



**INVITATION FOR BID (IFB) #3200**

**Conifer Release Hand Cutting Contract**

**Pacific Cascade Region**

**TREATMENT ACRES: 806 Acres**

Refer to the Maps and Unit Information section (Section II) in the included Draft Contact (Exhibit B) for detail on units needing treatment.

**BID DELIVERY:**

The Bidder shall prepare one complete bid packet for submission according to the Contents and Submittal Instructions (Section 3 of this IFB). In short, a complete packet includes fully filled out forms available in Exhibit A and photocopies of state/federal Farm Labor Contractors licenses. Section 3.2 provides a checklist describing the parts needed for a complete bid.

The completed bid packet may be delivered using the following methods:

- Via an attachment to an email to the Bid Coordinator in the form of a scanned copy of original documentation submitted as a PDF or similar electronic document consistent with Section 3.1.
- Via mail to the address listed in Section 3.1 in its own envelope addressed to Bid Coordinator.

Confirmation of receipt of bid packets for both delivery methods is the responsibility of the Bidder.

**BID DUE DATE:** Bids will be accepted until **2:00 PM, (PST), on Tuesday, June 25, 2024**

**BID COORDINATOR:**

Jared Larwick, Pacific Cascade Region Intensive Management Forester

(360) 635-1338

jared.larwick@dnr.wa.gov

Questions pertaining to this Invitation to Bid can be answered by contacting the Bid Coordinator.

Individuals who wish to request special accommodations for the bid submission process or bid opening (e.g., sign language, interpreters, Braille, etc.) should contact the Bid Coordinator.

## Special Remarks

- **Term of contract: July 8, 2024 – September 27, 2024**
- **Timing restrictions:** No work will be allowed on weekends without approval by the Contract Manager.
- Bidders are encouraged to read **SECTION I-B: SPECIFICATIONS FOR THE ACTIVITY** within the draft contract prior to bidding to be familiar with the activity to be completed.
- **No work on the following state holiday:** Monday September 2, 2024 (Labor Day)
- **Access:** Please note any listed walk-in units or closed/blocked roads on the unit maps and unit description. Bidders are encouraged to preview the work units prior to bidding to verify access and conditions.
- PCP1-1 Key, temporary Discover Pass, and large vicinity maps with highlighted routes are available for pick up at the Pacific Cascade Region office prior to previewing units. **Please call PC region reception at 360.577.2025 if you plan to check out a key.**
- **The use of Avenza maps by contractor will be required to identify locations within unit(s) and location of any property lines, etc.**
- To access electronic unit and overview map files, [Click Here](#)

Questions pertaining to the contract can be directed to **Jared Larwick at 360.635.1338 (cell).**

Hospitals: It is the contractor's responsibility to identify appropriate hospitals for any emergency care required. The following is a courtesy list and should be verified by any potential contractor.

HOSPITAL NAME	ADDRESS	CITY	STATE	PHONE
Legacy Salmon Creek Hospital	2211 NE 139 <sup>th</sup> Street	Vancouver	WA	360.487.1000
PeaceHealth SW Medical Center	400 NE Mother Joseph PL	Vancouver	WA	360.514.2000
Skyline Hospital	211 NE Skyline Drive	White Salmon	WA	509.493.1101
Kittitas Valley Hospital	603 South Chestnut Street	Ellensburg	WA	509.962.9841
Oregon Health & Science University Hospital	3181 SW Sam Jackson Park Road	Portland	OR	503.494.7551
PeaceHealth St. Johns Medical Center	1615 Delaware Street	Longview	WA	360.414.2000 <b>ER</b> 360.636.4818
Grays Harbor Community Hospital	915 Anderson Drive	Aberdeen	WA	360.532.8330
Ocean Beach Hospital	174 1 <sup>st</sup> Avenue	Ilwaco	WA	360.642.3181
Columbia Memorial Hospital	2111 Exchange Street	Astoria	OR	503.325.4321
Providence Centralia Hospital	914 S Scheuber Road	Centralia	WA	360.736.2803
Willapa Harbor Hospital	800 Alder Street	South Bend	WA	360.875.5526

Providence St. Peter Hospital	413 Lily Road NE	Olympia	WA	360.493.7289
Morton General Hospital	521 Adams Avenue	Morton	WA	360.496.5112
Harbor View Medical Center	325 9 <sup>th</sup> Avenue	Seattle	WA	206-744-3000

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## 1. INTRODUCTION AND SCHEDULE OF ACTIVITIES

### 1.1 PURPOSE

The Washington State Department of Natural Resources, hereafter called “Agency/DNR”, is initiating this Solicitation for silvicultural land management services on state managed forestlands. Specific information on work requirements and locations can be found in the included Draft Contract (Exhibit B). Bidders are advised to examine the treatment units prior to submitting a bid.

Work to be performed and/or services delivered in the county(ies) of: **Pacific, Grays Harbor, Lewis**

### 1.2 SCOPE

The scope of this project includes hand cutting in DNR’s Pacific Cascade Region.

### 1.3 MINIMUM QUALIFICATIONS

- A. Bidders must be licensed to do business in the State of Washington, or provide a commitment that it will become licensed to do business in Washington State prior to services rendered (if applicable):
- All in-state vendors must be licensed in Washington State; for more information contact Washington [Department of Licensing](#).
  - Out-of-state vendors should seek guidance from the Washington [Department of Licensing](#) for specific requirements.
- B. Bidders must meet the required specifications as outlined in Exhibit B – Solicitation Specifications Form.
- Bidder’s firm possesses a current year Washington State Farm Labor Contractors License and/or proof of application for license renewal for the subsequent year.
  - Bidder’s firm possesses a current United States Department of Labor Farm Labor Contractors License and/or proof of application for license renewal for the subsequent licensing period.

Bidders who do not meet the minimum qualifications and/or the required specifications and qualifications as outlined in Exhibit B – Solicitation Specifications Form, will be rejected as non-responsive and will not receive further consideration. Any bid rejected as non-responsive will not be evaluated or scored.

#### 1.4 PERIOD OF PERFORMANCE

The term of the contract resulting from this solicitation shall be from the contract execution date through the end of the “Term of Contract”, as defined in Section 1A of Exhibit B (Draft Contract). The Agency requires completion of all work prior to the termination of the period of performance.

#### 1.5 ADDITIONAL SERVICES

DNR reserves the right to add additional services within the scope of this solicitation, and within twenty-four (24) months of the original product order date. If additional services are required, they shall be documented in amendments to the applicable contract document(s). There is no guarantee to the Contractor additional services will be ordered.

#### 1.6 BID COORDINATOR

The Bid Coordinator is the sole point of contact in the Agency for this procurement. All communication with the Agency regarding this solicitation shall be with the Bid Coordinator, as follows:

<b>BID COORDINATOR</b>	
NAME:	Jared Larwick
E-MAIL ADDRESS:	jared.larwick@dnr.wa.gov
PHONE NUMBER:	(360) 635-1338

Any other communication will be considered unofficial and non-binding on the DNR. Vendors are to rely on written statements issued by the Bid Coordinator. Communication directed to parties other than the Bid Coordinator may result in disqualification of the Vendor.

All oral and written communications will be considered unofficial and non-binding on DNR. Vendors should rely only on written amendments issued by the Bid Coordinator. Vendors are encouraged to make any inquiry as early in the process as possible to allow DNR to consider and respond; however, no response is required from the Bid Coordinator. If a Vendor does not notify DNR of an issue, exception, addition, or omission, DNR may consider the matter waived by the Vendor for protest purposes. If Vendor inquiries result in changes to the solicitation, written amendments will be issued and posted on WEBS.

## 1.7 SCHEDULE OF PROCUREMENT ACTIVITIES

<b>SCHEDULE OF PROCUREMENT ACTIVITIES</b>	
ISSUE SOLICITATION DATE SOLICITATION IS POSTED IN WEBS	June 3, 2024
PRE-PROPOSAL CONFERENCE DATE SCHEDULED FOR PRE-PROPOSAL CONFERENCE IF APPLICABLE	Not Required
COMPLAINTS DUE DEADLINE FOR SUBMITTING UNRESOLVED ISSUES ABOUT THE PROCESS	June 17, 2024
BIDS DUE AND EVALUATED BIDS ARE GENERALLY EVALUATED IMMEDIATELY FOLLOWING THE CONCLUSION OF THE BID ACCEPTANCE PERIOD	June 25, 2024
ANNOUNCE APPARENT SUCCESSFUL BIDDER AWARD DATE	June 26, 2024
HOLD DEBRIEFINGS DATE DEBRIEFING CONFERENCES TO BE HELD – IF REQUESTED	July 2, 2024
BEGIN CONTRACT WORK DATE DNR EXPECTS THE WORK TO BEGIN	July 8, 2024
<b>THE AGENCY RESERVES THE RIGHT TO REVISE THE ABOVE SCHEDULE.</b>	

If the Solicitation results in only one (1) Bidder and that Bidder is found responsive and responsible, the Agency reserves the right to accelerate the procurement schedule above.

## 2. GENERAL INFORMATION

### 2.1 DEFINITIONS

Definitions for the purposes of this solicitation include:

**AGENCY** – Any state office or activity of the executive and judicial branches of state government, including state agencies, departments, offices, divisions, boards, commissions, institutions of higher education as defined in RCW 28B.10.016, and correctional and other types of institutions.

**AGENT** – Personnel authorized to act on behalf of the Agency for matters contained within.

**APPARENT SUCCESSFUL BIDDER** – Bidder whose bid provides the best value in meeting Agency needs and is selected to contract with DNR for the proposed solution, subject to completion of contract negotiations and execution of contract.

**AWARD DATE** – The announcement date of the Apparent Successful Bidder.

**BID, QUOTATION and/or PROPOSAL** – A formal offer, submitted by an individual or entity, in response to a solicitation issued for goods and/or services by the Agency.

**BIDDER** – An individual or entity who submits a bid in response to a solicitation issued for goods and/or services by the Agency.

**BUSINESS DAYS** – Monday through Friday, 8AM to 5PM, Pacific Standard Time, or, Pacific Daylight Time, Olympia, Washington, USA.

**CALENDAR DAY** – Midnight to midnight, any day of the week.

**CONTRACT** – An agreement between DNR and Contractor that includes terms and conditions, the solicitation, the bid, all appendices, and exhibits, associated Statements of Work (e.g. Services Contract or Purchase Order), and all amendments awarded pursuant to this solicitation.

**CONTRACTOR** – An individual or entity whose bid has been accepted and is awarded a contract with the Agency, and who is solely responsible to provide a good or perform a service.

**DNR** – Washington State Department of Natural Resources, an Agency of the State of Washington, and any division, section, office, unit or other entity of, or any of the officers or other officials lawfully representing the department.



**GOODS** – Products, materials, supplies, or equipment provided by a Contractor.

**MINORITY-OWNED BUSINESS** – limited to firms certified by the Washington State Office of Minority and Women’s Business Enterprises (OMWBE) as a minority-owned business (MBE). See, RCW 39.19.120 and WAC 326-20.

**PURCHASE** – The acquisition of goods or services, including the leasing or renting of goods.

**SERVICES** – Labor, work, analysis, or similar activities provided by a Contractor to accomplish a specific scope of work.

**SOLICITATION** – A documented formal process providing an equal and open opportunity to Bidders and culminating in a selection based on predetermined criteria.

**VENDOR** – Individual, firm, organization, company or other entity offering products and/or services.

**VETERAN-OWNED BUSINESS** – Limited to firms certified by the Washington State Department of Veterans Affairs (WDVA) as a Certified Veteran-Owned Business. See, [RCW 43.60A.010\(7\)](#) & [RCW 43.60A.190](#)

**WASHINGTON SMALL BUSINESS** – An in-state business, including a sole proprietorship, corporation, partnership, or other legal entity, that certify location, size and WEBS certification. See [RCW 39.26.010](#)

**WEBS** – Washington’s Electronic Business Solution System.

**WOMAN-OWNED BUSINESS** – Limited to firms certified by the Washington State Office of Minority and Women’s Business Enterprises (OMWBE) as a woman-owned business (WBE). See, RCW 39.19.120 and WAC 326-20

**WORKING DAYS** – Midnight to midnight, Monday through Friday, excluding Saturday, Sunday and state legal holidays.

## 2.2 CONTRACTING RESTRICTIONS

Specific restrictions apply to contracting with current or former state employees pursuant to Chapter 42.52 of the Revised Code of Washington. Bidders should familiarize themselves with the requirements prior to submitting a bid that includes current or former state employees.

## 2.3 PRE-PROPOSAL CONFERENCE

A Pre-Proposal Conference is NOT required under this solicitation.

OR

A virtual pre-proposal conference is scheduled to be held on Enter date at Enter time a.m./p.m., Pacific Standard Time or Pacific Daylight Time. The link to the pre-proposal conference room is Enter address. All prospective Bidders should attend; however, attendance is not mandatory. Bidders should verify they are able to enter the virtual meeting room prior to the designated meeting time.

Agency will be bound only to Agency's written answers to questions. Questions arising at the pre-proposal conference or in subsequent communication with the Bid Coordinator will be documented and answered in written form. A copy of the questions and answers will be provided to all Vendors via posting to WEBS on the date indicated in Section 1.7 Schedule of Procurement Activities.

## 2.4 NOTIFICATION TO BIDDERS

The Agency will notify the Apparent Successful Bidder of their selection in writing upon completion of the evaluation process. Individuals or firms whose bids were not selected for further negotiation or award will be notified separately with WEBS. To complete the process, the Apparent Successful Bidder will be identified in WEBS.

## 2.5 COMPLAINT, DEBRIEF AND PROTEST PROCEDURES

### COMPLAINT PROCESS – PRIOR TO BID DUE DATE:

The purpose of a complaint process is to settle unresolved issues or concerns that either were not or could not be resolved during the question and answer period.

Any Bidder may submit a complaint regarding this solicitation based upon the following:

- The solicitation unnecessarily restricts competition;
- The evaluation/scoring process is unfair or flawed; or
- The requirements are inadequate or insufficient so that a response/bid is difficult to prepare.

Complaints not based on procedural matters will not be considered. Complaints will be rejected as without merit if they address issues such as: 1) an evaluator's professional judgment on the quality of a proposal, or 2) Agency's assessment of its own and/or other agencies needs or requirements.

If no complaint is filed, a Bidder cannot later file a protest based on one of the above complaint criteria.

Any complaint to the solicitation must be in writing and submitted to the Bid Coordinator no less than five (5) business days prior to the date when the bid is due, and shall clearly articulate the basis for the complaint and include a proposed remedy.

Responses to complaints will be articulated in writing, including any resulting changes to the solicitation, and will be posted on WEBS, and the Agency head will be notified.

The Agency's decision is final; no further administrative appeal is available.

#### DEBRIEFING OF UNSUCCESSFUL BIDDERS:

Any Bidder who has submitted a bid and been notified that they were not selected for contract award may request a debriefing. The request for a debriefing conference must be received by the Bid Coordinator within three (3) business days after the Unsuccessful Bidder notification is e-mailed to the Bidder. The debriefing must be held within three (3) business days of the request.

Discussion at the debriefing conference will be limited to the following:

- Evaluation and scoring of the Bidder's bid;
- Critique of the bid based on the evaluation; and
- Review of Bidder's final score in comparison with other final scores without identifying the other firms.

Comparisons between bids or evaluations of the other bids will not be allowed. Debriefing conferences may be conducted in person or on the telephone and will be scheduled for a maximum of one hour.

#### PROTEST PROCEDURE:

This procedure is available to Bidders who submitted a response to this solicitation and who have participated in a debriefing conference. Upon completing the debriefing conference, the Bidder is allowed five (5) business days to file a protest of the acquisition with the Bid Coordinator. Protests must be submitted in writing via e-mail and signed by the protesting party or an authorized Agent.

The protest must state the grounds for the protest with specific and complete statements of the action(s) being protested. A description of the relief or corrective action being requested should also be included.

Bidders protesting this procurement shall follow the procedures described below. Protests that do not follow these procedures shall not be considered. This protest procedure constitutes the sole administrative remedy available to Bidders under this procurement.

Only protests stipulating an issue of fact concerning the following subjects shall be considered:

- A matter of bias, discrimination or conflict of interest on the part of the evaluator;
- Errors in computing the score;
- Non-compliance with procedures described in the solicitation document, or applicable state or federal laws or regulations.

Upon receipt of a protest, a protest review will be held by the Agency. All available facts will be considered and a decision will be issued by the Commissioner of Public Lands or his/her delegate within five (5) business days of receipt of the protest. If additional time is required, the protesting party will be notified of the delay.

In the event a protest may affect the interest of another Bidder who submitted a bid, such Bidder will be given an opportunity to submit its views and any relevant information on the protest to the Bid Coordinator.

The final determination of the protest shall:

- Find the protest lacking in merit and uphold the Agency's action; or
- Find only technical or harmless errors in the Agency's acquisition process conduct and determine the Agency to be in substantial compliance and reject the protest; or
- Find merit in the protest and provide the Agency options which may include:
  - Correct the errors and re-evaluate all bids, quotations and/or proposals; and/or
  - Reissue the solicitation document; and/or
  - Make other findings and determine other courses of action as appropriate.

If the Agency determines that the protest is without merit, the Agency will enter into a contract with the Apparent Successful Bidder.

The Agency protest decision is final and no appeal process will be required. If a protesting Bidder does not accept the Agency protest response, the Bidder may try to seek relief from Thurston County Superior Court.

## 2.6 PROPRIETARY INFORMATION/PUBLIC DISCLOSURE

Bids submitted in response to this solicitation shall become the property of the Agency. All bids received shall remain confidential until the contract, if any, resulting from this solicitation is signed by the Agency and the Apparent Successful Bidder; thereafter, the bids shall be deemed public records as defined in Chapter 42.56 of the Revised Code of Washington (RCW).

Any information in the bid that the Bidder desires to claim as proprietary and exempt from disclosure under the provisions of Chapter 42.56 RCW, or other state or federal law that provides for the nondisclosure of your document, must be clearly designated. The information must be clearly identified and the particular exemption from disclosure upon which the Bidder is making the claim must be cited. Each page containing the information claimed to be exempt from disclosure must be clearly identified by the words "Proprietary Information" printed on the lower right hand corner of the page. Marking the entire bid exempt from disclosure or as Proprietary Information will not be honored.

If a public records request is made for the information that the Bidder has marked as "Proprietary Information," the Agency will notify the Bidder of the request and of the date that the records will be released to the requester unless the Bidder obtains a court order enjoining that disclosure. If the Bidder fails to obtain the court order enjoining disclosure, the Agency will release the requested information on the date specified. If a Bidder obtains a court order from a court of competent jurisdiction enjoining disclosure pursuant to Chapter 42.56 RCW, or other state or federal law that provides for nondisclosure, the Agency shall maintain the confidentiality of the Bidder information per the court order.

Pursuant to RCW 42.56.120, DNR uses the default fee schedule. However, records may be viewed in person for no fee. All requests for copies of identifiable records should be directed to the public disclosure office: [publicdisclosure@dnr.wa.gov](mailto:publicdisclosure@dnr.wa.gov). Requests for information about this solicitation should be directed to the Bid Coordinator.

## 2.7 REVISIONS TO THE SOLICITATION

The Agency reserves the right to cancel or reissue all or part of this solicitation at any time as allowed by law without obligations or liability.

In the event that it becomes necessary to revise any part of this solicitation, an amendment will be posted in WEBS (Washington's Electronic Business Solutions). Questions & Answers and any other pertinent information shall be provided as an amendment to the solicitation and will be posted in WEBS.

## **2.8 SMALL AND DIVERSE BUSINESS PARTICIPATION**

DNR strongly encourages the participation of minority and women-owned businesses, Veteran owned businesses and small businesses, as prime Contractors or Subcontractors.

If you are a small business that needs assistance responding to this solicitation, help is available. Please visit OMWBE Small Business Assistance at <https://omwbe.wa.gov/small-business-assistance> to see the services offered. The Washington Procurement Technical Assistance Center (PTAC) is also available with no cost, confidential technical assistance for small businesses doing business with state government.

### Minority and Women-Owned Businesses

In accordance with the legislative findings and policies set forth in Chapter 39.19 RCW, the State encourages participation in all of its contracts by firms certified by the Office of Minority and Women's Business Enterprises (OMWBE). Participation may be either on a direct basis in response to this solicitation or on a Subcontractor basis. Bidders may go to <https://omwbe.wa.gov/directory-certified-businesses> to obtain information on certified firms.

No preference will be included in the evaluation of bids for the participation of minority and women-owned businesses. See section 4.6 Preference – Small & Veteran Businesses for information on preference points for small and veteran owned businesses.

## **2.9 AMERICANS WITH DISABILITIES ACT (ADA)**

The Agency complies with the Americans with Disabilities Act (ADA). Vendors may contact the Bid Coordinator listed above for additional assistance.

## **2.10 ACCEPTANCE PERIOD**

Bids must provide 180 calendar days for acceptance by Agency from the due date for receipt of bids.

## **2.11 MOST FAVORABLE TERMS**

The Agency reserves the right to make an award without further discussion of the bid submitted. Therefore, the bid should be submitted initially on the most favorable terms that the Bidder can propose. There will be no best and final offer procedure. The Agency does reserve the right to contact a Bidder for clarification of its bid.

The Apparent Successful Bidder should be prepared to accept this solicitation for incorporation into a contract resulting from this solicitation.

## **2.12 CONTRACT AND GENERAL TERMS & CONDITIONS**

The awarded Apparent Successful Bidder is entering into a services contract with the Washington state Department of Natural Resources including but not limited to the terms and conditions outlined within the solicitation, bid, all appendices, all exhibits, associated Statements of Work, Purchase Orders, and all amendments awarded.

In addition to the terms and conditions of this solicitation, all Bidders should review the General Terms and Conditions in Section 1.A of the draft contract (Exhibit B) prior to submitting a bid.

All exceptions to the contract terms and conditions must be submitted as an attachment to EXHIBIT A.1 – Bidder’s Certification and Assurances Form.

