

Staff Summary Report

Council Meeting Date: 02-07-2008

Agenda Item Number: _____

SUBJECT: Request to award a two-year contract with three, one-year renewal options to Aquatic Consulting and Testing for lake and pond maintenance in the Rio Salado Project.

DOCUMENT NAME: 20080207fslg01 **PURCHASES (1004-01)**

SUPPORTING DOCS: Yes

COMMENTS: (RFP #08-057RB) Total cost for this contract shall not exceed \$85,000 during the initial contract period.

PREPARED BY: Lisa Goodman, CPPB, Procurement Officer, 480-350-8533

REVIEWED BY: Michael Greene, CPM, Central Services Administrator, 480-350-8516
Nancy Ryan, Rio Salado Manager, 480-350-8096
Chris Salomone, Community Development Manager, 480-350-8294

**LEGAL REVIEW AS
TO CONTRACT FORM**

ONLY: N/A

FISCAL NOTE: Sufficient funds have been appropriated in 5014-6671.

RECOMMENDATION: Award the contract.

ADDITIONAL INFO: Two responses were received. An evaluation committee composed of Community Development, Parks and Recreation and Procurement staff reviewed the responses and scored them according to the criteria listed in the Request for Proposal (RFP). Aquatic Consulting and Testing received the high score and is recommended for award. The two-year contract is for lake and pond debris removal (trash, vegetation, and fish) on the 220 acre Town Lake, 2 acres of wetland ponds in Indian Bend Wash, 37 acres of inundated river bed east of Town Lake and at west dam spillway by the Tempe Center for the Arts.



AQUATIC CONSULTING & TESTING, INC.

1525 W. University Drive, Suite 106
P.O. Box 1510
Tempe, Arizona 85281
Phone: (480) 921-8044 • FAX: (480) 921-0049

Lic. No. AZ0003

02 January 2008

Ms. Lisa Goodman, CPPB
City of Tempe Procurement Office
20 East 5th Street, 2nd Floor
Tempe, Arizona 85281

Ref: RFP 08-057RB Lake Maintenance (Tempe Town Lake)

Dear Ms. Goodman:

Aquatic Consulting & Testing, Inc. is pleased to provide you with this proposal for performing lake maintenance on Tempe Town Lake and associated water features. Enclosed please find one original and three copies of our proposal.

Should you have any questions, please feel free to contact me directly.

Respectfully,

Aquatic Consulting & Testing, Inc.

Frederick A. Amalfi, Ph.D., C.L.M.
Vice President

PROPOSAL
CITY OF TEMPE
LAKE MAINTENANCE – TEMPE TOWN LAKE

REP 08-057RB

Prepared for:

City of Tempe Procurement Office
20 East 5th Street, 2nd Floor
Tempe, Arizona 85281

Presented by:

Aquatic Consulting & Testing, Inc.
1525 W. University Dr., Suite 106
Tempe, Arizona 85281

and

Arizona Lake and Pond Management, LLC
8328 West Molly Lane
Peoria, AZ 85383



Vendor's Proposal Offer

It is REQUIRED that Proposal Offeror COMPLETE, SIGN and SUBMIT the original of this form to the City Procurement Office with the proposal response offer. An unsigned "Vendor's Proposal Offer", late proposal response and/or a materially incomplete response will be considered non-responsive and rejected.

Proposal offeror is to type or legibly write in ink all information required below.

Proposal Offeror's Company Name Aquatic Consulting & Testing, Inc.
Company Mailing Address PO Box 1510 Tempe, AZ 85280
Company Street Address 1525 W. University Dr, Suite 106 Tempe AZ 85281
Proposal Offeror Contact Rick Amalfi Title Vice Pres.
Contact's Phone No. 480-921-8044 E-mail Address ramalfi@aquaticconsulting.com
Proposal Offeror's Company Tax Information:
Arizona Transaction Privilege (Sales) Tax No. 07379988-B or
Arizona Use Tax No. _____
Federal I.D. No. 860625289
City & State Where Sales Tax is Paid Tempe, AZ.

