

REQUEST FOR PROPOSAL (RFP)

(AMENDMENT DATED July 23, 2025)

Chesapeake Conservancy is a non-profit organization that works with conservation partners and landowners to implement Best Management Practices on agricultural land.

Chesapeake Conservancy, *in partnership with ClearWater Conservancy*, is soliciting proposals for the following services for a 5.47 acre riparian buffer tree planting project:

- Site preparation
- Implementation (tree and shrub planting)
- Post planting establishment

RFP OVERVIEW AND PROJECT DESCRIPTION

RFP Release Date: July 1, 2025 *Amendment Released July 23, 2025*

Landowner Name: Nathaniel Neely

Project Location: 459 Steele Hollow Road
Julian, PA 16844
Centre County, Huston Township

RFP Issuing Office: Chesapeake Conservancy
Email: paprograms@chesapeakeconservancy.org
Phone: 570-372-4065
The issuing office is the sole point of contact for this proposal.

Partner Agency: Clearwater Conservancy

**Site Showing/
Pre-Bid Meeting:** *A non-mandatory site showing will be held at the Project Location on:*
July 17, 2025 at 10:00 AM EDT

Registration for the Site Showing and Pre-Bid Meeting **is required** electronically:

Registration Deadline: July 15, 2025

Registration Email: paprograms@chesapeakeconservancy.org

Include "Neely Site Showing Registration" in the subject line.

RFP Due Date: **All proposals must be submitted by:**
~~August 1, 2025 at 4PM EDT~~ **August 6, 2025 at 4PM EDT**
Proposals will not be accepted after this date and time.

RFP Submission: **All proposals must be submitted electronically to the following email address*:**

Email: paprograms@chesapeakeconservancy.org
Include "Neely RFP Response" in the subject line.

**If bidder is unable to submit proposal via email, please contact Chesapeake Conservancy to arrange another method to submit proposal.*

RFP Results:

RFP results and notification of award will be distributed no later than:

~~August 12, 2025~~ **August 14, 2025**

Questions:

All questions regarding this RFP should be submitted to:

paprograms@chesapeakeconservancy.org

Include "Neely RFP Question" in the subject line

Frank Rohrer, 570-372-4065

Project Description:

The project will create a forested riparian buffer that is comprised of 1,400 linear feet along Steel Hollow Creek and 430 linear feet along an unnamed tributary (UNT). A mix of trees, shrubs, and fruit-bearing species will be used to plant 5.47 acres of new buffer, with an average width of 200 feet along Steel Hollow Creek, at a density of 150 stems/acre.

Soils within the project area are largely comprised of Basher loam, a moderately well-drained floodplain soil with a high-water table, however, it is not categorized as hydric soil. Conditions in the field support this finding with a large meadow with a mix of hydrophytic and mesophilic vegetation. A majority of the proposed buffer lies within the 100-year floodplain and will be planted with trees and shrubs tolerant of variable hydrology.

The landowners are interested in having a small orchard and keeping their mowed walking path near the stream. The design prescribes planting a mix of apple, pear and plum trees, along with highbush blueberry, black raspberry and elderberry bushes in an area currently maintained as lawn near the UNT closer to the house and outside the 100-year floodplain. The walking path will be maintained as a 6-8-foot-wide mowed path through the buffer, close to the current one.

The successful bidder will be responsible for the following:

Service 1: Site Preparation

- **Invasive Control:** Invasive control (including woody and non-woody invasive and noxious weeds) will occur in late summer/early fall of 2025 and will occur throughout the entire 5.47 acre project area as depicted in Attachment A – Plan Map.
 - ***Specific species to be controlled include all woody invasives, Japanese knotweed, thistle, teasle, Oriental bittersweet, purple loosestrife, wild parsnip, poison hemlock, mugwort and reed canary grass. Japanese stiltgrass is present on the site, however, it is not a target species except as incidental control of other species.***
 - The majority of the **woody** invasives are located in the 3.5 acre forested understory **and along the unnamed tributary**. Also, **several two** patches of Japanese knotweed were noted along the stream within the area currently forested. While planting will not occur in the 3.5 acre forested area, invasive species will be controlled **in this area**. ~~Invasives are generally light in the areas where trees are to be planted and the contractor will treat invasives in this entire area as well.~~ **Contractor will also treat invasives in the areas to be planted.**
 - **Contractor will be responsible for removing the invasive woody debris/dead stems. ClearWater Conservancy will discuss disposal options with the landowner prior to contractor beginning work. Potential options are to chip/mulch, haul to a nearby burn pile on the property (for the landowner to burn) or haul off site. Bidders should consider that any of these options are possible when figuring their quote.**

- **Spot Spray at Tree Planting Locations:** Apply appropriate herbicide (post emergent/non-selective required and pre-emergent as appropriate) in **3FT x 3FT minimum 6ft x 6ft** square spots to the 827 areas to be planted with trees/shrubs. This will occur in late summer/early fall 2025 and ideally will be done at least 2 weeks prior to planting.
 - Contractor shall complete and submit Attachment B - Spray Report or equivalent to Chesapeake Conservancy for each herbicide application.
 - Contractor shall follow all pesticide product labels, laws and regulations.

