

Attachment B: Scope of Work

Bid #: JH27-115

Project: Little Creek Watershed Restoration Cut, Hand Pile/Designated Whole Tree Drop

Location: Iron County, northeast of Paragonah, Utah. Township 33 South, Range 7 West, Sections 30, 31, and 32. Latitude: 37.898788, Longitude: -112.686512.

Agency Selection Criteria

- **Prequalification Required:** Yes – Participation is limited to pre-qualified contractors only pursuant to the Utah Procurement Code. Bids or quotes submitted by non-prequalified contractors will not be considered.
- **Solicitation Type:** Pre-qualified contractors only (Not open competition).

Introduction & Project Summary

Dixie National Forest is requesting services to provide up to 64 acres of hand thinning followed by hand pile construction of cut material to be piled in a manner to be burned later.

Specific Tasks Overview

- **Thinning:** Hand cut ALL live or dead Pinyon and Juniper trees across 64 acres.
- **Handpiling:** Pile all thinning slash material generated from the project across 64 acres.
- **Whole Tree Drop Only:** Approximately 30 to 40 trees marked with orange flagging are to be dropped in dry drainage channels leading down to Little Creek (the main drainage that actively flows water).

Section I – Project Requirements

Site Specifics

- **Location & Description:**
 - The project area lies between the mouth of Little Creek Canyon (along Foothill Dr.) northeast into Upper Bear Valley.
 - Positioned approximately 4 to 7 air miles East/Northeast of Paragonah, Utah. Refer to the project map.
 - Comprises 64 acres within Dixie National Forest (Township 33 South, Range 7 West, Sections 30, 31, 32; Latitude: 37.898788, Longitude: -112.686512).
 - Slopes range from flat to 35%.
- **Access to Site:**
 - Access is provided via paved highways, county dirt surface roads, and jeep trails.

- Four-wheel-drive (4WD) vehicles are recommended in and around the project area.
- Contractor is responsible for getting all equipment to the work site.
- Vehicles must be thoroughly washed off-Forest prior to arrival to remove plant material and prevent the transport of noxious weeds.

Specific Tasks & Silvicultural Prescription

- **Work Limits & Navigation:**
 - Only areas shown on the Project Map will be treated. Project boundaries are identified via GPS.
 - Contractor must provide a GPS unit capable of loading project areas from a computer.
 - Government staff will identify unit boundaries.
 - Contractor shall immediately upon entering the site begin work, locate control points and section corners, and take action to prevent their destruction.
 - Forest improvements (fences, cattle guards, pipelines) must be located by the contractor and avoided.
- **Silvicultural Prescription:**
 - Pre-commercial thin focusing on removing all pinyon-juniper trees from grass, sagebrush, rabbitbrush, and riparian communities.
 - Target post-treatment plant community: Dominated by grass, sagebrush, mountain brush, and riparian species.
- **Thinning, Slash Hand Piling, and Tree Drop (64 Acres):**
 - **Trees to Fell:** ALL live or dead Pinyon and Juniper species must be felled and slashed.
 - **Trees to Preserve (Do NOT Fell):**
 - ALL other conifers (e.g., Ponderosa Pine, Fir species).
 - ALL Mahogany tree species.
 - ALL trees marked with **Blue flagging** (any species) must be left intact as wildlife trees.
 - **Cutting & Stumping Specifications:**
 - Felled trees must be completely severed from the stump.
 - Maximum stump height: **6 inches** measured on the uphill side.
 - ALL branches below the stump cut must be severed.
 - Cut boles must be cut into lengths not to exceed **4 feet**.
 - **Piling Specifications:**
 - Branch wood must be lopped from cut tree boles for optimal pile construction; no project-generated thinning slash may be left outside of piles.
 - All piles must be constructed by hand.
 - Piles must be **dome-shaped**, free of dirt or trash, **tightly compacted** (not hollow), and a minimum of **6 feet tall by 6 feet wide**.
 - Do NOT construct piles under the drip line of any remaining (leave) trees.
 - Do NOT construct piles within **50 feet** of Little Creek (where water is actively flowing).

