

**REQUEST FOR PROPOSALS
BY THE PLACER MOSQUITO AND VECTOR CONTROL DISTRICT
FOR AN AERIAL MOSQUITO CONTROL LARVICIDE CONTRACTOR**

Proposals Due By: Tuesday, February 18, 2014 at 2:30 p.m.

1. PROPOSALS REQUESTED:

The Placer Mosquito and Vector Control District (the “District”) solicits proposals from qualified contractors (“Contractors”) to provide aerial larvicide mosquito control services to the agricultural areas of Placer County described below. Both small and large qualified contractors with competitive prices are encouraged to apply.

2. BACKGROUND:

The District is an independent special district that provides mosquito and vector control services to residents of Placer County. (See www.placermosquito.org)

The District currently applies mosquito larvicides to control immature mosquito populations to approximately 96,000 acres of Conventional and Organic rice per growing season, as well as occasionally flooded fallow fields and wetland areas located in the agricultural areas of Placer County. The aerial larvicide program generally starts in mid-June when the rice fields and other irrigated agriculture are flooded and ends by late September to early October, as determined by mosquito and vector-borne disease surveillance data and timing of the draining of water from rice fields.

3. PROPOSAL CONTENT:

Interested and qualified contractors are requested to submit to the District no later than 2:30 p.m. on the date set forth above one copy of a written proposal to provide aerial service to the District. It is the contractor’s responsibility to ensure that proposals are submitted and received in a timely manner. The submittal materials shall provide the following information:

- a. Contractors name, address, telephone number and website, and principal contact name, telephone number and e-mail address.
- b. Name of the principal staff person(s) who will be primarily responsible for providing service. If the contractor has provided aerial service to public agencies or private companies, a description of up to three relevant services, including the client, and contact information for the person at the agency or company that was responsible for overseeing the agency’s or company’s larviciding program.
- c. Itemized description of all charges and fees related to the proposed scope of work (Attachment A)

- d. Proof of insurance that meet the standards contained in Attachment B.

Proposals shall be addressed and delivered to:

Placer Mosquito and Vector Control District
Attn: RFP – Aerial Mosquito Larviciding 2014
2021 Opportunity Drive
Roseville, CA 95678

Or submitted electronically by email to:

info@placermosquito.org.

Email submittals must have “RFP-Aerial Mosquito Larviciding 2014” in the subject line of the email for the proposal to be accepted. Emails and attachments that do not have the above text in the subject line will not be accepted.

Questions regarding this request for proposals may be directed to Joel Buettner at the above address or joelb@placermosquito.org or (916) 380-5444.

4. EVALUATION AND SELECTION CRITERIA AND PROCESS:

The District will review all submitted proposals and evaluate them against any or all of the following selection criteria: contractor’s capability to provide service to the District without unreasonable delay; contractor’s reputation in the community; references for similar service and cost, The District may schedule interviews with contractors prior to selecting any contractor. Interviews may be conducted in person or telephonically.

Proposals will be reviewed and considered by the District Board of Trustees, based on a recommendation from District staff. Contract award, if any, will be on the basis of the selection criteria set forth above. Proposal price alone shall not be the determinative criterion.

If, after receiving and reviewing all proposals, the Board decides to proceed with District staff recommendation, then the District will enter into contract negotiations with the selected contractor.

5. GENERAL CONDITIONS AND REQUIREMENTS:

- a. The District reserves the right to conduct contract negotiations with any contractor (whether or not it has submitted a proposal), to verify the information in any proposal, to waive any informality in the process, to alter the selection process in any way, to request additional information or clarifications, to allow corrections of errors or omissions, to revise the list or specifications of the vehicle, to extend the deadline for submission, to withdraw this request for proposals at any time without prior notice, to reject any and all proposals, and/or to decide whether or not to contract with any contractor.

- b. The District makes no representation that any contract will be awarded to any contractor responding to this request. Nothing in this request for proposals shall be construed to obligate the District to negotiate or enter into a contract with any particular contractor. This request for proposals shall not be deemed to be an offer to contract.
- c. All costs of response and proposal preparation shall be borne by the contractor. The District shall not be liable for any pre-contractual expenses incurred by the contractor, including any time and costs associated with the preparation and submission of the proposal and any interview.
- d. All submitted proposals shall become the property of the District. The District shall have the right to copy, reproduce, publicize, retain or otherwise dispose of each proposal. All responses received by the District will be considered public records subject to disclosure under the California Public Records Act.

