



# PENNSYLVANIA GAME COMMISSION

## SOUTHCENTRAL REGION

8627 WILLIAM PENN HIGHWAY HUNTINGDON, PA 16652 | (814) 643-1831

November 24, 2025

### REQUEST FOR BIDS FOREST FELLING AND TREE REMOVAL PGC SOUTHCENTRAL REGION

#### Prospective Service Contractors:

The Southcentral Region of the Pennsylvania Game Commission is soliciting bids for tree felling and tree removal on 8 acres on game lands located in Cumberland County. The "Trial Run" project is on SGL 169. The location of the project is defined on the attached map. Specifications are detailed in the Contract Specifications.

The ***per acre price*** shall include the cost of labor, insurance, and all miscellaneous expenses necessary for the completion of the tasks. Prices bid shall be in dollar and cents only. Payment will be dispersed based on the number of acres completed as per the required specifications.

**The work may begin upon Assistant Regional Forester approval, submission of performance bond, and notice to proceed. All project work must be completed by June 1, 2026. No extension of time will be awarded.**

The attached Contract Specifications provides all necessary specifications, instructions, contact information, maps, etc.

Please contact me if you have any questions.

David Aurand  
Assistant Regional Forester  
Cell: 717-836-6476  
Email: [daaurand@pa.gov](mailto:daaurand@pa.gov)

**GENERAL SPECIFICATIONS  
PENNSYLVANIA GAME COMMISSION  
FORESTRY DIVISION**

**FORESTRY FELLING AND REMOVAL CONTRACT  
(HAND AND/OR MECHANICAL)  
SGL 169 "Trial Run"**

**I. SCOPE OF WORK:**

- A.** The Pennsylvania Game Commission, Southcentral Region Forestry Division, requires the services of an Operator to cut and remove woody vegetation at one location containing 8 acres. Services shall include, but are not limited to, the furnishing of all materials, labor, equipment, tools, superintendence, miscellaneous items, and performing all work necessary to complete the project to the satisfaction of and subject to the approval of the Commission.
- B.** Questions regarding any technical aspects of this bid should be directed to the respective Foresters as identified below. Questions regarding administrative aspects of this bid should be directed to Dave Aurand, PA Game Commission Southcentral Assistant Regional Forester, at telephone no. 717-836-6476.

**II. CONTRACT TASKS:**

**Line Item #1, Forestry Felling and Removal:**

- **SGL 169, Cumberland County, Upper Mifflin Township: Felling and Removal Project on approximately 8 acres.**
  - **Hand or mechanically fell all unpainted trees 2" DBH and larger, except for oak, hickory, pine, crabapple, and ailanthus. All woody material 4" diameter by 8 ft. long or larger must be removed from the gamelands. Any and all woody material from this project, regardless of size, must be removed from surrounding fields.**

**III. SITE INSPECTION AND ASSISTANCE:**

An optional site inspection tour of the location is highly encouraged and may be conducted by contacting the Forester listed below to make an appointment or get directions to the site:

SGL 169 – Brady Williams – (717) 678-2672

The site inspection will attempt to provide prospective bidders with a perspective on conditions common to all projects, including vegetation for control, topography, site challenges (rock, downed logs, density of reserved trees, etc.). **Bidders are strongly encouraged to visit project site on their own prior to bidding.**

**IV. COMMISSION PERSONNEL** - The Commission will furnish personnel to supervise and direct the operation in the following capacities:

- A. PROGRAM SUPERVISOR** - The Regional Forester of the PA Game Commission Southcentral Region is responsible for the overall operation of the vegetation control program and represents the Commission in settling minor contractual matters.
- B. FIELD CONTRACT COORDINATORS** - These persons are Regional Foresters or their designee who serve as the Commission's field liaison with the Operator and are responsible for reviewing and approving/disapproving the operations plan and conducting quality control checks on the equipment and performance during the operations. This person is responsible for coordinating the activities of all people working on the contract within a region and communicating with the Operator's project supervisor concerning any operational problems or changes in plans. He/she also provides daily reports of the operation to the program supervisor.

**V. EQUIPMENT SPECIFICATIONS:**

- A.** Due to the specific cutting requirements of this project, this project is to be completed by hand and/or mechanical felling / cutting only. Acceptable equipment includes chainsaws and brush saws on weed whacker platforms. Mechanical felling may be completed by feller buncher type harvester. The Commission reserves the right to reject any piece of equipment that in its opinion will not safely and adequately complete the job.

