

Town of Vernon, Connecticut
Contract # 951 – 05/17/10
Request for Proposal
Aquatic Management Program
at Valley Falls Pond and Walker’s Reservoir East

(1) Summary

The Town of Vernon, Connecticut (“Town”) Parks and Recreation Department (“Parks”) is seeking proposals for the Aquatic Management Program (“AMP”) to treat variable water milfoil at Valley Falls Pond as well as variable water milfoil and fanwort at Walker’s Reservoir East in 2010.

(2) Scope of AMP Services

Valley Falls Pond

The Valley Falls Pond is approximately four (4) acres in surface area with an average depth of five (5) to six (6) feet. All areas of Pond are infested with variable water milfoil (*Myriophyllum heterophyllum*) in varying densities. Variable milfoil is a non-native, invasive species and should be actively managed to improve habitat, water quality, aesthetics and recreational access.

AMP shall include the following services:

- a. The Respondent will file the permit application for treatment with the CT DEP based on proposed program design including herbicide type.
- b. Providing that a permit is issued and based on the pre-treatment survey, the herbicide treatment will be scheduled on a mutually agreeable date, likely before schools are released for the summer (mid-June).
- c. The treatment should be scheduled later in the afternoon, or to the extent possible, on a foul weather day in order to minimize disruption to the recreational schedule.
- d. The entire pond area will be treated with either the Navigate (2,4-D) herbicide or the Reward (diquat) herbicide.
- e. Prior to treatment, the shoreline of the lake will be posted warning of the temporary (24 hour) water-use (swimming, boating and fishing) restrictions following treatment.
- f. The Respondent shall place a legal ad in the local newspaper prior to treatment as required by the pesticide regulations.
- g. Treatment of the pond will be performed by CT DEP licensed applicators utilizing specially designed watercraft with calibrated application equipment.
- h. An Environmental Engineer, who is a CT supervisory level applicator, will be present during the treatment and will serve as the Project Manager for this project.
- i. A Summary Report shall be furnished to the Town after all treatments and inspections.

- j. Tentative Schedule of Performance
 - File CT DEP Permit application - Immediately
 - Pre-treatment Inspections – May 2010
 - Herbicide Treatment – early / mid June 2010
 - Post-Treatment Inspection - late July / early September 2010
- k. Town Responsibilities:
 - Approval to chemically treat from all pond abutters; advance notification of all treatments to pond abutters to the best of Town's ability
 - Verification that neither pond abutters nor persons downstream within a 1/2 -mile of the pond draw water for irrigation or any other purpose, to the best of Town's ability.
 - Lowering the pond 6-12" prior to treatment and retarding outflow for 5-days or as long as possible.
- l. Cost and Payment Schedule:
 - The cost of the 2010 program should be presented as inclusive of the DEP permitting, the pre & post treatment inspections and the chemical treatment of the pond area as described. These costs should also include placing the required legal advertisement in a local newspaper. Treatment costs include all required chemicals, equipment and labor.
 - Payment of 50% of the cost will be due after the last treatment.
 - Payment of the 50% remaining balance of the cost will be due with 30 days of the summary report submission to the Town.

Walker's Reservoir East

The Walker's Reservoir East is a six (6) acre water body with an average depth of six (6) feet. The Reservoir is primarily infested with milfoil (*Myriophyllum heterophyllum*) and fanwort (*Cabomba caroliniana*). Both are non-native, invasive species and should be actively managed to improve habitat, water quality, aesthetics and recreational access.

AMP shall include the following services:

- a. The Respondent will file the permit application for treatment with the CT DEP based on proposed program design including herbicide type.
- b. Providing that a permit is issued and based on the pre-treatment survey, the herbicide treatment will be scheduled on a mutually agreeable date.
- c. If Sonar is the agreed upon approach, Respondent will apply the initial treatment of Sonar (fluridone) pellets (Q & One) to the pond for a total of three hundred (300) pounds, likely sometime in early-mid May or after the plants have begun to actively grow. This will be followed by periodic inspection and herbicide residue testing

(FasTEST) to assess the timing and dose of follow-up, “booster” applications. A total of 3-4 applications will be required.

