

50 - FINAL PACKAGE PREPARATION REVIEW, APPRAISAL, AND OFFERING53 - TIMBER SALE CONTRACT53.2 - Timber Sale Contract, Form FS-2400-6/6T.

The assembly of the contract is one of the final steps in the process of preparing a timber sale for offer. Once the contract is assembled and the sale is advertised, sold, and awarded, the contract binds the Forest Service and the Purchaser into agreement for its duration. Therefore, the contract must be prepared neatly and accurately. Data developed during appraisal, such as timber volumes by specie, quantities, miles of specified road, acres of units, etc., all become vital entries; their transition from use in the appraisal to re-arrangement in the contract must be deliberate and without error.

The following pages contain instructions for preparing (1) Section A/AT, (2) assembling C/CT provisions, and (3) the Sale Area Map.

1. FILLING OUT SECTION A/AT.

Page 101 The following blocks must be completed at the time of advertisement: National Forest, Ranger District, Termination date, and Sale Name. The termination date entered on page 101 must agree with termination date in A19 or AT16. The sale name entered must be the same name as is in the EA. The remainder of the blocks or entries on this page cannot be completed until the sale is sold.

Page 102 The date required in the sentence preceding A/AT1 is the date of publication of the appropriate Section B/BT; for 2400-6 contracts, the date to be entered is September 1973, for 2400-6T contracts enter October 1973.

A/AT1 Location and Area. The acres to be entered are total sale area acres contained within the sale area boundary as shown on the sale area map. For remainder of entry see parent text.

A/AT2 Volume Estimate and Utilization Standards. This table identifies two things, (1) the volume by species and product and (2) the minimum specifications required for removal by product. In addition to the instructions in parent text, the unit of measure, MBF will be typed in under the word "measure" in the block titled "Estimated Quantity and Unit of Measure".

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A/AT2 Volume Estimate and Utilization Standards, continued. The entries of species and product and the order they appear in A/AT2 shall be the same as the species and product in A/AT5b. The total volume of species and product is to be entered at the bottom of column titled Estimated Quantity and Unit of Measure. All contracts will provide for removal of "Other Sawlogs," by listing in A/AT2.

A/AT3 Timber Designations. Enter the quantity of units and total acres by cutting designation. Acre entry to be to nearest acre as developed in Timber Sale Report.

A/AT4 Dead Trees Required to be Felled. Dead trees larger than 15 feet in height and 12" DBH are required to be felled.

Number limitations: It is not a practice in R-10 to identify subdivisions to be marked after sale advertisement, therefore, XXX out the blank asking for the number of trees to be marked.

A/AT5a For Species and Product to be Paid for at Rates Escalated Under B3.2. Enter: None.

A/AT5b For Species and Products to be Paid for at Flat Rates.

Species and Product: The order of entries shall be identical to entries in A/AT2.

Unit of Measure: Enter MBF for each species and product.

Base Rates: Enter applicable base rate values by species as indicated in FSM 2431.42. For sales with Timber Property Value include TPV here.

Advertised Rates: Enter rates by species from line 43 of Form 2400-17. Include Timber Property Value here, if any.

Bid Premium: Bidding will not be allowed on; 1) any specie that is less than 10% of advertised volume, 2) spruce and hemlock utility logs, 3) other species. For the above three non-bid items enter XXX, for bid items leave blank until sale is sold.

Bid Flat: This is the rate per MBF the purchaser will pay for timber. This entry is the sum of advertised rates plus bid premium. For bid items leave blank until sale is sold. For non-bid items enter appropriate species advertised rates.

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A/AT5b For species and Products to be Paid for at Flat Rates, continued.

Required deposits

for slash disposal: *Unless notified otherwise SA will not collect slash disposal deposits, enter XXX in this column. Do not enter road maintenance or surface rock replacement deposits here, these deposits are entered in their appropriate C/CT provision.

AT5c Schedule of Payment Units. On tree measurement (lump-sum) sales, this schedule is the description of value of each payment unit and is the basis for billing upon request of purchaser. The quantity by species entered by payment unit must agree with the total sale volume. The following portions of the Schedule will be completed prior to advertisement:

Payment Unit number: Enter payment unit number as designated on Sale Area Map.

Approximate acres: Enter acres of each payment unit. Their total should agree with the sum of the acres in AT3.

Quantity of species and products to be escalated under AT5a: Not applicable in R-10, XXX out.

