



## Natomas Levee Improvement Program

### Request for Proposals & Statement of Qualifications from Local Nurseries Plant Propagation & Procurement

Proposal Due Date: February 08, 2010 at 2:00 PM  
Award Date: February 18, 2010  
Delivery Date: May 1-31, 2010

Submit Proposals to: Peter E. F. Buck  
Natural Resources Supervisor  
Sacramento Area Flood Control Agency  
1007 7th Street, 7th Floor  
Sacramento, CA 95814

Submittal Contents: Written & Cost Proposal (3 copies, email acceptable)

Questions regarding the content of this RFP should be directed in writing to: Peter Buck, Natural Resources Supervisor at [buckp@saccounty.net](mailto:buckp@saccounty.net).

#### **PART 1      GENERAL**

##### **1.1 SCOPE**

The Contractor/Grower (contractor) shall furnish all labor, material, equipment, and services necessary to propagate, store, and deliver propagated plant materials required for the Natomas Levee Improvement Program (NLIP), according to these specifications and as directed by the Agency.

##### **1.2 MINIMUM QUALIFICATIONS**

The Contractor shall be a nursery specializing in the propagation of California native plants with 5 years experience or greater, and the facilities to propagate, store and deliver native plant materials. The Contractor shall possess a California State Nursery License in good standing. The Contractor shall submit verification of their qualifications for approval by the Agency with their written proposal before the award of contract.

##### **1.3 SCHEDULE**

The Contractor's strict conformance to the project schedule is essential and is as follows:  
Delivery of propagated native plant materials to the NLIP project site by: May 1, 2010 through May 31, 2010.

##### **1.4 QUALITY CONTROL**

1.4.1 INDUSTRY STANDARDS: Anything customarily necessary, based on industry standards, for proper completion of the work shall be furnished and installed even though not contained in the specifications.

1.4.2 SUPERVISION: The Contractor is responsible for direct supervision of the Contractor's personnel or subcontractors.

1.4.3 PLANT MATERIAL SIZES: At the time of delivery, plants shall meet the container sizes shown in Table 1.

1.4.4 Delivery of Plants: Upon delivery to the NLIP project site, all plant materials shall be observed by the Agency as to their suitability. Unacceptable or damaged plant materials shall be rejected, removed and replaced with plants of similar size and species at the Contractor's expense. The Agency shall provide written acceptance of the delivered plant materials to the Contractor at the project site.

### 1.5 PERFORMANCE STANDARDS

The Contractor is responsible for propagating, storing and delivering plant materials in a healthy and vigorous state according to these specifications and the Agency's direction. No material substitutions shall be allowed without prior written approval from the Agency.

### 1.6 MEASUREMENT

Measurement for plant propagation, storage, and delivery will be on a contract unit price for each individual container plant completely supplied by the Contractor and approved by the Agency.

### 1.7 PAYMENT

Payment for plant propagation, storage, and delivery, measured as specified, will be on a contract unit price per plant, which price will include all costs in connection therewith.

## **PART 2 MATERIALS**

### 2.1 MATERIALS AND PRODUCTS

2.1.1 PLANT COLLECTION: Plant propagation materials shall be collected within the Sacramento Valley or Delta. Plant propagation materials shall be placed in containers of the size indicated in the specifications.

2.1.2 PLANT CONTAINER SIZES: Plant container size dimensions shall be as identified in Table 1.

2.1.3 SPECIES AND QUANTITY: The Contractor shall be responsible for providing each of the following species and related quantities as indicated in Table 1.

**TABLE 1 PLANT PROPAGATION LIST**

Botanical Name & (Common Name)	Minimum Container Size (inches)	Min. Nominal Plant Ht.	No. Plants
<i>Carex barbarae</i> (Santa Barbara sedge)	Treeband 2 (2 ¼ x 2 ¼ x 5)	5"	3480
<i>Juncus balticus</i> (Baltic rush)	Treeband 2 (2 ¼ x 2 ¼ x 5)	5"	4640
<i>Leymus Triticooides</i> (Wildrye)	Treeband 2 (2 ¼ x 2 ¼ x 5)	5"	1170
<i>Scirpus Acutus</i> (Tule)	Treeband 2 (2 ¼ x 2 ¼ x 5)	5"	2600
<i>Scirpus Californicus</i> (Tule)	Treeband 2 (2 ¼ x 2 ¼ x 5)	5"	2600
Contingency (approx. 2 % of spp. listed)			300
Total			14490

**PART 3 EXECUTION**

**3.1 GENERAL**

3.1.1 COORDINATION AND SCHEDULING: The Contractor shall be responsible for coordinating and scheduling the propagation, storage, and delivery of materials necessary to complete the work.

3.1.2 HANDLING OF MATERIALS: At all times, the Contractor shall handle all materials professionally to ensure that the plants and planting supplies are not damaged during storage, handling, and shipping.

