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of people.*

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MyFWC.com

DATE: March 24, 2010

ADDENDUM NO.: 1

BID NO.: FWC 09/10- 74

BID TITLE: UPLAND INVASIVE EXOTIC PLANT CONTROL

ADD: Vendor Questions and FWC Answers

UPDATE: Attachment A - Rate Sheet

If the COMMISSION finds it necessary to supplement, modify or interpret any portion of the specifications or documents during the ITB period an addendum shall be issued.

An Addendum Acknowledgment Form shall be signed by an authorized vendor representative, dated, and returned to the COMMISSION prior to the opening date and time specified in the Calendar of Events.

Jeri Bailey
Procurement Manager

ADDENDUM ACKNOWLEDGMENT FORM

VENDOR NAME: _____

VENDOR FEID#: _____

ADDRESS: _____

CITY/STATE: _____

PHONE #: _____

FAX #: _____

E-MAIL: _____

AUTHORIZED SIGNATURE: _____

TITLE: _____

VENDOR QUESTIONS

- QUESTION- Can you provide an example of a successful proposal from the previous contract (if similar format)?
RESPONSE- It is the responsibility of the vendor to carefully read the Request for Proposal document and build their response in accordance with the specifications.
- QUESTION -Is there a page limit for any section of this proposal?
RESPONSE -Tab F- #6: One page letter by prospective subcontractor is the only Tab that has a page limit.
- QUESTION -What is the breakdown of possible points for items listed under TAB F, or any other section of the proposal?
RESPONSE -
 1. NUMBER OF FDACS NATURAL AREAS CERTIFIED EMPLOYEES- 1 POINT EACH
 2. QUALIFICATION OF FIRM- 10 POINTS
 3. EQUIPMENT OWNED VS. SUBCONTRACTED- 10 POINTS
 4. UNIQUE EQUIPMENT 10 POINTS
 5. EXPERIENCE CONDUCTING INVASIVE PLANT MANAGEMENT ON PUBLIC CONSERVATION LANDS IN FLORIDA- 20 POINTS
 6. CLIENT REFERENCES- 15 POINTS
- QUESTION -Is scoring primarily based on pricing?
RESPONSE -Scoring is based upon all components identified as necessary for a complete RFP response.
- QUESTION -We have found that in the past, especially in large jobs consisting of 2,000-10,000 acres, that it is nearly impossible and too costly to actually target/spray 100% of the exotic plant. This is usually due to the size of the plants (as in germinated spores sp. Lygodium) or their location, etc. Thus, could the kill rate be increased to say 98% to 99%? This could be more realistically obtained. There can be instances where contractor managers feel as though the company is going to herbicide 100% of every target species, and if this is the case, it could cost the State a lot of money. So once again, the question is: Can the contract state the kill to be 98-99% kill?
RESPONSE -We have always required that the Contractor apply control methods (herbicidal/mechanical) on 100% of the target vegetation identified in the prescription for that management event. If the Contractor fails to “treat” 100% of the target vegetation, the Site Manager has the right to instruct the Contractor to return, at no cost to the management entity, to the site and conduct a thorough retreatment to assure that the 100% treatment level has been completed so the 95% control level is obtained. If it is determined that the 95% is still not obtained, additional “no-cost” control efforts will be the responsibility of the Contractor. Having conducted 1800 projects covering 1.3 million acres costing \$130 million, FWC remains comfortable with the methods and milestones outlined in the solicitation.
- QUESTION -Can you provide a map showing all potential FWC work sites (per region) that will fall under this contract?
RESPONSE- Potential work sites include all 1500+ public conservation lands within the state of Florida. The Florida Natural areas Inventory website (www.FNAI.org.) has the locations of all of the currently eligible sites.
- QUESTION -Where would I find the previous bid?
RESPONSE-The current contract was procured by the Florida Department of Environmental Protection.