Total Tentative Payment: Not applicable, XXX out.

Quantity of species and products to be paid for at flat rates under AT5b: For each unit enter the volume by species and product. Show total for the unit. The sum of the unit totals should be the same as the advertised volume.

Total flat rate payment: This will be one value for each unit and will be calculated and filled in after bidding.

Total required deposits for slash removal: Not applicable: enter XXX.

A/AT6 Indices Used in Quarterly Adjustment. *-Not applicable. XXX out.

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A/AT7 Scheduled Rate Redetermination. The need for a scheduled rate redetermination in the contract is primarily a function of contract length from bid date to termination date. Contract length is determined by the amount of volume, miles of road or other specified developments, length of normal operating season, or other sale complexities. Other sale complexities would be one with deferred logging operations while waiting for completion of public works contract. When a scheduled rate redetermination is contemplated, a careful review of Forest Service policy and contract requirements is essential. The following should be thoroughly researched:

*-36 CFR223.33	B/BT 3.31
FSH 2409.18	B/BT 8.31
	C/CT 4.11

A/AT8 High Stumps. See FSH R-10 Supplement.

A/AT9 Specified Roads. Table A/AT9 lists roads or projects, needed for removal of volume shown in A/AT2, for which the purchaser shall receive purchaser credit when construction is completed.

Project:

Number: The Stikine Area has been assigned a block of numbers ranging from 6000 to 7000. When specified roads are designed, engineering uses this range of numbers to identify each road by a name and number unique for that road. As a general rule, each major island, island group, or area of mainland where road construction is planned is then assigned a series of numbers in increments of 100, for example, Kuiu Island- 6400 series, Kupreanof- 6300 series, etc.

Road Name: Road names are assigned by engineering and usually take on the identity of some known feature on or near the sale area.

Design Class: This column is a symbolic representation of the minimum design criteria established for the road that is within the long-term management goals for the area the road is located in. For example: SC12-25DA.

*- 1. Capacity -	single lane -	S
2. Service code-	long term w/constant use -	C
3. Traveled way-	width in feet-	12
4. Ave. design speed-	miles per hour-	25
5. Ditch, shoulder, berm-	cross sec. includes ditch-	D
6. Pavement structure-	aggregate-	A

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A/AT9 Specified Roads, continued.

Approximate Length: The length of each road listed should be entered to the nearest 100th of a mile. The road lengths in A/AT9 should be the same as are shown in Schedule of Items and Plan and Profile Sheets.

Sheet Numbers and Approval Date: Each project listed in A/AT9 is shown on the Plan and Profile Sheets. These show how the project is to be constructed and are assembled in a set, 1 of 10, 2 of 10, etc. The approval date is the date the Forest officer authorized to approve the Plan and Profile Sheets, signs them.

Survey Class: The contract provides for either purchaser or Forest Service survey of specified developments. In either case, the contract under survey class, stipulates what type of survey was used or will be used in the case of purchaser survey. (A new R-10 Supplement on survey types and acceptable standards of accuracy is forthcoming.)

Performance Responsibility: Although the contract provides for purchaser to do survey, design, and construction staking, on most sales these are a Forest Service responsibility. For each road or project listed, enter FS under Survey, Design and Construction Staking. For roads with purchaser responsibility for performance, list "TP" under Survey, Design, and/or Construction Staking.

A/AT10 Estimated Costs for Specified Roads. Entry for A/AT10 is: "For project segments listed in A/AT9 and applicable purchaser credit limits, see Schedule of Items."

A/AT11 Base Course, Surface Rock and Rock Riprap. The use of C/CT5.251 Variation in Quantities provision deletes, by listing in A22/AT19, Standard Provision, B/BT5.251. This is standard procedure for all contracts with specified roads. However, the upper portion A/AT11 must be filled in when embankment rock and/or rock riprap are required as construction items on specified roads.

The table as well as the designated locations of embankment and riprap sources shown on the sale area map become critical, as they become the contractual basis for change when these two types of Pay Items, Unit Rates are adjusted by C/CT5.221, C/CT5.251, C/CT5.253 and C/CT5.254.

At such time of adjustment under any of the above provisions, the original calculations must be examined; for example, to determine from which Embankment source the rock haul cost was calculated from for any given road, or from which source rock riprap costs were calculated from, compared to the source that must be used as a result of the revision.

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A/AT11 Base Course, Surface Rock and Rock Riprap, continued.