**3.2 PLANT PROPAGATION**

3.2.1 PLANT GROWTH: Plants shall not be allowed to develop above ground shoot growth that is out of proportion to root growth, except as specified. Plants grown in shade houses or greenhouses shall be sufficiently hardened off at time of delivery to prevent leaf or stem burn from occurring after delivery.

3.2.2 PLANT GROWTH AT THE TIME OF DELIVERY: Before delivery to the project site, all propagated plants must be grown to the container sizes and heights as provided in these specifications. At the time of delivery, plants shall be fully rooted (i.e., not root bound or underdeveloped). Plants with circling, kinked, or sharply angled external or internal roots shall be rejected. By the delivery date, the rootball must remain intact when the pot is removed.

3.2.3 INSECTS AND DISEASE: All propagated plant materials must be free of insects and disease.

3.2.4 INSPECTIONS: The Agency will conduct two visits to the nursery to observe the progress of plant propagation. The Contractor shall be responsible for any additional preparation of plants necessary to complete the order. The actual number of plants grown shall allow for a small amount of destructive sampling for each species at this observation. Additional, informal visits to the nursery may occur at other times and may be unannounced.

3.2.5 PLANT APPROVALS: Final approval of all plant materials by the Agency will be reserved until time of delivery. In the opinion of the Agency plants that are substandard will not be accepted.

3.2.6 SUBSTITUTIONS: No substitutions are permitted.

### 3.3 PLANT MATERIAL STORAGE AND DELIVERY

3.3.1 NURSERY STORAGE: Before delivery, all plants shall be stored in such a manner to prevent damage from sunlight; moisture; or contact with vehicles, equipment, and tools. Shade, frost, and wind protection may be used if necessary to protect the health of the plants. Plants shall be maintained moist at all times.

3.3.2 PRE-DELIVERY CONDITIONS: Plants shall be grown to be of the size shown in these Specifications and in a healthy and vigorous condition by the required delivery date. Before delivery of the plant materials, all plant materials shall be hardened off for a minimum of 2 weeks to Sacramento Valley conditions/temperatures. Before delivery, the Agency shall inspect and approve all plant materials to be delivered. At least one month before the expected delivery date, the Contractor shall coordinate the actual delivery date and location with the Agency.

3.3.3 PLANT LABELS: Plant materials shall be delivered to the job site with durable, waterproof labels indicating the correct plant name in conformance to Table 1 contained in this specification. The Contractor shall be responsible for maintaining plant labels as delivered.

3.3.4 DELIVERY VEHICLES: Delivery vehicles must have closed beds to prevent windburn to plant materials during transport.

3.3.5 DELIVERY TO THE PROJECT SITE: The order shall be delivered by the Contractor to the NLIP project site. Access to the site shall be as directed by the Agency.

3.5.6 UNLOADING OF PLANT MATERIALS: The Contractor shall be responsible for unloading individual plant containers, placed in blocks of 25 or 50, etc. by species to facilitate counting, at the project site.

3.5.7 PLANT INSPECTION: At the time of plant material delivery to the project site, the Contractor shall inspect the plant materials for injury, disease, and insect infestation before leaving the

project site. At the Contractor's expense, all plant material problems shall be corrected, within 5 days of the date of the initial delivery, before any plant installation.

**PART 4 ORGANIZATION OF THE PROPOSAL**

The proposal shall contain the following information in the sequence noted:

4.1 ORGANIZATION/QUALIFICATIONS (1/2 page maximum)

Describe grower facilities and list key staff proposed/committed to project and a brief summary of their roles and qualifications.

4.2 CONFLICT OF INTEREST

Disclose, if relevant or appropriate, any actual, apparent, direct, indirect, or potential conflicts of interest that may exist with respect to the firm, management, or employees of the firm or other persons relative to the services to be provided under the Agreement for Contractor services to be awarded pursuant to this RFP. It is assumed that no response to this issue indicates no conflict of interest.

4.3 REFERENCES

Provide a minimum of three pertinent client references with the name, address, telephone number, and e-mail address of owner/clients' representatives on projects completed in the last five (5) years.

4.4 COST PROPOSAL

The cost proposal shall be submitted using the table and format below. The Contractor's cost proposal shall be on a unit price basis for all cost as described in this specification with a not-to-exceed total amount to provide the identified materials.

Botanical Name & (Common Name)	No. Units	Unit Price (\$)	Total (\$)
<i>Carex barbarae</i> (Santa barbarae sedge)	3480		
<i>Juncus balticus</i> (Baltic rush)	4640		
<i>Leymus Triticoides</i> (Wildrye)	1170		
<i>Scirpus Acutus</i> (Tule)	2600		
<i>Scirpus Californicus</i> (Tule)	2600		
Contingency (approx. 2 %)	300		
<b>Total Lump Sum Price (\$)</b>	-----	-----	

**The Agency at its sole discretion, reserves the right to select more than one contractor, to provide all or a portion of the identified services, and the right to reject all proposals received.**