



Carlton County Brush Management Project

REQUEST FOR QUOTE

Project Type: Public Lands Early Successional Habitat Management

Bids are being considered by the American Bird Conservancy (ABC) for the mechanical treatment of up to 165 acres of 1-4" diameter brush in designated stands in project areas on public lands managed by Carlton County located in or adjacent to Section 14&28 T46N R18W and Section 34 T47N R16W (See attached maps).

Boundary lines and treatment areas will be marked via a shapefile uploaded into a GPS device supplied by the Contractor.

Contracted labor is targeted for completion between 12/01/2018 – 3/31/2019 and may be completed only under frozen ground conditions as determined by Carlton County. This project may be extended only if extenuating circumstances occur such as extreme weather (E.g. lack of frozen ground) that prevents the completion of project operations and only at the discretion of ABC and Carlton County.

No extras will be allowed because of the contractor's misunderstanding as to the amount of work involved or lack of knowledge of existing conditions.

Total acreage of designated stands: 161 acres **Total acres to be treated:** up to 165 acres

****Note: Some sites require access through private property. Please note, ABC and Carlton County Project Managers have not yet received permission from private landowners to access 25 acres (Sites accessed via SE access route in Map 3 below). If access is not granted by the time this project is scheduled to begin those project areas may be removed from this project (resultant final delineated acreage for this project would decrease to up to 140).**

Sealed bids will be received until: Tuesday, November 27th, 2018 at 4:00pm

Only the Bid sheet is required when submitting a bid for this project. Bid sheet is located at the end of this RFQ. Bids must be delivered by mail to:

Attn: Peter Dieser
Tamarac National Wildlife Refuge:
35704 County Hwy 26
Rochert, MN 56578

If you have any questions please contact ABC Public Lands Coordinator, Peter Dieser:

Phone: (952) 567-1967
Email: pdieser@abcbirds.org



Additional Information:

Existing Stand Conditions:

Stands are dominated by dense alder brush with scattered willow and mixed hardwood tree species. Brush to be cut is from 1-4” diameter with singly or clumped interspersed mature hardwood species (5+” diameter). **Most shrub species to be cut have an average diameter no greater than 3”, though shrub clumps may have a higher aggregate diameter at the base.** Project parcels include sites at mature deciduous forest and wetland interfaces. Some areas will be sensitive to rutting and may be avoided if necessary at the direction of ABC and Carlton County Project Managers.

Desired Stand Conditions:

Targeted post-treatment habitat conditions include the thinning of the dense shrub cover. 1-4” diameter brush species will be cut and larger individuals of any tree species retained as leave trees for internal structural diversity. Project sites will retain ALL trees > 5” diameter distributed as individual spaced overstory trees (approx. 10–15/acre). Where possible, sapling tree species will also be retained as residual cover. Project areas may also retain well distributed shrub clumps when tree cover is not present or as directed in order to maintain an average of 25-35% residual woody cover and structural diversity throughout the project sites. In the absence of canopy trees of any age that can be retained for residual structure, clumps and patches of mature brush species will instead be retained such that post treatment stand conditions retain approximately 10-15 shrub clumps per acre.

Sensitive Features:

Project sites are located adjacent to or in wetland communities or wetland soil types. Due to this all projects will be completed only under frozen ground conditions in the winter of 2018-19. The ABC and partnering public lands Project Managers will determine suitability of the soil conditions (frost depth) to begin project operations.

Project Intent / Justification:

This project is designed to produce young forest habitat according to the science-based Golden-winged Warbler Best Management Practices (BMPs). These BMPs have been designed to also benefit other associated early successional forest habitat species.

Harvest and Marking Guidelines

Boundaries

American Bird Conservancy (ABC) requires the use of a GPS unit by Contractors so that site boundaries may be uploaded into the unit. The Carlton County Project Manager and the ABC Public Lands Coordinator have final approval on treatment area locations.

