

**Tree and Shrub Removal
STATEMENT OF WORK AND REQUEST FOR PROPOSALS
Midewin National Tallgrass Prairie, Illinois**

Background and Statement of Work

The National Forest Foundation (NFF), the Wetlands Initiative (TWI), and the Midewin National Tallgrass Prairie (MNTP) are working together in a long-term partnership to restore the area known as the Glacial Plain Prairie. The Glacial Plain Prairie is located on the western portion of MNTP (west of SR53) and covers approximately 1,930 acres. During Army management this area consisted of a munitions storage area, roads and rail lines servicing the storage area, waste disposal areas, perimeter fencing and security roads, and buffer lands. This Request for Proposals is for the removal of trees and shrubs.

Information Requested

If interested in this project, please provide a bid for the above statement of work by providing approach, work experience, and cost. Please also include your capacity for this project and efficiency in tree and shrub removal projects in the past, if any.

This is a request for proposals only and quotations furnished are not offers. This request does not commit the National Forest Foundation to pay any costs incurred in the preparation of submission of the quotation or to contract for supplies or services.

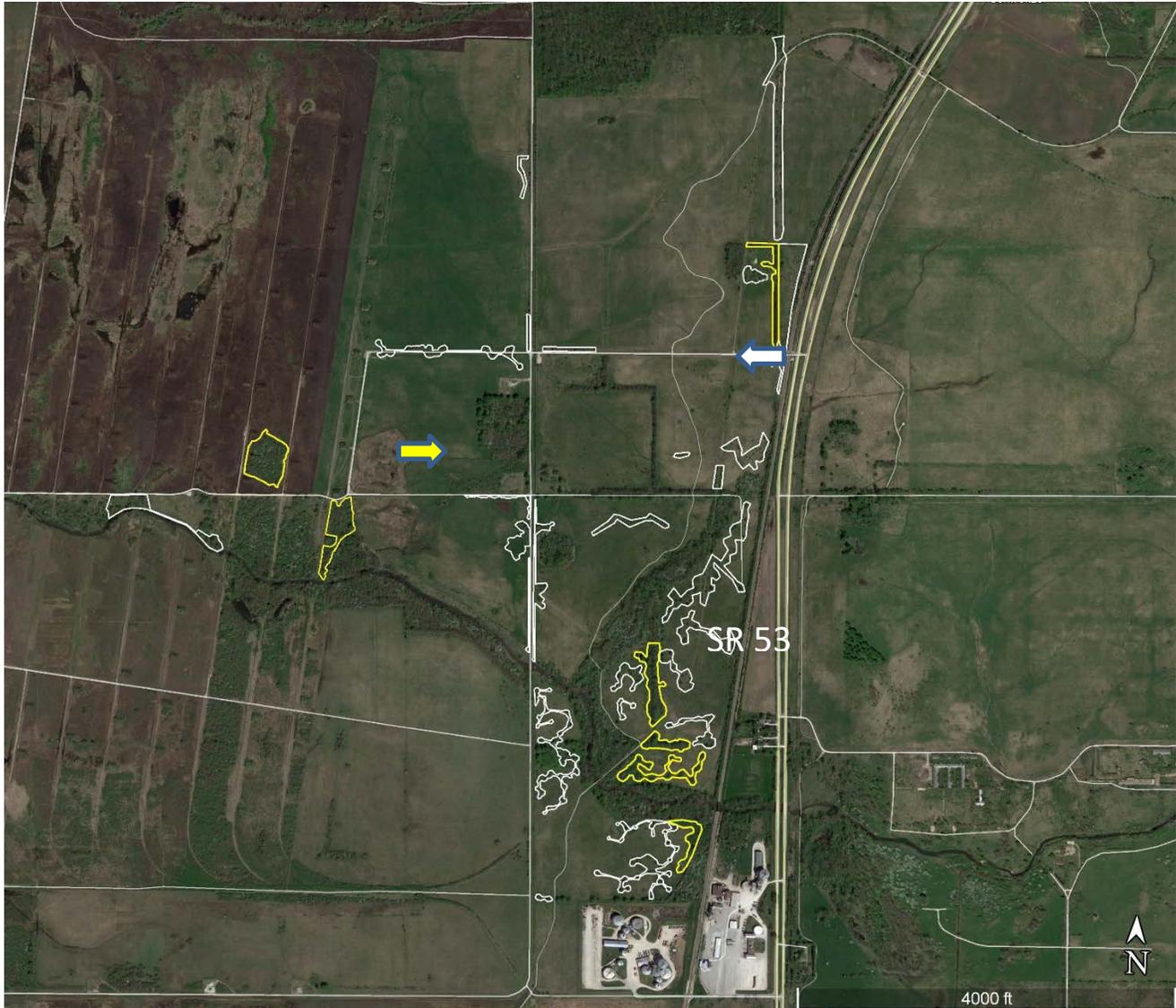
Pre-Bid Information Meeting- The NFF will hold a pre-bid conference call to answer questions on Monday, September 21, 2020 from 10:00 a.m. – 11:00 a.m. CT. To join, call 1-888-346-3950 Passcode 65306600#.