Service 2: Implementation

- **Tree/Shrub Planting:** Planting will occur in fall (October/November) of 2025 and will consist of planting 3-gallon containerized stock (**2-gallon may be acceptable pending availability but 3 gallon is strongly preferred**) on 5.27 acres of new buffer and a 0.2 acre orchard. See the plan map in Attachment A for location of the buffer and orchard. Woody plants will be planted at a density of 150 stems/acre. A total of 827 trees and shrubs will be planted. Shrubs will be planted in clumps of 4-8 with perimeter fencing (cribs) installed 48" - 60" high to deter deer browse around 50% of shrub clumps and all shrubs in the orchard. Mesh removeable deer guards, 48" - 60" tall, will be installed around at least 50% of trees, and all trees in the orchard. All plants will be planted in ecologically appropriate areas. No trees or shrubs will be planted within the walking trail delineated on the map—contractor will verify the exact location of the trail with Clearwater Conservancy.
- **A small pocket of wetland within the 5.1 acre field will not be planted with trees or shrubs. This area is approximately 0.1 acres in size. This area will be flagged by Clearwater Conservancy prior to work beginning.**

BUFFER

- Species to be planted are listed below. Contractors may choose species from the list following the minimum requirements stated below.
- Trees = 475 total (**must include a minimum of 6 species from 3 genera, one of which must be *Quercus***)
 - *Acer negundo* (box elder) fac
 - *Acer saccharum* (sugar maple) fac
 - *Acer saccharinum* (silver maple) facw
 - *Betula nigra* (river birch) facw
 - *Gleditsia triacanthos* (honey locust) fac
 - *Liriodendron tulipifera* (yellow poplar) facu
 - *Platanus occidentalis* (American sycamore) facw
 - *Populus tremuloides* (quaking aspen) fac
 - *Quercus bicolor* (swamp white oak) facw
 - *Quercus palustris* (pin oak) facw
 - *Robinia pseudoacacia* (black locust) facu
 - *Salix nigra* (black willow) facw
- Small Trees = 79 total (**must include a minimum of 3 species from 3 genera**)
 - *Amelanchier canadensis* (serviceberry) fac
 - *Carpinus caroliniana* (American hornbeam) fac
 - *Cercis canadensis* (Eastern redbud) facu
 - *Crataegus phaenopyrum* (Washington hawthorn) fac
 - *Salix discolor* (pussy willow) facw

- Shrubs = 238 total (**must include a minimum of 6 species from 4 genera**)
 - *Alnus serrulate* (smooth alder) obl
 - *Aronia arbutifolia* (red chokeberry) facw
 - *Aronia melanocarpa* (black chokeberry) fac
 - *Cephalanthus occidentalis* (buttonbush) obl
 - *Cornus amomum* (silky dogwood) facw
 - *Cornus racemosa* (gray dogwood) fac
 - *Cornus sericea* (red osier dogwood) facw
 - *Ilex verticillata* (winterberry) facw
 - *Lindera benzoin* (spicebush) facw
 - *Physocarpus opulifolius* (common ninebark) facw
 - *Sambucus canadensis* (American elderberry) facw
 - *Viburnum lentago* (nannyberry) fac

^upland species, use very sparingly

ORCHARD

- 35 total trees and shrubs to be planted
- Species to be planted are listed below. Contractors must plant the species and quantities listed below. If species or quantities are not available, contractor shall consult with Chesapeake Conservancy prior to planting to discuss acceptable substitutions.
 - *Malus spp./domestica* (common apple like Fuji or Gala) = 4
 - *Prunus americana* (American plum) = 6
 - *Pyrus spp.* (domestic pear, must plant at least 2 varieties for cross pollination, i.e. Anjou and Bartlett) = 4
 - *Rubus occidentalis* (black raspberry or similar) = 8
 - *Sambucus canadensis* (American elderberry) facw= 4
 - *Vaccinium corymbosum* (highbush blueberry) facw = 9
- All trees must have deer guards installed and all shrubs must have fence (cribs) installed.

Service 3: Post Planting Establishment

- The contractor will be responsible for post-planting establishment activities for two full growing seasons (2026 and 2027). This includes spot-spraying **3FT x 3FT minimum 6ft x 6ft** square spots of herbicide (post emergent/non-selective and pre-emergent required) to suppress competing vegetation around planted stock, as well as maintaining shelters and fencing to protect the plantings.
- ***The contractor will be responsible for ~~it also includes~~ invasive/noxious weed control (woody and non-woody) via herbicide application throughout the entire 5.47 acre project area. This work will occur Spring-Summer 2026 and 2027. Specific species to be controlled include all woody invasives, Japanese knotweed, thistle, teasle, Oriental bittersweet, purple loosestrife, wild parsnip, poison hemlock, mugwort and reed canary grass. Japanese stiltgrass is present on the site, however, it is not a target species except as incidental control of other species. The goal is to achieve 90% control of all invasive plant species listed by the end of 2027.***
- Contractor shall assess mortality and perform replanting per the terms of the contractor's guarantee. See Warranty/Planting Guarantee section of this RFP for details on the minimum guarantee required. Replanting should occur in Fall 2027.

