



St. Johns River Water Management District

Ann B. Shortelle, Ph.D., Executive Director

4049 Reid Street • P.O. Box 1429 • Palatka, FL 32178-1429 • 386-329-4500
On the internet at www.sjrwmd.com.

WRITTEN QUOTATION REQUEST

Date: June 5, 2019
To: Potential Respondents
From: Tiffany McHenry, Procurement Assistant Office: 386-643-1930
Email: tmchenry@sjrwmd.com Fax: 386-329-4546
Subject: Quotation Request #34427.3: Timber Inventory Mapping and Marking Take Trees Sunland
Citrus, Lake County

The St. Johns River Water Management District is requesting quotations for the above-referenced project. Please review the attached Statement of Work (Exhibit 1) for further details. The attached Quote Cost Schedule (Exhibit 2) must be used to provide your quote and may be e-mailed or faxed to my attention by **5:00 p.m. Thursday, June 20, 2019.**

Award of this quote shall be based on the lowest total cost and meets all requirements of this quote request. The cost shall include labor, material, equipment and any other cost associated with the project.

There is no site visit scheduled for this project, if you have specific questions concerning the Work, contact the District Project Manager Sandy Smith at (904) 222-1396.

Minimum Qualifications: Respondent must use the Qualification Forms (General, Similar Project and References) attached to this request for documentation.

1. All work shall be performed by a Professional Forester or Forester Technician. Proof shall be provided in the form of a legible copy of either a two-year technical degree in Forestry or a four-year professional Forestry degree.
2. Trainees are acceptable while supervised by a qualified marker.
3. Must have two years of experience and completed a minimum of two marking projects, each project greater than 50 acres.

Thank you.

Exhibit 1 – Statement of Work/Maps
Exhibit 2 – Cost Schedule
Exhibit 3 – Qualification Forms
Exhibit 4 – Insurance Requirements

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NOTE: Please check the box provided if you are unable to provide a quotation for this service at this time and return by fax (386) 329-4546 to my attention or e-mail to tmchenry@sjrwmd.com.

I am unable to provide a quotation at this time for the following reason(s):

Respondent's Signature

Respondent's Company Name

**EXHIBIT 1 - STATEMENT OF WORK
TIMBER INVENTORY MAPPING AND MARKING TAKE TREES
SUNLAND CITRUS, LAKE COUNTY**

I. LOCATION / INTRODUCTION

The Sunland Citrus Mitigation Area (SCMA) is located at the corner of Pitts Road and Harbor Way Road in Eustis, Florida in Lake County (Figure 1). There is a gated trail road with access to the property at that corner. The site includes approximately 596 acres of uplands and wetlands. The property is managed by the Florida Forest Service and is adjacent to the Seminole State Forest. The Sunland Citrus Mitigation Area (SCMA) is the mitigation area proposed to offset unavoidable adverse impacts associated with four Florida Department of Transportation (FDOT) projects. These transportation projects include SR 40 from SR 15 (US 17) to SR 11 (FM 2408636-), SR 44 over St. Johns River Bridge #11063 (FM 429556-1), SR 15 (US 17) DeLeon Springs to SR 40 modification (410251-1), and Sunrail/Commuter Rail – Debary to Deland and Deland Station (FM 423446-1). The wetland and upland enhancement required by these permits will be achieved through implementation of fire and/or mechanical management and establishment of appropriate canopy densities. The fire management is critical for maintenance of appropriate groundcover, forage, and overall habitat quality within the mitigation parcel. Many of these acres are fire dependent and require periodic prescribed fire to manage for ecological diversity. Prescribed fires also benefit adjacent lands by reducing fuel loading, thus reducing chances of catastrophic wildfire. To safely implement prescribed burns, selective pine thinning must be constructed within the defined Fire Management Units (FMUs- Figure 2). These areas will need to be marked and inventoried prior to the timber being thinned.

II. OBJECTIVES

The objective of this project is to mark and map the pine flatwood timber approximately 144 acres located within the Sunland Citrus Mitigation Area. Timber boundaries are indicated within the established areas indicated on Figure 3.