THIS PROPOSAL IS OFFERED BY

Authorized Proposal Offeror (Type or Print in ink) Frederick A. Amalfi
Proposal Offeror's Title (Type of Print in ink) Vice President
Date 02 Jan 08

REQUIRED SIGNATURE OF AUTHORIZED PROPOSAL OFFEROR (Must Sign in Ink)

By signing this Proposal Offer, Offeror acknowledges acceptance of all terms and conditions contained herein and that prices offered were independently developed without consultation with any other offeror or potential offeror. Failure to sign and return this form with proposal offer will result in a non-responsive proposal.

Frederick A. Amalfi
Signature of Authorized Proposal Offeror

02 Jan 08
Date

Company Name: Aquatic Consulting

PRICE SHEET

ITEM NO.	DESCRIPTION OF REQUIRED MATERIAL, SERVICE OR CONSTRUCTION	UNIT	UNIT PRICE
Basic Services			
1.	Town Lake Debris Removal a. Monthly Hours: <u>40</u>	Per Month	\$ <u>2400.00</u>
2.	Indian Bend Wash Ponds Debris Removal a. Monthly Hours: <u>18</u>	Per Month	\$ <u>1080.00</u>
3.	Salt River Catchments Debris Removal a. Monthly Hours: <u>25</u>	Per Month	\$ <u>1500.00</u>
4.	Town Lake Marina Water Feature Debris Removal a. Monthly Hours: <u>14</u>	Per Month	\$ <u>840.00</u>
Special Services			
1.	Emergency Service Calls	Per Hour	\$ <u>75.00</u>
Additional Work as Needed		Per Hour	\$ <u>60.00</u>

* Applicable Tax N/A %

* State correct jurisdiction to receive sales tax on the Vendor's Bid Offer, form CS-P201 (B) included in this Invitation for Bid document.

Less prompt payments discount terms of 0 % 0 days/ or Net 30 days. (To apply after receipt and acceptance of an itemized monthly statement.) For bid evaluation purposes, the City cannot utilize pricing discounts based upon payments being made in less than 30 days from receipt of statement.

Ordering and Invoice Instructions

In order to facilitate internal control and accounting, each City Department will order and must be invoiced separately. Monthly invoices must be segregated by City Department number and mailed or delivered directly to the City Customer Department. For most materials, there will be between three - (3) and six - (6) ordering departments. At the time an order is placed, the contractor must obtain the ordering department's cost center numbers for billing purposes. The use of the department's cost center numbers will be in addition to the purchase order number. Once a month, the contractor shall submit a consolidated statement which shall itemize the invoice numbers, invoice date, invoice amounts, and the total amount billed to Accounting. Discount offering will be based upon days from receipt of the consolidated monthly statement. Invoice(s) shall not show previous balances.



AQUATIC CONSULTING & TESTING, INC.

1525 W. University Drive, Suite 106
P.O. Box 1510
Tempe, Arizona 85281
Phone: (480) 921-8044 • FAX: (480) 921-0049

Lic. No. AZ0003

02 January 2008

Lisa Goodman, CPPB
City of Tempe Procurement Office
20 East 5th Street, 2nd Floor
Tempe, Arizona 85281

Aquatic Consulting & Testing, Inc. (AC&T) is pleased to provide you with this proposal for conducting lake maintenance and cleaning at Tempe Town Lake and associated water resources. Arizona Lake and Pond Management, LLC (ALPM) will serve as a sub-contractor to AC&T and assist in the work proposed.

Scope of Work

We understand that the project area includes the waters of 224-acre Tempe Town Lake and Marina, 2-acres comprising the Indian Bend Wash Ponds of the Tempe Rio Salado Habitat, the 052-acre downstream Salt River catchment basin, and the 37-acre semi-permanent pond upstream of Tempe Town Lake within the Salt River channel. These sites will be visited, at minimum of one time per week for inspection and cleaning. To cover emergencies, AC&T and ALPM staff shall be available on a 24-hour basis for emergency services. Cell phone numbers for emergency calls shall be provided to City staff.