- Complete and submit to Clearwater Conservancy Attachment B –Spray Report (or equivalent) for each herbicide application.

The selected contractor shall, to the greatest extent possible, avoid damage to the existing native vegetation (including native herbaceous vegetation) during all phases of this project except where necessary to perform the services in the RFP. In particular, care shall be taken to avoid damaging native sedges as well as native trees and shrubs during the site preparation and post planting establishment. There are a number of sedges and small native tree and shrub species in the forested area that should be protected to the greatest extent possible.

Contractor will work closely with and coordinate the details of the project with Clearwater Conservancy.

Contractor will ensure that the project complies with all local, state and federal laws and regulations. Contractor shall follow all pesticide product labels, laws and regulations.

The contract will include, but is not limited to, the materials, labor and equipment to complete the activities listed in the Project Description.

RFP TERMS AND CONDITIONS

Selected contractors will be working with Chesapeake Conservancy and Clearwater Conservancy on the implementation of this project.

TIMELINE:

Contractors shall include with their response the proposed dates for the following:

- Start date of site preparation
- Start date of implementation
- Completion date of implementation
- Completion date for the final year of post planting establishment

Site preparation and implementation must be completed by November 15, 2025.

Post planting establishment work must be completed annually (2026 and 2027). All post planting activities (except replanting) will be completed by September 15 of each year. Herbicide applications should be completed in late spring/early summer of each year.

If the contracted services are not completed within the designated time period (as specified in the resulting contract from this RFP), the contract can be extended if agreed to in writing by Chesapeake Conservancy and the contractor.

WARRANTY/PLANTING GUARANTEE: Bidders shall include with their response, a description of their planting guarantee/warranty. **The minimum required guarantee is as follows:** Contractor shall guarantee plant and installation quality to meet or exceed 70% survival on all large, planted container material **(except blueberry)** by the end of the second growing season. **Contractors are not required to provide a guarantee on the blueberry.** If 70% survival is not met at that time, replanting to a 70% survival rate will be required and paid for by the contractor. Replanting should occur in Fall 2027. ~~Contractors who provide a more substantial guarantee will be awarded more points in the ranking.~~

PENNSYLVANIA ONE CALL:

Contractor shall follow all laws and regulations relating to the Pennsylvania One-Call System, including submitting all required locate requests to the Pennsylvania One-Call System to assist with the prevention of accidental damage to underground public utilities. If designing the project, the contractor shall also submit all required design notifications to the Pennsylvania One-Call System.

PA One Call: ***1-800-242-1776 or 811***

Project Final Design Serial #: ***2025133345***

One Call indicates a potential conflict at project site. Overhead powerlines are located near and in a portion of the area to be planted. Contractor shall follow all setbacks and restrictions to be identified during contractor's locate request and shall not plant any trees/shrubs within restricted areas. Contractor shall confirm location of facilities and setbacks as part of the One Call Locate Request process.

COMMUNICATION:

Communication between the contractor, Chesapeake Conservancy and Clearwater Conservancy is crucial to a successful project. The contractor shall notify Chesapeake Conservancy and Clearwater Conservancy at least three (3) days prior to beginning site preparation/implementation and prior to final departure from the site.

PAYMENT INFORMATION:

This project is being funded by **multiple grant sources** including Chesapeake Conservancy's Pennsylvania Department of Conservation and Natural Resources Forest Buffer Grant (BRC-RFB-28.6-81) and Clearwater Conservancy's Pennsylvania Department of Conservation and Natural Resources Forest Buffer Grant (DCNR-RFB 30-74).

Selected contractors will execute a contract with Chesapeake Conservancy for the *site preparation and implementation (tree planting)* and a separate contract with ClearWater Conservancy for the *post planting establishment (maintenance)*. Therefore, contractors will receive payments from both organizations.

Contractor shall invoice Chesapeake Conservancy for site preparation and implementation services rendered during the preceding month. Chesapeake Conservancy will issue payment within thirty (30) days from the date the invoice and all required documents are submitted to Chesapeake Conservancy AND the Conservancy receives reimbursement from its funding source. We anticipate the time from invoice submission to Chesapeake Conservancy to payment to be 60 days. This may be longer if our payment from our funder is delayed. Required documents may include an Application for Payment form, enhanced minimum wage documentation, final report and spray report.

Contractor shall invoice Clearwater Conservancy for the post planting establishment services per Clearwater Conservancy's requirements (contractor shall submit an invoice to Clearwater Conservancy after each post planting site visit and will also submit spray reports for all herbicide applications).

GRANTS:

The terms and conditions of the Pennsylvania Department of Conservation and Natural Resources Forest Buffer Grant (BRC-RFB-28.6-81) apply to the Chesapeake Conservancy contract that results from the RFP. Copies of the grant are available upon request. The terms and conditions of the Pennsylvania Department of Conservation and Natural Resources Forest Buffer Grant (BRC-RFB-30-74) apply to the Clearwater Conservancy contract that results from the RFP.

WORKER PROTECTION INVESTMENT AND CERTIFICATION FORM:

Commonwealth grants require contractors to sign the Commonwealth of Pennsylvania Worker Protection Investment and Certification Form acknowledging compliance with Executive Order 2021-06, Worker Protection and Investment (October 21, 2021). Contractors shall complete the Worker Protection Investment and Certification Form and submit it with their RFP response.

ENHANCED MINIMUM WAGE PROVISIONS:

Enhanced minimum wage provisions apply to all labor (includes contractors *and* subcontractors) to complete any services and tasks described in the Project Description. Enhanced minimum wage applies when a contractor's employee(s) spends at least twenty percent of their time performing tasks related to the project in a given work week.

- Contractors shall follow and ensure that all subcontractors follow the required enhanced minimum wage provisions outlined below per Pennsylvania's Department of General Services* for all labor.
- Effective July 1, 2025, the enhanced minimum wage rate is \$17.31 per hour ([55.Pa.B.2421](#)).
- An annual cost of living adjustment is applied to the minimum wage rate each July. *All services completed after July 1, 2026 must be paid at the new rate which typically is announced in March.*
- Contractor and all subcontractors will be required to send timesheets/payroll documentation to Chesapeake Conservancy.

***PA Department of General Services Enhanced Minimum Wage Provisions**

- Enhanced Minimum Wage.** Contractor/Lessor agrees to pay no less than \$17.31 per hour to its employees for all hours worked directly performing the services called for in this Contract/Lease, and for an employee's hours performing ancillary services necessary for the performance of the contracted services or lease when such employee spends at least twenty percent (20%) of their time performing ancillary services in a given work week.
- Adjustment.** Beginning July 1, 2023, and annually thereafter, the minimum wage shall be increased by an annual cost-of-living adjustment using the percentage change in the Consumer Price Index for All Urban Consumers (CPI-U) for Pennsylvania, New Jersey, Delaware, and Maryland. The applicable adjusted amount shall be published in the Pennsylvania Bulletin by March 1 of each year to be effective the following July 1.
- Exceptions.** These Enhanced Minimum Wage Provisions shall not apply to employees:
 1. Exempt from the minimum wage under the Minimum Wage Act of 1968;
 2. Covered by a collective bargaining agreement;
 3. Required to be paid a higher wage under another state or federal law governing the services, including the Prevailing Wage Act and Davis-Bacon Act; or
 4. Required to be paid a higher wage under any state or local policy or ordinance.
- Notice.** Contractor/Lessor shall post these Enhanced Minimum Wage Provisions for the entire period of the contract conspicuously in easily-accessible and well-lighted places customarily frequented by employees at or near where the contracted services are performed.
- Records.** Contractor/Lessor must maintain and, upon request and within the time periods requested by the Commonwealth, furnish all employment and wage records necessary to document compliance with these Enhanced Minimum Wage Provisions.
- Sanctions.** Failure to comply with these Enhanced Minimum Wage Provisions may result in the imposition of sanctions, which may include, but shall not be limited to, termination of the contract or lease, nonpayment, debarment or referral to the Office of General Counsel for appropriate civil or criminal referral.
- Subcontractors.** Contractor/Lessor shall include the provisions of these Enhanced Minimum Wage Provisions in every subcontract so that these provisions will be binding upon each subcontractor.

INSURANCE REQUIREMENTS:

Prior to executing a contract with the Conservancy, the successful bidder and all subcontractors must obtain the following minimum levels of liability insurance. Contractors who do not carry commercial liability insurance for religious reasons and/or are self-insured should provide applicable documentation with their bid response.

<i>Type of Insurance Coverage</i>	<i>Limit Required</i>
General Liability - Each Occurrence:	\$1,000,000
Automobile Liability - Combined Single Limit (Each Accident):	\$1,000,000
Excess or Umbrella Liability - Each Occurrence:	\$2,000,000
Workers Compensation and Employer's Liability* - E.L. Each Accident:	\$1,000,000
E.L. Disease - Each Employee:	\$1,000,000
E.L. Disease - Policy Limit:	\$1,000,000
Pesticide Liability** – Each Occurrence:	\$1,000,000

* *Workers Compensation and Employer's Liability can be waived for sole proprietors.*

** *Pesticide Liability can be a standalone policy or an endorsement to the Contractors general liability policy. The Certificate of Insurance must clearly indicate that Pesticide Applications are included in the coverage.*

Contractors and subcontractors will be required to include a waiver of subrogation in favor of Chesapeake Conservancy on all liability policies.

