



# CITY OF VERNONIA

## REQUEST FOR BID (RFB)

### CITY OF VERNONIA TIMBER HARVEST PROJECT

**Bid Release Date:** May 29, 2015

**Pre-Bid Site Visit:** June 5, 2015

**Bid Closing Date:** June 12, 2015

**Bid Contact Person:** Josette Mitchell, Assistant to the City Administrator  
Phone: (503) 429-5291 ext. 106  
Fax: (503) 429-4232  
Email: [jmitchell@vernonia-or.gov](mailto:jmitchell@vernonia-or.gov)

#### **1. Introduction:**

The City of Vernonia is soliciting bids from a qualified company to provide equipment, materials, tools, labor, insurance and licensure necessary to harvest and deliver logs. The City of Vernonia is seeking a per thousand price delivery based upon the size and types of logs produced and delivered to identified mills. The City of Vernonia is soliciting for a turnkey project and the bid price must reflect all items/costs necessary to produce and deliver these materials. The successful bidder ("Contractor") must be in good standing with the State of Oregon. Project operating period will begin June 15<sup>th</sup>, 2015 and conclude by August 31<sup>st</sup>, 2015.

#### **2. Scope of Work:**

The scope of work includes all aspects of supervision, operations, equipment, and maintenance of equipment required to fall, process, stage, load, and deliver logs to identified mills. The Contractor will be responsible for site

preparation and erosion control on roads. The Contractor will also be required to buffer identified wetlands and ensure project action avoids all identified wetland areas. Prior to loading and hauling operations, the Contractor shall stage all materials in a safe and efficient manner.

The Contractor shall at conclusion of project leave the timber harvest site prepared for reforestation.

The Contractor must be capable of producing and delivering logs within the specified operation period (June through August– 2015). The timber harvest area allows for ground based yarding.

### **3. Project Location:**

The timber harvest area is located within the City of Vernonia, on property owned by the City of Vernonia. The majority of the property is bordered by California Avenue to the North and the Banks-Vernonia Linear Trail to the South. The property is adjacent to private property; all perimeters will be identified prior to start of project. Harvested materials will be delivered to [Douglas Fir - Interfor - Longview, WA or RSG Forest Products - Mist, OR]

[Hemlock - RSG Forest Products - Molalla, OR]

[Saw Log Alder/Maple - Northwest Hardwoods - Longview, WA]

[PULP - Pacific Fibre - North Plains, OR]

### **4. Contractor Selection and Compensation:**

The Contractor will be selected based on their bid amount and other evaluation elements and requirements provided in subsequent sections of this RFB. Selection of the qualified Contractor will be strongly based on the Contractor's Statement of Qualifications and Experience. The Contractor will provide written description with references of qualifying experience, which includes whole tree logging, right-of-way clearing and comparable work. The Contractor's bid amount shall include the total cost to produce and deliver each item.

**5. Mandatory Pre-Bid Site Visit:**

A Pre-Bid Site Visit will be held on June 5<sup>th</sup>, 2015; interested parties will meet in Vernonia City Hall –Council Chambers at 1:00 p.m. The City Hall is located at 1001 Bridge Street, Vernonia, Oregon. Interested bidders will then travel to the project site to tour the timber harvest area and discuss project specifics.

**6. Equipment Condition, Safety and Inspections:**

All equipment used to conduct the operations must be leak free and in good working condition. The Contractor will provide safety plans for hazardous material spills, fire and personnel safety. Regular on-site inspections will be conducted to evaluate regulatory compliance, condition of equipment, and the content and condition of spill kits and fire protection equipment.

**7. Stop Work Orders and Notice to Proceed:**

The City of Vernonia will issue stop work orders if unsatisfactory work practices or conditions are identified during an inspection. The Contractor must make the corrective action and be provided with a Notice to Proceed before normal operations can resume.

**8. Laws, Permits and Licenses:**

The Contractor will conduct the operation in accordance with all applicable laws, rules, regulations and local ordinances specifically including but not limited to the Oregon Forest Practice Rules, state and federal commercial trucking regulations, environmental, procurement and safety laws, rules and regulations, and ordinances. **Completed ODF** Forest Practices permit and proof of insurance must be submitted as part of the bid package.

**9. Liability Insurance:**

Liability insurance of two million dollars (\$2,000,000.00) per occurrence, ten million dollars (\$10,000,000.00) aggregate, and proof of Workers Comp for all employees whom access the premises will be required to conduct the Project. Proof of insurance will be required no less than five (5) days prior to Project commencement. A certificate of insurance naming the City of Vernonia as additionally insured shall be filed with the City of Vernonia at the same time.

The City of Vernonia will assume no liability based upon negligence or intentional acts of the Contractor and should such negligence or intentional acts occur, Contractor agrees to assume full liability and indemnify and hold City of Vernonia harmless for all such actions.