Harvest

December-March 2018-19

Cut 1-4” shrub and sapling regeneration as directed. Leave and avoid damaging all trees, esp. those > 4” DBH. ABC Public Lands Coordinator will inform Contractor when sufficient frozen ground conditions have been met to begin treatment operations. Operations may be halted and/or the project terminated and replaced at the discretion of the ABC and Carlton County Project Managers if target post treatment habitat conditions are not being met, weather conditions result in snow that exceeds acceptable depth as determined on a site by site basis, or if ground conditions are no longer deemed sufficiently frozen.



Slash Management

Contractors are obligated to keep stumps and slash as flush to the ground as site conditions allow. Slash must be masticated to the greatest extent possible and scattered evenly across the site. Felled woody vegetation must be reduced to a trunk length of < 5 feet. It is understood that snow depth and site level factors may limit the Contractor's ability to fulfill these requirements. The Carlton County and ABC Project Managers will work with the Contractor to determine if these conditions are being met within suitable limits.

A site visit is highly recommended before submitting a bid. It is recommended that prospective contractors inspect the majority of the treatment area as the size and density of the trees and brush are not always consistent throughout the treatment area. Site visits may be conducted with the ABC Public Lands Coordinator upon request.

We encourage prospective bidders to ask questions or request verbal or visual examples of what is expected in the project.

- **Note:** Project areas may require the use of forest roads or require field and/or private lands crossings.

Special Considerations:

1. Preparation of Bids:

- (A) Failure to examine any maps and/or instructions will be at bidder's risk.
- (B) Bids must be filled out in **ink or typewritten**. No erasures permitted. Errors may be crossed out and corrections printed in ink or typewritten adjacent to the error, and must be initialed in ink by person signing bid.

2. Submission of Bids:

Signature - Bids must be **signed in ink and envelope sealed**. The person signing the Bid must be a person authorized to bind the bidder contractually. Unsigned bids will be rejected. **No signatures shall be in pencil**. Name of person executing bid and the organization he/she represents should be typewritten or be legibly printed.

- (A) **All bids must be submitted on a per acre basis** to complete all activities, terms and conditions as specified in this RFQ AND the associated project contract.
- (B) American Bird Conservancy (ABC) and Carlton County Project Managers, in consultation with the Contractor, will determine the order in which sites will be treated.

3. Acceptance of Bids:

ABC reserves the right to reject any or all bids. Only bids in sealed envelopes delivered or mailed to the designated location prior to the bid opening time will be considered. The lowest bid may or may not be accepted. Consideration of bids is also based on factors including, equipment to be used, prospective acres completed per day, the ability of the Contractor to begin work in a timely manner and quality of previous work history with Carlton County and ABC neighboring public agencies.

4. Required Documents: This Contract shall not be effective until Contractor has provided copies of the documents described in subsections A, B, C, and D below to ABC. All insurance policies shall be in good standing and maintained for the term of the Contract. Contractor will notify ABC as soon as possible of



any change in the status of any of these policies. Carlton County and ABC assume no liability for the safety of participants or damage to property. That liability resides with the Contractor. Formal award of the contract can only be made upon receipt of signed contract with the following insurance requirements maintained by the Contractor.

(A) Workers' Compensation Insurance

- Statutory Compensation Coverage
- Coverage B – Employer's Liability with limits of not less than:
 - i. \$100,000 Bodily Injury by Disease per Employee
 - ii. \$500,000 Bodily Injury by Disease Aggregate
 - iii. \$100,000 Bodily Injury by Accident

The Contractor must provide Workers' Compensation insurance for all employees, in accordance with the statutory requirements of the state of Minnesota, including Coverage B, Employer's Liability.

(B) Proof of General Liability Insurance of at least \$1.5 million per occurrence with a \$1.5 million annual aggregate. An umbrella liability policy may be used to supplement the policy limit to satisfy the full policy limits required (E.g. \$1,000,000 each occurrence with a \$2,000,000 general aggregate with umbrella liability is acceptable).

