



# PENNSYLVANIA GAME COMMISSION

## SOUTHEAST REGION

253 SNYDER ROAD READING, PA 19605 | 1-833-742-4868 (PGC HUNT) 1-833-742-9453 (PGC WILD)

February 27, 2025

### **SGL 205 Invasive Woody Shrub Removal**

#### **GENERAL SPECIFICATIONS**

##### **I. SCOPE OF WORK:**

The Pennsylvania Game Commission, Southeast Region, requires mechanical removal of invasive woody shrub understory and piles in wooded areas containing stock of varying sizes on State Game Lands 205 encompassing approximately **26.2 Total Acres**.

Services shall include, but not be limited to, the furnishing of all labor, superintendence, tools, and equipment for the treatment of the materials as per Attached "Job Specifications, Procedures and Terms". These specifications are included in the bid packet. ***All Purchase Orders require the contractor to provide the equipment, labor, insurance, and all miscellaneous expenses to complete the operation.***

**This project is being bid as two-line items.**

Any questions concerning the technical aspects of this bid should be directed to:

Land Manager Bill Car  
PGC, Southeast Region  
253 Snyder Road  
Reading PA 19605-9254  
Phone: 717-831-2243  
Email address: [wcar@pa.gov](mailto:wcar@pa.gov)

##### **II. CONTRACT TASKS:**

The bid shall be awarded as two-line items. The bid will be awarded as removal of understory in beneficial woodlots (**Project ID 1-4 on map**) and removal of debris in piles from previous removal site (**Project ID 5 on map**). See attached project location maps.

###### **A. Project Location:**

###### Line Item #1

- State Game Lands 205 Lowhill Township, Lehigh County PA. See attached map.
- Complete shrub and root ball removal with grading of voids in designated woodlot areas within the project area. (Approximately 20.1 Acres).

###### Line item #2

- State Game Lands 205 Lowhill Township, Lehigh County PA. See attached map.
- Complete removal of debris pile in designated woodlot areas within project area scattered throughout approximately 6.1 Acres.

Notes:

- The equipment/method designated includes mechanical treatments only.
- No hand treatments will be permitted.
- Shrub and root balls must be removed.
- Voids shall be filled and graded to the existing land contour to allow planting across the area.
- Contractors will be paid on a "per acres treated" basis.

**Total project area to be treated in line item #1 is approximately 20.1 acres.**

**Total project area to be treated in line item #2 are piles across approximately 6.1 acres.**

**III. SITE INSPECTION AND ASSISTANCE:**

The PGC will conduct a mandatory attendance one-time-only guided tour of the work area for prospective bidders on **March 11, 2025**, beginning at 9:00 am. The tour will start with a review of the site on SGL 205.

**Not all of site may be shown at the site inspection, therefore bidders are strongly encouraged to visit the site on their own prior to bidding.**

We will meet at the parking lot on SGL 205, .15 miles north on Kistler Road from the intersection of Kistler Road and Game Warden Road in Lowhill Township. (Site Meeting map)

Contractors are permitted to visit the project site on any date on their own time but must comply with all State Game Lands Rules and Regulations.

Attendance at the site meeting is required for prospective bidders to ensure an understanding of the scope of work.

**IV. CONTRACT REQUIREMENTS:**

- All work must be completed by the termination date: June 30, 2025.
- The contractor agrees to comply with all attachments, specifications, procedures, and terms.
- 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 \$1500.00.
- A minimum of 20.1 acres must be successfully treated in **Line Item #1** to meet the contract requirements which would also constitute a bond release at the completion of the project.
- All piles** must be removed from the 6.1 acres in **Line Item #2** to meet the contract requirements which would also constitute a bond release at the completion of the project.
- Failure to comply with any of the terms or conditions of the Contract will 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.
- 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 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 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 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 mechanical removal habitat 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 land manager or designee, any damage to administrative roads and other facilities, including access roads, resulting from their use for this operation, general wear and tear is accepted. The land manager or designee may notify the contractor verbally or 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:**

Bidders must offer a per acre price in dollars and cents for Line Item #1 which reflects the cost to complete the required work.

### **Line Item #1**

**Bids will be awarded to the contractor with the lowest per acre cost.**

Bidders must offer a total price in dollars and cents for Line Item #2 which reflects the cost to complete the required work.

