



CITY OF DULUTH
PURCHASING DIVISION

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Addendum #1
15-06AA
Parks Buckthorn Removal RFP

This addendum serves to notify proposers of the following Questions and Answers for the buckthorn removal RFP.

1. We understand that the RFP is asking for the proposer to provide their technical (and cost) approach to removing buckthorn at Hartley; however, has there been any discussion by the project sponsors on what the acceptable or desired means and methods are for removal? For example, is forestry mowing allowable? **I would think yes to this in that there are some areas where there is nothing but buckthorn.** Can the material be burned on-site or does it need to be disposed off-site? **No burning, consultant to work out other potential feasible options.**
2. Are there any areas where the means and methods have either been determined or eliminated due to site conditions or public feedback? **No limitations.**
3. Will the contractor be responsible for any public outreach or education such as signage, public information meetings, or comments? **The City of Duluth and Hartley Nature Center will take the lead on signage, education, press releases and will work closely with the Consultant Team and Contractor to provide accurate information to Park Users and the General Public.**
4. Are there any existing performances criteria following removal such as removal of 90% of existing buckthorn greater than 3 inches in diameter or less than 20% re-sprouts after removal that can help define what our anticipated level of effort is or the desired outcome? **No criteria, consultant to make recommendation.**
5. Is June 2017 the completion date for both the buckthorn removal and the restoration plan? **Yes. Due to the nature of the State of MN Legacy grant cycle, all work, including the Management Plan must be completed by June 2017.**
6. Does the “Phase 1” of this project refer to just buckthorn removal at Hartley Park or should provisions for future management (seedling oversprays, touch-up removal, etc.) and native restorations/plantings be included within the June 2017 deadline? **Phase 1 is for the development of a Buckthorn removal bid document for Hartley Park only.**

7. We have worked with partners, volunteers, and stakeholders on several projects in the past. To what capacity will we be working with these types of groups on the Hartley Park Project? For example, will we be working alongside volunteer and park staff laborers, providing educational services to these groups, or designating specific “zones” of this project for them to work on with our guidance, or potentially a combination of all of these? **Potentially a combination of all of these. Volunteer groups and individuals are hit and miss in their involvement. “Educational services” would be informal in the training of such folks to assist in removal of Buckthorn and not native species. The Contractor would work closely with our Volunteer Coordinator who would provide tools and minimal training.**
8. Is the work to begin immediately following acceptance of the proposal (i.e. Winter 2015/2016)? **It is hoped to select a contractor on November 13, 2015 and have City Council Approval on November 23, 2015. Work may commence after that day.**
9. Is submission of a pdf document acceptable for submission? Could the firm submit the proposal via email to alleviate the need for a flash drive or cd-rom? **A pdf file may be e-mailed to alleviate the need to provide a copy on cd rom or flash drive, however the hard copy(ies) of the sealed proposal must still be submitted to Purchasing by the due date and time.**
10. Are there any equipment limitations to this project? **Consultant is to provide recommendations.** Are tracked skid steers allowed? **Show us your recommendation options.** Can we propose the use of forestry mowing equipment to lower the cost or is hand work with chainsaws expected? **Again, consultant to provide us with their recommendations.**
11. Can we propose stack and leave lay methods in lower density areas? **Yes.** Can we propose burning piles as material is cut? **No.** Will burning be allowed within city limits? **No.**
12. Is there a proposed budget for this project? Can it be known to bidders? This is a very large project and it would be helpful to know how much funding is set aside for it. It may affect our methods proposed within the proposal. **The total budget for this project is \$66,000**
13. What documentation is necessary to prove compliance to section I-19 MN Dept of Human Rights Affirmative Action Certification? If firm is exempt what is expected to prove that? **If the organization has less than forty (40) employees, a please state so in the proposal. Otherwise, please provide a copy of a certificate issued by the MN Department of Human Rights. More information about the requirements and the certification process can be found on their website: <http://mn.gov/mdhr/compliance/faq.html>**

14. How did the City come to the conclusion that there are 88 acres of buckthorn/invasive treatment area? During the Grant writing to the State of MN, that area was determined to be the densest Buckthorn in the park. Are those acres the red and yellow within the park boundaries? The map attached with the RFP was all Hartley Park – roughly 640 acres. How will the selected bidder be paid for this work and how will we measure the treatment areas to determine what is complete and what is yet to be removed? Would we assume the same per acre reimbursement on low density areas as the high density acres and average them? Reimbursement may not necessarily be on a per acre basis, although that is one approach that will be considered. The Proposal should provide a systematic approach for the removal that will allow for verification of completion. Multiple approaches will be considered.

There are no other changes to this RFP. Please sign, date and return a copy with your response.

_____ (Sign) _____ (Date)