



# REQUEST FOR QUOTES

for  
Trezona Trail Invasive Species Treatment

Work to be completed in 2026 and 2028, 2029

<p><b>North St Louis Soil &amp; Water Conservation District</b> 505 3<sup>rd</sup> St N, Ste A Virginia, MN 55792</p> <p><b>Project Coordinator:</b> Corey Denning 218-288-6143 Corey@nslswcd.org</p> <p><b>Administrative Contact:</b> Anita Provinzino 218-288-6144 anita@nslswcd.org</p>	<p><b>Quote Deadline:</b> <b>Noon on April 7th, 2026</b></p> <p><b>Submit Quote to:</b> <a href="mailto:anita@nslswcd.org">anita@nslswcd.org</a> with "Trezona Trail Quote" in the subject line.</p> <p><b>Project phases to be completed by:</b></p> <ol style="list-style-type: none"><li>1. June 30, 2026, or earlier</li><li>2. November 2, 2026</li><li>3. June 30, 2028, or earlier</li><li>4. May 31, 2029, or earlier</li></ol>
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Funded by: North St. Louis Soil & Water Conservation District  
via a FY26 DNR Conservation Partners Legacy (CPL) grant expiring 6/30/2029

## A. AWARD

The site will be quoted as a whole, with multiple steps requiring individual prices. The contract will be awarded to the responsible vendor submitting the lowest total quote for the site. Vendors must provide a complete quote covering all steps for this site. The District, at its discretion, reserves the right not to accept any or all quotes, to withdraw a contract offer due to insufficient funding or to limit the number of acres to be completed. In the latter case, the Project Coordinator will prioritize and identify the acres to be completed with the available funding.

## B. GENERAL SPECIFICATIONS

**PROJECT SCOPE:** The work covered under this solicitation shall consist of the labor, equipment, materials, tools, transportation, and incidentals necessary to implement a conservation cover and provide maintenance of the site on a total of approximately 2.08 acres at along the Trezona Trail in St. Louis County, Minnesota.

**EXAMINATION OF SITE:** All prospective quoters are strongly encouraged to contact the Project Coordinator to get a map and directions for the site. Before submitting a quote for the work contained in these specifications, each quoter is encouraged to visit the site, examine the premises, and thoroughly familiarize themselves with all existing conditions and limitations pertaining to the work involved. No extra costs will be allowed because of the Contractor's misunderstanding as to the amount of work entailed, or lack of knowledge of existing conditions.

COMPLIANCE: The Contractor shall comply in every respect with all applicable laws of the federal government and/or the State of Minnesota.

DATES: Start dates will depend on site conditions and on the Contractor fulfilling all pre-work requirements. Contract start and completion dates are as follows:

Start Date: After the contract is signed by both parties, work dates will depend on site conditions and on the Contractor fulfilling all pre-work requirements.

Completion Dates: Project phases to be completed by:

- 1) June 30, 2026 or earlier based on seed out dates– 2 rounds of herbicide application
- 2) November 2, 2026 – seeding and mulching
- 3) June 30th, 2028 or earlier based on seed out dates– spot treatment
- 4) May 31, 2029 or earlier based on seed out dates – final spot treatment

PREVAILING WAGE: Per Minnesota Statute 177.42 Subd. 7 prevailing wage is not required as the estimated total cost of completing the project is less than \$25,000 and more than one trade or occupation is required to complete it.

SITE SIZE: The project is estimated at 2.08 acres. North St Louis Soil & Water Conservation District (the “District”) does not guarantee the exact acreage of the site.

WORKDAYS: Work may be done on all seven days of the week except that no work may be done on holidays.

**C. THE DISTRICT AGREES TO:**

- 1) Provide the Contractor with the necessary maps and project specifications for the site. GPS boundaries of the project area will be provided upon request.
- 2) Provide periodic supervision and guidance to the Contractor on the project site.
- 3) Promptly inspect the site after it is completed and advise the Contractor of acceptance or rejection of the work performed.