It is strongly suggested that anyone interested in bidding the tree and shrub removal work visit the site to inspect the work zones, access, and conditions on the ground. Contractors interested in conducting a site visit can contact Gary Sullivan to arrange access at (312) 391-0777 or gsullivan@wetlands-initiative.org.

General Specifications

- a) Description of Work - This Request for Proposals is for restoration services related to the removal of trees and shrubs to begin as soon as conditions allow in Fall 2020. The trees and shrubs are found widely scattered in multiple clumps over an area of approximately 640 acres. The area surrounding these clumps is either restored prairie or agricultural ground planted in soybeans. Most of the trees and shrubs are located in clumps of relatively low density totaling approximately 40 acres in area, with others in clumps of higher density totaling approximately 17 acres in area (see map on page 2). Specifically, the tree and shrub removal work is to be completed as follows:

1. Larger trees (>3.0 inches DBH) are to be cut as close to grade as practical. Smaller trees (<3.0 inches DBH) and shrubs may be masticated completely onsite, down to grade, with a Fecon head or similar equipment.
 2. The stumps of larger trees will be ground below grade to a depth of 6 to 8 inches to prevent resprouting. Holes resulting from the grinding of stumps will be filled and regraded prior to completion.
 3. Larger trees will be chipped and removed from MNTTP prior to completion of the contract.
 4. Woody removal work must begin as soon as conditions allow and be concluded no later than April 15, 2021 to comply with MNTTP regulations (see below).
 5. Some of the trees located east of Baseline Road are found in or adjacent to a soybean crop to be harvested this Fall. Work within these areas will not commence until the soybeans have been harvested.
 6. All heavy equipment, i.e. feller bunchers, trucks, loaders, skid steers, etc., will only operate off road when the ground is either dry or frozen solid, i.e. hard enough to prevent rutting. Any damage to the ground surface caused by vehicles or other reason will be repaired prior to completion of the work.
 7. The Contractor shall identify what they need to supply in terms of materials, labor, equipment, supplies, supervision, quality control, and incidentals required to complete the work described. The Contractor shall perform all work in a safe and conscientious manner.
 8. Final payment on the contract will be withheld until all work has been completed to the satisfaction of an agent designated by the NFF.
- b) Project Location- The Midewin National Tallgrass Prairie, located 13.5 miles south of Joliet, IL on Illinois State Route 53.



The map above shows the location of the clumps of trees and shrubs to be removed. Areas where trees and shrubs are scattered in lower density are outlined in white lines and cover an area of approximately 40 acres, while trees and shrubs found in clusters of higher density are outlined in yellow and cover an area of approximately 17 acres. The two-lane highway running north and south is Illinois State Route 53. Access to the site is from Explosives Road (white arrow), 1.7 miles north of the MNTTP visitor center and 12 miles south of Joliet, IL. Baseline Road is indicated by the yellow arrow.

- c) Work Schedule - Trees and shrubs must be cut prior to April 15, 2021 as MNTTP regulations state that trees and shrubs may not be cut between April 15 and August 15 in any given year. If the contract is not completed prior to April 15, 2021, then woody removal work on those areas with trees and shrubs remaining must be postponed until after August 15, 2021. Any payment for work completed prior to April 15, 2021 will not be made until all of the work is completed after August 15,

2021. Final payment on the contract will be withheld until all work has been completed to the satisfaction of an agent designated by the NFF.

Pricing Schedule

Contractor shall price work according to the schedule below. Prevailing wages will be required per conditions of funding sources.

Tree and shrub removal work	Cost / ac.	Acres	Total Cost
Cut and remove trees and shrubs as detailed under 'Specifications for Tree and Shrub Removal' from all lower density removal zones indicated on the map on page 2.			
Cut and remove trees and shrubs as detailed under 'Specifications for Tree and Shrub Removal' from all higher density removal zones indicated on the map on page 2.			

Other Project Requirements and Specifications

Project work shall be accomplished in accordance with the following:

- a) Specifications for Tree and Shrub Removal

Trees and shrubs of various sizes are growing in widely scattered clumps or clusters over approximately 640 acres on the west side of Illinois Route 53 at the MNTP (see map of tree and shrub removal zones above). Some trees or shrubs are growing in isolation while others are found in clusters of varying size and density. Smaller trees and shrubs (< 3.0 inches DBH) may be masticated with a Fecon head or similar equipment down to grade, while larger trees (> 3.0 inches DBH) must be cut and chipped. Chipped material must be removed from MNTP property prior to the completion of the contract. All trees and shrubs > 3.0 inches DBH must be ground down below grade to a depth of 6 to 8 inches to prevent any resprouting or regrowth. All holes resulting from the grinding of stumps will be filled and regraded prior to the completion of the contract.

Any heavy equipment used by the contractor, i.e. feller bunchers, trucks, loaders, skid steers, etc., will only operate off of designated roads when the ground is either sufficiently dry or frozen solid to prevent rutting. Any rutting damage to the ground surface caused by the contractor for any reason must be repaired by the contractor prior to completion of the work. Final payment on the contract will be withheld until all repairs have been made to the satisfaction of an agent designated by the NFF.

