

REQUEST FOR QUOTES

Request for Quotes Integrated Pest Management

RFQ Posted:	August 14, 2017
Mandatory Site Visit	August 17, 2017 (RSVP by August 15, 2017 2:00 P.M.)
Questions Due	August 22, 2017 by 2:00 P.M.
Question/Answers Posted	August 28, 2017 by 2:00 P.M.
Quote Due Date:	August 30, 2017 by 2:00 P.M.

The South Dakota Science and Technology Authority (SDSTA) is seeking quotes for Integrated Pest Management for Sanford Underground Research Facility (SURF).

Documents included in this Request for Quote include:

- A. Request for Quotes (RFQ)
- B. Draft contract (2017-25)
- C. Quote Sheet

1.0 Background

The South Dakota Science and Technology Authority (SDSTA) is a quasi-governmental agency established by the State of South Dakota to operate and manage the Sanford Underground Research Facility (SURF) in Lead, South Dakota. This facility has been developed to support a variety of scientific experiments, including physics, biology, geology, and others. SURF advances our understanding of the universe by providing laboratory space deep underground, where sensitive physics experiments can be shielded from cosmic radiation. Researchers at Sanford Lab explore some of the most challenging questions facing 21st century physics, such as the origin of matter, the nature of dark matter and the properties of neutrinos.

2.0 Scope

Vendor will provide all labor, travel, and supplies to perform integrated pest management services at the times, frequencies, and locations described in the Quote Sheet.

3.0 Selection Criteria

The SDSTA will review all submitted proposals for adherence to this request's requirements and capabilities to identify the proposal providing the best value based on the following criteria:

1. Experience with similar projects
2. Qualifications of project personnel
3. Chemical delivery systems and quality
4. Project understanding and responsiveness
5. ESH Program and Injury Experiences
6. Rates and fees

4.0 Selection Process

1. SDSTA will form a selection panel that will review the responses received to this RFQ.
2. SDSTA will make a selection based on the submittals or, at their discretion, may ask a short list of offerors to interview prior to finalizing the selection.
3. Selection decisions are final. There will be no process for appeal or re-evaluation.
4. SDSTA retains the right to request scope adjustments and substitutions of individual team members and engineering disciplines during negotiations.

5.0 Proposal Contents

Brevity is encouraged in the responses to this RFQ. Quotes must contain the following:

5.1 Cover Letter

Include contact information, including an email address, for the team's designated contact person who can receive and distribute RFQ information on behalf of the team.

5.2 Firm Qualifications

- Provide firm descriptions and evidence of qualifications to address the scope described in this document.
- Provide three to five examples of projects performed that demonstrate the qualifications and competence for weed control work.
- Provide client references.
- Provide firms previous weed control experience.

5.3 Individual Qualifications

- Provide resumes for all key project staff for each discipline. Biographies should include:
 - Experience with similar relevant projects.
 - Education and registrations.

5.4 Project Understanding and Approach

- Provide a brief description of your understanding and approach to the project.
- Provide number of personnel on project and anticipated hours on project.

5.5 Support Overview

Describe vendor support during and after implementation, including response times.

5.6 Quality Assurance

- Provide a copy of your quality control and assurance programs. Describe your testing and support plan.
- Provide a company health and safety plan and your respective OSHA 300 logs for the past three years.

5.7 Exceptions

Describe any exceptions to General Provisions and Terms and Conditions. Disclose any existing relationships and previous work with Sanford Lab.

5.8 Rates and Fees

- Provide labor rates for all personnel.
- Provide a list all equipment to be used on project, equipment rates and the expected number of hours for each piece of equipment. Please include the age of each piece of equipment and its functionality.
- Provide chemical cost in terms of cost per gallon 'ready to spray' product

6.0 The contractor selected will need to acknowledge, adhere to, and provide the following services as part of the contract.

- Contractor shall meet weed spraying certification requirements for the State of South Dakota.
- Contractor shall have a South Dakota Contractor's License.
- Contractor shall assume full responsibility and liability for the compliance with all Federal, State, and local regulations pertaining to work practices, hauling, disposal, and protection of work.
- Contractor is responsible for notifying other contractors, SDSTA employees stakeholder working/visiting the site about the where the work is being performed.
- All products need to be pre-approved by an SDSTA employee before use on SURF property.
- Contractor shall hold the Owner and Owner's Representative harmless for failure to comply with any applicable work, safety, health or other regulation on the part of himself, his employees, or his subcontractors.
- Contractor shall use SDSTA five-point card or a similar daily safety tool.
- Contractor shall not spray when the wind exceeds 15 mph.
- Contractor shall not spray within four hours of any precipitation event, and if so the contractor shall re-spray at no charge.

7.0 Submission Requirements

All offerors are required to attend a mandatory onsite pre-quote meeting August 17, 2017 from 9:00-11:00 A.M. Mountain Standard Time at the Sanford Lab, 630 East Summit Street, Lead South Dakota. Pre-registration is required email mbaumann@sanfordlab.org by close of business August 14, 2017 2:00 P.M. to receive instructions and directions. Only companies represented at the pre-quote meeting will be eligible to submit quotes. Contractors' subcontractors are encouraged but not required, to attend.

Questions must be submitted in writing by email no later than 2:00 p.m. MDT August 22, 2017 2:00 P.M., to mbaumann@sanfordlab.org. Answers will be emailed to all prospective proposers and posted to the sanfordlab.org website no later than August 28, 2017.

Provide an electronic copy (.pdf format) of the quote no later than 2:00 p.m. August 30, 2017 by 2:00 P.M., to: mbaumann@sanfordlab.org.

The quote period may be extended at the discretion of SDSTA based on the quantity and/or complexity of questions. Any notices of extension of time to respond will be distributed to all prospective proposers by SDSTA.

All communications regarding this procurement between RFQ release and contract award shall be directed by email to mbaumann@sanfordlab.org. Communications with other SDSTA staff regarding this procurement in advance of the contract award are not allowed.