The Agency will review requested exceptions and accept or reject the requests at its sole discretion.

## **2.13 COST TO PROPOSE**

The Agency will not be liable for any costs incurred by the Bidder in preparation of a bid submitted in response to this solicitation, in conduct of a presentation, or any other activities related to responding to this solicitation.

## **2.14 NO OBLIGATION TO CONTRACT**

This solicitation does not obligate the State of Washington or the Agency to contract for services specified herein.

## **2.15 REJECTION OF BIDS**

The Agency reserves the right at its sole discretion to reject all bids received without penalty and not to issue a contract as a result of this solicitation.

## **2.16 COMMITMENT OF FUNDS**

The Commissioner of Public Lands or his/her delegate is the only individual who may legally commit the Agency to the expenditures of funds for a contract resulting from this solicitation. No cost chargeable to the proposed contract may be incurred before notice and acceptance of award.

## 2.17 DOING BUSINESS WITH THE STATE

The Agency requires all awarded bidders to be registered with the Washington Office of Financial Management (OFM). Addition information can be found on The Department of Enterprise Services Website <https://des.wa.gov/sell/how-work-state>

## 2.18 REGISTRATION WITH THE ‘WEBS’ SYSTEM

All bidders should be registered with the Department of Enterprise Services “Washington Electronic Business Solution” (WEBS) system. Failure to register on WEBS may result in a disqualified bid.

Please follow this link for more information on how to register <https://fortress.wa.gov/ga/webs/>

## 2.19 INSURANCE COVERAGE

Before using any of said rights granted herein and its own expense, Contractor shall purchase and maintain the insurance described within Section 1.A of the included Draft Contract (Exhibit B) for the entire duration of this Agreement. Failure to purchase and maintain the required insurance may result in the termination of the Agreement at DNR’s option.

All insurance provided in compliance with this Agreement shall be primary as to any other insurance or self-insurance programs afforded to, or maintained by, the State of Washington, Department of Natural Resources.

Upon notification of being chosen as the Apparent Successful Bidder, the Contractor shall provide DNR with certificates of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements specified before using any of said rights granted herein. The description section of the certificate shall contain the contract number **3200** and the name of the DNR Contract Manager: **Jared Larwick**. Contractor shall also provide renewal certificates as appropriate during the term of this Agreement.

Contractor shall include all Agents as insured under all required insurance policies or shall provide separate certificates of insurance for each Agent. Failure of Contractor to have its Agents comply with the insurance requirements contained herein does not limit Contractor’s liability or responsibility.



### 3. CONTENTS AND SUBMITTAL INSTRUCTIONS

Bidders are required to read and understand all information contained within this entire bid package including all exhibits. By responding to the solicitation, Bidder agrees they have read and understand all documents.

#### 3.1 SUBMISSION OF BIDS

The bid must be received by the Bid Coordinator by the due date indicated within Section 1.7 Schedule of Procurement Activities of this solicitation, or any amendments.

All forms and documents submitted must have a signature of an individual within the organization authorized to bind the Bidder to the offer.

Bidders should allow sufficient time to ensure timely receipt of the bid by the Bid Coordinator. Late bids will not be accepted and will be automatically disqualified from further consideration, unless the Agency's e-mail is found to be at fault. All bids and any accompanying documentation become the property of the Agency and will not be returned.

Confirmation of receipt of bid packets for both delivery methods is the responsibility of the Bidder.

#### ***ELECTRONIC SUBMISSION***

Bids may be submitted electronically as an attachment to an e-mail to the Bid Coordinator, at the e-mail address listed in Section 1.6 (Bid Coordinator). The Agency does not assume responsibility for problems with Bidder's e-mail. If the Agency's e-mail is not working, appropriate allowances will be made. The Bid Coordinator may request original documentation be submitted at any time.

Attachments to e-mail shall be in Microsoft Word format or PDF. Maximum file size for an e-mail attachment is 30MB. Zipped files cannot be received by the Agency and cannot be used for submission of bids, quotations and/or proposals.

#### ***MAILED IN SUBMISSION***

For bids submitted using physical mail, each bid envelope should be prepared in the following manner:

Mailing address:

Washington State Department of Natural Resources  
 Jared Larwick - Pacific Cascade Region IMF  
 601 Bond Road, Castle Rock WA 98611 (Physical)  
 P.O. Box 280 Castle Rock WA (Mailing)

Upper left corner: Bidder's Name  
Bidder's Address

Lower left corner: Conifer Release Hand Cutting  
Invitation to Bid #3200

Bidders choosing to mail proposals should allow normal mail delivery time to ensure timely receipt of their proposals by the Bid Coordinator. Bidders assume the risk for the method of delivery chosen. The DNR assumes no responsibility for delays caused by any delivery service. Any direct hand deliveries of Bid Documents should be sealed and prepared as described above and delivered to the applicable DNR Region Office during regular business hours (Monday through Friday 8:00am-5:00pm).

### 3.2 BIDDER CHECKLIST

Submit the following applicable documents to the Bid Coordinator by the due date indicated within the Schedule of Procurement Activities of this solicitation, or any amendments, to the schedule. Failure to comply may result in rejection of the bid as non-responsive. The Agency reserves the right at its sole discretion to waive minor administrative irregularities.

<b>BIDDER CHECKLIST</b>	
EXHIBIT A.1 – BIDDER’S CERTIFICATION AND ASSURANCES FORM	<input type="checkbox"/>
EXHIBIT A.2 – SOLICITATION SPECIFICATION FORM	<input type="checkbox"/>
EXHIBIT A.3 – COST PROPOSAL	<input type="checkbox"/>
WASHINGTON STATE FARM LABOR CONTRACTORS LICENSE	<input type="checkbox"/>
UNITED STATES DEPARTMENT OF LABOR FARM LABOR CONTRACTORS LICENSE	<input type="checkbox"/>

### 3.3 SPECIFICATIONS

Exhibit A.2 – Solicitation Specifications Form must be completed and returned to the Bid Coordinator in order for DNR to determine the lowest responsive and responsible Bidder.

### **3.4 QUALIFICATIONS**

Exhibit A.2 – Solicitation Specifications Form, must be completed and returned to the Bid Coordinator in order for DNR to determine the lowest responsive and responsible Bidder.

### **3.5 FUNDING**

Purchase of services resulting from this Solicitation are funded by State dollars. Terms and conditions for funding source are included in Section II.A of the include Draft Contract (Exhibit B).

Any contract awarded as a result of this solicitation is contingent upon the availability of funding.

### **3.6 COST PROPOSAL**

Bids in excess of 200 Dollars Per Acre may be considered non-responsive and will not be evaluated.

The Bidder's cost proposal will be included as part of Exhibit A.3 which will be part of their completed bid packet in order to be considered responsive to this solicitation. The cost proposal shall include fully weighted costs for services rendered as requested within.

### **IDENTIFICATION OF COSTS**

All costs shall be in U.S. dollars including expenses to be charged to accomplish the tasks and to produce the deliverables under this contract. Bidders are required to collect and pay Washington state sales and use taxes, as applicable.

### **COMPUTATION OF COSTS**

The score for the cost proposal will be computed by dividing the lowest cost bid received by the Bidders total cost. Then the resultant number will be multiplied by the maximum possible points and rounded to the nearest whole number for the cost section.

## **4. EVALUATION AND AWARD**

The evaluation process is designed to award this procurement not necessarily to the Bidder of least cost, but rather to the Bidder whose bid best meets the requirements of this solicitation. However, Bidders are encouraged to submit bids that are consistent with state government efforts to conserve state resources.

The Agency will award the contract to the lowest responsive and responsible Bidder that meets the specifications as determined by the Agency. The Agency will post awarded bids and bid award documents for each competitive procurement for public review.

The Agency may reject the bid of any firm who has failed to perform satisfactorily on a previous contract with the state.

Responsive bids will be evaluated strictly in accordance with the requirements stated in this solicitation and any amendments issued. The evaluation of bids shall be accomplished by an evaluation team, to be designated by the Agency, which will determine the ranking of the bids, quotations and/or proposals.

The Agency reserves the right to select and enter into contract(s) with the Bidder whose bid is deemed to be in the best interest of the Agency and the State of Washington.

If this procurement is estimated to be less than \$150,000. The Agency intends to award the contract to the lowest responsive and responsible bid from a small business (as defined in RCW 39.26.010(22)(a) or veteran-owned business, (as defined in RCW 43.60A.190) unless none of these businesses are responsible and responsive to this solicitation. The Agency will verify small and veteran owned business status through WEBS certification and if applicable bidder must provide certification documentation to the Washington Department of Veterans' Affairs WDVA and be certified by WDVA and listed as such on WDVA's website.

It is the intent of the Agency to enter into a contract for the completion of silvicultural services as described herein.

### **4.1 RESPONSIVENESS (PASS / FAIL)**

All bids will be reviewed by the Bid Coordinator to determine compliance with administrative requirements and instructions specified in this solicitation. The Bidder is specifically notified that failure to comply with any part of the solicitation may result in rejection of the bid as non-responsive.

The Agency reserves the right at its sole discretion to waive minor administrative irregularities.

## 4.2 RESPONSIBLE BIDDER CRITERIA

Exhibit A.2 – Solicitation Specifications Form must be completed in order for DNR to determine the lowest responsive and responsible Bidder.

In determining whether the Bidder is a responsible Bidder, the Agency must consider the following elements ([RCW 39.26.160\(2\)](#)):

- a. The ability, capacity, and skill of the Bidder to perform the contract or provide the service required;
- b. The character, integrity, reputation, judgment, experience, and efficiency of the Bidder;
- c. Whether the Bidder can perform the contract within the time specified;
- d. The quality of performance of previous contracts or services;
- e. The previous and existing compliance by the Bidder with laws relating to the contract or services;
- f. Whether, within the three-year period immediately preceding the date of the bid solicitation, the Bidder has been determined by a final and binding citation and notice of assessment issued by the department of labor and industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in [RCW 49.48.082](#), any provision of chapter [49.46](#), 49.48, or [49.52](#) RCW; and
- g. Such other information as may be secured having a bearing on the decision to award the contract.

In determining the lowest responsive and responsible Bidder, an Agency may consider best value criteria, including but not limited to ([RCW 39.26.160\(3\)](#)):

- a. Whether the bid satisfies the needs of the state as specified in the solicitation documents;
- b. Whether the bid encourages diverse Contractor participation;
- c. Whether the bid provides competitive pricing, economies, and efficiencies;
- d. Whether the bid considers human health and environmental impacts;
- e. Whether the bid appropriately weighs cost and noncost considerations; and
- f. Life-cycle cost.

The Agency's determination that a Bidder is not qualified may result in rejection of the submitted bid.

### 4.3 BIDDER'S CERTIFICATION FORM (PASS/FAIL)

All Bidders must submit Exhibit A.1 – Certifications and Assurances Form, signed by an individual authorized to bind the Bidder contractually. DNR will evaluate the information and may, at its sole discretion, reject the Bidder's Response if the information indicates that completion of a Contract resulting from this IFB may be jeopardized by selection of the Bidder.

### 4.4 WAGE LAW COMPLIANCE (PASS/FAIL)

Prior to awarding a contract, agencies are required to determine that a Bidder is a 'Responsible Bidder.' See [RCW 39.26.160\(2\)\(f\) and \(4\)](#). Pursuant to legislative enactment in 2017, the Responsible Bidder Criteria include a Contractor Certification that the Contractor has not willfully violated Washington's wage laws. See Chap. 258, 2017 Laws (enacting [SSB 5301](#)). All Bidders must submit Exhibit A.1 – Certifications and Assurances Form, signed by an individual authorized to bind the Bidder contractually. A Bidder's failure to comply with the required Wage Law Compliance certification means that the Bidder is not responsible and therefore will not be evaluated. See [RCW 39.26.160\(2\)\(f\) & \(4\)](#).

### 4.5 PREFERENCE – EXECUTIVE ORDER 18-03 WORKER'S RIGHTS (SCORED)

FIRMS WITHOUT MANDATORY INDIVIDUAL ARBITRATION FOR EMPLOYEES  
Pursuant to [RCW 39.26.160\(3\)](#) (best value criteria) and consistent with Executive Order 18-03 – Supporting Workers' Rights to Effectively Address Workplace Violations (dated June 12, 2018),

A. **A preference of 5 percent** will be given to any Bidder who certifies, pursuant to the certification attached as Exhibit A.1 – Bidder's Certification and Assurances Form that their firm does NOT require its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waiver

### 4.6 PREFERENCE – SMALL & VETERAN BUSINESSES (SCORED)

Department of Natural Resources, in accordance with Washington law, encourages small and diverse businesses to compete for and participate in state procurements as contractors and as subcontractors to awarded bidders. See, e.g., [RCW 43.60A.200](#) (WDVA Certified Veteran-Owned Businesses); and [RCW 39.26.005](#) (Washington Small Businesses).

#### Washington State Certified Veteran-Owned Businesses

In accordance with Chapter 43.60A.200 RCW, the State encourages participation in all of its contracts by firms certified by the Washington State Department of Veterans' Affairs (DVA). For questions regarding the above go to <http://www.dva.wa.gov/>.

A. **A preference of 10 percent** will be given to any Bidder who provides evidence as set forth in Exhibit A.1 – Certifications and Assurances Form that the that Bidder qualifies as a

Washington Department of Veterans' Affairs Certified Veteran-Owned Business. **Note:** This preference does not apply if federal funds are being used. See section 3.5 Funding for funding source information.

#### Washington State Certified Small Businesses

In accordance with the intent of Chapter 39.26.005 RCW, the State encourages the purchases of goods and services from Washington small businesses. Small business, mini-business, and micro-business are defined in RCW Chapter 39.26.010 (22), (17), and (16) respectively. Go to <http://apps.leg.wa.gov/RCW/default.aspx?cite=39.26.010>. All qualified state small business types are encouraged to register and identify themselves in the Washington Electronic Business Solution (WEBS). <https://des.wa.gov/sell/how-work-state/register-bid-opportunities>

- A. **A preference of 10 percent** will be given to any Bidder who provides evidence as set forth in Exhibit A.1 – Certifications and Assurances Form that the that Bidder qualifies as a Washington State Small Business. **Note:** This preference does not apply if federal funds are being used. See section 3.5 Funding for funding source information.

#### 4.7 EVALUATION WEIGHTING AND SCORING

CRITERIA	MAXIMUM POINTS
<b>RESPONSIVENESS</b>	
SECTION 1.3 – MINIMUM QUALIFICATIONS	PASS/FAIL
SECTION 4.3– BIDDER’S CERTIFICATION AND ASSURANCES FORM (EXHIBIT A.1)	PASS/FAIL
SECTION 4.4 – WAGE COMPLIANCE LAW (EXHIBIT A.1)	PASS/FAIL
SECTION 4.1 – RESPONSIVENESS	PASS/FAIL
<b>SPECIFICATIONS</b>	
EXHIBIT A.2 SOLICITATION SPECIFICATIONS FORM – REQUIRED	PASS/FAIL
<b>QUALIFICATIONS</b>	
EXHIBIT A.2 SOLICITATION SPECIFICATIONS FORM – CURRENT/FORMER STATE EMPLOYEE	PASS/FAIL
EXHIBIT A.2 SOLICITATION SPECIFICATIONS FORM – REFERENCES	40
<b>COST PROPOSAL</b>	
SECTION 3.6 – TOTAL COST	60
<b>SUB-TOTAL</b>	<b>100</b>
<b>PREFERENCES</b>	
SECTION 4.5 – EXECUTIVE ORDER 18-03 WORKER’S RIGHTS (EXHIBIT A.1)	5
SECTION 4.6 – VETERAN –OWNED BUSINESS PREFERENCE (EXHIBIT A.1)	10
SECTION 4.6 – SMALL BUSINESS PREFERENCE (EXHIBIT A.1)	10
<b>TOTAL POSSIBLE W/PREFERENCES</b>	<b>125</b>

## **5. SOLICITATION EXHIBITS**

EXHIBIT A.1 – Bidder’s Certification and Assurances Form

EXHIBIT A.2 – Bid Specification Form

EXHIBIT A.3 – Cost Proposal

EXHIBIT B – Draft Contract



## EXHIBIT A.1 – BIDDER’S CERTIFICATION AND ASSURANCES FORM

### BIDDER INFORMATION

Business Name:					
Name of Authorized Representative:					
Address:					
City:		State:		Zip:	
Cell Phone:					
Office Phone:					
E-mail:					
TIN (Tax Identification Number): <a href="#">Internal Revenue Service</a>					
WA UBI (Unified Business Identifier): <a href="#">WA Department of Licensing</a>					

ALL IN-STATE VENDORS MUST BE LICENSED TO DO BUSINESS IN WASHINGTON STATE.  
 OUT-OF-STATE VENDORS SHOULD SEEK GUIDANCE FROM [WA DEPARTMENT OF LICENSING](#) FOR SPECIFIC UBI REQUIREMENTS.

Bidder makes the following certifications and assurances as a required element of the bid to which it is attached, understanding that the truthfulness of the facts affirmed here and the continuing compliance with these requirements are conditions precedent to the award or continuation of the related contract(s):

1. **UNDERSTANDING.** Bidder certifies that Bidder has read, thoroughly examined, and fully understands all of the provisions in the Competitive Solicitation (including all exhibits) and the terms and conditions of the Contract and any amendments or clarifications to the Competitive Solicitation, and agrees to abide by the same.
2. **ACCURACY.** Bidder declares that all answers and statements made in the bid are true and correct.
3. **NO COLLUSION OR ANTI-COMPETITIVE PRACTICES.** The prices and/or cost data have been determined independently, without consultation, communication, or agreement with others for the purpose of restricting competition. However, Bidder may freely join with other persons or organizations for the purpose of presenting a single bid.
4. **FIRM OFFER.** The attached bid is a firm offer for a period of 90 calendar days following receipt, and it may be accepted by the Agency without further negotiation (except where obviously required by lack of certainty in key terms) at any time within the 90-day period.
5. **CONFLICT OF INTEREST.** In preparing this bid, Bidder has not been assisted by any current or former employee of the State of Washington whose duties relate (or did relate) to this bid or prospective contract, and who was assisting in other than his or her official, public capacity. (Any exceptions to these assurances are described in full detail on a separate page and attached to this document.)
6. **NO REIMBURSEMENT.** Bidder understands that the Agency will not issue reimbursement for any costs incurred in the preparation of this bid. All bids become the property of the Agency, and the Bidder claim no proprietary right to the ideas, writings, items, or samples, unless so stated in this bid.
7. **DISCLOSURE.** Unless otherwise required by law, the prices and/or cost data that have been submitted have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the bidder prior to award, directly or indirectly to any other Bidder or to any competitor.
8. **PERFORMANCE.** Bidder agrees that submission of bid documents, quotation and/or proposal constitutes acceptance of the solicitation contents, including all attached or linked terms and conditions. If there are any exceptions to these terms and conditions, the Bidder has described those exceptions in detail on a page attached to Bidder's submission documents.
9. **HARASSMENT.** Per [RCW 43.01.135](#), Sexual harassment in the workplace, Agency Contractors hereby have access to DNR Policy PO01-052 Sexual Harassment: [https://www.dnr.wa.gov/publications/em\\_harassment\\_prevention\\_policy.pdf](https://www.dnr.wa.gov/publications/em_harassment_prevention_policy.pdf)

**10. RESTRICTING COMPETITION.** No attempt has been made or will be made by the Bidder to persuade any other person or firm to submit or not to submit a bid for the purpose of restricting competition.

**11. REFERENCES.** Bidder grants the Agency the right to contact references and others, who may have pertinent information regarding the Bidder's prior experience and ability to perform the goods delivered or services rendered contemplated in this procurement.

**12. LICENSED IN WASHINGTON STATE.** Bidder will become licensed to do business in the State of Washington (if applicable) prior to providing delivered goods or rendered services to DNR.

**13. PREVIOUS STATE EMPLOYEES.** If any staff member(s) who will perform work on this contract has retired from the State of Washington under the provisions of the 2008 Early Retirement Factors legislation, list their name(s) on a separately attached page. WAC 415.02.325 RCW 41.50.139

**14. DEBARMENT.** Bidder certifies as follows (must check one):

NO DEBARMENT. Bidder and/or its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from contracting with any federal, state, or local governmental entity.

OR

DEBARRED. As detailed on the attached explanation (Bidder to provide), Bidder and/or its principals presently are debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from contracting with a federal, state, or local governmental entity.

**15. CRIMINAL OFFENSE.** Bidder certifies as follows (must check one):

NO CRIMINAL OFFENSE. Bidder and its officers, directors, and managers have not, within the three (3) year period preceding the date of this Competitive Solicitation, been convicted or had a civil judgment rendered against Bidder or such officers, directors, and managers for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a governmental contract; violation of any federal or state antitrust statute; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property. Bidder further certifies that Bidder and its officers, directors, and managers are not presently indicted or otherwise criminally or civilly charged by a governmental entity with commission of any of the offenses enumerated in this paragraph.

OR

CRIMINAL OFFENSE. As detailed on the attached explanation (Bidder to provide), within the three (3) year period preceding the date of this Competitive Solicitation,

Bidder or its officers, directors, or managers have been convicted or had a civil judgment rendered against Bidder or such officers, directors, or managers for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a governmental contract; violation of any federal or state antitrust statute; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

**16. TERMINATION FOR DEFAULT OR CAUSE.** Bidder certifies as follows (must check one):

- NO TERMINATION FOR DEFAULT OR CAUSE. Bidder has not, within the three (3) year period preceding the date of this Competitive Solicitation, had one (1) or more federal, state, or local governmental contracts terminated for cause or default.

OR

- TERMINATION FOR DEFAULT OR CAUSE. As detailed on the attached explanation (Bidder to provide), within the three (3) year period preceding the date of this Competitive Solicitation, Bidder has had one (1) or more federal, state, or local governmental contracts terminated for cause or default.

**17. TAXES.** Bidder certifies as follows (must check one):

- TAXES PAID. Except as validly contested, Bidder is not delinquent and has paid or has arranged for payment of all taxes due to the State of Washington and has filed all required returns and reports as applicable.

