

FIVE RIVERS METROPARKS
REQUEST FOR QUOTES
2023 Stream Channel Clearing and Bank
Stabilization

Sugarcreek MetroPark



FIVE RIVERS METROPARKS
409 E. Monument Ave., Third Floor
Dayton, Ohio 45402
(937)275-7275

Section 1 – General Information

- I. Project: 2023 stream channel clearing and bank stabilization project at Sugarcreek MetroPark.
- II. Response to Request for Quotes shall be submitted as follows:
 - a. Please provide company name, itemized pricing, and signature on appendix II.
 - b. All Contractors will be required to attend a pre-bid meeting at Sugarcreek MetroPark on Friday September 1, 2023. The meeting will be held at 1:00PM, local time, at the operations building located at 7636 Wilmington Pike Dayton, OH 45458. A tour of the project site will follow.
 - c. Quotes are due no later than 12:00 PM, local time, Friday, September 8, 2023. Quotes received after this time and date will not be considered.
 - d. Quotes may be mailed or hand-delivered to the address listed directly below,

**Five Rivers MetroParks
Attn: Chris Pion
409 E. Monument Ave., Third Floor
Dayton, Ohio 45402**

- III. The deadline for questions to be submitted is the end of day Tuesday, September 5, 2023. Questions directly relating to any material contained in the Request for Quotes shall be directed to Chris Pion, Director of Parks and Conservation, at Cell: (937) 248-4667, Office: 937-275-7275, or chris.pion@metroparks.org. Any questions received will be answered and provided to all contractors participating in the bidding process by the end of day Wednesday, September 6, 2023.
- IV. It is the responsibility of each contractor to review the scope of work and visit the facility to clarify expectations prior to bidding. Contact information and site address for the location is provided in section II above. A mandatory pre-bid site visit has been scheduled. Bids will not be accepted from contractors that are not represented at the pre-bid meeting.
- V. The selected bidder shall furnish its' own support staff and neither the contractor nor its personnel shall, at any time or for any purpose, be considered as employees or agents of FRMP for whose benefit, either directly or indirectly, the work hereunder is being performed. The successful bidder must provide documentation

to FRMP that their staff is bonded and have passed a drug screening and background check before work can proceed.

- VI. Five Rivers MetroParks has a projected start date of October 1, 2023, and a target end date of November 15, 2023, for this project. It is understood that weather and Stream conditions could delay project completion.

Section 2 – Project Background and Purpose

Five Rivers MetroParks is a park district (section 1545 O.R.C.) located in Montgomery County, Ohio. MetroParks desires to contract stream clearing and bank stabilization services for a section of the Sugar Creek located within Sugarcreek MetroPark. Trees have fallen within the stream channel and have created blockages that have caused debris to collect and bank erosion to occur. The project will require clearing of debris, cutting, and removing trees and other woody debris from the stream channel, positioning removed materials from the channel and securing them to stream banks to provide future erosion protection.

Sugarcreek MetroPark is located at: 7636 Wilmington Pike Dayton, OH 45458

Section 3 – Contract Requirements

- I. Cutting, clearing, and stabilization of debris without the use of heavy equipment to FRMP standards per scope of work provided.
- II. Contractors will be required to minimize impacts to natural areas within and adjacent to the project site. Access to sites for large or heavy equipment will not be allowed. Removal of living trees and shrubs to provide improved access to the project site will not be allowed.
- III. Completion of services in accordance with schedule proposed.
- IV. Communications and record keeping:
 - a. The contractor must contact the Park Manager, Matt Stevens, or Regional Manager, Joe Morrison, to communicate any required adjustments to the agreed upon schedule. Contacts for each will be provided for this purpose upon contractor selection and contract execution.
 - b. The contractor will be required to communicate any additional issues observed while on site at FRMP facilities. These observations are to include any safety and security issues, vandalism, or facility maintenance concerns. As noted above, contacts will be provided for Park Manager and Regional Manager. Contacts for the FRMP Ranger Division will also be provided in case of emergency.
- V. Site access and conduct on FRMP Property:

- a. Addresses to the project location have been provided in section 2 above. Upon selection and contract execution, the contractor will be provided with appropriate access to gates as required to allow completion of work specified.
- b. All FRMP property is considered public property. It is FRMP expectation that while on FRMP property, the contractor shall conduct themselves professionally.
- c. If questions, comments, or concerns are received from the public, please give them the contact information (phone number and/or email) of Chris Pion.