Proposals must be submitted in writing as paper copy or as an electronic document such as .pdf. Please be succinct. Unnecessarily elaborate or lengthy responses or other presentations beyond those needed to give sufficient and clear response to the request for proposals requirements are not desired. Proposals generally should not exceed 5 pages.

ATTACHMENT A

PROPOSED SCOPE OF WORK

1. The Contractor shall make applications of liquid or solid public health mosquito larvicides by fixed-wing aircraft to agricultural areas with standing water in Placer County at the direction of the District. It is estimated that approximately 150 hours of service depending on location of home airport will be needed to make applications of approximately 96,000 acres of irrigated or flooded land in a typical year. In drought years, or when other factors impact agricultural production, the flooded acres required to treat may change. These estimates are provided solely for the information of the bidders and is not a representation or contractual commitment by the District.
2. The District will provide the material and specify the application method, rate, and application area.
 - a. For Application of Liquid materials: standard agricultural fan nozzle sprayer is required with the ability to deliver two (2) to thirty-two (32) ounces of liquid larvicide per acre as directed by the District. The aircraft and spray system will be calibrated to rate and droplet size prior to the first application of the season.
 - b. For Application of Solid (granular) materials: standard agricultural gate hopper or equivalent is required with the ability to deliver two (2) to twenty (20) pounds of granular material per acre as directed by the District. The aircraft and spray system will be calibrated to application rate and optimum swath width prior to the first application of the season.
3. The Contractor shall provide an on-board global positioning (GPS) system that electronically documents the flight path of the aircraft as well as time and location applications are made during the spray mission. A typical agricultural GPS spray systems such as Satloc G4™ or equivalent would be a common way to collect this data.
4. The Contractor shall provide GPS and application data to the District in a format able to be incorporated into the District's database system. Options include but not limited to: MapVision system, Satloc .log file, ESRI .shp file, or .kml file. The digital file shall contain at a minimum the GPS track of aircraft and indication of when application was made (spray on/ spray off). Other application information including material, application rate, or wind speed or direction can be included in the digital file, or it may be conveyed in another format such as an email.

ATTACHMENT B

INSURANCE REQUIREMENTS

Contractor shall procure and maintain, at its own expense, for the duration of the contract, insurance against claims for injuries to person or damages to property which may arise from or in connection with the performance of the work hereunder by contractor, his agents, representatives, or employees. Certified copies of such policies, including endorsements and renewals, shall be given to District prior to the effective date of the policies, endorsements or renewals.

A. Minimum Scope of Insurance

Coverage provided by Contractor shall include the following:

1. Automobile Liability coverage that is at least as broad as CA 00 01 06 92 covering Automobile Liability, code 1 (any auto).
2. Workers' Compensation insurance as required by the State of California and Employer's Liability insurance.
3. Aviation Liability insurance including Chemical Coverage Endorsements, on a form acceptable to District.

B. Minimum Limits of Insurance

1. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
2. Workers' Compensation: Benefits as per California statutory requirements.
3. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
4. Aviation Liability Insurance: \$1,000,000 per occurrence. Any Chemical Coverage sub-limits shall be at least \$100,000/\$300,000/\$100,000 for bodily injury per person, bodily injury per accident & property damage

C. Other Insurance Provisions

The Automobile Liability and Aviation Liability policies are to contain, or be endorsed to contain, the following provisions:

1. The District, its officers, officials, employees, agents, and volunteers are to be named as additional insured's as respects liability arising out of the operations of the Contractor including automobiles owned, leased, hired or borrowed by Contractor.
2. Each insurance policy required shall be endorsed to state that District will be notified of any material change to the policies, and that coverage shall not be suspended, voided, canceled by either party, or reduced in coverage or in limits, except the reduction of aggregate limits by payments of claims, without thirty (30) days prior written notice being given to District.
3. *Insurance Provisions Subparagraph 1., the* Contractor's insurance coverage shall be primary insurance as respects to the District, its officers, officials, employees, agents, or volunteers. Any insurance or self-insurance maintained by District, its officers, officials, employees, agents, or volunteers shall be excess of Contractor's insurance and shall not contribute with it to the extent the Contractor's policies apply.
4. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice has been given to the District.
5. Contractor's insurance shall apply separately to each insured against whom a claim is made or suit is brought, except with respect to the limits of the insurer's liability.