

REQUEST FOR PROPOSALS

FOR

Logging Services

FOR

MORROW COUNTY PARKS PROJECTS

MORROW COUNTY, OREGON

Parks Department

365 W Hwy 74

P.O. Box 428

Lexington, Oregon 97839

(541) 989-9500

Proposals Due:

Thursday, February 20, 2025, at 4:00pm PST

ATTN: Greg Close, Parks Mgr.

mcparksmgr@morrowcountyor.gov

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INTRODUCTION

Morrow County Parks, hereinafter known as the County, is seeking a qualified Logging Services Contractor to provide logging services for various County Parks projects as needed. These services will include logging, thinning, and trucking of timber on County property. All cut timber is the property of Morrow County and will be sold at the best fair market price available. The total acreage of all three parks that the County manages is approximately 8300 acres. The contract is expected to begin on March 1, 2025, and extend for three (3) years unless terminated or extended. Separate work orders will be issued for each project, and the County reserves the right to select alternative contractors when it is in the public's best interest.

Section 1: RFP Submittal and Closing Date

Three hard copies or one electronic copy of the RFP must be received no later than 4:00 p.m. local time on **Thursday, February 20, 2025**. RFPs may not exceed 15 pages. Neither late nor faxed submittals will be acceptable. Contractors submitting RFPs not in compliance with Section 4 will be considered non-responsive. RFPs must be addressed to the: following:

Morrow County Parks Department
Attn: Greg Close, Parks Mgr.
P.O. Box 428
365 W Hwy 74
Lexington, OR 97839
(541)-989-8317
(541) 240-1741
mcparksmgr@morrowcountyor.gov

Section 2: Inquiries

2.1 Questions that arise prior to the RFP deadline shall be addressed to the following:

Morrow County Parks Department
Attn: Greg Close, Mgr.
P.O. Box 428
365 W Hwy 74
Lexington, OR 97839
(541)-989-8317
(541) 240-1741
mcparksmgr@morrowcountyor.gov

2.2 All questions must be submitted in writing to Greg Close no later than seven (7) calendar days before the proposal submission deadline. Substantive questions and responses will be distributed to all RFP recipients.

Section 3: General Statement of Work and Delivery Schedule

3.1 General Work Statements

The objective of this work is to assist Morrow County with a variety of projects as the need arises. Projects may include, but are not limited to, the following:

1. Logging, thinning, and trucking services on all County owned or managed sites.
2. Pricing for wood products, such as timber, mulch, or other byproducts generated during logging will be sold on behalf of the County at fair market value.

3.2 Contractor's Responsibilities

The scope of work to be performed by the Contractor for various County projects may include general logging projects. A detailed Scope of Work will be provided for each specific project. Services to be provided may include some of, but not limited to, the following:

1. Assist the County with development, planning and execution of projects, getting the appropriate permits and following all codes and laws.
2. Prepare preliminary project costs prior to project.
3. Meet with the County and representatives of local, state, and federal agencies as necessary.
4. Prepare information on the timber sales for the product on behalf of the County.

Section 4: RFP Content Requirements

4.0 Fee Schedule

Costs will be evaluated as part of the selection process. A Preliminary Fee Schedule must be included with the RFP.

4.1 Contractor's Capabilities/Experience/References

Outline the contractor's capabilities and experience with regard to the requested services. The response should address the following:

- Experience with similar projects. Provide references for those projects.
- Equipment available.
- Response time.

4.2 Project Team

Outline the contractor's personnel who will work with the County. The response should also address the following:

- Extent of principal involvement.
- Names of key members who will be performing the work on these projects and their responsibilities. Unless otherwise agreed the successful respondent shall be responsible for the performance of any subcontractor. The contractor will ensure that any subcontractors abide by all terms and conditions of the contract.
- Qualifications and relevant individual experience, including subcontractors.
- Certificate of Insurance: commercial liability insurance and workers compensation insurance will need to be presented when the contract is awarded. Certificates of Insurance must include commercial liability coverage of no less than \$1 million and workers' compensation insurance as required by Oregon state law.

4.3 Method of Approach

Outline the contractor's approach to working with the County on County projects. The projects will include the logging, thinning, and hauling of timber from various County Parks. These parks are Cutforth Park, Anson Wright Park, and the Off Highway Vehicle (OHV) Park.

4.4 Understanding of Requested Services and Local Area Factors

Outline the contractor's understanding of the requested services and the impact of local area factors on these services. The response should address items such as experience and familiarity with local conditions that could affect project construction success such as local materials sources, weather limitations, local contracting resources, etc.

Section 5: Proposal Evaluation and Contractor Selection

5.1 Evaluation Process

Proposals submitted by the deadline will first be reviewed to ensure they meet the Pass/Fail criteria. Those that qualify will be evaluated and ranked by an evaluation committee based on the criteria outlined below. Depending on the results, the County may, at its sole discretion:

- A. Notify one or more proposers of their selection for tentative contract negotiation and possible award, or
- B. Take additional steps to gather more information for further evaluation.

The County reserves the right to cancel the selection process if it determines that doing so is in the best interest of the public.

5.2 Evaluation Criteria

Each proposal will be judged as a demonstration of the contractor’s capabilities and understanding of the services requested. Proposals will be evaluated based on the following criteria, with a maximum score of 100 points:

Criteria	Maximum Score
A. Fee Schedule	60
B. Contractor’s Capabilities/Experience/References	20
C. Labor & Equipment Availability	10
D. Method of Approach	10
Total Maximum Score:	100

Section 6: General Information

- 6.1** The County reserves the right to request clarification or additional information from any proposer. Additionally, the County may reject any or all proposals and is not responsible for costs incurred in proposal preparation or presentation. This RFP may be canceled if deemed in the public interest.
- 6.2** The successful contractor must have Worker’s Compensation Insurance covering work in Oregon. The successful contractor must also submit documents addressing insurance, non-collusion, tax law, debarment, and conflict of interest as part of the personal services contract.
- 6.3** The County reserves the right to reject any or all proposals, and is not liable for any costs the contractor incurs while preparing or presenting the proposal.
- 6.4** The County reserves the right to cancel this RFP upon a good cause finding.
- 6.5** The County may award a contract to the contractor whose proposal, in the opinion of the County, would be most advantageous to the County.
- 6.6** The selected general contractor will be required to assume responsibility for all services outlined in the RFP, whether the contractor or a subcontractor produces them.

— ADVERTISEMENT —

**REQUEST FOR PROPOSALS FOR
Logging Services Contractor**

Morrow County Parks Projects - Morrow County, Oregon

Morrow County, Oregon, requests proposals for Proposals for a Logging Services Contractor to provide logging services for various County Parks Department projects. Contractors submitting qualifications shall be considered based upon the following general evaluation criteria:

1. Fee schedule.
2. Experience.
3. Method of approach.
4. Availability of labor and equipment.

Copies of the Request for Proposals may be obtained from Morrow County Parks Department, P.O. Box 428, 365 W Hwy 74, Lexington, Oregon 97839, (541) 989-9500. Complete proposals, including all required documentation, must be submitted by 4:00 p.m. (local time) on Thursday, February 20, 2025. Late submissions will not be considered. Hard copies should be sent to 365 W. Hwy 74, Lexington, OR and electronic copies should be emailed to Greg Close, mcparkmgr@morrowcountyor.gov. Any questions or concerns may be addressed to:

Greg Close, Parks Mgr.
mcparksmgr@morrowcountyor.gov
541-989-8317
541-240-1741