Section 5 – Payment for Activities

SCHEDULE OF PAYMENTS: MetroParks agrees to pay the Contractor, in exchange for stream channel clearing and bank stabilization contained in the scope of work for the project agreement. The Contractor agrees to provide to FRMP at project completion a breakdown of services provided. The invoice received must provide the contractor's complete name, address and the amount due. All invoices should show FRMP as the bill to.

Upon final approval, all original invoices are to be mailed to:

**Five Rivers MetroParks
Attn: Accounts Payable
409 E. Monument Ave., 3rd Floor
Dayton, OH 45402**

Contractors can also submit invoices electronically to: accounts.payable@metroparks.org. Fax copies will not be accepted.

FRMP is a political sub-division of the State of Ohio and therefore tax exempt. A certificate will be provided to the selected bidder. A purchase order will be issued by Five Rivers MetroParks for the contract. This purchase order number shall appear on all invoices submitted. Invoices will be reviewed, and payments will be processed.

Section 6 – Insurance Requirements

Upon selection, the winning firm will be required to furnish documentation of Workers Compensations, General Liability (Commercial General Liability Insurance, including coverage for personal injury and property damage, with limits of not less than: bodily injury liability property damage liability, per person: \$1,000,000, per occurrence: \$1,000,000, per occurrence: \$2,000,000, aggregate: \$2,000,000), and Automobile Insurance. Firms that cannot provide this documentation will not be hired and an alternate firm will be selected based on the quote.

