

**REQUEST FOR QUALIFICATIONS  
ROGERS LAKE WEED CONTROL PROJECT**

Response due: Monday, February 3, 2014

Screened Firms Notified: No later than Monday, February 17, 2014

The Towns of Lyme, Old Lyme and the Rogers Lake Authority are seeking the services of an engineering/consulting firm to analyze treatment options and recommend a course of action providing an effective, fiscally responsible, environmentally sensitive weed control program for Rogers Lake for a protracted period of time. The lake is a 260 acre body of water in the towns of Lyme and Old Lyme with a mean depth of 16.3 feet. It has a maximum depth of 63 feet. Invasive aquatic weeds have increasingly impaired recreational use over the past several years. Various harvesting methods have been employed over this time with no success.

Interested parties are invited to respond to, or propose a team to respond to this project as described above. The selection process will comply with applicable statutory guidelines regulating the public bidding process.

**FIRM FOCUS**

Following selection, the firm is expected to develop a process providing a detailed analysis of treatment options. The process shall include public outreach, examination of environmental best practices and assessment of various treatment impacts culminating in recommendation of a specific treatment methodology to control lake weed infestation for the short and long term.

**QUALIFICATIONS STATEMENT**

To assist the Selection Committee in its review of proposals, interested firms are required to provide a qualifications statement based upon the following four section format.

**SECTION 1-FIRM INTRODUCTION**

- Provide an introduction to your firm, indicating the primary office location for performance of this project, the type of firm and areas of specialization. This section should identify the proposed Project Director and provide a contact person for the interview with phone and fax numbers as well as an email address.
- Briefly summarize the most relevant qualifications, specialized capabilities and any other significant information relating to the composition of your team.

## **SECTION II-FIRM EXPERIENCE**

- Past successful project experience will be a key selection factor. Experience with similar projects should be specifically identified and work with other municipalities and/or lake authorities noted. Please also identify any innovative approaches employed for community outreach and weed control treatment.
- A detailed project approach is not required for this submission, however, summary information relating to methods used in similar projects may be provided as an indication of overall qualifications.

## **SECTION III-PROJECT TEAM QUALIFICATIONS**

- Identify a Project Director to serve as primary contact with town personnel and manage overall project direction and resources. Please summarize the Project Manager's qualifications to head the undertaking.
- Identify individual staff members to be assigned to the project and summarize their qualifications.
- An organization chart for the team shall also be provided.

## **ADDITIONAL REQUIREMENTS**

A detailed work program will not be required for this submission, but will be developed upon completion of the selection process.

Two original and five copies of the proposal are required, as well as one in a digital format.

Please submit to: The Town of Old Lyme, 52 Lyme Street, Old Lyme, CT 06371, Attention: Selectmen's Office by the close of business 4:00 P.M., Monday, February 3, 2014. Questions regarding this RFQ should be referred by email to a single email address - [selectmansoffice@oldlyme-ct.gov](mailto:selectmansoffice@oldlyme-ct.gov) with the words "Questions for Rogers Lake Weed Control RFQ" in the subject heading. All Questions must be received within 7 days after the publication of this RFQ and the answers will be posted no later than 14 days after the publication of this RFQ only on the Town of Old Lyme website <http://www.oldlyme-ct.gov/> under "Current Projects".

The Towns of Lyme and Old Lyme reserve the right to reject any and all proposals or to waive any informality in the proposal process, if deemed in the best interest of the Towns.