



**BAYOU PRESERVATION**  
ASSOCIATION  
celebrate. protect. restore.

## **Competitive Bid for Vegetation Management Firm**

Bayou Preservation Association is seeking an experienced vegetation management firm to undertake the identification and removal of invasive plant species in a 16.5 acre riparian project site in Harris County. Firm will be responsible for replanting native plants in areas at risk for recolonization by invasive plants. Native plants are provided by Bayou Preservation Association. In addition, the firm will provide oversight and training for volunteer and young adult conservation work crews secured by Bayou Preservation Association.

The work will begin in early 2021 and completed by 05/01/2021

### **INTRODUCTION**

The Texas Coastal Resiliency Master Plan identifies a need to protect and promote a vibrant and resilient Texas coast by restoring coastal wetland habitat. The purpose of this project is to enhance coastal wetland habitat resiliency in the lower Galveston Bay watershed by removing invasive species along Clear Creek in Challenger Seven Memorial Park in Harris County, Texas. A focused effort to preserve natural habitat is required in Harris County because there is limited undeveloped space remaining. Restoring native plants in the coastal wetland forest of Clear Creek will improve existing buffer and floodwater storage areas.

Challenger Seven Memorial Park has extensive forested habitat (about 50 percent of the park's 326 acres), with much of it experiencing degradation by exotic invasive species. The goal of the Clear Creek Riparian Restoration project is to restore riparian forested areas at Challenger Seven Memorial Park, by removing exotic invasive plants within an approximately 45-acre band, ranging from 350 to 700 feet in width, along about 3,100 feet of Clear Creek frontage, plus an additional buffer within the park across from the primary riparian adjacent area.

This phase is funded by GBEP, Fight Flooding PAC and a grant from Texas General Land Office's Coastal Zone Management Cycle 25 with field work planned to begin in early 2021, and complete by May 01, 2021.

### **SOLICITATION METHOD**

The request for bids allows Respondents to submit a proposal addressing pricing, qualifications, experience, availability, approach, and other factors that will be employed to ensure successful accomplishment of the requirements set forth below. Bayou Preservation Association will review, compare, and evaluate responses based on the requirements identified in this request for bids.

### **CONTRACT TERMS**

**Initial Contract Term:** The contract shall commence on Date of Award and all work must be completed by May 01, 2021 unless extension is granted or terminated under the terms of the contract.

**Contract Extensions:** In the event that the contract(s), if any, resulting from the award of this contract shall terminate or be likely to terminate prior to the making of an award for a new contract for the identified products and/or services, Bayou Preservation Association may, with the written consent of the awarded supplier(s), extend the contract for a period of time as may be necessary to permit continued supply of the identified products and/or services (not to exceed twelve month extension period). Any extensions shall be at the same terms and conditions, plus any approved changes.

Termination: The contract shall terminate upon full performance of all requirements contained in the contract, unless otherwise extended or renewed, as provided in accordance with the contract terms and conditions.

Amendments: The contract may be amended in writing by mutual consent of the parties.

## **QUALIFICATIONS, EXPERIENCE AND REQUIREMENTS**

### Minimum Qualifications

- Provide at least three (3) projects which demonstrate experience with riparian restoration work, successful removal of invasive plant species and native planting services in to be eligible for this project.
- Ability to create digital maps.
- Provide contact information so that experiences/proof of work and qualifications can be verified by Bayou Preservation Association of completing work of a similar nature and scope as the work described in this bid request. Any references that cannot be verified either email within ten (10) business days after bid opening shall be considered as not meeting this requirement.
- Shall have available the necessary qualified personnel to fulfill all requirements under this bid request and any resulting contract including at least one staff member with invasive plant identification knowledge. Includes permits, equipment, and supplies required to fulfill all requirements.
- Shall be in good financial standing.
- Have valid Texas driver and commercial license.

### Minimum Experience

- Minimum of three (3) years of experience in removal of invasive, exotic plants species in riparian habitat. Five years of experience preferred.
- Demonstrated knowledge of, and ability to identify, invasive and native plant species found in Harris County. The ideal contractor will have experience in the greater Houston 13 county region.
- Hold a Pesticide Applicators License from the Texas Department of Agriculture. Necessary Categories: Aquatic Pest Control, Vegetation Management. (Other categories may be considered as a replacement for Vegetation Management). \*NOTE: TDA Spray Sheets and maps must be submitted to the Project Manager.
- Experienced in the use of chainsaws, loppers, machetes, etc.
- Have staff with enough botanical knowledge to be able to identify and mark plants for removal.

### **Proposal Requirements**

Contractor will provide hourly rates (at a minimum) and daily rates for both primary clearing and mop up, including the makeup and qualifications of work crew and supervisors.

Contractor will describe how they will plan for and provide oversight to paid and volunteer work crews during the first clearing phase and “mop-up” phases.

Contractor will outline "mop-up" activities to achieve a minimum 90% removal of invasive species in the targeted area.

Include daily or weekly herbicide application rates.

