

## **2015 -REQUEST FOR LYNGBYA RESEARCH TREATMENT PROPOSAL**

The Lake Gaston Weed Control Council (LGWCC) announces a request for proposal to treat approximately 50 acres previously identified as in need of treatment for the control and/or eradication of noxious algae which currently infest the lake. Treatment will be applied during the 2015 treatment year. Details are presented in the formal RFP which is available in the office of J. Rives Manning, Jr., 737 Franklin St., Roanoke Rapids, NC 27870, Treasurer the Lake Gaston Weed Control Council.

Lake Gaston is a 20,300 acre impoundment on the Roanoke River located on the North Carolina and Virginia borders. It is operated by Dominion Power and provides power generation and flood control. The Lake Gaston Reservoir comprises land within Warren, Halifax and Northampton counties in North Carolina and Brunswick and Mecklenburg counties in Virginia.

The LGWCC is the entity legally charged with funding nuisance algae management efforts. To date no publically funded applications have been performed on any nuisance algae species. For the coming 2015 year an open bidding process will be used to award one-year, (or with the possibility of extensions) contracts to a qualified bidders.

All proposals are due in the office of J. Rives Manning, Jr., LGWCC Treasurer by **1:00 PM, Tuesday, April 14, 2015**, when the sealed proposals will be opened and reviewed by the contract committee. The office, of J. Rives Manning, Jr., is located at 737 Franklin St., Roanoke Rapids, NC 27870. The contract will be awarded to the lowest qualified bidder, as outlined below in the scope of work. Qualified applicator firms, registered with appropriate state agencies as determined by the LGWCC are encouraged to submit responses to this announcement. All agency citations will be presented and reviewed. The LGWCC reserves the right to reject any and all proposals. Questions regarding this RFP should be directed to J. Rives Manning, Jr., LGWCC Treasurer, 737 Franklin St., Roanoke Rapids, NC 27870, (252) 519-0700, [hfis@3rddoor.com](mailto:hfis@3rddoor.com) or to Tom Winebrenner, LGWCC Secretary, 138 Gail Dr., Littleton, NC 27850, (252) 586-6852 [tbwine@embarqmail.com](mailto:tbwine@embarqmail.com) .

## **Request for Proposal (RFP)**

### **I. Scope of work**

#### 1.1 Background

Lake Gaston is a 20,300-acre impoundment on the Roanoke River located on the North Carolina and Virginia borders. It is operated by Dominion Power and provides power generation and flood control. The Lake Gaston Reservoir comprises land within Warren, Halifax and Northampton counties in North Carolina and Brunswick and Mecklenburg counties in Virginia.

The Lake Gaston Weed Control Council (LGWCC) is the entity legally charged with funding weed control efforts. A variety of weed control measures have been employed, including herbicide and biological stockings in the lake. For the coming 2014 year an open bidding process will be used to award a one-year contract to qualified bidders, with the possibility of three one-year extensions.

#### 1.2 Description of the Work to be Performed

This contract is for the treatment of approximately 50 acres previously identified as in need of treatment for the control and/or eradication of noxious algae which currently infest the lake. This acreage estimate could change, dependent upon funding, prior to the beginning of treatment. However the applicator will be notified of any such changes will prior to the first application. Application will be primarily by boat. Herbicides will be supplied by the Lake Gaston Weed Control Council (LGWCC). The successful proposer must supply the labor, equipment, and all other materials. The Lake Gaston Technical Advisory Committee will advise the applicator as to the treatment prescription and application methods. It is anticipated that as many as five different treatment prescriptions will be used.

#### 1.3 Contractor Key Personnel

Contractor must possess any and all licenses required by North Carolina and Virginia for the application and storage of chemicals on Lake Gaston.

#### 1.4 Contractor Company Structure

The legal form of the Respondent's business organization, the state in which formed (accompanied by a certificate of authority), the types of business ventures in which the organization is involved, and a chart of the organization are to be included in applicator RFP described herein. If the organization includes more than one product division, the division responsible for the development and marketing of the requested products and/or services in the United States must be described in more detail than other components of the organization.

## 1.5 Financial Statement

The application must include the Respondent's financial statement, including an income statement and balance sheet, for each of the two most recently completed fiscal years. The financial statements must demonstrate the Respondent's financial stability. If the financial statements being provided by the Respondent are those of a parent or holding company, additional financial information should be provided for the entity/organization directly responding to the RFP.

## 1.6 Pesticide License Compliance

Application package must include copies of valid pesticide licenses including the aquatic category of North Carolina and Virginia for the Respondent's personnel.

