

# NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

## REQUEST FOR QUOTES

**AUGUST 2022**

CONTRACTUAL SERVICES FOR RECOVERY EFFORTS AND DEBRIS REDUCTION CLEARANCE SERVICES  
FROM PRE-QUALIFIED VENDORS AWARDED CONTRACTS VIA REQUEST FOR PROPOSAL 20-001

### **OVERVIEW**

This Request for Quotes (RFQ) is for recovery efforts and debris reduction clearance services (debris services) in accordance with NFWFMD Request for Proposals (RFP) 20-001 and the Agreements that resulted from RFP 20-001. The pre-qualified contractors selected through RFP 20-001 are the only entities permitted to submit a quote in response to this RFQ.

The specified Work involves mulching services on two debris cleanup Work Groups totaling approximately 758 acres to be completed by **March 31, 2023**. These two Work Groups are in Bay County on the Econfina Creek Water Management Area (WMA). Work will be awarded to Contractors by Task Order (TO), a draft copy of which is included in this RFQ. The TO will be adjusted according to the award of the Work.

The Work will be awarded by **Work Groups** and in the manner that best serves the District to ensure completion of the specified services within the specified timeframe. Work Group pricing will be the primary factor that determines how the Work will be awarded but is not the sole factor. At its sole discretion, the District may elect to not award all Work Groups and may negotiate pricing with companies submitting quotes.

Quoted prices per Work Group shall not exceed the Ceiling Rates for Managed Areas provided in response to RFP 20-001 and contained within the Contractor's Agreement by reference.

### **SUBMITTING QUOTES**

- Please send quote via email **by 2:00 pm ET on September 13, 2022**
- Companies are not required to quote all Work Groups.
- Companies not submitting a quote for any of the Work Groups must submit a **"No Quote"** response.
- Submit Quotes on the attached one-page Excel Quote Sheet to [agency.clerk@nwfwater.com](mailto:agency.clerk@nwfwater.com).  
Excel Quote Sheet must be returned as a pdf.

**QUOTE SHEET**  
**NWFWMD RECOVERY EFFORTS AND DEBRIS REDUCTION CLEARANCE SERVICES**  
**AUGUST 2022 RFQ (Please use provided spreadsheet)**

Company:					
Quote Prepared by:					
Date:					
Work Group	Contract Acres	Existing Vegetation	Work Operation	Per Acre Rate	Unit Total
Kennedy Bay- Unit 1	489.00	Pine Flatwoods- 30 year old Slash Pine with a Saw Palmetto, Gallberry, and Titi understory	Vegetative Debris Mulching- Preserve Residual Trees		
Kennedy Bay- Unit 2	269.00	Pine Flatwoods- 30 year old Slash Pine with a Saw Palmetto, Gallberry, and Titi understory	Vegetative Debris Mulching- Preserve Residual Trees		
Authorized Signature:				Total Bid	
Assuming your company receives a Task Order and Notice to Proceed by October 1, 2022 Enter the number of acres this company can complete by March 31, 2023.					

**Please submit this sheet to: [Agency.Clerk@nwfwater.com](mailto:Agency.Clerk@nwfwater.com) by  
2:00 pm ET on September 13, 2022**

**The award of task orders for the work outlined in this Request for Quotes is subject to approval of the District's FY 2022-23 budget.**

## **Draft Task Order**

*(Final Task Order acreages and Contractor Group assignments will be adjusted according to the award of the Work)*

### **General Description and Location**

This Task Order (TO) is for mulching services within two debris cleanup Work Groups totaling approximately 758 acres. These Work Groups are in Bay County and within the Econfinia Creek Water Management Area. The two Work Groups have been identified and delineated on the attached Exhibit Maps. The Work Groups will be reviewed by the CONTRACTOR and agreed upon prior to the operations with assistance from the DISTRICT. All Work is to be conducted in accordance with NFWFMD Agreements issued as the result of RFP 20-001, and any additional schedules and specifications contained in the TO.

