

January 12, 2016

**RE: BCTS Planting Contract Standardized Bid Deposit and
Continuous Bid Deposit Process Directive**

This directive is effective immediately. BCTS has standardized the requirement for bid deposits on BCTS planting contracts. For the 2016 planting season all BCTS planting contracts will require bid deposits as follows:

- \$5,000 bid deposit for a contract bid less than \$250,000;
- \$10,000 bid deposit for a contract bid greater than or equal to \$250,000.

As an alternative to this new requirement, contractors can submit a onetime Continuous Bid Deposit in the amount of \$25,000.

A guidance document outlining the procedures regarding the Continuous Bid Deposit process has been posted to the CQMS web-site for BC Timber Sales staff. There is also an external Guidance document located on this external site.

Thank you.

Rob Bigalke, Director, Business Management
BC Timber Sales - Headquarters