONTRACT TERM:

The contract term shall commence upon contractor's receipt of the approved Purchase Order(s), receipt of performance bond, and proof of insurance. This also includes a notice to proceed and terminate **April 15, 2019**.

1) OPERATIONS AND NON-WORK DAYS

- a) No woods operation will be permitted on the following days:
1. All Saturdays in the months of October, November, December, and January.
 2. The opening day and all Saturdays during spring turkey season, including the youth spring gobbler hunt.
 3. All the days of the general statewide bear season
 4. The entire 2 weeks of the general firearms deer season
 5. The opening day of the flintlock muzzleloader season

- b) The contractor, employees, and sub-contractors may not hunt to, from, or at the job site when the work location is beyond a gated road that is closed to public traffic. The contractor may travel to and from the work location on no-work days to check on the condition of equipment.

Except on Sundays, it is unlawful to be present on State Game Lands from November 15 through December 15 inclusive when not engaged in lawful hunting or trapping and fail to wear a minimum of 250 square inches of daylight fluorescent-orange material on the head, chest, and back combined, or in lieu thereof, a hat of the same colored material. The material shall be worn so it is visible in a 360-degree arc.

IX. PAYMENT TERMS:

Payment shall be on a reimbursement basis for actual services performed. **Payment will be made on the basis determined by the Commission’s surveyed acreage treated.**

Only work successfully completed to the specifications will be paid for by the agency.

Attachment #1 “JOB SPECIFICATIONS”
Hand Felling

			Hand Felling	Acceptable Treatment Period	notes / comments
Region	Property	Project Name	Acres		
NC	SGL 064	First Phoenix Aspen Project	16	Contract Signing - April 15	
			16		