- **Whole Tree Drop Specifications:**
 - Approximately 30 to 40 trees marked with **Orange flagging** must be felled as whole trees directly into the dry drainage channel.

Equipment & Property Standards

- **Contractor-Furnished Equipment:**
 - Competent crew of sufficient size to meet project objectives within the allotted timeframe.
 - Chainsaws, hand saws, or shears capable of cutting trees on steep slopes as low to the ground as possible.
 - All equipment must be fully operational, free of fluid leaks, and in good operating condition.
 - All equipment/vehicles must be washed before entering and exiting National Forest System lands to remove soil/plant parts and prevent noxious weed spread.
- **Government-Furnished Property:**
 - No Government property will be furnished for this project.
- **Workmanship:**
 - All materials/equipment must be of the most suitable grade for the intended purpose.
 - All work must be performed in a skillful and workmanlike manner.
 - The State may require in writing the immediate removal of any contractor employee deemed incompetent, careless, or objectionable.

Section II – Bid Requirements & Information

Site Visit

- A formal site visit will **NOT** be held prior to bidding.
- Bidders are strongly recommended to inspect the site and understand all local/general conditions affecting performance and cost.
- Failure to inspect the site shall not constitute grounds for a post-award claim.

Maps, Files, & Interpretation

- Refer to attached project maps for treatment unit layout.
- Shape/KML files provided are for informational purposes only and are **not** part of the contractual document.
- Provided PDF files and the actual physical site location govern all contractual interpretations or legal disputes.

Questions & Bidding Procedures

- All questions regarding the solicitation, specifications, or bidding procedures **MUST** be submitted in writing on the Q&A board within the solicitation system.

- **Bidding Structure:**
 - Bid on a **per-acre** price basis.
 - Extended total price = Per-acre price × 64 acres.
 - Total price must include all labor, equipment, materials, mobilization, and operational costs.
 - Fuel surcharges or adjustments will **not** be negotiated.

Contract Award & Subcontractors

- **Contract Award:** Awarded to the lowest responsive and responsible bidder meeting experience/equipment requirements.
- **Use of Subcontractors:**
 - Must be approved in writing by the Project Manager prior to performing any work.
 - Any entity that submitted a bid, was offered low-bid award and declined, or defaulted on the project is **ineligible** to act as a subcontractor or employee on this contract.

Section III – Additional Requirements

Environmental Considerations & Hazardous Materials

- **Refuse & Roads:** Project sites must be cleaned, refused/disposed of per local/State/Federal laws at contractor expense, and damaged roads restored to pre-work condition.
- **Vehicles & Off-Road Driving:** 2-wheel and 4-wheel drive vehicles allowed. Off-road driving is **prohibited** when soils are wet and rutting may occur.
- **Hazardous Materials:**
 - Must comply with State/Federal regulations, keep Safety Data Sheets (SDS/MSDS) on hand, and use required PPE.
 - No on-site disposal of hazardous materials/hydrocarbons (violators pay reclamation/disposal costs).
 - De minimis (incidental) leaks are considered normal/unavoidable; continual leaks must be repaired and logged in inspection reports.
 - Maintenance requiring fluid drainage (engine/hydraulic) must capture, containerize, and remove fluids off public lands.

Public Access & Equipment Security

- **Public Access:** Roadways must remain open, clear of contractor vehicles, tools, and debris at all times.
- **Equipment Security:** Contractor is solely responsible for protecting equipment left on site against loss, theft, or damage.