"Chesapeake Conservancy" must be named as additional insured on all contractor's and subcontractor's policies except workers compensation.

Contractors shall account for the above noted insurance requirements when submitting their response.

Immediately following the RFP award notification, the successful bidder shall work with their insurance agent to obtain the insurance requirements noted above. The awarded Contractor and all subcontractors shall provide Chesapeake Conservancy with a current COI certified by a licensed insurance broker within 14 days of award notification. The approved COIs need to be provided to Chesapeake Conservancy prior to signing a contract.

Note: *Bidders **do not** need to change their current liability insurance or add additional insured and waiver of subrogation to their policies when responding to the RFP. Only the successful bidder will be required to meet the insurance requirements noted above after the bid is awarded. The Certificate Holder should be as follows: Chesapeake Conservancy, 1212 West Street, Annapolis, MD 21401.*

BIOSECURITY:

The successful bidder is encouraged to follow basic farm biosecurity practices.

SAFETY PERFORMANCE:

Bidders shall provide safety performance information including OSHA records and EMR on their company and any subcontractors.

OSHA Records:

- OSHA reportable incidents for the past three (3) years. If there were no OSHA reportable incidents, indicate “none”. See <https://www.osha.gov/recordkeeping/> for additional information.
- TRIR (Total Recordable Incident Rate) which is the number of incidents x 200,000 / total number of employee hours worked in a year.
- DART (Days Away, Restricted or Transferred Rate). See <https://data.bls.gov/iirc/> to determine the value.

Contractors whose business is not required to keep OSHA records because they have 10 employees or less should check the applicable box on the Contractor Response Form.

Experience Modifier Rate (EMR):

- EMR provided by the insurance company.

PENNSYLVANIA COMMERCIAL/PUBLIC PESTICIDE CERTIFICATION:

Contractor must have a current Pennsylvania Pesticide Applicator License and must be certified in the appropriate categories for this project (including some deer repellent applications). It is the contractor’s responsibility to ensure proper certifications. Contractor must maintain the license for the term of the contract.

DEBARMENT AND TAX LIABILITY:

Contractors will be required to certify that they and any subcontractors are not listed on the Debarment and Suspension List maintained by the Pennsylvania Department of General Services (<https://www.dgs.internet.state.pa.us/debarmentsearch/debarment/index>) and the General Services Administration’s List of Parties Excluded from Federal Procurement or Nonprocurement Programs (www.SAM.gov) in accordance with Executive Orders 12549 and 12689, “Debarment and Suspension” and have no outstanding tax liabilities. Contractors will also be required to certify that they and any subcontractors are not in default of a loan or funding agreement administered by any Commonwealth agency.

SMALL BUSINESS AND SMALL DIVERSE BUSINESS:

Chesapeake Conservancy encourages the use of small and small diverse businesses when soliciting Requests for Proposals. Contractors are encouraged to register with the federal government at www.sam.gov and with the Pennsylvania Department of General Services at www.dgs.pa.gov (search [Small Diverse Business Verification](#)). Please note Pennsylvania Department of General Service registration is only valid for three years. Contractors are encouraged to verify that their registration is current.

Contractors and any subcontractors who register on Sam.gov and with the PA Dept of General Services and who qualify as a small and/or small diverse business should check the applicable boxes on the Contractor Response Form. Points will be awarded as per the scoring sheet in Attachment D to contractors whose registration is confirmed by Chesapeake Conservancy.

EQUAL EMPLOYMENT OPPORTUNITY:

Chesapeake Conservancy is an equal opportunity employer. The successful bidder shall comply with all federal, state, and local equal employment opportunity requirements. Additional information can be found at <https://www.ecfr.gov> and searching [41 CFR 60-1.4\(b\)](#).

SUBMISSION OF PROPOSALS AND SELECTION CRITERIA

SUBMISSION OF PROPOSALS:

Proposals are requested for the items described in the Project Description in accordance with the Terms and Conditions included in this RFP. Any estimated quantities included in this RFP are for information only. Bidders are responsible for determining the quantities needed to complete the project based on the information provided in this RFP.

At a minimum each proposal response must include:

- Contractor Response Form
 - Price – including individual prices for site preparation, implementation and post planting establishment (per year) as well as total price.
 - Three references
 - List of subcontractors used (if applicable)
 - Proposed start dates
 - Proposed completion dates
 - **Proposed Stock Size**
 - Warranty/Planting guarantee
 - Enhanced minimum wage certification
 - Safety performance
 - Debarment and tax liability certification
 - Insurance requirements- agreement to obtain or documentation of self-insurance
 - Signed by authorized representative
- Commonwealth of Pennsylvania Worker Protection Investment and Certification Form (signed)

All proposals must be submitted electronically to Chesapeake Conservancy by the RFP due date specified on Page 1 of the RFP.

It is the responsibility of each contractor to ensure that the proposal is received prior to the due date and time for submission of proposals. No proposal shall be considered if it was sent or received after this date and time.

CONTRACTOR SELECTION CRITERIA:

Proposals will be evaluated based on the criteria listed in Attachment D – RFP Scoring Sheet.

Proposals must be firm. The proposal may be rejected if the items offered by the contractor are not in conformance with the specifications as determined by the Issuing Office.

Proposals will be awarded to the most qualified economic bidder, as determined by Chesapeake Conservancy. Chesapeake Conservancy reserves the right to reject any or all proposals and/or cancel the RFP for any reason and to waive any technical defects, if it determines that it is in the best interest of the landowner, partner or Chesapeake Conservancy.

Chesapeake Conservancy reserves the right to check with other conservation partners and landowners for feedback on working relationship and quality of work of bidders.

CONTRACTOR RESPONSE FORM

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Contractor Name: _____

Project Name: Neely Forested Riparian Buffer

Project Location: 459 Steele Hollow Road, Julian, PA 16844, Centre County

1. Total price to supply materials, labor and equipment for performing the work included in the design and as described in the Project Description – ***Required (Fill in below or provide separate cost breakdown document):***

Service Type

Price

Service 1 – Site Preparation

Total Site Preparation (labor and materials) \$ _____

Service 2 – Implementation

Total Implementation (labor and materials) \$ _____

Service 3 – Post Planting Establishment

Year 1 – 2026

Total Post Planting Establishment (2026)
(labor and materials) \$ _____

Year 2 – 2027

Total Post Planting Establishment (2027)
(labor and materials) \$ _____

GRAND TOTAL QUOTE \$ _____

2. I/We plan to use the following subcontractors in order to perform parts of this project (include Tax ID):

Name: _____ EIN: _____

Name: _____ EIN: _____

3. The following three references are provided with telephone numbers of projects completed of similar scope and size - ***Required:***

Name: _____ Telephone: _____

Name: _____ Telephone: _____

Name: _____ Telephone: _____

CONTRACTOR RESPONSE FORM

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4. Proposed start date of site preparation - **Required:** _____

5. Proposed start date of implementation - **Required:** _____

6. Proposed completion date of implementation (not including post planting establishment)

Required: _____

7. Proposed completion date of final year of post planting establishment - **Required:** _____

8. Proposed Stock Size (2 or 3 gallon)- Required: _____

9. I/We provide the following planting guarantee/warranty - **Required:**

10. Enhanced Minimum Wage Rate Provisions (See Terms and Conditions for details) - **Required:**

☐ I/We agree to comply with the enhanced minimum wage rate provisions.

11. Small Business or Small Diverse Business (See Terms and Conditions for details) - *Check if Applicable*

I have registered with Sam.gov and my business (or any subcontractors listed above) qualifies as a

☐ Small Business and/or ☐ Small Diverse Business

I have registered with the PA Dept of General Services and my business (or any subcontractors listed above) has been certified as a ☐ Small Business and/or ☐ Small Diverse Business.

12. Safety performance (See Terms and Conditions for details) - **Required:**

OSHA Records

☐ I certify that my business does not need to keep OSHA records because we have 10 employees or less.

_____ OSHA reportable incidents for the past three years (attach documentation if applicable)

_____ TRIR (Total Recordable Incident Rate) (show calculation, if none, write 0)

_____ DART (Days Away, Restricted or Transferred Rate) (attach documentation/screen printout, if applicable)

Experience Modifier Rate

_____ EMR (attach documentation from insurance company, write N/A if not applicable)

CONTRACTOR RESPONSE FORM

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13. Commonwealth of Pennsylvania Worker Protection Investment and Certification Form (See Terms and Conditions for details) - **Required:**

☐ I have included with my response the completed Worker Protection Investment and Certification Form

14. Insurance Requirements (See Terms and Conditions for details) - **Required:**

☐ If awarded the contract, I agree to obtain the levels of insurance outlined in the Terms and Conditions of the RFP within 14 days of award notification and prior to signing a contract.

☐ I do not carry commercial liability insurance due to religious reasons and/or I am self-insured. I have included supporting documentation with my response.

This proposal is submitted in response to the RFP for the project described within. The proposal is based on my knowledge of the plans and specifications identified within. This proposal will remain valid for 90 days after submission. If awarded the RFP, I agree to sign a contract with Chesapeake Conservancy and Clearwater Conservancy.

