# Timber Sale Checklist

## A. Initial Assessment

1. Clarify landowner goals, Moratorium issues, Forest Stewardship Plan
   - Certification, Forest Stewardship Plan
   - Building moratorium issues
2. Hire consultant and sign contract: % or hourly
3. ID and Assess stands
   - Stand conditions: ready for harvest? need thinning? timing?
   - Soils & slope: wet season logging possible?
   - Riparian: type out streams and wetlands, channel migration zones
   - Other restricted sites: unstable slopes, special habitats, OG trees, views, etc
   - Other FPA, county, or certification requirements
   - Road access, landings, logging systems
4. Revenue estimate
   - Estimate volume and removal by grades (sorts)
   - Ballpark logging and haul costs
   - ID possible log markets: prices by species and grade (price sheets)
5. Decide to move ahead with project or wait
   - Stand conditions, markets, financial needs

## B. Silvicultural and Harvest Design

1. Determine silvicultural and operational approach
   - Thin, Regen, or mix?: Trees and dead wood to leave? Carbon considerations
   - Scaled sale vs. lump sum; Cut and leave tree designation approach
   - Logging system, road access needs, landings
   - Riparian buffer widths and approach (Alt plan, FREP, etc)
2. Layout
   - Locate & flag property boundary as necessary
   - Layout timber sale boundaries, riparian buffers, and other no-entry areas
   - Mark cut or leave trees, retention areas, etc as needed
3. Quantify volume to be removed & estimate net revenue
   - Full grade cruise or "estimate" approach
   - Refine revenue estimate: logging costs & log prices
4. Prepare & submit DNR or county permit, R-map, DNR site visit

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**Notes**
C. Operational Preparation
1. Write operational prescription and bid prospectus
2. Solicit bids from logging contractors
   - Payment method: splits, %, mbf vs. tons, lump sum
   - Log marketing: logger or landowner? Purchase agreements with mills
   - Equipment types, logging system: long vs short logs
   - Trucking: self-loader, mule train, pup-trailer
3. Select logger
4. Create and sign contract between logger & landowner
   - Insurance amounts & naming on policies
   - Research log prices, decide on markets and sorts (pulp/firewood)
   - Write cutting guidelines: bucking and sorting instructions + operational Rx
5. Send in DNR operator transfer form

D. Managing Operation
1. Pre-operation walk through with operator(s) and landowner
   - Review contract and operational prescription
   - Finalize layout with logger: road access, landings, yarding corridors, etc.
2. Supervise logging operation
   - Value maximizations: splits, bucking and sorting accuracy
   - Oversee loading of trucks & issue load tickets
   - Damage: residual stand, soils, sensitive sites, roads, etc: suspension?
   - Wet weather suspension
3. Review and cross check scale and load reports from mills
4. Final walk through: ensure clean-up happens as planned

E. Accounting
1. Total up volume and revenue numbers: final accounting report
2. Settle up with consultant and logging contractor
3. DNR and Income taxes

F. Follow-up projects
1. Prepare planting plan and order trees
2. Plant trees as requested by landowner
3. Follow-up shrub and invasive species control as needed

Notes