**D. THE CONTRACTOR AGREES TO:**

- 1) Before beginning work, the Contractor must schedule and participate in an on-site meeting with the Project Coordinator to review contract specifications, expectations, and address any other pertinent questions.
- 2) Provide a written project schedule to the Project Coordinator including:
  - a. Anticipated start dates for each project phase.
  - b. A date on which the project will be substantially complete and ready for inspection for compliance. The project shall be fully completed no later than June 30<sup>th</sup>, 2028, to allow time for any additional work or cleanup required.
- 3) Notify the Project Coordinator at least one week before work begins in each phase.
- 4) Furnish all equipment, labor, supplies, transportation, fuel and all else necessary for job completion as described within this quote solicitation.
- 5) Ensure that all workers use safety equipment commensurately with the tools being used.
- 6) Follow all applicable employment laws and regulations. Hire, supervise, pay, verify the identity and employment authorization of and have adequate workers compensation insurance for all individuals involved with the project.
- 7) Ensure that the site is left in an orderly manner and free of litter.

- 8) Purchase and maintain insurance at, or greater than, minimum requirements, for the term of the contract. List the District as an additional insured. Provide Certificates of Insurances to the District prior to beginning work on contract, annually.
- 9) Comply with the terms of this document and any contract, if awarded.
- 10) Comply in every respect with all applicable laws of the federal government and the State of Minnesota.

## **E. POLLINATOR BEST MANAGEMENT PRACTICES**

Habitat restorations and enhancements conducted using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to [Minnesota Statutes, section 84.973](#). Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season.

Invasive species control:

- a. Invasive plant species should be controlled, even if they serve as a pollen or nectar source.
- b. Select spot treatments over broadcast applications, when possible.
- c. Insecticides and herbicides should be selected to be the most target-specific and applied on the smallest area practical to meet management objectives.
- d. Ensure that crews recognize target species.
- e. Spray in early morning or evening when bees and other pollinators are less active.
- f. Monitor pesticides for dispersal by drift, erosion or runoff.

Habitat Restoration Guidelines:

- a. Species selection should be guided by knowledge of the expected native plant communities on the site and any natural resource surveys (plants, invertebrates, soils, hydrology) that might inform the restoration effort.
- b. Refer to the pollinator tables for specific host species.
- c. Plant some native bunch grasses (such as little bluestem).
- d. Plant selection should include plant species that support endangered, threatened, special concern or rare-pollinating species.
- e. Avoid plant materials with seed, plant or soil sources that have been treated with neonicotinoid insecticides

## **F. INVASIVE SPECIES MANAGEMENT**

- 1) Before arriving at the work site, and before leaving the work site at project completion, the Contractor must inspect for and remove all caked mud, dirt clods, plants, plant parts, and debris from the equipment, tools, and personal gear to be used under this contract.
- 2) Before entering and leaving the site each worker shall empty and/or brush off boots, pants cuffs, personal gear, and tools to remove caked mud, dirt clods, plants, plants parts, bark or debris.
- 3) Follow other actions as directed by the Project Coordinator to minimize the introduction and/or spread of invasive species.

## **G. PROJECT SPECIFICATIONS**

- 1) The site will be awarded as a whole, and all project specifications will be completed under the same awarded Contractor.
- 2) Acreage totals shown in specifications are based on field calculations and are not certified to be complete or accurate, but to give the general scope of the project.

- 3) The work indicated is to be completed on time.
- 4) **The specifications indicated on the maps are part of the contract requirements.**
- 5) The Contractor will install a 2–3-foot-tall silt fence on the far-right side of the project area, delineating the project site and allowing for less seed transfer and spread of nearby invasives. See map for details.
- 6) The Project Coordinator will notify the Contractor when the target species has begun active growth.
- 7) The Contractor must notify the Project Coordinator 1 week in advance of any herbicide application or seeding.
- 8) Onsite workers must be able to identify Common Tansy and Birds-foot trefoil.
- 9) All Herbicide Applications:
  - a. The Contractor must use Glyphosate, 2,4 D, Transline or equivalent EPA-labelled product.
  - b. All herbicide applications shall follow label requirements and best management practices.
  - c. Applicator(s) must have a current Minnesota Commercial Applicator License onsite while herbicide application occurs.
  - d. Care should be taken to not allow herbicide to drift during the initial broadcast foliar spray and the spot treatment and will follow DNR Pollinator BMP's.
  - e. Herbicide applications shall only occur under suitable weather conditions.
  - f. All herbicide applications must be completed with wind speeds below 10 MPH
  - g. No herbicide applications can occur during rain or when rain is expected within 12 hours of spraying.
  - h. Signs must be posted around the project area, in locations visible to the public, indicating that herbicide has been applied after any application.
  - i. Do not spray if dew, frost, or wet vegetation is present.
  - j. The Project Coordinator reserves the right to immediately suspend herbicide applications if drift is likely or observed, improper application methods or non-compliance with contract specifications are observed.
- 10) **Spring 2026 Herbicide Applications:** In the spring of 2026, two (2) rounds of the appropriate herbicide shall be applied using a broadcast foliar spray method to all living vegetation within the project boundaries. Applications shall occur a minimum of two weeks apart within the designated time frame and are weather dependent. The project area will be mowed by the city prior to the first herbicide application.
  - a. Treatment should begin in mid-to-late April, or as soon as the target species, Common Tansy and Birds-foot trefoil is actively growing and before seed out. Apply a systemic herbicide following all label instructions, taking care to avoid drift onto non-target vegetation. A second foliar application should be made a minimum of 14 days after the first to control any missed or regrowing plants.
  - b. Broadcast spraying with a boom is allowed.
  - c. Both herbicide applications completed in the spring of **2026 shall be completed once the target species have seeded out or no later than June 30<sup>th</sup> or, whichever is earlier.**
  - d. The Contractor must flag treated areas, provide GPS shapefiles or treatment maps, log dates, wind speeds, humidity levels, temperatures, and herbicides used along with herbicide rates for all treatments.
  - e. Contractors' onsite workers will utilize EDDMapS software or GPS to document sprayed areas during the 2 broadcast sprays in 2026 and spot treatment in 2028.

These files/reports will be given to the Project Coordinator after completion of the site after each spray.

- f. After vegetation has fully desiccated, the Contractor shall rake, bag, and remove all accumulated dead thatch, or evenly distribute it across the project site, to prepare the seedbed. This work may be performed manually or by mechanical means, such as raking behind a tractor.
- g. See also, item 9.

**11) Seeding and Mulching between October 1 and November 1, 2026:**

- a. Seeding can be conducted no sooner than October 1 and no later than November 1, 2026.
- b. Fall seeding should be conducted once soil temperatures consistently drop below 40°F, or around mid-October.
- c. The site shall then be seeded within the project boundaries using BWSR Pollinator Plot NE 38-341 or a similar approved pollinator seed mix. All seed mixes must follow NRCS Conservation Cover 327 guidelines and be approved by the Project Coordinator prior to installation. Ensure the mix includes plants that bloom at different times, offering a continuous sequence of blooms throughout the year—for example, at least three flowering species from each bloom period: spring, summer, and fall and has a minimum of 9 species of pollinator friendly native forbs. The seed mix shall produce a minimum of 35–40 seeds per square foot, with no more than 25% of the mix consisting of grass species.
- d. Seeding shall be conducted using a no-till seed drill.
- e. Upon completion of seeding, the area will be packed or lightly harrowed to ensure adequate seed-to-soil contact. A uniform layer of straw mulch shall then be applied to protect the seedbed from wind, rainfall, and other disturbances.
- f. After seeding, signs should be posted around the project area, in locations visible to the public, indicating that the area is closed to access and that a native plant restoration is underway.

**12) SPRING 2028 & 2029 SPOT TREATMENT WITH HERBICIDE**

- a. In the spring of 2028, the Contractor shall return to the project site to spot treat any remaining pervasive invasive species within the project boundaries prior to remaining Tansy or Birds-foot trefoil setting seed or **June 30, 2028, whichever is earlier.**
- b. Spot treatment shall be conducted using selective, targeted herbicide application methods using only a low-pressure backpack sprayer. Broadcast spraying is prohibited for this step
- c. If follow up spot treatment is needed in 2029, the work must be completed prior to remaining Tansy or Birds-foot trefoil setting seed or **May 31, 2029, whichever is earlier.**
- d. See also, item 9.

**H. INSPECTIONS AND PENALTIES**

- 1. The Project Coordinator will be on site during herbicide applications and seeding in 2026 to ensure proper herbicide application and successful seeding methods.
- 2. The Project Coordinator will stop work at any time if an unreasonable level of damage to non-target plants is observed during the spot treatment or excessive drift is occurring during the 2 initial broadcast sprays.
- 3. If the Contractor's work does not meet specifications, it shall be corrected to meet all applicable requirements prior to payment. The Contractor shall have the opportunity

to correct any non-compliant work. Reseeding must be completed in fall 2028, (October 1-November 1) and any missed spring spot treatments must be finished by June 1, 2029. Failure to complete corrective work within these periods may constitute a breach of contract.

4. If in the judgment of the Project Coordinator, an area of improper work has not been corrected, the District will not pay for it.
5. If there is a disagreement between the Contractor and Project Coordinator regarding specifications of the final certification, final determination of compliance and acceptance of the work, including herbaceous weed treatment (315) and conservation cover establishment (327), will be made by person with Job Approval Authority in the above practices. This may include SWCD staff or partners.
6. Care should be taken to not damage established native plants during spot treatment.
7. A visual inspection for compliance with contract specifications will be conducted in 2028 approximately 14 days following the completion of the spot treatment, to allow sufficient time for native species to establish and for the spot treatment to effectively control any persistent invasive species. If the Contractor and Project Coordinator do not agree on compliance, a minimum of one 1/100th-acre plot per acre will be randomly selected and sampled. Compliance will be defined as at least 90% desirable, living native vegetation within each sampled plot. If sampled plots indicate that the completed spot treatment and native species establishment are not satisfactory, the Contractor will be responsible to implement corrective actions, which will include reseeding or conducting another round of spot treatment.
8. The District can terminate this contract at any time for just cause, citing reasons.
9. Failure to complete the work in whole or in part may result in suspension and/or debarment according to Minnesota Rules 1230.1150.
10. Contractor may be held liable as permitted by Minnesota law.

## **I. PAYMENT**

- 1) Contractor must submit an IRS Form W-9. Request for Taxpayer Identification Number in advance of first payment
- 2) Upon completion of work, the Contractor shall submit a signed payment request for work completed to the District. If the payment request is incorrect, defective, or otherwise improper, the District will notify the Contractor within 10 days of receipt. Payment will be made within 30 days of an accurate and complete payment request.
- 3) Payment will be made only for work completed to specification and to the satisfaction of the Project Coordinator. Partial payment may be made upon inspection of the site and acceptance of work by the Project Coordinator.
- 4) Payment request(s) must be submitted to the District at [accounting@nslswcd.org](mailto:accounting@nslswcd.org). Payment request(s) shall include the following information:
  - a. Name of business/individual and mailing address.
  - b. Date of payment request.
  - c. Work site project #, acres completed, and date(s) completed.
  - d. Rate and amount of payment requested.
  - e. Total amount requested.
- 5) A final payment request must be received by June 8th, 2029. Payment requests not received by June 8th, 2029, will not be honored.
- 6) The final check(s) issued for payment must be cashed by July 20, 2029, to allow the District to be reimbursed by the State for the grant. If the check is not cashed on time, no remuneration will be available.

## **J. DATA PRIVACY**

Contractor agrees to abide by the applicable provisions of the Minnesota Data Practices Act, Minnesota Statutes, Chapter 13, HIPAA requirements and all other applicable state or federal rules, regulations or orders pertaining to privacy or confidentiality. Contractor understands that all of the data created, collected, received, stored, used, maintained or disseminated by Contractor in performing those functions that the District would perform as a government entity, is subject to the requirements of Chapter 13, and Contractor must comply with those requirements as if it were a government entity. This does not create a duty on the part of Contractor to provide the public with access to public data if the public data is available from the government entity, except as required by the terms of this contract.