Any larger trees or chips of trees that have been removed become the property of the contractor and may be sold with proceeds going to the contractor.

Trees and shrubs must be cut prior to April 15, 2021 as MNTP regulations state that trees and shrubs may not be cut between April 15 and August 15 in any given year. If the contract is not completed prior to April 15, 2021, then woody removal work on those areas with trees

and shrubs remaining must be postponed until after August 15, 2021. Any payment for work completed prior to April 15, 2021 will not be made until all of the work is completed after August 15, 2021. Final payment on the contract will be withheld until all work has been completed to the satisfaction of an agent designated by the NFF.

b) Roads and Gates

The Contractor is responsible for establishing and maintaining the gravel roads in working condition and limiting resource damage when moving equipment around the site. There is one bridge crossing Prairie Creek that must be used by the Contractor to access the southern portion of the work zone. It is located on Baseline Road and has a weight limit of 36 tons. This should be considered when moving heavier equipment. A cattle guard just south of the Baseline Road bridge can be crossed to access the southern portion of the site, although there is an alternative access point just north of the cattle guard that will allow you to bypass it. A smaller bridge crossing Prairie Creek just upstream of the Baseline Road bridge is rated for light traffic only. Access to the area north of Prairie Creek and east of Baseline Road is from the north along an old rail line that can be accessed from Explosives Road.

Cattle graze in the pasture south of Prairie Creek and west of Baseline Road between April and December. When vehicles and equipment travel through a cattle grazing area, drivers are required to open, close, and re-lock the gates. There are also perimeter gates to MNTP, drivers are required to open, close, and re-lock these gates. Under no circumstances can these gates be left open or unattended.

c) General Working Specifications

1. Resource Protection

Contractor shall confine operations to the designated work area, parking areas and staging areas, follow designated travel lanes and use existing roads, rail beds, and parking areas as identified by a designated contact. All equipment must be washed with a power washer before coming on site to remove any seeds of invasive species. A designated contact will inspect equipment upon being brought on-site for the first time, or subsequent returns if the equipment is taken off site and returned. Any soil or other resource damage (e.g. rutting, tracking, etc.) shall be mitigated by the Contractor prior to final payment. Work shall be suspended if ground conditions are moist enough to cause excessive rutting and/or erosion as determined by a designated contact.

2. Sensitive Site Protection

Any sensitive sites or wetlands located in the work area will be protected. They will be identified by the designated contact and a map of these areas will be provided to the Contractor. The Contractor shall avoid entering any of the identified protected areas on foot or with equipment.

3. Spills

The Contractor will ensure spill cleanup materials will be available on each project site

at all times on MNTF. Any fuel or hydraulic fluid greater than one pint (16 oz.) must be immediately reported to a designated contact. All Contractor personnel must have adequate training to ensure they are qualified to identify such releases and are competent to provide proper cleanup and reporting. All spilled materials and impacted soils will be removed and properly disposed as necessary.

4. Utilities

In many locations there will be no or limited sanitation, water, electrical or housing services available. The Contractor shall make its own arrangements for temporary facilities if needed.

Contractor Qualifications

- (a) References – Please provide three references.
- (b) Past Experience – Please provide a brief explanation of previous work experience with land management agencies.

Insurance Requirements

Upon selection of the winning bid, chosen contractor will be asked to affirm that it has and shall maintain State minimum workers' compensation insurance coverage for its employees, if any. The selected contractor shall also maintain broad form general liability, property damage, and automotive liability insurance in the minimum amount of \$1,000,000 for bodily injury, death, or damage to property of any person and \$2,000,000 for bodily injury, death, or damage to property of more than one person. The Contractor shall name NFF an Additional Named Insured and provide NFF with documentation evidencing such coverages.

Bid Submission

Submit bids via email to Karen DiBari at kdibari@nationalforests.org by close of business on October 6, 2020.

Contractor Selection Process

The NFF will use the Evaluation Factors below to review each submitted bid. Based on the outcomes of that selection process, the NFF will notify successful and unsuccessful bidders by October 16, 2020 and will prepare a separate contract document.

Point of Contact

For questions about the details of producing the bid, please contact:

Karen DiBari
National Forest Foundation
406.830.3352
kdibari@nationalforests.org

For technical or site-related questions, please contact:

Gary Sullivan
The Wetlands Initiative
312.391.0777
gsullivan@wetlands-initiative.org

Evaluation Factors and Relative Importance

Level 3 Criteria

- Price / cost
- Equipment and contractor capability
- Timing of when contractor can begin and/or finish the project
- Past performance, references, and USFS feedback

Level 2 Criteria

- Technical proposal / proposed approach to project
- Overall strategic benefits to meeting NFF goals and grant needs, requirements, and timelines

Level 1 Criteria

- Benefits to the local community
- Relationship to local community

Equal Opportunity Provider

In accordance with Federal law and U.S. Department of Agriculture policy, the National Forest Foundation is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability.