

REQUEST FOR PROPOSAL FOR PROFESSIONAL SERVICES

BOROUGH OF MOUNTAIN LAKES



LAKES TREATMENT PROPOSAL

Available to any person(s) or firm(s) interested in providing professional services (as defined in N.J.S.A. 40A:11-2(6)) to the Borough of Mountain Lakes (hereinafter "Borough"). Notice is hereby given that requests for proposals with cost quotations will be received by the Borough Manager at the Mountain Lakes Borough Hall, 400 Boulevard, Mountain Lakes, New Jersey, 07046, no later than Wednesday, December 17, 2014 at 10:00 AM. Proposals will be reviewed and recommendations made to the Borough's Lakes Management Committee and to the Mountain Lakes Borough Council as to the selection of a vendor(s) to provide the services detailed below.

I. Areas of Work.

A. The Borough desires to receive detailed proposals from qualified lakes management firms to effectively manage nuisance aquatic vegetation and certain water quality conditions in nine (9) impoundments of varying size. It will be the responsibility of the contractor to formulate and carry out a program, which will result in acceptable recreational and aesthetic conditions in all nine Borough owned lakes, from May 1 through September 15, 2011. Baseline data is available for inspection at the Borough offices.

B. The Borough is requesting a proposal to conduct the removal of vegetation and unconsolidated organic materials in Borough owned lakes. The vendor should have significant experience regarding the removal of material from lakes, and have the ability to transport and properly dispose of any materials removed from any Borough owned lake. All fees should be indicated in the proposal.

C. The Borough is also requesting a proposal for a Water Quality Monitoring Program on the Borough owned lakes. This program should include a sampling at one station in each lake (nine total) to be conducted once per month in June, July, and August. Samples should be analyzed for temperature, dissolved oxygen, visibility, alkalinity and pH in the field and nitrate, turbidity, and total phosphorus by a NJDEP Certified Laboratory. A separate quote should be included for chlorophyll analysis in each lake for each sampling date. In addition, plankton samples should be collected and enumerated once per month in June, July, and August on the four smaller lakes and twice per month on the five larger lakes. Results of each sampling occasion should be forwarded to the Borough upon completion and a summary report of findings should be submitted at the end of the season.

BIDDER'S RESPONSIBILITY IN RESPONDING TO BOROUGH'S REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES

The bidder shall, in response to this RFP, provide at a minimum the following information:

II. Proposal Specifications

- A. Proposals submitted shall be of sufficient detail to allow for a clear understanding of the techniques to be employed, anticipated treatment schedule per lake, materials to be utilized, and a projected schedule of key management events. Costs shall be clearly stated either per lake lump sum or per application unit basis, but in either case a "not to exceed" total must be included to allow for calculation of the total program costs. Proposals submitted shall also describe anticipated water quality conditions, the type and extent of nuisance aquatic vegetation and other conditions in each lake, which would require management actions.
- B. Proposals shall have a separate price for each item A, B, and C in Section I.
- C. Proposals shall contain a description of the equipment to be used by the contractor, and a listing of projects of a similar size and complexity which the contractor has completed.
- D. Bidder shall furnish **three (3) originals** of their proposal.

The selected vendor shall be prepared to conduct inspections of the lakes on a weekly basis, or more frequently if needed, and agrees to provide weekly verbal reports to the Borough Manager as to the conditions noted and management efforts planned. Written reports shall be submitted to the Borough Manager on a monthly basis (May through September) and an annual report shall be submitted at the conclusion of the program.

The selected vendor will also be expected to attend monthly meetings of the Lakes Management committee and report on the status of their program. The vendor is also expected to obtain and maintain all required permits from the NJDEP in a timely fashion so as to allow treatments to begin by late April.

Basis for Award of Agreement for Professional Services

The Borough shall award all professional service agreements based upon qualifications, merit, cost competitiveness, references and experience with issues confronting the Borough of Mountain Lakes. A final award shall be made by Resolution adopted by a majority of the Borough Council based upon the proposal made to the Borough that has been determined to be **the most advantageous to the Borough, based on price, qualifications and other factors considered**. All awards are and shall be subject to the availability of funds.

Robert D. Tovo
Borough Manager