(C) Vehicle Insurance for those vehicles utilized under the terms and conditions of the contract. Passenger vehicle such as car, van or pickup truck requirement: Minnesota State No-fault. Maintain insurance to cover liability arising out of the operations, use, or maintenance of all owned, non-owned, and hired automobiles.

(D) Carlton County and State of Minnesota and their agencies, officers, and employees are endorsed on the commercial general liability policy as additional insured.

5. The Contractor shall furnish at its own expense all equipment, labor, tools, transportation, and fuel necessary to perform and complete the Project. Acreage to be treated is not guaranteed and may be altered at the discretion of the Carlton County and/or ABC Project Managers.

6. The Contractor shall mow, mulch, cut /chop all trees and brush as directed and as close to ground level as possible, approximately 10-12 inches above ground level with stems, trunks and branches left in pieces five to six feet or less, lying flat and scattered evenly across project site unless otherwise deemed acceptable by Project Managers. ABC and Carlton County Project Managers shall have final determination if mowing was completed to lowest level possible.

7. The Contractor shall mow each site as specified by Carlton County and/or ABC Project Managers only during daylight hours and only using equipment specified in its submitted Bid unless otherwise directed or permission is provided by Project Managers. Contractor must be thoroughly familiar with all existing conditions and limitations pertaining to the work described herein. **No additional acreage or charge will be allowed because of the contractor's misunderstanding as to the amount of work involved or lack of knowledge of existing conditions.**



8. The Contractor shall provide advance notice to Project Managers before initiating work. No Project shall begin on a weekend or holiday. No work shall be commenced until the Contractor receives a confirmation to proceed from ABC.

9. The Contractor shall attend a pre-start Project orientation meeting at the Project site with the ABC and Carlton County Project Managers.

10. The Contractor shall, at a minimum, maintain weekly contact with the Carlton County and/or ABC Project Managers to report progress, problems, and work schedule.

11. ABC reserves the right to halt operations and/or select an alternate contractor for the work described herein if the Contractor is unable to initiate work when dry or frozen ground conditions are suitable to begin project operations or if the quality of post treatment sites does not meet the approval of the Carlton County or ABC Project Managers.

12. Contractor understands that the project is through contract with ABC and they do not represent ABC Carlton County while engaged in project activities.

13. Contractor will be responsible for and assumes all liability for the safety of participants or damage to persons or property resulting from Project operations.

14. Wetland and Cultural Resources: To preserve the integrity of soil and cultural resources, ABC may suspend all actions if frozen ground conditions are not met. Furthermore, if Contractor finds evidence of cultural resources (e.g. bones of human or unknown origin, artifacts, structures, etc.), Contractor will immediately cease work and notify the Carlton County and/or ABC Project Managers. In the interest of preservation, work on the Project site may be discontinued and the Contractor may be moved to alternate project areas if a suitable site can be identified.

(A) The Contractor **may not begin winter operations until ground conditions are deemed sufficiently frozen to minimize rutting and soil disturbance.** Contractor will be notified when ground conditions are deemed sufficiently frozen. Operations are to be completed by **March 31, 2018** or before ground is thawed as determined by Carlton County and ABC Project Managers.

(B) Contractor shall cease/suspend all operations if significant rutting and soil disturbance occurs and contact Carlton county and/or ABC Project Managers before proceeding further.

15. Invasive Species: ABC and Carlton County require active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. **The Contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.**

(A) If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, or vegetation (including seeds) the Contractor may be required to remove equipment from site until it is deemed free from harmful contaminants and vegetation.

(B) Carlton county shall be responsible for identifying the location of any known infestations of terrestrial pests and sharing the information with the Contractor, who shall be responsible for



communicating any precautions needed to its staff. Parking and staging areas and travel routes shall not be within known infestations. The Contractor shall clean equipment and clothing and dispose of material as noted above, prior to arriving or leaving the project limits.

- (C) In order to limit the spread of invasive species into openings, soil disturbance and exposure should be minimized. If the site is known to have invasive species clean equipment, vehicles, and boots of all plant material and soil prior to leaving the site.
- (D) Where there are multiple sites and at least one contains invasive species, the intent is to start work at the site with the fewest number of invasive plants, leaving the most heavily infested sites to last. The Contractor, with the assistance of ABC and Carlton County Project Managers, shall make every effort to schedule operations and site visits to avoid the spread of weed seed. When planning to travel between multiple sites in one day, the Contractor shall report the last site visited and the scheduled order of operations to the Carlton County and ABC Project Managers, before the project resumes.
- (E) If the Contractor discovers additional invasive species infestation areas during the project, the Contractor is to report the newly discovered infestation to the ABC and Carlton County Project Managers.

16. Damage Prevention and Maintenance: Contractor shall exercise reasonable care to prevent undue damage to the forest, roads and skid trails and undue risk to public safety. The Carlton County or ABC Project Managers shall have authority to temporarily close down all or any part of the Contractor's operations to prevent damage and threats to public safety.

- (A) The Contractor shall keep all roads, trails, ditch lines, fields, and streams clear of tree tops, limbs, and other debris. Forest roads used in connection with this Project shall be kept in passable condition for normal use. Because the selected stands to be cleared are connected to an existing road/trail system, Contractor will not create any new roads.
- (B) The Contractor shall remove daily all bottles, cans, paper, and other litter from the Project site.
- (C) The Contractor shall not drain or dump grease, hydraulic fluid, oil, fuel, antifreeze or hazardous material on the public lands property. If a spill or leak occurs, the Contractor is responsible for the cleanup and proper disposal of the spilled material, contaminated materials used to contain or clean-up the spill, and contaminated soil. The Contractor shall notify the Carlton County and ABC Project Managers immediately of any spill of hazardous material.
- (D) The Contractor is responsible for repairing any and all damage to property that results from Project operations described herein.
- (E) All equipment must be clean and leak free before work begins.
- (F) Carlton County and ABC reserve the right to stop project operations due to weather conditions (e.g., depth of snow, winter thaw, etc.) that threaten public property or safety.
- (G) Carlton County and ABC are not required to plow skid trails or access roads to project sites.

17. All work is required to adhere to the Minnesota Voluntary Site-Level Forest Management Guidelines for Landowners, Loggers and Resource Managers and the Golden-winged Warbler Young Forest Habitat Management Plan (Contract Attachment 4).



18. Contractor will supply a lock and/or close/lock all gates (if necessary) when entering and exiting Project sites.

19. ABC and Carlton County reserve the right to halt mechanical operations if post treatment conditions do not meet with Project Manager approval.

20. Amendments: ABC reserves the right to make changes to the project contract, when mutually agreed to by the Contractor if the changes are within the general scope of the Contract. The changes to the contract will be made by Contract amendment. An approved Contract amendment means one approved by the authorized signatories of the Contractor and the ABC as required by law.

21. Contractor is responsible to be aware of and meet all Federal, State, and local laws and ordinances as they relate to the type of work being conducted.

22. Subcontracting or Assignment: This Contract may not be assigned or sub-contracted in whole or in part without the prior written consent of ABC.

23. Monitoring: Carlton County and ABC will conduct regular site visits at a minimum of once a week to monitor the quality and progress of mechanical treatments within Project areas. Project monitoring will be conducted by Carlton County and ABC Project Managers. Monitoring visits will include observation and assessment of project acres completed by the Contractor at the time of the visit to ensure that post treatment conditions are in accordance with contractual requirements. ABC may suspend or terminate Contractor services for noncompliance with the terms of the Contract.