Inspections shall include the sites described above, including the lake surface, lake edges, docks, and boat ramps. Cleaning shall include removal of trash, random floating vegetation, and dead fish. Materials shall be removed and discarded at AC&T's facility.

AC&T shall develop an inspection sheet to be forwarded to the designated City individual or department upon completion of each inspection. If needed, telephone communications will be made to clarify conditions or in case of conditions requiring immediate action. Additionally, AC&T and ALPM representatives will attend regularly scheduled meetings scheduled by the Tempe coordinator and detailed semi-monthly reports will be provided by January 10, March 10, May 10, September 10, and November 10 of each contract year.

The inspection sheet shall include, for each area serviced:

- ▶ Date of inspection/cleaning
- ▶ Areas cleaned and types of materials removed
- ▶ General appearance of water (color, turbidity, other factors)

- ▶ Note of any floating, emergent, or submerged aquatic plants
- ▶ Note of presence and number of dead fish
- ▶ Sites of graffiti
- ▶ Sites of damaged or vandalized equipment or facilities

AC&T and ALPM shall use and operate their own watercraft in compliance with Tempe Town Lake rules. Several staff members have already completed boat operation safety training and additional staff shall complete similar training.

Although not specifically, required, AC&T and ALPM have five Arizona Structural Pest Control Commission licensed applicators and two Qualifying Parties should chemical use become required on the lake or associated areas.

Response to Proposal Questionnaire

(1) List references.

AC&T:

Garden Lakes Homeowners Association
Mr. Frank DiLodovico (602-321-2686)

Sun City Anthem at Merrill Ranch
Mr. Colin Hallihan (480-215-7418)

Marriott Desert Ridge
Mr. Clark Moody (480-293-3928)

City of Chandler Desert Breeze Park and Hummingbird Pond
Mr. Dave Barnes (602-541-1356)

Maryland Lakes Homeowners Association
Mr. Jack Leibert (602-750-4037)

ALPM:

Desert Harbor Homeowners Association
Mr. Greg Piwinski (602-694-2039)

Leisure World
Mr. Joe Marquez
(480) 832-0003 Ext. 283

City of Litchfield Park
Mr. Brian Goodman
(623) 764-1472

Hilton Properties Pointe Tapatio
Mr. Paul Smith
(602) 942-3926

Motorola
Mr. Robert Holmes
(480) 732-5948

(2) Background and Experience

AC&T:

AC&T will utilize up to six staff members for this project. Dr. Rick Amalfi and Mr. Doug Crowl have worked on Tempe Town Lake from its inception, being part of the team that developed the Operations and Maintenance Plan and specifically the water quality components of that plan. They bring over 30 years of lake maintenance experience to the project. They are familiar with all the water components of the lake and associated features and know when and where to look for problems. They have been the foundation of the weekly water quality monitoring of the lake for nearly ten years. Mr. Andy Murrett is a fisheries biologist with over 20 years experience. He and Mr. Tony Zach have worked on similar projects at Wild Horse Pass Resort, Pinelake Estates, Marriott Desert Ridge, and Garden Lakes. Ms. Jenohn Wrieden and Mr. Zachary Heche are the newest members of the AC&T water quality team. They are currently working on lake and wetland management projects at Phoenix Rio Salado, Phoenix Tres Rios Wetlands, Marriott Desert Ridge, and Sun City Anthem. All six personnel are registered with Arizona Structural Pest Control Commission and four are licensed pesticide applicators in aquatics. AC&T provides similar cleanup services at the following locations: Pinelake Estates, Garden Lakes, Marriott Desert Ridge, Desert Breeze Park, Sun City Anthem, Maryland Lakes, and Spanish Oaks.

