

NOTICE

REQUEST FOR PROPOSALS and SPECIFICATIONS
FOR
ANNUAL VEGETATION MAINTENANCE ON DRAINAGEWAYS AND TRAVELWAYS
And
FOLLOW UP MAINTENANCE
FOR
LIMESTONE CREEK AND MUDDY CREEK WATERSHED PROJECTS
DUPLIN COUNTY, NORTH CAROLINA

The Duplin County Board of Commissioners is seeking proposals for a ONE (1) year contract for mowing only or mowing/herbicide treatment for annual vegetation maintenance on laterals and travelways, and follow up maintenance on the Drainageways and Travelways within the Limestone Creek and Muddy Creek Watershed Project areas in Duplin County, North Carolina.

There are approximately 14 miles of drainageways in the Limestone Creek Watershed; and, there are approximately 28.5 miles of drainageways in the Muddy Creek Watershed area. All drainageways and travelways in both watersheds shall be maintained to promote the vigorous growth of perennial grass species while minimizing the growth and competition from annual herbaceous species and encroachment of woody species within the drainageways and travelways.

Work shall consist of mowing only or mowing/herbicide treatments to effectively manage the perennial and annual vegetation on and within the drainageways and travelways. **Work shall begin in the fall of the year (i.e. September 1st) and shall conclude by first frost or October 1st, whichever comes first for herbicide treatments, or by December 1, 2010 for mowing.**

Additional specifications for the mowing only option shall include the following:

- Mowing of the entire travelway, both drainageway side slopes, offside woody vegetation to a height 6 ft above ground where possible and travelway side woody vegetation to a height 6 ft above ground.

Additional specifications for herbicide application include the following:

- All herbicide treatment to vegetation on laterals that is below a parallel line three feet above the travelway shall be broadcast sprayed.
- All herbicide treatment to vegetation on laterals that is above a parallel line three feet above the travelway may be sprayed with a hand wand; however, broadcast spraying is the preferred method.

Additional specifications for mowing in the mowing/herbicide option are as follows:

- A minimum of 15 ft of travelway shall be mowed from the top of bank of the drainageway to opposite side of the travelway
- A minimum of 4 ft from the top of bank over the drainageway shall be mowed (this 4 ft can be along the same elevation/plane as the travelway but no higher). Further, this mowed area shall be completed after the herbicide treatment has had time to act systemically in the receiving vegetation.

Work sites will be coordinated and prioritized with Duplin County Soil and Water Conservation (DCSWC) personnel prior to beginning work. After the initiation of work, the contractor shall report to the DCSWC personnel on a two day interval the laterals completed. This includes reporting as each respective component is completed. For example: herbicide treatment on lateral XYZ was completed on Monday, the report needs to be made by Wednesday AM.

Prospective contractors are required to inspect the project areas to increase their awareness of the variability in the drainageways and travelways requiring treatments. Attached is a worksheet, accompanied by a proximity map, detailing the lateral name, the length of travelway, the length of the drainageway and the length of the non-wooded ditchbanks. This worksheet can be used to estimate your bids, however, the distances on the worksheet are not a substitute for the prospective contractor to physically determine their own distances.

Permit requirements for herbicide application are the responsibility of the contractor with a copy of permit(s) provided to contracting organization. For this purpose a valid license for category "A" and "L" as issued by NCDA's NC Pesticide Board is required. Additionally, a person holding a valid license in the category "A" and "L" as issued by NCDA's NC Pesticide Board shall be on-site during all treatments. The contractor will also be responsible for obtaining permission from landowners if access is necessary other than from state roads or channels.

All proposals must be received in the Duplin Soil and Water Conservation District Office by 2:00 PM on Friday, April 16, 2010, and shall be opened at that time. The proposal envelope should be marked "Annual Vegetation Maintenance Proposal". Additionally, the proposal should include 1) a certificate of general liability insurance in the amount of *one-million dollars (\$1,000,000)*, 2) worker's compensation insurance, 3) a list of any subcontractors and/or employees that may be used on the job (this list will be the only time to name any employees and/or subcontractors), 4) a list of references, 5) a detailed list of the equipment that the employees or subcontractors will be using on the job, 6) a letter of intent from your performance bond company, and 7) copy of pesticide license (required on for proposal with herbicide treatment as part of the bid). The proposals may be delivered to 165 Agriculture Drive, Suite B, Kenansville, NC 28349, Monday through Friday, 8:00 AM to 5:00 PM, or mailed to 165 Agriculture Drive, Suite B, Kenansville, NC 28349. Proposals that do not arrive by 2:00 PM on opening date will not be considered. Faxed or e-mailed proposals will not be accepted.

The successful bidder will be required to execute a contract. *The bidder will be required to furnish to the County a performance bond in the penal sum of not less than one hundred (100%) of the original contract amount. Performance Bond may be used for this purpose and will be supplied by the successful bidder at the time of the award of the contract. Also, a copy of the insurance coverage policy is required at the time of the award of the contract.*

The right is reserved to reject any or all proposals. Any proposal deemed deficient in any regard can be rejected regardless of how it compares with any other bid amount proposed by any other bidder.

Questions will be received at the Duplin Soil and Water Conservation District/NRCS Office at 165 Agriculture Drive, Suite B in Kenansville or by calling 910-296-2120, Monday through Friday, 8:00 AM – 5:00 PM.