OR

- DELINQUENT TAXES. As detailed on the attached explanation (Bidder to provide), Bidder has not paid or arranged for payment of all taxes due to the State of Washington and/or has not timely filed all required returns and reports as applicable.

**18. FINANCIALLY SOLVENT.** Bidder certifies as follows (must check one):

- FINANCIALLY SOLVENT. Bidder is financially stable and solvent, has adequate cash reserves to meet all financial obligations, has not commenced bankruptcy proceedings voluntarily or otherwise, and is not subject to any judgments, liens, or encumbrances of any kind affecting title to any Goods or Services that are the subject of this Competitive Solicitation.

OR

- NOT FINANCIALLY SOLVENT. As detailed on the attached explanation (Bidder to provide), Bidder is not financially stable and solvent – i.e., Bidder does not have adequate cash reserves to meet all financial obligations, has commenced bankruptcy proceedings voluntarily or otherwise, or is subject to a judgment, lien, or encumbrance

that affects title to the Goods or Services that are the subject of this Competitive Solicitation.

**19. LAWFUL REGISTRATION.** Bidder, if conducting business other than as a sole proprietorship certifies as follows (must check one):

**NOTE:** This certification applies only to bidders that are organized as separate legal entities (e.g., a corporation, partnership, Limited Liability Company). If bidder is a sole proprietor, this certification should not be answered.

- CURRENT LAWFUL REGISTRATION.** Bidder is in good standing in the State of Washington and the jurisdiction where Bidder is organized, including having timely filed all required annual reports.

OR

- DELINQUENT REGISTRATION.** As detailed on the attached explanation (Bidder to provide), Bidder currently is not in good standing in the State of Washington and/or the jurisdiction where Bidder is organized.

**20. REGISTRATION WITH WASHINGTON SECRETARY OF STATE.** Bidder, is conducting business other than as a sole proprietorship, certifies as follows (must check one):

**NOTE:** This certification applies only to bidders that are organized as separate legal entities (e.g., a corporation, partnership, Limited Liability Company). If bidder is a sole proprietor, this certification should not be answered.

- BIDDER IS REGISTERED WITH WASHINGTON SECRETARY OF STATE.** Bidder is registered with the Washington Secretary of State and is in good standing.

OR

- BIDDER WILL REGISTER WITH WASHINGTON SECRETARY OF STATE.** Bidder is not registered with the Washington Secretary of State but, if designated as the Apparent Successful Bidder, Bidder will register with the Washington Secretary of State and obtain a UBI number within twenty-four (24) hours of such designation or notification by the Agency or be deemed a nonresponsive bid.

OR

- BIDDER IS NOT REGISTERED WITH WASHINGTON SECRETARY OF STATE.** Bidder is not registered with the Washington Secretary of State and Bidder declines to register with the Washington Secretary of State.

**21. REGISTRATION WITH WASHINGTON STATE DEPARTMENT OF REVENUE.**

Bidder certifies as follows (must check one):

- BIDDER IS REGISTERED WITH WASHINGTON STATE DEPARTMENT OF REVENUE. Bidder is registered with the Washington State Department of Revenue, has a business license to do business in Washington.

OR

- BIDDER WILL REGISTER WITH WASHINGTON STATE DEPARTMENT OF REVENUE. Bidder is not registered with the Washington State Department of Revenue but, if designated as the Apparent Successful Bidder, Bidder will register with the Washington State Department of Revenue and obtain a business license within twenty-four (24) hours of such designation or notification by the Agency or be deemed a nonresponsive bid.

OR

- BIDDER IS NOT REGISTERED WITH WASHINGTON STATE DEPARTMENT OF REVENUE. Bidder is not registered with the Washington State Department of Revenue and Bidder declines to register with the Washington State Department of Revenue.

**22. WAGE THEFT PREVENTION.** Bidder certifies as follows (must check one):

- No Wage Violations. This firm has NOT been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in [RCW 49.48.082](#), any provision of RCW chapters [49.46](#), [49.48](#), or [49.52](#) within three (3) years prior to the date of the above-referenced procurement solicitation date.

OR

- Violations of Wage Laws. This firm has been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in [RCW 49.48.082](#), any provision of RCW chapters [49.46](#), [49.48](#), or [49.52](#) within three (3) years prior to the date of the above-referenced procurement solicitation date.

**23. WORKERS' RIGHTS (EXECUTIVE ORDER 18-03).** Bidder certifies as follows (must check one):

- No Mandatory Individual Arbitration Clauses and Class or Collective Action Waivers for Employees. Bidder does NOT require its employees, as a condition of employment,

to sign or agree to mandatory individual arbitration clauses or class or collective action waivers.

OR

- Mandatory Individual Arbitration Clauses and Class or Collective Action Waivers for Employees. Bidder requires its employees, as a condition of employment, to sign or agree to mandatory individual arbitration clauses or class or collective action waivers.

**24. WASHINGTON STATE CERTIFIED SMALL BUSINESS.** Bidder certifies as follows (must check one):

- Washington Small Business. Bidder is a Washington Small Business as defined in RCW 39.26.010. To qualify as a Washington Small Business, Bidder must meet three (3) requirements:
  - Location. Bidder's principal office/place of business must be located in and identified as being in the State of Washington. A principal office or principal place of business is a firm's headquarters where business decisions are made and the location for the firm's books and records as well as the firm's senior management personnel.
  - Size. Bidder must be owned and operated independently from all other businesses and have either: (a) fifty (50) or fewer employees; or (b) gross revenue of less than seven million dollars (\$7,000,000) annually as reported on Bidder's federal income tax return or its return filed with the Washington State Department of Revenue over the previous three consecutive years.
  - WEBS Certification. Bidder must have certified its Washington Small Business status in Washington's Electronic Business Solution (WEBS).

OR

- Not Washington Small Business. Bidder is not a Washington Small Business as defined in RCW 39.26.010.

**25. WASHINGTON STATE CERTIFIED VETERAN-OWNED BUSINESS.** Bidder certifies as follows (must check one):

- Certified Veteran-Owned Business. Bidder is a Certified Veteran-Owned Business under RCW 43.60A.190. To qualify as a Certified Veteran-Owned Business, Bidder must meet four (4) requirements:
  - 51% Ownership. Bidder must be at least fifty-one percent (51%) owned and controlled by:
    - a. A veteran as defined as every person who at the time he or she seeks certification has received a discharge with an honorable characterization or received a discharge for medical reasons with an honorable record, where

applicable, and who has served in at least one of the capacities listed in RCW 41.04.007;

- b. A person who is in receipt of disability compensation or pension from the department of veterans affairs; or
- c. An active or reserve member in any branch of the armed forces of the United States, including the national guard, coast guard, and armed forces reserves.
- Washington Incorporation/Location. Bidder must be either an entity that is incorporated in the state of Washington as a Washington domestic corporation or, if not incorporated, an entity whose principal place of business is located within the State of Washington.
- WEBS Certification. Bidder must have certified its Veteran-Owned business status in Washington’s Electronic Business Solution (WEBS).
- WDVA Certification. Bidder must have provided certification documentation to the Washington Department of Veterans’ Affairs WDVA and be certified by WDVA and listed as such on WDVA’s website (WDVA – Veteran-Owned Businesses).

OR

- Not a Certified Veteran-Owned Business. Bidder is not a Certified Veteran-Owned Business under RCW 43.60A.190.

**26. MINORITY AND WOMEN OWNED PARTICIPATION (must check one)**

- Minority Owned Business
- Women-Owned Business
- None of The Above



I hereby certify, under penalty of perjury under the laws of the State of Washington, that I am authorized to make these certifications and assurances on behalf of the firm listed herein.

---

PRINT FULL LEGAL ENTITY NAME OF FIRM SUBMITTING BID

---

SIGNATURE OF AUTHORIZED PERSON

DATE SIGNED

---

PRINTED NAME OF PERSON MAKING CERTIFICATION FOR FIRM

---

TITLE OF PERSON SIGNING CERTIFICATE

---

PRINT COUNTY AND STATE WHERE SIGNED

RETURN FORM TO: BID COORDINATOR WITH YOUR BID

**EXHIBIT A.2 – BID SPECIFICATION FORM**

<b>SPECIFICATIONS - REQUIRED (PASS / FAIL)</b> All Bidders are <b>REQUIRED</b> to check each box verifying that the service meets the required specification identified.	
CHECK FOR VERIFICATION	REQUIRED SPECIFICATION(S)
<input type="checkbox"/>	Bidder’s firm possesses a current year <b>Washington State Farm Labor Contractors License</b> and/or proof of application for license renewal for the subsequent year (for more information visit <a href="http://www.lni.wa.gov">http://www.lni.wa.gov</a> ). A photocopy of this license is attached to the bid. The license meets the following requirements: <ul style="list-style-type: none"> <li>a) License type – Forestation/Reforestation</li> <li>b) Surety Bond Amount – at least \$10,000 for the coverage of greater than 10 workers</li> <li>c) A vehicle insurance authorization for the transport of workers.</li> </ul>
<input type="checkbox"/>	Bidder’s firm possesses a current <b>United States Department of Labor Farm Labor Contractors License</b> and/or proof of application for license renewal for the subsequent licensing period ( <a href="https://www.dol.gov/whd/mspa/">https://www.dol.gov/whd/mspa/</a> ). A photocopy of this license is attached to the bid.
<input type="checkbox"/>	Bidder is able to supply a minimum of 8 workers each business day and has sufficient labor resources to complete all work prior to the conclusion of the contract term.
<b>QUALIFICATIONS – CURRENT/FORMER STATE EMPLOYEE (PASS / FAIL)</b> Identify any current or former state employees employed or on the firm’s governing board as of the date of the date of bids submittal. Include their position and responsibilities within the Bidders organization. If following a review of this information, it is determined by the Agency that a conflict of interest exists, the Bidder may be disqualified from further consideration for the award of a contract.	
FORMER STATE EMPLOYEE NAME:	
POSITION WITHIN BIDDERS FIRM:	
RESPONSIBILITY WITHIN BIDDERS FIRM:	
<b>QUALIFICATIONS - REFERENCES (SCORED)</b> Demonstrating reliability, professionalism, capability.	

**Bidder shall furnish a minimum of one reference** that the Agency can check in order to assure the Bidder is capable of performing the work described in Exhibit B – Draft Contract with a high level of quality and professionalism. Two areas of particular interest during the reference check process include the Bidder’s work quality on previous contract work and the Bidder’s reliability supplying a sufficient number of capable workers on a daily basis.

A reference can be either 1) identifying information for a DNR silviculture contract completed in the past 2 years where the Bidder performed work similar to that described in the Draft Contract (Exhibit B), and/or 2) contact information for a landowner the Bidder has recently completed work similar to that described in the Draft Contract (Exhibit B).

Bid evaluators will refer to past DNR silviculture contract performance reviews and information obtained through reference checks with other landowners in the bid scoring process. Failure to submit references will result in the bid packet being rejected.

(Note: By submitting a bid the Bidder grants permission to the Agency to contact these references and others, who from the Agency’s perspective, may have pertinent information.)

**Reference up to two (2) DNR silviculture contracts recently completed by the Bidder, if available. If possible, refer to contracts where similar work was performed.**

Contract #:	Contract #:
DNR region:	DNR region:
Type of Services Performed:	Type of work:

<b>Contact information and description of services provided for up to three (3) other landowners where the Bidder has recently completed similar types of work.</b>	
Contact Name of Reference #1:	Contact's E-mail:
Contact's Phone Number:	Name of Bidder's lead 'foreperson' who is known to this Reference:
Time Frame of Services Provided:	Budget for Services Performed by Bidder:
Type of Services Performed:	
(This space reserved for AGENCY use)	

Contact Name of Reference #2:	Contact's E-mail:
Contact's Phone Number:	Name of Bidder's lead 'foreperson' who is known to this Reference:
Time Frame of Services Provided:	Budget for Services Performed by Bidder:
Type of Services Performed:	
(This space reserved for AGENCY use)	

Contact Name of Reference #3:	Contact's E-mail:
Contact's Phone Number:	Name of Bidder's lead 'foreperson' who is known to this Reference:
Time Frame of Services Provided:	Budget for Services Performed by Bidder:
Type of Services Performed:	
(This space reserved for AGENCY use)	

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SIGNATURE OF AUTHORIZED PERSON

DATE SIGNED

RETURN FORM TO: BID COORDINATOR WITH YOUR BID AS INDICATED WITHIN.



### EXHIBIT A.3 – COST PROPOSAL

**INSTRUCTIONS:** Bids should include all costs related to the completion of the Work. A Bid Price per Item and an Item Total must be entered for all of the Items on the Bid Form. Each Item Total is calculated by multiplying the Acres by the Bid Price Per Acre. All Item Totals must be summed and entered as the Total Bid Price. In the event of a difference between the sum of all Item Totals and the Total Bid Price, the individual Item Totals shall prevail. This Cost Proposal must be signed by an authorized representative of the Bidder’s firm. Incomplete or unsigned bids may be rejected. Actual payment is determined by work performance described in the Draft Contract (Exhibit B).

At the following rates, the undersigned hereby offers and agrees to furnish materials, equipment, supplies, supervision, and services in compliance with all terms, conditions, and specifications of this Invitation for Bid.

Item Number	Item Name	Acres	Bid Price Per Acre	Item Total
1	P AND E 20 SORTS U2	74		
2	ELK HOLLOW U2	20		
3	Last 20 U1	79		
4	Last 20 U2	101		
5	MCWALVILLE U1	20		
6	MCWALVILLE U2	70		
7	CLEAR ROUND U1	29		
8	SPARKS SORTS U3	28		
9	SPARKS SORTS U4	9		
10	LIBERTY SORTS	92		
11	HOPPER U3	58		
12	GRAN TORINO U1	87		
13	GRAN TORINO U2	8		
14	SARATOGA U1	19		
15	SARATOGA U2	30		
16	NAME THAT TUNE U5	20		
17	NAME THAT TUNE U7	2		
18	NAME THAT TUNE U8	2		
19	UPPER SALMON U3	58		
	<b>Total Acres:</b>	<b>806</b>	<b>Total Bid Price:</b>	

\*Refer to Section II of the Draft Contract (Exhibit B) for more information on treatment units.

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PRINT FULL LEGAL ENTITY NAME OF FIRM SUBMITTING BID

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SIGNATURE OF AUTHORIZED PERSON

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DATE SIGNED





# **EXHIBIT 1: Draft Contract**



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Pacific Cascade Region

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**HAND CUTTING**  
**Contract Number # 3200**

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**Contract Digest:** Release Hand Cutting

- Definitions

**SECTION I – CONTRACT CLAUSES**

- A. General Provisions
- B. Specifications for the Activity
- C. Compliance Inspection and Payments

**SECTION II – MAPS AND UNIT INFORMATION**

- A. Unit Descriptions
- B. Unit Maps

**SECTION III – CONTRACT SIGNATURES PAGE**

## DEFINITIONS

**‘Compliance Forester(s)’** means the DNR staff person(s) identified in the Pre-Work Conference who perform the compliance inspections, approve Work, recommend payment to the Contract Manager, manage the Work Schedule, and assist with Seedling distribution.

**‘Conifer’** means a tree that is a Douglas-fir, true fir, pine, hemlock, spruce, or cedar.

**‘Contract Manager’** means the DNR staff person who processes this contract, makes payments, provides and facilitates dispute resolution, provides technical advice to the Compliance Forester, and is the first point of contact for questions relating to this contract or interpretation of Work. The Contract Manager may perform the duties of the Compliance Forester.

**‘Contractor’** means the business entity engaged with DNR to complete the terms of this contract.

**‘DNR’** means the Washington State Department of Natural Resources, acting through an authorized employee.

**‘Designated Contract Representative(s)’** means those individual(s) designated by Contractor on the Pre-Work Form during the Pre-Work Conference.

**‘Force Majeure’** means those acts that are unforeseeable and beyond the control of either party to the contract. Acts of Force Majeure include, but are not limited to acts of God, the public enemy, fire, or other casualty.

**‘Hardwood’** means any tree or tall shrub with broad leaves. Examples include alder, elderberry, bigleaf maple, vine maple, madrone, cottonwood, cherry, and willow.

**‘Inspection Plot’** is a systematic field measurement used by the Compliance Forester to assess and rate Contractor performance.

**‘Leader’** is the topmost shoot of a tree. While some trees may have multiple tops, the ‘Leader’ is the tallest and most dominant.

**‘Pre-Work Conference’** is the meeting between DNR and Contractor after award of the contract and before commencement of Work. Its purpose is to agree upon logistics and the Work Schedule.

**‘Region Manager’** means the designated DNR staff person responsible for managing the affairs of DNR in designated large geographic areas. The Region Manager may perform the duties of the Contract Manager.

**‘Severely Suppressed Conifer’** means a Conifer which is unlikely to respond to release treatment or likely to be damaged during the felling of Hardwood trees less than 5” dbh. These typically are found under a heavy canopy of Hardwood trees and are less than half the height the Hardwood trees, and are often spindly, sparsely needled, and leaning. Douglas-fir, true fir, or white pine with drooping or bending stems (other than fresh new growth) should be considered ‘Severely Suppressed’.

**‘Unit’** is the individual geographical area on which Work will be done. Each Unit is specifically identified by number on the Unit Description (Section II-A), corresponding Unit Map (Section II-B), and Bid Form (IFB Exhibit 2-H).

**‘Unit Bid Price’** is the rate per acre, written in the Unit Bid Price column of the Bid Form (IFB Exhibit 2-H).

**‘Unit Total’** is the total amount (in dollars) that Contractor agrees to be paid for each Unit, written in the Unit Total column of the Bid Form (IFB Exhibit 2-H).

**'Work'** means the services Contractor is required to satisfactorily complete to fulfill terms of this contract. These services are described in Section I - Specifications for the Activity and Section II - Unit Description.

**'Work Schedule'** means the approved order and timeline for how the requirements of this contract, including Work on individual Units or groups of Units, will be fulfilled by the Contractor.

**'Woody Shrub'** means any woody plant with broad leaves greater than 4 feet tall. Examples include vine maple, scotch broom, hazel nut, elder berry, salmon berry and black berry.

## SECTION I-A: GENERAL PROVISIONS

### A-01 Contractor's Warranty

Contractor warrants that it has had an opportunity to fully inspect the contract area and enters this contract based upon its own judgment of the costs of performing the Work, formed after its own examination and inspection. Contractor also warrants to DNR that it enters this contract without any reliance upon the Seedling estimates, acreage, pre-bid documentation, or any other representation by DNR, including but not limited to:

- A. Conditions bearing upon transportation, disposal, handling, and storage of materials;
- B. Availability of labor, water, electric power, and road;
- C. Uncertainties of weather, river stages, tides, or similar physical conditions at the Unit(s);
- D. The confirmation and conditions of the ground;
- E. Seasonal conditions that may affect the timing and use of materials needed for the Work; and
- F. The character of equipment and facilities needed to complete the Work.

Any failure of Contractor to take the actions described in this Clause will not relieve Contractor from responsibility for properly estimating the cost of completing this contract.

### A-02 Modifications

Waivers, modifications, or amendments of the terms of this contract must be in writing signed by Contractor and DNR to become effective.

### A-03 Contract Complete

This contract is the final expression of the parties' agreement. There are no understandings, agreements, or representations, expressed or implied, which are not specified in this contract

### A-05 Scope of DNR Advice

No advice by any agent, employee, or representative of DNR regarding the method or manner of performing shall constitute a representation or warranty that said method, manner or result thereof will conform to the contract or be suitable for Contractor's purposes under the contract. Contractor's reliance on any DNR advice regarding the method or manner of performance shall not relieve Contractor of any risk or obligation under the contract. Contractor retains the final responsibility for its operations under this contract and DNR shall not be liable for any injuries resulting from Contractor's reliance on any DNR advice regarding the method or manner of performance.

### A-06 Performance Security

Contractor agrees to furnish, within ten (10) business days of receipt of the award letter, security in the amount of [ten percent (10%) of the total awarded contract price]. The security shall be in the form of certified check or cashiers' check made payable to the Washington State Department of Natural Resources, an irrevocable letter of credit, or a savings account assignment. A letter of credit must comply with Title 62A RCW, Article 5. This security guarantees performance of this contract and payment of any damages resulting from Contractor's noncompliance with any contract provisions, negligent or imprudent actions, or the law. Performance security must remain in full force over the duration of the contract. In the event DNR needs to utilize the security, Contractor may be required to replace the portion(s) utilized within five (5) business days of receiving written notice from DNR. Contractor shall not operate unless the performance security has been accepted by DNR. If at any time DNR decides that the security document or amount has become unsatisfactory, Contractor agrees to suspend operations and, within 30 days of notification, to replace the security with one acceptable to DNR or to supplement the amount of the existing security.

#### **A-07 Contract Cancellation**

The Region Manager reserves the right to cancel this contract at any time, in part or whole, without cause or consent from the Contractor. Contractor shall be paid only for Work performed satisfactorily prior to cancellation of the contract.

#### **A-08 Attachments**

The following attached documents are hereby incorporated by reference:

A. Invitation for Bid #3146 including final Bid Documents (Exhibit 2) with signatures.

#### **A-09 Compliance with all Laws**

Contractor shall comply with all laws and regulations of the United States, State of Washington, and counties where the Work is located. Contractor will make any payments, contributions, remittances, and reports or statements required under those laws.

#### **A-10 Licenses and Permits**

Contractor shall, without additional expense to DNR, obtain all required licenses and permits necessary for executing the contract.

#### **A-11 Indemnity**

To the fullest extent permitted by law, Contractor shall indemnify, defend and hold harmless DNR and all officials, agents and employees of DNR, from and against all claims arising out of or resulting from the performance of the contract. "Claim" as used in this contract means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorneys' fees, attributable for bodily injury, sickness, disease or death, or injury to or destruction of tangible property including loss of use resulting therefrom. Contractor's obligations to indemnify, defend, and hold harmless includes any claim by Contractor's agents, workers, or representatives. Contractor expressly agrees to indemnify, defend, and hold harmless DNR for any claim arising out of or incident to Contractor's performance or failure to perform the contract. Contractor's obligation to indemnify, defend, and hold harmless DNR shall not be eliminated or reduced by any actual or alleged concurrent negligence of DNR or its agents, agencies, employees and officials. Contractor waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless DNR and its agencies, officials, agents or employees.

