Title and Summary

Request for Proposal No: FY20-0219
Request for Services Title: FORESTRY/TIMBER CONSULTANT – US21 – POWER INDUSTRIAL SITE
Invitation to Bid As Follows:
Publication: 01/29/2020  http://www.orangeburgcounty.org/
01/29/2020  BidNet Direct
01/29/2020  Bulletin Board, Basement, Purchasing

Invitation Composition:  Request for Proposals (FY20-0219) - is composed of the following:
- Title and Summary pages
- Code Articles 1 through 7
- Scope of Work
- Vendor Qualifications and Information
- Evaluation Factors
- Certification of No Exceptions
- Certification of Preference(s)
- Addendum Acknowledgement

Invitation Amendments:  If any, will be published/posted on the following:
http://www.orangeburgcounty.org/
Bulletin boards located in/on:
Basement Floor, Procurement Office

Contracting Entity:  Orangeburg County, South Carolina (“Owner”)
A political subdivision of the State of South Carolina

Procurement Coordinator:  Procurement Director Jessica Ferris
Orangeburg County Procurement Office
1437 Amelia St. (“Administrative Center”)
Orangeburg SC 29115
(803) 533-6121 Office Phone Number
(803) 535-2307 Office Fax Number
jferris@orangeburgcounty.org
Pre-Submission of Qualifications

• **Requirements:**
  - No Pre-Bid Meeting

• **Questions:**
  If bidders have questions, same shall be directed to the Procurement Director -
  - Walk through visits can be coordinated
  - Mode of Communication via e-mail only
  - No later than Monday, February 10, 2020

• **Submission Composition:**
  Each submitted proposer is required to be composed of the following, including fully completed and executed forms:
  - Code and Articles Acknowledgment
  - Proposal Bid Sheet
  - Addendum Acknowledgment
  - Vendor’s Certification of Qualifications and Information
  - Certification of No Exceptions
  - Certification of Preference(s)

• **Submission Deadline:**
  Wednesday, February 19, 2020 at 2:00PM

• **Submission Location:**
  Procurement Office, Basement Floor,
  1437 Amelia Street, Orangeburg, S.C.

• **Opening Time:**
  2:05PM, Wednesday, February 19, 2020

• **Opening Location:**
  Basement Procurement Office,
  1437 Amelia Street, Orangeburg, S.C.
  Submissions May or May Not be Publically Opened
CODE AND ARTICLES

INCORPORATION BY REFERENCE

Articles 1 through 5 and 7 of the Code are incorporated by reference as if set forth verbatim in the attached bid document. As stated in the Code, by submitting a proposal, the vendor agrees that the Code governs this procurement from solicitation through completion of the resulting contract, including disputes, if any. ACCESS TO CODE. For 24/7 access to the Orangeburg County Procurement Code which governs this procurement, please visit http://www.orangeburgcounty.org/Purchasing/code.htm. In addition, a copy of the Code is available for review without charge at the Office of the Procurement Director. If neither of those options meets your needs, a hard-copy of the Code is also available for purchase at the Office of the Procurement Director.

METHOD OF SOURCE SELECTION

The source selection method applicable to this procurement is Competitive Sealed Proposals, §5-301 of the Code.

The undersigned vendor understands and agrees to be bound to the Code in all matter arising from the attached bid document.

______________________________________________________
Printed Vendor Name

______________________________________________________
Signature of Vendor’s Authorized Agent

______________________________________________________
Printed Name of Vendor’s Authorized Agent

______________________________________________________
Title with Vendor of Vendor’s Authorized Agent
CONTRACTOR’S DUTIES/ SCOPE OF WORK

The County of Orangeburg is seeking a proposal for assistance with Forest Consulting/Management for the ±750 acre Power Site Tract recently purchased by Orangeburg County. The below is a breakdown of the Power Site Timber Tract. The County would like to sell and harvest by stand type.

1. Stand 1: Mature Loblolly Pine/Hardwood +/- 92 AC
   a. This timber should be sold “Lump Sum”. This would entail that the proposed Forest Consulting/Management cruise this stand, advising The County prior to bidding the sale your estimated volumes and values of the timber and what we expect the minimum bid should be. If the high bid is expected, the buyer will pay the Lump Sum Bid amount upon signing the contract.