III. PROJECT DESCRIPTION

Work shall include marking the take trees to 40-50 basal area with blue paint. And inventorying the timber taking a plot every acre. Or equaling approximately 142 plots utilizing a 10 basal area factor prism. The selection process for marking the trees shall be as follows: removing all diseased, suppressed, and deformed trees to achieve a residual basal area of 40-50 square feet per acre for the stands. The thinning shall not harvest quality trees (dominant and co-dominant crown classes) from leave trees stand.

IV. WORK SPECIFICATION

- Mark all take trees with blue paint within the 144 acres of pine flatwoods identified on the map. The take Trees shall be marked with blue tree-marking paint. The paint spot shall be a minimum of three inches wide and span across the entire diameter of the tree and be placed at a height of six to eight feet above ground.
- Timber sale boundaries shall be marked with Red tree marking paint or an ink of a color determined by the District's Project Manager. Sale boundaries shall be marked with a blaze of paint along the stand boundary facing toward the area to be marked. Blazes shall be six to eight feet above ground and shall be a minimum of three by 24 inches.
- Inventorying the timber taking a plot every acre.
- Provide all equipment and paint necessary to complete the project.

- Be responsible for achieving the residual target basal area 40-50.
- Provide a copy of plot data and a stand and stock table upon completion of each site.
- Provide an Inventory map of the 142 plots. Contractor shall provide a volume estimation of the marked timber. The estimation shall be +/- 10% of mean at the 95% confidence limit or better unless otherwise agreed upon by the District's Project Manager. Each plot shall be marked with a piece of flagging attached to the first tree north of plot center. Plot center shall be marked by a streamer of flagging attached to a tree or bush at least eye level as close to center as possible and a minimum 24-inch piece of flagging inserted into the ground and readily visible upon location of the point. Streamer of flagging will have the cruiser's initials and the plot number legibly written along the flagging.

Contractor Responsibilities include:

- The contractor shall notify District/FFS Project Manager a minimum of one week prior to the contractor entering the project site.
- Contractor shall repair or replace, at his cost, any damage to fences, gates, or other improvements. Any repairs necessary after the operations are complete shall be the responsibility of the contractor.
- The Contractor shall close and lock the gate at the end of each working day.
- Mobilization and demobilization to and from each site.
- Perform joint inspection of completed work with District's Project Manager. Verification of work being performed will be done by on-site observation by Project Manager.
- Contractor shall ensure that work area be kept clear of rubbish.
- Provide the respective Project Manager at least 24 hours' notice to inspect completed work.
- Due care shall be exercised against starting and spreading fires during the work by Contractor and/or its employees. Contractor shall be held liable for all damage caused by such fires.
- The Contractor(s) is solely responsible for being fully informed of the conditions under which the Work is to be performed in relation to existing conditions. The Contractor(s) is responsible for carefully examining the general area of the Work, the requirements of the Request and other contract documents related to the Work, the time in which the Work must be completed, and any other details of the Work. The Contractor(s) must satisfy itself from its own personal knowledge and experience or professional advice as to the character of the Work, the conditions and materials to be encountered, the character, quality, and quantities of the Work, and any other conditions affecting the Work, including surrounding land. Failure to satisfy the obligations of this paragraph will not relieve a Contractor from its obligation to Furnish all material, equipment, and labor necessary to perform the Agreement and to complete the Work for the consideration set forth in the Work Order. Any such failure will not be enough cause to submit a claim for additional compensation.

District's Project Manager Responsibilities Include:

- District's Project Manager shall determine routes for ingress and egress to the property.
- Describe the nature of the work that will be accomplished and delineate the work area via map.
- Coordinate scheduling with the Contractor.
- District's Project Manager or Florida Forest Service Manager will make inspections of work to ensure compliance to job specifications and evaluate performance.

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V. TIMEFRAME AND DELIVERABLES

Work shall be completed before September 30, 2019.

VI. CONTRACT BUDGET AND PAYMENT SCHEDULE

Contractor compensation will be based on the Contractor's quote to complete the entire project and will not be based on an hourly or per acre basis. Quotes need to include a breakdown of work that will be completed before September 30, 2019.