- d. If Clipper (flumioxazin) becomes available for use (currently in the process of registration by the manufacturer), this would be a one-time application, likely in late May/early June.
- e. Prior to treatment, the shoreline of the lake will be posted warning of the temporary (24 hour) water-use (swimming, boating and fishing) restrictions following treatment.
- f. The Respondent shall place a legal ad in the local newspaper prior to treatment as required by the pesticide regulations.
- g. Treatment of the pond will be performed by CT DEP licensed applicators utilizing specially designed watercraft with calibrated application equipment.
- h. An Environmental Engineer, who is a CT supervisory level applicator, will be present during the treatment and will serve as the Project Manager for this project.
- i. A Summary Report shall be furnished to the Town after all treatments and inspections.
- j. Tentative Schedule of Performance
 - File CT DEP Permit application - Immediately
 - Pre-treatment Inspections – May 2010
 - Herbicide Treatment – May – July 2010
 - Post-Treatment Inspection - late July / early September
- k. Town Responsibilities:
 - Approval to chemically treat from all pond abutters; advance notification of all treatments to pond abutters to the best of Town’s ability
 - Verification that neither pond abutters nor persons downstream within a 1-mile of the pond draw water for irrigation or any other purpose, to the best of Town’s ability.
 - Lowering the pond 6-12” prior to treatment and retarding outflow for 5-days or as long as possible.
- l. Cost and Payment Schedule:
 - The cost of the 2010 program should be presented as inclusive of the DEP permitting, the pre & post treatment inspections and the chemical treatment of the pond area as described. These costs should also include placing the required legal advertisement in a local newspaper. Treatment costs include all required chemicals, equipment and labor.
 - Payment of 50% of the cost will be due after the last treatment.
 - Payment of the 50% remaining balance of the cost will be due with 30 days of the summary report submission to the Town.

(3) RFP Procedure

- a. All proposals should include:
 - (1) Statement of Qualifications – The Town is seeking a qualified aquatic management firm to provide aquatic management services at the Valley Falls Pond and Walker’s Reservoir East in 2010. A firm must have a demonstrated experience in providing aquatic management services and understanding of standards and requirements typical for such services.
 - (2) Scope of Work and Price Proposal – The detailed scope of work statement with attendant price proposal should conform to the Scope of AMP Services in § 2 of this RFP.
- b. All proposals should be submitted in triplicate in a sealed envelope to: John D. Ward, Town Administrator, Town of Vernon, Memorial Building, 14 Park Place, 3rd Floor, Vernon, Connecticut 06066 by 11:00 a.m. EST on May 17, 2010; at which time proposals shall be opened and read aloud publicly. Proposals received after that date and time will be rejected. All proposals are to be visibly marked on the outside of the envelope “-Sealed Bid- for Contract # 951.”
- c. The responses will become the property of the Town once received, and will not be returned.
- d. If Respondent believes that any information in its proposal should be treated as confidential that material shall be clearly marked. The Town shall endeavor to protect confidential material from disclosure to non-Town employees to the extent required by State or Federal law. In no event will the Town be responsible for the inadvertent disclosure of your response to this RFP.
- e. A certified check or bid bond in the amount of five percent (5%) of the total amount of services must accompany each proposal.
- f. This is an RFP and not a purchase order, contract, or offer. The Town will consider various factors in making its decision including price, terms and conditions, customer service, value-added services, the value of any administrative fee or other remuneration to the Town, etc.
- g. The Town is under no obligation as a result of this request for proposals. The Town reserves the right to reject any or all proposals in whole or part, to award any one service or group of services or all services, to negotiate with any or all companies submitting proposals, and to enter into an agreement with any company for any services mentioned in this RFP; if its is deemed to be in the best interest of the Town.
- h. The selected Respondent must meet all municipal, state and federal Affirmative Action and Equal Opportunity practices and requirements.
- i. All questions about the proposals should be directed to the John D. Ward, Town Administrator, by e-mail at jward@vernon-ct.gov, with copies to Bruce Dinnie, Director Parks & Recreation Department, by e-mail at bdinnie@vernon-ct.gov, no later than 1:00 p.m. May 12, 2010. Answers to all so received questions will be shall be posted on the Town’s website under the bid section at <http://www.vernon-ct.gov/legal-notices> with the **Contract # 951 – 05/17/10** by May 14, 2010.