**VI. CONTRACT REQUIREMENTS:**

- Trees and other vegetation as specified by project on the attached project list. All employees must be able to identify species with or without leaves, through bark characteristics.
- Woody materials felled with clean cuts must have stumps that are parallel to the ground surface and shall not exceed six (6) inches in height measured on the side next to the highest ground or the diameter of the stump, whichever is smaller, except when in the opinion of the Field Contract Coordinator, said height is impractical.
- Cut trees must be removed from adjoining fields, trails, roads, tail drains, streams, utility rights-of-way, deer fence, and a minimum of 10 feet from the SGL boundary (white paint marked trees).
- The Operator shall exercise care and caution in all operations to prevent damage to all trees not specified for treatment.
- The Contractor shall be responsible for all damage done by his employees or agents to roads, bridges, refuge lines, culvert pipes, gates, pipelines, telegraph, telephone or power lines crossing the designated cutting area or adjacent thereto, or damage to herbaceous openings or any other improvements or structures thereon, or any Commission property.
- Any trash resulting from the Operator's operations must be removed from the area and properly disposed.
- The Operator shall not block any roads or trails in the area during performance of this contract. The Operator shall not in any way hinder the progress of any Timber Sale Contracts in these areas.
- All labor, equipment, tools, etc., needed to complete contracted projects are to be provided by the Operator.
- Timber Damages – when in the opinion of Field Contract Coordinator, damage to the residual stand becomes excessive, the Operator shall pay the Commission a fair base current value determined by the Field Contract Coordinator per unit of volume. If this value for damage due to Operator's carelessness or negligence is less than \$10.00 per tree, then a minimum charge of \$10.00 per tree will be made whether the tree is commercial, non-commercial, merchantable, or non-merchantable.

- The Operator is responsible for the control and collection of fluids leading from any equipment used on the site. The Operator must have a spill containment and cleanup kit appropriate for the equipment being used. At a minimum, the kit will contain: plugs and clamps to control hydraulic line breaks, a container to collect leaking fluids, fluid absorbent pads and a shovel. Operating any equipment noticeably leaking fluids is prohibited. The Operator must collect and control fluids leaking from any equipment and dispose of properly.

## VII. INSURANCE REQUIREMENTS:

- A. The contractor will provide Workmen's Compensation insurance sufficient to cover all 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 coverages 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.

The Commonwealth shall be under no obligation to obtain such certificates from the Operator(s). Failure by the Commonwealth to obtain the certificates shall not be deemed a waiver of the Operator's obligation to obtain and furnish certificates. The Commonwealth shall have the right to inspect the original insurance policies.

## VIII. HOLD HARMLESS:

- A. 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.

## IX. BIDDING

### A. RECEIVING AND OPENING BIDS

The bid shall be awarded on a ***line item basis***. This bid will be awarded as one line item. The ***per acre price*** shall include the cost of labor, insurance, and all miscellaneous expenses necessary for the completion of the tasks. Prices bid shall be in dollar and cents only. Payment will be dispersed based on the number of acres completed as per the required specifications. **Service Bid on the felling project should include the Unit Price (\$/Acre).** Payment will be by Unit (acre) completed to the specifications of Attachment 1.

**Bid will be awarded on the lowest price per acre by line item.**

The unit price (acre) shall include all labor, equipment, tools, insurance and all items necessary for the completion of the project.

Vendors may access the website [www.pasupplierportal.state.pa.us](http://www.pasupplierportal.state.pa.us) or phone (877) 435-7363 or (717) 346-2676 or email [ra-srmhelp@state.pa.us](mailto:ra-srmhelp@state.pa.us) for assistance to register as a new vendor or, if you are an existing vendor, to change a name 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.

## **B. BID RESULTS**

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 or all bids and award contracts as it determines to be in the best interest of the Commission.

