

**ITB 32801-13683**  
**FOR REGION 2 ACCESS AREA MAINTENANCE**  
Specifications

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This event is for the procurement of services related to TWRA Region 2 – Access Area Maintenance. It will result in multiple awards with separate contract(s) issued for a term of three (3) years.

**A. GENERAL INFORMATION**

1. Access area maintenance shall be for waterways located in TWRA Region 2. See the Appendix for the TWRA Regional map.
2. Contractor shall provide all equipment, labor, and materials required to perform access area maintenance as specified.
3. Access area sizes vary from 0.10 to 5.0 acres in size.
4. Response Time: Contract vendor shall respond on site within forty-eight (48) hours from the time of contact by the TWRA Administrator.
5. Contract vendor shall perform litter removal and mowing at the various access areas.
6. TWRA reserves the right to add or remove a location during the term of the contract.

## **B. LITTER REMOVAL**

1. For TWRA Region 2, litter removal shall be completed as follows at each of the specified locations listed in Attachment A. Specific dates for each month shall be coordinated between the Contractor and the TWRA Administrator.
  - a. TWRA estimates litter removal shall be requested up to twenty (20) times per year at each of the specified locations listed in Attachment A.
  - b. One-time per month January through March
  - c. Two-times per month April through September (approximately two weeks apart)
  - d. One-time per month October through December
2. Contractor may be asked to perform additional litter removal services in a given month if deemed necessary by the TWRA Administrator. Any additional litter removal services shall be requested by the TWRA Administrator.
3. Contractor shall remove and lawfully dispose of litter from the boat ramp area and other graded and/or mowed areas associated with the ramp, which shall be provided to the Contractor by the TWRA Administrator after the award of the contract.
  - a. The garbage pickup shall include both litter across the access sites as well as the trash in the garbage cans, if present. If the garbage cans are overflowing, take pictures and send the pictures to the TWRA Administrator.
  - b. Contractor shall be responsible for removing and disposing of all litter, to include but not be limited to: beer and liquor bottles, needles, bags, etc.
4. Contractor shall remove rocks, driftwood, and all other objects from the boat ramp which would interfere with boat launching.
5. Contractor shall cut up and remove fallen trees which block boat ramps, roads and parking lots.
6. Contractor shall remove and lawfully dispose of dumped items such as appliances, furniture, tires, chemicals, animal carcasses, brush, etc.

- a. For hazardous waste, see EPA Title 40, Chapter 1, Subchapter I for definitions and disposal of hazardous waste. Information can be found at <https://www.ecfr.gov/current/title-40/chapter-I/subchapter-I>.
- b. For hazardous and medical waste, see Tennessee's Department of Environment and Conservation website, which contains information about hazardous and medical waste and their disposal at <https://www.tn.gov/environment/program-areas/solid-waste/hazardous-waste-management/medical-waste.html>.

## **C. MOWING**

1. Contractor shall mow and/or trim (weedeat) all established grass areas associated with the boat ramp, parking areas, and access roads. TWRA Administrator will confirm associated areas with awarded Contractor.
2. Areas to be mowed and/or trimmed vary in size at each access area. Area sizes and special mowing equipment requirements will be addressed during site visits.
3. For TWRA Region 2, mowing shall be completed as follows at each of the specified locations listed in Attachment A. Specific dates for each month shall be coordinated between the Contractor and the TWRA Administrator.
  - a. TWRA estimates that mowing shall be requested up to sixteen (16) times per year at each of the specified locations listed in Attachment A.
  - b. One-time per month in March
  - c. Two-times per month April to September (approximately two weeks apart)
  - d. One-time per month in October
4. Contractor may be asked to perform additional mowing services in a given month if deemed necessary by the TWRA Administrator. Any additional mowing services shall be requested by the TWRA Administrator.

5. TWRA reserves the right to add to the number of times mowed in a month or add a month, such as February or November depending on amount of rain and when spring and fall start.
6. Contractor may be asked to delay mowing during dry weather at TWRA's discretion.

#### **D. INVOICING**

1. In addition to Terms and Condition 6.4., contractor shall provide the following information on their itemized invoices:
  - a. Locations at which services were performed.
  - b. Dates on which services were performed.
  - c. Notes on general access area conditions and any problems or maintenance needs associated with the access areas serviced.

#### **E. SPECIAL CONSIDERATIONS**

Before placing a bid, the Contractor shall be aware of the following special considerations associated with access area maintenance, which exceed basic grass cutting, trimming, and litter pickup:

1. Bidders shall be responsible for removal of dumped items such as furniture, appliances, chemicals, tires, etc. Additional manpower and/or an extra trips back to the access area to remove said items may be needed.
  - a. Contractor shall be responsible for the lawful disposal of said items in a landfill and or a recycling center.
  - b. Contractor shall obtain prior approval to submit an additional invoice if the volume of the dumped items is deemed excessive.
  - c. With the additional invoice, the Contractor shall submit before and after pictures of the excessive items.
2. Trash washed up on access areas during times of high water (ex. flooding) shall be removed. This can be a regular occurrence and may require extra time to remove.