Embankment Rock: Entries for this type of material are as follows:

Road Number- All

Station From-To- All

Type - Embankment rock

Map Key Number- Enter typical embankment source symbol

Location- Location of embankment rock sources shown on sale area map.

Rock Riprap: For contracts requiring riprap; for each site where riprap is to be placed, the road number, where on the road it is to be placed, and which rock source costs were calculated from shall be entered. Entries are as follows:

Road Number - The road on which riprap is to be placed.

Station From-To- Where on the road placement is to be made.

Type- "Rock riprap".

Map Key No.- The rock source riprap cost was calculated from.

Location- Location of riprap sources shown on sale area map.

For the lower portion of A/AT11 table, at bottom of page, make the following entry: "For quantities, costs, and applicable purchaser credit, see Schedule of Items."

A/AT12 Culvert Cost Rates. Special provision C/CT5.254 replaces B/BT5.252. Entry for this table: "Not applicable. For quantities, costs, and applicable purchaser credit, see Schedule of Items."

A13 Scaling Instructions and Specifications. For instructions to complete the Name and Date of Governing Instructions and the Scaling Specifications table, see parent text. The two blanks shown in parent text, ask for the most recent dates of governing scaling instructions which may be obtained from the SO Appraisal Specialist.

A/14 Scaling Services. The primary purpose of A14 is to designate 1) the scaling method commonly in use in this area and 2) a site and suitable location where scaling may be conducted for the volume to be removed.

The appraisal developed stumpage based on the closest approved appraisal point. An appraisal point is a common place at which the appraised volume may manufactured into the end products appraised. The common appraisal points described in FSH 2409.22 are also locations of approved central scaling areas shown in FSM 2443.3

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*- A/14 Scaling Services, continued. The cost of scaling is obtained from industry in southeast Alaska during the annual cost collection/logging footage divisor process. On sales with scaling to be done at a central scaling location, the cost of such scaling is allowed in the appraisal as a part of the allowance for general logging overhead. The significance of entering the scaling cost in the contract is that it becomes the base point from which a determination is made of extra costs, which may be paid by the purchaser in the event the purchaser requests an alternative scaling service or location.

Entries for A/14 are as follows:

Species and Product: "All species logs".

Unit of measure: MBF

Site and Geographic Location: "Central Scaling Area." (This indicates the site.) For location, enter the appropriate geographical location as shown in FSM 2443.3. For example, if the sale volume is appraised to Wrangell, then the complete entry for Site and Location would be: Central scaling area, Wrangell, Alaska.

Method: Scribner Decimal C.

Standard Estimated Cost Per Unit: Enter scaling cost from FSH 2409.22.

A15 Minimum Scaling Volumes. Entries for Minimum Continuous and Minimum Intermittent Scaling Services are found in FSH 2409.18, chap 25.

A16/AT13 Fire Precautionary Period. During the period identified, the fire precautionary measures described in C/CT7.2 shall be applicable. The entry for precautionary period is: May 1 to September 30.

A17/AT14 Purchaser Responsibility to Furnish Crews and Equipment.
Initial Fire Suppression: On initial entry sales that do not have an existing road system accessing the sale, cross out road miles and enter 5 air miles.

On sales that are on an existing road system, or the roads built by the sale will access existing roads, enter 20 Road Miles.

Fire Suppression Reinforcement: Cross out road miles and enter: 200 air miles.

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*- A18/AT15 Maximum Amount of Purchasers Obligations Per Operations Fire. Follow instructions and example in FSH 2409.18, for calculating value to be entered. Use the most current labor rate from table in FSH 5109.34. if unsure contact SO appraisal specialist.

A19/AT16 Termination Date. Prior to determining the contract period, a careful review of the items described in the parent text is required. Once consideration is made for those factors that may affect sale life, a Termination date may be selected.

Sales that require Forest Supervisor or Regional Forester approval, will terminate on March 31.

The termination date entered in A19/AT16 will be identical to the termination date on the title page of the contract.

A20/AT17 Normal Operating Season. For most sales on the Stikine area, the Normal Operating Season will be May 1 to October 31. Any sale that requires change to the Normal Operating Season will require approval from SO.

A21/AT18 Performance Bond Amount. Leave blank until sale is sold.

In the upper right hand corner of page 109 enter the National Forest and sale name. The sale name should agree with the sale name on page 101.

