



PETER FRANCISCO
SOIL AND WATER CONSERVATION DISTRICT
16842 West James Anderson Hwy
Buckingham, Virginia 23921
Phone (434) 983-7923
Serving Buckingham and Cumberland Counties



January 18, 2024

RE: Bid Information for Watershed Dam Mowing, General Maintenance & Contractor Support Contract

Prospective Contractors:

Thank you for your interest in the bid information for the Watershed Dam Mowing, General Maintenance and Contractor Support contract as presented by the Peter Francisco Soil and Water Conservation District (PFSWCD). This letter and attached documents will summarize the project expectations.

Prospective contractors are required to have liability insurance that covers up to \$1,000,000 with proof of workman's compensation in order to be considered.

Proof of insurance coverage and pesticide/herbicide applicator's license MUST be supplied at time of bid submission.

Mowing, General Maintenance & Contractor Support summary:

The mowing, general maintenance and contractor support contract is organized as a maximum of 3 years, on a year-by-year basis, upon satisfactory completion of each year. Each "year" consists of a Fall and a Spring mowing cycle (Fall 2024-Spring 2025, etc.). Bid amount submitted will be used for each year, IF each additional year is granted. Payment will be made after job has been completed and reviewed by District Directors and/or staff and contractor has submitted an invoice. A copy of pesticide applicator's certificate and proof of insurance coverage MUST be included along with bid information. This packet is also available on our website at www.peterfranciscoswcd.org.

Bids are due to the PFSWCD office by Friday, February 16, 2024 4:30 p.m. A locked drop box is available to the left of the USDA Service Center front door for outside business hours deliveries.

Contractors awarded the bid will **be notified after Wednesday, February 21, 2024**. After being contacted by the District, the chosen contractor(s) and District Directors/Staff will review the contract(s). The completion deadline for the Fall round of Year 1 of mowing & general maintenance is October 31, 2024.

For questions, call the office at (434) 983-7923 or email me at kelly.snoddy@vaswcd.org.

Thank you,

Kelly J. Snoddy

Kelly Jones Snoddy
Sr. Conservation Specialist

The Peter Francisco Soil and Water Conservation District prohibits discrimination on the basis of race, color, national origin, sex, religion, age, disability, political beliefs and marital status. The Commonwealth of Virginia Supports the Peter Francisco Soil and Water Conservation District through financial and administrative assistance provided by the Virginia Soil and Water Conservation Board and the Department of Conservation and Recreation. USDA is an Equal Opportunity Provider, Employer and Lender.



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SAMPLE
ONLY

2024-2027 Watershed Dam Mowing and General Maintenance Contract Agreement

(3 year contract, renewable yearly upon satisfactory completion)

_____ will complete mowing and general maintenance of the following 17 watershed dams for the total sum of _____.

Muddy Creek Dam 1 – Nuckols
Muddy Creek Dam 2 – Banton
Slate River Dam 7 – State
Slate River Dam 8 – Coffey
Slate River Dam 13 – Slate Chesapeake
Slate River Dam 14 – Ripley Creek
Willis River Dam 1A – Big Chesapeake
Willis River Dam 1B – Little Chesapeake
Willis River Dam 2 – Booker

Willis River Dam 3 – Tipton
Willis River Dam 4 – Seaman
Willis River Dam 5E – Hardiman
Willis River Dam 5F – Kyanite
Willis River Dam 6 – John
Willis River Dam 6A – Elcan
Willis River Dam 7 – Ownby
Willis River Dam 9 – Spencer

Mowing will include all of the following areas: the dam embankment and up and downstream slopes; around the outfall basin; and the emergency spillway, including waterline in front of the emergency spillway and up the embankment of the emergency spillway.

Removal of woody vegetation will include alders, all small trees, and shrubs (including refuse from previous herbicide applications) from around the outfall basin, riprap and water's edge of dam.

Herbicide will be applied around outfall basin and riprap in spring of each contract year.

Groundhog removal/hole filling will be performed on any dams requiring it. Eradicate the animal and fill the hole with a mixture of 2000 psi concrete slurry.

WR#5E has more GH than other dams.

Remove debris around/in all riser structures and along water's edge and haul off-site to a place of contractor's choice.

SR#7 has more accumulated debris around riser structure than other dams.

Mowing and general maintenance will be performed twice per contract year.

First mowing will be completed between **September 1 and October 30**. **Second mowing** will be completed during the month of June, along with herbicide spraying of outlet basins.

A copy of **pesticide applicator's certificate** and business license **MUST** be presented to the PFSWCD.

A copy of **general liability insurance of \$1,000,000.00** with **proof of workman's compensation** that complies with **Virginia statutory requirements** and **states our agency on the certificate as an additional insured** must be presented to the Peter Francisco SWCD office **prior to beginning work**.

