**REQUEST FOR PROPOSAL - THIS IS NOT AN ORDER OR OFFER**

IF FOR ANY REASON YOU CANNOT BID, RETURN THIS FORM SO STATING TO ENSURE THAT YOUR NAME MAY BE RETAINED ON BIDDERS LIST

**DATE OF REQUEST** 12/18/2020

**REFERENCE PROPOSAL NUMBER** RFP 012021

**QUESTIONS DUE FROM PROPOSERS** TBD-ASAP

**RESPONSES DUE FROM CLARE COUNTY** TBD-ASAP

**PROPOSED DATE/TIME REQUIRED** January 12, 2021

 11:30 A.M.

**SEALED BIDS:** Sealed bids will be opened during the Clare Conservation Board Meeting January 12, 2020 at 6:30 pm

**SUBMIT PROPOSAL TO:** Clare Conservation District

225 West Main Street

 P.O. Box 356

 Harrison, MI 48625

**MARK PROPOSAL** “CLARE COUNTY AERIAL APPLICATION GYPSY MOTH TREATMENT “

Clare County seeks to enter into a (1) year contract for aerial application of an aqueous formulation of Bacillus thuringiensis (BTk) to designated wooded areas of Clare County to control outbreak level populations of the gypsy moth. The application rate shall be **one half (0.5) gallon per acre** or 24 BIUs per acre. Approximately twenty thousand (20,000) acres, will be treated within Clare County, designated by Clare County Gypsy Moth Suppression Program. The final determination of total acreage and control material will be made by the county.

The Clare County Conservation District on behalf of Clare County is soliciting sealed proposals for the following: **2021 AERIAL TREATMENT SERVICES** in conformity with the following required specifications:

**SPECIFICATIONS:**

1. PROJECT DESCRIPTION

The Clare County Gypsy Moth Suppression Program (“County”) is designed for the control of outbreak level populations of gypsy moth caterpillars that damage trees in forested, residential and recreational areas of Clare County. These targeted areas were surveyed and identified in the fall of 2020 to have outbreak level gypsy moth populations that are likely to cause damage to local trees, have sufficient host tree canopy cover to support growing gypsy moth populations and are large enough to warrant aerial application.

2. SERVICES REQUIRED

The contractor will provide aircraft equipped for aerial application of an aqueous formulation of BTk, pilots, insecticide, mix / loading equipment, and ground support personnel capable of completing the spray project in a timely and safe manner. Prior to treatment day, the Contractor shall receive electronic shape files of treatment areas to be uploaded into the aircrafts GPS system. On the day of application, the contractor shall assure that the pilot can speak to the traffic control tower at MBS International Airport and to ground personnel. The contractor must also be able to send electronic treatment records. Cost for all services and materials needed shall be included in the bid price.

3. SERVICE PERIOD

Service shall be completed between May 1 and June 30, 2021, depending on development of the gypsy moth caterpillars, tree canopy development, and weather conditions. The determination of suitable field and weather conditions shall be at the sole discretion of the Contractor. Application shall commence approximately 10 days after peak hatch of gypsy moth caterpillars has been observed as determined by the County and the Contractor.

On the date of application, the bidder or prior approved bidder’s employee assigned shall work cooperatively with the County representative to make decisions involving the work and shall not be removed or replaced except with County’s prior approval.

4. SPRAY MATERIAL

The Contractor is responsible for the purchase of Foray 48B or a comparable product that is an aqueous formulation of Bacillus thuringiensis (ver. Kurstaki) (Btk) insecticide. All Btk product used on this project must be new material manufactured within the six months prior to date of application. The Contractor shall arrange for the delivery of the product to a suitable site where it will be secure and protected from tampering and/or damage. The Contractor shall be responsible for handling, transporting and the integrity of the insecticide from the storage to the aircraft loading zone.

1. Application Rate- One half gallon of undiluted product per acre to provide 24 BIU’s per acre and in accordance with label directions.
2. SDS- within 5 business days of signing the agreement resulting from this RFP and bid, the Contractor will provide the County with a copy of the Pesticide Label and Safely Data Sheet (SDS) for the insecticide to be used on this project. The Contractor must also keep a copy of both available on-site throughout the course of the project.
3. Container Disposal- the Contractor is responsible for the proper disposal of all insecticide containers as specified on the product label.
4. Operational problems- it will be the Contractor’s responsibility to ensure a trouble-free operation with the material purchased. If problems arise, the Contractor must work with the manufacturer to resolve them.

4. REGULATION COMPLIANCE

The contractor shall demonstrate full understanding of and comply with all federal, state and local laws and regulations.

