

REQUEST FOR PROPOSALS
IRRIGATION CONTRACTOR(s) TO SUPPORT THE WALKER BASIN CONSERVANCY

February 27, 2020

Requesting Organization: Walker Basin Conservancy, 615 Riverside Drive, Suite C, Reno, NV 89503 and 1 Highway 95A East, Yerington, NV 89447

Contact: Amy Gladding, Senior Human Resources and Operations Manager, (775) 463-9887 x 166, amy.gladding@walkerbasin.org.

1. OVERVIEW

The Walker Basin Conservancy (Conservancy) has a requirement for operation and maintenance of irrigation infrastructure for revegetation and restoration projects on the Flying M Ranch in the Walker Basin, Nevada. To that end, the Conservancy invites qualified firms and individuals to submit proposals for an irrigation contractor(s) that will provide assistance for the successful implementation of the Walker Basin Conservancy and Walker Basin Restoration Program (WBRP or Program).

The Conservancy anticipates an award of an Indefinite Delivery Indefinite Quantity (IDIQ) Contract with a base period of eight (8) months from March 1 to October 31, 2020, corresponding to the irrigation season in the Walker Basin. Award of a Contract hereunder shall be to the Offeror whose Proposal provides the best overall value to the Conservancy based upon application of the evaluation criteria set forth herein. The Conservancy reserves the right to award to multiple qualified contractors.

The quantities of supplies and services specified are estimates only and are not purchased by this contract. Delivery or performance shall be made only as authorized by specific request.

2. ORGANIZATION AND PROGRAM BACKGROUND

The Walker Basin Conservancy (Conservancy) is leading the effort to restore and maintain Walker Lake while protecting agricultural, environmental and recreational interests in the Walker River Basin. The Conservancy manages thousands of acres of land in the Basin and oversees revegetation activities, habitat enhancement and ongoing research. The Conservancy protects and monitors acquired water resources to ensure that they are used as intended for riparian and watershed stewardship and to increase stream flows to Walker Lake.

The Conservancy is responsible for implementation of the Walker Basin Restoration Program, created by Public Law 111-85 (2009) with the primary purpose of restoring and maintaining Walker Lake.

The Conservancy's restoration work requires irrigation to successfully establish plant communities that will be able to thrive without supplemental irrigation. The Conservancy uses common agricultural irrigation infrastructure, wheel lines, hand lines, flood, and drip, to accomplish this goal. The native

plant communities the Conservancy is restoring are adapted to arid lands, and these plants generally need less irrigation than traditional agricultural crops, which is reflected in irrigation schedules that differ from those used for those traditional crops.

For more information about the Conservancy, please visit our website at www.walkerbasin.org.

3. SCOPE OF WORK

The Conservancy requires assistance irrigating former agricultural fields for restoration to native arid land plant communities on the Flying M Ranch parcel of the Walker River State Recreation Area in Lyon County, NV. A field map is attached (Appendix A). Fields that will be irrigated are fields 1-7 and 11. Irrigation methods will be wheel line, flood, and Cadman traveling sprinkler. A preliminary irrigation schedule detailing what fields will be irrigated and when is attached (Appendix B). Fields contain both planted shrub plugs and seeded grasses, which will require different irrigation regimes. These differences are outlined in appendix B. This schedule is a guideline and subject to change based on environmental conditions and the condition and phenology of restoration plants.

The selected contractor will:

- Maintain and set up wheel line on fields. Wheel lines are in the fields, but mover motors and gaskets on fields 7 and 11 will likely need some maintenance work.
- Perform ditch maintenance as necessary.
- Conduct irrigation according to the instructions provided by the Conservancy.
- Communicate regularly with the Conservancy about any changes in schedule or other irrigation issues.
- Record irrigation activities.

The Conservancy will:

- Pay material costs for necessary maintenance, including new gaskets if needed and mover motor maintenance needs.
- Provide surface water for irrigation.
- Alert the Contractor of any changes in schedule due to weather or plant phenology.

4. CRITERIA FOR COMPETITIVE APPLICATIONS

Application Instructions

1. Address each item in the "Application Outline" below.
2. Limit your application to a maximum of six (6) pages and minimize supplementary materials (we will follow-up as needed).

3. Email a Word or PDF version of your application to amy.glaadding@walkerbasin.org in the subject line, please indicate *Response to RFP for Contract Irrigation– [name of respondent]*.
4. Applications must be emailed no later than 5:00 pm PDT on **March 11, 2020**.
5. All information submitted in conjunction with the RFP will remain confidential to the extent allowed by law.

Application Outline

Your description (in no more than six (6) pages) of your and/or your organization's qualifications should include the following elements:

- 1. Contact information:** Please provide a Primary Contact Person, Entity Name, Address, Phone, Email, Website, and EIN.
- 2. Organizational profile:** Please describe your and/or your organization's expertise and experience. Please include geographic service area, number of clients, how long you have been in business, and your annual budget. If you have a website or Facebook page, please provide that information.
- 3. Key staff:** Please provide names and brief biographies of key staff. You may attach resumes of key staff as appropriate.
- 4. Past experience:** Please detail your experience in providing contractual services similar to those required by the Conservancy. List recent (last two to five years) accomplishments, events and previous services related to the expertise you will be offering.
- 6. Fee structure:** Estimate the program/service fees and describe the fee structure for each of the services you provide. Please highlight any non-profit discounts on the services you provide.