ALPM

Jeff Jenkins is an owner with true "hands on" experience in lake management and water quality analysis with over 20 combined years in these particular fields. Mr. Jenkins is a State of Arizona Structural Pest Control Commission licensed applicator and Qualified Party in B-9 aquatics. ALPM offers customer service that is fitted directly to each individual customer's needs and requirements. ALPM offers a level of commitment that sets a high standard for all others to try and duplicate. Mr. Jenkins has developed computerized service reports for lake customers to be e-mailed within 24 hours of the date of service. ALPM provides chronologically correct documentation packages that include all service reports,

e-mails, application reports, proposals, digital photographs, water analysis and any other pertinent records that pertain to a particular lake. ALPM provides similar cleanup services at Desert Harbor, Oakwood Country Club, and Leisure World. ALPM will utilize Mr. Justin Smith with 12 years lake management background and Mr. Brandon Cockrill who brings 4 years of in field experience to the company.

(3) How maintenance will be provided

Our plan is to visit the lake and associated areas up to two times per week. The first visit will be a comprehensive inspection and cleaning. This will be made in preparation for the weekend when the park facilities are used to the greatest degree. The second visit will be to clean high use and high visibility areas following weekend visitor activities when refuse is most likely to accumulate. The work will be divided between two teams so that fatigue (especially during the summer months) does not impact the level of care taken and thoroughness in completing the required work. Additional work such as power washing walls or collecting fish after an unusually large fish kill, will be done as directed and approved by the City Coordinator using AC&T/ALPM equipment and a crew of up to six individuals. Our team has all the equipment required to perform the work including multiple and various mesh size cleaning nets, seines, brushes and scrapers, and three boats equipped with either 4-stroke or electric motors.

Our team will provide a boat with a two-man crew to survey the entire edge of Tempe Town Lake. All nettable debris and nettable floating aquatic vegetation will be collected and placed in on-board refuse containers and latter transferred to a vehicle for disposal at the AC&T facility in Tempe. Special care will be taken at the docks and boat ramps to assure that debris is removed for safe use or entry into the water. A survey of lake conditions will be incorporated into the work and information will be entered onto an inspection sheet.

The crew will move on to the marina where it will be similarly cleaned, but will include a foot survey of the docking areas. The associated water feature (waterfall and stream) will be brushed, as needed, and filamentous algae and debris cleaned and removed. Inspection will include any signs of equipment disrepair or vandalism. Debris will be bagged and removed as noted above. Inspection information will be entered onto the inspection form.

The downstream catch basin will be manually cleaned on foot. Debris will be collected and biological growths on concrete structures will be brushed or scraped as appropriate. AC&T has experience working in and around the catch basin and understands the access, approach, and typical conditions. Inspection information will be entered onto the inspection form.

Water collected above the upstream dam will be cleaned in a similar manner to that for the lake when full-pool conditions occur; otherwise, clean up will be on

foot. Access will be made at the McClintock FCDMC gate. Debris will be netted, bagged, and removed. Special attention will be made with respect to dead fish and any fish entrained in isolated pools. If the number of entrained fish is great, Arizona Game and Fish will be contacted for approval to move them to the lake. Clean up and inspection information will be entered onto the inspection form.

