



REQUEST FOR PROPOSALS

Background

There is a wet retention stormwater pond located at the Leesburg International Airport adjacent to US Highway 441. The pond is very near the corner of Wilco Drive and US-Highway 441. The vegetation growing in and around the pond have become unappealing and can be seen from the adjacent highway.



Figure 1 - Project Site

The City desires to have a Contractor perform vegetation removal to make the area more visually appealing and improve the visibility of the Leesburg International Airport. The City has prepared this Request for Proposal to solicit writing proposals and pricing from qualified and licensed Contractors to complete phase I of the vegetation management.

The City has elected to start vegetation removal from within the water and then move 3-feet from the waters' edge up the bank. Once that work has been completed the site will be reevaluated to see if any more vegetation on the shore needs to be cleared or removed.

Pre-Proposal Meeting (MANDATORY)

A mandatory pre-proposal meeting will be held on the below date. Vendors interested in submitting a proposal **MUST** attend this meeting and be represented on the Attendee Sign-in Sheet under the same name as the proposals will be submitted under.

Pre-proposal Meeting: June 28, 2018 at 9:00 AM

Meeting Location: 8807 Airport Blvd., Leesburg, FL 34788

Coordinates: 28°49'43.5"N 81°48'37.7"W

City's Goals

- Improve the visual aesthetics of the wet retention pond by treating and removing aquatic and non-aquatic vegetation.
- Treat the areas to eliminate or retard regrowth of removed vegetation.
- Where possible kill larger vegetation prior to harvesting to insure a root kill.
- Following this initial clean-up the City will reevaluate to determine if additional shore vegetation clean-up is required.

Project Site

There is one location available for ingress and egress from the pond. That location is shown in the provided aerial. Vendors are strongly encouraged to visit the site so they can plan ingress and egress. The Contractor may also use a vacant lot near the corner of Wilco Dr. and US-441 that is owned by the airport.



Figure 2- Ingress & Egress Location

Proposal Contents

Please address the following items in your written proposal of work.

- Describe how you will accomplish elimination of aquatic and non-aquatic vegetation within the pond and at least 3-feet up the shoreline.
- Include a proposed work plan detailing the tasks to be performed and the sequencing of work.
- Do you plan on any pre-treatment prior to harvesting?
- How will you treat the areas post-harvest to retard or eliminate regrowth?
- Provide recommendations for ongoing treatment or services to control vegetative growth in and around the pond.
- Ensure your proposal provides sufficient detail to allow the City to understand your methods and approach to this project.

Delivery of Proposals

- All proposals shall be delivered to the Purchasing Division office

No later than July 10, 2018 at 2:00 PM.

- Proposals received after the due date and time will be deemed non-responsive and will not be considered for award.
- Proposals may be submitted in person (physical submittal) or emailed to purch@leesburgflorida.gov or submitted on-line by uploading to vendorregistry.com.
- All questions must be submitted in writing at least five (5) calendar days before the due date by email to the Purchasing Division at purch@leesburgflorida.gov.

Terms and Conditions

1. Contractor to provide all necessary permits and license documentation at no additional charge.
2. Vendors shall submit a list of all chemicals and specialized equipment that will be used.
3. Contractor shall remove all aquatic vegetation harvested and properly dispose of off-site.
4. Contractor may use a site designated by the Airport Manager to stage debris for dewatering prior to off-site hauling.
5. Completion of this work does not imply the City will enter into an ongoing maintenance contract for the site. This Request for Proposal applies only to the clean-up described.
6. Proposals will be evaluated by City staff. Award will be made to the vendor the City believes has proposed the best method/approach. Consideration will be given to both the method of clean-up and the proposed cost.
7. The City's Local Vendor Preference policy will be applied should the proposed costs meet the criteria.
8. Depending on the cost of the work City Commission approval may be required prior to a purchase order being issued.
9. The City will make payment in one lump sum upon completion and acceptance of the work performed by the Contractor.
10. The City reserves the right to award additional work to the awarded Contractor to complete additional shore clean-up should the City determine it is necessary.
11. To be considered for award the vendor must be regularly engaged in the service being requested under this solicitation. The City reserves the right to disqualify responses should they determine the vendor does not meet this requirement.