- QUESTION- Regarding bid #09/10-74, will a bid bond or payment/performance bonds be required?
RESPONSE-No.
- QUESTION- Is there an estimated budget?
RESPONSE-FWC conducts between 60-100 projects annually, based upon the level of funding authorized for this program by the Florida Legislature. The level of funding received by FWC is subject to change annually.
- QUESTION-Regarding bid #09/10-74, will there be a pre-bid scheduled?
RESPONSE- No. The sole purpose of this solicitation is to “pre-qualify” contractors for future projects over the next six years. Pre-bid conferences may be scheduled when FWC determines a particular project requires multiple competitive bids.
- QUESTION -Many hours are spent per job on administrative tasks related to projects. US Fish & Wildlife has included a separate category for Office Clerk. Is there any thought to adding Office Clerk hourly rates to the rate sheet?
RESPONSE- FWC recognizes time spent on various administrative tasks associated with project administration. FWC also recognizes their statutory mandate under 369.252, Florida Statutes, which directs FWC to “achieve eradication or maintenance control of invasive exotic plants...”. The position of the FWC is one of utilizing all available funding on field operations.
- QUESTION - Are resumes of key personnel required or permitted under TAB F, Item 3 (Experience and Ability)?
RESPONSE- FWC would welcome resumes for all key personnel.
- QUESTION - The Scope of Work (Page 47, Paragraph 4), states that “All work shall be conducted between Monday and Friday”. How many work hours per day will be allowed without prior approval by the Commission’s Site Manager?
RESPONSE- Certainly a minimum of 8 hours would be expected, but many Site Manager’s leave that up to the Contractor, believing that the Contractor will exercise sound judgment in his/her operations to ensure 100% treatment of target vegetation and achieving 95% control.

SUBCONTRACTING/STAFFING

- QUESTION - Is the prime contractor limited to the subcontractors listed in this proposal?
RESPONSE- The Prime Contractor will be afforded the ability to add or delete subcontractors during the term of the contract.
- QUESTION - Are references and previous experience needed for listed subcontractors?
RESPONSE- References and previous experience are not required but neither are they discouraged.
- QUESTION- Is there anything in the contract that would prevent the use of a staff leasing company for employees?
RESPONSE- There is no language in the Solicitation that prohibits the use of a staff leasing company.
- QUESTION- Can a vendor who is submitting a proposal as a prime or currently holds a contract with the agency be listed as a subcontractor for another company submitting a proposal as a prime? Or vice versa?
RESPONSE- Yes.

QUESTIONS RELATED TO “TABS”

- QUESTION- TAB B seems to imply a "form" is required, but none was included in the RFP. Please clarify?
RESPONSE- Perhaps the title associated with “Tab B” is a bit misleading; **Transmittal Letter “(Mandatory Form)”**, but it is merely a “letter that serves only as the document covering transmittal of the proposal package. The letter must provide the name, title, address, telephone number and e-mail address of the official contact and an alternate, if available. These individuals shall have the authority to bind the respondent and shall be available to be contacted by telephone or attend meetings as may be appropriate regarding the solicitation schedule. **This letter shall also clearly indicate the region(s) for which the respondent is proposing to provide services.”**
- QUESTION - TAB F, Item 6: Please confirm/clarify what is intended as "written proof"? Is this simply a one (1) page letter from potential subcontractors?
RESPONSE- Correct. Documentation shall be supplied for each subcontractor which the respondent intends to utilize and the respondent shall identify the qualifications and experience of the subcontractor. The written documentation shall include a one (1) page letter supplied by the subcontractor on its letterhead stationery, clearly identifying this RFP number, the project title, the prime contractor with whom the firms intends to subcontract, and the region(s) in which the firm intends to provide services to the prime contractor.

EQUIPMENT

- QUESTION- TAB F, Item 4 and Attachment A list mandatory equipment. Can an "equivalent" mower be provided for the Gyrotrac GT25?
RESPONSE- FWC will not allow the "equivalent" of, but it may be offered as “unique equipment”; Page 34-35 of the Solicitation states: TAB F- 4.EQUIPMENT: “The respondent may also identify unique pieces of equipment, other than those listed in Attachment A, which could be used in accomplishing the activities described in the scope of services in the Scope of Work. For any such unique pieces of equipment, the respondent shall submit a photograph and a detailed description of the manner in which the equipment operates, the hourly cost of operation, as well as a list of species for which the respondent has used this equipment to perform successful control operations.”
- QUESTION- Regarding the roller chopper, can two 8' wide, 3' diameter tandem rollers be substituted?
RESPONSE- FWC will not allow the substitution of two 8' wide, 3' diameter tandem rollers in lieu of the roller chopper, but it may be offered as “unique equipment”; Page 34-35 of the Solicitation states: TAB F- 4.EQUIPMENT: “The respondent may also identify unique pieces of equipment, other than those listed in Attachment A, which could be used in accomplishing the activities described in the scope of services in the Scope of Work. For any such unique pieces of equipment, the respondent shall submit a photograph and a detailed description of the manner in which the equipment operates, the hourly cost of operation, as well as a list of species for which the respondent has used this equipment to perform successful control operations.”
- QUESTION- Page 62 on Attachment A lists the Gyrotrac GT25 and the “hydro-ax” Mower or equivalent. These are essentially the same machine, one having lower ground pressure. Is it necessary to list the Gyrotrac GT25 as a separate item?
RESPONSE- Yes. FWC is aware of the similarities and differences between the two pieces of equipment. We have intentionally requested prices on both pieces, as there are times when minimizing soil compaction is a critical component when designing the control prescription, e.g Australian pine removal in known turtle nesting areas.

