

**REQUEST FOR QUOTES (RFQ)**  
**for**  
**Shimek State Forest 78 Acre Post Harvest Project**  
**19CRDPBJBYRD-0021**

The Department of Natural Resources (DNR) is seeking a Service Provider to conduct a post-harvest treatment project at Shimek State Forest Lick Creek and Croton Unit in Lee County, IA. DNR anticipates that the term of any resulting contract will be January 1, 2019 through May 1, 2019. **Service Providers may not contact any employee of the State of Iowa about this RFQ other than the DNR Issuing Officer:**

John Byrd, Area Forester  
Iowa Department of Natural Resources  
33653 Route J56  
Farmington, Iowa 52626  
Fax: 319-878-3821  
Email: [John.byrd@dnr.iowa.gov](mailto:John.byrd@dnr.iowa.gov)

If a Service Provider or someone acting on a Service Provider's behalf attempts to discuss this RFQ orally or in writing with any members of the DNR, any employee of the State of Iowa, or anyone other than the named DNR Issuing Officer, then the Service Provider may be disqualified.

**Submission of Quotes:** Service Providers interested in providing the services described under the "Description of Work and Scope of Services" shall submit quotes to the **DNR Issuing Officer** no later than **12:00 PM CST on December 17, 2018**. Any quote received after this deadline shall not be considered.

Only written quotes received via hand delivery, e-mail, fax or hard copy mail using the form labeled "Service Provider Cost Proposal – DNR RFQ #19CRDPOBJBYRD-0021" included in this RFQ will be accepted.

Service Providers may submit written questions regarding this RFQ and the procurement process to the DNR Issuing Officer at the above address through 12:00 PM CST on December 10, 2018. Written responses to any questions received will be provided no later than December 14, 2018 to all potential Service Providers.

**Description of Work and Scope of Services:**

The successful Service Provider shall perform the following Tasks by the Task Milestone Dates set out in the following table:

Deliverable	Task Milestone Date
<p><b>Task 1: Kill undesirable trees in two shelterwood harvest sites (78 acres total).</b></p> <p><b>Description:</b> Contractor shall kill undesirable trees in two shelterwood harvest sites (78 acres) as identified on attached maps. All trees 1-10 inches diameter at breast height (dbh) shall be girdled or felled using a chainsaw.</p> <p>Specifications are as follows:</p> <ol style="list-style-type: none"><li>Contractor shall girdle or fell all residual trees 1-10 inches dbh.</li><li>All walnut and oak trees less than 10 inches dbh shall be felled when possible to encourage stump sprouts (no chemical treatment).</li><li>Tree species girdled or felled must be treated with pathway RTU or 50% glyphosate mixture (or State of Iowa approved equivalent). Oak and walnut should not be treated.</li><li>No felled trees shall be left leaning against other trees or left with branches or stems touching stems of live trees. <i>Special care shall be taken as to not damage large residual trees.</i></li><li>Stump heights shall be approximately 24 inches, except oak and walnut shall be cut close to ground level.</li><li>Single girdles shall be made. Herbicide shall be applied into the</li></ol>	<p>No later than February 15, 2019</p>

<p>continuous cut all the way around the tree.</p> <p>7. When chemically treating stumps, Contractor shall apply herbicide to the outer one inch of sapwood. Chosen chemical shall be approved by the DNR Project Manager before use.</p> <p>8. Large, dead and/or hollow trees shall remain undisturbed for wildlife purposes.</p> <p><b>Contractor shall hold an Iowa Commercial Pesticide Applicators License issued by the Iowa Department of Agriculture and Land Stewardship (IDALS) Pesticide Bureau</b></p>	
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**Minimum Qualifications/Equipment Specifications:** The DNR will not evaluate minimum qualifications/equipment specifications but does expect documentation to be provided with the “Service Provider Cost Proposal – DNR RFQ #19CRDPBJBYRD-0021”. The following are minimum qualifications required for this project:

- **Required Insurance.** Contractor shall carry appropriate liability insurance throughout the effective duration of this contract. The liability insurance shall be written by an insurance company (or companies) qualified to do business in Iowa. Before beginning any work on state land, you will be required to show proof of insurance (attach with your bid). The minimum coverage provided by such insurance shall be:  
Bodily injury - \$100,000 per person, \$300,000 per accident.  
Property damage - \$50,000 per accident, \$100,000 aggregate.
- Contractor shall hold an Iowa Commercial Pesticide Applicators License issued by the Iowa Department of Agriculture and Land Stewardship (IDALS) Pesticide Bureau.

