

REQUEST FOR PROPOSALS TO SUPPORT INVASIVE SPECIES CONTROL AND NATIVE RESTORATION IN WISCONSIN & OTHER SIMILAR RESTORATION PROJECTS

PROPOSAL DUE DATE: June 21, 2024, 4:00 PM CDT

Direct all questions concerning this request for proposal to Kari Divine at office@glacierlandrcd.org or via phone at (920) 465-3006

I. Introduction

Glacierland Resource Conservation and Development, Inc. (Glacierland RC&D) is seeking qualified contractors to provide project management and implementation services for multiple invasive species control and large scale restoration projects and may be extended for future restoration projects pending grant funding.

The first project is a comprehensive and collaborative *Phragmites* and Japanese knotweed control project across Calumet, Fond du Lac, Manitowoc, Sheboygan, Kewaunee and Ozaukee Counties, Wisconsin. Glacierland RC&D received a \$375,000 grant from the Sustain Our Great Lakes fund that includes pass-through funding from the U.S. Fish and Wildlife Service. The project seeks to control non-native *Phragmites* and Japanese knotweed within ecologically sensitive communities such as the Lake Michigan and Lake Winnebago shorelines and coastal wetlands, inland waterways and connecting wetlands, isolated wetlands, and roadside ditches across these counties. The project will continue and expand control efforts and will restore 859 acres and retreat 550 acres to improve ecosystem services for the native plants and animals that depend on them.

The second project is a landscape scale restoration project to protect northeast Wisconsin forests from the cascading effects of Emerald Ash Borer (EAB) and *Phragmites* invasion. Glacierland RC&D received a \$300,000 grant from the Landscape Scale Restoration Program with the U.S. Forest Service. This project will address the connection between canopy loss from EAB infestation and invasive species infestation. Since 2012, Glacierland has been developing a comprehensive invasive species control program targeting non-native *Phragmites* across a ten-county (Manitowoc, Sheboygan, Ozaukee, Fond du Lac, Calumet, Winnebago, Waupaca, Outagamie, Brown and Kewaunee) region in northeast Wisconsin. This region is experiencing significant canopy loss associated with EAB infestation, making forested landscapes less adaptable and resilient to climate change, and more susceptible to severe degradation by invasive species, including non-native *Phragmites*. This project will capitalize on the expansive network already established as part of the *Phragmites* Program to restore resilient forested landscapes using sustainable forest practices to mitigate the damaging impacts from EAB and protect these landscapes from the compounding stress of subsequent *Phragmites* invasion. A total of 2,500 trees will be planted across 500 acres of lowland or riparian communities which have been impacted by EAB and protected from *Phragmites* expansion. A total of 300 acres will be treated for invasive *Phragmites*.

Glacierland RC&D intends to award a contract to one full-service firm to serve as a partner in achieving the goals defined in these grants and other similar grant projects. The contract period will begin immediately following the award of this proposal and will coincide with the grant periods. Glacierland RC&D intends to take the grant award monies as far as they will go minus a portion of the grant to be allocated to Glacierland RC&D for grant administration and other project partners. Glacierland RC&D will negotiate the final contractor budget with the successful consultant upon award of this contract.

II. Scope of Work & Task Description

The following tasks briefly summarize the scope of work to be completed by the contractor.

1. Assist Glacierland RC&D with oversight and scheduling of Glacierland seasonal interns. This will include communication with, supervision, and coordination.
2. Attend project team meetings with Glacierland RC&D, its partners and/or the landowners.
3. Provide GIS services for data management, data visualization, and as a data collection tool. Project specific information managed in GIS shall include existing *Phragmites* and Japanese knotweed populations (provided by Glacierland RC&D), new *Phragmites* and Japanese knotweed populations (mapped during treatments), treatment areas, landowner permissions, access routes/issues and treatment information.
4. Assist Glacierland RC&D as needed with securing landowner permissions.
5. Pending landowner permissions, contractor shall work with Glacierland RC&D and its partners to prioritize treatment areas based on available budget. Criteria used to prioritize treatment areas shall include: 1) position within watershed; 2) feasibility of control; 3) long-term management needs; 4) proximity to sensitive natural areas; and 5) potential for continued spread.
6. Assist Glacierland RC&D with obtaining the necessary permits for this project; including, but not limited to Wisconsin Administrative Code Chapter NR 107 and right-of-way permits.
7. Locate and treat *Phragmites* and Japanese knotweed within the yet to be determined project area based on consultation with Glacierland RC&D, its partners and/or the landowners.
8. Implement effective control treatments using established 'best management practices' and in compliance with all label instructions and all applicable federal, state, and local regulations.
9. Identify sites where biomass removal is recommended, and perform the tasks as needed, in consultation with Glacierland RC&D, its partners and/or the landowners.
10. Identify sites where revegetation will be necessary and where management resulted in a 90% or greater decline. Perform revegetation tasks as needed, in consultation with Glacierland RC&D, its partners and/or the landowners.
11. Provide all appropriate technical reporting documents; including, but not limited to tasks completed, treatment records, acreage mapped, acreage treated, permissions granted, and meeting attended.
12. Work directly with landowners to implement sustainable forestry practices in communities impacted by EAB and *Phragmites* and help with cost-share efforts for tree plantings.