The objectives for the two debris removal Work Groups are to provide mulching services to reduce all vegetative debris and to reduce wildfire fuel accumulation and safety hazards without damaging residual trees and/or facilities.

### **Contact Persons**

The District's contact persons are:

**Eric Toole** (Site Manager) who can be reached at 850-722-9919 (office) 850-510-3696 (cell) and email at [Eric.Toole@nwfwater.com](mailto:Eric.Toole@nwfwater.com)

**Benjamin Faure** (Project Manager) who can be reached at 850-729-9919 (office switchboard), 850-510-0399 (cell/text), or via email at [Benjamin.faure@nwfwater.com](mailto:Benjamin.faure@nwfwater.com)

**Carol Bert** (Contract Manager) who can be reached at 850-539-5999 (office switchboard), 850-539-2634 (office direct), or via email at [Carol.Bert@nwfwater.com](mailto:Carol.Bert@nwfwater.com)

### **Hunting/Public Use Information**

District lands are open to public use year-round, including hunting. Contractors must be aware of public users and plan and execute their Work accordingly. Sites with public recreation amenities may be closed to protect public safety. Placement of signage before and during the Work is allowed and encouraged. Hunting seasons, quota hunt dates, and other information and regulations can be found online at: <http://myfwc.com/hunting/wma-brochures>

<https://ocean.floridamarine.org/HGMSearch/BrochureDetails.aspx?sb=&srctype=pfs&fsid=650>

### **Work Completed and Billing**

The District anticipates monthly billing with measured stages of completion. For the debris cleanup Work Groups, completion will be measured in acreage. Acreage where debris has been completely reduced/removed in accordance with the specifications herein will be considered 100 percent complete. After the Contractor has notified the District that a portion of a Work Group is complete, District field staff will inspect the Work Group for contract compliance. Only those acres within a Work Group determined to meet debris clearance and reduction goals as specified will be authorized for billing and payment. The District staff will map the area(s), measure and quantify the acres mulched and debris reduced. The Contractor will provide invoices based on this measurement. The District may also employ the use of aerial drone photography and/or video to document the Work progress and completion.

### **Task Order Performance Bond**

The Contractor shall provide a Task Order Performance Bond in the amount of twenty five percent (25%) of the Task Order amount to be held by the District to insure contract compliance and to pay any damages sustained by the District due to the Contractor's negligence or breach of contract. A Notice to Proceed shall be issued for the TO Work only after the District has received the Contractor's Task Order Performance Bond and other required paperwork. Task Order Performance Bonds provided by a check will be deposited and the amount will be returned to the Contractor within 30 days of successful completion of all terms and conditions of the TO.

## SCOPE OF WORK

The Scope of Work below will be adapted to and included in each Task Order issued for the Work Groups contained in this RFQ.

### Background

Hurricane Michael severely impacted District-owned land areas in Bay County within the Econfina Creek WMA. The District has identified approximately 758 acres that currently require hurricane debris management and recovery services. The Work Groups are illustrated on the attached Exhibit Maps.

### Description of Work

A. For Work Groups with the Work Operation specified as “**Vegetative Debris Mulching-Preserve Residual Trees**” in Table 1, the Contractor shall perform the following within the project area:

- Mulch All shrubs to ground level
- Mulch All downed trees to ground level
- Mulch All standing dead trees to ground level
- Mulch All standing live trees that are leaning more than 25 degrees from vertical (exception for hardwoods naturally growing at an angle) to ground level
- Mulch All other vegetative debris that is either down or is felled during the Work.

**ALL WORK MUST BE COMPLETED BY March 31, 2023.**

Table 1

Work Group	Contract Acres	Existing Vegetation	Work Operation
Kennedy Bay- Unit 1	489.00	Pine Flatwoods- 30 year old Slash Pine with a Saw Palmetto, Gallberry, and Titi understory	Vegetative Debris Mulching-Preserve Residual Trees
Kennedy Bay- Unit 2	269.00	Pine Flatwoods- 30 year old Slash Pine with a Saw Palmetto, Gallberry, and Titi understory	Vegetative Debris Mulching-Preserve Residual Trees

## Methods

### 1) Debris Removal

- a) For the **Kennedy Bay Units (Unit 1 & 2)** Work Area, the shrub mulching services will occur within flatwood natural communities and may contain wetlands. **The Contractor will be required to utilize onsite chipping/mulching equipment with low ground pressure and a mulching head that will mulch upland and wetland shrubs to ground level without damaging or rutting existing soils.**
- b) The special conditions in Table 2 must be taken into consideration for any selected vegetative debris management method.
- c) **NOTE:** These debris removal groups may contain wetlands, steep slopes, floodplain areas, creek banks, wet areas, streams, ponds, and karst features (hereinafter referred to as “Sensitive Areas”) that are not specifically mapped or excluded from the Work Group maps. Because precise mapping of the Sensitive Areas is very difficult, the Work Groups have been delineated in a manner that includes Sensitive Areas. Conventional equipment used to perform debris cleanup would likely cause unacceptable impacts to these areas without the use of specialized materials and techniques. **Sensitive Areas shall not be impacted by the Work.** The Contractor has the option of performing debris cleanup within Sensitive Areas in a manner that does not impact the Sensitive Areas, or the Contractor may elect to not perform debris cleanup within Sensitive Areas. The acreage of Sensitive Areas not receiving debris cleanup services will be excluded from invoicing.

Table 2

Work Group Name	Group-Specific Special Conditions
Kennedy Bay Unit 1 & 2	<ol style="list-style-type: none"><li>1. Onsite burning of debris or other materials is PROHIBITED within this Work Group. Low ground pressure equipment required.</li><li>2. Karst features (sinkholes, crevasses, exposed limerock, etc.) may be present within the Work Groups and shall be protected during all operations. Debris shall be removed around and within these features using methods that do not result in damage to the karst features.</li><li>3. Contractor shall coordinate closely with the District’s Site Manager when working close to the boundaries of the Work Group to ensure all Work is conducted on District land and no impacts occur on adjacent private lands as a result of the Work.</li><li>4. If access to any part of the Work Group is across private land, the Contractor shall be responsible to the private landowner concerning such access and shall conduct any repairs or remediation needed on the private lands</li></ol>

### **Special Conditions (All Work Groups)**

1. The Contractor must take care not to damage fences, overhead and underground utilities, gates, and any other items of value owned by the District or neighboring property owners. Contractor will be held responsible for all damages.
2. The Contractor shall not bury onsite any debris, garbage, trash, or other materials resulting from or associated with the Work. Ash from burning operations may remain onsite, provided that it is not in piles or disposed of in a manner that would prevent vegetation from growing.
3. Work will occur only during daylight hours, unless otherwise approved by District.
4. The Work area is located on public lands within the Econfinia Creek WMA. The Contractor shall be responsible for posting appropriate construction site closure and "No Trespassing" signs at appropriate locations within the Work areas as needed, which shall be removed after completion of the Work. The Contractor may utilize any existing District gates and may place temporary gates, fences and/or barricades, if needed. Contractor may place their own padlocks on District gate(s) and shall ensure that the District's locks and the locks of other authorized users on the gates remain functional for access by District staff and other authorized users. The Contractor shall be responsible for all site and equipment security and may place a temporary residence (RV/Motorhome, etc.) for security purposes and/or construction trailer, equipment storage lockers, etc., as needed, within an area approved by the District's Site Manager. There is no electricity, running water, or sewage disposal within the Work area. Trespassing, theft, vandalism and other illegal activities shall be immediately reported to local law enforcement authorities.
5. The Contractor must exercise care to prevent damage to all residual live trees located within the project areas. Special care shall be given to prevent any damage to any trees not designated for removal by the District. Standing trees not intended for removal will not be used in any manner to facilitate the Contractor's operations.
6. Debris remaining onsite shall not be piled nor left gathered around or near the base of remaining live trees.
7. Stumps from vertical dead and leaning trees shall be cut as close to the ground as possible and shall not be higher than six inches (6") above the ground except where otherwise authorized by the District. Felled trees with root balls attached shall be cut as close to the root ball as possible.
8. All "lodged" trees shall be freed and removed.