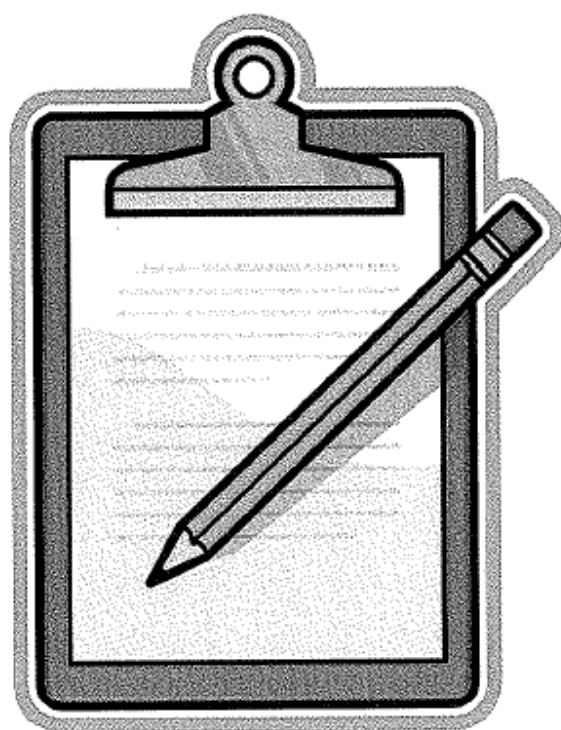
The wetlands associated with Tempe Rio Salado project will undergo shoreline cleaning on foot. Extension nets will be used to maximize the distance from shore that can be reached. Boat clean up may be occasionally needed if a storm or other situation creates an unusual amount of debris in the ponds. Clean up and inspection information will be entered onto the inspection form.

A completed inspection form will be forwarded to the City within 48 hour of service completion.

(4) Typical service report form

A customized comprehensive inspection report form will be created specifically for this project. Each of the five areas (lake, marina, Salt River catchments, and Indian Bend ponds) will be covered on the form. Copies of inspection forms used on two other projects are attached for your review. An example narrative report is also included.

SAMPLE SERVICE & REPORT FORMS





Arizona Lake and Pond Management

Arizona's Best lakes

8328 West Molly Lane Peoria, AZ. 85383
Business (623) 293-6866 • Fax (623) 561-6765

FIELD SERVICE REPORT

LAKES & PONDS

Site Address: Oakwood lakes

Date: 10-20-2005

Attention: Ms. Dawn Stoner

☒ Lake 10 acres

☒ Chem. Water Feature

☒ Pond

☒ Koi Pond

☒ Water Fall

☒ Fish Pond

Specific Details:

Lake looked much improved this morning. Lake level was low. Tint is improved.

Tested ammonia at 7:00AM reading at .01

Discovered low lake level today

Moderate trash in lake. Lots of grass clippings and bottles.

Clarity today 64" at 7:00 AM down from last week, reduction due to addition of dye.

Aquatic weed seem to have reduced and died out after last treatment.

ALPM added 8 hours of water today to raise lake level. Start read: 530589 End read: 531192

[Redacted]

Water Analysis answer in parts per million (PPM)

WATER SAMPLE	"P" Alkali city	"M" Alkalinit y	NAC L	Total/CA Hardnes s	TDS/ umhos	Tem p	Secch i Disk	Nitrate	pH	PHO S	Cu	Free Cl- /Be-	Dissolv e Oxygen	Ammoni a	Iron	Othe r	Other
Lake 10/20	2	44	740	108 ca	3170	70	64"	.04	8.4	3	0	0	7.3	.01	.00		
Lake 10/6	4	60	748	116 ca	3150	78	72"	.02	8.3	3	0	0	7.8	.02	.00		

Operating Parameters

MIN.						40			7	0	0	0	5	0	0		
MAX.						95			10	5	.9	1	20	1.0	.5		

Copy left with

Gina G. & Dawn S.

Signed by Jeff Jenkins



**TRILOGY AT VISTANCIA
ENTRY AND HOLE 18 FEATURES**

_____ Bottles Anti-foam

Location	Water Quality					Activities			
	Clear	Turbid	Green	Foam	Fil. algae	Debris removed	Fil. algae removed	De-foamed	Algae treated
Entry feature									
Upper Ponds									
Guard House Waterfall									
Stream Section 1									
Stream Section 2									
Stream Section 3									
Stream Section 4									
Bottom pools									