Company Name: _____ Company Tax ID (EIN): _____

Company Address: _____

Representative's Name: _____ Telephone: _____

Email Address: _____

Signature: _____ Title: _____ Date: _____



WORKER PROTECTION AND INVESTMENT CERTIFICATION FORM

- A. Pursuant to Executive Order 2021-06, *Worker Protection and Investment* (October 21, 2021), the Commonwealth is responsible for ensuring that every worker in Pennsylvania has a safe and healthy work environment and the protections afforded them through labor laws. To that end, contractors and grantees of the Commonwealth must certify that they are in compliance with Pennsylvania's Unemployment Compensation Law, Workers' Compensation Law, and all applicable Pennsylvania state labor and workforce safety laws including, but not limited to:
1. Construction Workplace Misclassification Act
 2. Employment of Minors Child Labor Act
 3. Minimum Wage Act
 4. Prevailing Wage Act
 5. Equal Pay Law
 6. Employer to Pay Employment Medical Examination Fee Act
 7. Seasonal Farm Labor Act
 8. Wage Payment and Collection Law
 9. Industrial Homework Law
 10. Construction Industry Employee Verification Act
 11. Act 102: Prohibition on Excessive Overtime in Healthcare
 12. Apprenticeship and Training Act
 13. Inspection of Employment Records Law
- B. Pennsylvania law establishes penalties for providing false certifications, including contract termination; and three-year ineligibility to bid on contracts under 62 Pa. C.S. § 531 (Debarment or suspension).

CERTIFICATION

I, the official named below, certify I am duly authorized to execute this certification on behalf of the contractor/grantee identified below, and certify that the contractor/grantee identified below is compliant with applicable Pennsylvania state labor and workplace safety laws, including, but not limited to, those listed in Paragraph A, above. I understand that I must report any change in the contractor/grantee's compliance status to the Purchasing Agency immediately. I further confirm and understand that this Certification is subject to the provisions and penalties of 18 Pa. C.S. § 4904 (Unsworn falsification to authorities).

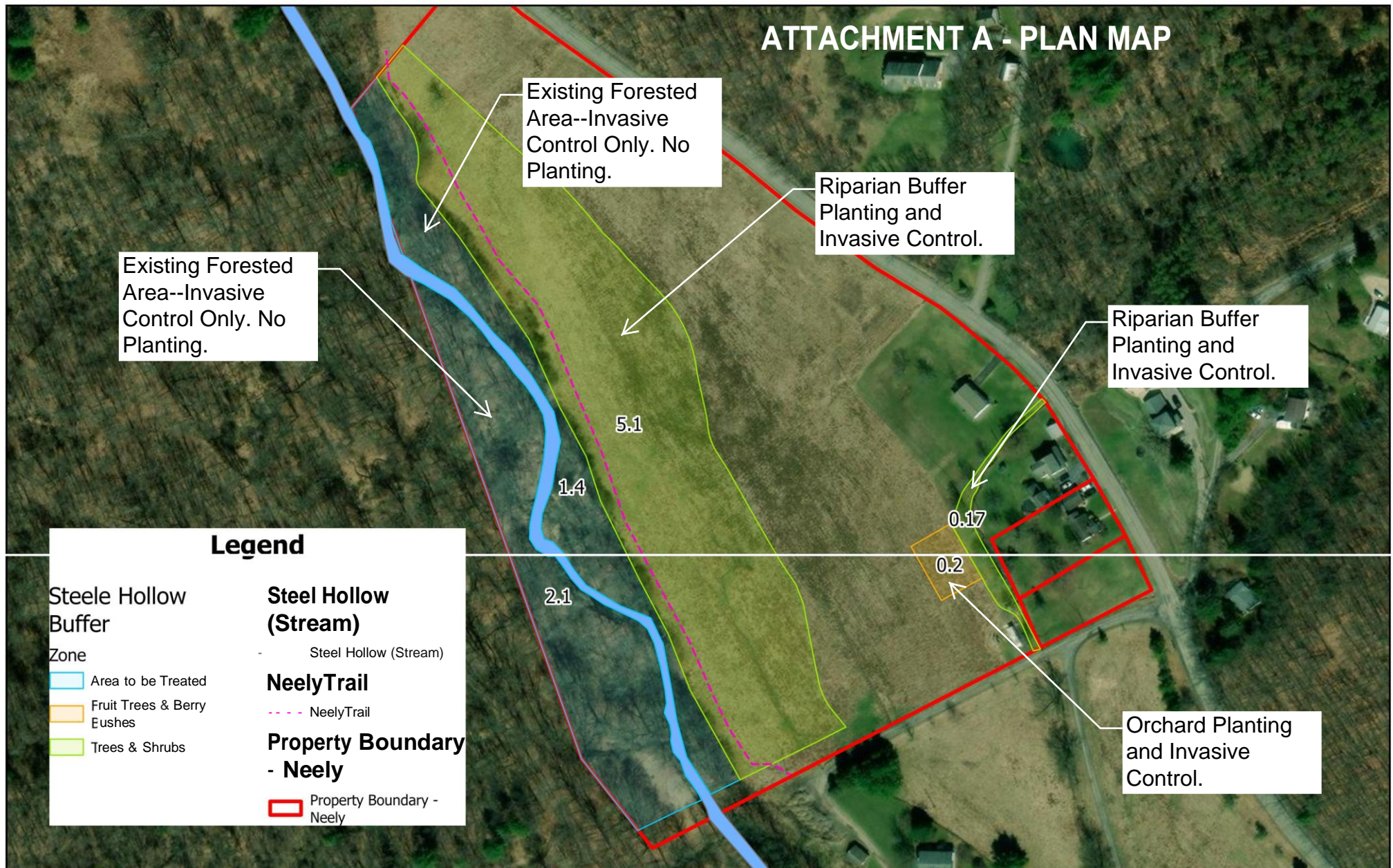
<i>Signature</i>	<i>Date</i>
<i>Name (Printed)</i>	
<i>Title of Certifying Official (Printed)</i>	
<i>Contractor/Grantee Name (Printed)</i>	