**Source of Funding:** The source of funding for the Contract entered into from this RFQ is REAP.

**Acceptance of Contract Terms and Conditions:** By submitting a response, each Service Provider acknowledges its acceptance of the terms and conditions of the contract template “DNR Standard Contract Conditions” and “General Conditions” found at <http://www.iowadnr.gov/InsideDNR/RFPBidLettings.aspx>.

If a Service Provider takes exception to a contract provision, then the Service Provider must state the specific exception and the reason for the exception, and must attach to its “Service Provider Cost Proposal” the specific contract language it proposes to include as an alternative to the provision. Contract provision exceptions that materially change the terms or the requirements of this informal bidding process may be deemed non-responsive by the DNR, as determined in its sole discretion, resulting in possible disqualification of the Service Provider’s quote. With regard to the “DNR Standard Contract Conditions,” DNR and the successful Service Provider may agree to modifications to the terms of the “DNR Standard Contract Conditions” as necessary to negotiate the terms of a contract. A Service Provider’s failure to state an exception to any contract provision and propose alternative language may be deemed by the DNR to constitute the Service Provider’s acceptance thereof. The State reserves the right to refuse to enter into a contract with the successful Service Provider for any reason, even after delivery of notice of selection or intent to award a contract.

**Additional information:** The costs of preparation and delivery in response to this RFQ are solely the responsibility of the Service Provider.

DNR reserves the right to reject any or all submitted responses, in whole or in part, to advertise a new RFQ, to abandon the need for such RFQ, and to cancel this RFQ opportunity at any time prior to the execution of a written contract.

All information submitted by a Service Provider may be treated as a public record by the DNR.

