

**REQUEST FOR QUOTES (RFQ)**  
**for**  
**Papke Food Plots**  
**18CRDWBGSCHEM-0062**

The Department of Natural Resources (DNR) is seeking a Service Provider to complete 6 acres of food plot and 14 acres of mowing on the Papke site enrolled in the Iowa Habitat Access Program. DNR anticipates that the term of any resulting contract will be April 1, 2018 through October 1, 2018. **Service Providers may not contact any employee of the State of Iowa about this RFQ other than the DNR Issuing Officer:**

Greg A. Schmitt, Private Lands Biologist  
Iowa Department of Natural Resources - Wildlife  
120 N. Industrial Pkwy. #4  
West Union, IA 52175  
E-mail: [Greg-A.Schmitt@dnr.iowa.gov](mailto:Greg-A.Schmitt@dnr.iowa.gov)

If a Service Provider or someone acting on a Service Provider's behalf attempts to discuss this RFQ orally or in writing with any members of the DNR, any employee of the State of Iowa, or anyone other than the named DNR Issuing Officer, then the Service Provider may be disqualified.

**Submission of Quotes:** Service Providers interested in providing the services described under the "Description of Work and Scope of Services" shall submit quotes to the **DNR Issuing Officer** no later than **3:00 PM CST on March 2, 2018**. Any quote received after this deadline shall not be considered.

Only written quotes received via hand delivery, e-mail, or hard copy mail using the form labeled "Service Provider Cost Proposal – DNR RFQ #18CRDWBGSCHEM-0062" included in this RFQ will be accepted.

Service Providers may submit written questions regarding this RFQ and the procurement process to the DNR Issuing Officer at the above address through 3:00 PM CST on February 26, 2018. Written responses to any questions received will be provided no later than February 28, 2017 to all potential Service Providers via the State of Iowa Bid Opportunities / Hosted Bids website: <http://bidopportunities.iowa.gov/>.

**Description of Work and Scope of Services:**

The successful Service Provider shall perform the following Tasks by the Task Milestone Dates set out in the following table:

<b>Deliverable</b>	<b>Task Milestone Date</b>
<b>Task 1: Papke Soybean Food Plot</b> Spring 2018: 3 Acres  <b>Description:</b> Contractor shall establish 3 acres of soybean food plots planted at 50lbs/acre in areas marked on Attachment A. Up to two glyphosate applications may be necessary. Contractor will apply glyphosate within 2 weeks of notification from Contract Manager.	No later than May 14, 2018.
<b>Task 2: Papke Sunflower Food Plot</b> Spring 2018: 3 Acres  <b>Description:</b> Contractor shall establish 3 acres of sunflower food plots in the area marked in Attachment A. Contractor shall: <ul style="list-style-type: none"><li>• Prepare the seedbed by:<ul style="list-style-type: none"><li>• Completing a minimum of 3 disk passes.</li><li>• Incorporate fertilizer/tilling by fertilizing in spring according to 75N 50P 50K or equivalent.</li></ul></li></ul>	No later than May 14, 2018.

<ul style="list-style-type: none"> <li>• Plant food plot (drill, row plant, broadcast) of sunflowers for a population of 18,000 seeds per acre</li> <li>• Spray appropriate pre-emergent or post emergent herbicides to keep weeds to a minimum. DNR project manager approval needed prior to any herbicide spraying.</li> </ul>	
<b>Task 3. Mowing Sunflower Food Plot</b> Summer 2018: 3.0 acres  Contractor shall mow sunflower food plot lower than 6 inches leaving a 6 foot width of sunflowers standing from east to west in the middle of the plot.	No later than August 31, 2018.
<b>Task 4: Seed Cover Crop on Sunflower food plot</b> Summer 2018: 3.0 acres  Contractor shall broadcast seed and light disk cover crop mix including 2 lbs. rape, 3 lbs. turnip, 5 lbs. groundhog radish, and 2 lbs kale per acre on mowed sunflowers.	Between September 1 and September 20, 2018.
<b>Task 5: Mow Green Browse and Firebreaks</b> Summer 2018: 14.0 acres  Contractor shall mow existing green browse food plot to a height of approximately 8 inches.	Between August 2 and September 20, 2018.

