



**Invitation to Tender  
for 2018 Tree Planting and  
Associated Tree Danger  
Assessment & Falling**

**SEALED TENDERS** FOR THE WORK OR SERVICES LISTED BELOW WILL BE RECEIVED

BY THE MINISTRY OF Forests, Lands and Natural Resource Operations  
Cascades Natural Resource District

UNTIL THE SPECIFIED CLOSING DATE AND TIME, AT WHICH TIME THE TENDERS WILL BE OPENED  
IN: **PUBLIC**  or PRIVATE

**PROJECT**

Contract/File: **10005-40/PL19DCS101**

Nature of Work or Services: **2018 Tree Planting and Associated Danger Tree Assessment & Falling**

**Located at: Cascades Natural Resource District, Merritt and Lillooet Timber Supply Areas**

Tender Packages will **NOT BE AVAILABLE** at the ministry location.

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FOR FURTHER INFORMATION OR QUERIES, CONTACT: **Ed Abels, RFT, Stewardship Technician, Phone 250 378-8422 or alternate: Andrew Snetsinger, RPF, Stewardship Forester Phone 250 378-8444**

**ENSURE YOUR PACKAGE IS COMPLETE.**



Ministry of Forests,  
Lands and Natural  
Resource Operations

## Information to Bidders for 2018 Tree Plant and Associated Danger Tree Assessment and Falling

### Overview of the Work/Service Required

The Ministry of Forests, Lands and Natural Resource Operations, Cascades Natural Resource District, is hereby inviting qualified tree planting contractors to submit a sealed tender for **2018 Tree Planting and Associated Danger Tree Assessment & Falling Contract PL19DCS101** occurring in both the Merritt and Lillooet Timber Supply Areas (TSA) in accordance with the specifications and terms of the contract tender package. Year one of this contract is in 2018 and is for the planting of approximately 706,420 trees\* on approximately 487.0 hectares. Below is an approximate summary by location:

- 2006 Tatoosh Fire located south of Princeton approximately **13,440 trees (11.2 ha)**
  
- 2009 Maka Fire located south west of Merritt approximately **5,950 trees (3.5ha)**
  
- 2015 Cisco Fire located east of Lytton approximately **17,500 trees (13.3 ha)**
  
- 2009 Brook Fire located south of Merritt, approximately **159,690 trees (105.3 ha)**
  
- 2015 Skuhun Fire located northwest of Merritt approximately **280,320 trees (152.4 ha)**
  
- 2009 Tyaughton Fire located east of Gold Bridge approximately **218,040 trees (193.1 ha)**
  
- 2009 Big Dog Fire located northwest of Lillooet approximately **11,480 trees (8.2 ha)**

Please reference 2018 Planting overview maps for the above work sites.

**\*Please note that only 551,800 seedlings have been sowed for 2018. An additional +/- 154,620 seedlings will be attempted to be purchased prior to planting start-up. There is no guarantee these additional trees will be obtained for planting and as such no compensation provided to the successful Bidder in the event securing the additional trees does not occur.**

The contract contains an *option-to-renew* clause whereby the Ministry reserves the right to renew but is under no obligation to renew the Contract for another term, up to a maximum of three years, subject to funding and satisfactory performance of the Bidder. As renewal is not assured, bidders are cautioned to prepare their tender price on the basis of a single term contract only.

Previous experience planting beneath burned timber will be a requirement in addition to other contract requirements listed in the Conditions of Tender. **Ten of the units will require helicopter to transport the seedlings.** The bid price will be an all-found rate which includes, but not limited to, planting, helicopter delivery of seedlings and/or personnel, Danger Tree Assessor (DTA)/Danger Tree Faller (DTF), costs associated involving First Nations relationship building and employment, a designated checker, quad trail and other access clearing, reefer rental, and tree box and garbage disposal. The use of Plant Wizard database system is mandatory. Tree planting specifications are located in the Schedule A with additional specifications in Schedule C as well. Tree planting units and their particular planting specifications are located in the detailed Schedule B spreadsheet of the contract package.

**There will be a Mandatory Information meeting at 10:00 a.m. local time on Monday October 16, 2017. There will not be any organized field viewings of the Work Sites. However, the Bidder is strongly recommended to view the Work Areas prior to the Mandatory Information Meeting and the date of submitting the Tender. The Bidder should note that Detailed Access Directions and planting overview maps have been provided. Specific unit maps are available upon request by contacting the Ministry representative or his alternate. Note: The detailed access information provided is not guaranteed or warranted to be accurate by the Province. Nothing in the Detailed Access Directions is intended to relieve proponents from forming their own opinions and conclusions with respect to matters addressed in this contract.**

**NOTE: YOU MUST BRING YOUR COPY OF THE TENDER PACKAGE WITH YOU TO THE MANDATORY INFORMATION MEETING. COPIES WILL NOT BE PROVIDED.**

### **Program Information**

The contract work for 2018 is funded by the **Forests for Tomorrow Program (FFT)** to reforest areas burned by wildfire.

### **First Nations Employment**

The successful planting contractor is expected to give work opportunity to local First Nations members, either as tree planters, danger tree assessors, fallers or otherwise. The expectation is that an opportunity for 4 to 6 workers will be committed on any opening where there is interest from the local First Nations. Working with local First Nations is critical to the success of this planting project. The expectation is that the successful bidder will establish a working relationship with local First Nations very early (January or February of 2018). The successful bidder must document their communication with local First Nations and keep the Province informed of progress.

### **Site Conditions**

Site access may be hindered due to road deactivation, water control measures, fallen trees and other such obstacles. Use of a 4 x 4 vehicle or a **registered** All-Terrain Vehicle (ATV) is required. Most if not all in-block roads have been deactivated.

### **Known Field Safety Hazards on this Contract**

Ministry staff and contractors, in the course of planning and developing this project, have identified the following known, but limited to, field safety hazards associated with this project. Note this list does not identify routine safety hazards associated with forestry operations:

- **Log or machine hauling, other industrial traffic and/or public traffic;**
- **Wildlife – bear, deer, moose, cougar, cattle, stinging insects;**
- **Adverse weather conditions;**
- **Adverse road or road structure conditions;**
- **Steep slopes/broken terrain/rock-fall hazards;**
- **Very high concentrations of standing burned danger trees/snags within and around the planting blocks and along right of ways, many which have sharp, low hanging branch stubs.**

### **Contractor Safety Program and Prime Contractor Responsibilities**

The Successful Bidder will be designated the Prime Contractor for this contract and must bid accordingly and meet the bidder eligibility stated in the Conditions of Tender.

The successful Contractor must plan to maintain and implement a program of systems or processes (a safety program) that will address occupational health and safety concerns and practices that will eliminate or minimize

risk of injuries. The Province may ask to examine the safety program and ask for evidence to support the implementation of same as part of the contract administration.

Bidders must be aware of the Safety Conditions Schedule and the Prime Contractor Agreement attached to the contract agreement.

### **Ministry Staff Do Not Direct Operations**

Ministry employees (Ministry Representatives) do not direct or supervise the contractor or the contractor's workers. The Ministry will set out the contract standards and required outcomes as well as any changes to contract conditions as work progresses.

### **Obligation to Report Unsafe Conditions or Practices**

The *Workers Compensation Act*, Occupational Health and Safety Regulation 3.10 requires that any person (including ministry staff) report any observed unsafe conditions or practices to the person in charge of the workplace. Ministry staff will do this in the course of their work on the contract area should they come across such conditions or practices.

### **Site Viewing/Information Meeting**

Information on whether a site viewing or information meeting is applicable to this tender call can be found in the Conditions of Tender.

### **Contract Term/Work Schedule**

The term of the contract for Year One will be from April 1, 2018 to April 30, 2019.

The successful Contractor shall be required to have a pre-work meeting with the Ministry Representative to review the contract prior to commencement of the work. Any subjects discussed and decisions made at the pre-work conference shall form an integral part of the Contract.

### **Option-to-renew**

A continuous service without further tendering is desired. Therefore, the contract being tendered contains an "option-to-renew" clause. Refer to the Conditions of Tender for further information.

### **Contractor Invoicing**

An invoice must identify the contract it pertains to.

The Province will pay any applicable taxes payable by it under law or agreement with the relevant taxation authorities. Invoices must show the calculation of any applicable taxes (excluding taxes paid directly by you to a supplier and which were inclusive in the bid price) to be paid as a separate line item for the Billing Period(s).

### **Payment Policy**

Invoices and progress payments are not usually paid before 30 days from the date the Ministry receives the invoice, or the date the Ministry Representative authorizes payment, whichever is the latter. However, every effort is made to pay accounts between 30 to 40 days, maximum 60 days.

The *Financial Administration Act* does not permit interest payments on progress payments, performance security deposits or holdbacks, until the 61st day after the date the money becomes due. The due date is calculated from the date the Ministry receives the invoice or the Ministry authorizes payment/release (whichever is the

latter), to the date the Ministry of Finance prints the cheque. Interest rates are set by the Office of the Comptroller General. Interest claims of less than \$5 are not payable.

### **Direct Deposit**

In order to reduce mail time in the payment process, contractors may be registered with the Provincial Treasury. Payment will then be deposited directly to the contractor's bank account. Contact the finance section of the tendering office for information and/or application for registration. New applications require four to six weeks to process.

### **Bidders' Dispute Resolution**

If a problem should occur during this tender call, it should be resolved informally with the Ministry Representative or alternate named in the invitation to tender. If the bidder is not satisfied with the outcome at this stage, or they prefer to bypass the informal route, they may engage the formal vendor complaint review process.

Formal complaints concerning a competitive process or a pending or awarded contract, or other procurement process may be submitted by the bidder in writing at any time during the procurement process and up to thirty (30) business days after they have received notification from the ministry of the final outcome of the procurement process.

Complaints in the formal process are submitted on the ministry approved Vendor Complaint Form. This ministry specific form is available to the general public through the Ministry of Technology, Innovations & Citizen's Services, Procurement Service Branch, BC Bid website located at <http://www.bcbid.gov.bc.ca/open.dll/welcome>.

Disputes occurring during the performance of the work/service will be governed by the dispute resolution terms and conditions of the Agreement.

### **Forest Sector Safety Requirements**

#### ***Safe Certification Requirement***

If indicated in the Conditions of Tender as applicable, bidders must be aware of the safe certification requirements in order to be eligible to bid, including the Safe Certification Requirements Schedule attached to the contract agreement.

Additional information can be found from the following websites:

<http://www.for.gov.bc.ca/bcts/safety/>

<http://www.bcforestsafe.org/>

#### ***Hand Falling Operations***

All forestry and non-forestry related activities that include or have the potential to include hand falling, requires the Contractor to designate a Falling Supervisor. Bidders should refer to the Safety Conditions Schedule attached to the Agreement and bid accordingly.

### **Lobbyist Registration Act**

It is the contractor's responsibility to abide by all applicable laws. If the contractor falls within the parameters of the *Lobbyists Registration Act*, then it is the contractor's responsibility to make this determination and register if necessary.