- QUESTION- The Equipment price list on pages 62-63 list the 12" Diameter Chipper under section 2a and section 2b. Please clarify if we have the ability to charge equipment operator rates for the 12" Diameter Chipper or the crew member rate.
RESPONSE- The 12" Diameter Chipper is supposed to appear under section 2b only. The price for that equipment shall not include the cost of an operator.
- QUESTION- Rate sheet- Please clarify # 2 b
RESPONSE- The item referred can be found on the rate sheet under "A. Chemical Control". This is designed to give proposal evaluator's the base cost for the Ground Crew Supervisor and a crew of six workers for comparison purposes.

CREDIT LINE

- QUESTION- For the last year I have been emailing back and forth with Greg on getting involved in bidding on some of the invasive plant management contracts and I have a quick question for you as you are listed as the contact person for the bid package. In our company we have several guys with years of experience and as far as we can tell we meet all qualifications to become bidders. The only problem section I see is the requirement to have a line of credit for materials. My question to you would be is there any way around that? I am going to cash flow the business and I am very hesitant to get a line of credit. Is there any way of proving that we will be able to purchase all materials for any job we bid on? For example, proof of adequate cash to support the business or copies of credit scores or anything like that? I really want to get in the bidding process so if there is anything we can do please let me know.

RESPONSE- Just because your firm gets a line of credit doesn't require you to utilize it. By demonstrating that your firm can get that line of credit illustrates the soundness of your firm. FWC remains committed to this requirement.

- QUESTION- On page 34,35 tab #5 credit line, line 5, 1 \$50,000.00 line of credit with herbicide distributor and if not will result in non-responsive.
In today market people like Helena,C.P.S. Are not giving out \$50,000.00 line of credit maybe \$10,15,000.00.We have the for the last 2 years and going into our 3 year with palm beach county non-native vegetation control & removal. If we can show a line of credit thur. A bank or people like Morgan Stanley credit corp. Will this be OK?

RESPONSE- FWC staff has contacted three Florida vendors and received similar responses from all. Prior to issuing any line of credit, the distributors review the firm's financial statement; their history of paying their debts; if there are any recent bad credit marks; and, a review of their credit history. If the firm demonstrates their ability to responsibly exercise sound business practices, they can indeed obtain that level of credit.

MOBILIZATION

- QUESTION- The bid sheet (Attachment A) provides for Out of Region Mobilization Fee, however, there is a big difference between the cost of mobilizing one 6-man crew and a larger workforce, or mobilizing specialized equipment. Can this item be broken down to cost of mobilization of one 6-man crew and cost of mobilizing one piece of heavy equipment?
RESPONSE- FWC staff recognizes the difficulty encountered by the situation described. Attachment A has been modified to include: 1) a separate price line for mobilization cost of one-six man crew, and 2) a onetime mobilization cost of deploying all equipment necessary for a specific work order. A revised Attachment A appears at the end of this addendum.
- QUESTION- If you are only providing rates for a single region is it still required to list an Out Of Region Mobilization Fee?

RESPONSE- It is encouraged to identify a cost for mobilization. For instance, your firm may have unique equipment that might be requested for use in an adjoining region, or there may be insufficient contractors in an adjacent region to conduct work needing to be done, your firm may be contacted to provide quotes on that particular job. If no mobilization fee were offered in the solicitation response, your firm would not be eligible to be reimbursed for those costs.