## **K. INSURANCE REQUIREMENTS**

1. The Contractor shall maintain insurance to cover claims which may arise from operations under this Contract, whether such operations are by the Contractor, their Subcontractor, or by anyone directly or indirectly employed under this Contract. At all times during the terms of this Contract, and beyond such term when so required, Contractor shall have and keep in force Commercial General Liability, Worker's Compensation and Automobile Coverage.
2. Prior to the commencement of work under this Contract, Contractor shall furnish to the District an original Certificate of Insurance as evidence of required coverages and limits set out above. The District shall be listed as an additional insured.
3. If Contractor receives a cancellation notice from an insurance carrier affording coverage herein, Contractor must provide the District, within five (5) business days, with a copy of the cancellation notice, unless Contractor's policy(ies) contain a provision that coverage afforded under the policy(ies) will not be cancelled without at least thirty (30) days advance written notice to the District.

## **L. HOLD HARMLESS & INDEMNIFICATION**

The Contractor agrees to defend, indemnify, and hold North St Louis Soil & Water Conservation District, its employees and officials harmless from any claims, demands, actions or causes of action, including reasonable attorney's fees and expenses arising out of any act or omission on the part of the Contractor, or its Subcontractors, Partners or Independent Contractors or any of their agents or employees in the performance of or with relation to any of the work or services to be performed or furnished by the Contractor or the Subcontractors, Partners, or Independent Contractors or any of their agents or employees under the agreement.

# INSURANCE REQUIREMENTS

## 1. WORKERS' COMPENSATION INSURANCE:

- A. Contractor shall provide workers' compensation insurance for all employees and shall require any Subcontractors, Partners or Independent Contractors to provide workers' compensation insurance in accordance with the statutory requirements of the State of Minnesota, Chapter 176 and must include:
1. Part 2, Employers Liability including Stop Gap Liability for monopolistic states (if applicable), at limits of not less than:
    - i. \$100,000 – Bodily Injury by disease per employee
    - ii. \$500,000 – Bodily Injury by disease aggregate
    - iii. \$100,000 – Bodily Injury by accident
  2. Coverage C: All States Coverage, unless coverage applies specifically to the Workers' Compensation Law of the State of Minnesota
- B. Self Insured: If Contactor, Subcontractor, Partner or Independent Contractor is self-insured for its obligation under the workers' compensation statutes in the jurisdiction where the project is located, a Certification of the Authority to Self-Insure such obligations shall be provided.
- C. Statutory Compensation Coverage. If MN Statute 176.041 exempts the Contractor, Subcontractor, Partner or Independent Contractor from Workers' Compensation insurance or if the Contractor has no employees in the State of Minnesota, the Contractor, Subcontractor, Partner or Independent Contractor must provide a written statement, signed by the authorized signer of the Contract, stating the qualifying exemption that excluded them from MN Workers' Compensation requirements.
- D. If, during the course of the Contract, the Contractor, Subcontractor, Partner or Independent Contractor becomes eligible for Workers' Compensation, they must comply with the Workers' Compensation Insurance requirements included herein and provide the District with a Certificate of Insurance.

## 2. AUTOMOBILE LIABILITY INSURANCE:

The Contractor, Subcontractor, Partner or Independent Contractor shall maintain insurance to cover liability arising out of the operations, use, or maintenance of all owned, non-owned, and hired automobiles.

### A. Minimum Limits of Liability:

- Minnesota State No-Fault – Passenger vehicle
- \$1,500,000 - Per Occurrence combined Single Limit Bodily Injury and Property Damage – Any vehicle being used to perform the service and all other vehicles such as those towing equipment or a commercial vehicle

### B. Coverages:

- Owned Automobile
- Non-owned Automobile
- Hired Automobile

### 3. COMMERCIAL GENERAL LIABILITY:

The Contractor shall maintain insurance to cover claims arising from operations under this Contract, whether such claims are by the Contractor, Subcontractor, Sub-Subcontractor or by anyone directly or indirectly employed under this Contract.