### **Additional Requirements**

Contractor agrees to conduct all services under the awarded contract by and through appropriate communications with the Project Manager. No work, installation, or other services shall be undertaken by Contractor except with the prior written authorization by the Project Manager.

Contractor understands and agrees that work, installation, or other service performed without prior written authorization of the is work outside the scope of this contract and shall be performed exclusively at Contractor's risk.

Contractor shall provide all materials, and equipment necessary to meet requirements of the specified services throughout the term of the contract.

Contractor is responsible for all costs incurred in the performance of the contract.

Contractor shall comply with all laws, ordinances, statutes, and regulations pertaining to the services requested herein, and shall obtain such permits, licenses, or other authorizations as may be required.

Contractor shall follow relevant safety rules and conduct the work in a safe manner.

### **INSURANCE**

Contractor shall procure and maintain during the entire period of their performance under this contract the following minimum insurance:

*Contractor will provide and maintain General Liability limit of \$1MM Occurrence/\$2MM Aggregate and Worker's Compensation \$1MM each for crew leaders and crew member. Additionally, successful contractor must provide Bayou Preservation Association with a Certificate of Insurance naming Bayou Preservation Association and its officers and employees as an Additional Insured with Waiver of Subrogation for General Liability and Waiver of Subrogation for Workers Compensation for the term of the project. Project name and number must be listed on the certificate.*

Type of Insurance	Each Occurrence/Aggregate
<b>Workers Compensation</b>	<b>STATUTORY LIMITS</b>
Employer's Liability	
Bodily Injury by Accident	\$1,000,000 Each Accident
Bodily Injury by Disease	\$1,000,000 Each Employee
Bodily Injury by Disease	\$1,000,000 Policy Limit
<b>Commercial General Liability</b>	
	\$2,000,000 Aggregate
	\$5,000 Medical Expense Each Person
General Aggregate Applies Per Project	\$50,000 Damage to Premises Rented to You
	\$2,000,000 Products Completed Operations
	\$1,000,000 Personal & Advertising Liability
	\$1,000,000 Each Occurrence
<b>Automobile Liability</b>	
All Owned, Hired and Non-Owned Vehicles	\$1,000,000 Combined Single Limit

Prior to the commencement of the job and not later than ten (10) days following award, the Contractor shall furnish to Bayou Preservation Association, a certificate of insurance as proof that the required insurance is in full force and effect. The certificate of insurance shall be emailed to Kim Korth at [kkorth@bayoupreservation.org](mailto:kkorth@bayoupreservation.org)

#### **SCOPE OF WORK**

The subcontractor will create plan and oversee the identification and removal of invasive species at the 16.5 acre project site. In addition, the subcontractor will provide oversight and training for volunteer and young adult conservation work crews secured by Bayou Preservation Association.

This project will continue the strategy of Phase I, which has been successfully utilized by Bayou Preservation in riparian forested areas along other streams in Harris County (with a most recent focus on upper Cypress Creek). This strategy is comprised of a "first clearing" of invasive plants followed by a "mop-up" at each location, to achieve at least 90% removal of invasive plants in the targeted areas. The habitat restoration work will be led by the successful contractor.

The major labor force for the "first clearing" of invasive plants will be from the following resources: (a) paid young adults that are part of a conservation/work field crew and contracted with Bayou Preservation Association (b) community, corporate and/or nonprofit volunteers recruited by Bayou Preservation Association to participate in Restoration Workdays. The successful contractor will mark target invasive plants prior to workdays, including the eight to twelve (8-12) weeks when paid youth conservation crews will be working on the first clearing. The contractor will also provide a minimum of one (1) staff for onsite supervision during the clearings with the paid young adults and/or volunteers. In addition to leading/guiding the "first clearing," the successful vegetation management firm will conduct the "mop-ups," to ensure success, achieving at least 90% removal of invasive species in the targeted areas.

As part of the reporting process, successful contractor will create digital maps of the project and include before/after photographs of the project.

Contractor shall restore all landscape features damaged or destroyed during planting operations during this project. Any restoration which is necessary due to landscape damage will be accomplished and completed at the Contractor's expense and with prior approval by the BPA Project Manager. Such restoration efforts will meet the satisfaction of the Project Manager before approval of final payment for project work is made.

Contractor shall designate a point of contact for this project at post-award meeting.

Contractor's point of contact must submit TDA Spray Sheets, maps, photos and work reports on a monthly basis, via e-mail to the Project Manager. The contractor's point of contact will also provide a final report within 10 days of completing the project.

**HOW TO SUBMIT PROPOSAL (INCLUDE DEADLINES AND WHEN CONTRACT WILL BE AWARDED)**

Proposals must be submitted as a pdf via email to Kim Korth, Project Manager, at [kkorth@bayoupreservation.org](mailto:kkorth@bayoupreservation.org). Proposals must be emailed by 5:00pm CST on 01/15/2021

Successful candidate will be notified by 02/15/2021.

Successful candidate must be able to start work by 03/15/2021 or at least one week prior to paid crews beginning work.