2. Stand 2: Seed Tree Area +/- 88 AC
   a. This stand was harvested many years ago leaving a few mature pine trees per acre to naturally regenerate the stand. With this type of natural regeneration, there are numerous stems per acre, (some very small) meeting pulpwood criteria but not large enough for conventional logging crews to justify hauling. For this stand to be harvested and all products utilized it is recommend getting bids from companies with “In Woods Whole Tree Chippers”. The chipping crews can not only chip all the pulpwood products on site but they can also separate and haul the Pine Sawtimber as a separate product. This will allow the larger Pine Sawtimber trees to be merchandized and paid for as Ply Logs and the smaller stems to be chipped on site as either Pine Pulp Chips or Hardwood Pulpwood Chips. The smaller material that cannot be used to produce clean Pulpwood Chips can be utilized for “Fuel Chips”. This will provide a very clean site when the logging operation is complete. Stand two will need to be cruised prior to selling to provide Seller and Buyers of expected volumes. Forest Consulting/Management will use these volumes to determine the high bidder based on the bidders individual product bids. This sale will be a “Pay as Cut Sale” or “Unit Sale”. This means the Seller will be paid for each load of timber when the timber is harvested. Forest Consulting/Management will require an advance payment upon signing the contract of 50% of the expected value to be harvested. This will motivate the Buyer to get the job done as soon as possible and allow the seller to receive some early income that may be needed for other projects.

3. Stand 3: Loblolly Pine (un-thinned) +/- 153 AC
   a. This Stand is very heavily stocked with Pine Pulpwood, Pine Post, Super Pulpwood, Chip N Saw and small Pine Sawtimber. For this stand it is also recommend selling the timber as “Pay as Cut” sale. The Forest Consulting/Management will cruise Stand 3 to provide the Seller and Buyers with estimated volumes and use these volumes to decide the high bidder. Forest Consulting/Management will also request an advance of half the expected value of the sale at closing.
4. Stand 4: Pre-merchantable Planted Loblolly Pine +/- 36 AC
   a. This stand is composed of planted pre-merchantable Loblolly Pine. At this time it is recommend letting this timber stand mature another year or two until it is merchantable before harvesting. When this stand is merchantable a “Pay as Cut” sale will be recommended following the guidelines of the other pay as cut stands. If volumes and values are needed for the stand prior to sale, Forest Consulting/Management will cruise and provide information as needed.

Your fee for these timber sales and a brief explanation of our services included are as follows:

   For all work associated with planning, marketing, administrating the timber sales, we will charge __________% of the gross sales amount of each individual timber sale as they are sold and harvested.

The procedure for timber sales is to:

1. Locate and mark the affected sale area lines and property boundary lines as necessary.
2. Designate and estimate the volume of the trees for sale as described above. Negotiate the timber sale with a potential buyer or prepare a bid invitation that describes the timber and how it is to be sold, harvested and transported. The bid includes volume estimates, detailed maps and the stipulations of the timber sale that are to be entered into the contract or deed.
3. Mail the bids to the appropriate prospective buyers.
4. Advise you prior to the bid opening as to our opinion of the values required for acceptance of a bid. You will have the right to reject any and all bids. If all bids are rejected, at your direction we will attempt to negotiate with the high bidder(s) to secure the minimum or take the timber off the market to sell when conditions improve.
5. Accept the bids on your behalf on a pre-designated day and time.
6. Assist you in the preparation of a sales contract or deed.
7. Supervise all logging activity and cleanup to insure that all the stipulations of the harvest are followed.
CERTIFICATION OF NO EXCEPTIONS

The Code requires vendors to give written notice with a submission if vendor will not accept a term of the Request for Proposal and the incorporated Code as a contract term. See Code §5304. In connection with that requirement, a vendor must complete this certification and include it in its submission. Vendor certifies the following regarding its bid:

1. Vendor **AGREES** to all of the terms of the Invitation to Bid (including the incorporated Code terms) and takes **NO EXCEPTIONS**:
   ____ Yes ____ No

2. Vendor does **NOT AGREE** to all of the terms of the Invitation to Bid, (including the incorporated Code terms), and a **COMPLETE LIST OF VENDOR’S EXCEPTIONS** to same are listed and described below:
   ____ Yes ____ No

**IDENTIFICATION OF EXCEPTED VENDOR’S**

<table>
<thead>
<tr>
<th>TERM</th>
<th>DESCRIPTION OF VENDOR’S SUBSTITUTED TERM</th>
<th>VENDOR’S INITIALS</th>
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<tbody>
<tr>
<td>Exception 1:</td>
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<td>Exception 2:</td>
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<td>Exception 3:</td>
<td></td>
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<tr>
<td>Exception 4:</td>
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</tbody>
</table>

The undersigned vendor hereby certifies that the above-listed exceptions comprise the only exceptions vendor has to the attached bid documentation (including the incorporated Code terms). The undersigned vendor understands and agrees that if it is the successful vendor, its attempt to claim any exceptions other than those listed above, shall result in the County having the right to claim the bid security bond, retract the intent to award or award, award to another vendor, and suspend and/or debar the vendor.