VII. DISTRICT'S PROJECT MANAGER

Sandy Smith
Division of Regulatory Services
St. Johns River Water Management District
Jacksonville Service Center
7775 Baymeadows Way, Suite 102, Jacksonville, FL 32256
Cell: (904)-222-1396
ssmith@sjrwm.com

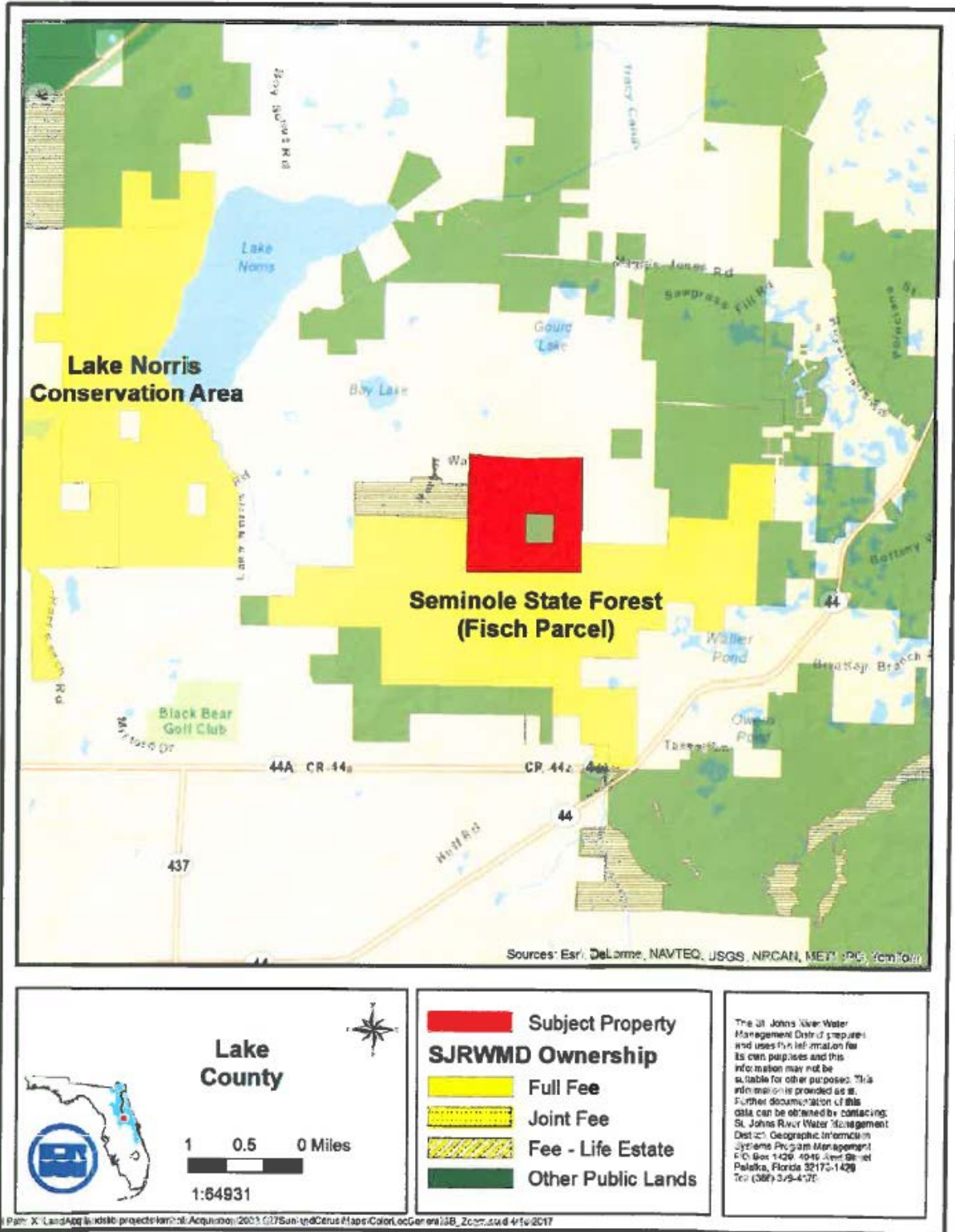


Figure 1: Sunland Citrus Site Location

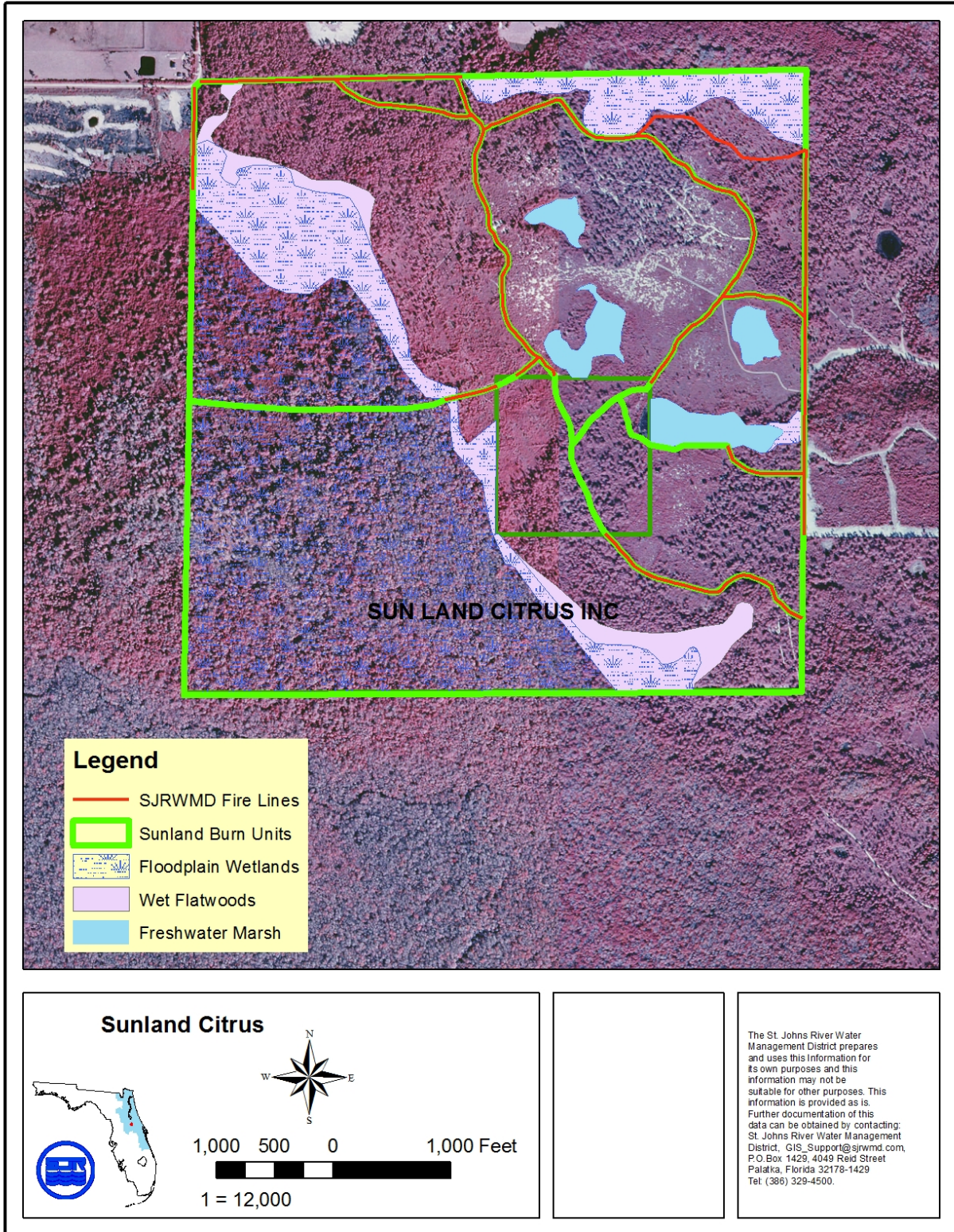


Figure 2: Sunland Citrus Burn Units and Fire Lines