A22/AT/19 Inapplicable Standard Provisions. List the standard "B" provisions that do not apply. These are provisions that are deleted based on instructions following each special division C/CT provision.

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2. PREPARING DIVISION C/CT.

A23/AT20 List of Special Provisions. Each Ranger District and the SO maintain a master file of special provisions titled, "Approved National and R10 C/CT Provisions." They are also maintained as a permanent record on the D.G.

After checking that your master file is current and contains an up-to-date index of provisions, select each special provision to be included in the contract. Selecting the provision requires careful reading of the provision as well as the instructions for use. Of equal significance is an understanding of the requirements of the EA, management goals or objectives for the area, and any special circumstances of the sale.

New special provisions will have to be written when the available approved contract provisions are not adequate to deal with the intended resource management objective or activity. When this occurs, it must be detected early in the appraisal and contract preparation process. In this case the preparer shall author the proposed new provision and submit it to the SO with a cover letter signed by the District Ranger. The cover letter should clearly describe what the provision accomplishes and why it is needed. The SO will review the provision and forward it to the RO for final approval. Under no circumstance will existing C/CT provisions be altered or new used without RO approval. You should plan for a minimum of one month turn around time for approval of new provisions.

Any special provision with the # symbol following the provision number, (example C/CT4.211#) is one that requires an entry, such as, acres, date, dollar amount etc., make sure those entries are properly considered. Some require entry prior to sale advertisement, while others not until award of contract.

Once a complete list of special provisions is assembled, A23/AT20 may be filled in. Provisions shall be listed in ascending order by reference number and date. If the number of provisions is lengthy, a second page 109 may be required. In this case, do not repeat the listing of inapplicable standard provisions on the second page.

3. SALE AREA MAP

Next to Division C/CT, the Sale Area Map ranks as the second most important document in the contract. The sale area map is the pictorial link between the written contract requirements and what is to be accomplished on the ground as a part of timber harvest. Contract maps will be prepared neatly and clearly communicate the necessary contract requirements.

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B/BT1.1 Sale Area Map. B/BT1.1 lists items that when applicable must be shown on the Sale Area Map. At the time of map preparation, B/BT1.1 should be reviewed and particular attention given to item (p) Other Features Required by Division C/CT. In addition to the parent text the following shall apply:

1. Maps will be submitted as an inked original mylar suitable for reproduction.
2. Lettering to be done by Leroy, neatly freehanded by cartographic technician or individual with similar ability, or letters and numbers may be made up on the Kroy lettering machine.
3. Legend items will be in conformance with FSH 2409.18, chap.53.24.
4. The name of the preparer and draftsman to be noted along with the date of preparation in the lower right hand corner.
5. Maps will show in table form a list of the harvest units and their acres, the total of which shall agree with A/AT3 Timber Designations.
6. The total sale area acres will be noted and, when applicable, the subtotals of subdivisions.
7. When the sale area boundary coincides with the shoreline or stream, the boundary line shall be drawn as close as practical to the shoreline or stream.
8. When applicable, the sale area boundary shall include the LTF.
9. The sale name on the Sale Area Map will be identical to the sale name on page 101 of the contract.
10. Sale Area Maps shall not exceed 30" X 42". This is the maximum size the GSA printshop in Juneau can reduce to 8-1/2" X 11" and print. Two sheets labeled sheet 1 of 2 and sheet 2 of 2 should be prepared when sale conditions will not fit on one 30" X 42" sheet.

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53.24 - Other Contract Documents.

1. Sale Area Map.

- (1) Cutting unit designations shown on sale area map will be a numerical designation only.
- (2) Each of the following methods of timber removal designation shown on sale area map will have its own individual numerical identity:
 - Clearcutting Units
 - Overstory Removal Units
 - Understory Removal Units
 - Individual Tree Marked Units
- (3) Each cutting unit shown on sale area contract map shall have its boundaries marked and designated on the ground with paint. Boundary trees marked with paint shall be marked as follows:
 - 1) face into the unit,
 - 2) larger and more valuable trees be marked at base near ground as well as at eye level,
 - 3) paint marks to be in sufficient quantity so as to leave no question where the unit boundary is,
 - 4) shall have a sufficient quantity of larger boundary trees painted with unit number, this same number will also be the numerical designation on the sale area contract map.
- *-(4) On Tree Measurement Sales, the sale area map will show Payment Unit boundaries using the following symbols:

Payment Unit Boundary

Payment Unit Number



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