3. Mowing shall be done when no access area users are around or in close proximity to the mowing equipment because of the danger of injury to persons or vehicles. Any damage that occurs shall be the responsibility of the Contractor. This may require the Contractor to make a special trip back to complete the services at no additional charge to the State.

## **F. BIDDING**

1. Contractor shall bid on a single group or multiple groups. Contractor shall bid on both lines (mowing and litter pickup) within that group. Award shall be based on the lowest bid per group, so multiple contracts may be granted.
2. Unit of Measure each (EA) = Cost for one (1) "each" mowing or one (1) "each" litter removal.

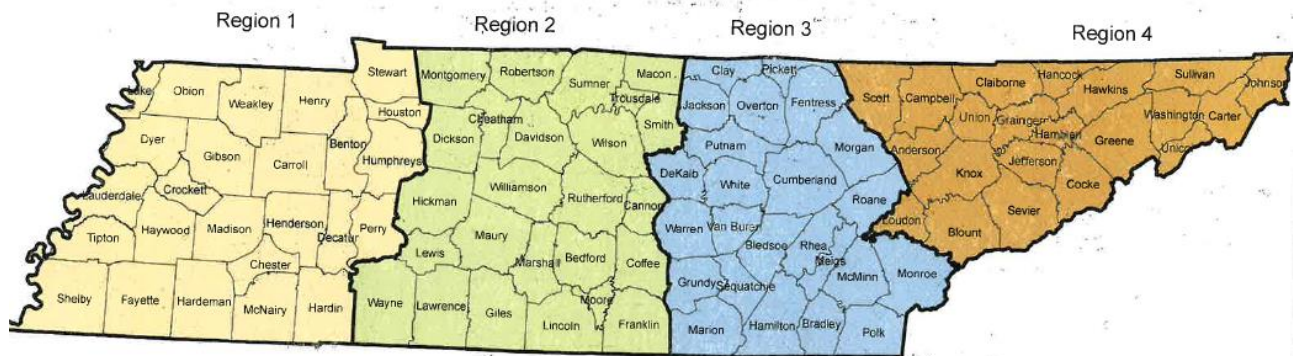
3. The table below details each line item of the contract.

LINE	DESCRIPTION
1	Litter Removal, Access Area, Region 2, Group 1
2	Mowing, Access Area, Region 2, Group 1
3	Mowing, Access Area, Region 2, Group 2
5	Litter Removal, Access Area, Region 2, Group 3
6	Mowing, Access Area, Region 2, Group 3
7	Litter Removal, Access Area, Region 2, Group 4
8	Mowing, Access Area, Region 2, Group 4

4. Individual locations per line and the descriptions of each location are broken down in Attachment A.
5. Please see the following website for an interactive map showing the boating and fishing access areas. Use the map to determine the location and driving directions to the sites mentioned in the Attachment A.

<https://twra.maps.arcgis.com/apps/webappviewer/index.html?id=99260b5ae08f4eb386946f08e1f18d3f>

# Tennessee Wildlife Resources Agency



Region 1		Region 2		Region 3		Region 4	
03 Benton	42 Houston	02 Bedford	59 Marshall	04 Bledsoe	62 Monroe	01 Anderson	45 Jefferson
09 Carroll	43 Humphreys	08 Cannon	60 Maury	06 Bradley	65 Morgan	05 Blount	46 Johnson
12 Chester	48 Lake	11 Cheatham	63 Montgomery	14 Clay	67 Overton	07 Campbell	47 Knox
17 Crockett	49 Lauderdale	16 Coffee	64 Moore	18 Cumberland	69 Pickett	10 Carter	53 Loudon
20 Decatur	55 McNairy	19 Davidson	74 Robertson	21 Dekalb	70 Polk	13 Claiborne	76 Scott
23 Dyer	57 Madison	22 Dickson	75 Rutherford	25 Fentress	71 Putnam	15 Cocke	78 Sevier
24 Fayette	66 Obion	26 Franklin	80 Smith	31 Grundy	72 Rhea	29 Grainger	82 Sullivan
27 Gibson	68 Perry	28 Giles	83 Sumner	33 Hamilton	73 Roane	30 Greene	86 Unicoi
35 Hardeman	79 Shelby	41 Hickman	85 Trousdale	44 Jackson	77 Sequatchie	32 Hamblen	87 Union
36 Hardin	81 Stewart	50 Lawrence	91 Wayne	54 McMinn	88 VanBuren	34 Hancock	90 Washington
38 Haywood	84 Tipton	51 Lewis	94 Williamson	58 Marion	89 Warren	37 Hawkins	
39 Henderson	92 Weakley	52 Lincoln	95 Wilson	61 Meigs	93 White		
40 Henry		56 Macon					