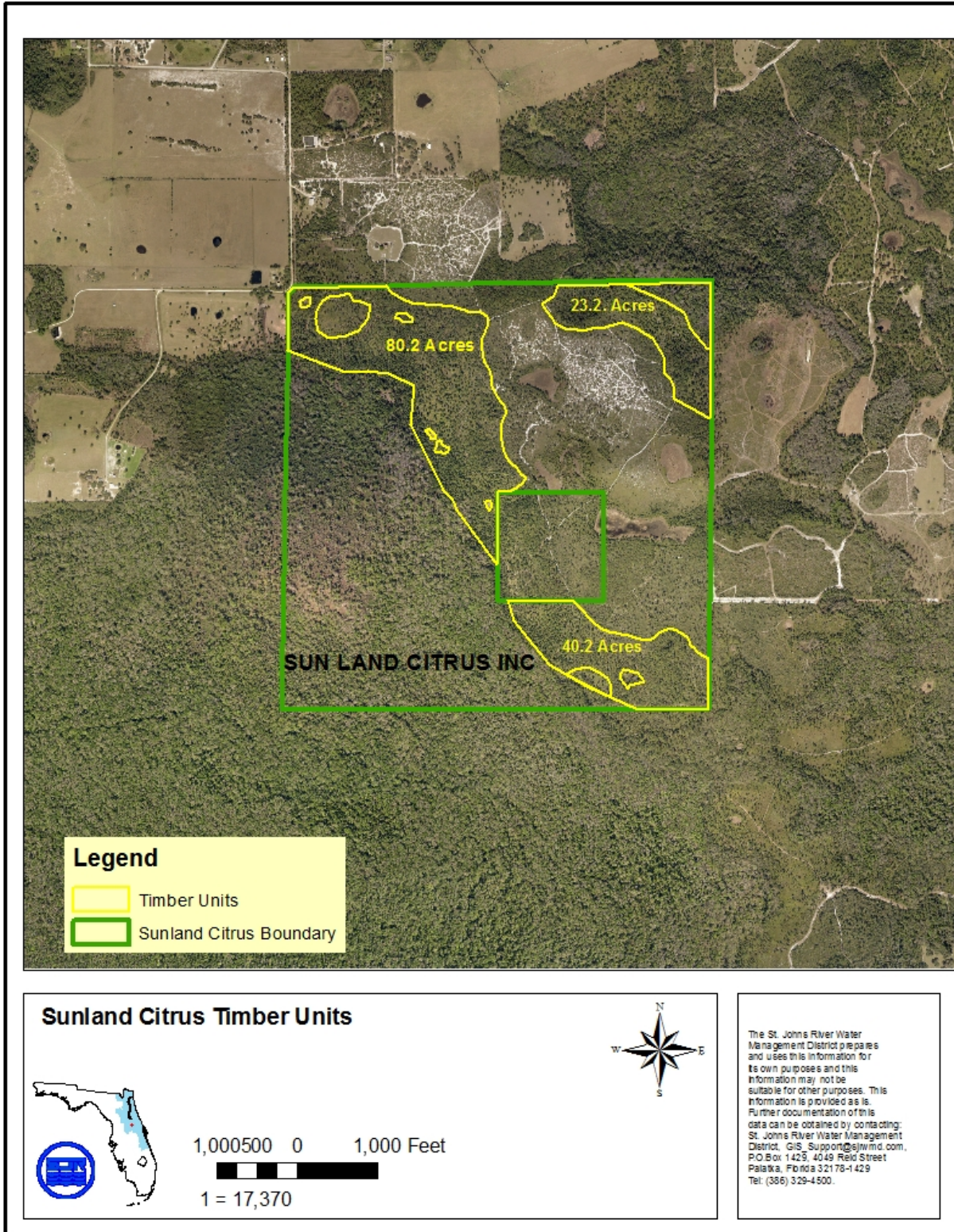


Figure 3: Timber Marking Boundary Map 144 acres

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EXHIBIT 2 – QUOTE COST SCHEDULE
(Note: This page must be submitted with response.)

DUE NO LATER THAN 5:00 PM, THURSDAY, JUNE 20, 2019 - RESPONSES SHALL BE SUBMITTED TO THE PROCUREMENT SPECIALIST AS IDENTIFIED ON THE FIRST PAGE OF THIS REQUEST.

Timber Marking and Mapping	Cost per Acre	TOTAL
Sunland Citrus (144 acres)	\$	\$

(This includes all labor, materials, and all other related cost to complete the work)

I HEREBY ACKNOWLEDGE, as Authorized Representative for the Respondent, that I have fully read and understand all terms and conditions as set forth in this quotation, and upon award of such quotation, shall fully comply with such terms and conditions.