## **X. PERFORMANCE SECURITY:**

- A. As further guarantee of faithful performance of the conditions set forth in this contract, the Contractor hereby agrees to furnish the Commission with Cashier's or Certified Check in the sum of **\$5,000.00.**

ANY SECURITY POSTED MUST HAVE AN **EXPIRATION DATE A MINIMUM OF ONE YEAR BEYOND THE EXPIRATION DATE OF THE CONTRACT.**

- B. Performance Security is due no later than 12 days after written notice of the bid award. Time is of the essence with regard to the provision of Performance Security. At the option of the PGC, failure to provide an acceptable Surety within 12 days will result in cancellation of the contract and the PGC may declare the bidder ineligible on future projects.
- C. It is further agreed that any performance bond guarantees the complete and faithful performance of this contract and full compliance with the conditions set forth herein, particularly as to construction repairs, restorations or other conditions to be performed and the Principal and Surety shall in no way be released or either of them, their executors, administrators, successors or assigns from their liability hereunder, notice to the Surety or Sureties of any such repair involving construction restoration and conditions to be performed, and extension or forbearance hereof being hereby waived.
- D. Failure to comply with any of the conditions of the contract herein mentioned shall result in cancellation of the agreement and forfeiture of the performance bond to cover damages sustained by the Commission. The Commission may declare the Contractor ineligible to bid on future contracts.

## **XI. OPERATOR REFERENCES:**

After the bid opening and prior to awarding of the contract, the Commission has the right to request 3 references (names, addresses, and telephone numbers) of similar work performed by the Operator within the previous two (2) years as proof of qualifications to perform the work involved in this contract. Similar work is defined here as proof that the bidder has successfully completed at least 150 acres of machine and/or hand cut mowing in a forested environment in a single calendar year.

## **XII. CONTRACT TERM:**

The Contract shall commence upon execution of PO, receipt of the performance bond and continue until June 1, 2026. No contract extensions will be approved. Forfeiture of the performance bond may occur if contract is not completed by June 1, 2026.

### **XIII. PAYMENT TERMS:**

Payment shall be on a reimbursement basis for actual acres completed as measured by a Forestry Division employee. A block will be deemed complete when all items listed in the specifications have been met for that block. Invoice must state the number of acres properly treated.

### **XIV. INVOICES:**

**Prior to invoice submission, to the Commonwealth, a copy of all invoices must be sent to:**

Dave Aurand  
SC Assistant Regional Forester  
Pennsylvania Game Commission  
8627 William Penn Hwy  
Huntingdon, PA 16652  
[daaurand@pa.gov](mailto:daaurand@pa.gov)

**Original invoices must be submitted following the “Please Bill To” instruction within the Fully Executed Purchase Order (PO).**

All invoices must have the Purchase Order Number, as well as the Operator’s SAP Vendor Number on the invoice. The name and address listed on the purchase order must also be on each invoice. Failure to provide this information may result in a delay of payment.

**Please Note:** Vendors are reminded to **NOT** include employer identification numbers, Social Security Numbers, bank account information, or other personally identifiable information on their invoices. That information is uniquely tied to your SAP Vendor Number and, for security purposes, should not be explicitly stated on an invoice.

### **XV. PURCHASE ORDER(S) TERMINATION**

The Commonwealth may terminate the Purchase Order(s) for its convenience if the Commonwealth determines termination to be in its best interest. Operator shall be paid for work completed.

Attachments:

Attachment 1: Forest Felling and Removal Specifications

Attachment 2: Project Map

**Attachment 1 – Forest Felling and Removal Specifications**

1. This project requires the contractor to fell approximately 8 acres of all unpainted trees 2" DBH and larger **except** oak, hickory, pine, crabapple, and ailanthus. All felled material must be completely severed from the stump and placed on the ground. All felled material four (4) inches and larger in diameter and eight (8) feet in length and larger is required to be removed from the gamelands. All woody material, regardless of size, is to be removed from adjoining fields.
2. **Due diligence will be used by all personnel to protect non-target/desirable species All employees must be able to identify species with or without leaves, through bark characteristics.**
3. After the successful bidder receives the PO and supplies the required bond, the contractor may begin work. **All work must be completed by June 1, 2026.**
4. The contractor shall notify the PGC Assistant Regional Forester, Dave Aurand at least three (3) business days prior to beginning the project. The contractor may work at times other than the schedule of the PGC representative.
5. The project boundary is delineated with **BLUE** marked trees. All **BLUE** marked trees shall remain standing.
6. The contractor and on-site crew supervisor or foreman will meet with a forestry representative before any work is done to review project specifics.
7. All stems must be cut off completely to no more than six (6) inches above ground level, lower is desired.
8. All felled stems must be placed on the ground with no hung trees left behind.
9. 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 crew, shall be present at all times at the work site.
10. Damage to non-target species will be the responsibility of the contractor. When in the opinion of Program Supervisor, damage to the residual stand becomes excessive, the Operator shall pay the Commission a fair base current value determined by the Regional Forester per unit of volume. If this value for damage due to Operator's carelessness or negligence is less than \$10.00 per tree, then a minimum charge of \$10.00 per tree will be made whether the tree is commercial, non-commercial, merchantable, or non-merchantable.
11. **All skidding and hauling will be restricted to dry or frozen periods to minimize damage.** If, in the opinion of the Regional Forester or his designee, site conditions on the sale area become too wet and/or muddy for skidding or hauling, all phases of the job will be suspended until site conditions are favorable. The decision of the Regional Forester or his designee will be final.
12. Contractor will be responsible for repairing excessive damage to roads, parking lots, work areas, gates or other structures. Excessive damage to parking area could require the operator to provide additional stone. Stone to be provided will be the same type as is already there.
13. If a skid trail will be sitting idle for one (1) month or more, the contractor must install open and functional water bars.
14. Main skid trails are to be leveled, open and have water bars added at the conclusion of harvesting.

