

**CITY OF COOS BAY CITY COUNCIL
Agenda Staff Report**

MEETING DATE August 20, 2013	AGENDA ITEM NUMBER
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TO: Mayor Shoji and City Council

FROM: Jennifer Wirsing, Engineering Services Coordinator
Jim Hossley, Public Works Director

Through: Rodger Craddock, City Manager *RC*

ISSUE: Award of Contract to Stuntzner Forestry and Engineering, LLC for Timber Management Services

BACKGROUND

The City of Coos Bay owns forest land within the Pony Creek Watershed. This watershed is nearly 3,000 acres, of which the City of Coos Bay owns approximately half and the Water Board manages the other half. This land comprises the watershed that is utilized for the Coos Bay/North Bend Water Board's supply of drinking water. Planning and conducting a timber sale, involves joint collaboration with the Water Board. Therefore, the City needs a qualified forester consultant to assist with this collaborative effort, prepare prospectus for the future sales, and conduct and manage the timber sales.

City staff worked with the Water Board staff creating a Request for Qualifications for Timber Management Services. The Contract will be for two City timber sales and two Water Board sales with the option to extend the contract for one additional sale (up to a total of three sales each). The City received a submittal package from Integrated Resource Management in Philomath and Stuntzner Forestry and Engineering, LLC from Coos Bay. A selection committee comprised of Jim Hossley, Jennifer Wirsing, Ron Hoffine, and Rob Schab reviewed the submittal packages and conducted interviews.

ADVANTAGES

Selecting a consultant to assist both the City and Water Board over the course of the next 4 to six years will provide consistency and allow the City and Water Board to continue their joint collaboration. Selection of Stuntzner Engineering & Forestry LLC will provide the City with the advantage of a consultant who has successfully performed this work in the past for both the City and the Water Board.

DISADVANTAGES

Staff sees no disadvantages with this recommendation

BUDGET

Each timber sale will be negotiated and a task order will be issued. Prior to commencing forward with the Timber Sale, Staff will present the negotiated task order to Council for approval.

RECOMMENDATION

If it pleases council, staff recommends awarding the contract to Stuntzner Forestry and Engineering, LLC for Timber Management Services.

ATTACHMENTS

Exhibit 'A' (Stuntzner Forestry and Engineering, LLC Fee Schedule)

Exhibit 'A'

**STUNTZNER FORESTRY
ENGINEERING & FORESTRY, LLC**

FEE SCHEDULE

Forest Engineer	\$87/hr.
Professional Forester	\$91-\$115/hr.
Forest Technicians	\$66/hr.
Land Surveyor	\$95/hr.
Survey Technicians	\$51/hr.
Clerical	\$50/hr.

Miscellaneous copies, etc. at cost. Travel mileage @\$0.80/mile. Survey grade GPS (if needed for boundary control) \$400/per day.

Depending on scope of work and type of a timber sale, our services generally fall in the range of 4 to 7 percent of sales. These services generally include everything from initial sale planning through reforestation. Special services such as pre-commercial thinning, brush control administration are on time and materials basis. There are some variations to the above approach to fees. We have one client that pays \$8/acre/year flat fee to cover general tasks, then pays additionally for timber sales on a \$/dollar per thousand board foot basis (\$/MBF) and others set additional task fees such as on-going timber inventory work.