Entry Pumps: ☐ Operational ☐ Problem Description _____

Upper Pond Pumps: ☐ Operational ☐ Problem Description _____

Lower Recirculation Pump: ☐ Operational ☐ Problem Description _____

Aerators: ☐ Operational ☐ Problem Description _____

Comments _____

HOLE 2 FEATURES

Location	Water Quality					Activities			
	Clear	Turbid	Green	Foam	Fil. algae	Debris removed	Fil. algae removed	De-foamed	Algae treated
Upper Pools									
Section 1									
Section 2									
Section 3									
Section 4									
Lower Pools									

Pumps: ☐ Operational ☐ Problem Description _____

Aerators: ☐ Operational ☐ Problem Description _____

By: _____ Date: _____



AQUATIC CONSULTING & TESTING, INC.

1525 W. University Drive, Suite 106
P.O. Box 1510
Tempe, Arizona 85281
Phone: (480) 921-8044 • FAX: (480) 921-0049

Lic. No. AZ0003

16 November 2007

Mr. Colin Hallihan, Facilities Manager
Anthem at Merrill Ranch
3925 North Sun City Blvd.
Florence, Arizona 85232

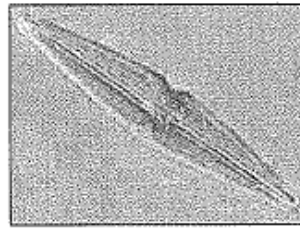
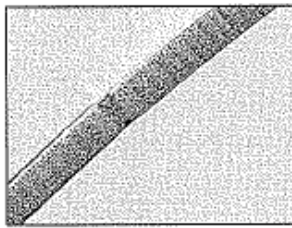
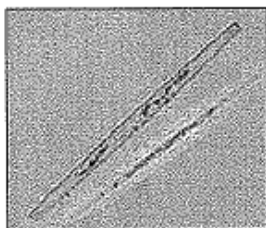
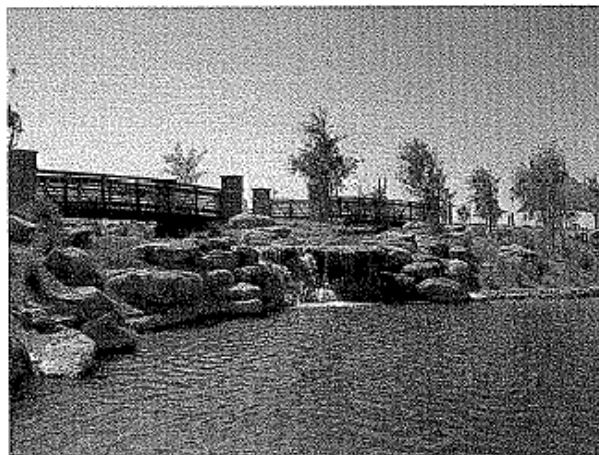
Ref: Lake management activities 29 August-30 October 2007

Dear Mr. Hallihan:

The following report summarizes water quality conditions and lake management activities for the period 29 September through 30 October 2007.

Main Entry Lake

The water quality in the main entry lakes was satisfactory. Periods where algae developed on the lake bottom and popped to the surface were less frequent and of lesser intensity. Lake temperature fell to approximately 24C during the reporting period. The dissolved oxygen concentration was excellent (10.4 mg/L) for late summer in central Arizona. Water pH was 8.1 SU which is very good for a small, shallow lake. Clarity (transparency) was excellent. The algae density increased slightly to 3.9×10^4 cell/mL. The algae was dominated by the diatom, *Synedra* (photo left). The blue-green filament, *Oscillatoria* (photo center) and another diatom, *Navicula* (photo right), were common.



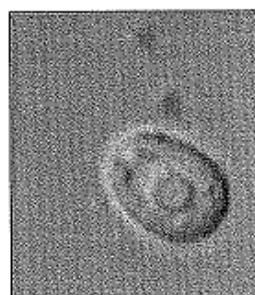
Construction debris was reduced and any that accumulated in the water was removed by net. Bermuda grass runners growing into the lake continued to be a nuisance.