## 1.7 NPDES Compliance

To be awarded the contract, the Respondent must either have a NPDES Notice of Intent (NOI) on file with appropriate agencies in North Carolina or Virginia or must provide evidence of the execution of the contract to cover anticipated Lake Gaston herbicide treatments. Evidence of filed NOIs or draft NOIs must be submitted with the package to demonstrate NPDES compliance. The draft NOIs must contain all components as specified by the appropriate NPDES general permits of the two states.

## 1.8 Dominion Shoreline Management Compliance

The Dominion Shoreline Management Plan for Lake Gaston requires that applicators submit records of ALL treated areas to Dominion each year by January 1 of the following year. With the application package, Respondents must include the specific areas and acreages in Lake Gaston that they have treated for each of the previous three years. This includes areas treated as part of the LGWCC contract or private contracts. LGWCC will request a statement from Dominion about the reporting history for the previous three years for reference. Should the respondent not have complied with the Dominion Shoreline Management prior to the date required for such compliance, then the respondent's application may be disqualified from selection.

## 1.9 SePRO Preferred Applicator

It is highly recommended, but not required, that the Respondent be recognized as a SePRO Preferred Applicator at time of application submission. Respondent should submit evidence of Preferred Applicator status with the application.

## 1.10 Contractor Responsibilities

The successful bidder (applicator) shall perform all of the following duties:

- a. The applicator will handle and be in receipt of all required Notice of Intent (NOI) permits required by the Federal Government (EPA or others),

North Carolina government and Virginia government. Copies must be provided to LGWCC and Dominion Power.

b. Conduct surveys (pre-treatment, during treatment, post-treatment) of the treatment areas of Lake Gaston. Survey data (paper and digital) must be included in the final report.

c. Apply products (liquid or granular) in the approved treatment areas at stated rate with stated application technique under the guidance of the Lake Gaston TAG.

d. Potentially apply multiple treatments to the same areas based on post-treatment survey and guidance from Lake Gaston TAG

e. Map all treated areas and provide all coordinates of treated areas to the company doing the Survey and mapping.

f. 1- Provide press releases to the local media prior to treatments being made.

2- Maintain documentation of the printed information furnished and the posting as required by State law of all treated areas.

g. Keep all treatment records, maintain all history, and provide copies of all treatment records (public and private contracts) and history to the LGWCC Secretary and Dominion Power at least annually by January 1<sup>st</sup> of the following year.

h. Maintain a Toll Free telephone number and a web site. Answer complaints from citizens regarding treatments under the contract. Inform the LGWCC of complaints and consult with the LGWCC on your timely resolution of them.

i. Make special trips to those areas receiving complaints, as needed.

j. Attend scheduled and called LGWCC meetings and make presentations as requested.

k. Provide herbicide storage and handling of chemicals purchased by LGWCC in compliance with all applicable federal and state laws.

l. Provide fifteen (15) printed copies of reports and maps to the LGWCC Treasurer and make these reports and maps available on a website. Provide twenty-five (25) copies of the Annual Final Report by the LGWCC annual meeting.

m. Maintain a Company website with information on treatments, contact phone numbers and treatment areas. Maintain the website with up to date information on the treatment schedules and maps. Provide a link to the

LGWCC website. **Put Notice of Treatments on the Website at least 24 hours prior to treatments.**

- n. Coordinate with the annual Fall total lake weed survey. Provide them with info that they might request.
  - o. The applicator will notify TAG and “contracted spot checker” of treatment schedules at least 24 hours ahead of treatment.
  - p. The applicator will provide “End of year reports” and until they are delivered to the LGWCC Board, **\$5,000.00** of the last Invoice for Treatments will be withheld. It will be paid within 10 days of delivery of reports to the LGWCC. Failure to deliver reports when requested may result in disqualification from the following year bid.
  - q. The applicator and all employees will comply with all safety regulations for equipment and will wear USCG approved Floatation devices while underway.
  - r. The applicator will attend all meetings of the Lake Gaston Stakeholder's Board (LGSB) during the contract period.
  - s. The successful bidder shall provide:
    - 1- A performance Bond in the amount of the bid;
    - 2- A General Liability Policy providing at least \$2 million of protection and with the LGWCC as an additional insured;
    - 3- A Workers Compensation policy covering employees and Employers Liability.
    - 4- Has or will have adequate and proper equipment to carry out the work.
  - t. The applicator and all employees shall comply with all safety regulations for equipment and will wear US Coast Guard approved floatation devices while on water and underway.
  - u. Operate in a timely fashion, maintaining contact with an LGWCC representative charged with overseeing such treatments. Should cancellation of a scheduled treatment day be needed that is not weather related, such cancellation should be made 24 hours prior to the beginning of the treatment day.
- \*Failure to comply with contractor responsibilities during any treatment year shall result in disqualification of any submission for treatment of the following year to the LGWCC.