### **Line Item #2**

**Bids will be awarded to the contractor with the lowest total price.**

Bids are to be submitted electronically thru the Commonwealth's "PA Supplier Portal" system by **March 18, 2025** If you have not registered as a vendor with the state, you must do this at [www.pasupplierportal.state.pa.us](http://www.pasupplierportal.state.pa.us) prior to submitting an electronic bid. Any questions regarding this may be directed to Samantha Calvaresi ([scalvaresi@pa.gov](mailto:sscalvaresi@pa.gov)) at 610-926- 3136 x 66020.

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](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 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.

The Commission reserves the right to reject any or all bids.

**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 **June 30, 2025**.

**IX. PAYMENT TERMS:**

The unit price for line item one is per acre and shall include all labor, equipment, tools, insurance and all items necessary for the completion of the project.

The contractor shall be paid at the unit price bid for the number of acres treated as measured by a PGC representative with a GPS device/and or GIS mapping.

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

There will be no partial payments for line item two. Once all areas are deemed completed. Payment will be release.

### **LINE ITEM #1 “JOB SPECIFICATIONS”**

#### **Complete shrub and root ball removal of all shrubs in designated woodlot areas on State Game Lands #205 20.1 Acres**

**GOAL:** Mechanically removal of shrubs and root balls designated woodlot areas as the first step in restoring a savanna component creating soft transitional areas.

- Removals must be performed with a claw, bucket with thumb, or pinching attachment. Blades or bucket only attachments are not suitable to perform this work.
- Shrubs and root balls must be removed from the site all voids shall be filled and graded to the existing land contour.
- Must be capable of removing stumps/root balls to enable planting over the finished site.
- Must be capable of filling voids and grading site to the existing land contour.
- Must remove all debris from site without leaving excessive amounts of wood chips.
- Excessive chips must be removed from site and area graded.
- The finished project area must allow for rubber-tired equipment to be driven over the entire project area.

### **LINE ITEM #2 “JOB SPECIFICATIONS”**

#### **Complete removals of debris piles in designated woodlot areas within project area on State Game Lands #205 Piles across 6.1 Acres**

**GOAL:** Mechanical removal of debris piles in designated woodlot areas as the first step in restoring a savanna component creating soft transitional area.

- Must remove all debris from site without leaving excessive amounts of wood chips.
- Excessive chips must be removed from site and area graded.