Hole #10 Lake

The lake remained slightly turbid and still had a green tint during most of the reporting period. No filamentous algae were noted. The water continued to be dominated by the diatom *Navicula*. *Synedra* and the green flagellate *Chlamydomonas* (photo blw rt), were common. Cell density was very modest (5.4×10^4 cells/mL). Dye was added to help reduce algae and submerged aquatic weed growth.

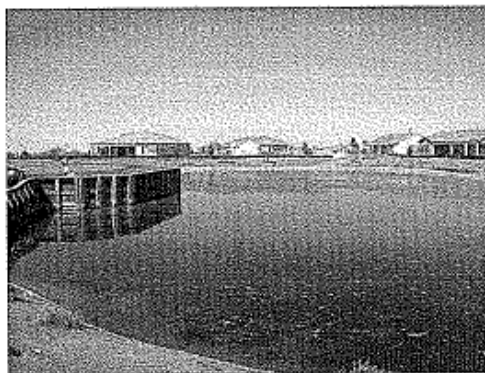


The dissolved oxygen content improved dramatically to 10.4 mg/L. Water pH increased, but was still very good at 8.2 SU. Wind blown grass clippings occasionally accumulated in down wind segments. The grass as well as any other debris encountered was manually removed by net.



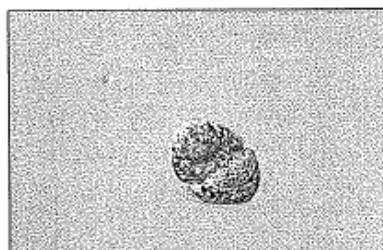
Hole #17 Lake

The lake was slightly turbid and was light green during the reporting period. Floating algae, similar in nature and origin to that at the entry feature, continued to occur during the month, but to a lesser degree. Wind-blown construction debris was reduced, but still removed from the lake surface during each visit.



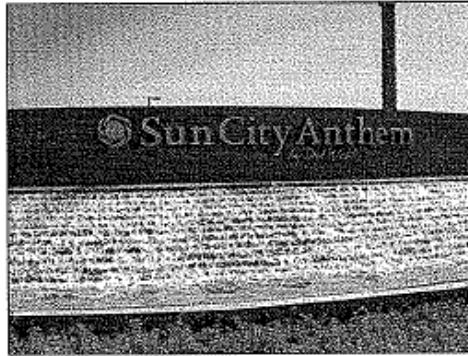
Lake water temperature was about 25C. The water dissolved oxygen content was good at 7.6 mg/L. Water pH dropped to a much improved 8.1 SU.

The dominant alga was *Navicula*. *Synedra* and the dinoflagellate, *Gymnodinium* (photo below), were common. Cell density was a modest 1.4×10^4 cells/mL.



Entry Waterfalls

The water within the features appeared blue in color with very good clarity. No filamentous algae were observed. Periphyton growth on the rocks was removed by addition of algaecide. Filter backwashing was resumed. Any debris in the feature was manually removed.



Respectfully,

AQUATIC CONSULTING & TESTING, INC.

Frederick A. Amalfi, Ph.D., C.L.M.