Please provide: (1) hourly rate(s) for equipment that might be needed for ditch maintenance, (2) hourly rate(s) for conducting irrigation operations, and (3) estimated travel costs to project sites within the Walker Basin, Nevada. Please note, Travel costs, if any, will be reimbursed per the Conservancy's Travel Reimbursement Policy, available for review upon request.
- 7. References:** Please include contact information of three references (clients or partners) who have benefited from your services as described above.

Selection Criteria

Proposals will be evaluated and scored on the following criteria:

- 1. Knowledge and track record:** Applicants must demonstrate expertise and experience in those areas described in the RFP
- 2. Experience in WBRP region:** Preference will be given to providers who have experience working in or are otherwise familiar with the Walker River Basin.

3. Capacity and flexibility to deliver services: Providers must demonstrate that they have a degree of flexibility in how and where services are delivered and that they have the ability to tailor content and delivery methods to meet the specific needs of the Conservancy.

4. Location: Contractors already working in the Walker River Basin or living within daily driving distance of the Walker River Basin may be given preference, especially where regular interaction will be needed.

5. ELIGIBLE OFFERORS/CONFLICT OF INTEREST

Eligible applicants are individuals, institutions of higher education, other nonprofits, commercial organizations, international organizations, and local, state and Indian tribal governments. If multiple institutions are involved, they should be handled through sub-awards and sub-contracts.

Offerors must notify WBC in writing with this submission of any apparent or actual conflicts of interest, including organizational conflicts of interest, that are known at the time of this submission or that may arise during the life of this award, in the event an award is made. Conflicts of interest include any relationship or matter which might place the Contractor, the Contractor's employees, or the Contractor's subcontractors in a position of conflict, real or apparent, between their responsibilities under the award and any other outside interests, or otherwise. Conflicts of interest may also include, but are not limited to, direct or indirect financial interests, close personal relationships, positions of trust in outside organizations, consideration of future employment arrangements with a different organization, or decision-making affecting the award that would cause a reasonable person with knowledge of the relevant facts to question the impartiality of the Offeror, the Offeror's employees, or the Offeror's future subcontractors in the matter. Upon receipt of such a notice, the WBC will determine if a conflict of interest exists and, if so, if there are any possible actions to be taken by the Offeror to reduce or resolve the conflict. Failure to resolve conflicts of interest in a manner that satisfies WBC may result in the proposal not being selected for award.

By submitting a proposal in response to this solicitation, the Offeror warrants and represents that it is eligible for award of a Contract resulting from this solicitation and that it is not subject to any of the below circumstances:

Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an Contract with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government; or

Was convicted (or had an officer or agent of such corporation acting on behalf of the corporation convicted) of a felony criminal violation under any Federal or State law within the preceding 24 months, where the awarding agency is aware of the conviction, unless the agency

has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government; or

Is listed on the General Services Administration's, government-wide System for Award Management Exclusions (SAM Exclusions), in accordance with the OMB guidelines at 2 C.F.R Part 180 that implement E.O.s 12549 (3 C.F.R., 1986 Comp., p. 189) and 12689 (3 C.F.R., 1989 Comp., p. 235), "Debarment and Suspension," or intends to enter into any subaward, contract or other Contract using funds provided by WBC with any party listed on the SAM Exclusions in accordance with Executive Orders 12549 and 12689. The SAM Exclusions can be found at <https://www.sam.gov/portal/public/SAM/>.