- QUESTION- What specific items do we include in the Out of Region Mobilization Fee on the bid sheet (Attachment A)?

RESPONSE- FWC is asking for a dollar amount that your firm would charge to mobilize *to* a region you *are not* authorized to work in *from* the closest region that you *are* authorized to work in.

- QUESTION- You have no item for mobilization or transport of equipment, heavy or otherwise.

RESPONSE- It can be found on the bottom of page 63.

The following is in response to a inquiry related to a firm that is only wishing to propose a unique piece of equipment:

ADDENDUM REGARDING ATTACHMENT A COMPLETION AND UNIQUE EQUIPMENT:

Page 37 of the Solicitation states: EVALUATION CRITERIA: A-2(b) “fail to utilize or complete prescribed forms”... would constitute a non-responsive proposal.

Page 34-35 of the Solicitation states: TAB F- 4.EQUIPMENT: “The respondent may also identify unique pieces of equipment, other than those listed in Attachment A, which could be used in accomplishing the activities described in the scope of services in the Scope of Work. For any such unique pieces of equipment, the respondent shall submit a photograph and a detailed description of the manner in which the equipment operates, the hourly cost of operation, as well as a list of species for which the respondent has used this equipment to perform successful control operations.”

In circumstances where vendors are only identifying a unique piece of equipment in their proposal and none of the items contained in Attachment A (page 62) apply, those applicants shall insert “N/A” (not applicable) in all blank fields on Attachment A. Failure to do this will result in a NON-RESPONSIVE PROPOSAL.

FWC 09/10-74

ATTACHMENT A

RATE SHEETS

CONTRACTOR NAME

REGION

A. CHEMICAL CONTROL

1. Ground Supervisor's Hourly Rate \$ _____/HR.
2. a. Crew Member Hourly Rate \$ _____/HR.
b. Estimated Crew Size of 6 X 2.a. = \$ _____

B. MECHANICAL CONTROL

1. Equipment Operator's Hourly Rate (EOHR) \$ _____/HR.
2. Equipment
 - a. The prices given for the following equipment shall not include the cost of an equipment operator. When any of these pieces of equipment is used, the selected contractor may charge the EOHR (see B.1. above) for the equipment operator in addition to the equipment cost.

<u>UNIT</u>	<u>PRICE</u>
Tracked 5' Mowing Deck	\$ _____ HR.
Roller Chopper (6' wide; 5' diameter)	\$ _____ HR.
D-6 Bull Dozer (root rake, blade)	\$ _____ HR.
Gyrotrac GT25	\$ _____ HR.
D-5 Front end loader (root rake, 2 1/2 yd. bucket)	\$ _____ HR.
Feller/Buncher (200 hp min. with disk saw for 20-22' trees)	\$ _____ HR.
John Deere 648 Skidder or equivalent	\$ _____ HR.
24" Diameter 400 hp Whole Tree Chipper	\$ _____ HR.
Tub Grinder (400 hp)	\$ _____ HR.
"Hydro-Ax" Mower or equivalent	\$ _____ HR.
"Brontosaurus" Mower or equivalent	\$ _____ HR.
20-40 HP Tractor	\$ _____ HR.

- b. The prices given for the following equipment shall not include the cost of an operator. When any of these pieces of equipment are used, the selected contractor shall charge the crew member hourly rate for the equipment operator in addition to the equipment cost (**EOHR may not be charged**).

<u>UNIT</u>	<u>PRICE</u>
12" Diameter Diesel Chipper	\$_____ HR.
Airboat (12-18')	\$_____ HR.
12-24 ' Skiff with Outboard motor	\$_____ HR.
Truck Mounted Spray Tank	\$_____ HR.
All Terrain Vehicle (ATV) (Includes 4 or 6 WD, Agro)	\$_____ HR.
Swamp Buggy	\$_____ HR.
Water Delivery Truck	\$_____ HR.
300-350 Gallon Nurse Water Tank	\$_____ HR.
Chainsaws/Polesaws	\$_____ HR.
OUT OF REGION MOBILIZATION FEE FOR ONE SIX MAN CREW	\$_____
OUT OF REGION MOBILIZATION FEE FOR ALL EQUIPMENT NECESSARY FOR COMPLETION OF WORK ORDER	\$_____

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK