



## Thomas Jefferson Soil and Water Conservation District

Louisa Office: 39 Industrial Drive, Louisa, VA 23093  
Phone: 540-967-5940

May 26, 2020

Prospective Contractors:

Thank you for reaching out to the Thomas Jefferson SWCD with interest in our dam maintenance. This letter will summarize the project expectations. The project is organized as a **maximum of 3 years, on a year-by-year basis, upon satisfactory completion of each year**. Bid amount submitted will be used for each year if the additional year is granted. Payment will be made after job has been completed and reviewed by District Directors and/or staff.

**Prospective contractors are required to have liability insurance that covers up to \$1,000,000 with proof of workers' compensation insurance in order to be considered.**

### **Information on Contract for Mowing, General Maintenance and Contractor Support for 6 watershed flood control dams:**

**Mowing** consists of bush hogging all of the following areas: the dam embankment; up and downstream slopes; around the outfall basin; and the emergency spillway, including waterline in front of the emergency spillway and up the embankment of the emergency spillway.

**General maintenance** consists of the removal of woody vegetation, such as alders, small trees, and shrubs (including refuse from previous herbicide applications) from around the outfall basin, riprap and water's edge of dam; Groundhog removal/hole filling, to include eradication of the animal and filling the hole with a concrete slurry; herbicide will be applied to bushes around outfall basin and riprap (only when approved by TJSWCD Staff); debris around AND in riser structure and along water's edge shall be removed. Twice in a contract year (once at fall mowing and once at spring mowing).

**Contractor Support** could include, but is not limited to, the following: removal of debris around/in riser tower structures outside times of normally schedule maintenance; any other small projects which the District deems to require immediate correction.

Bids for the mowing and general maintenance contract are due on **June 17, 2020**. Contractor(s) awarded the bid will be notified 7-10 days after the bid deadline. The completion deadline for first round of mowing is **July 20, 2020**.

Attached you will find a sample contract. If would like a dam location map or would like to tour one of the dams, please contact me by email or at (540) 967-5940.

Thank you,

Tim Talley

Conservation  
Technician



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**2020-2023 Watershed Dam Mowing and General Maintenance Contract Agreement – Year 1 of 3**

\_\_\_\_\_ will complete mowing and general maintenance of the following 6 **Thomas Jefferson Soil and Water Conservation District** watershed dams for the total sum of \_\_\_\_\_.

South Anna River Dam #3  
South Anna River Dam #4  
South Anna River Dam #5

South Anna River Dam #6B  
South Anna River Dam #23  
South Anna River Dam #7

**Mowing** will include all of the following areas: the dam embankment and up and downstream slopes; around the outfall basin; and the emergency spillway, including waterline in front of the emergency spillway and up the embankment of the emergency spillway.

**Removal of woody vegetation** will include alders, all small trees, and shrubs (including refuse from previous herbicide applications) from around the outfall basin, riprap and water’s edge of dam.

**Herbicide** will be applied around outfall basin when required by TJSWCD Staff.

**Groundhog removal/hole filling** will be performed on any dams requiring it. Eradicate the animal and fill the hole per provided documentation.

**Remove debris around/in all riser structures and along water’s edge** and haul off-site to a place of contractor’s choice.

**Mowing and general maintenance will be performed twice per contract year.**

**First mowing** will be completed during the month of June. **Second mowing** will be completed September or October.

A copy of **general liability insurance of \$1,000,000.00** with **proof of workers’ compensation insurance that complies with Virginia statutory requirements** and **states our agency on the certificate as an additional insured** must be presented to the Thomas Jefferson SWCD office **prior to beginning work.**

**Payments** will be made after completion of **each round of mowing** is verified by TJ staff.

\_\_\_\_\_ will provide contractor support to the TJSWCD for miscellaneous needs/repairs on the structures, which may arise during the contract year, at a rate of \_\_\_\_\_ per hour.

**Contractor Support** could include, but is not limited to, the following: removal of additional debris around/in riser tower structures; any other projects that may require immediate correction.

\_\_\_\_\_ concurs and understands the above contract and agrees to the terms stated within.

\_\_\_\_\_  
Contractor(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
TJSWCD Representative

\_\_\_\_\_  
Date