

REQUEST FOR PROPOSAL (RFP)

(AMENDMENT DATED JULY 30, 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 is soliciting proposals for the following services for a 1.84 acre riparian buffer tree planting project:

- Site preparation
- Implementation (tree and shrub planting)

RFP OVERVIEW AND PROJECT DESCRIPTION

RFP Release Date: July 9, 2025 ***Amendment Released July 30, 2025***

Landowner Name: Ronald and Cynthia Spotts

Project Location: 1101 Sawmill Road
Beavertown, PA 17813
Snyder County, Spring and Adams Townships

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: Ashley Spotts, Chesapeake Bay Foundation

**Site Showing/
Pre-Bid Meeting:** *A non-mandatory site showing will be held at the Project Location on:*
July 29 at 10:00 AM EDT

Registration for the Site Showing and Pre-Bid Meeting is required electronically:
Registration Deadline: **July 21, 2025**
Registration Email: paprograms@chesapeakeconservancy.org
Include "Spotts Site Showing Registration" in the subject line.

RFP Due Date: **All proposals must be submitted by:**
August 13, 2025 at 4:00PM 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 "Spotts 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 25, 2025

Questions:

All questions regarding this RFP should be submitted to:
paprograms@chesapeakeconservancy.org
Include "Spotts RFP Question" in the subject line
Frank Rohrer, 570-372-4065

Project Description:

The landowner owns horses and currently utilizes the area of interest for pasture. The southern-most pasture has wetland pockets and is not an ideal location to pasture the horses. The landowner desires to plant trees in this pasture to create a forested buffer and wildlife habitat. There are small areas with native plants, but reed canary is growing throughout the field.

The stream is located on the western edge of the pasture and there is an existing forest canopy approximately 30 feet wide from the stream—woody invasive species are moderate to heavy in this area and along the stream bank and the contractor will treat the woody invasives **and reed canary grass** as part of this RFP. Tree planting will not be conducted in this area.

The contractor will plant trees and shrubs in the remainder of the project area with the exception of a very small existing tree island--the tree island will not require planting but will require woody invasive removal. The contractor will treat woody invasives **and reed canary grass** in the remainder of the area to be planted.

In addition to required herbicide application, invasive control may also require cutting and mulching in Zone 1 and in the tree island.

Post planting establishment services are NOT included in this RFP. The landowner will perform all maintenance activities.

The successful bidder will be responsible for the following:

Service 1: Site Preparation

- **Invasive Control:** Invasive control (woody invasive and noxious weeds **and reed canary grass**) will occur in late summer/fall of 2025 and will occur throughout the entire 1.84 acre project area (Zones 1 and 2) as depicted in Attachment A – Forested Riparian Buffer Plan Map. The primary invasive plants to be controlled are **reed canary grass**, multiflora rose, bush honeysuckle and autumn olive. Appropriate herbicide will be applied to control the invasives.
 - The majority of the **woody** invasives are located in Zone 1 and in the existing tree island in Zone 2. While planting will not occur in Zone 1, woody invasive species **and reed canary grass** will be controlled here. Invasives are generally light in Zone 2 with the exception of reed canary grass. ~~Control of reed canary grass is not to be included as part of the invasive control (except when done as part of the spot spray at tree planting locations as explained below).~~ **Herbicide is to be applied by the contractor to all reed canary grass throughout the entire project area. There are approximately 0.5 – 0.75 acres of reed canary grass to treat.**
 - Cutting and mulching of woody invasives may be needed in addition to the required herbicide application. Contractor shall follow up with a spot treatment of herbicide to the cut stumps if cutting and mulching. **It is permissible to treat the invasives with herbicide and allow the dead stems to stand so that they rot and decompose over time. This will reduce damage to the existing native vegetation. Chipping and mulching is also an acceptable method, however it may not be possible to get mulching equipment into the**

site due to wet conditions. In addition, care must be taken to minimize damage to existing native vegetation.

- To the extent that is practical, contractor will minimize damaging or spraying existing native trees, shrubs and vegetation such as milkweed and iron weed.
- **Spot Spray at Tree Planting Locations:** Apply appropriate herbicide (post emergent/non-selective required and pre-emergent as appropriate) in minimum 6ft x 6ft square spots to the 180 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 but may be applied within 1 week after 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 1.2 acres. See the plan map in Attachment A for planting location. Trees/shrubs will be planted at a density of 150 stems/acre. A total of 180 trees and shrubs will be planted.
 - Contractor will apply deer repellent to all planted trees and shrubs at time of planting.
 - Trees and shrubs will be planted in the ecologically appropriate areas, with species tolerating wet conditions planted in wet areas, and species preferring dry sites planted in drier areas.
 - To allow for the landowner to mow between trees, the spacing between trees shall be a minimum of 10 feet. The spacing between shrubs shall also be a minimum of 10 feet except in areas where shrub clumps may be planted. *Trees and shrubs may be planted in dense clumps less than 10 feet apart in the areas of heavy reed canary grass while leaving the areas of heavy Ironweed unplanted.*
 - Shelters are not to be used or installed.
 - The following species are required to be planted in the listed quantities and locations. **If species, sizes or quantities are not available, contractor will contact the project manager and Chesapeake Conservancy to discuss substitutions.**

TREES*

- **Total Number of Trees To Be Planted: 126**
- **The following 3 species are to be planted towards the eastern side of Zone 2, where it is drier:**

Common Name	Scientific Name	Quantity
Eastern Redbud	<i>Cercis canadensis</i>	10
Flowering Dogwood	<i>Cornus florida</i>	10
Allegheny Serviceberry	<i>Amelanchier laevis</i>	10

