March 30, 2017

Subject: Contract Marking for the WI DNR Forestry Division – West Central District

Dear Cooperating Forester:

The Division of Forestry is soliciting bids for marking. We are asking that you submit a lump sum bid for marking on a per sale basis (see Specs and Sale Maps for details). The Division will provide objectives and prescriptions for areas requiring marking. Invoicing will be done after the satisfactory completion of each sale.

Please submit your lump sum bids per sale to Cody Caulum no later than 1:00 pm, April 21st, 2017. Bids shall be submitted by mail as a sealed bid. The bid sheet should be sealed in an envelope with the sale name on the outside of the envelope. If you have any questions or concerns about the terms and conditions of this bid or work items please contact Cody Caulum at 715-284-1481. Please note that this is a request for bid on a lump sum per sale.

Sincerely,

Cody Caulum
Forestry Staff Specialist – Division of Forestry
Wisconsin Department of Natural Resources
910 Hwy 54E
Black River Falls, WI 54615
Cody.Caulum@wisconsin.gov
Phone: (715) 284-1481

Enclosures: Sale Maps, Specs and bid forms

List of Timber Sales for Lump Sum Bid with contract and location:

**Coulee Forest Sale** (22 acres) - Parts of Sec. 19 of T16N-R5W of La Crosse Co.

**Buffalo River Sale** (154 acres) - Parts of Sec. 3, 7 & 8 in T24N-R7W of Trempealeau Co. & Parts of Sec. 198, 20 & 23 in T24N-R6Wof Jackson Co.

**Muddy Creek Sale** (85 acres) - Parts of Sec. 29 & 30 in T28N-R11W of Dunn Co.
REQUEST FOR BID

THIS IS NOT AN ORDER

BIDDER (Name and Address)

Remove from bidder list for this commodity/service. (Return this page only.)

Bid envelope must be sealed and plainly marked in lower corner with due date and Request for Bid # Muddy Creek Sale. Late bids will be rejected. Bids MUST be due date and time stamped by the soliciting purchasing office on or before the date and time that the bid is due. Bids dated and time stamped in another office will be rejected. Receipt of a bid by the mail system does not constitute receipt of a bid by the purchasing office. Any bid which is inadvertently opened as a result of not being properly and clearly marked is subject to rejection. Bids must be submitted separately, i.e., not included with sample packages or other bids. Bid openings are public unless otherwise specified. Records will be available for public inspection after issuance of the notice of intent to award or the award of the contract. Bidders should contact person named below for an appointment to view the bid record. Bids shall be firm for acceptance for sixty (60) days from date of bid opening, unless otherwise noted. The attached terms and conditions apply to any subsequent award.

Bids MUST be in this office no later than
April 21st, 2017 at 1:00pm

Name (Contact for further information)
Kyle Coopman (Kyle.Coopman@wisconsin.gov)

Phone Date
(715) 928-2462 March 30, 2017

Quote Price and Delivery FOB
Job Site

Fax bids are accepted
Fax bids are not accepted

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Quantity and Unit</th>
<th>Description</th>
<th>Price Per Acre</th>
<th>Total Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Contract Bid</td>
<td>Marking 85 acres and conducting a total stand volume cut and residual cruise tally</td>
<td>$ N/A</td>
<td>$</td>
</tr>
</tbody>
</table>

Payment Terms

☐ We claim minority bidder preference ( Wis. Stats. s. 16.76(2m)). Under Wisconsin Statutes, a 5% preference may be granted to CERTIFIED Minority Business Enterprises. Bidder must be certified by the Wisconsin Department of Commerce. If you have questions concerning the certification process, contact the Wisconsin Department of Commerce, 6th Floor, 201 W. Washington Ave., Madison, Wisconsin 53702, (608) 267-9550. Does Not Apply to Printing Bids.

☐ We are a work center certified under Wis. Stats. s. 16.762 employing persons with severe disabilities. Questions concerning the certification process should be addressed to the Work Center Program, State Bureau of Procurement, 6th Floor, 101 E. Wilson St., Madison, Wisconsin 53702, (608) 266-2605.

Wis. Stats. s. 16.794 directs the state to purchase materials which are manufactured to the greatest extent in the United States when all other factors are substantially equal. Materials covered in our bid were manufactured in whole or in substantial part within the United States, or the majority of the component parts thereof were manufactured in whole or in substantial part in the United States.

☐ Yes ☐ No ☐ Unknown

In signing this bid we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor; that the above statement is accurate under penalty of perjury.

We will comply with all terms, conditions and specifications required by the state in this Request for Bid and all terms of our bid.

Name of Authorized Company Representative (Type or Print) Title

Phone ( ) Fax ( )

Signature of Above Date Federal Employer Identification No. Social Security No. if Sole Proprietor (Voluntary)

This form can be made available in accessible formats upon request to qualified individuals with disabilities.
EXHIBIT A

MUDDY CREEK WILDLIFE AREA - DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

(Compartment 102: Stands 3 & 5)

1. BACKGROUND
The Wisconsin Department of Natural Resources proposes to contract for technical forestry services to mark for harvest and cruise two different stands totaling approximately 85 acres on Muddy Creek Wildlife Area.

2. SCOPE OF CONTRACT
2.1 Scope.
Work shall consist of the marking and cruising of timber in two stands (approx. 85 acres total) according to the silvicultural prescription goals. Boundaries of the sale that are within the Muddy Creek Wildlife Area are marked with red paint and boundaries where the sale abuts private land are marked with a blue line.

The Department will provide the Contractor with a preliminary timber sale map of the areas to be marked and cruised. If the contractor requests it, an electronic shapefile will be made available in a format for upload into a GPS unit.

A WDNR Forester will conduct a pre-work discussion with the Contractor on parameters of work to be performed on timber sale areas, as well as timber sale marking and cruising tasks for sale establishment on designated forest types. The Contractor will meet with the WDNR Forester to determine the marking objectives and marking guidelines for each area of the timber sale. The work performed shall be in compliance with the terms, specifications, conditions and provisions of this solicitation and the procedures outlined in the Department’s Timber Sale Handbook, Chapter 20. A copy is available online at http://dnr.wi.gov/topic/timersales/handbook.html

Following field work conducted on timber sale establishment the contractor may be asked to work on submission of accurate GPS sale boundaries.

2.2 Contract Extensions.
This contract may be extended by the Department if such extension is determined to be in the best interest of the State. Extensions must be in writing, be signed by both parties and attached to and become part of the contract.

2.3 Bids.
Bidding on this contract will be made in terms of total price.

3. CONTRACTOR WORK REQUIREMENTS AND STANDARDS.
3.1 Access.
The general project area may be accessed by foot travel and may possibly be accessed by ATV with WDNR forester approval. The Department assumes no obligation to plow snow or do special maintenance to keep roads open.

3.2 Locked Gates.
Interested bidders will find that they have plenty of access into stands for purposes of preparing their bids.
3.3 Camping.
No camping will be allowed on Department lands by the Contractor or any of his or her employees during the course of any work activities covered by this contract.

3.4 Performance Period.
Performance on this contract may commence upon signing by both parties, with a required completion date of May 1, 2019.

3.5 Deliverables.

Prescriptions/marking guidelines:

Compartment 102 Stands 3 & 5:
Stands 3 & 5: 85 acres (White Pine/Red Maple)

These stands total approximately 85 acres of scattered large White Pine, with a mix of Red Maple, Black Oak, Black Ash, Aspen and smaller components of Cherry, Sugar Maple and Basswood. Current Basal Area is between 120-130ft² in most spots. Trees will be marked for harvest (Thinning/Group Selection following 21-14 in Silviculture Handbook) to 80-85 sq. ft. Basal Area. Marking Guideline: (Follow Silviculture Handbook chapter 24-3) DO NOT MARK WHITE PINE unless needed for access and operations. Aspen and Birch are designated for harvest so they will not need to be marked. Create gaps where groups of low vigor, high-risk trees exist. The goal is to have 10% of the sale area to contain the gaps. Consider Ash a high risk tree.

Painting Guidelines: Trees marked to be cut will be marked with 2 orange slash marks on opposite sides of trees at least 4.5’ above the ground (higher if taller understory vegetation is present). The slash marks must be of sufficient width that they will be visible on the tree for at least 3 years (i.e. no pencil-tip thin marks). One stump mark per tree will be painted so that it is likely to still be present after harvesting has taken place – make the marks several inches wide and at least 6” high, close to the ground and not on root flares or other areas likely to be torn off during mechanical harvesting.

Stand lines on the map are approximate, and the Contractor will be responsible for determining the actual edge of the stand.

Nelson Paint Company Super Spot brand (or similar quality) orange is to be used for all tree marking. Paint and all other marking supplies and equipment are to be supplied by the Contractor.

Cruising Guidelines:

For each stand, the Contractor shall collect one cruise point per acre. Cruise plots should be located in a systematic grid. At each cruise plot: the Contractor will take a GPS point of the plot center, mark the approximate location on a stand map, and collect all the necessary cruise & reconnaissance data according to the procedures outlined in the Timber Sale Handbook and the Public Forest Lands Handbook using either “sticks plus trees” or Kruzer for data collection. Individual plot data should be identifiable using the GPS plot center point.

Paperwork required to be completed and submitted includes:
2400-032 (Stand Examination Tally) or equivalent Kruzer Summary and individual plot data collected:

- One or more sheets (must show residual data separately, but can be on same sheet as harvest data) for each stand. Each plot point must match up to label on stand map indicating approx. plot location.
- Any tally sheets or numbers taken during tree marking (in stands being thinned) should be included. Show conversion information from tallied trees to total volume to be harvested.

2400-026 (Stand Exam Data Sheet) for each stand:

- Residual stand data (up to invasive species density, excluding habitat type, year of origin and site index)

Summary Sheet (Created by Contractor) - showing all volume to be harvested by species in cordwood and sawtimber values (aspen and pine species will be sold as tons, see timber sale handbook 12-1 for conversion factors) by stand and totaled for all stands.

All Tally Sheets, Data Sheets, A Summary Sheet and a clean timber sale or stand map with appropriate labeled points must be turned into, and accepted by, the Department before payment of this contract will be made. This data may be submitted electronically if preferred by the Contractor.

4. QUALITY CONTROL
4.1. WDNR Forester Supervision.

The Department will assign a WDNR Forester to supervise this marking contract. The WDNR Forester will be responsible for:
1. Providing all Department materials and services in a timely manner.
2. Inspecting marking compliance.
3. Meeting with the Contractor at marked areas to work out any disagreements or misunderstandings pertaining to the work performed.

4.2 Review.
If the need arises, the Contractor will have the opportunity to ask for a review in the field to discuss any disagreements about the marking up to three times. However, the WDNR Forester shall be the final judge as to the quality and subsequent acceptance of work.

4.3 Level of Inspection.
Part 1. The WDNR Forester will inspect the marking of trees in each Area for compliance with stand goals. The WDNR Forester shall have 20 days to complete the inspection. The Contractor may request an intermediate inspection after partial completion of the marking if desired, as long as the Contractor provides sufficient notice and time for this inspection to occur.

If the WDNR Forester determines that the marking does not meet the contract specifications, the Contractor will be notified. The notification will include which portion(s) do not meet the specifications and how the Contractor can remedy the situation.

4.4. Compliance.
The Department shall be the sole judge as to whether or not the Contractor is complying with the terms and conditions of this contract.

4.5. Payment Terms and Invoicing.
When the marking is completed, the cruise data has been submitted, and the inspection is complete, the contractor must submit an invoice for a lump sum billing amount to be approved for payment.
The State of Wisconsin Department of Natural Resources normally will pay properly submitted vendor invoices within (30) days of receipt providing the data has been certified as meeting the accuracy standards provided in this contract.

5. SITE VISIT
Potential Contractors for specific projects are urged and expected to inspect the site where services are to be performed and to satisfy themselves regarding all general and local conditions that may affect the costs of contract performance, to the extent that the information is reasonably obtainable. In no event shall failure to inspect the site constitute grounds for a claim after contract award.
85 Acres, Hardwood Thinning: Cut tree mark down to 80-85 sq. ft. following order of removal. In areas heavy to ash, BA should be marked down to 60-70 sq. ft./acre. All Aspen and Birch will be Designated.