1.11 Responsibilities of the Lake Gaston Weed Control Council (LGWCC)

- a. The LGWCC will contract with a Distributor and provide the agreed upon chemicals necessary for the treatments. The applicator will order the chemicals as needed for the treatments.
- b. The LGWCC will pay its bills in a timely manner.

#### 1.12 Evaluation of Contractor Performance

The evaluation of the contractor's performance will be based on:

- 1- reports from "spot-check" surveys;
- 2- reports from TAG;
- 3- results of the surveys.
- 4 – results of chlorophyll analysis from NCSU.
- 5- any outstanding violation, complaint or problem with fulfilling of duties as described in the scope of work.

#### 1.13 Standard of Award

The contract will be awarded to the lowest qualified bidder, as determined using the Qualification criteria set out in Section 1.14.

#### 1.14 Qualification Criteria for Applicators

- a. Applicant must be properly licensed by the States of NC and VA.
- b. Applicant must have at least 5 years experience in treating noxious aquatic weeds and provide at least three letters of recommendation. Letters of reference should be for work similar to that described in this RFP.
- c. If Applicant does not own adequate equipment to perform the work, they must provide satisfactory evidence that they will have adequate equipment by the time applications are due to be applied.
- d. If Applicant does not have insurance in force they must provide certification that they will be able to obtain: a Performance Bond in the amount of the Treatment Year's total Bid price; a Workers Compensation policy providing required limits for NC and VA; and a General Liability policy providing at least \$2,000,000 coverage.
- e. The Application cost per acre that the applicator will charge.
- f. The Contract Committee will evaluate the applicants and give their recommendation to the Lake Gaston Weed Control Council, who will award the contract.

g. Reports of violations, improper work, improper charging and billing will be considered and may result in disqualification of the applicant.

h. Should the applicant have treated Lake Gaston at any prior point, the applicant must have Lake Gaston treatment history (public and private contracts) on file with Dominion Power.

#### 1.15 Candidate Selection Criteria:

The application package must include all of the required components described above. Required components include:

- Application price per acre
- copies of valid NC and VA pesticide licenses for key personnel
- Description of company structure
- Financial statement
- Evidence of NPDES compliance
- Evidence of Shoreline Management Plan Compliance
- Three (3) letters of reference

Before the contract can be executed, the selected bidder must provide evidence of:

- Adequate equipment to fulfill contract responsibilities
- Performance bond equivalent to or greater than described in par. 1.14
- Worker's Compensation policy equivalent to or greater than described in par. 1.14
- General Liability policy equivalent to or greater than described in par. 1.14.

Scoring – Each member of the contract selection committee will award points to each category. Points will be summed for all members of the committee. The respondent with the highest point total will be awarded the bid if all other components of the package are acceptable.

- a. Bid price (0 – 65 points)
- lower bid prices will be awarded greater points than higher bid prices
- b. References (0 – 10 points)

Quality of the reference will be considered. References for recent work will be ranked higher than past work. Greater points will also be awarded for work closest in relevance to that described in the RFP.

c. Previous performance on LGWCC contracts (0 – 10 points)

Includes quality of reports, fulfillment of all parts of the contract, attendance of LGWCC meetings, etc.

d. Reports of violations, improper work, etc. ( 0 – 10 points)

Ten points will be awarded if no violations or improper work are known. Points will be deducted for the scope and number of reports.

e. SePRO Preferred Applicator status (0 – 5 points)

Five points will be awarded if Respondent currently has SePRO Preferred status. Zero points will be awarded if Respondent does not have current status or submits no evidence of status.

## **II. Instructions to Bidders**

Quote a cost per acre per treatment for sub surface application: \_\_\_\_\_

Quote a cost per acre per treatment for surface application: \_\_\_\_\_

Allowable Bids:

Bids lower than \$10. per acre or greater than \$100. per acre will not be considered.

## **III. General Terms and Conditions**

All proposals are due in the office of J. Rives Manning, Jr., LGWCC Treasurer by **1:00 PM, Tuesday, April 14, 2015**, when the sealed proposals will be opened and reviewed by the contract committee. The contract will be awarded to the lowest qualified bidder. All agency citations will be presented and reviewed. The LGWCC reserves the right to reject any and all proposals.