## **PROCEDURE AND TERMS**

**1. Removal Schedule for the Project Site:**

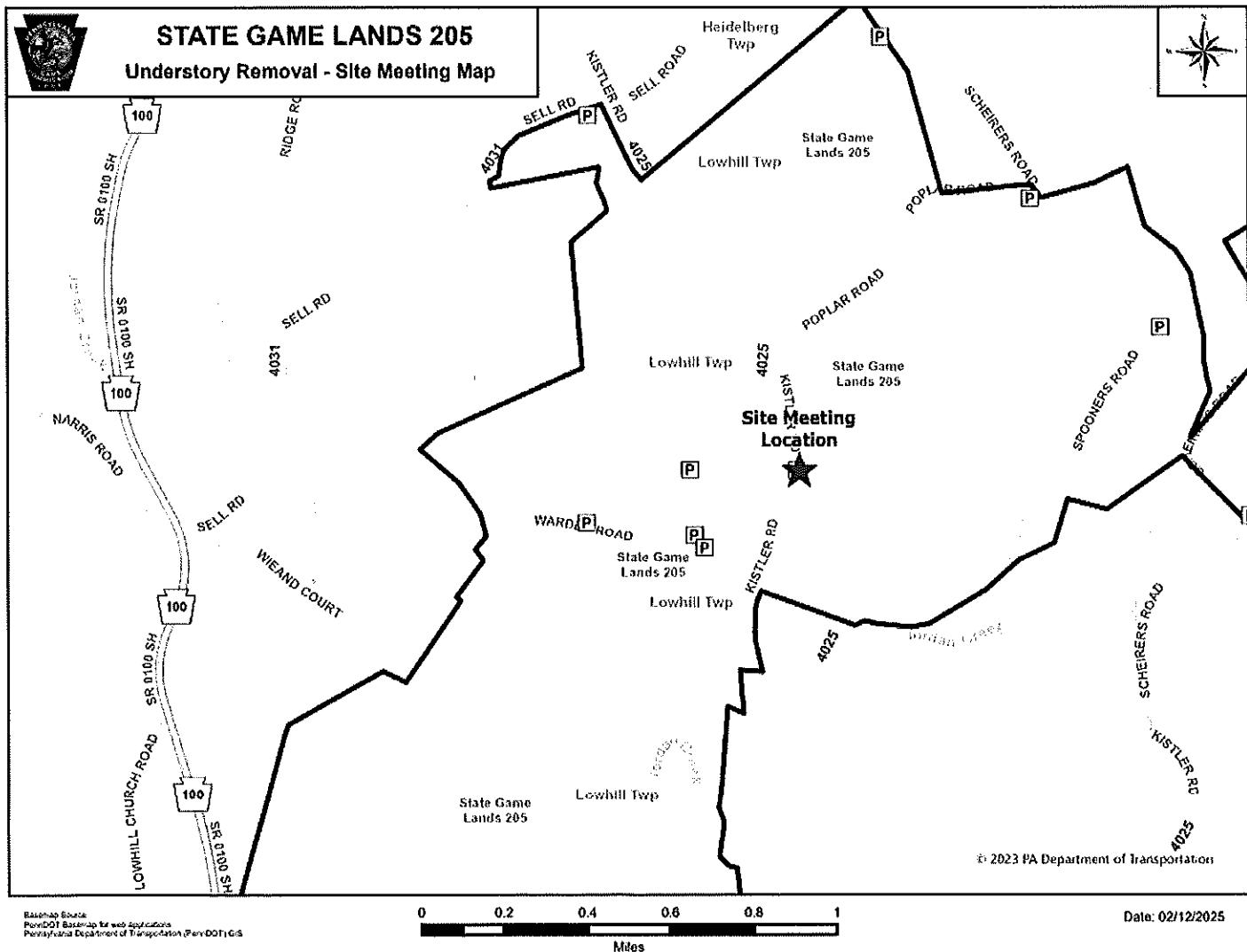
The contract term shall commence upon the contractor's receipt of the Performance security and Purchase Order which included a notice to proceed and terminate June 30, 2025.

**The contractor may work all days of the week within this timeframe except for the following dates:**

Opening days and Saturdays of hunting seasons

- 2. The Pennsylvania Game Commission (PGC) reserves the right to inspect/evaluate the equipment which will be used to complete the contract. If in the opinion of the Local Land Manager or their designee, the equipment is not adequate to meet the specifications of the contract, the contractor will have two options. One option is to secure and utilize other equipment acceptable to the above mentioned PGC staff and the second option is to decline the contract. If the contractor does not have adequate equipment to complete the project and does not obtain satisfactory equipment, the contract will be terminated. The decision of the Local Land Manager or designee as it relates to proper equipment and its ability to complete the work will be final.**
- 3. Damage to existing infrastructure (gates, roads, parking areas) will be repaired by the contractor. The need for any repair will be determined by the Local Land Manager or designee prior to the conclusion of the project.**
- 4. All brush and vegetation must be completely removed from the site. Root balls from shrubs must be removed from the site and voids shall be filled and graded to the existing land contour.**
- 5. The finished project area must allow for rubber- tired equipment to be driven over the entire project area.**
- 6. The contractor will remove all trash and garbage generated daily. This is to include all materials related to the support of removal tools and equipment, as well as items generated through personal use by the contractor's employees.**
- 7. The contractor will notify the Local Land Manager or their designee three days prior to beginning the project. The contractor may work at times other than the schedule of the PGC land management representative. Inspections of the project will occur during normal working hours.**
- 8. Final inspection of the habitat project will be conducted by the local land manager or their designee. The contractor may be present at the final inspection. Upon successful completion of the required work, payment will be released to the contractor.**

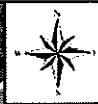
9. Failure to meet and follow the terms and conditions of the project will be grounds to terminate the contract.
10. All equipment must be cleaned of soil and debris before being moved on to site to prevent the spread of invasive species.
11. The contractor shall comply with all State Game Lands rules and regulations.
12. Heavy equipment will not be operated when ground conditions are such that excessive damage will result. The contractor may be required to repair areas that become rutted due to work.