#### **A-12 Insurance Coverage**

Before using any of said rights granted herein and its own expense, CONTRACTOR shall purchase and maintain the insurance described below for the entire duration of this Agreement. Failure to purchase and maintain the required insurance may result in the termination of the Agreement at DNR's option.

All insurance provided in compliance with this Agreement shall be primary as to any other insurance or self-insurance programs afforded to, or maintained by, the State of Washington, Department of Natural Resources.

CONTRACTOR shall provide DNR with certificates of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements specified in this Agreement before using any of said rights granted herein. The description section of the certificate shall contain the Contract Number **3200** and the name of the DNR Contract Manager, **Jared Larwick**. Contractor shall also provide renewal certificates as appropriate during the term of this Agreement.

CONTRACTOR shall include coverage for all agents as insured under all required insurance policies or shall provide separate certificates of insurance for agent. Failure of CONTRACTOR to have its agents comply with the insurance requirements contained herein does not limit CONTRACTOR's liability or responsibility.

**INSURANCE TYPES & LIMITS:** The limits of insurance, which may be increased by State, as deemed necessary, shall not be less than as follows:

Commercial General Liability (CGL) Insurance: CONTRACTOR shall purchase and maintain commercial general liability insurance with a limit of not less than \$1,000,000 per each occurrence. If such CGL insurance contains aggregate limits, the general aggregate limits shall be at least twice the "each occurrence" limit, and the products-completed operations aggregate limit shall be at least twice the "each occurrence" limit. All insurance must cover liability arising out of premises, operations, independent contractors, products completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another party assumed in a business contract) and contain separation of insured (cross-liability) condition.

Employer's liability ("Stop Gap") Insurance: CONTRACTOR shall purchase and maintain employer's liability insurance and if necessary, commercial umbrella liability insurance with limits not less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

Business Auto Policy (BAP) Insurance: CONTRACTOR shall purchase and maintain business auto insurance and if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 per accident, with such insurance covering liability arising out of "Any Auto". The policy shall be endorsed to provide contractual liability coverage and cover a "covered pollution cost or expense." CONTRACTOR waives all rights of subrogation against State for the recovery of damages to the extent they are covered by business auto liability or commercial umbrella liability insurance.

Industrial Insurance (Workers Compensation): CONTRACTOR shall comply with Title 51 RCW by maintaining workers compensation insurance for its employees. CONTRACTOR waives all rights of subrogation against State for recovery of damages to the extent they are covered by State for recovery of damages to the extent they are covered by Industrial Insurance, employer's liability, Compliance Forester reserves the right to shut down the Work Site when any condition of imminent danger is present, during which time work shall not be performed. The Work Site will remain shut down until the danger has been removed.

#### **ADDITIONAL PROVISIONS:**

Additional Insured: The State of Washington, Department of Natural Resources, its officials, agents, and employees shall be named as additional insured by endorsement on all general liability, excess, and umbrella insurance policies.

Cancellation: DNR shall be provided written notice before cancellation or non-renewal of any insurance referred to therein, in accord with the following specifications.

- A. Insurers subject to Chapter 48.18 RCW (Admitted and Regulated by the Insurance Commissioner): The insurer shall give the State 45 days advance notice of cancellation or nonrenewal. If cancellation is due to non-payment of premium, the State shall be given 10 days advance notice of cancellation.
- B. Insurers subject to Chapter 48.15 RCW (Surplus Lines): The State shall be given 20 days advance notice of cancellation. If cancellation is due to non-payment of premium, the State shall be given 10 days advance notice of cancellation.

Insurance Carrier Rating: All insurance shall be issued by companies admitted to do business in the State of Washington and have a rating of A-, Class VII, or better. Any exception must be reviewed and approved by the DNR Risk Manager or the DNR Contracts Manager, in the Risk Manager's absence. If an insurer is not admitted to do business in the State of Washington, all insurance policies and procedures for issuing the insurance policies must comply with Chapters 48.15 RCW and 284-15 WAC.

Self-Insurance: If CONTRACTOR is self-insured, evidence of its status as a self-insured entity shall be provided to State. The evidence should demonstrate that CONTRACTOR's self-insurance meets all of the required insurance coverage of this Agreement to the satisfaction of State including the description of the funding mechanism and its financial condition. If the funding mechanism or financial condition of the self-insurance program of CONTRACTOR is inadequate, then State may require the purchase of additional commercial insurance to comply with this Agreement.



Waiver: CONTRACTOR waives all rights of subrogation against State for recovery of damages to the extent these damages are covered by general liability, excess, or umbrella insurance maintained pursuant to this Agreement.

### **A-13 Safety Compliance**

Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Work.

- A. During the contract performance, Contractor shall protect the lives and health of workers performing the Work and other persons who may be affected by the Work and prevent damage to property at the Unit or adjacent to it. Contractor shall comply with all applicable laws, ordinances, rules, regulations, and orders of any public body having jurisdiction for the safety of persons or property or to protect them from damage, injury, or loss; and shall erect and maintain all necessary safeguards for such safety and protection.
- B. In an emergency affecting the safety or life of its workers or adjoining property, Contractor is responsible to act to prevent such threatened loss or injury. Within 24 hours of any emergency, Contractor shall notify the Compliance Forester. Contractor shall prepare an incident report and submit it to DNR's Region Manager within five (5) business days following an emergency if directed to do so by the Compliance Forester.
- C. The Compliance Forester reserves the right to shut down the work site when any condition of imminent danger is present. The work site will remain shut down until the danger has been removed by the contractor.

### **A-14 Venue**

Disputes arising under this contract shall be brought in the State of Washington and the venue shall be Thurston County.

### **A-15 Dispute Resolution**

Before initiating any litigation over the terms of this contract, Contractor commits to the following process:

- A. Any concerns or disputes which Contractor has relating to this contract shall first be brought to the attention of the Compliance Forester.
- B. If the Compliance Forester is unable to resolve the dispute to Contractor's satisfaction, Contractor will notify the Contract Manager in writing of its dispute with specificity. The Contract Manager will review and provide a written suggestion for resolution within ten (10) business days.
- C. If Contractor is not satisfied with the Contract Manager's response, it will notify the Region Manager in writing of its dispute. The Region Manager will review and set a meeting with Contractor within fifteen (15) business days, unless Contractor agrees to a longer period. After the meeting, the Region Manager will provide a written response.

### **A-16 Subcontracting**

Contractor shall not enter into any subcontract or assignment of this contract.

### **A-17 Nondiscrimination**

- A. **Nondiscrimination Requirement**: During the term of this Contract, CONTRACTOR, including any subcontractor, shall not discriminate on the bases enumerated at RCW 49.60.530(3). In addition, CONTRACTOR, including any subcontractor, shall give written notice of this nondiscrimination requirement to any labor organizations with which CONTRACTOR, or subcontractor, has a collective bargaining or other agreement.
- B. **Obligation to Cooperate**: CONTRACTOR, including any subcontractor, shall cooperate and comply with any Washington state agency investigation regarding any allegation that CONTRACTOR, including any subcontractor, has engaged in discrimination prohibited by this Contract pursuant to RCW 49.60.530(3).

- C. **Default:** Notwithstanding any provision to the contrary, DNR may suspend CONTRACTOR, including any subcontractor, upon notice of a failure to participate and cooperate with any state agency investigation into alleged discrimination prohibited by this Contract, pursuant to RCW 49.60.530(3). Any such suspension will remain in place until DNR receives notification that CONTRACTOR, including any subcontractor, is cooperating with the investigating state agency. In the event CONTRACTOR, or subcontractor, is determined to have engaged in discrimination identified at RCW 49.60.530(3), DNR may terminate this Contract in whole or in part, and CONTRACTOR, subcontractor, or both, may be referred for debarment as provided in RCW 39.26.200. CONTRACTOR or subcontractor may be given a reasonable time in which to cure this noncompliance, including implementing conditions consistent with any court-ordered injunctive relief or settlement agreement.
- D. **Remedies for Breach:** Notwithstanding any provision to the contrary, in the event of Contract termination or suspension for engaging in discrimination, CONTRACTOR, subcontractor, or both, shall be liable for contract damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, which damages are distinct from any penalties imposed under Chapter 49.60, RCW. DNR shall have the right to deduct from any monies due to CONTRACTOR or subcontractor, or that thereafter become due, an amount for damages CONTRACTOR or subcontractor will owe DNR for default under this provision.

#### **A-18 Pre-Work Conference**

Contractor shall attend a Pre-Work Conference before beginning Work. The Compliance Forester will notify Contractor of the time and place of the Pre-Work Conference.

#### **A-19 Purpose of the Pre-Work Conference**

The purpose of the Pre-Work Conference is for DNR and Contractor to agree upon and document the following on the Pre-Work Conference Form:

- A. Name(s) and contact information for Contractor and Designated Contract Representative(s), including all personnel authorized to sign Unit completion forms and payment invoices;
- B. Names(s) and contact information for the Contract Manager and Compliance Forester(s);
- C. The Work Schedule for this contract;
- D. Time interval(s) at which Units will be processed for payment; and
- E. Clarification of any unique requirements or conditions of the Work within this contract prior to commencing Work.

#### **A-20 Work Delay**

Contractor shall promptly notify the Compliance Forester of any actual or anticipated event which is delaying or could delay the Work, including the expected duration of the delay, the anticipated effect of the delay on the schedule, and the action being or to be taken to get back on schedule. The notification does not relieve Contractor of its obligation to complete the Work within the time required by this contract.

#### **A-21 Non-conformances with Work Schedule**

If Contractor is not in conformance with the Work Schedule for reasons other than acts of Force Majeure, Contractor shall bring its activities into conformance with the schedule or request the Compliance Forester to revise the schedule to reconcile with the actual progress of the Work. The Compliance Forester may require a meeting prior to granting a revision. A revision to the Work Schedule for one Unit shall not change the timing for any other Unit unless expressly authorized. In the event the Contractor stops Work or if the initial start-up is delayed for a period of one (1) week or more, a new Pre-Work Conference may be required.

## **A-22 Work Days**

Work shall only proceed on regular Monday through Friday work days. Work on weekends or on designated State holidays requires written permission from the Compliance Forester.

## **A-23 Breach of Contract**

Contractor's unsatisfactory performance of contract requirements shall constitute breach of contract. DNR may require reworking of portions of Unit(s), or withhold funds from the performance security.

- A. If Contractor violates any provision of this contract, Compliance Forester, by written notice, may suspend the Work that is in breach. If the breach is capable of being remedied, Contractor has 15 days after receipt of a suspension notice to remedy the breach. If the breach cannot be remedied or Contractor fails to remedy the breach within 15 days after receipt of a suspension notice, DNR may terminate the rights of Contractor under this contract and collect damages.
- B. If the contract expires without Contractor having performed all its duties under this contract, Contractor's right to operate is terminated and Contractor shall not have the right to remedy the breach. This provision shall not relieve Contractor of any payment obligations.
- C. DNR has the right to remedy the breach in the absence of any indicated attempt by Contractor or if Contractor is unable, as determined by DNR, to remedy the breach. Any expense incurred by DNR shall be charged to Contractor and shall be paid within 30 days of receipt of billing.

## **A-24 Default of Contract**

Contractor's breach of contract or failure to comply with the Work Schedule may lead to default of contract. If DNR determines that the contract is in default, it may exercise its right to terminate the contract, with forfeiture of performance security, and/or make a claim for damages.

## **A-25 Washington State Forest Fire Protection Requirements**

Contractor and workers shall be familiar with the Washington State Forest Fire Protection Requirements and adhere to them. These requirements are found in:

[Revised Code of Washington Chapter 76.04](#)

## **A-26 Fire Extinguishers**

Personal fire extinguishers are required for each saw operator. A fire waiver may be granted by the DNR's Region Fire Control Manager. If a fire waiver is granted, Contractor shall abide by the provisions of the waiver.

## **A-27 Spark Arresters**

All of Contractor's spark emitting engines will be equipped with spark arresters. The lists adopted by the agency are from the National Wildfire Coordinating Group (NWCG):

[NWCG approved spark arrestor lists](#)

## **A-28 Inspection**

DNR may inspect the Units for adherence to regulations, as well as presence, functionality, and serviceability of fire tools. Any inspections by DNR shall not limit Contractor's liability for failure to adhere to applicable regulations.

## **A-29 Open Fires**

Contractor shall not build any open fires at any time of the year in the contract area without first obtaining written permission from the Compliance Forester.

## **A-30 Removal of Merchantable Products**

Contractor is prohibited from removing merchantable or potentially merchantable products from the Units for commercial use. Separate approval by agreement or contract with DNR is required for removal of firewood, poles, posts, and other merchantable or potentially merchantable material.

**A-31 Garbage**

Contractor shall dispose of garbage brought onto DNR lands in garbage disposal areas meeting all state, county, and local requirements. Garbage includes materials used for equipment maintenance, abandoned equipment, containers, and other expended materials.

**A-32 Camping**

Contractor is prohibited from using or authorizing its workers to camp on DNR managed lands outside of designated camp grounds.

**A-33 Abbreviations**

The following Seedling species abbreviations will be used: AF = Supalpine fir; AS = Quaking aspen; BC = Black cottonwood; DF = Douglas-fir; GF = Grand fir; LP = lodgepole pine; MA = Bigleaf maple; MH = Mountain hemlock; NF = Noble fir; PP = Ponderosa pine; RA = Red alder; RC = Western redcedar; SF = Pacific silver fir; SS = Sitka spruce; WH = Western hemlock; WL = Western larch; WO = Willow; WP = Western white pine; YC = Alaska yellow cedar.

**A-34 Term of Contract**

The term of this contract is from **July 8, 2024 to September 27, 2024**. The contract shall not be extended without written permission from the DNR Region Manager.

**A-35 State Suspends Operation**

The Contract Manager may suspend any operation of Contractor under this contract when the State is suffering, or there is a reasonable expectation the State will suffer environmental, monetary, or other damage if the operation is allowed to continue.

**A-36 Harassment**

Per [RCW 43.01.135](#), Sexual harassment in the workplace, DNR contractors hereby have access to DNR Policy PO01-052 Sexual Harassment, linked below:

[https://www.dnr.wa.gov/publications/em\\_harassment\\_prevention\\_policy.pdf](https://www.dnr.wa.gov/publications/em_harassment_prevention_policy.pdf)

DNR's Policy PO01-051 Safe and Respectful Workplace, linked below, outlines DNR's commitment and the expectations for contractors:

[www.dnr.wa.gov/publications/em\\_safe\\_respectful\\_workplace\\_policy.pdf](http://www.dnr.wa.gov/publications/em_safe_respectful_workplace_policy.pdf)

DNR's Policy PO01-037 Harassment Prevention, linked below, outlines DNR's commitment and the expectations for contractors: [www.dnr.wa.gov/publications/em\\_harassment\\_prevention\\_policy\\_037.pdf](http://www.dnr.wa.gov/publications/em_harassment_prevention_policy_037.pdf)

**A-37 Funding Source**

At all times during the course of this contract, the Contractor must comply with applicable laws, rules, policy and regulations required by the source of funding for the contract.

**A-38 Inadvertent Discovery**

In compliance Chapters 27.44, 27.53, 68.50, and 68.60 RCW, if you find or suspect you have found an archaeological object or Native American cairn, grave, or glyptic record, immediately cease disturbance activity, protect the area, and promptly contact the Contract Administrator. If you find or suspect you have found human skeletal remains, immediately cease disturbance activity, protect the area, and contact the County Coroner or Medical Examiner and local law enforcement as soon as possible (and then the Contract Administrator). Failure to report human remains is a misdemeanor.

## SECTION I-B: SPECIFICATIONS FOR THE ACTIVITY

### B-01 Precedence between Sections

Section I-B covers the general standards that apply over the whole contract. If a change is required on a site by site basis those differences will be outlined on the Unit Description Form (Section II). The site specific details found on the Unit Description Form should take precedence over these general guidelines when they exist. If special requirements noted in the Unit Description (Section II) conflict with requirements in this Section, the special requirements will prevail.

### B-02 Workers, Supervision, and Equipment

Contractor shall provide:

- A. A minimum crew size of **8** workers, and a maximum crew size of **14** workers, unless otherwise approved by the Compliance Forester;
- B. Adequate crew supervision, including at least one qualified, English speaking foreperson per crew, unless otherwise allowed by the Compliance Forester. The foreperson must have one season (at least three (3) months) of hand cutting experience in a forest setting. Documentation of a foreperson's experience shall be provided to DNR upon request; and

### B-03 Boundaries

The boundaries depicted on Unit Map (Section II-B) delineate the Work area. Contractor is responsible for completing all Work to boundaries. The Work boundaries will consist of easily identifiable features (including but not limited to roads, streams, or abrupt changes in forest type or age). Flagging will be used for areas where identifiable features are absent. Contractor is responsible for understanding the location of all boundaries. Failure to complete Work to boundaries in any Unit renders Work in that Unit incomplete, and no payment will be made to Contractor for any Work on that Unit. No payment will be provided for Unit(s) with Work that extends beyond Unit boundaries. Work extending beyond Unit boundaries will be considered breach of contract.

### B-04 Treatment Specifications

Contractor shall accomplish all of the following:

- A. Sever and fell all Hardwood trees greater than two (2) feet tall that are within fifteen (15) feet of Conifers that are not Severely Suppressed.
- B. If Red Alder is over five (5) inches in diameter and 1.5x height of adjacent conifer and free of defect it shall be left on site as a crop tree.
- C. Sever and fell all woody shrubs greater than four (4) feet tall that are within eight (8) feet of Conifers that are not Severely Suppressed. Sever all Scotch Broom plants over two (2) feet tall that are within eight (8) feet of Conifers or retained Hardwood crop trees.
- D. Sever main stems or sprouts of shrubs, brush, Hardwood trees and living stump sprouts no closer than four (4) inches but not further than twelve (12) inches from their point of origin. Sever all live limbs and branches on the remaining stump at their point of origin.
- E. Refrain from physical damage to Conifers on the Unit while severing and felling shrubs, brush, and Hardwood trees.
- F. Refrain from pruning or otherwise damaging Conifer trees while cutting Hardwoods.
- G. Refrain from leaving any Hardwoods in contact with the top one-half (1/2) of any Conifer after cutting. Refrain from bending or damaging Conifer Leaders when felling Hardwoods.

- H. Where no Conifers or only Severely Suppressed Conifers exist, leave Hardwoods in fourteen (14) foot by fourteen (14) foot spacing. Red alder is the preferred Hardwood tree to be left when hand cutting is implemented, followed by bigleaf maple. Contractor shall select the largest, best-formed Hardwood trees to be left. If bigleaf maple are left in thinning areas, only the best one (1) stem shall be left on each clump.

**B-05 General Specifications**

Contractor shall accomplish all of the following:

- A. Keep all roads free of debris and slash for a distance of ten (10) feet from each side of road.
- B. Immediately remove any debris or soil deposited in ditches, culverts, or roadways.
- C. Refrain from activities that will result in excessive deterioration of ditches, culverts, or roadways.
- D. Preserve any legal land subdivision survey corners and/or witness objects. If Contractor destroys or disturbs such monuments, DNR will utilize a licensed land surveyor to re-establish any affected survey corners and/or witness objects in accordance with the U.S. General Land Office Standards at Contractor's expense.
- E. Refrain from damaging fences or any other improvements adjacent to or within the Unit during hand cutting work. Any such damage will be repaired at Contractor's expense. Contractor shall remove any slash that falls onto lands not owned by the State and distribute it back into the Unit.
- F. Refrain from reopening blocked roads without prior written approval from the DNR.

# SECTION I-C: UNIT COMPLIANCE INSPECTION AND PAYMENT

## C-01 Field Inspections

The Compliance Forester will conduct periodic inspections. Inspections may be done concurrently with release hand cutting Work but will be completed no later than five (5) business days after Work completion on the Unit.

## C-02 Inspection Plots

The Compliance Forester will establish inspection plots to determine the Contractor's Unit Performance Rating (Clause C-05). Inspection Plots shall be circular and be between one fiftieth (1/50th, 16.7 foot radius) and one one-hundredth (1/100th, 11.8 foot radius) of an acre in size. The Unit Performance Rating will be determined from a minimum sample of five (5) plots, or two (2) plots for every five (5) acres of Unit, whichever is greater. In large Units a maximum of 40 plots will be used to determine compliance percentage. The inspection plots will be well distributed over the Unit. The Compliance Forester will examine each inspection plot.

## C-03 Inspection Procedures

The compliance forester will use the following procedures on each inspection plot:

### A. Total Number of Trees

The number of Conifer trees within the plot will be determined. This number will serve as the total number of trees.

### B. Deductions

The following deductions will be counted:

- The number of Hardwoods incorrectly cut within the plot;
- The number of Hardwood trees in contact with Conifer trees;
- The number of damaged Conifers.

### C. Compliance Percentage

Compliance percentage on each plot will be determined by dividing the total number of Conifer trees minus the sum of incorrectly cut trees, Hardwoods in contact with Conifers, and damaged Conifers by the total number of trees and multiplying times 100. Compliance percentages calculated below 0 percent will be assigned a value of 0 percent.

$$\text{Compliance percentage} = \frac{\text{Total number of trees} - \text{All deductions}}{\text{Total number of trees}} \times 100$$

### D. Inspection plots with no Conifer or only Severely Suppressed Conifers

Where inspection plots with no or only Severely Suppressed Conifers are found, the plot percentage will be determined based on the correct thinning of existing Hardwood trees. If the inspection plot is fully stocked with Hardwood trees, treated plots with five to seven (5-7) trees will be assigned a value of 100 percent. Those with 8 will be assigned a value of 95 percent. Plots with 4 or 9 will be assigned a value of 90 percent. Plots with 10 will be assigned a value of 80 percent. Plots with less than 4 or more than 10 will be assigned a value of 0 percent. Areas of the plot where no Hardwood trees were growing will be considered as having correctly thinned Hardwood trees.

## C-04 Inspection Procedure Example

An inspection example is as follows:

- 8 Conifer trees (none Severely Suppressed) found on plot.
- 3 Hardwoods incorrectly cut.
- 2 Hardwoods in contact with Conifers.
- 1 damaged Conifer; pruned limbs, broken tops, etc.

$$\text{Compliance percentage} = \frac{(8 - 3 - 2 - 1)}{8} \times 100 = 25\%$$

When the area is reworked and all Hardwood problems are corrected, the compliance percentage is calculated as follows because the damaged Conifer cannot be corrected.

$$\text{Compliance percentage} = \frac{(8 - 1)}{8} \times 100 = 87.5\%$$

### **C-05 Unit Performance Rating**

The Unit Performance Rating for each Unit will be determined by summing the compliance percentages for all plots established in the treated Unit, then dividing by the number of plots that were established.

### **C-06 Unit Performance Rating Example**

A Unit Performance Rating example is as follows:

- 5 plots were taken on a ten acre Unit.
- The compliance percentages on these plots were: 80%, 80%, 90%, 85%, and 90%

$$\text{Unit Performance Rating} = \frac{(80\% + 80\% + 90\% + 85\% + 90\%)}{5} = 85\%$$

### **C-07 Visual Inspection Option**

The Compliance Forester may, in consultation with the Contract Manager, award a Unit Performance Rating of 90% or above based on a visual inspection of the completed work Unit without performing inspection plots. Unit Performance Ratings below 90% require the plot inspection procedure described in Clause C-03.

### **C-08 Determination of Payment**

The acceptability and the rate of pay for hand cutting Work performed will be based on the Unit Performance Rating. The Compliance Forester's inspection will determine the rating.

- A. Satisfactory Work Performance:** The Work is satisfactory if the Unit Performance Rating is between 90 and 100 percent.
- B. Unsatisfactory Work Performance:** The Work is considered unsatisfactory if the Unit Performance Rating is less than 90 percent.
- C. Reduction in Payment:** The reduction in payment for unsatisfactory work will be based on the Unit Performance Rating. If the Unit Performance Rating is less than 90 percent but equal to or greater than 80 percent, then the rate of pay will be equal to the Unit Bid Price reduced by three (3) percent for every one (1) percent the Unit Performance Rating is less than 90 percent. If the Unit Performance Rating is 79 percent or less, there will be no payment for the Unit.

### **C-09 Contract Compliance Basis**

Contract compliance inspection of Work performed and payment for Work performed will be based on acreage completed.

### **C-10 Subdivision of Inspection Units**

The Compliance Forester has the option to subdivide and inspect Units to determine the acceptability of work performed. Subdivisions for this purpose will be a minimum of ten (10) acres in size.



### **C-11 Re-work of Unsatisfactory Units**

The Compliance Forester may require the Contractor to re-work a Unit which is not rated satisfactory. The Compliance Forester may require the rework to be completed prior to starting Work on a new Unit. Reworked areas will be reexamined for contract compliance, and will replace the previous Unit Performance Rating. If the Contractor refuses to re-work the Unit, the DNR may terminate the contract and retain the damage and performance deposit. If the Contractor re-works the Unit and it is rated unsatisfactory, the DNR may terminate the contract and the Contractor will be paid only for satisfactorily completed Work prior to termination.

### **C-12 Payment Schedule**

The default payment schedule will be one monthly payment to Contractor, following completion of each full calendar month, unless otherwise approved by Contract Manager. If a different schedule is requested by either party, it will be agreed upon during the Pre-Work Conference (Clause A-19) and will be set forth in the Work schedule. Payment shall be made as follows:

#### **A. Registration with Office of Financial Management**

In order to receive any payment the contractor must be registered with the Office of Financial Management (OFM) <http://www.ofm.wa.gov/isd/vendors.asp>. The contractor will select whether payment will be made monthly as a partial payment for all successfully completed Units, or by one total payment at the end of the contract, unless an alternate payment schedule is agreed upon in the pre-work conference. The DNR will attempt to comply with the desires and needs of the Contractor but assumes no legal duty or obligation to adhere to the schedule of payment so arranged.

#### **B. Partial Payment**

Contractor may request partial payment when part of a Unit is completed.

#### **C. Unit Completion Form**

Contractor or Designated Contract Representative shall sign the Unit Completion Form after completion of each Unit or partial Unit being submitted for payment, or at the conclusion of Work and completion of the Compliance Inspection for each Unit. The Compliance Forester will make payment recommendations for the invoice and forward the Unit completion form to the Contract Manager for processing.

#### **D. Final Payment**

The Contract Manager shall sign the Contractor's Billing Invoice and Compliance Report form at the conclusion of work on each Unit or group of Units, as determined by the payment schedule agreed upon during the pre-work conference. Final payment will not be made to the Contractor unless the Compliance Report form is signed by the Contractor or Designated Contract Representative and the Contract Manager, and "final" payment is designated thereon.

#### **E. Verification Traverse**

If a Unit's acreage is disputed, Contractor may request a verification traverse by DNR. The request must be in writing and signed by Contractor. DNR will base the rate of pay on the acres determined from the verification traverse. If the net acres specified in the Unit Description (Section II-A) are correct within plus or minus five percent ( $\pm 5\%$ ) after the verification traverse, Contractor shall pay for the verification traverse at a rate of ten dollars (\$10.00) per one hundred (100) feet of traversed boundary.



**UNIT DESCRIPTION SECTION II-A : CONTRACT 3200**

<b>Unit</b>	<b>Fire Zone</b>	<b>District</b>	<b>Block</b>	<b>Unit Name</b>	<b>Treatment Acres</b>	<b>Origin Year</b>	<b>Gate</b>	<b>Key</b>	<b>Remarks</b>
1	651N	LW	Frances	P and E 20 Sorts U2	74	2018	No		
2	651N	LW	Frances	Elk Hollow U2	20	2015	Yes	PCP1-1	300ft Walk-In
3	651N	LW	Frances	Last 20 U1	79	2017	Yes	PCP1-1	
4	651N	LW	Frances	Last 20 U2	101	2017	Yes	PCP1-1	
5	651N	LW	Frances	McWallville U1	20	2018	Yes	PCP1-1	
6	651N	LW	Frances	McWallville U2	70	2018	Yes	PCP1-1	
7	651N	LW	Frances	Clear Round U1	29	2015	No		
8	651N	LW	Frances	Sparks Sorts U3	28	2016	Yes	PCP1-1	
9	651N	LW	Frances	Sparks Sorts U4	9	2014	Yes	PCP1-1	1,000ft Walk-In
10	651N	LW	Independence Valley	Liberty Sorts	92	2017	Yes	PCP1-1	
11	655	LW	Mayfield	Hopper U3	58	2016	Yes	PCP1-1	
12	655	LW	Mayfield	Gran Torino U1	87	2017	Yes	PCP1-1	
13	655	LW	Mayfield	Gran Torino U2	8	2017	Yes	PCP1-1	
14	655	LW	Mayfield	Saratoga U1	19	2015	Yes	PCP1-1	
15	655	LW	Mayfield	Saratoga U2	30	2015	Yes	PCP1-1	
16	655	LW	Mayfield	Name That Tune U5	20	2015	Yes	PCP1-1	50ft Walk-In
17	655	LW	Mayfield	Name That Tune U7	2	2016	Yes	PCP1-1	200ft Walk-In



## **SECTION II-B: UNIT MAPS**



# UNIT MAP

Hand Cutting

Pacific Cascade Region

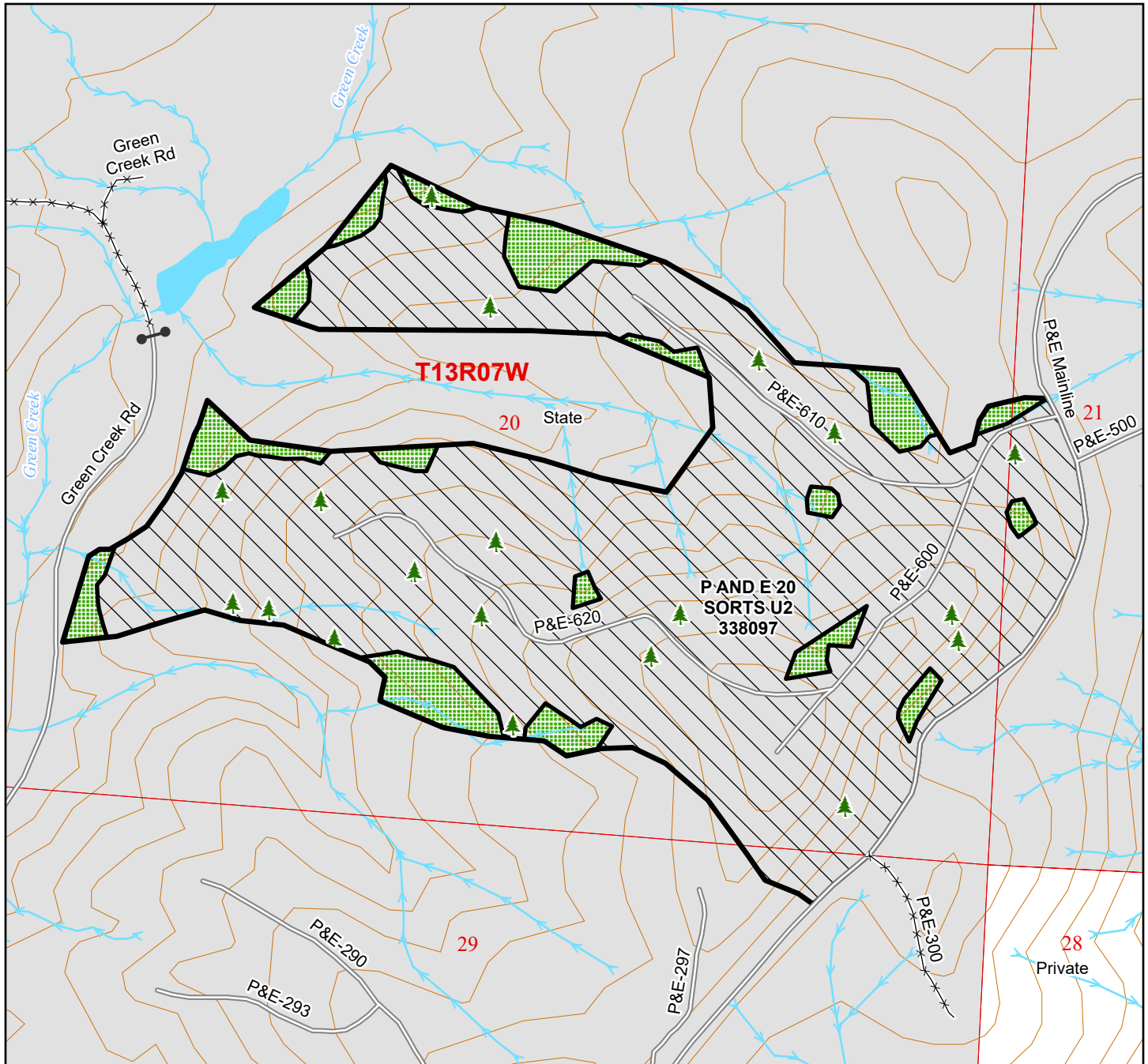
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 74

Unit: 1

Unit Name: P AND E 20 SORTS U2



40' Contours

1:6,000

- |                    |                        |
|--------------------|------------------------|
| DNR-Managed Lands  | Gate                   |
| Active Roads       | Other Road Barrier     |
| Non-Drivable Roads | Leave Trees < 1/4 acre |
| Recreation Trails  | Leave Trees > 1/4 acre |
| Streams            |                        |

Maximum Elevation: '

Gate: No

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

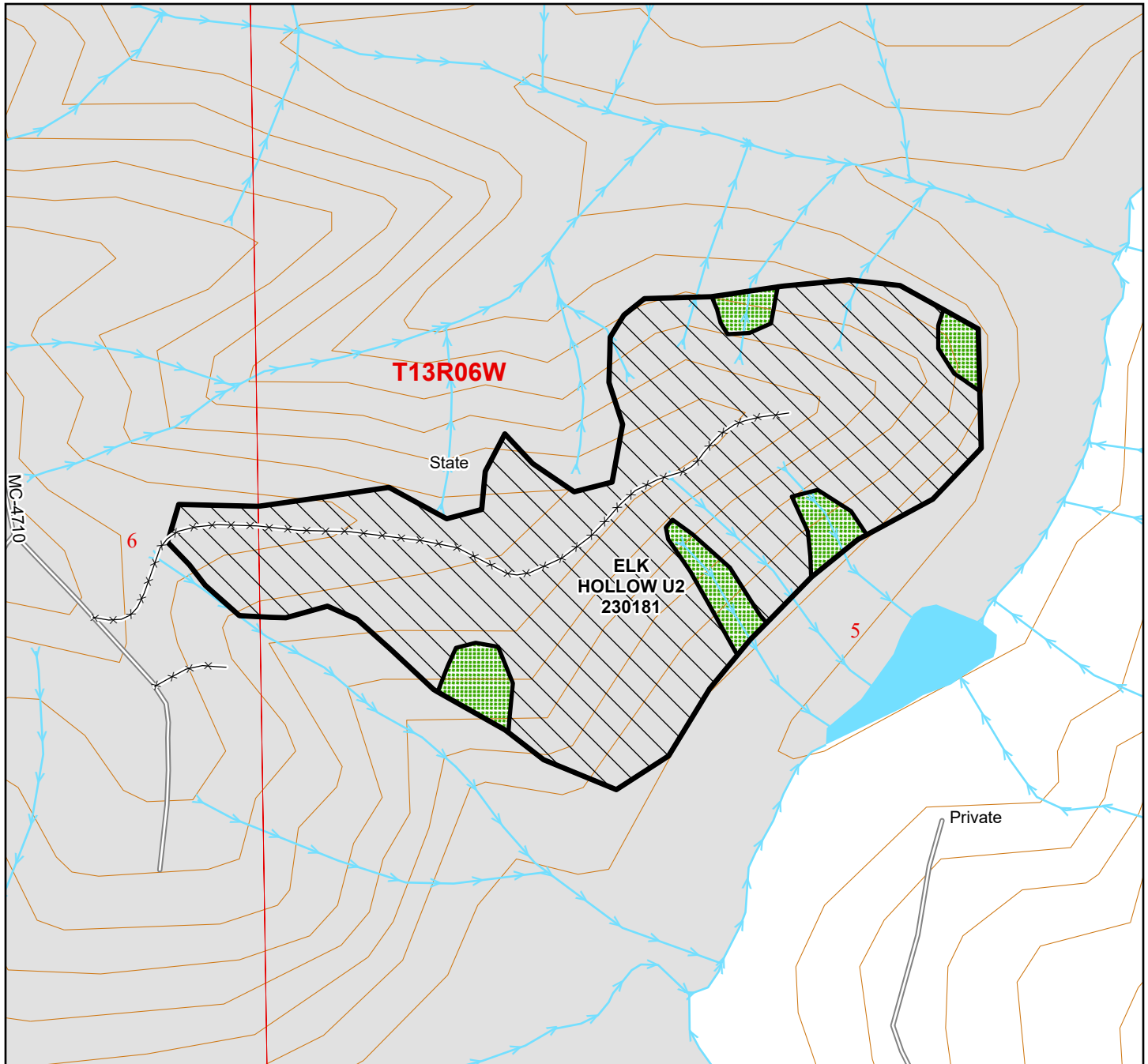
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 20

Unit: 2

Unit Name: ELK HOLLOW U2



40' Contours

1:4,000

- |                    |                        |
|--------------------|------------------------|
| DNR-Managed Lands  | Gate                   |
| Active Roads       | Other Road Barrier     |
| Non-Drivable Roads | Leave Trees < 1/4 acre |
| Recreation Trails  | Leave Trees > 1/4 acre |
| Streams            |                        |

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR





# UNIT MAP

Hand Cutting

Pacific Cascade Region

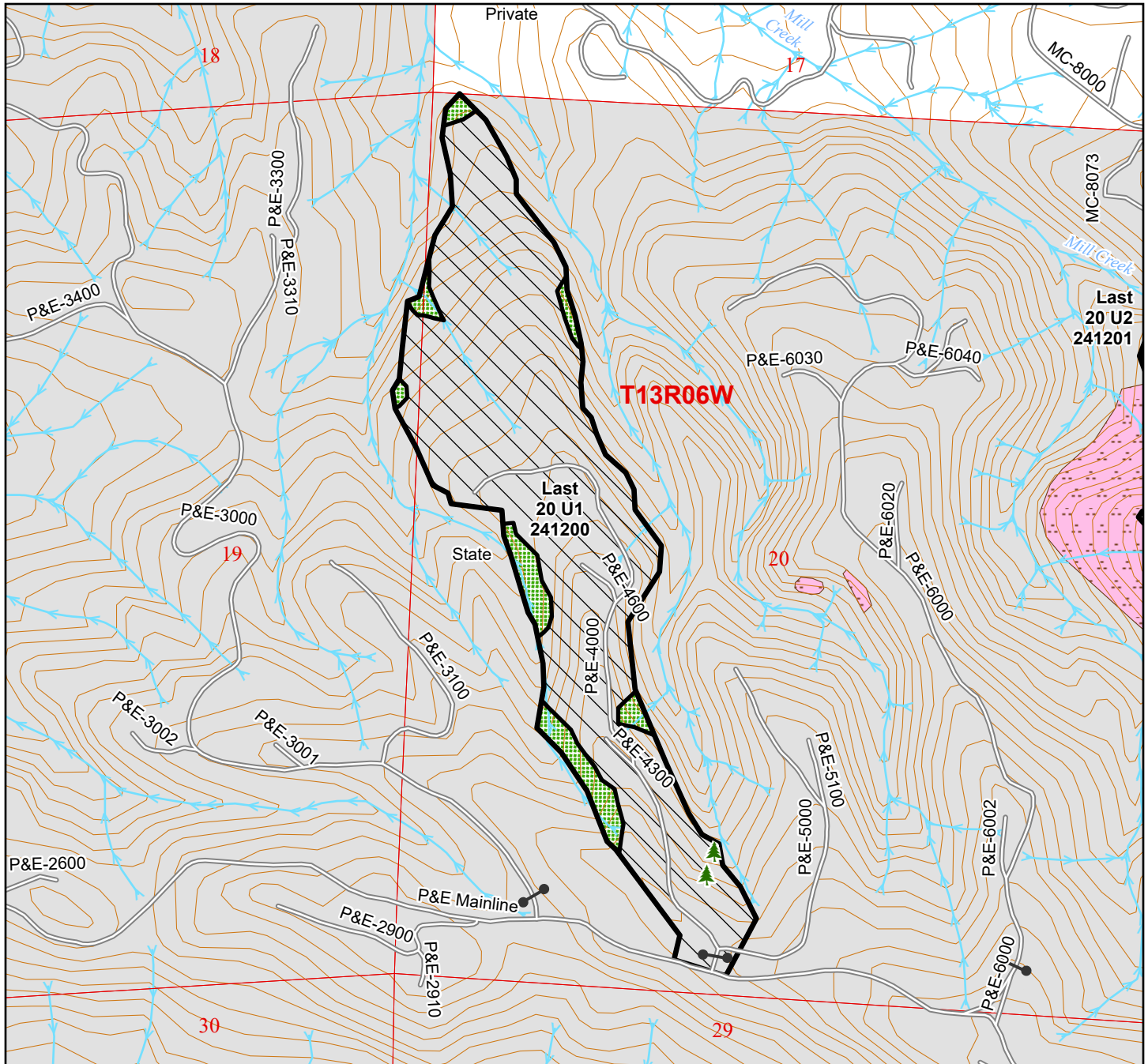
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 79

Unit: 3

Unit Name: Last 20 U1



40' Contours

1:11,000

- DNR-Managed Lands
- Active Roads
- Non-Drivable Roads
- Recreation Trails
- Streams
- Gate
- Other Road Barrier
- Leave Trees < 1/4 acre
- Leave Trees > 1/4 acre
- Bald

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

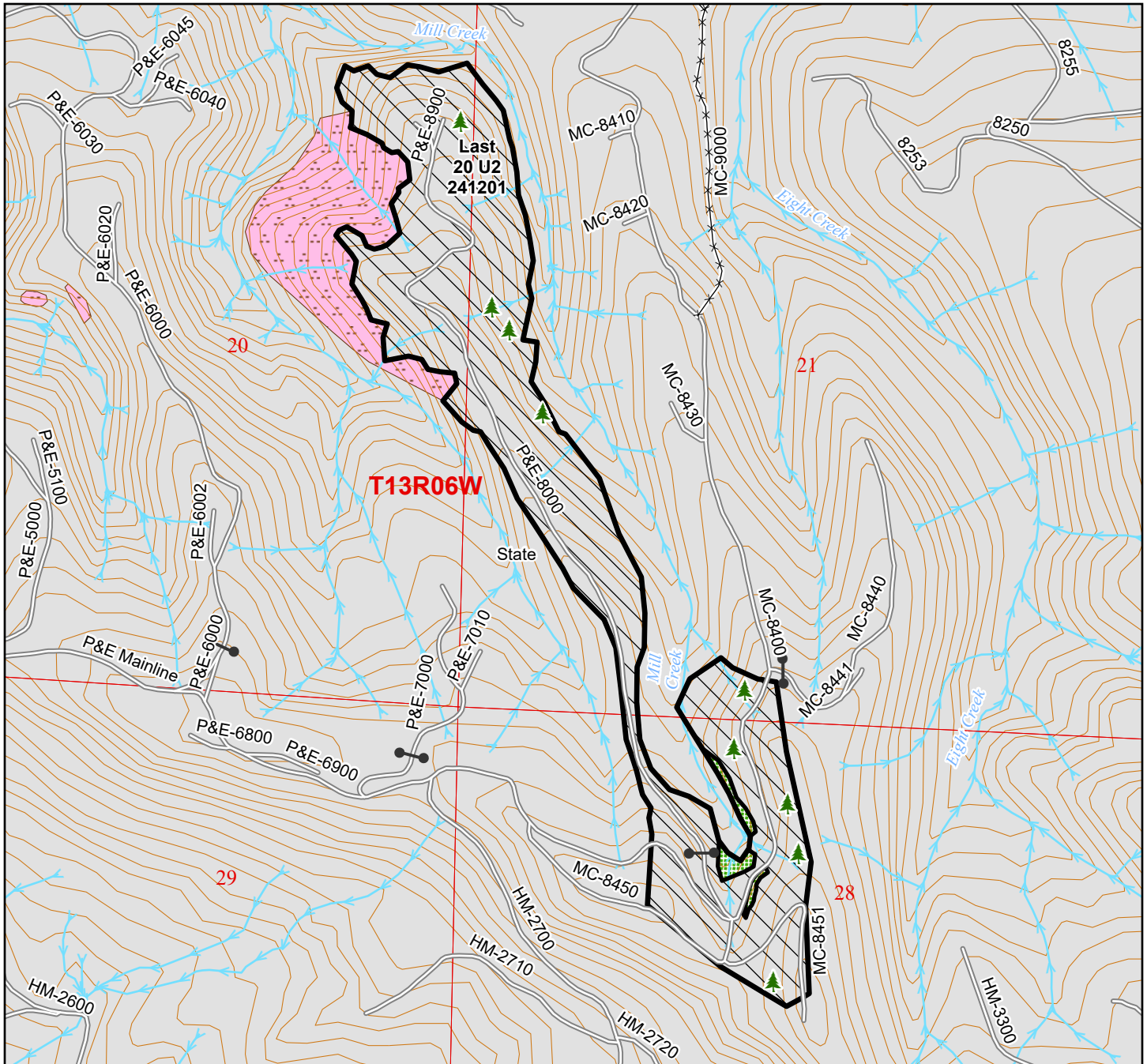
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 101

Unit: 4

Unit Name: Last 20 U2



40' Contours

1:12,000

- |                    |                        |
|--------------------|------------------------|
| DNR-Managed Lands  | Gate                   |
| Active Roads       | Other Road Barrier     |
| Non-Drivable Roads | Leave Trees < 1/4 acre |
| Recreation Trails  | Leave Trees > 1/4 acre |
| Streams            | Bald                   |

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

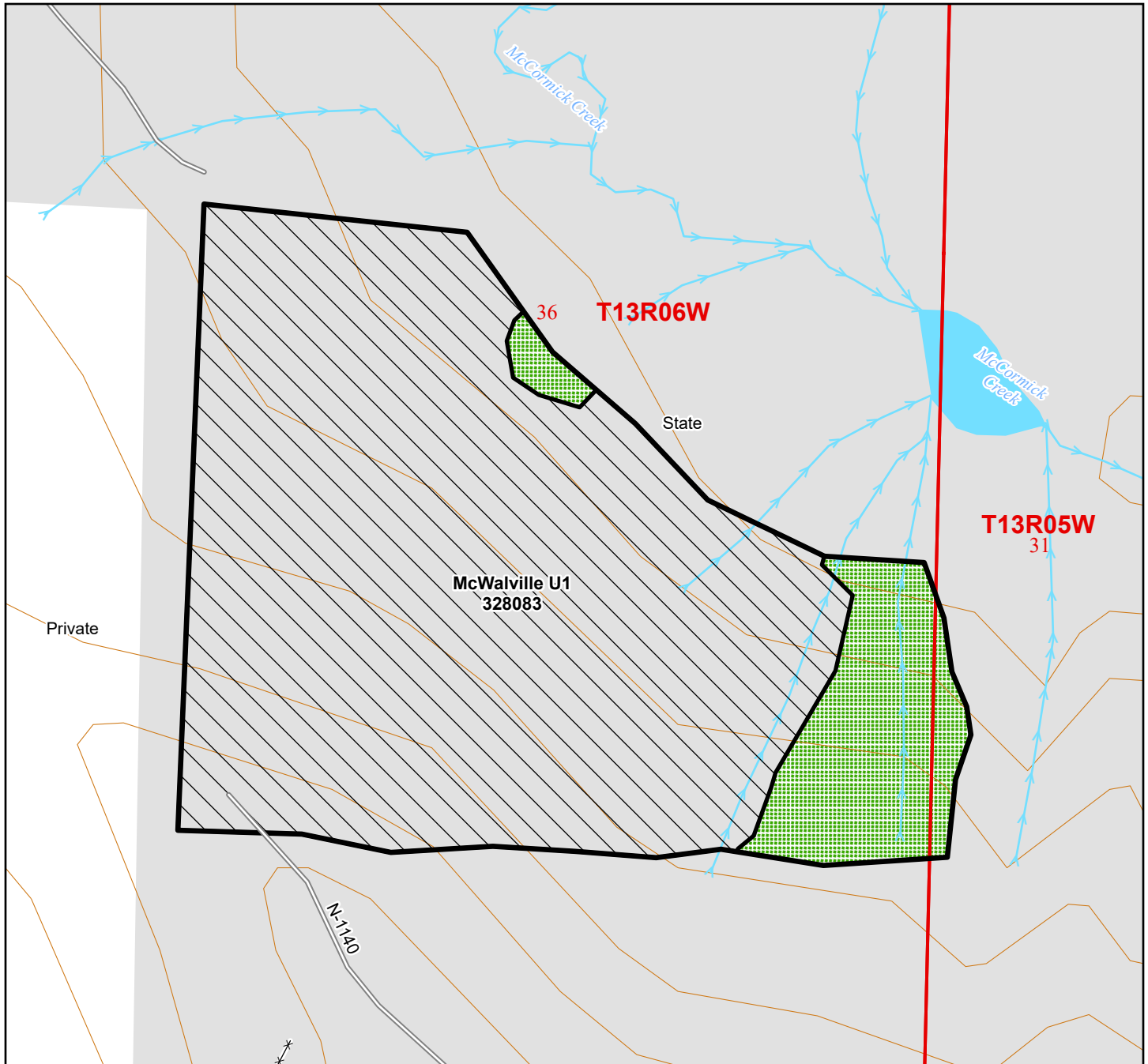
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 20

Unit: 5

Unit Name: McWalville U1



40' Contours

1:3,000

DNR-Managed Lands

Gate

Maximum Elevation: '

Active Roads

Other Road Barrier

Gate: Yes

Non-Drivable Roads

Leave Trees < 1/4 acre

Key: PCP1-1 - DNR

Recreation Trails

Leave Trees > 1/4 acre

Streams



# UNIT MAP

Hand Cutting

Pacific Cascade Region

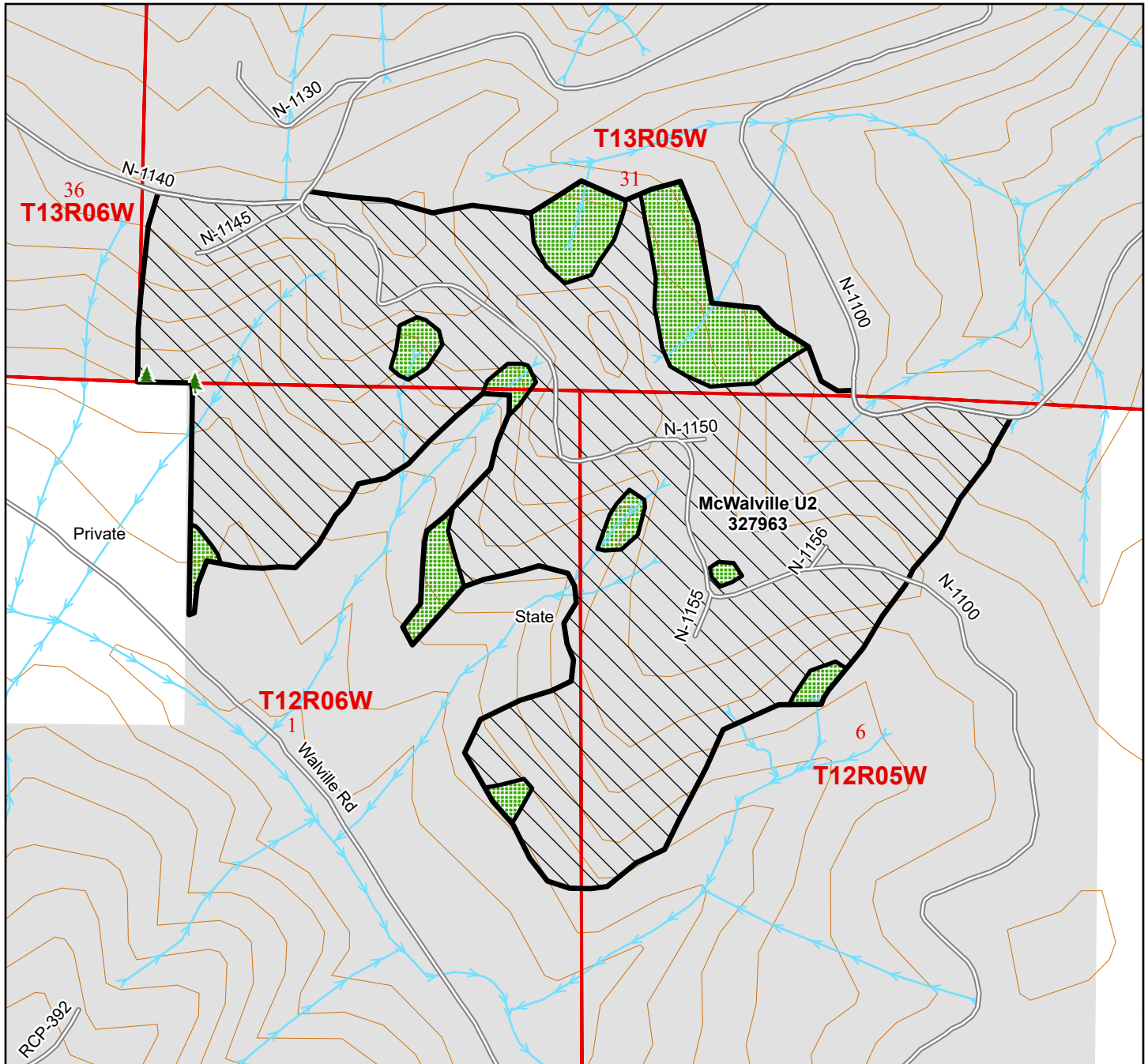
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 70

Unit: 6

Unit Name: McWalville U2



40' Contours

1:6,000

- DNR-Managed Lands
- Active Roads
- Non-Drivable Roads
- Recreation Trails
- Streams
- Gate
- Other Road Barrier
- Leave Trees < 1/4 acre
- Leave Trees > 1/4 acre

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

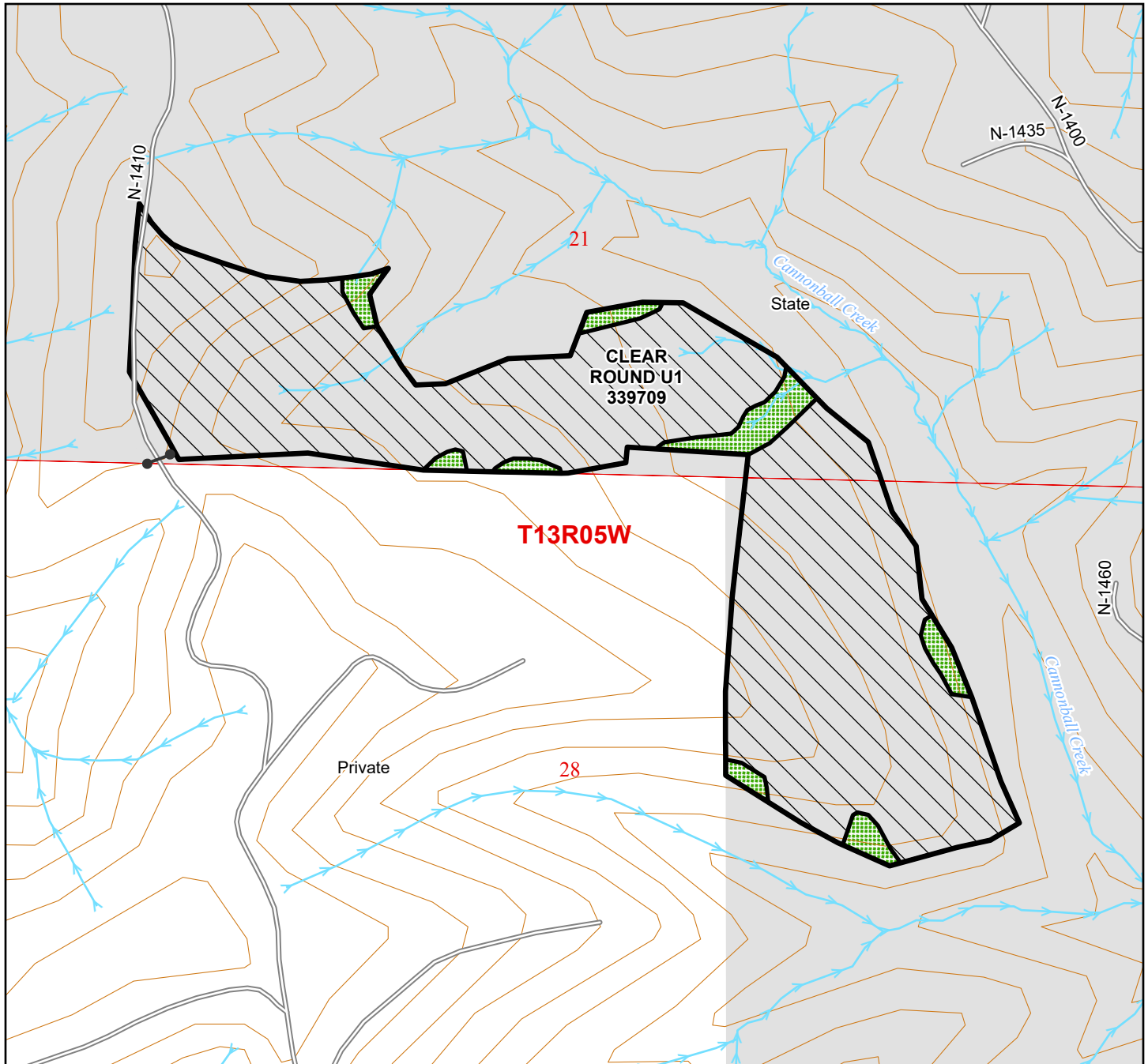
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 29

Unit: 7

Unit Name: CLEAR ROUND U1



40' Contours

1:5,000

- |                    |                        |
|--------------------|------------------------|
| DNR-Managed Lands  | Gate                   |
| Active Roads       | Other Road Barrier     |
| Non-Drivable Roads | Leave Trees < 1/4 acre |
| Recreation Trails  | Leave Trees > 1/4 acre |
| Streams            |                        |

Maximum Elevation: '

Gate: No

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

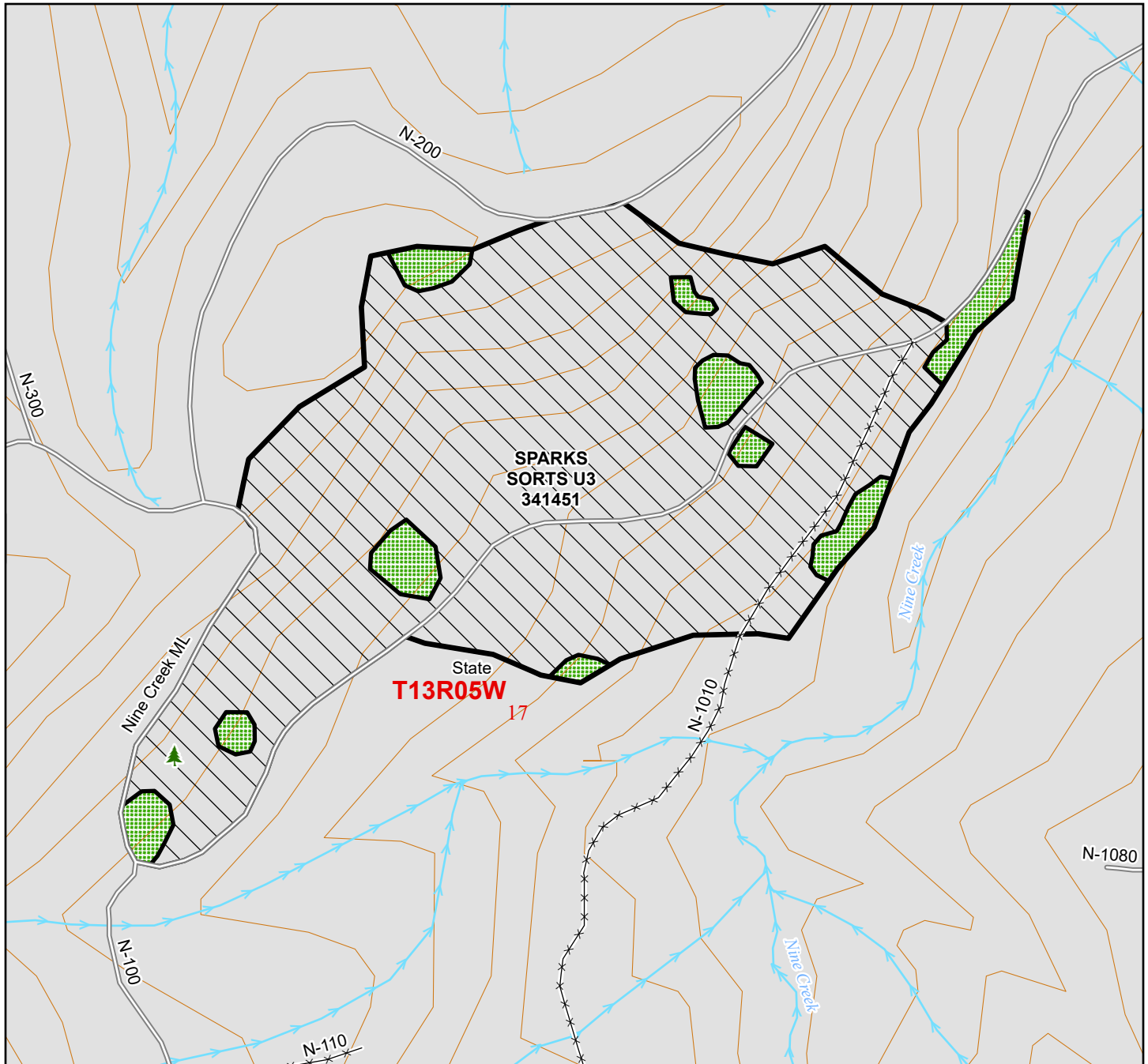
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 28

Unit: 8

Unit Name: SPARKS SORTS U3



40' Contours

1:4,000

- |                    |                        |
|--------------------|------------------------|
| DNR-Managed Lands  | Gate                   |
| Active Roads       | Other Road Barrier     |
| Non-Drivable Roads | Leave Trees < 1/4 acre |
| Recreation Trails  | Leave Trees > 1/4 acre |
| Streams            |                        |

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

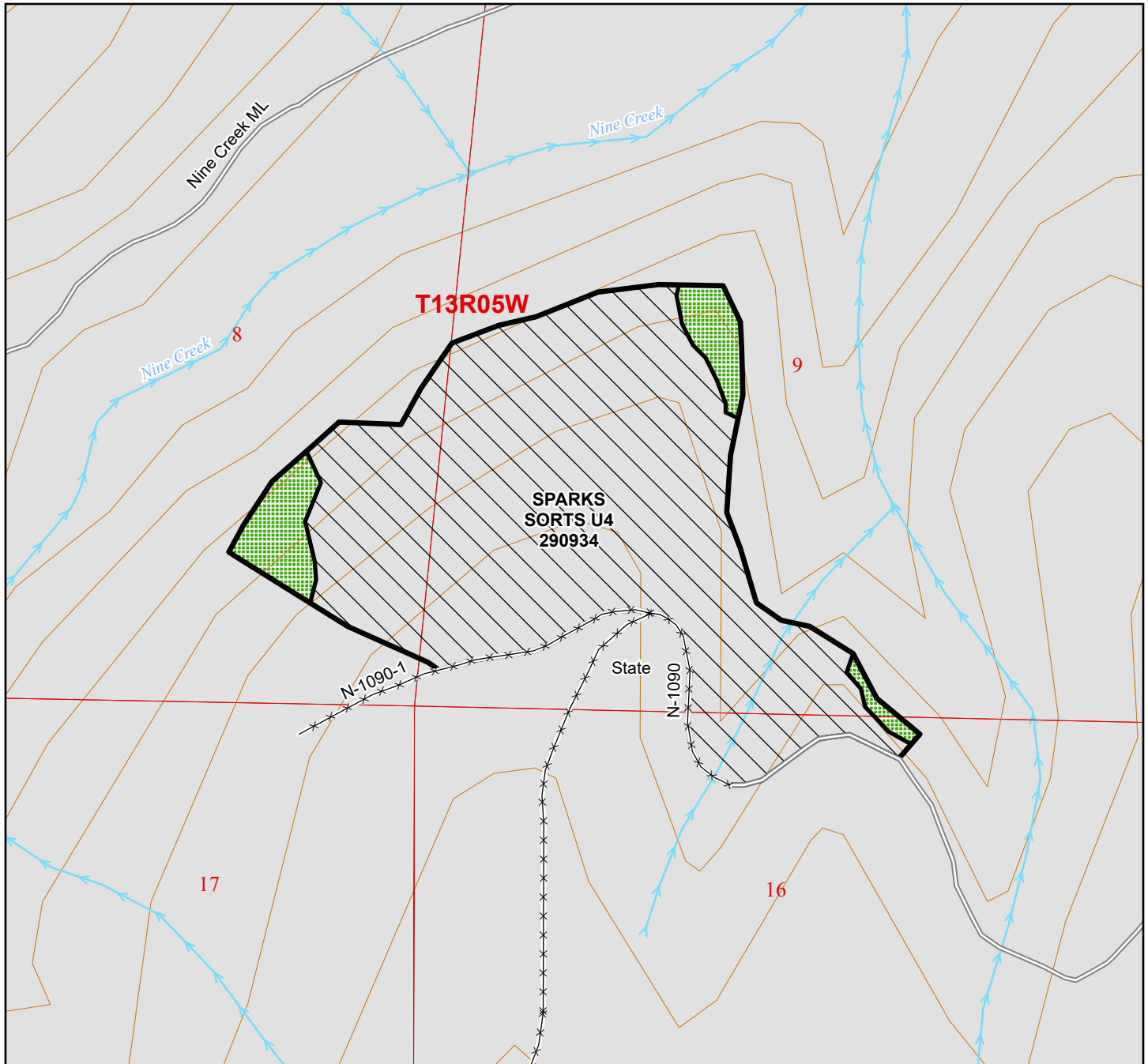
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 9