**Minimum Qualifications/Equipment Specifications:** The DNR will not evaluate minimum qualifications/equipment specifications but does expect documentation to be provided with the “Service Provider Cost Proposal – DNR RFQ #18CRDWBGSCHEM-0062”. The following are minimum qualifications required for this project:

- Contractor shall hold an Iowa Commercial Pesticide Applicators License issued by the Iowa Department of Agriculture and Land Stewardship (IDALS) Pesticide Bureau and provide license # to the DNR Project Manager.

**Source of Funding:** The source of funding for the Contract entered into from this RFQ is Iowa Wildlife Habitat fees.

**Acceptance of Contract Terms and Conditions:** By submitting a response, each Service Provider acknowledges its acceptance of the terms and conditions of the contract template “DNR Standard Contract Conditions” and “General Conditions” found at <http://www.iowadnr.gov/InsideDNR/RFPBidLettings.aspx>.

If a Service Provider takes exception to a contract provision, then the Service Provider must state the specific exception and the reason for the exception, and must attach to its “Service Provider Cost Proposal” the specific contract language it proposes to include as an alternative to the provision. Contract provision exceptions that materially change the terms or the requirements of this informal bidding process may be deemed non-responsive by the DNR, as determined in its sole discretion, resulting in possible disqualification of the Service Provider’s quote. With regard to the “DNR Standard Contract Conditions,” DNR and the successful Service Provider may agree to modifications to the terms of the “DNR Standard Contract Conditions” as necessary to negotiate the terms of a contract. A Service Provider’s failure to state an exception to any contract provision and propose alternative language may be deemed by the DNR to constitute the Service Provider’s acceptance thereof. The State reserves the right to refuse to enter into a contract with the successful Service Provider for any reason, even after delivery of notice of selection or intent to award a contract.

**Additional information:** The costs of preparation and delivery in response to this RFQ are solely the responsibility of the Service Provider.

DNR reserves the right to reject any or all submitted responses, in whole or in part, to advertise a new RFQ, to abandon the need for such RFQ, and to cancel this RFQ opportunity at any time prior to the execution of a written contract.

All information submitted by a Service Provider may be treated as a public record by the DNR.

By submitting a response, a Service Provider agrees that it will not bring any claim or have any cause of action against DNR or the State of Iowa based on any misunderstanding concerning the information provided within this RFQ or concerning the DNR or the State of Iowa's failure, negligent or otherwise, to provide the Service Provider with pertinent information as intended by this RFQ.

If the apparent successful Service Provider fails to negotiate and deliver an executed contract within a reasonable period of time following selection, then the DNR may, in its sole discretion, cancel the award and award the contract to the next highest ranked Service Provider.

The DNR shall have the sole option to amend the contract resulting from this RFQ for subsequent periods, adding up to no more than six years total from the beginning date of the original contract, by executing a signed amendment prior to the expiration of the original contract.

**Evaluation Criteria:** Quotes will be evaluated and ***the contract awarded to the responsible Service Provider submitting the lowest priced quote.***

## Service Provider Cost Proposal – DNR RFQ #18CRDWBGSCHEM-0062

The Service Provider quote shall include an all-inclusive, total cost in U.S. Dollars (including all travel, expenses, etc.) to provide the requested services. All pricing to be FOB Destination, freight cost included; and based on Net 60 Days Payment Terms. All fees expected for payment are to be included in this bid.

### Quote for Tasks:

Task	Unit Cost	Time Frame	Total Costs
<b>Task 1: Papke soybean food plot</b>	Quantity: __3 Acres__ \$_____/ acre	No later than May 14, 2018	\$_____
<b>Task 2: Papke Sunflower food plot</b>	Quantity: __3 Acres__ \$_____/ acre	No later than May 14, 2018	\$_____
<b>Task 3: Papke mowing Sunflower food plot</b>	Quantity: __3 Acres__ \$_____/ acre	No later than August 31, 2018	\$_____
<b>Task 2: Papke Cover Crop on food plot</b>	Quantity: __3 Acres__ \$_____/ acre	No later than September 20, 2018	\$_____
<b>Task 3: Papke mowing Green Browse and Firebreaks</b>	Quantity: __14 Acres__ \$_____/ acre	No later than September 20, 2018	\$_____
<b>Grand Total Quote</b>			\$_____

☐ Equipment specifications (type, size, etc.) are attached for DNR verification that Service Provider meets minimum qualifications.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Name of Vendor Organization: \_\_\_\_\_