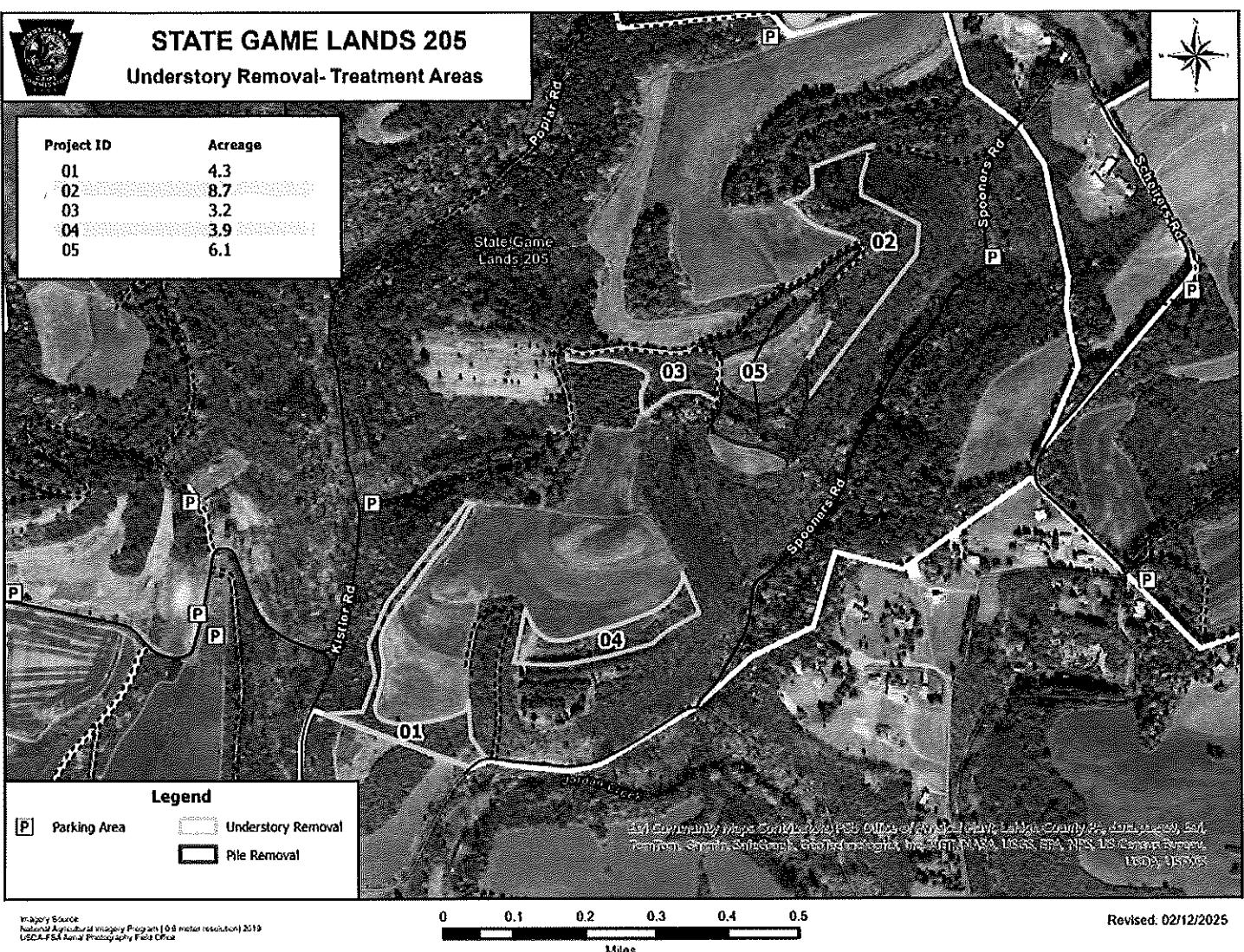


## STATE GAME LANDS 205

### Understory Removal- Treatment Areas



Project ID	Acreage
01	4.3
02	8.7
03	3.2
04	3.9
05	6.1



Revised: 02/12/2025