Upon completion and inspection of September/October mowing project, the District will remit_____.

Upon completion and inspection of June mowing, the District will remit_____.

At the completion of spraying herbicide in June, the District will remit_____.

_____ will provide contractor support to the PFSWCD for miscellaneous needs/repairs on the structures, which may arise during the contract year, at a rate of _____ per hour.

Contractor Support could include, but is not limited to, the following: removal of additional debris around/in riser tower structures outside of the usual spring and fall work; availability of assistance and the use of applicable tools needed for operation of gate operators; any other projects that may require immediate correction; accompany District staff and Engineers on riser tower inspections with a boat.

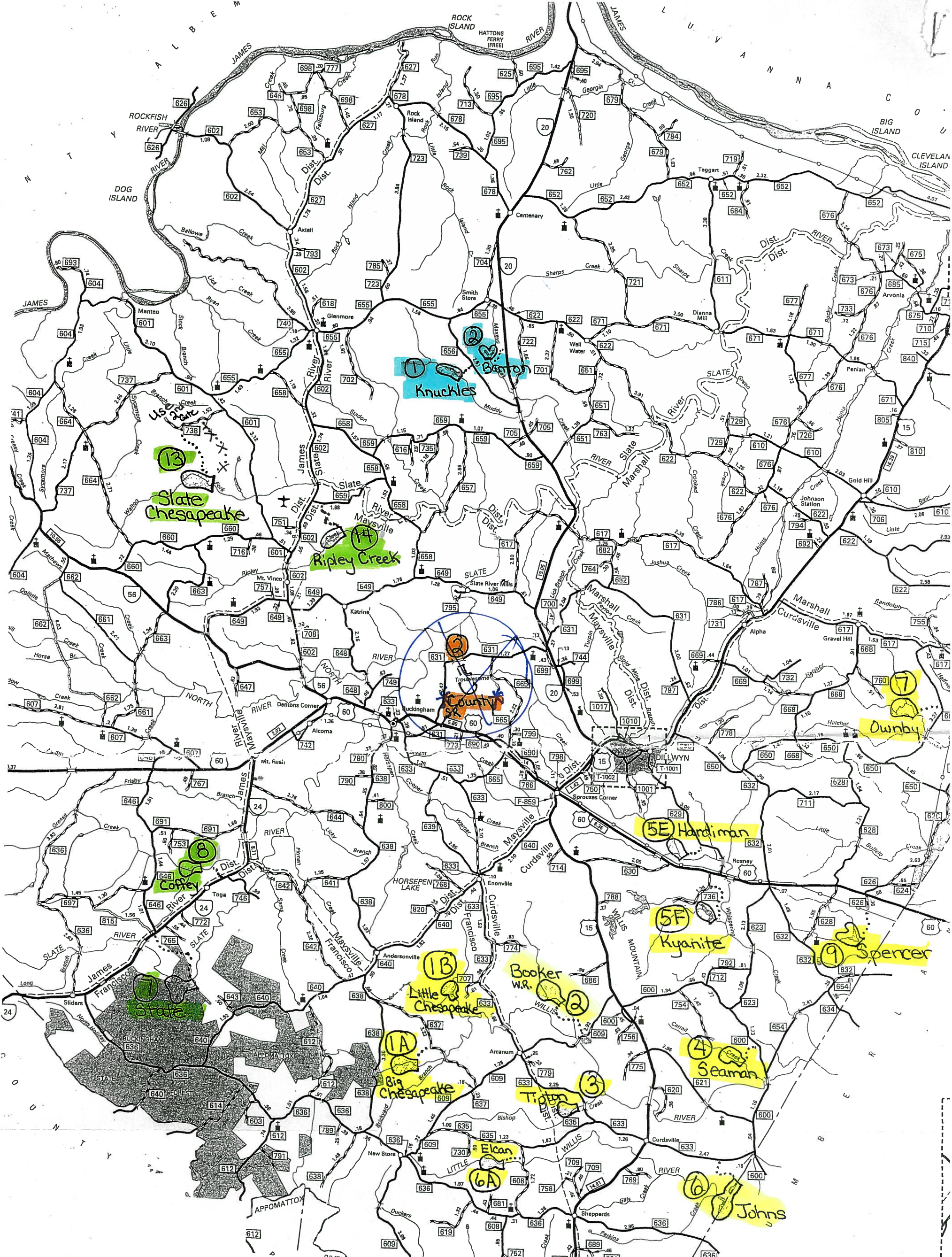
_____ will concur and understand the above contract and agree to the terms stated within.

Contractor(s)

Date

PFSWCD Representative

Date



Willis River
Slate River
Muddy Creek

* County Owned * NOT included in contract *