Unit: 9

Unit Name: SPARKS SORTS U4



40' Contours

1:3,000

- |                    |                        |
|--------------------|------------------------|
| DNR-Managed Lands  | Gate                   |
| Active Roads       | Other Road Barrier     |
| Non-Drivable Roads | Leave Trees < 1/4 acre |
| Recreation Trails  | Leave Trees > 1/4 acre |
| Streams            |                        |

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

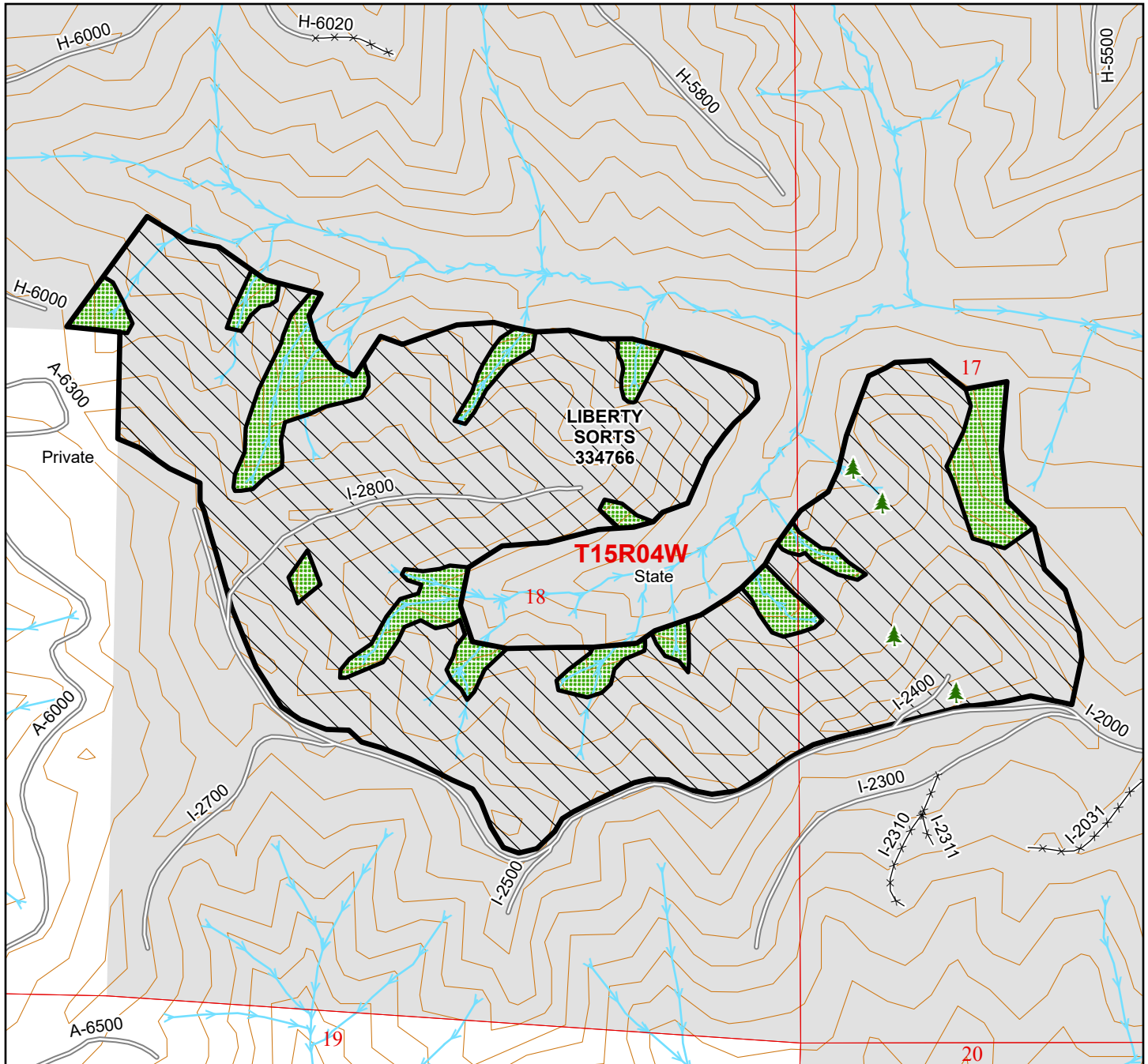
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 92










Unit: 10

Unit Name: LIBERTY SORTS



40' Contours

1:7,000

- |   |  |
|---|--|
|  DNR-Managed Lands  |  Gate                   |
|  Active Roads       |  Other Road Barrier     |
|  Non-Drivable Roads |  Leave Trees < 1/4 acre |
|  Recreation Trails  |  Leave Trees > 1/4 acre |
|  Streams            |  |

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR





# UNIT MAP

Hand Cutting

Pacific Cascade Region

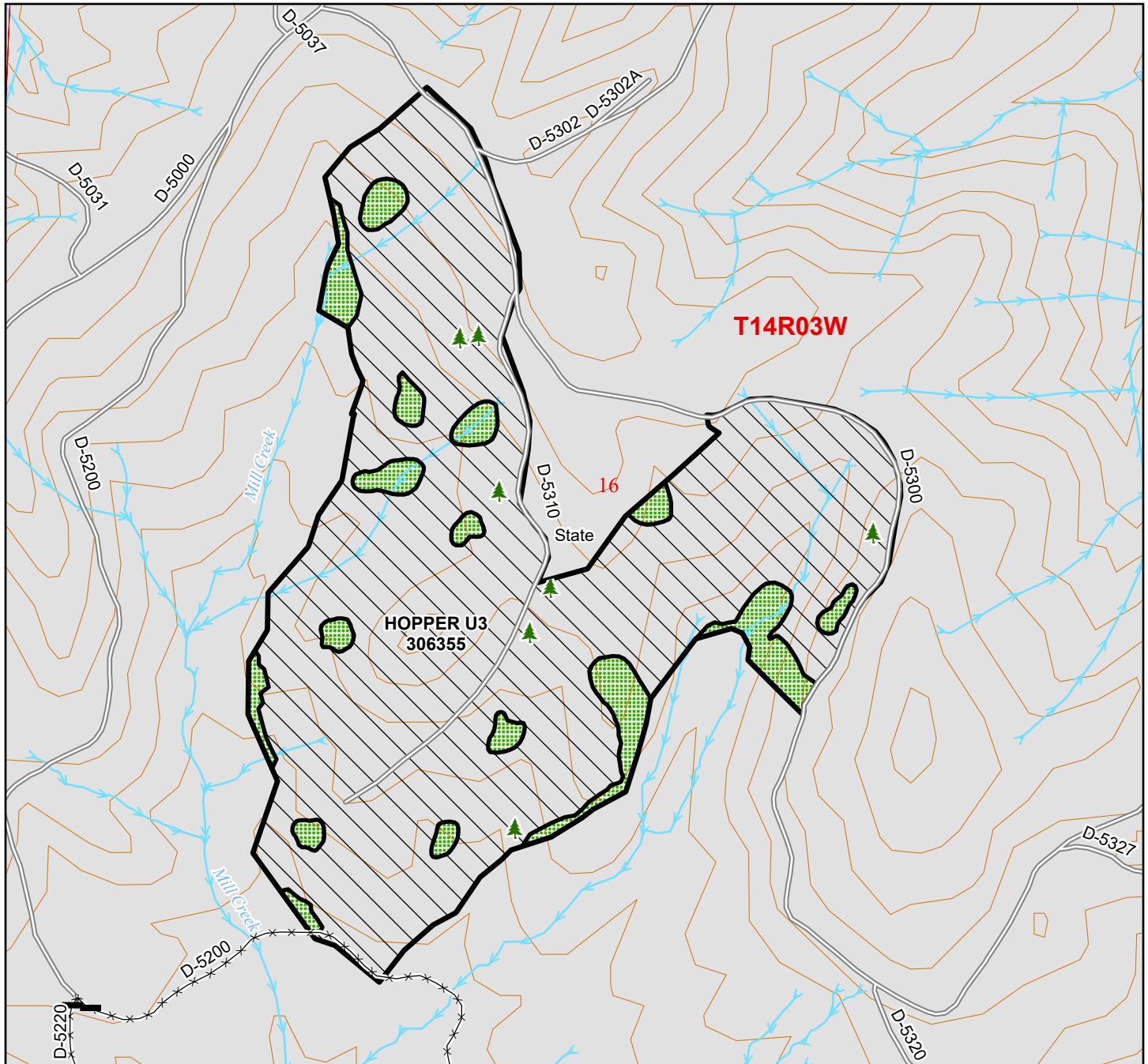
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 58

Unit: 11

Unit Name: HOPPER U3



40' Contours

1:6,000

- |                    |                        |
|--------------------|------------------------|
| DNR-Managed Lands  | Gate                   |
| Active Roads       | Other Road Barrier     |
| Non-Drivable Roads | Leave Trees < 1/4 acre |
| Recreation Trails  | Leave Trees > 1/4 acre |
| Streams            |                        |

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

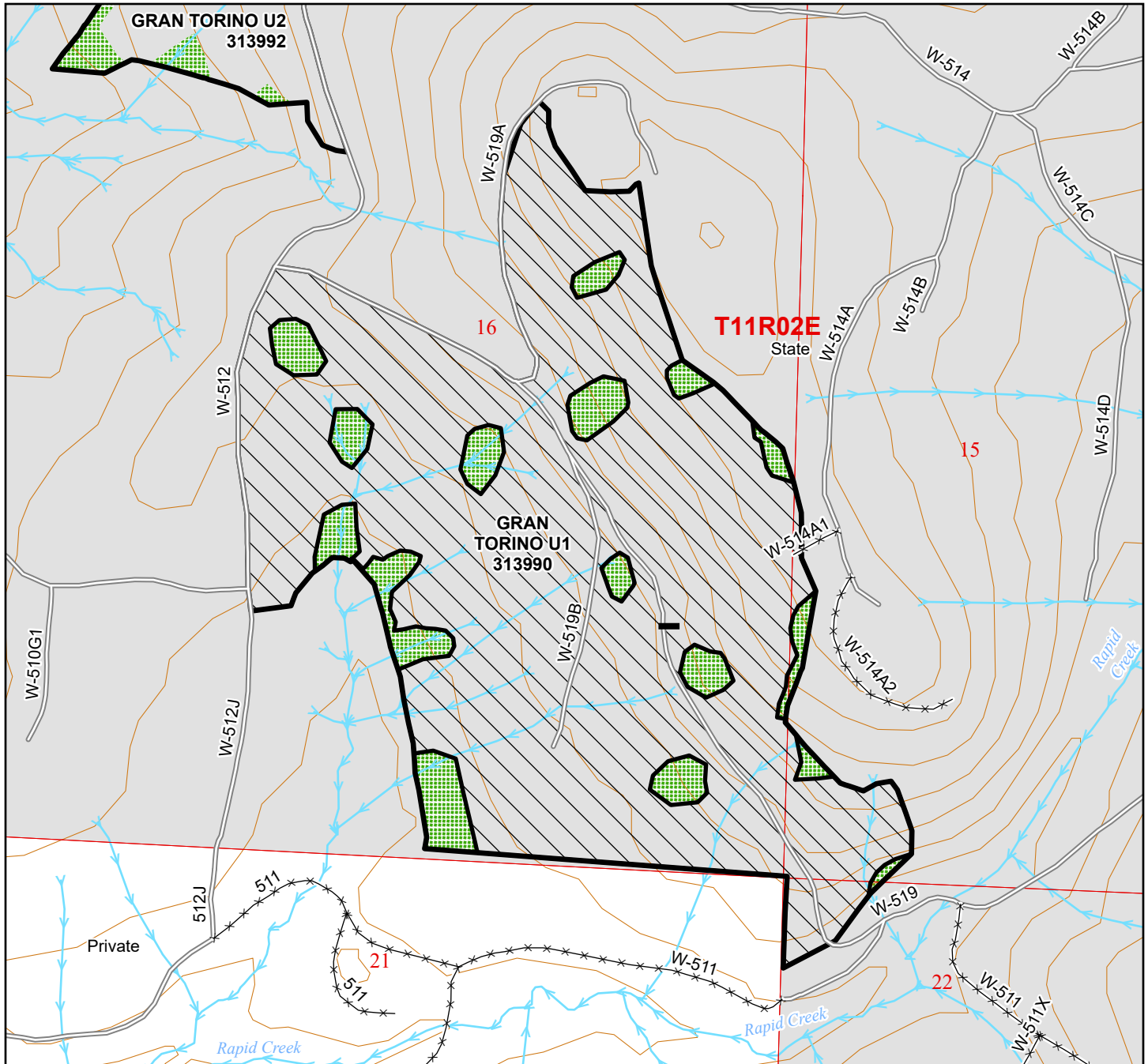
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 87

Unit: 12

Unit Name: GRAN TORINO U1



40' Contours

1:7,000

- DNR-Managed Lands
- Active Roads
- Non-Drivable Roads
- Recreation Trails
- Streams
- Gate
- Other Road Barrier
- Leave Trees < 1/4 acre
- Leave Trees > 1/4 acre

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

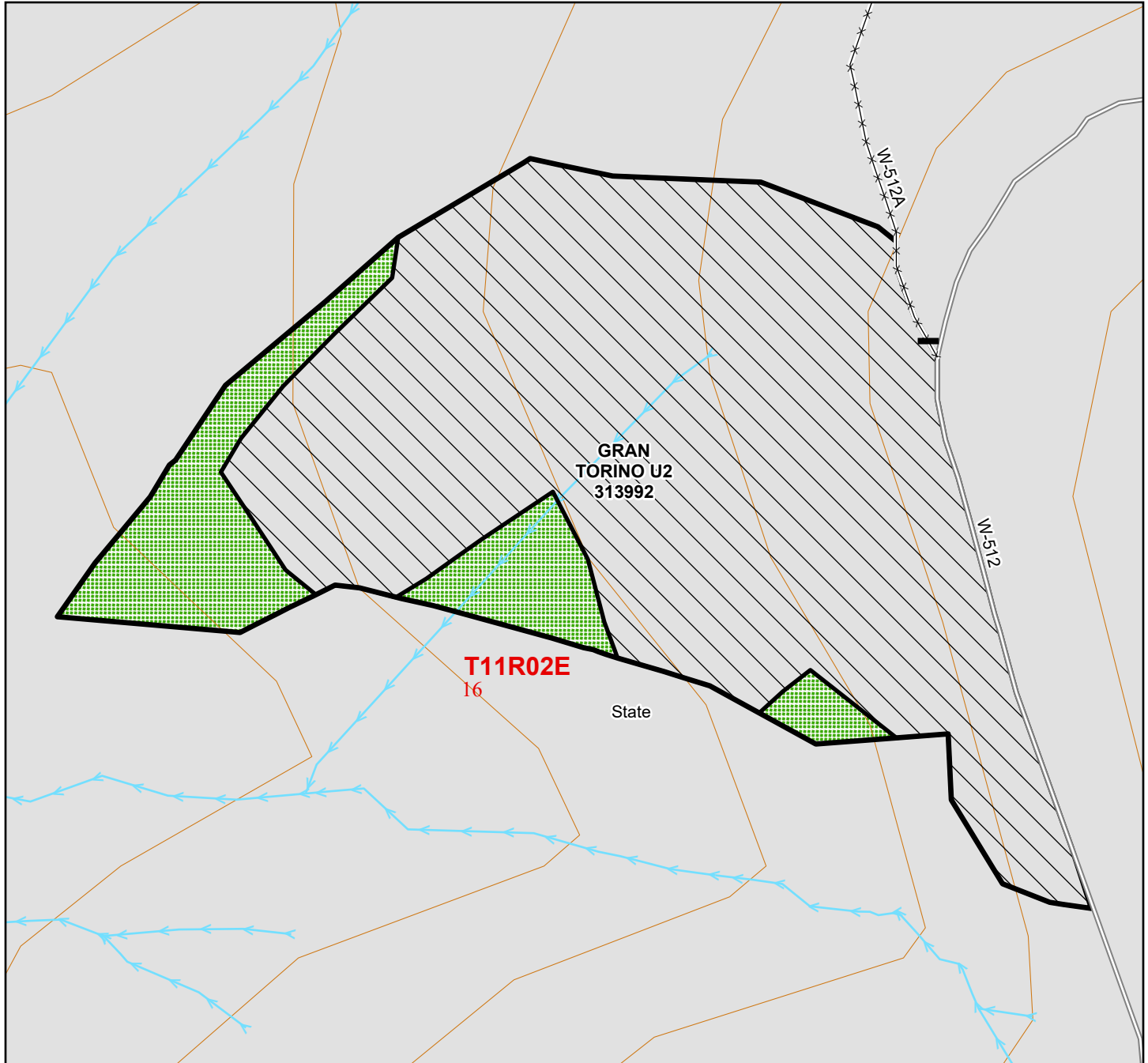
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 8

Unit: 13

Unit Name: GRAN TORINO U2



40' Contours

1:2,000

- |                    |                        |
|--------------------|------------------------|
| DNR-Managed Lands  | Gate                   |
| Active Roads       | Other Road Barrier     |
| Non-Drivable Roads | Leave Trees < 1/4 acre |
| Recreation Trails  | Leave Trees > 1/4 acre |
| Streams            |                        |

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

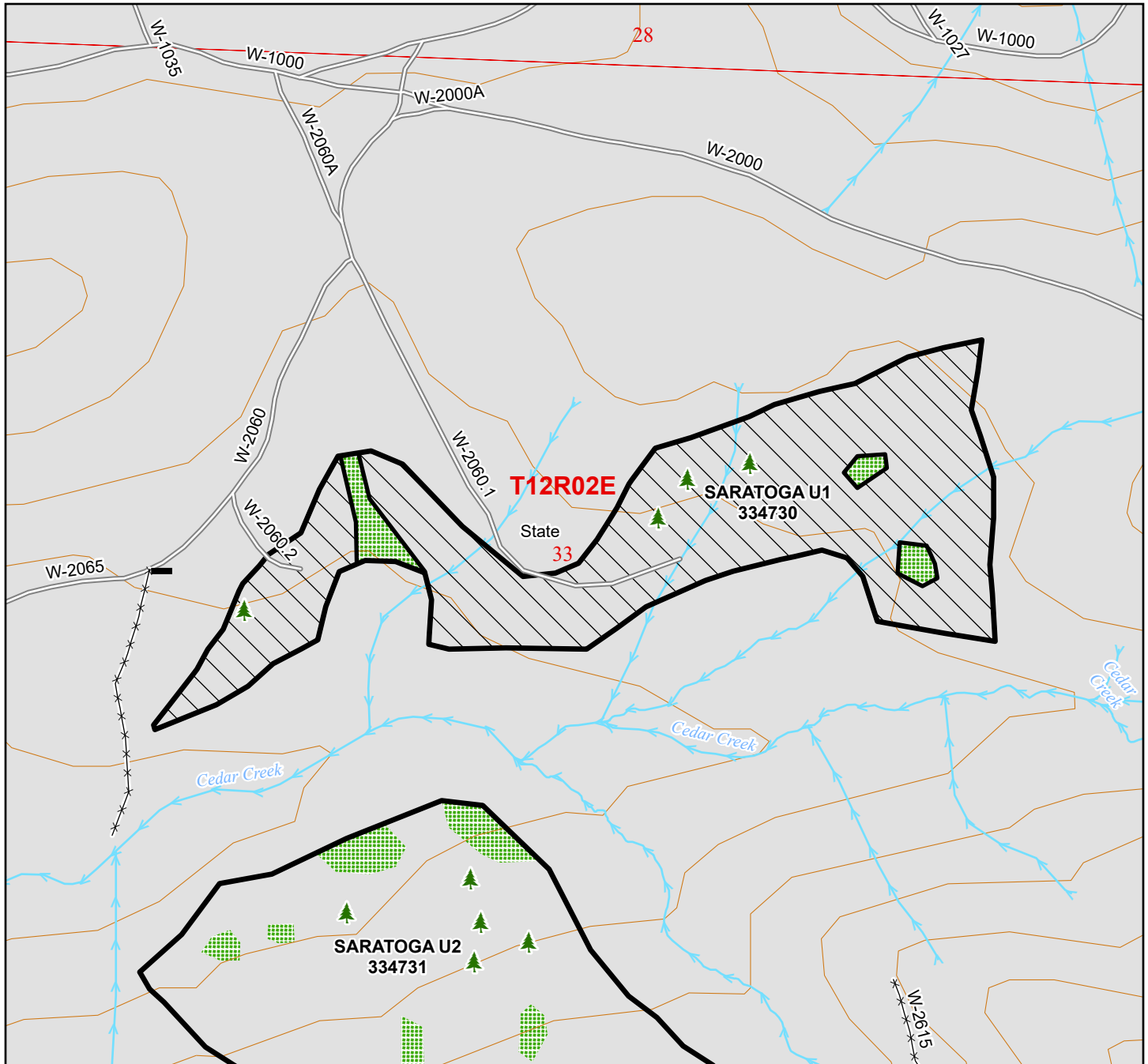
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 19

Unit: 14

Unit Name: SARATOGA U1



40' Contours

1:5,000

- DNR-Managed Lands
- Active Roads
- Non-Drivable Roads
- Recreation Trails
- Streams
- Gate
- Other Road Barrier
- Leave Trees < 1/4 acre
- Leave Trees > 1/4 acre

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

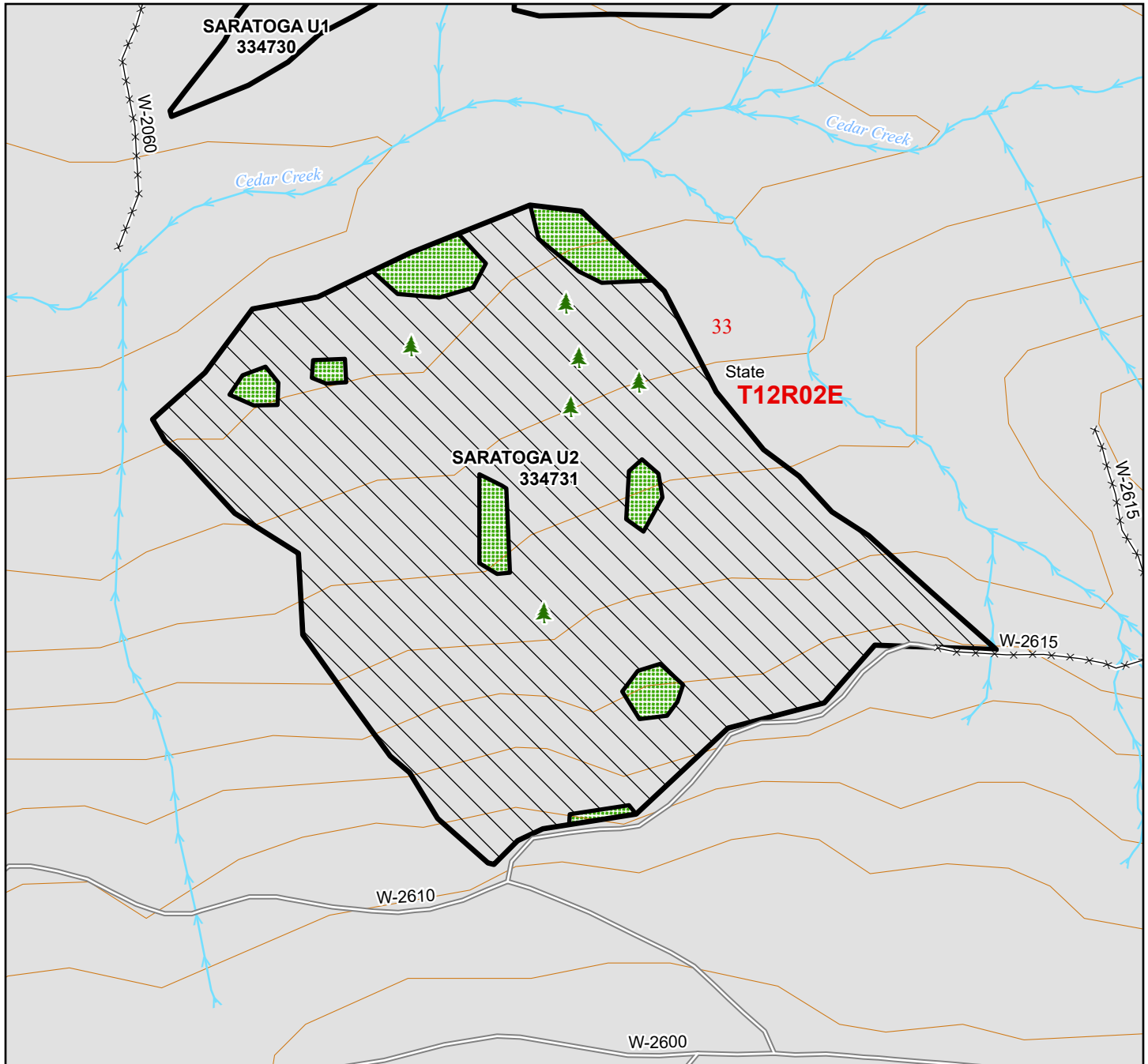
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 30

Unit: 15

Unit Name: SARATOGA U2



40' Contours

1:4,000

- |                    |                        |
|--------------------|------------------------|
| DNR-Managed Lands  | Gate                   |
| Active Roads       | Other Road Barrier     |
| Non-Drivable Roads | Leave Trees < 1/4 acre |
| Recreation Trails  | Leave Trees > 1/4 acre |
| Streams            |                        |

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

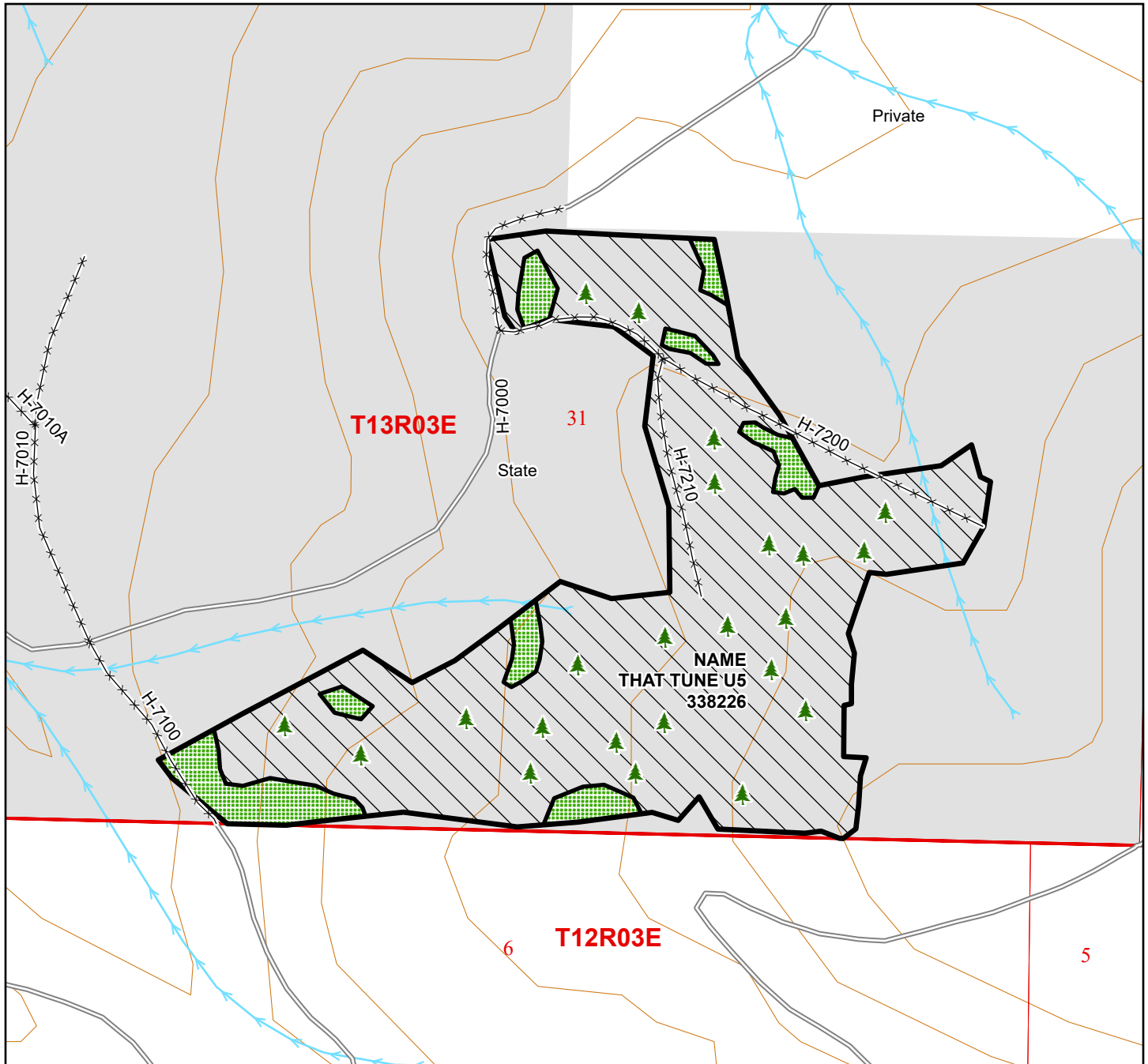
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 20

Unit: 16

Unit Name: NAME THAT TUNE U5



40' Contours

1:4,000

- DNR-Managed Lands
- Active Roads
- Non-Drivable Roads
- Recreation Trails
- Streams
- Gate
- Other Road Barrier
- Leave Trees < 1/4 acre
- Leave Trees > 1/4 acre

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

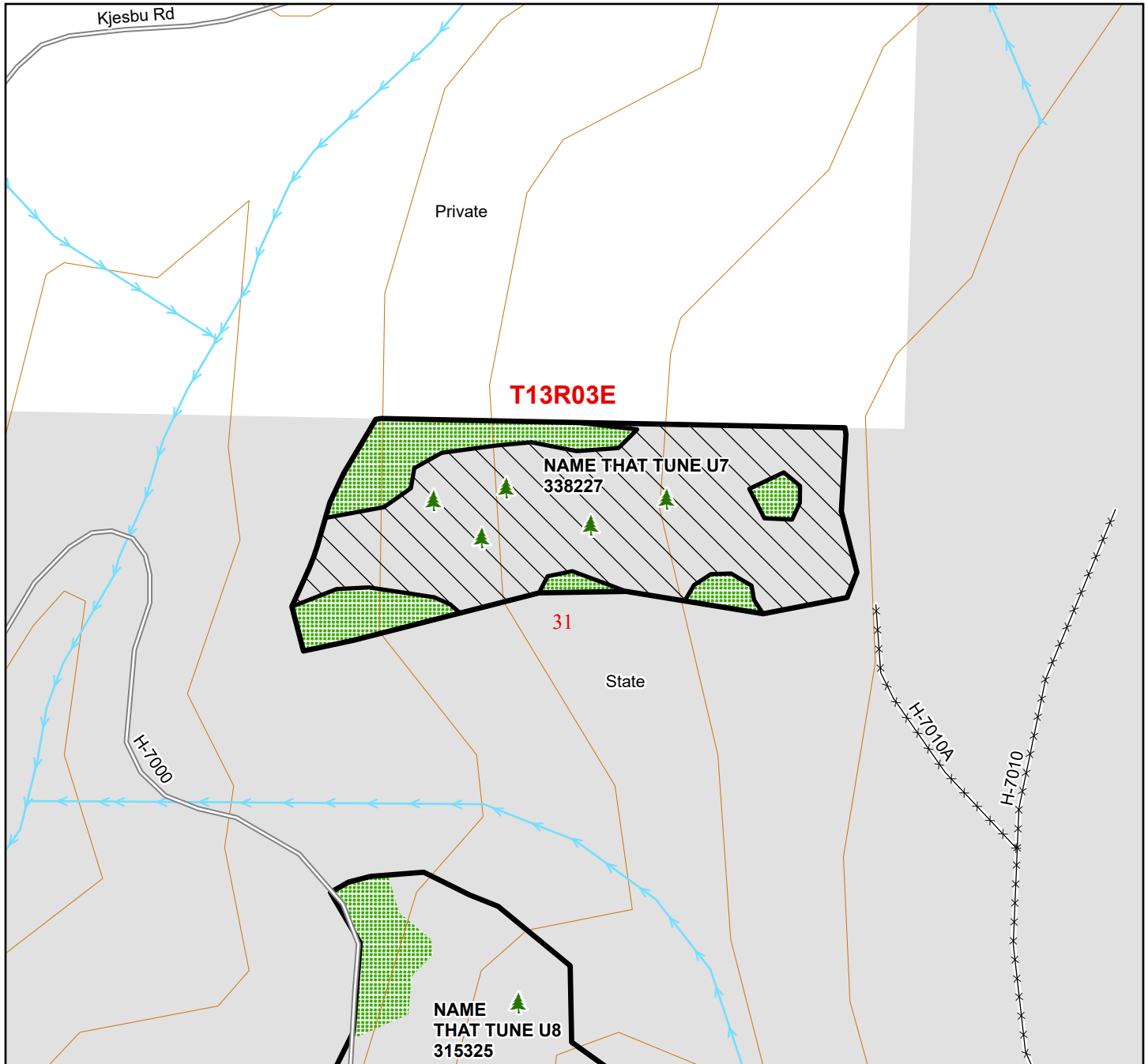
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 2

Unit: 17

Unit Name: NAME THAT TUNE U7



40' Contours

1:2,000

- DNR-Managed Lands
- Active Roads
- Non-Drivable Roads
- Recreation Trails
- Streams
- Gate
- Other Road Barrier
- Leave Trees < 1/4 acre
- Leave Trees > 1/4 acre

Maximum Elevation: '  
 Gate: Yes  
 Key: PCP1-1 - DNR



# UNIT MAP

Hand Cutting

Pacific Cascade Region

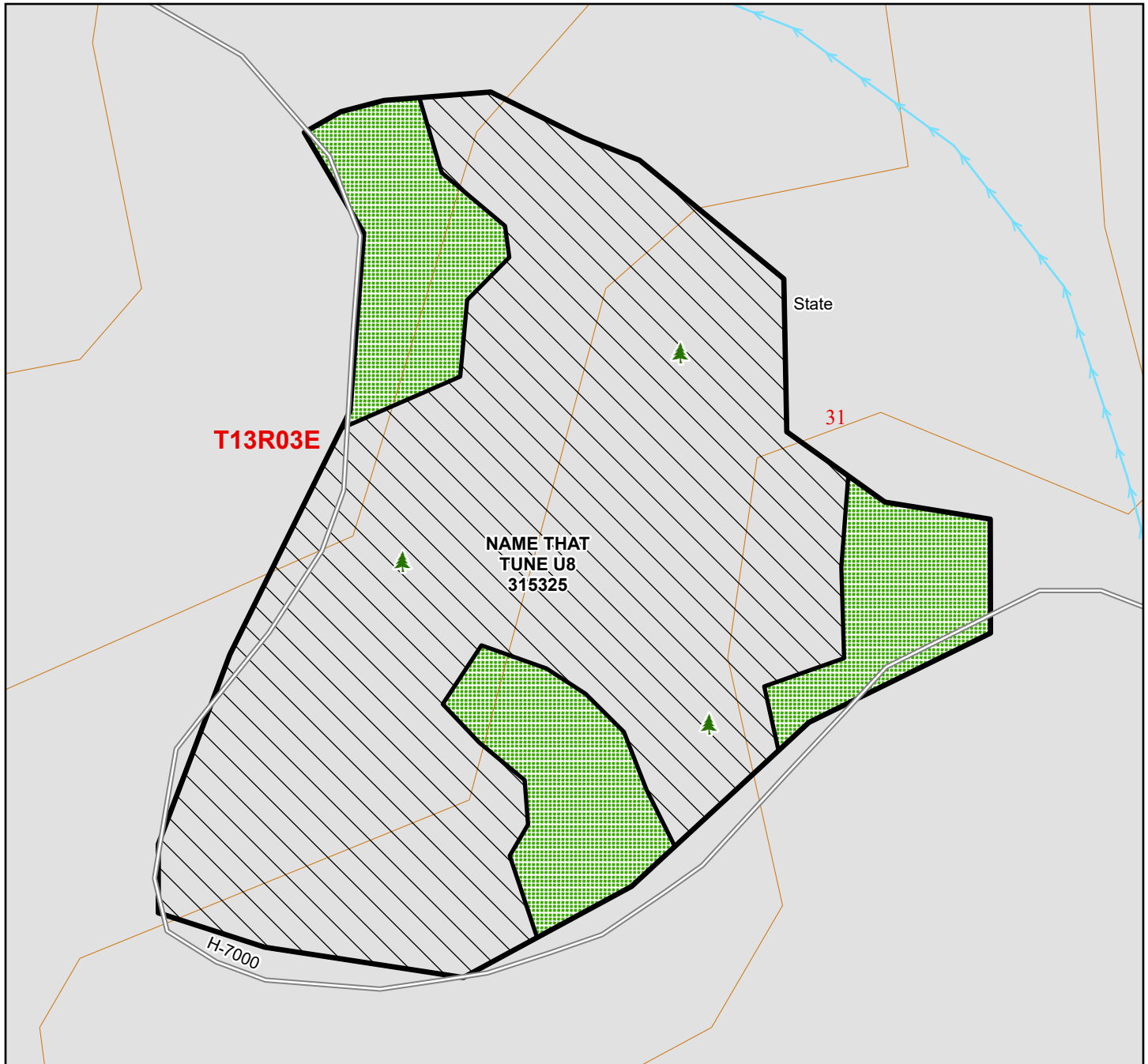
Bid No. 3200

Work Unit: LEWIS

Treatment Acres: 2

Unit: 18

Unit Name: NAME THAT TUNE U8



40' Contours

1:1,000

DNR-Managed Lands

Gate

Maximum Elevation: '

Active Roads

Other Road Barrier

Gate: Yes

Non-Drivable Roads

Leave Trees < 1/4 acre

Key: PCP1-1 - DNR

Recreation Trails

Leave Trees > 1/4 acre

Streams





# UNIT MAP

Hand Cutting

Pacific Cascade Region

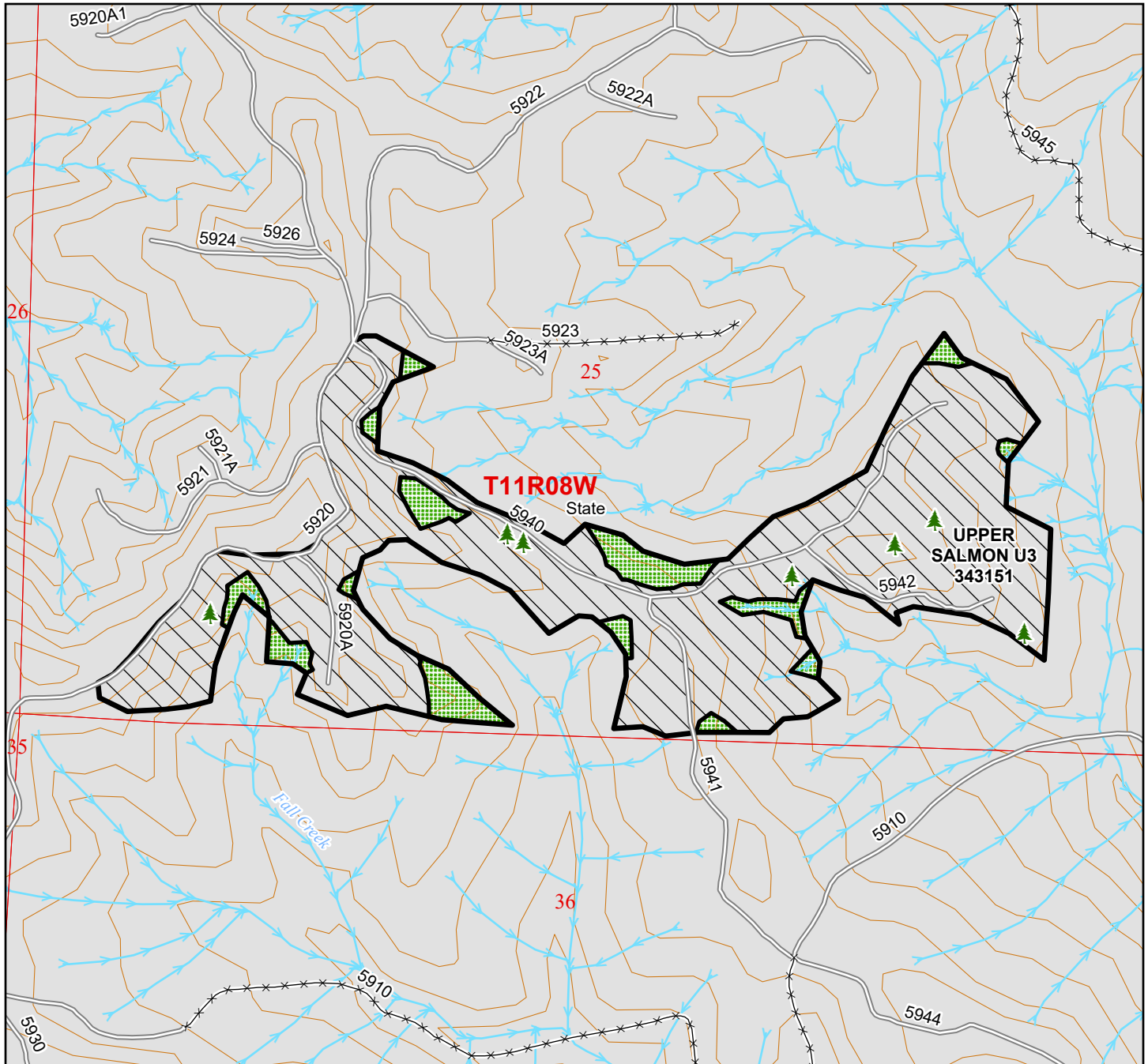
Bid No. 3200

Work Unit: ST.HELENS

Treatment Acres: 58

Unit: 19

Unit Name: UPPER SALMON U3



40' Contours

1:8,000

- DNR-Managed Lands
- Active Roads
- Non-Drivable Roads
- Recreation Trails
- Streams
- Gate
- Other Road Barrier
- Leave Trees < 1/4 acre
- Leave Trees > 1/4 acre

Maximum Elevation: '

Gate: Yes

Key: PCP1-1 - DNR





# SECTION III: CONTRACT SIGNATURES PAGE

IN WITNESS WHEREOF, the parties have executed this Agreement.

CONTRACTOR

STATE OF WASHINGTON  
DEPARTMENT OF NATURAL  
RESOURCES

\_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Scott Sargent  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Region Manager  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
P.O. Box 280, Castle Rock WA 98611  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
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