



Mark Mitchell, Superintendent

Mark Mitchell
Superintendent
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Wood Chip Bid Document 2025-2026

The West Branch Area School District requests sealed bids for purchase and delivery of clean, green screened, wood chips for use in our Messersmith Biomass boiler. Bids should be mailed or delivered to the Superintendent's Office at 516 Allport Cutoff, Morrisdale, PA 16858, addressed to the attention of "Wood Chip Bid", on or before 12:01 PM, on Thursday, July 17, 2025, when they will be publicly opened. Approval of winning bid will be made at the scheduled school board meeting at 6:30 PM on Monday, July 28. Bid documents are available at the District Website at westbranch.org under Departments, Business Office. For specific information regarding the Messersmith Biomass boiler please contact the district's Maintenance Supervisor, Dave Catherman at 814-345-5615 x 4166 for more information.

Two bid types are being solicited. The Delivery Information and Wood Chip Specification for both bid types are the same. A vendor can bid on either or both bid types. The District reserves the right to accept or reject any and all bids.

- The first bid type is for a 1-year contract. The contract will start July 1, 2025, and will end June 30, 2026.
- The second bid type is for a 3-year contract. This contract will start July 1, 2025, and will end June 30, 2028.

Delivery Information:

- Chips will need to be delivered to the Biomass Building behind the West Branch Area High School at 444 Allport Cutoff, Morrisdale, PA 16858.
- First Delivery date will be on or around August 20, depending on heating needs and weather conditions. Deliveries will be coordinated by Mr. Catherman.
- Total amount of wood chips will not exceed 1,500 tons for the heating season(s).
- Transportation by live bottom, "walking floor", trailers is preferred although other methods are acceptable.

Wood Chip Specification:

- Total amount of wood chips will not exceed 1,500 tons for the heating season(s).
- Virgin wood chips only.
- Moisture Content (Wet Basis): 15%-45%

- Minimum Btu's/lb (wet weight): 4,500 (HHV)
- Target Chip Size: 2" x 3" x 1/2" or smaller
- Maximum Chip Size: No more than 10% shall be 4 inches or larger in any dimension.
- Maximum Fines Content: No more than 5% shall be smaller than 1/16".
No wood flour or dust is allowed.
- Total Ash Content: Maximum 3% (dry matter basis) ☐ Alkali
Mineral Content of Ash: Maximum 0.25 lbs/MMBtu ☐ Wood
Species: Mixed hardwoods.
- Chips should be directly blown into delivery trailer at the time of chipping.
- Transport in live bottom "walking floor" trailers, preferred.
- Quality Assurances: The first load of the year and an additional random testing of 2 loads/year to ensure fuel meets specifications.
- Contaminants: Chips shall be free of any foreign materials including but not limited to nails, dirt, rocks, snow, ice, paint, glue, etc.

Other Information:

- Terms, net 30 days. Invoice is to be delivered to the Business Office at 516 Allport Cutoff or emailed to accountspayable@westbranch.org

Return this completed form to:

West Branch Area School District
516 Allport Cutoff
Morrisdale, PA 16858
Attn.: Wood Chip Bid

West Branch Area School District
Wood Chip Bid for 2025-2026 School Year

Vendor Name:

Vendor Phone:

Vendor Payment Remit Address:

Other Vendor Contact Info (optional):

1 Year Contract Delivered Price:

/ton

AND / OR 3

Year Contract Delivered Price:

Year 1:

/ton

Year 2:

/ton

Year 3:

/ton