Address: \_\_\_\_\_

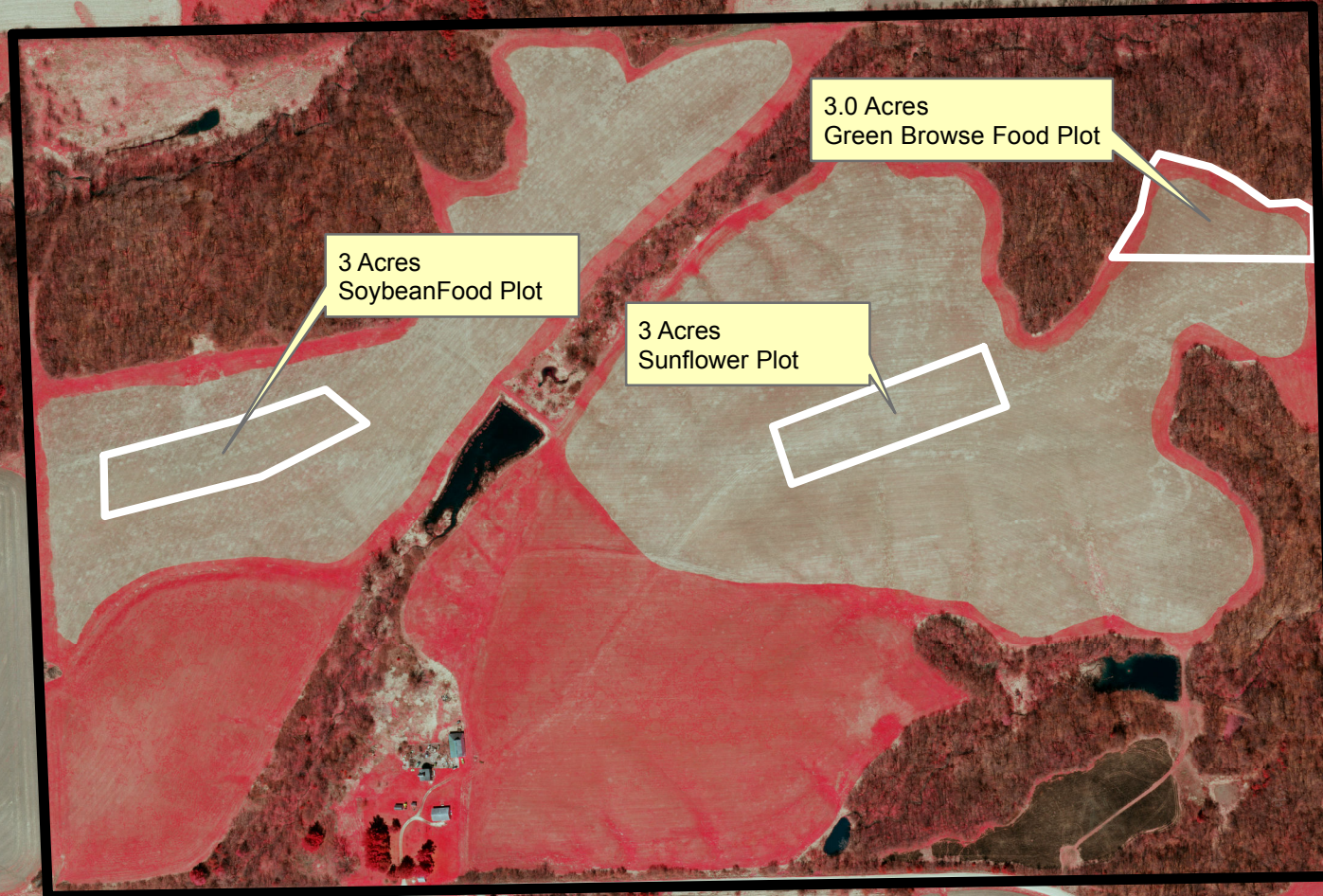
Phone: \_\_\_\_\_

Email: \_\_\_\_\_



# Papke IHAP

## Attachment A



 Papke Land  
 Food Plot

Greg Schmitt  
(563) 422-6201  
Area 3 Private Lands Biologist  
Iowa DNR - Wildlife Bureau  
Date : 1/3/2018