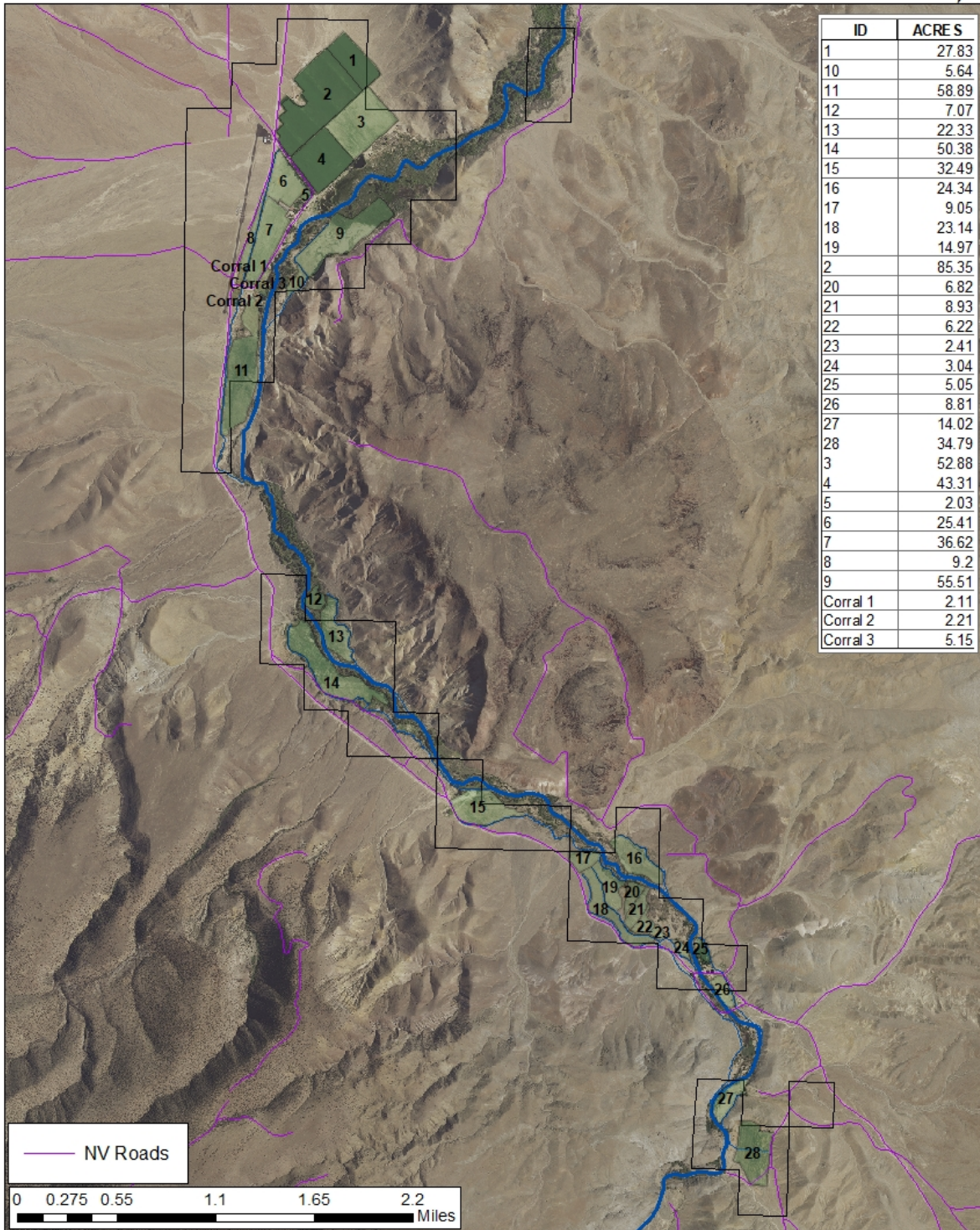
REQUEST FOR PROPOSALS SUBMISSION REQUIREMENTS AND RFP DEADLINES

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|----------------|---|
| March 11, 2020 | Proposals must be received electronically as an email attachment by Amy Gladding (amy.gladding@walkerbasin.org)) by 5:00 PM PST. |
| | Statements must be provided in Word format or searchable PDF. |
| March 13, 2020 | The Conservancy will notify all applicants of their status (acceptance or rejection) once the successful candidate has been identified. |

Appendix A: Flying M Ranch Field Map



Flying M Fields, Main Ranch



Date Saved: 5/26/2017

Appendix B: Tentative Irrigation Schedule

							1-Mar	2-Mar	3-Mar	4-Mar	5-Mar	6-Mar	7-Mar	8-Mar	9-Mar	10-Mar	11-Mar	12-Mar	13-Mar	14-Mar	15-Mar	16-Mar	17-Mar	18-Mar	19-Mar	20-Mar	21-Mar	22-Mar	23-Mar	24-Mar	25-Mar	26-Mar	27-Mar	28-Mar	29-Mar	30-Mar	1-Apr	2-Apr	3-Apr	4-Apr	5-Apr	6-Apr	7-Apr	8-Apr		
Irrigation project	Number of lines	Number of sets/cycle	length of cycle	hours	acres	Days(cycle)	Days(total)																																							
Sprinkler fields	10	12	24	210	12	24																																								
Basin field-shrubs	2	4	12	9.5	2	20																																								
Basin field-grasses	2	11	24	40	11	22																																								
Strip field-shrubs	2	4	12	7	2	20																																								
Strip field-grasses-includes Cadman	2	6	24	36.6	6	12																																								
Basin-Flood						4																																								
Fields 5 and 6 Flood						14																																								
							9-Apr	10-Apr	11-Apr	12-Apr	13-Apr	14-Apr	15-Apr	16-Apr	17-Apr	18-Apr	19-Apr	20-Apr	21-Apr	22-Apr	23-Apr	24-Apr	25-Apr	26-Apr	27-Apr	28-Apr	29-Apr	30-Apr	1-May	2-May	3-May	4-May	5-May	6-May	7-May	8-May	9-May	10-May	11-May	12-May	13-May	14-May	15-May	16-May	17-May	
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