

STATE OF NEW HAMPSHIRE
Department of Administrative Services
Division of Procurement and Support Services
Bureau of Purchase and Property
State House Annex
Concord, New Hampshire 03301

DATE: November 30, 2018

NOTICE OF CONTRACT

COMMODITY: BULK WOOD CHIPS, SUPPLY & DELIVER – Hazen Drive

CONTRACT NUMBER: 8002302

NIGP CODE: 405-0200

CONTRACTOR: Cousineau Forest Products, Inc. Vendor No.: 158247

Contact: Jim Donnelly
Phone: 603-428-7155 or 800-258-4718
Fax: 603-428-7839
Email: jim@cousineaus.com

CONTRACT PERIOD: JULY 1, 2018 THROUGH JUNE 30, 2021

ORDERING: Orders are to be placed directly with the Contractor. State agencies shall place their orders by electronic order entry, by e-mail, by FAX, or they may establish a standard delivery order. Agencies will be responsible for establishing proper identification for individuals authorized to use this contract. Eligible participants shall utilize their own individually established ordering procedures. The contract number must be shown on all documents.

DELIVERY: Standard delivery shall not exceed 48 hours ARO. A standard or fixed schedule may be established between the utilizing agency and the Contractor. The use of a private carrier to make delivery does not relieve the Contractor from the responsibility of meeting the delivery requirement.

INVOICING: Invoices shall be submitted on the basis of each delivery, or other mutually agreed upon timeframe between agency and contractor. Invoices shall clearly indicate the quantity, description, date delivered, contract price and contract number.

PAYMENTS: Payments shall be made via P-card upon receipt of invoice.

QUESTIONS: Liz Moskalenko, Purchasing Agent
(E) Elizabeth.Moskalenko@das.nh.gov
(P) 603-271-3290

PRODUCT & PRICING: Bulk Wood chips, per specifications on page two.
Delivery to 29 Hazen Drive, Concord: \$44.50 per ton

SPECIFICATIONS:

Chip Quality

The following chip types and sources will be considered:

1. Paper grade sawmill chips derived from producing lumber
2. Paper grade, debarked and screened bole chips produced from chipping pulpwood
3. Standard bole chips from chipping pulpwood
4. Re-screened whole tree chips

General Wood Chip Specifications

Chip size and uniformity	Consistent size of 2 ½" X 2 ½" X 5/8" or smaller; allowing efficient movement through augers and mechanical systems. No excessive "stringy" wood chips.
Screening	Screened to ensure the size required described above.
Moisture Content	Consistent with Class M35 with 30-45% moisture content (wet basis). No chips with excessive moistures (>50%). Chips shall be processed, stored and transported in a manner which protects chips from rain, snow and ice.
Ash Content	Ash content by weight required to be less than 3%.
Type	Chips shall be hardwood to ensure highest heat (BTU content); minimum 4900 Btu per green pound. Sugar, maple, oak, beech and yellow birch are preferred. No softwoods.
Cleanliness	Free of dirt, rocks, metal, paints and other foreign material.
Source	All chips must be sourced from forestry activity or primary processing of timber. Absolutely no demolition debris is allowed.

Chip Inspection

An agency representative shall inspect loads prior to unloading and supervise while truck unloads. If wood chips received are determined not to meet the standards and quality, the State may reject the delivery at its sole discretion. The chip supplier will be required to replace the rejected chips with chips that meet the standard. Any portion of the sub-standard chips unloaded into the storage bins will be forfeited.

DELIVERY LOADS, INSPECTIONS, REQUIREMENTS AND TIMES:

- Standard delivery shall not exceed 48 hours ARO. A standard or fixed schedule may be established between the utilizing agency and the Vendor.
- The Vendor shall have a state certified scale. Weigh slips are required with each delivery. The Vendor shall meet all appropriate DOT legal transportation requirements.
- Unloading shall be done by self-unloading live bottom truck. Unloading shall be done in a clean manner, without excessive spillage of wood chips outside of storage area. **The trucking company shall be responsible for maintaining delivery area.**
- All deliveries are to be made between the hours of 7 am to 4 pm EST. Delivery schedule shall be established between the Vendor and the requesting agency.
- **EMERGENCY DELIVERY:** The Vendor shall be able to provide emergency delivery within 24 hours after receiving the order. The requesting agency shall state that this is an emergency order at the time the order is placed. Under the emergency delivery condition, the utilizing agency shall pay an emergency fee of \$100.00; this fee shall be added to the invoice.