10. **Bid Requirements:**

One copy of the bid package must be submitted to the City of Vernonia by **3:00 p.m.** (P.D.S.T.) on June 12<sup>th</sup>, 2015. Bidders must be ready to start operations in June 2015 and conclude by end of August 2015.

The bid must be submitted in a sealed envelope clearly marked on the front of the envelope with:

**City of Vernonia Timber Harvest Project**  
**Attention: Josette Mitchell**  
**Request for Bid (RFB) ENCLOSED**

**Mailing/Shipping/Delivery Address:** 1001 Bridge St., Vernonia, OR 97064

**Hand Delivery:** 1001 Bridge St., Vernonia, OR 97064

**GENERAL INFORMATION:**

**1. Firm Name and Address:**

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail or Web Site: \_\_\_\_\_

Contractors/Business License #: \_\_\_\_\_

**Oregon State Licensing Board (CCB) (attach a copy).**

Has License been revoked at any time in the last five years? Yes No

If yes, please use a separate sheet to explain.

Has Contractor filed bankruptcy within the last 10 years? Yes No

**Federal Identification No:** \_\_\_\_\_

**Certification with any state Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Disadvantaged Business Enterprise (DVBE), or Emerging Small Business (ESB) program. If so, please provide a copy of your certification approval.**

**State(s) Certified:** \_\_\_\_\_

Small Business Administration Certificate No: \_\_\_\_\_ Exp: \_\_\_\_\_

2. Type of Business: \_\_\_\_\_

3. Organizational Structure:

- SOLE PROPRIETOR
- PARTNERSHIP
- CORPORATION
- JOINT VENTURE
- OTHER \_\_\_\_\_

4. Name of Owner/Owners:

5. Ownership Interest: PARTIAL (List percentages of Ownership)

100% OWNERSHIP

6. Employees:

Provide a listing core crew employees in your work force, and their job titles. Core crew is defined as an individual who is either a current employee or who is not a current employee but who is regularly employed in a supervisory or other key skilled position when work is available.

\*\*\*Attach a separate list to this questionnaire.

7. Specify, what type of construction/contracting your firm engages in:

\_\_\_\_\_

**8. Experience:**

Please list at least three (3) of your most recent projects. Give name of an Individual for your Reference:

PROJECT

AMOUNT

REFERENCE

PRIME/SUB

**CERTIFICATION**

I CERTIFY THAT ALL STATEMENTS MADE BY ME ON THIS CONTRACTOR'S CERTIFICATION ARE TRUE, COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I HEREBY GRANT PERMISSION TO THE CITY OF VERNONIA TO CONFIRM BY PERSONAL INQUIRY OR OTHERWISE, THE INFORMATION I HAVE GIVEN. I UNDERSTAND THAT ANY WILLFUL MISREPRESENTATION OF FACTS TO GIVEN THIS PROCESS IS GROUNDS FOR REJECTION OF THIS QUALIFICATION OR DISMISSAL IF EMPLOYED. I RELEASE ALL PERSONS CONNECTED WITH ANY REQUESTS FOR INFORMATION FROM ALL CLAIMS, LIABILITY, AND DAMAGES FOR WHATEVER REASON ARISING OUT OF FURNISHING THE INFORMATION.

**I hereby acknowledge that I have read and understand the above statement.**

\_\_\_\_\_  
OWNER/CONTRACTOR'S SIGNATURE  
If applicant is Sole Proprietor

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARTNER'S SIGNATURE (IF APPLICABLE)  
If applicant(s) is/are in a Partnership or Joint Venture

\_\_\_\_\_  
DATE

IF APPLICANT IS A CORPORATION  
AFFIX CORPORATE SEAL:

\_\_\_\_\_  
PRESIDENT'S SIGNATURE

\_\_\_\_\_  
DATE

**CONTRACTOR QUESTIONNAIRE**

Name: \_\_\_\_\_

SSN# or EIN# \_\_\_\_\_

DBA: \_\_\_\_\_

Street Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

State License No. \_\_\_\_\_ Type: \_\_\_\_\_

How long in Business \_\_\_\_\_ # of Employees \_\_\_\_\_

Are you an equal opportunity employer? YES NO

Name and address of insurance carrier:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Signature of Company Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Representative (Please Print)

| SPECIES                | DESTINATION                         | PRICE per thou |
|------------------------|-------------------------------------|----------------|
| Douglas Fir            | Interfor<br>Longview, WA            |                |
| Douglas Fir            | RSG Forest Products<br>Mist, OR     |                |
| Hemlock                | RSG Forest Products<br>Molalla, OR  |                |
| Saw log<br>Alder/Maple | Northwest Hardwoods<br>Longview, WA |                |
| PULP                   | Pacific Fibre<br>North Plains, OR   |                |