15. Upon conclusion of skidding and removal operations, the contractor will grade the skid trails to a rut-free condition and install water bars as directed by the Regional Forester or his designee. A bulldozer with a six-way blade is required for final grading. Final grading and seeding of skid trails shall be completed while the soil is freshly disturbed.
16. Landing area is to be approved by the Regional Forester or his designee and will be marked with a **PINK** flag.
17. Upon conclusion of use, the landing will be cleared of debris (including bark debris and rocks), graded smooth with positive drainage, and ditched as directed by the Regional Forester or his designee. A bulldozer with a six-way blade is required for final grading. Immediately after final grading and while soil is freshly disturbed, the contractor will apply seed and straw mulch to the landing.
18. Seed specifications: 100 lbs. per acre of Oats (spring) or 60 lbs. per acre Wheat (fall).
19. Weed-free Straw Mulch specifications: 100 bales per acre. A mechanized mulch spreader is required to apply straw mulch uniformly to treated surfaces. Straw mulch must be spread to a depth of less than ½ inch over the entire seeded location. The landing is the only area that will receive straw mulch.
20. Guaranteed catch of cover must be obtained before the bond will be released. This will be determined by the Regional Forester or his designee.
21. The contractor will remove all trash and garbage, personal and otherwise, generated from the completion of this contract and dispose in a proper manner.
22. Operator must comply with Pennsylvania Department of Environmental Protection, Chapter 102, Erosion Control Rules and Regulations, and take any additional precautions which are necessary in the opinion of the Regional Forester or his designee to prevent soil erosion and sedimentation during the operation of this sale. Should soil erosion and sedimentation occur on State or private lands from the operation of this project, the Operator at his expense must correct said conditions immediately.
23. The contractor shall comply with the E&S Plan for the project area. The plan must be on site and available for inspection at all times. A completed plan will be provided to the successful bidder. The operator should review the plan, due to his responsibility for the implementation of erosion controls during the harvest operation.
24. The Operator must take whatever precautions are necessary, in the opinion of the Regional Forester or his designee, to prevent water pollution and any other conditions detrimental to the environment on state and private land and must correct immediately at his/her own expense to the satisfaction of the Commission any conditions detrimental to the environment which result from the operation of this project
25. The contractor shall comply with all SGL (State Game Lands) rules and regulations.
26. All equipment will be cleaned of soil and debris before being moved onto site to prevent spread of invasive species.
27. Non-work days for the period of this contract include:
  - a. All Saturdays in the months of October, November, December, and January and any Sunday open to hunting.
  - b. The opening day and all Saturdays during spring gobbler season, including the youth spring gobbler hunt.
  - c. All days of regular firearms bear season.
  - d. The entire general firearms deer season.
  - e. The opening day of the flintlock muzzleloader season.

Any variance from the Non-Work Days must have advanced approval from the Program Supervisor.