#### A. Minimum Limits of Liability:

- \$1,500,000 - Per Occurrence
- \$3,000,000 - Annual Aggregate
- \$50,000 - Fire Damage (any one fire)
- \$5,000 - Medical Expense (any one person per occurrence)

#### B. Coverages:

- Premises and Operations Bodily Injury and Property Damage
- Personal Injury & Advertising Injury
- Products and Completed Operations Liability
- Contractual Liability as provided in ISO form CG 00 01 04 13 or its equivalent.
- District shall be named as an Additional Insureds

Contractor agrees its coverage will not contain any restrictive endorsement(s) excluding or limiting Broad Form Property Damage (BFPD) or Explosion, Collapse, Underground (XCU).

### 4. UMBRELLA OR EXCESS LIABILITY:

An Umbrella or Excess Liability insurance policy may be used to supplement the Contractor's, Subcontractor's, Partner's or Independent Contractor's policy limit to satisfy the full policy limits required by the Contract. Any Umbrella or Excess Liability policy shall also name District as Additional Insured

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# NOTICE TO THE CONTRACTOR

- A. The failure of the District to receive Certificate(s) of Insurance, for the policies or renewals thereof or failure of the insurance company to notify the District of the cancellation of policies required under this contract shall not constitute a waiver by the District and/or Owner to the Contractor to provide such insurance.
- B. The District/Owner reserves the right to immediately terminate the Contract if the Contractor is not in compliance with the insurance requirements. The District/Owner retains all rights to pursue any legal remedies against the Contractor. In the event of a claims dispute, all insurance policies must be open to inspection by the District/Owner, -and copies of policies must be submitted upon written request.
- C. The insurance and insurance limits required herein shall not be deemed as a limitation of the Contractor's liability with regard to the indemnities granted to the Owner under the contract.
- D. Evidence of subcontractor insurance shall be filed with the District.

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# NOTICE TO CONTRACTOR'S INSURER

- A. The Contractor's insurance company waives its right to assert the immunity of the State/District as a defense to any claims made under said insurance. Contractor's insurance company is notified that the liability of their policyholder is not limited by statute, and as a result, they are precluded from limiting claims payments based on any assumption that they are protected by immunity to the State/District.
- B. Coverage under the General Liability policy(ies) of the Contractor will be broadly construed for the District/Owner as is available to the Contractor.
- C. The liability limits specified by the contract are the minimum limits required, and any and all additional limits provided to the Contractor will be available on an excess, umbrella, or other basis, to the Additional Insured for any and all covered items.

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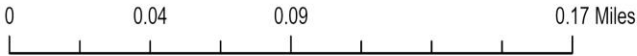
# 2026-2028 Trezona Trail Project Boundaries

Section 28, Township 63 North, Range 12 West 2.08 Total Acres



**Project Instructions**

Implement a conservation cover within the project boundaries of the four designated areas along the Trezona Trail. All existing vegetation within the specified areas shall be broadcast sprayed to control undesirable species prior to seeding. Following vegetation control, each area shall be seeded using an approved and site-appropriate seed mix designed to establish a sustainable conservation cover. A follow-up spot spray treatment will be conducted in spring 2028 to manage any re-emergent invasive or undesirable vegetation and ensure successful establishment of the conservation cover.