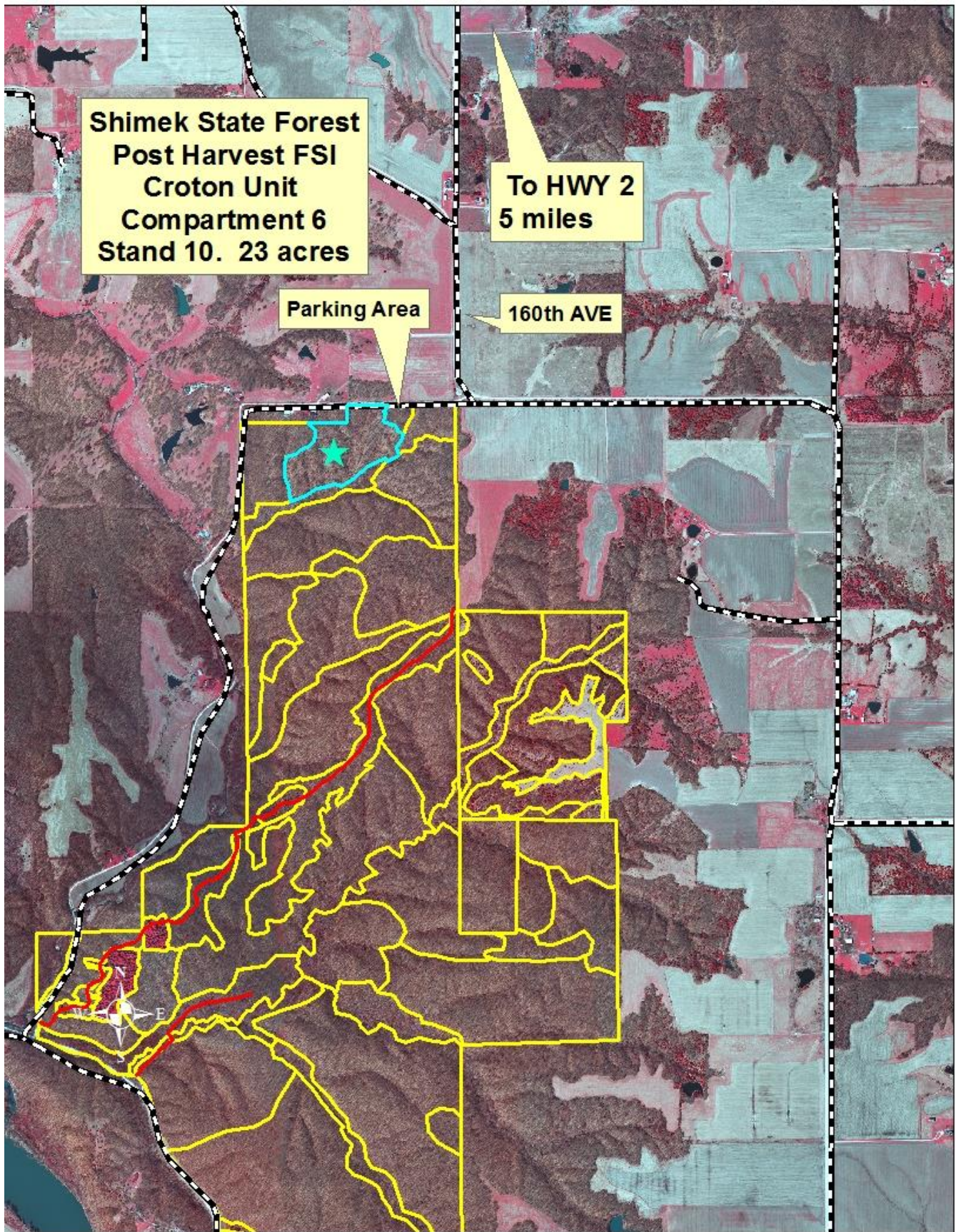
By submitting a response, a Service Provider agrees that it will not bring any claim or have any cause of action against DNR or the State of Iowa based on any misunderstanding concerning the information provided within this RFQ or concerning the DNR or the State of Iowa’s failure, negligent or otherwise, to provide the Service Provider with pertinent information as intended by this RFQ.

If the apparent successful Service Provider fails to negotiate and deliver an executed contract within a reasonable period of time following selection, then the DNR may, in its sole discretion, cancel the award and award the contract to the next highest ranked Service Provider.

The DNR shall have the sole option to amend the contract resulting from this RFQ for subsequent periods, adding up to no more than six years total from the beginning date of the original contract, by executing a signed amendment prior to the expiration of the original contract.

**Evaluation Criteria:** Quotes will be evaluated and ***the contract awarded to the responsible Service Provider submitting the lowest priced quote.***