ATTACHMENTS:

The following Attachments are included for reference as part of this RFP:

- Attachment A – Plan Map
- Attachment B – Spray Report
- Attachment C – Final Report
- Attachment D – RFP Scoring Sheet

ATTACHMENT A - PLAN MAP



Legend

Steele Hollow Buffer

Zone

- Area to be Treated
- Fruit Trees & Berry Eushes
- Trees & Shrubs

Steel Hollow (Stream)

- Steel Hollow (Stream)

NeelyTrail

- - - NeelyTrail

Property Boundary - Neely

Property Boundary - Neely

**CLEARWATER
CONSERVANCY**

Neely Riparian Buffer Project

Steele Hollow Road, Julian | Huston Twp., Centre County | Pennsylvania

Penn State OPP, Maxar, Microsoft, Esri Community Maps Contributors, Baylor University, Texas Pi & Wildlife, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPAfi/ NPS, US Census Bureau, USDA, USFWS, Maxar



2025

BMP 107 Neely Buffer RFP Amendment - 16

N
A

0 0.1



0.23 0.45 Km

Coordinate System: WGS 1984 Web Mercator Auxiliary S_p_here

Attachment B - Spray Report*

Applicator Name: _____ BU Number: _____

Applicator License Number: _____ Expiration Date: _____

Applicator Company Name: _____

Applicator Company Address: _____

Application Date and Time:	
Site Address, Landowner Name & Contact Number	
Site Location	

Chemical	Manufacturer	EPA Reg. #	Mix Rate	Amount Solution Applied

Equipment Method	Species Treated

Temperature / Cloud Cover	Wind Speed	Wind Direction

Signature of Applicator: _____ Date: _____

Notes: _____

*Attach map and show portion of buffer treated

ATTACHMENT C

Final Report

Page 1 of 2

Section I – Project and Contractor Information

Project BMP# (located on contract): _____

Landowner Name: _____

Contractor Name: _____

Section II – Final As-Built Tree and Shrub Species Planted

[illegible]

List any species substitutions from the original planting plan: _____

Final acreage planted with trees/shrubs: _____

Date planting was completed: _____

Final Report
Page 2 of 2

Section III – Attachments

Attach the following to this report:

1. A minimum of 5 “before” and “after” photographs (jpeg or PDF format) of the site and work completed. Include brief description of each photograph. Photographs should be emailed to Chesapeake Conservancy.
 2. Spray reports (with any necessary project notes) within 30 days of herbicide applications (if applicable).
-

Complete Final Report and send to:

Chesapeake Conservancy
Frank Rohrer
frohrer@chesapeakeconservancy.org
570-372-4065

Attachment D - RFP Scoring Sheet

Landowner/Job Name: Nathaniel Neely - Riparian Forest Buffer
BMP #: 107

Evaluation Criteria / Points	%	Bidder Name		Bidder Name		Bidder Name		Bidder Name	
		Score (1-10)	Result	Score (1-10)	Result	Score (1-10)	Result	Score (1-10)	Result
Adherence to RFP Instructions 1 (some documents filled out completely) - 10 (all documents filled out completely)	5		0		0		0		0
Adherence to Planting and Maintenance Specifications and Stock Size Specifications 1 (deviates widely from specifications) - 10 (adheres to specifications; using all 3-gallon size)	20		0		0		0		0
Bid Price 1 (highest price) - 10 (lowest price)	20		0		0		0		0
Safety Record 1 (did not provide record) - 10 (no reportables/good record)	5		0		0		0		0
Confidence in Quality of Work (Conservancy may also check with other partners for feedback) 1 (no references provided and unknown) - 10 (references provided and has done great work)	20		0		0		0		0
Small, Small Diverse Business 1 (no information provided) - 10 (federal and state small and small diverse business)	5		0		0		0		0
Timeline/Construction Schedule Adherence 1 (no dates or schedule provided) - 10 (all services will be completed within preferred timeframe)	20		0		0		0		0
Planting Guarantee/Warranty 1 (no guarantee or warranty) - 10 (meets or exceeds the minimum guarantee as specified in the RFP)	5		0		0		0		0
Total -- All Evaluation Points	100	0	0	0	0	0	0	0	0