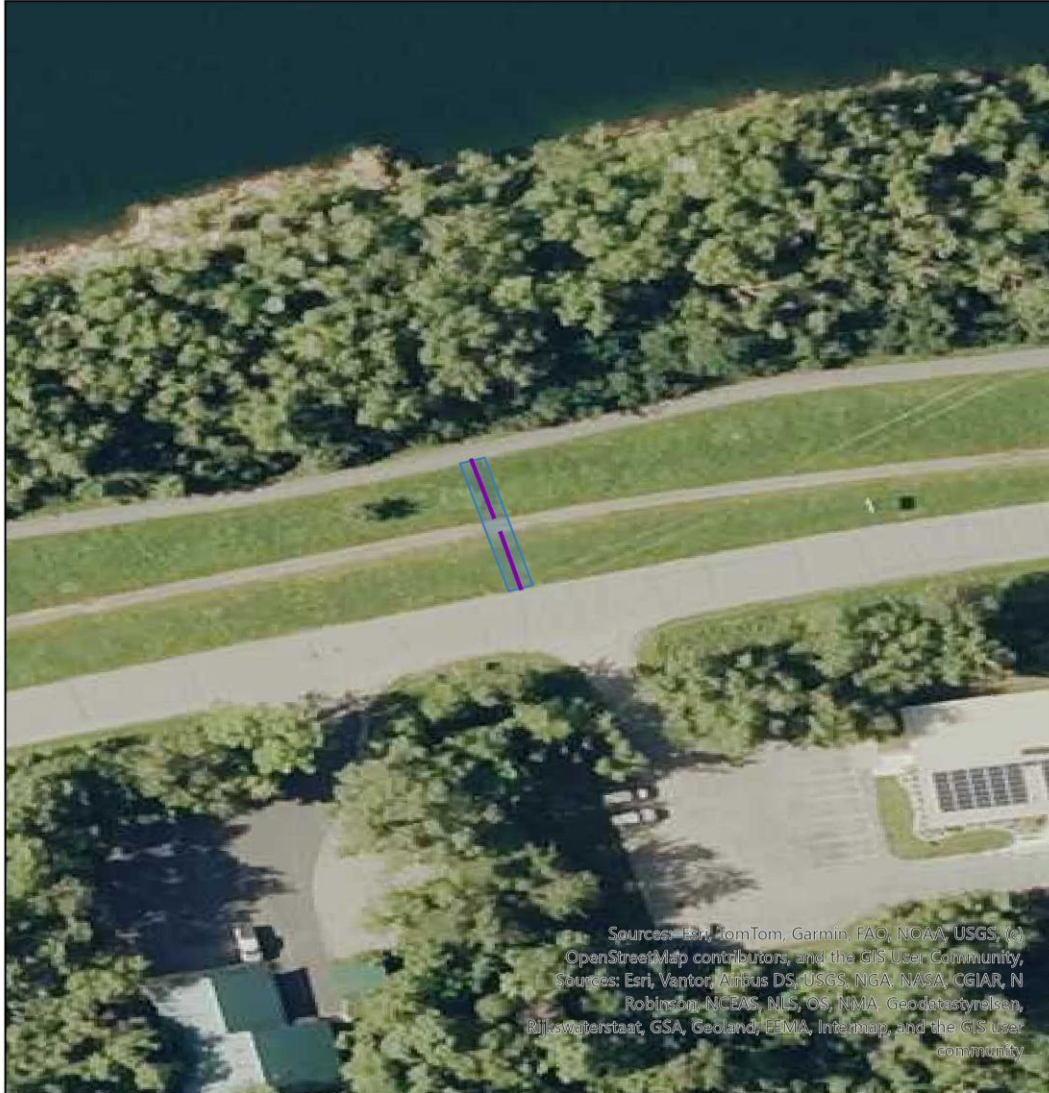
**Legend**

- Project Boundaries
- Access**
- E. Miners Dr.



# 2026-2028 Trezona Trail

## Section 28, Township 63 North, Range 12 West Silt Fence Installation



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, [OpenStreetMap contributors](#), and the [GIS User Community](#),  
Sources: Esri, Vantor, Airbus DS, USGS, NGA, NASA, CGIAR, N  
Robinson, NCEAS, NLS, OS, NMA, Geodatasyrisken,  
Bijlwaterstaat, GSA, Geoland, FEMA, Intermap, and the [GIS User community](#)

Install a 2-3 foot tall silt fence along the purple lines highlighted on the map to delineate the project boundary and help prevent seeds and other invasive species from entering the project area. Provide a 4-5 ft gap in the silt fence where the gravel trail intersects the project area.