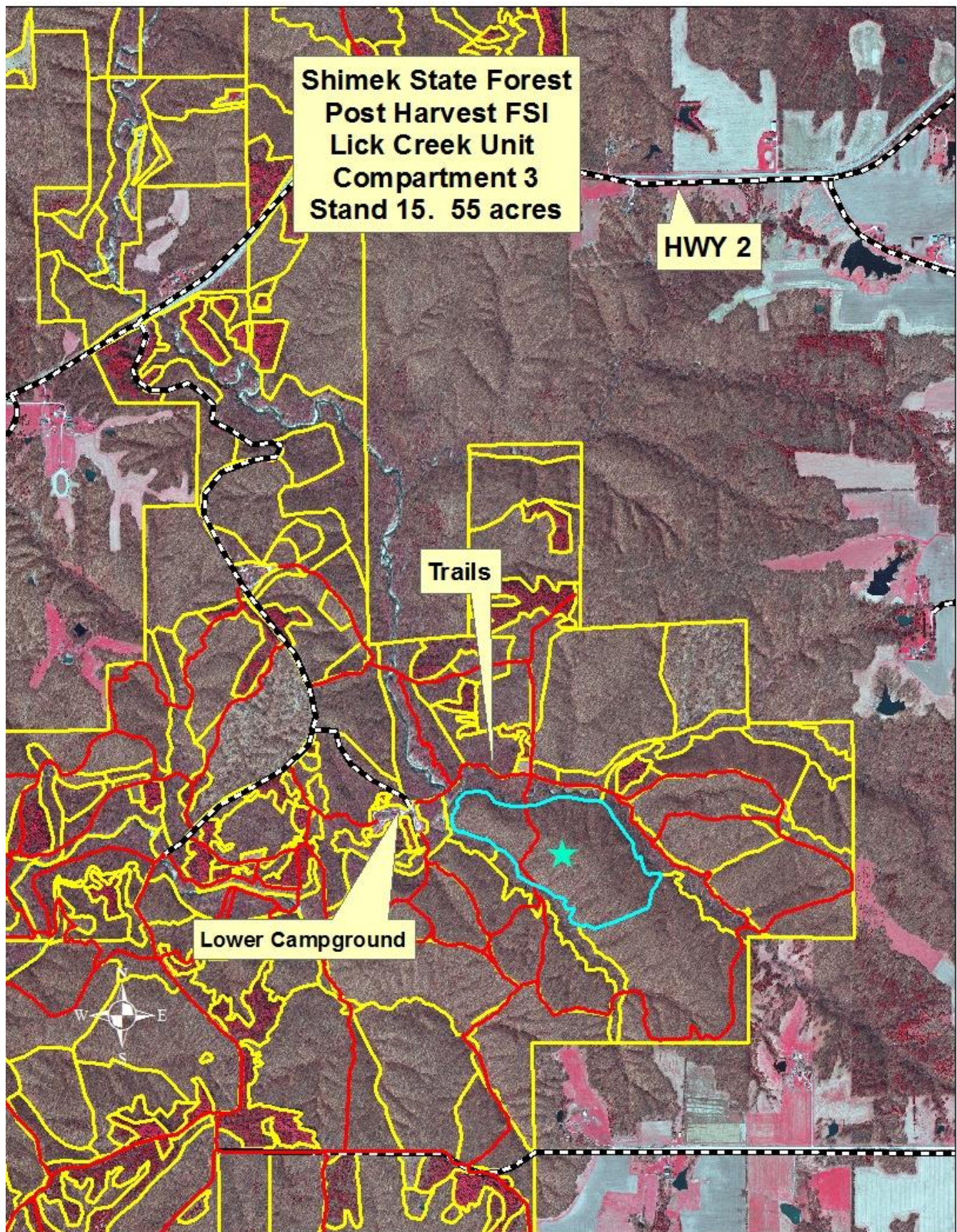
**Shimek State Forest  
Post Harvest FSI  
Croton Unit  
Compartment 6  
Stand 10. 23 acres**

**To HWY 2  
5 miles**

**Parking Area**

**160th AVE**







## Service Provider Cost Proposal – DNR RFQ #19CRDPBJBYRD-0021

The Service Provider quote shall include an all-inclusive, total cost in U.S. Dollars (including all travel, expenses, etc.) to provide the requested services. All pricing to be FOB Destination, freight cost included; and based on Net 60 Days Payment Terms. All fees expected for payment are to be included in this bid.

### Quote for Tasks:

Task	Unit Cost	Time Frame	Total Costs
<b>Task 1: Shelterwood Post Harvest Treatment (78 acres)</b>	Quantity: 78 acres \$_____ / acre	February 15, 2019	\$_____
<b>Grand Total Quote</b>			\$_____

☐ Documentation is attached for DNR verification that the Service Provider meets the “minimum qualifications/equipment specifications” listed in the RFQ.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Name of Vendor Organization: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_