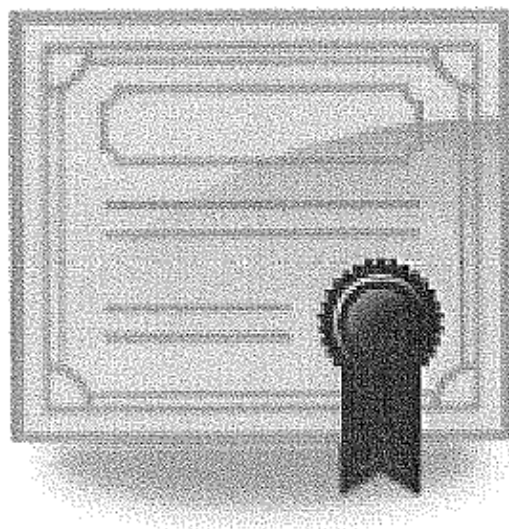


Certified Lake Manager

91-01M

Date 11/16/07

LICENSES AND W-9 TAX FORM





ARIZONA DEPARTMENT OF REVENUE
LICENSE & REGISTRATION SECTION
1800 WEST MONROE
PHOENIX, ARIZONA 85007-2650

MUST BE
DISPLAYED IN A
CONSPICUOUS PLACE

TRANSACTION PRIVILEGE TAX LICENSE

-NOT TRANSFERABLE-

THIS LICENSE CAN NOT BE TRANSFERRED FROM ONE PERSON TO ANOTHER NOR CAN IT BE TRANSFERRED FROM ONE PLACE TO ANOTHER. STATUTES REQUIRE LICENSEES TO NOTIFY THE DEPARTMENT OF REVENUE IF BUSINESS IS DISCONTINUED, CHANGE IN NAME OF BUSINESS, CHANGE IN TRADE NAME, CHANGE IN LOCATION, CHANGE IN MAILING ADDRESS OR IF THERE IS A CHANGE IN OWNERSHIP.

THE BELOW NAMED LICENSEE IS HEREBY LICENSED TO CONDUCT BUSINESS, IN THE NAME OF THE LICENSEE NAMED AND THE ADDRESS SHOWN, UPON THE CONDITION THAT HE SHALL PAY THE TAX ACCRUING TO THE ARIZONA DEPARTMENT OF REVENUE UNDER PROVISION OF ARS TITLE 42, CHAPTER 8, ARTICLE 1.

ISSUED
TO

AQUATIC CONSULTING & TESTING INC
C/O AMALFI, FREDERICK
1555 W UNIVERSITY DR #103
TEMPE AZ 85281

07-379988-B

ALL communications
and Reports MUST
REFER to this
LICENSE NO.

29 BUSINESS CODE

01-23-89 EFFECTIVE DATE

(DBA) AQUATIC CONSULTING & TESTING INC
1555 W UNIVERSITY DR #103
TEMPE AZ 85281

(REISSUE) 05-24-90 PRINT DATE

Janet Napolitano
Governor

Structural Pest Control Commission
9535 E Doubletree Ranch Road Scottsdale, AZ 85258-5514
(602) 255-3664 (602) 255-1281 fax
www.sb.state.az.us

Lisa Gervase
Executive Director

AQUATIC CONSULTING & TESTING, INC.

Business License number: 4418

Has been duly licensed since 12/20/1990 and is hereby authorized to engage in the business of Structural Pest Control within the State of Arizona for the year of 2007.

Qualifying Party Name(s)

FREDERICK A. AMALFI

Qualifying Party
License Number(s)

1360

Does hereby qualify the business to practice in the following license category(s) of Structural Pest Control within the State of Arizona.

Licensed Category(s)

B9: Aquatic Pest

Qualifying Party
License Number(s)

1360



This license must be renewed by December 1 of each year, and shall expire on December 31 of each year. For any inquiries regarding this license please visit the Structural Pest Control Commission website at www.sb.state.az.us or contact the Structural Pest Control Commission.

Printed: 11/2/2007



ENVIRONMENTAL LABORATORY LICENSE

Issued to:

Laboratory Director: Frederick A. Amalfi, Ph.D.
Owner/Representative: Elizabeth M. Atkinson

Aquatic Consulting & Testing, Inc.
AZ0003

is in compliance with Environmental Laboratory's applicable standards for the State of Arizona and maintains on file a List of Parameters for which the laboratory is certified to perform analysis.

PERIOD OF LICENSURE FROM: 04/15/2007 TO: 04/14/2008



A handwritten signature in black ink, appearing to read "Steven D. Baker".

Steven D. Baker, Chief
Office of Laboratory Services
Bureau of State Laboratory Services