RESPONDENT (FIRM NAME)

ADDRESS

SIGNATURE

TYPED NAME & TITLE

TELEPHONE NUMBER

EMAIL ADDRESS

EXHIBIT 3 - QUALIFICATION FORMS

QUALIFICATIONS - GENERAL
(This form to be included with quote submittal)

As part of the bid, Respondent shall complete the following so that the District can determine Respondent's ability, experience, and facilities for performing the Work.

Name of Respondent: _____

Respondent's tax identification No.: _____

Year company was organized/formed: _____

Number of years Respondent has been engaged in business under the present firm or trade name:

Total number of years Respondent has experience in similar work: _____

Has Respondent previously been engaged in the same or similar business under another firm or trade name?

Has Respondent ever been adjudicated bankrupt, initiated bankruptcy, or been the subject of bankruptcy proceedings on behalf of the current entity submitting this bid or a prior entity that Respondent substantially operated or controlled? If yes, please describe the nature and result of those proceedings and the entity involved.

Describe the background/experience of the person or persons who will be primarily responsible for directing the Work that will be performed pursuant to this bid. This inquiry is intended to encompass the project manager and/or superintendent who will be engaged on a daily basis in directing performance of the Work.

QUALIFICATIONS - SIMILAR PROJECT
(This form to be included with quote submittal)

Respondent must have completed at least two (2) projects, each greater than 50 acres within the past two (2) years by the individual, firm, or project manager assigned to the project.

Completed Project 1:

Agency/company: _____

Current contact person at agency/company: _____

Telephone: _____ Fax: _____ Email: _____

Address of agency/company: _____

Name of project: _____

Description: _____

Start date: _____ Completion date: _____

(month/year)

(month/year)

Names of personnel assigned to project: _____

Project manager: _____

Others: _____

Completed Project 2:

Agency/company: _____

Current contact person at agency/company: _____

Telephone: _____ Fax: _____ Email: _____

Address of agency/company: _____

Name of project: _____

Description: _____

Start date: _____ Completion date: _____

(month/year)

(month/year)

Names of personnel assigned to project: _____

Project manager: _____

Others: _____

EXHIBIT 4 - INSURANCE REQUIREMENTS

Contractor shall acquire and maintain until completion of the Work the insurance coverage listed below, which constitutes primary coverage. Contractor shall not commence the Work until the District receives and approves Certificates of Insurance documenting required coverage. Contractor's General Liability policy shall include Endorsement CG 20 10 04 13, or equivalent, naming **the St. Johns River Water Management District (the "District") as Additional Insured**. All required policies shall include: (1) endorsement that waives any right of subrogation (Endorsement 24 04 05 09, or equivalent) against the District for any policy of insurance provided under this requirement or under any state or federal worker's compensation or employer's liability act; (2) endorsement to give the District no less than 30 days' notice in the event of cancellation or material change. Certificates of Insurance must be accompanied by copies of the requested endorsements.

Any deductibles or self-insured retentions above \$100,000 must be declared to and approved by the District. Approval will not be unreasonably withheld. Contractor is responsible for any deductible or self-insured retention. Insurance must be placed with insurers having an A.M. Best rating of A-V or greater. District receipt of insurance certificates providing less than the required coverage does not waive these insurance requirements.

- (a) **Workers' Compensation Insurance.** Workers' compensation and employer's liability coverage, including maritime workers' compensation, if applicable, in not less than the minimum limits required by Florida law. If Contractor claims an exemption from workers' compensation coverage, Contractor must provide a copy of the Certificate of Exemption from the Florida Division of Workers' Compensation for all officers or members of an LLC claiming exemption who will be participating in the Work. In addition, Contractor must provide a completed District "Affidavit (Non-Construction)" for non-construction contracts.
- (b) **General Liability.** Commercial General Liability Insurance on an "Occurrence Basis," with limits of liability for each occurrence of not less than \$500,000 for personal injury, bodily injury, and property damage, with an aggregate of \$1,000,000. Coverage shall include: (1) contractual liability, (2) products and completed operations, (3) independent contractors, and (4) property in the care, control, or custody of the Contractor. Extensions shall be added, or exclusions deleted to provide the necessary coverage.
- (c) **Automobile Liability.** \$500,000 combined single limit.