____________________________________________________
Printed Vendor Name

____________________________________________________
Signature of Vendor’s Authorized Agent       Date of Signature

____________________________________________________
Printed Name of Vendor’s Authorized Agent

____________________________________________________
Title with Vendor of Vendor’s Authorized Agent
The Code authorizes specific preferences. See Article 3. If a vendor is qualified for one or more preferences and desires to exercise the preference(s), then the vendor must complete and submit this form with it proposal. If a vendor is either (1) not qualified for any preference OR (2) is qualified, but does not desire to exercise any preference, then the vendor does not need to complete or submit this form with its proposal.

Vendor is qualified for and desires to exercise the following preference(s) as vendor has marked, below:

<table>
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<tr>
<th>Preference</th>
<th>Description</th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>Reference 1</td>
<td>Vendor is a resident of the State of South Carolina</td>
<td>___</td>
<td>___</td>
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<tr>
<td>Reference 2</td>
<td>Vendor is a resident of Orangeburg County, SC</td>
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<td>___</td>
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<tr>
<td>Reference 3</td>
<td>Vendor is an MBE (Minority Business Enterprise)</td>
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<td>___</td>
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The undersigned vendor hereby certifies that vendor is qualified for the preference(s) above to which the vendor has indicated “Yes”. In addition, the undersigned vendor understands and agrees that if it is not qualified for a preference, but claims to be qualified for a preference on this form, the County shall have the right to suspend and/or debar the vendor in accordance with the Code.

______________________________
Printed Vendor Name

____________________________________________________
Signature of Vendor’s Authorized Agent __________________ Date of Signature

____________________________________________________
Printed Name of Vendor’s Authorized Agent

____________________________________________________
Title
**ADDENDUM ACKNOWLEDGEMENT**

Vendor acknowledges receipt of the following Addendum to the above-described procurement, agrees that same is/are hereby incorporated and made a part of the above-described procurement as if the Addendum had been included in the original procurement documents:

<table>
<thead>
<tr>
<th>ADDENDUM NO.</th>
<th>ADDENDUM DATE</th>
<th>INITIALS OF VENDOR’S AUTHORIZED AGENT</th>
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Vendor shall submit a completed Addendum Acknowledgement form with its submission. Vendor may be disqualified from this procurement unless vendor submits a completed Addendum Acknowledgement form referring to this Addendum with vendor’s proposal.

______________________________
Printed Vendor Name

______________________________
Signature of Vendor’s Authorized Agent

______________________________
Printed Name of Vendor’s Authorized Agent

______________________________
Title with Vendor of Vendor’s Authorized Agent
PLEASE RETURN FORM WITH PROPOSAL

VENDOR QUALIFICATIONS AND INFORMATION

Vendor shall provide with its proposal, the following which should be collated, fastened together and clearly labeled “Vendors’ Certification of Qualifications and Information for Request for Proposal No. “FY20-0219”. One original and one digital copy.

1. Documentation of vendor’s general viability to demonstrate vendor can satisfactorily and timely complete the scope of work, including evidence that vendor has all of the following:
   a. Adequate capital;
   b. An acceptable credit rating;
   c. Efficient office force with satisfactory record timely and sufficient materials delivery and communications skills to act as liaison with County;
   d. Efficient and adequate field force with extensive knowledge of each type of work involved in the scope of work;

2. A description of any litigation within the last 10 years to which vendor has been a party.

3. Vendor must have Workmen’s Compensation Insurance (Orangeburg County as Certificate Holder) if awarded bid. Attached copy of Workmen’s Compensation Insurance (optional)
EVALUATION CRITERIA

If Orangeburg County decides to go forward with the procurement, the award shall be made to the vendor whose request for services determines to be the most advantageous to the County taking into consideration the evaluation factors stated in this section. The evaluation shall be based in part on the County’s review and/or verification of the Vendor Qualifications Responses. The factors to be considered in evaluating are as follows, and are listed in order of relative importance: (see note below)

1. Compliance with Scope of Work and Vendor Qualifications
2. Total cost to be incurred to the County
3. Vendor record of performances and integrity
4. Ability to deliver in a timely manner

Note: The method of selection, Request for Proposal, does not require a numerical weighting for each factor. See Code §5-304.7.