III. Timeline

Herbicide applications for non-native *Phragmites* and Japanese knotweed shall be accomplished between **July 1, 2024 and December 31, 2028**. Follow up biomass removal shall occur by the contractor pending approval by Glacierland RC&D, its partners and/or the landowners in winter/spring after treatments. Follow up treatment efforts and revegetation will occur in subsequent years and are dependent on Glacierland RC&D project grant resources and treatment effectiveness.

IV. Certification, Licensing and Permit Requirements

This section describes any specialized training, certification, licensing, and permitting regulations to be followed by the selected contractor.

Certification and Licensing for Herbicide Applicators

Applicators must be certified and licensed in the following categories, as appropriate to the setting, according to the Wisconsin Department of Agriculture, Trade, and Consumer Protection:

- Category 5.0 – Aquatic & mosquito
- Category 6.0 – Right-of-way and natural area

Permitting and Regulations

Wisconsin Administrative Code Chapter NR 107 administered by WDNR, regulates the management and control of aquatic plants. Glacierland RC&D will obtain the appropriate permits prior to working within areas specifically regulated by these codes. In addition, Glacierland RC&D will obtain the appropriate permits for work in the right of way of an Interstate, U.S., or state highway. The selected contractor shall follow all permit requirements including, but not limited to:

- Posting signs.
- Using herbicides approved for aquatic use for treatments occurring within the "waters of the state".
- When a permit is required under Wisconsin Administrative Code Chapter NR 107, the contractor is responsible for completion and submittal of an Aquatic Plant Management Herbicide Treatment Record (WDNR Form 3200-111) within 30 days of treatment. One set of copies should be provided to Glacierland RC&D and the original documents should be mailed to:

Wisconsin DNR
Water Permit Central Intake – attn. APM
P.O. Box 7185
Madison, WI 53707-7185.

V. Submittal Requirements

Consultants are asked to submit concise proposals describing their capacity to manage projects and their experience with similar projects. The proposals should include a clear outline of how the firm will help Glacierland RC&D implement the scope outlined above.

At a minimum, the Contractor shall include the following in the proposal:

- 1) Business Organization – This section shall include the firm's name, areas of expertise, a brief history of firm, size, office locations, and business addresses. The name, address, and telephone number of the contact person regarding the proposal shall be included. If subcontractors are being utilized, similar information should be included for all subcontracted firms and show their relationship to the project team in an organizational chart. Identify your firm's access to necessary equipment and facilities related to this project.
- 2) Project Management Experience and Capabilities – Describe the firm's capacity to perform the project management duties, including GIS capabilities and experience working closely with project team members and landowners.
- 3) Implementation Experience and Capabilities – Describe the firm's capacity to implement the control work, including: (i) number of people on the herbicide treatment team and their roles; (ii) range of acres treated in a typical workday; and (iii) confirmation that contractor is able to treat a project of this size.
- 4) Brief description of the proposed non-native *Phragmites* and Japanese knotweed control approach, including: herbicide application techniques and equipment to be used; biomass removal techniques; and revegetation approach.
- 5) Indicate any experience with intern/employee oversight and coordination.
- 6) Wisconsin DATCP Commercial Pesticide Applicator certification and license number of the individuals responsible for treatment chemical storage, transport, and application.
- 7) Standard billing rates for general invasive plant management, biomass removal and native plant/seed installation.
- 8) Relevant experience and two references for similar work completed.
- 9) Certificate of insurance including commercial liability and property damage limits, workers' compensation, and motor vehicle insurance.

VI. Evaluation of Award

Glacierland RC&D will review all responses to determine the most responsive and responsible bidder who provides the best value (not necessarily the lowest bidder). All information provided in contractor's proposal will be used in the evaluation process to determine award. Project award is at the discretion of Glacierland RC&D and will be based on experience with similar work, capacity to successfully perform the scope of work within the specified treatment window, and contractor's billing rates. Glacierland RC&D reserves the right to accept or reject any or all bids in the best interest of the project.

Bidders will be evaluated based on the following criteria:

Evaluation Criteria	Maximum Points
1. Completeness of Proposal: Extent to which completed proposal elements are submitted.	10
2. Professional Experience: The extent to which the firm has demonstrated competence in project management and implementation as it relates to the proposed scope of work.	35
3. Capacity: The extent to which the firm has the appropriate personnel, project experience, regulatory and scientific knowledge and equipment to perform the scope of services.	35
4. Cost: The extent to which the provided contractor billing rates are reasonable and consistent with market value for the services requested.	20

VII. Proposal Submission

Proposals must be received by Glacierland RC&D on or before June 21, 2024, 4:00 PM CDT.

Send complete proposal package to:

office@glacierlandrcd.org (include in the subject of the email: [Your Company Name])

Proposals will be accepted by e-mail only.

No late or incomplete bids will be accepted.