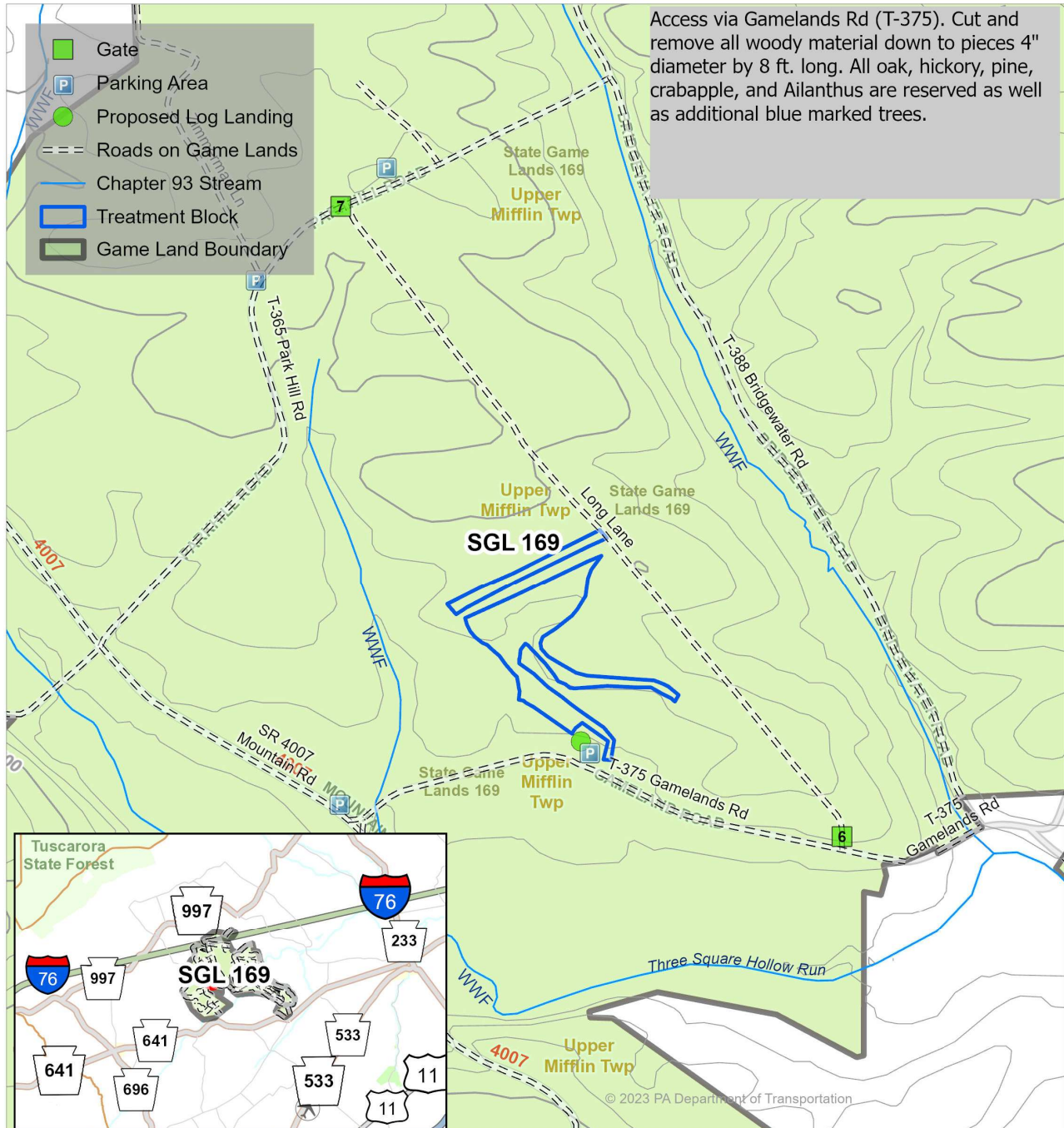
- 28.** The contractor shall notify the Regional Forester or his designee upon completion of the work at each site to schedule a final inspection. Inspection will occur during normal working hours. All equipment used for the project will remain on site until the final inspection is completed.
- 29.** 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.
- 19.** The contractor shall supply locks for access gates as necessary. Except for seasonally opened gates, PGC gates are to be kept closed and locked at all times except when the contractor is present on the site.

## Attachment 2---Project Map

SGL 169  
Township: Upper Mifflin  
County: Cumberland  
Compartment: 1  
Stand: 21,95,181

### Trial Run Timber Sale # 169-2025-01-n

Total: 8 ac (CR)



Forester: wibrad  
08/04/2025

0 1,000 2,000  
US Feet

1 inch = 1,000 feet