9. The District retains the right to close down operations in inclement weather if soil disturbance in the project area or damage to roads is deemed by the District to be too severe.
10. The Contractor shall adhere to and implement all applicable federal, state, and local environmental laws and regulations as well as applicable best management practices (BMPs) for silvicultural operations as outlined in the latest version of the Florida Silviculture Best Management Practices Manual. The Contractor is responsible for securing any forestry authorizations that may be required under Chapter 40A-44, Florida Administrative Code, and/or any other local, state, or federal permit or authorization that may be required to conduct the vegetation and debris removal operations and shall remain in full compliance with all governing regulations during the course of the Work. All burning operations shall be managed by a burn manager certified by the Florida Forest Service, shall be authorized as certified burns by the Florida Forest Service and shall be performed in accordance with Chapter 590, Florida Statutes and Chapters 62-256 and 5I-2, FAC.
11. The Contractor shall accept roads in their present condition and accept responsibility and expenses for any improvements in roads necessary to cut, haul, manage, and/or remove the designated vegetation. During operations the Contractor shall maintain all roads in a usable condition, suitable for the vehicular traffic to which the road is normally subjected. The Contractor is solely responsible for maintaining the roads and making them serviceable prior to use, as approved by the District. Ruts on roads will be back bladed by the Contractor upon completion of the Work and when requested by the District during the Work. The District retains the right to close down the operations in inclement weather if damage to roads or the project area is deemed by the District as becoming too severe.
12. Maintenance of equipment may be conducted on-site only if all product containers, fluids and waste, including used oil, hydraulic oil and all other disposable products, are properly captured and contained, and removed from the site for proper disposal. Petroleum-based fluid spills smaller than 5 (five) gallons that occur from equipment must also be reported to the District, treated with appropriate absorbent and/or other neutralizing agent, and followed by removal and proper disposal of affected soils. Petroleum-based fluid spills 5 (five) gallons or greater in a concentrated spot shall be reported to the District and cleaned up properly. Spills that are 25 gallons or greater must be reported to the Florida Department of Environmental Protection ("DEP") with a field inspection made by DEP, and the Contractor must handle such spills according to DEP instructions. ***Spills must not be buried with soil and/or sand and left untreated.*** Equipment that constantly leaks fluid and/or causes other problems on site shall be shut down by a District representative and the Contractor may be required to remove the problem equipment from the site.



13. The Contractor shall be responsible for seeing that the Work area shall remain free from any litter such as oil cans, drums, paper, foam products and other refuse.
14. The Contractor shall provide at least one portable toilet for use by its employees and subcontractors and shall ensure that the portable toilet is serviced on a weekly or more frequent basis.
15. To minimize the possibility of transporting and spreading exotic plant species, equipment must be cleaned of all dirt and plant material prior to moving onto District land.
16. If warranted by the specific operations employed by the Contractor, the Contractor shall provide and maintain a minimum of two (2) signs stating: "Trucks Entering and Leaving Highway" (or similar acceptable language) and place the signs in appropriate locations.
17. Gopher tortoises are a protected species and may be present within the project areas and in other areas throughout the property. Work crews must prevent impacts to tortoises and their burrows by avoiding burrow aprons and tunnels and watching out for individual tortoises during all operations. Gopher tortoises shall not be injured, captured, moved or removed from District project areas.
18. Project progress shall be measured on a per-acre basis and invoices shall be approved only for Work completed and measured by District staff using a GPS unit to determine and delineate acreage completed in accordance with the specifications contained herein. The Vegetative Debris Management Cost Per Acre is inclusive of all costs affiliated with completing the Work, including but not limited to employee pay, benefit costs, insurance, bonds, fuel, vehicles, transportation, mobilization and demobilization, equipment, communication equipment, GPS units, cameras, PPE, power tools, hand tools, and any other costs necessary for the contractor to meet project specifications. Any needed fireline preparation and rehabilitation and all planning, permitting, administrative, contract management, and invoicing costs are included.





Exhibit Map 1

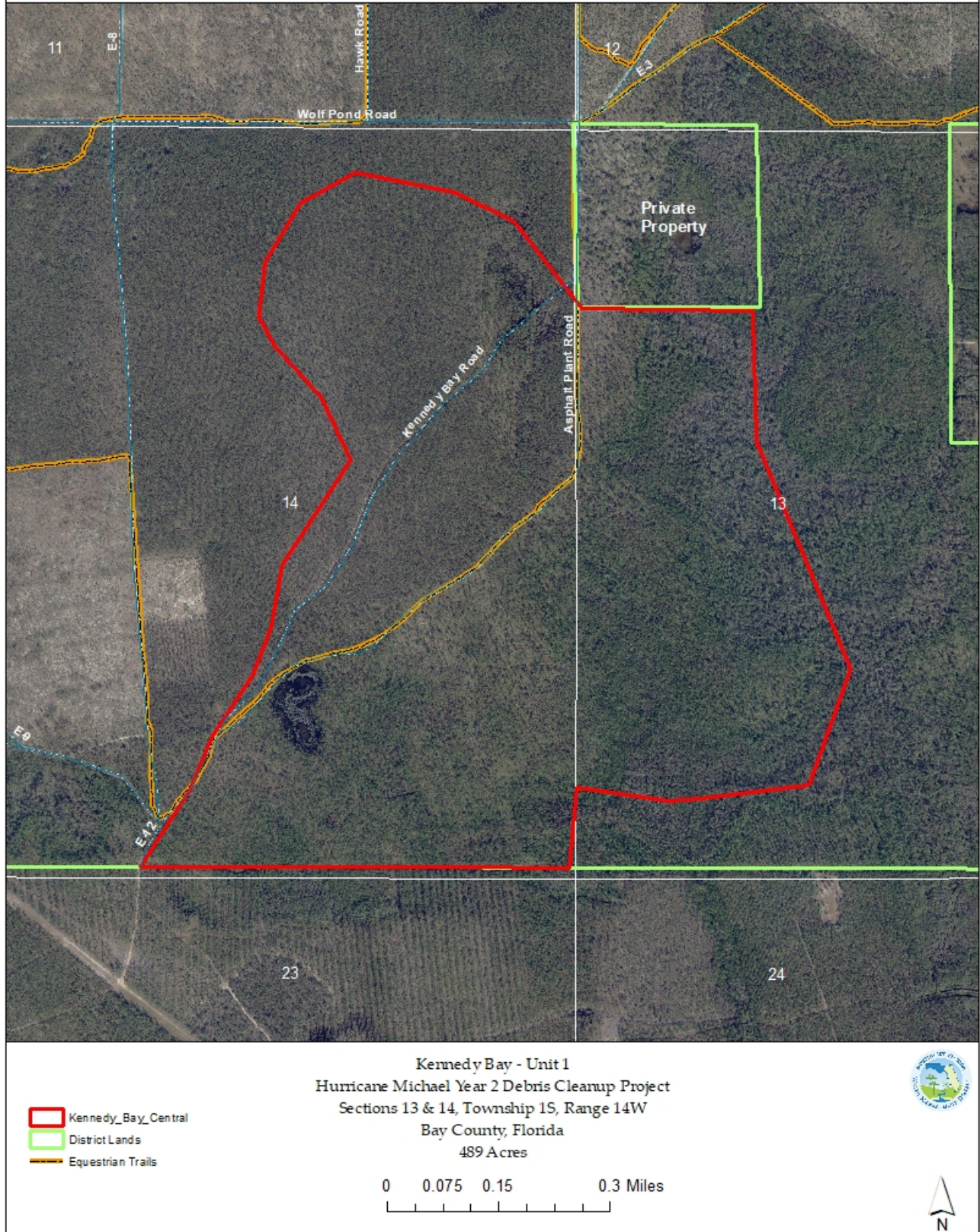




Exhibit Map 2

