**Request for Proposal for the reduction of Lake Weed and the improvement of water quality of the Glenshire Devonshire Association Lake**

**CONTENTS**

1.0 Introduction

2.0 Invitation

3.0 Site Location

4.0 Background

5.0 Scope of Work

6.0 Project Manager Project Proposal

# 7.0 Pre-submission Site Tour

# 8.0 Miscellaneous

# 9.0 Selection and Award

# 10.0 Questions

# 1.0 INTRODUCTION

The Glenshire Devonshire Residents Association (GDRA) is soliciting proposals for a company to provide reduction in Lake Weed and improvement of Lake water quality. This includes but is not limited to overseeing all aspects of services and permitting related to the removal of lake weed and improvement of water quality in the Glenshire Devonshire Residents Association Lake. The GDRA Project and other related items as more fully described in Section 5.0 (Scope of Work) below. The work will include

# 2.0 INVITATION

Subject to having experience relevant to the noted scope of work, GDRA invites companies, individuals or collaborative teams, to submit a fee proposal for this work. It is expected that the primary Project Manager or members of their team have significant experience in projects and design of recreational facilities. It is expected that the individuals overseeing and managing the project are qualified California licensed professionals.

# 3.0 SITE LOCATION

The project is located in The Glenshire Devonshire Residents Association in the Town of Truckee CA and is more specifically located at the Glenshire Devonshire Clubhouse, on Glenshire Drive at the cross road of Somerset Drive, 15726 Glenshire Drive.

**4.0 BACKGROUND**

Glenshire Devonshire Residents Association was formed in the late 1960’s to provide basic amenities as a common interest development There is known formal documentation of water studies done in the Glenshire Lake or tributaries. The permit for the current dam that forms Glenshire’s Lake was submitted with a completion date of October 1970 with the primary purpose of recreation the fish culture. The permit was approved by the dam’s design is for a height of 17.5’ from stream bed to spillway and a length of 520’ and a capacity of 43 acre feet of water.

A batholithic survey performed in 2007 registered depths up to 22’ with the bottom several being a mud water mix. The average depths of the lake were 6’ to 7’ with a sharp increase in depth located just to the North of the Island. Until the late 1980’s all houses were on a septic system.

To protect the Truckee River Watershed the federal government required that the Glenshire area’s sewage should be treated before discharge and all homes were connected to TTSA’s sewage treatment plant.

Two surface water sources are the main sources of water for Lake. Informal names of “Buck Creek for the more Northern stream course and “McKay Springs” for the more Southerly source. Buck creek can have larger volumes during seasonal runoff with a lot of upstream soil disruption causing occasional heavy sediment and nutrient loads. McKay springs creek is a spring fed perennial creek with fairly steady flows and has only stopped contributions during the last several months of the last two years of our last drought cycle.

Other sources of runoff include several road drainage ditches that had been carved straight to the lake from the road sources. Only in the last few years have there been attempts at re-establishing alluvial flows through the wetlands that buffer the uplands from the Lake edge.

Other points of concern include a well-used trail that circles the Lake. Efforts are being made to reduce erosion issues from the trail and over the last 6 to 7 years efforts have been made to educate and provide dog “poop” bags to reduce dog fecal matter. Dog fecal deposition in the tributaries social trails goes largely un-monitored and can contribute significantly to bacterial loads in the Lake.

The Development was also planned with “horse” property lining the edge of the Lake and several owners still maintain horses adding to nutrient loads.

8 years ago a program to aerate the Lake was proposed but due to opposition by the homeowners it was never implemented.

GDRA staff has contacted several biologists through the years to make opinions on the Lake Health with most noting that it was going through a natural eutrophication process.

The unusually hot summer of 2018 has caused lake weed growth 3 to 4 times the amount that has been seen in the past and has made a cause of concern.

**5.0 SCOPE OF WORK**

This is a Request for Proposal to provide detailed program development to reduce the amount of Lake Weed / algae and maintain the lake at reduced lake weed / algae amounts in the future.

This project involves the following work:

1. * Reduce and remove Lake weed and other plant / bio matter that would degrade lake health
	* Provide a long term plan and services to keep Lake in good health as a recreational and visual amenity in the center of GDRA.
	* Provide costs projections for initial mitigation and for annual mitigation

B.