- **The following 7 species are to be planted throughout the remainder of Zone 2, where it is wetter:**

Common Name	Scientific Name	Quantity
American Plum	<i>Prunus americana</i>	13
American Sycamore	<i>Platanus occidentalis</i>	13
Black Gum (Tupelo)	<i>Nyssa sylvatica</i>	13
Bur Oak	<i>Quercus macrocarpa</i>	14
Persimmon	<i>Diospyros virginiana</i>	13
Pin Oak	<i>Quercus palustris</i>	15
Swamp White Oak	<i>Quercus bicolor</i>	15

***PER LANDOWNER REQUEST NO MAPLES ARE TO BE PLANTED**

SHRUBS

- **Total Number of Shrubs To Be Planted: 54**
- **The following species are to be planted throughout Zone 2:**

Common Name	Scientific Name	Quantity
Black Chokeberry	<i>Photinia melanocarpa (Aronia melanocarpa)</i>	7
Buttonbush	<i>Cephalanthus occidentalis</i>	7
Elderberry	<i>Sambucus nigra (Sambucus canadensis)</i>	9
Red-osier Dogwood	<i>Cornus sericea (Cornus stolonifera)</i>	9
Southern Arrowwood	<i>Viburnum dentatum</i>	8
Smooth Alder	<i>Alnus serrulata</i>	7
Winterberry	<i>Ilex verticillata</i>	7

- Contractor shall complete Attachment C – Final Report or equivalent. Final Report will include the following:
 - a. List of all tree and shrub species and quantities planted.
 - b. Provide a minimum of 5 high quality project photographs with descriptions. Photographs of work in progress as well as “before and after” are encouraged. Photographs shall be emailed to the Conservancy at frohrer@chesapeakeconservancy.org.

Contractor will ensure that their work complies with all local, state and federal 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 Chesapeake Bay Foundation 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

Site preparation and implementation is anticipated to start in September – October 2025.

All services must be completed by November 15, 2025.

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.

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 #: 20251252309

COMMUNICATION:

Communication between the contractor, Chesapeake Conservancy and Chesapeake Bay Foundation is crucial to a successful project. The contractor shall notify Frank Rohrer, Chesapeake Conservancy (570-372-4065) and Ashley Spotts, Chesapeake Bay Foundation (215-498-7333) at least three (3) days prior to beginning site preparation/implementation and prior to final departure from the site.

PAYMENT INFORMATION:

Contractor shall invoice the Conservancy for services rendered during the preceding month. Invoices will be paid after all required documentation has been received and approved AND the Conservancy receives reimbursement from its funding source. We anticipate the time from invoice submission to payment to be 60 days. This may be longer if our payment from our funder is delayed. Required documents may include an invoice, Application for Payment form, enhanced minimum wage documentation, final report and spray report.

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 contracts that result from the RFP. Copies of the grant are available upon request.

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 (including 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 1st must be paid at the new rate.*
- 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.

- g. **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.

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 and implementation as well as total price.
 - Three references
 - List of subcontractors used (if applicable)
 - Proposed start dates
 - Proposed completion dates
 - Warranty/Planting guarantee
 - Proposed Planting Stock Size
 - Enhanced minimum wage certification
 - Safety performance
 - Debarment and tax liability certification
 - Signed by authorized representative
- Commonwealth of Pennsylvania Worker Protection Investment and Certification Form (signed)
- Current Certificate of Insurance

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: Spotts Forested Riparian Buffer

Project Location: 1101 Sawmill Road, Beavertown, PA 17813, Snyder 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

Materials \$ _____

Labor \$ _____

Total Site Preparation \$ _____

Service 2 – Implementation

Materials \$ _____

Labor \$ _____

Total Implementation \$ _____

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: _____

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

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

6. Proposed completion date of implementation - **Required:** _____

7. I/We provide the following planting guarantee/warranty. If none, enter "none" - **Required:**

CONTRACTOR RESPONSE FORM

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8. Proposed Planting Stock Size - **Required:** _____

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

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

10. 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.

11. 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)

12. Debarment and tax liability status (See Terms and Conditions for details) - **Required:**

☐ I certify that my business, and any subcontractors, are not debarred by the State of Pennsylvania or the federal government.

☐ I certify that my business, and any subcontractors, have no tax liabilities and are not in default of a loan or funding agreement administered by the State of Pennsylvania.

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.

CONTRACTOR RESPONSE FORM

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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 the Chesapeake 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 – Forested Riparian Buffer Plan Map

Attachment B – Spray Report

Attachment C – Final Report

Attachment D – RFP Scoring Sheet





Attachment A - Forested Riparian Buffer Plan Map

Ronald and Cynthia Spotts
1101 Sawmill Road
Beavertown, PA 17813
Snyder County, PA
6/24/25

PA One Call Final Design Serial #:20251252309
Call 811 or 1-800-242-1776



Legend

-  Tree Island: Invasive Control Only--0.09 acres
-  Zone 1: Invasive Control Only--0.55 acres
-  Zone 2: Tree/Shrub Planting and Invasive Control--1.29 acres (1.2 ac to be planted)
-  Riparian Buffer Project Area--1.84 acres total



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
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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: Spotts, Ronald
BMP #: 109

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 Project Description 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)	15		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)	25		0		0		0		0
Planting Guarantee/Warranty 1 (no guarantee or warranty) - 10 (will replant to 100% of original number of stems planted (including non sheltered)	5		0		0		0		0
Total -- All Evaluation Points	100	0	0	0	0	0	0	0	0