



Ministry of Forests BC Timber Sales

Information to Bidders for SD25TKN048

Ministry Responsibility

BC Timber Sales (BCTS) manages about 20 percent of the province's allowable annual cut for Crown/public timber, generating economic prosperity for British Columbians through the safe, sustainable development and auction of public timber.

Data from our operations are used to help determine the market value of the timber harvested from public land and ensures British Columbians receive fair value from their timber resources.

BCTS supports government's commitment to true, lasting reconciliation with Indigenous peoples in British Columbia; this includes the implementation of the Declaration on the Rights of Indigenous Peoples Act (Declaration Act) and the Calls to Action of the Truth and Reconciliation Commission (CTA).

In addition to auctioning timber sales licences, BCTS builds and maintains Forest Service Roads and reforests harvested areas. Our activities generate economic prosperity for all British Columbians and directly contribute over \$150 million to rural economies each year.

Background

BCTS Okanagan Columbia business area conducts forest planning, timber cruising, layout and engineering, road construction and maintenance, bridge installations, and silviculture activities such as tree planting, surveys and stand treatments in an area encompassed by the Okanagan-Shuswap and Columbia Forest Districts. Timber sales support communities by making timber available to loggers, wood processors and other forestry businesses of varying size, including major licensees.

Known Field Safety Hazards on this Contract

Ministry staff and contractors, while planning and developing this project, have identified the following known field safety hazards associated with this project. Note this list does not identify routine safety hazards associated with forestry operations:

- Areas of potential soil mass movement which may require rainfall shutdown guidelines.
- Areas of rock-fall hazard or existing unstable boulders.
- Very high concentrations of snags within and around the block especially in fire salvage blocks.
- Remote work sites.
- Steep slopes and dangerous terrain (gullies, ridges, cliffs).
- Wildlife encounters.

Scope

This contract is exclusively for assessing fire salvage opportunity in the Skaha Operating Area within the boundaries of fire K51472. The intent of this contract is for expedient layout of thin bark stands impacted by wildfire. There is a road ahead plan in place already. Assessment of burn severity against Old Growth Deferral Area criteria will be required.

Contractor Safety Program and Prime Contractor Responsibilities

The Successful Bidder will be designated the Prime Contractor for this contract and must bid accordingly and meet the bidder eligibility stated in the Conditions of Tender.

The successful Contractor must plan to maintain and implement a program of systems or processes (a safety program) that will address occupational health and safety concerns and practices that will eliminate or minimize risk of injuries. The Province may ask to examine the safety program and ask for evidence to support the implementation of same as part of the contract administration.

Bidders must be aware of the Safety Conditions Schedule and the Prime Contractor Agreement attached to the contract agreement.

Additional Information

Ministry Staff Do Not Direct Operations

Ministry employees (Ministry Representatives) do not direct or supervise the contractor or the contractor's workers. The Ministry will set out the contract standards and required outcomes as well as any changes to contract conditions as work progresses.

Obligation to Report Unsafe Conditions or Practices

The *Workers Compensation Act*, Occupational Health and Safety Regulation 3.10 requires that any person (including ministry staff) report any observed unsafe conditions or practices to the person in charge of the workplace. Ministry staff will do this in the course of their work on the contract area should they come across such conditions or practices.

Contract Pre-Work

The successful Contractor shall be required to have a pre-work meeting with the Ministry Representative to review the contract prior to commencement of the work. Any subjects discussed and decisions made at the pre-work conference shall form an integral part of the Contract.

Payment Policy

Invoices and progress payments are not usually paid before 30 days from the date the Ministry receives the invoice, or the date the Ministry Representative authorizes payment, whichever is the latter. However, every effort is made to pay accounts between 30 to 40 days, maximum 60 days.

The Financial Administration Act does not permit interest payments on progress payments, performance security deposits or holdbacks, until the 61st day after the date the money becomes due. The due date is calculated from the date the Ministry receives the invoice or the Ministry authorizes payment/release (whichever is the latter), to the date the Ministry of Finance prints the cheque. Interest rates are set by the Office of the Comptroller General. Interest claims of less than \$5 are not payable.

Direct Deposit

To reduce mail time in the payment process, contractors may be registered with the Provincial Treasury. Payment will then be deposited directly to the contractor's bank account. Contact the finance section of the tendering office for information and/or application for registration. New applications require four to six weeks to process.

Vendor Complaint Review Process

If a problem should occur during this tender call, it should be resolved informally with the Ministry Representative named in the invitation to tender. If the bidder is not satisfied with the outcome at this stage, or they prefer to bypass the informal route, they may engage the formal vendor complaint review process.

Formal complaints concerning a competitive process or a pending or awarded contract, or other procurement process may be submitted by the bidder in writing at any time during the procurement process and up to thirty (30) business days after they have received notification from the ministry of the outcome of the procurement process.

Complaints in the formal process are submitted on the ministry approved Vendor Complaint Form, which can be found here: <https://www2.gov.bc.ca/gov/content/governments/policies-for-government/core-policy/procedures/vendor-complaints>

Disputes occurring during the performance of the work/service will be governed by the dispute resolution terms and conditions of the Agreement.

Safe Certification Requirement

Bidders must be aware of the safe certification requirements to be eligible to bid, including the Safe Certification Requirements Schedule attached to the contract agreement.

Additional information can be found from the following websites:

<https://www2.gov.bc.ca/gov/content/industry/forestry/bc-timber-sales/safety>
<http://www.bcforestsafety.org/>

Hand Falling Operations

All forestry and non-forestry related activities that include or have the potential to include hand falling, requires the Contractor to designate a Falling Supervisor. Bidders should refer to the Safety Conditions Schedule attached to the Agreement and bid accordingly.

Lobbyist Registration Act

It is the contractor's responsibility to abide by all applicable laws. If the contractor falls within the parameters of the *Lobbyists Registration Act*, then it is the contractor's responsibility to make this determination and register if necessary.