

# VILLAGE OF TUXEDO PARK REQUEST FOR PROPOSALS

Diver Harvesting Services for Tuxedo Lake, Wee Wah Lake and Pond 3  
December 19, 2023

The Village of Tuxedo Park, Orange County, New York (the “Village”) is seeking proposals from qualified diving firms to help pull Eurasian watermilfoil (*Myriophyllum spicatum*; hereafter, “EWM”) throughout all three of its waterbodies (Tuxedo Lake, Wee Wah Lake, and Pond 3).

## **Project Background:**

The Village is currently engaged in a long-term management project to manage re-emergence of Eurasian watermilfoil (*Myriophyllum spicatum*; hereafter EWM) throughout all three of their waterbodies (Tuxedo Lake, Wee Wah Lake, and Pond 3). In 2021, the Village used an EPA registered aquatic herbicide, ProcellaCOR to control EWM. The treatment was successful in reducing EWM populations on all three lakes. To maintain these desirable conditions, the Village is interested in contracting qualified diving firms to help pull EWM plants out of the three waterbodies as the population attempts to re-establish.

Services include the following tasks:

**Task 1:** An early May one-day dive harvesting effort in Tuxedo Lake at the Village boat club to inspect and pull any EWM seen in the area in Map 1. Attached to this RFP as Exhibit “A” is a photograph of the Work Area for Task 1: May Harvesting on Tuxedo Lake.

**Task 2:** A late June/early July dive harvesting effort (up to a week) to pull any EWM on any waterbody found by the early season aquatic plant survey. The early season aquatic plant survey will be completed by a separate contractor. It is anticipated that the dive team and this contractor will coordinate based on the findings of the plant survey. This diving effort can be split between all three waterbodies if necessary. For pricing, please provide a daily diving rate in case effort needs to go beyond a week. This cost should be reflected in the pricing table below. Attached to this RFP as Exhibit “B” is a photograph of Wee Wah and Pond 3.

**Task 3:** End of the year summary letter (no more than 2 pages not including figures and photos) detailing diver effort.

Items to include in summary letter:

- i. Number of in-water diver hours
- ii. Total weight of plants removed (see notes below for weighing)

instructions)

- iii. Area that divers covered via GPS track or hand drawn map area.
- iv. Photo log of representative site conditions and EWM pulled.
- v. General written site observations.

The summary letter should be submitted to the Village electronically no later than **December 31<sup>st</sup>, 2024**.

For both Tasks 1 and 2, divers should measure the amount of EWM removed at the end of each day via a 5-gallon bucket weighed using a handheld scale or similar weighing device. Excess water should be removed from the bucket before weighing.

**Site characteristics:**

- Tuxedo Lake: 289 acres, Max Depth 66 feet. Most harvesting would take place in less than 12 feet of water.
- Wee Wah Lake: 55 acres: Max Depth 21 feet. Most harvesting would take place in less than 12 feet of water.
- Pond 3: 13 Acres, Max Depth 15 feet. Most harvesting would take place in less than 10 feet of water.

Proposals should include a short narrative detailing an understanding of requested work and a completed pricing table as follows:

<b>Task</b>	<b>Price per task</b>
Task 1: May Harvesting	
Task 2: June/July Harvesting	
Task 3: Summary Letter	

The proposed cost should account for two (2) divers working in the water at the same time.

A vendor may be selected from among responding firms based on a thorough analysis of each firm’s ability to provide the Village with the highest quality services at the most cost-effective fees. The Village will only contract with firms that do not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability, marital status, sexual orientation or citizen status.

Firms responding to this solicitation must submit their proposal, by email and five (5) hard copies, on or before January 2, 2024. Proposals must include a completed “Cost Proposal Sheet” and describe in detail your firm’s proposed process and system solution to this solicitation and should also specify the staff you will assign to do the work and their qualifications. Proposals must include significant evidence of completion of similar services proved for local government clients or others

over the past five (5) years, with references provided. The successful proposer will be expected to perform all 3 tasks.

Notwithstanding any other provisions of this solicitation, the Village reserves the right to award this contract to the vendor that best meets the requirements of the solicitation, and not necessarily to the lowest bidder. Further, the Village reserves the right, for any or no reason and in its sole and absolute discretion, to (1) amend, in whole or part, withdraw or cancel this solicitation, and (2) accept or reject any or all proposals prior to execution of the services contract, in each case, with no liability, cost or penalty to the Village.

Please direct all questions concerning this RFP to Elizabeth Doherty (845) 351-4745  
[edoherty@tuxedopark-ny.gov](mailto:edoherty@tuxedopark-ny.gov)

BY ORDER OF THE BOARD OF TRUSTEES  
Elizabeth A. Doherty  
Village Clerk-Treasurer

**EXHIBIT "A"**  
**WORK AREA FOR TASK 1: MAY HARVESTING ON TUXEDO LAKE**



**EXHIBIT "B"**  
**WEE WAH AND POND 3**