* Provide analysis on issues that are causing degradation of Lake Health and mitigation plans to reduce issues.
* Work with all agencies to property permit any activities that would need permits

The above represents an initial concept outline, subject to modification and validation. It is the intent that this work will be completed in planned phases to minimize disruption to the public, staff and environment.

Costs and work schedule control are to be reviewed by a GDRA representative throughout the process; any deviations from approved cost and schedule must be immediately addressed. The selected company will track all project costs, and other project charges to ensure that overall budget guidelines are followed.

Meetings and site visits with GDRA staff will be required as needed to update GDRA Board of directors with construction progress.

All regulatory requirements of the state of CA, Department of Fish and Wildlife, CA Department of water resources, Lahaton Water Quality agency, Nevada County Department of Health, Town of Truckee, OSHA and other applicable codes / laws must be met.

A representative from the selected company will be required, to attend GDRA Board meetings and/or forums to update GDRA Board of Directors and Association members on progress and any modifications.

# 6.0 PROJECT PROPOSAL

Your proposal should have an introductory letter that includes:

* + - Primary Project Manager’s name (show complete legal name)
		- Contact person
		- Number of years in business
		- Type of business (sole proprietorship, partnership, corporation, other)
		- Size of each firm (if collaborating)
		- Bid indicating total project and ongoing maintenance costs

Your related experience must be identified in a statement of relevant experience. Projects should be listed where similar work was completed.

# 7.0 PRE-SUBMISSION MEETING TO TOUR THE SITE

A pre-submission meeting can be arranged by contacting Dan Warren, GM at the GDRA offices at 530-587-6202, glenshire1@sbcglobal.net.

**8.0 MISCELLANEOUS**

8.1 The contracted company shall warranty all work associated with the project against any issues arising from the work performed. This includes but is not limited to any issues that arise from violations of government rules, regulations, and laws pertaining to the work performed.

8.2 The contracted company shall be responsible for obtaining all appropriate permits that may be required by overseeing government agencies.

8.3 The contracted company shall provide copies of all legally required licenses and insurances and maintain such items as current throughout the construction process. The Project manager shall also provide GDRA with copies of insurance and valid licenses for any subcontractors that may work on the project

8.4 Drug –free workplace to be maintained by contracted company. The contracted company shall maintain a work site that is free of drug and alcohol use and that all persons hired for work at this location maintain a professional presence. GDRA has a “No Smoking” in common area rule. We ask that all personal limit any smoking to inside their vehicles.

8.5 Immigration reform and control act of 1986. The contracted company shall not hire any or sub contract to any person that contracts, employs illegal – immigrant workers, or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986 unless over written by a subsequent law.

# 9.0 SELECTION AND AWARD

Interviews may be conducted as part of the selection process.

GDRA may require clarification from applicants to assist in making its evaluation.

GDRA reserves the right to either select the proposal that, in its view, constitutes the best overall value for the Association or to not select any proposal. Firms participating in the contracted company Selection process will be responsible for all costs incurred to respond to this RFP.

The responses and accompanying documentation submitted by participating companies become the property of the GDRA and will not be returned.

The participating companies are obligated to inform GDRA, in a timely manner, of any changes to key personnel, ownership, financial position or any other information related to this project.

GDRA reserves the right to contact owners, owner’s representatives and/or consultants on any construction projects that have been carried out by the proponent, as well as the references provided in this Statement.

It is the intent of GDRA to enter into a contract or a signed proposal with a participating company. GDRA reserves the right to conduct negotiations in the areas of scope of work and the identified deliverables, with the Participating Company. It is not the intent of the Association to negotiate lower pricing nor is it the intent of the Association to allow for new or significant altered proposals, but rather to ensure that the Association has the flexibility it needs to arrive at a mutually agreeable final contract.

#  QUESTIONS

All questions arising for this proposal period should be directed as follows:

Dan Warren

Glenshire Lake weed reduction and water health

Glenshire Devonshire Residents Association

15726 Glenshire Drive

Truckee, CA 96161

530-587-6202

glenshire1@sbcglobal.net