AMERICAN BIRD

Carlton County Winter 2018-19 Project Sites



Legend

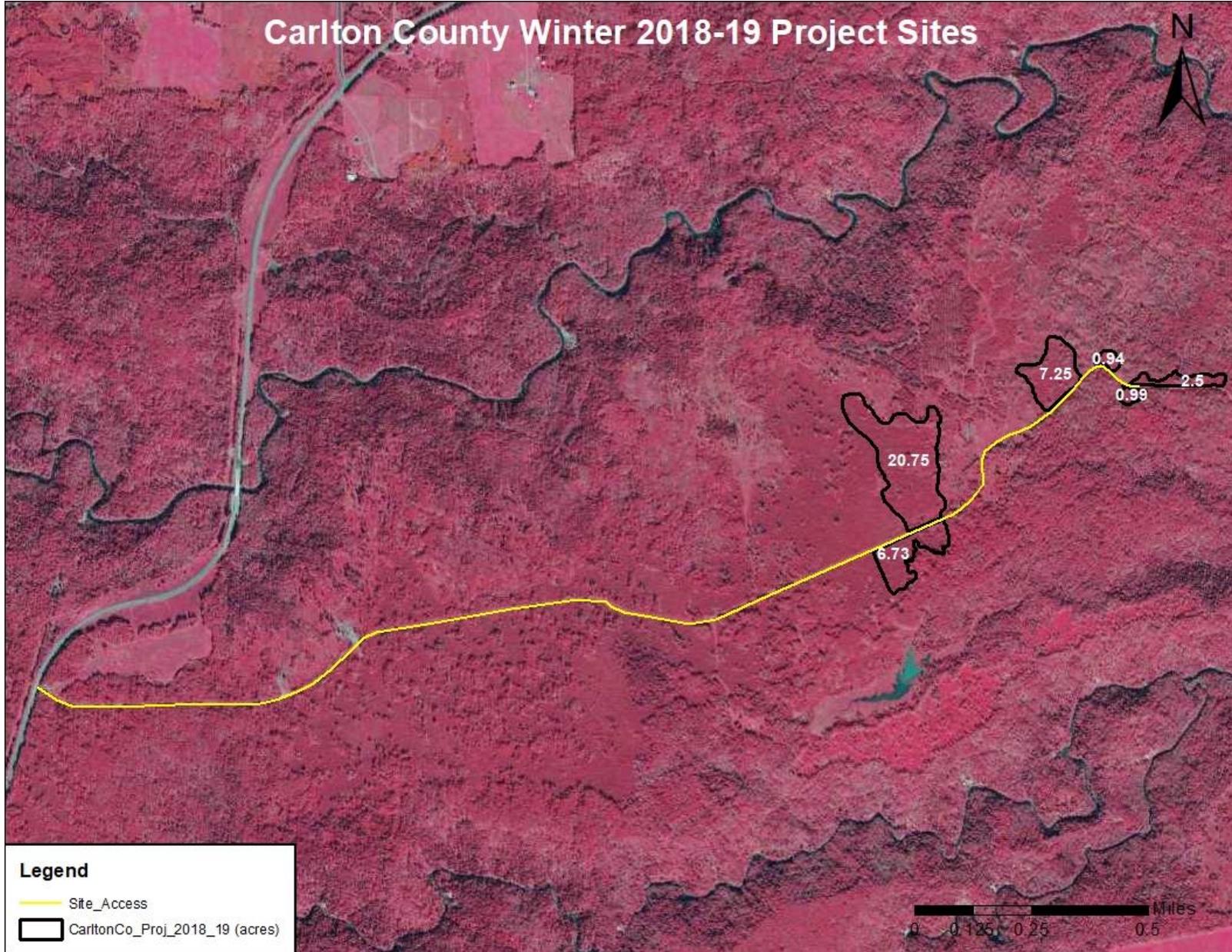