1. Regulation 637- The Contractor shall insure compliance with all the rules contained in Regulation 637, promulgated under the authority of the Natural Resources and Environmental Protection Act 451, of 1994, Part 83. The County shall act as the applicator’s “agent” as defined in the Regulation 637 Rule 11 (5)(a) for notification purposes. The County will follow all public notification requirements on behalf of the Contractor.
2. FAA Waiver for Congested Areas- the contractor is responsible for reviewing all spray block maps and for identifying congested areas that would require an FAA waiver in order to conduct spray low-level flights over them. The Contractor is responsible for filing the required plan and documents with the appropriate FAA Flight Safety District Office for congested areas so identified, for obtaining any necessary waiver and for providing proof of such to the County two weeks prior to start of the project.

5. EQUIPMENT REQUIRED

1. Aircraft- Fixed wing or helicopter shall be allowed provided they are FAA approved and can complete the work in a timely and safe manner.
2. Booms and spray heads- Each aircraft will be fitted with FAA approved booms and rotary atomizer spray heads that have been calibrated to deliver the insecticide in accordance with label specifications. The Contractor is responsible for the Calibration and Characterization of the aircraft and are required to attend the Michigan Department of Agriculture and Rural Development Department
3. Mixing and loading- The contractor will provide all necessary loading equipment and loading personnel to ensure expedient and safe loading. The determination of loading site location shall be in cooperation with the County.
4. The aircraft shall be equipped with a Global Positioning System (GPS), capable of recording and sharing flight operation and spay data. The contractor will be required to provide Clare County with a print-out and maps documenting aerial acreage treated per aircraft.
5. Bidders must indicate how backup equipment will be provided, if needed. The contractor will also provide a mechanic in the area to ensure efficient repairs of the aircraft and application equipment, if necessary.
6. The contractor shall provide the proper radio equipment to communicate with the flight operation tower at MBS International Airport. The contractor shall provide constant ground-to-air communication between Clare County staff and contractor.

6. PILOT CERTIFICATION

The application pilot must be certified for aerial pesticide application AE (Aerial) and 2 (Forest Pest Management) Categories with the Michigan Department of Agriculture and Rural Development. Proof of certification shall be submitted with the bid and updated not less than fifteen (15) days before start of project if changes have been made. The county may reject at any time, the contractor's representative, or any pilot, who is, in the county’s sole discretion, unqualified or incompetent, violates contract provisions or operates an aircraft in a negligent manner. The County requires each pilot to have a minimum of 10,000 acres of AERIAL treatment experience with seasonally flooded woodlots producing spring snowmelt mosquitoes applying a granular control material.

8. SUB-CONTRACTORS

**Sub-contracting is not preferred, but if deemed necessary, a list of sub-contractors must be submitted fifteen (15) days prior to treatment. Sub-contractors must meet all requirements of this proposal and use will be subject to the County’s prior approval.**

**REQUIREMENTS OF BIDDER:**

1. All bids must be good for ninety (90) days after the previous stated proposal date and received by the Clare Conservation District as seals.

2. All proposals shall be based on a one (1) year contract starting May 1, 2021 and prices shall remain constant for the term of the contract. **The County reserves the right to negotiate a second year for this Contract if additional treatment is needed in 2022.**

3. Each bidder should furnish a Price Quote. **(Attachment A)**

1. Each bidder shall furnish copies of the following: (**Label as Attachment B)**
	1. Michigan Commercial Aerial Pesticide Application Business License
	2. FAA Operating Certificate
	3. Residential Insurance Exclusion
	4. Draft Congested Area Plan
	5. Ship/Aircraft Radio Station License
	6. Special Airworthiness Certificate
	7. Commercial Pilots License
	8. Pilots Medical Certificate – Annual
	9. Pilots Michigan Department of Agriculture Pesticide Applicators License (Categories AE- Aerial Equipment and 2- Forestry)
	10. Manufacturers Label and SDS for formulation of Bacillus thuringiensis (Kurstalki) insecticide to be used
2. Each bidder shall list three (3) references (preferably governmental entities) currently being serviced. **(Attachment C)**
3. Each bidder shall list three (3) references from past clients serviced within the last five (5) years. **(Attachment D)**

The above information is required in order to accept your bid as complete; any bids received without the above information will be marked incomplete and maybe rejected. The request below is required but will not be included in the determination of the bid award.

**OTHER REQUIREMENTS:**

1. Each bidder is required to accompany their formal bid with a written sworn statement affirming they have not been a party to a collusive agreement.