Crew Supervision & Work Camps

- **Supervisor Requirements:**
 - One English-literate supervisor must be on-site during all operational hours.
 - Supervisor identified at pre-work conference; changes require 24-hour advance written notice to the Project Manager.
 - Supervisor must direct the crew by inspecting work, correcting improper methods, and providing instruction.
- **Emergency Transport:** Contractor must always provide emergency transportation on-site.
- **Work Camps:**
 - Permitted only with advance written authorization from the Project Manager/Government.
 - Must be kept sanitary/orderly; all refuse/signs of occupancy removed before final payment.

Work Hours, Schedule, & Delays

- **Work Hours:** Limited to **1/2 hour before sunrise to 1/2 hour after sunset**.
 - Night work permitted only if equipment has suitable exterior lighting AND approved by Project Manager.
 - Weekend/holiday work requires mutual agreement.
- **Work Schedule:** Must be submitted during the pre-work conference.
- **Delays:**
 - Excusable delays must be beyond contractor control/fault (e.g., acts of God, State actions, fires, floods, epidemics, strikes, freight embargoes, unusually severe weather).
 - "Unusually severe weather" means weather outside normal seasonal patterns (standard seasonal rain, snow, or wind are not excusable).

Project Meetings

- **Pre-Work Conference:** Held prior to work start (site or designated location) to review specifications, schedules, payments, and admin provisions. Attendance required for Contractor, subcontractors, and key coordinators.
- **Progress Meetings:** Called as needed by Project Manager or Contractor.

Fire Danger & Cultural Resources

- **Fire Season:** Comply with state fire laws and special directions issued by the Project Manager during declared fire danger periods.
- **Historical & Cultural Resources:**
 - Protected under Antiquities Act, National Historic Preservation Act, and Archaeological Resources Protection Act.
 - Immediately report any discovered scientific, historical, or archaeological artifacts to the Project Manager and **halt operations immediately** in that area.
 - Contractor bears evaluation and restoration costs if they damage known/identified sites. Must insert discovery clauses into all subcontracts.

Project Performance Time & Notice to Proceed

- **Completion Date:** Work for project JH27-115 must be completed **by or before November 1, 2026**.
- **Notice to Proceed (NTP):** Contract/purchase order receipt via email serves as NTP unless a delayed NTP is issued due to weather/soil conditions.
- **Performance Schedule:**
 - Work must begin within **7 calendar days** from NTP effective date.
 - Once started, work must proceed continuously and diligently. (Extended performance windows exist for contractors managing multiple State contracts, but must be pre-approved in writing).

Inspection, Acceptance, & Payment

- **Inspection:**
 - **Surveillance:** Government will inspect in-progress work and offer recommendations. Contractor is responsible for overall Quality Control.
 - **Final Inspection:** Contractor must give **3 working days' written notice** before completion so final inspection can be scheduled. Deficiencies must be reworked and re-inspected.
- **Acceptance:**
 - Unacceptable quality results in written notification; failure to correct may lead to a Stop Work Order.
 - Unsatisfactory/untreated acres must be reworked at contractor expense.
- **Payment:**
 - **One lump-sum final payment** following successful final inspection.
 - Partial payments are generally not considered; require written approval prior to invoice submission.
- **Winter Stoppage:** State/Federal partner may halt work due to frozen soil/winter conditions. State may pay for completed work and cancel remainder, or issue a resumption order in spring.

Change Orders

- **Minor Change Order:**
 - Adjustments to **10% of acreage/parcel configuration**.
 - Contractor must perform work at original per-acre bid price.
- **Major Change Order:**
 - Adjustments >10% acreage change or non-comparable site characteristics.
 - Allows negotiated unit price increases or equipment mobilization costs (subject to Division of Purchasing approval).
- **Change Order Liability Cap:**

$$\text{Maximum Cap} = \text{Per-Acre Bid Price} \times (10\% \text{ of Untreated Acres Remaining})$$

(Examples: $\$50/\text{acre} \times 50 \text{ acres} = \$2,500\text{max}$; $\$250/\text{acre} \times 125 \text{ acres} = \$31,250\text{max}$).