Section 7 – Proposal Acceptance

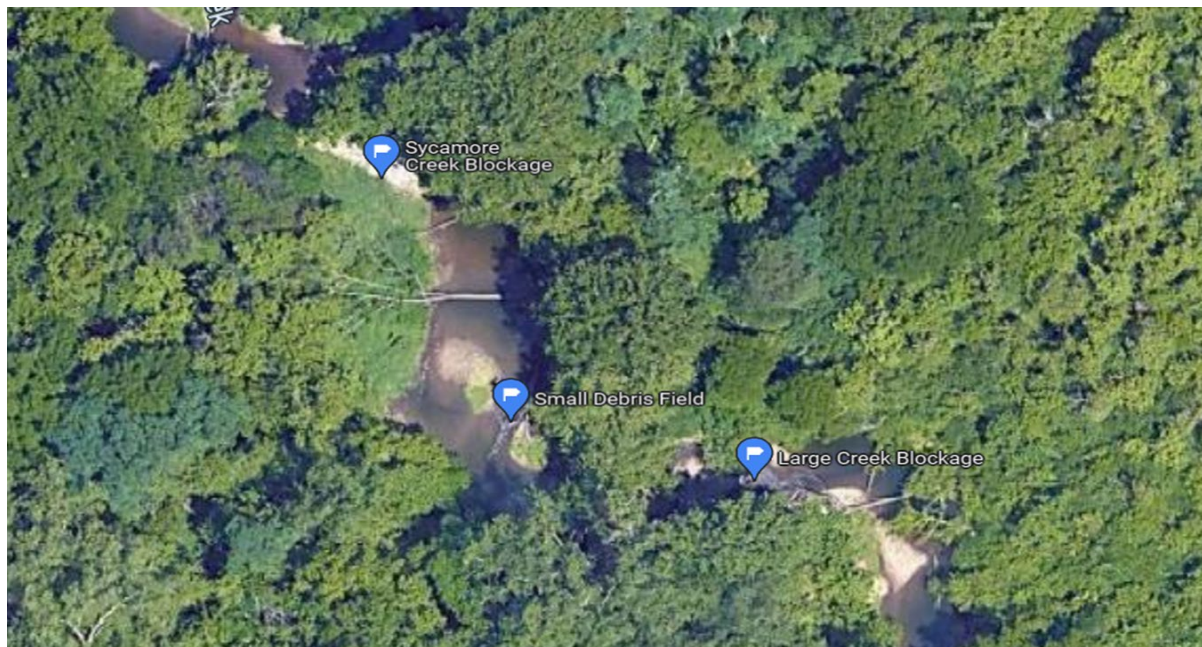
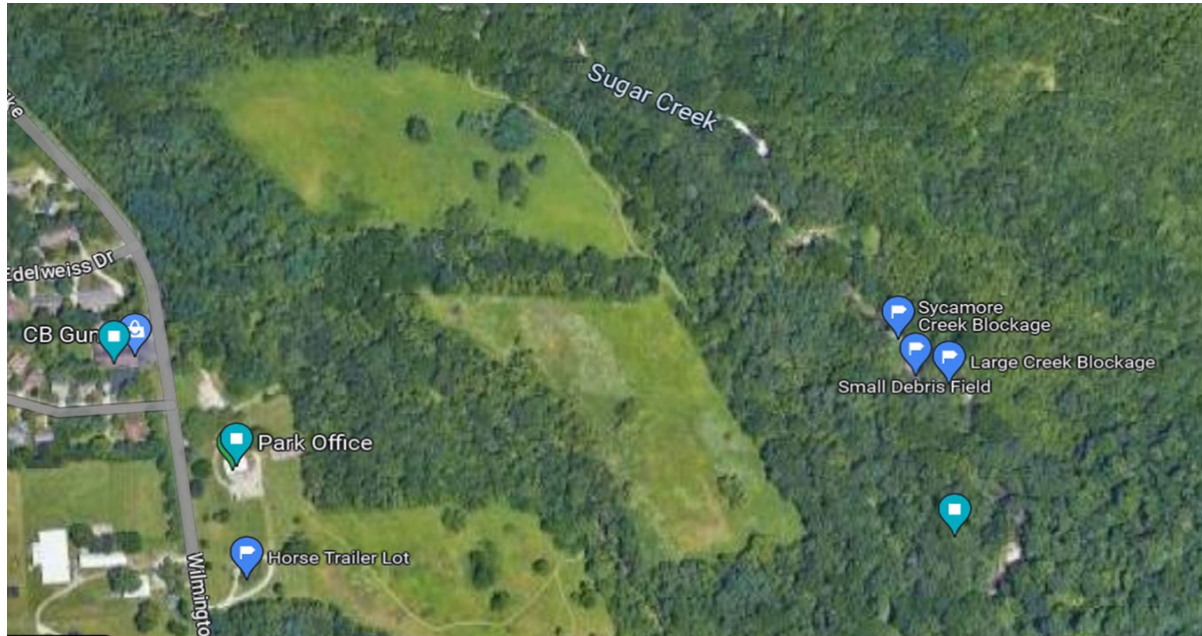
Five Rivers MetroParks reserves the right to accept or reject all quotes to best serve the interests of Five Rivers MetroParks. Firms who are not selected will be notified in writing. All quotes are to remain valid for at least ninety (90) days after submittal date. The Request for Quotes does not commit Five Rivers MetroParks to award a contract or to pay for any cost incurred by a successful or unsuccessful bidder in the preparation of a quote for this request. The successful firm will be required to fill out a Vendor Application to be entered into our financial system.

APPENDIX I

Scope of work:

This project includes clearing two stream blockages and one small debris field between the two large stream blockages within the creek channel of Sugar Creek located within Sugarcreek MetroPark. See map of project location which identifies approximate location of both blockages, and small debris field.

Blockage Coordinates: 39.624906, -84.099171



Contractor will be provided with an opportunity to ask specific questions about the site during required site visit on September 1, 2023.

The selected contractor will be required to obtain any permits required for activity within the stream channel.

The contractor is to provide detailed securement methods to FRMP on how debris will be secured safely to the stream bank. Securement plans will need to be reviewed and approved by FRMP prior to implementation.

The selected contractor will be required to deliver a report at the completion of the project that contains before and after pictures of the project site.





Appendix II

Please review Appendix I carefully to fully understand the specifications for the project. Submit this form with your prices as indicated. MetroParks reserves the right to award the quote in the best interest of MetroParks. Please remember to sign your quote and submit it by 12:00PM local time on Friday, September 8, 2021.

Sugarcreek Stream Channel Clearing and Bank Stabilization Project Components

	Estimated Time to complete (in days)	Projected Date of Completion	Total Cost
Permitting			
Woody debris Removal from stream channel			
Securement of debris to prevent future bank erosion			

Total Project Cost: _____

Signature: _____

Date: _____

Print name: _____

Job title: _____

Company: _____