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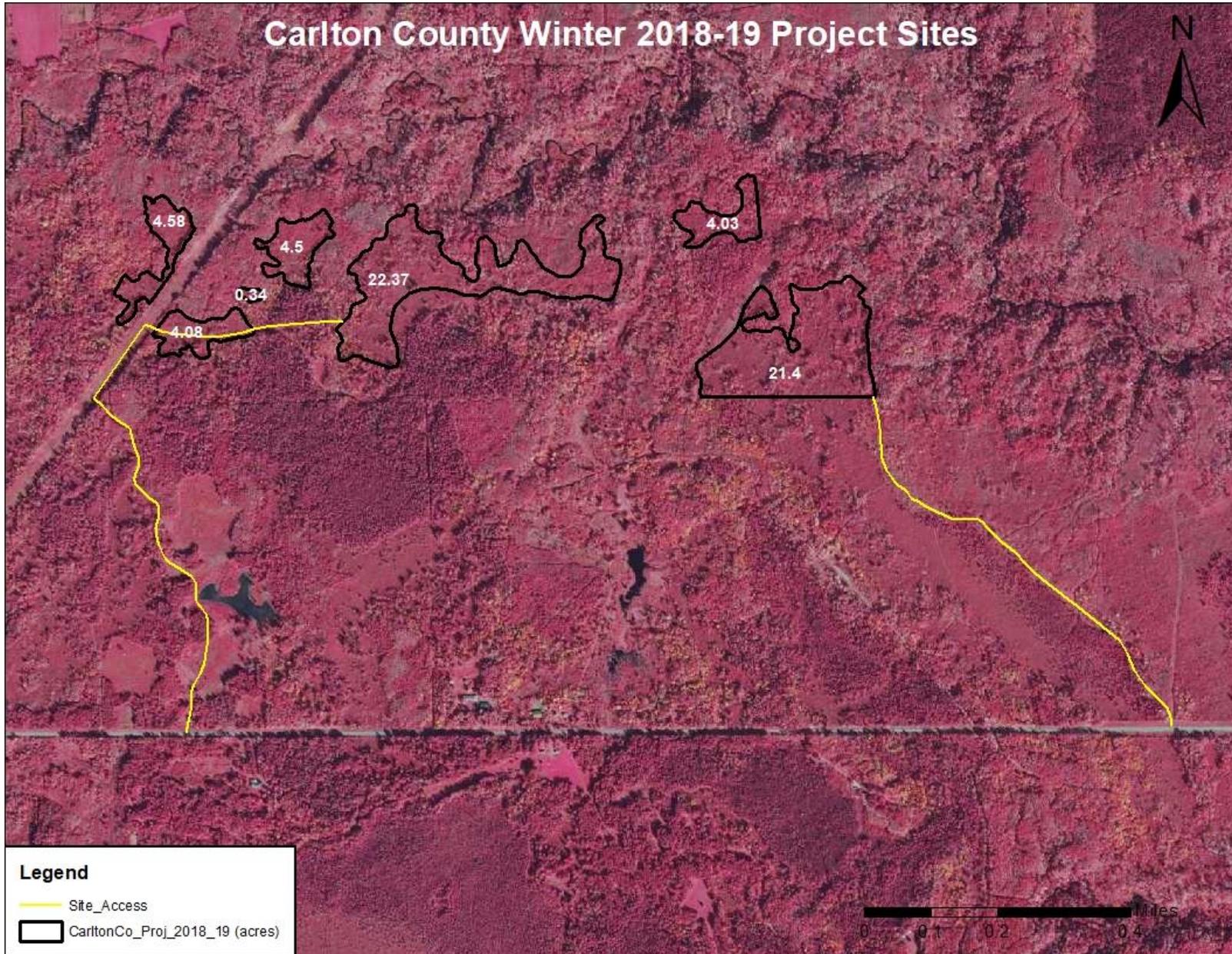


AMERICAN BIRD

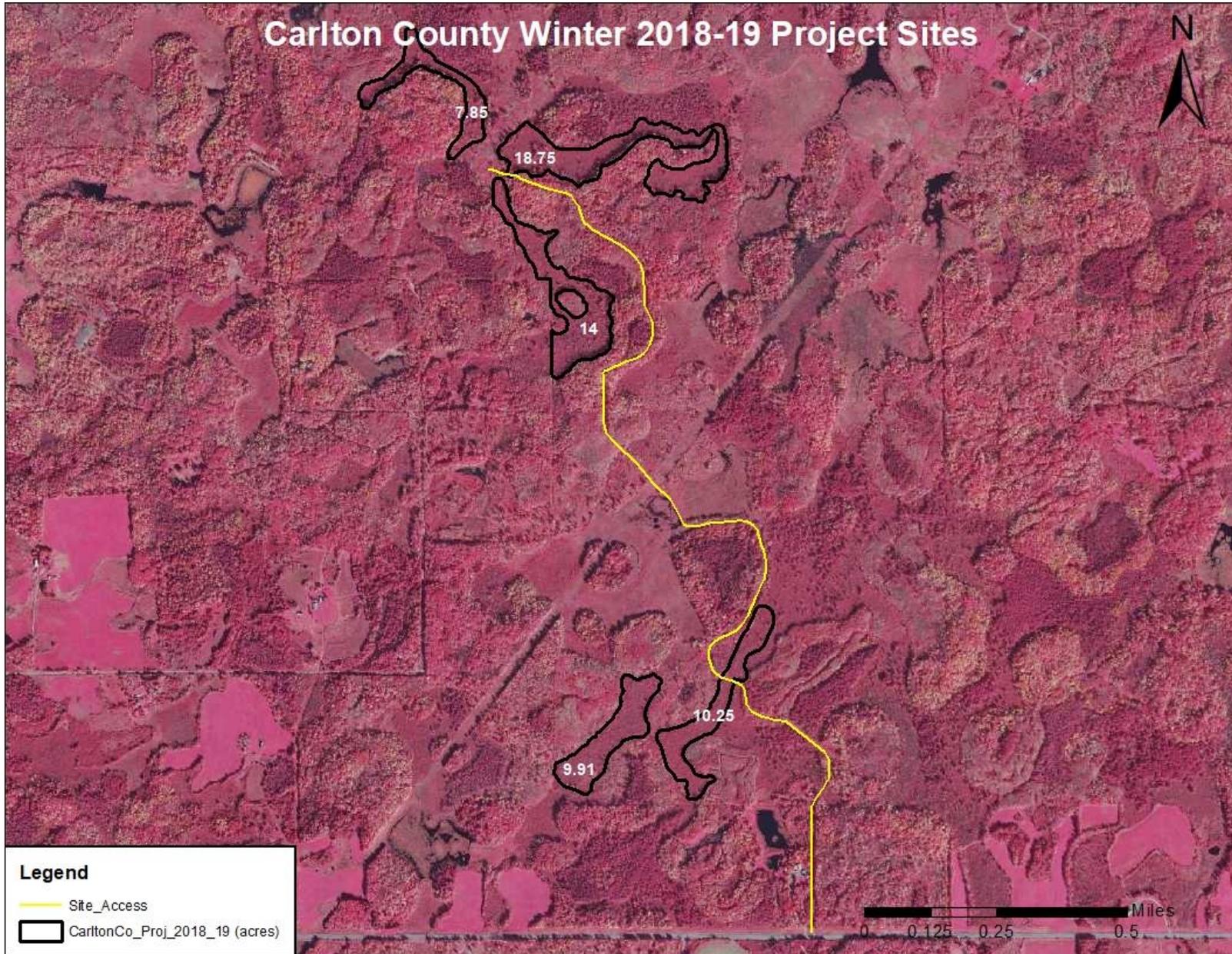
Carlton County Winter 2018-19 Project Sites



Carlton County Winter 2018-19 Project Sites



Carlton County Winter 2018-19 Project Sites



Legend

- Site_Access
- CarltonCo_Proj_2018_19 (acres)



BID

My bid for non-commercial treatments for the project described herein located public lands managed by Carlton County for winter of 2018-19: \$_____per acre.

Print or Type Name: _____

Title of Person Signing the Bid_____

Description of Equipment _____

Prospective Acres Completed per Day (estimate)_____

Earliest Start Date_____

Phone # _____ Email_____

Organization Name_____

Federal Tax ID#_____

Street Address _____

City, State _____ Zip_____

Signature (required):

*****Failure to provide the above information may result in rejection of the Bid.**