

## 2025 Aquatic Nuisance Control - Grant-In-Aid Program

**Release Date: February 20, 2025**

**Proposals Due: March 20, 2025**

**Contact for Proposals:** Renee Pszyk, ANR, Department of Environmental Conservation,  
Financial Operations (802) 279-5281 [anr.decgms@vermont.gov](mailto:anr.decgms@vermont.gov)

**THE STATE WILL MAKE NO ATTEMPT TO CONTACT VENDORS WITH UPDATED INFORMATION. IT IS THE RESPONSIBILITY OF EACH VENDOR TO PERIODICALLY CHECK <http://www.vermontbidsystem.com> FOR ANY AND ALL NOTIFICATIONS, RELEASES AND AMENDMENTS ASSOCIATED WITH THE RFP.**

If you speak a language not listed on the website below or require additional help, we offer free language assistance services. Please reach out to ANR at 802-636-7266 and we can support getting you access to the State of Vermont's free language services. The State of Vermont contracts with several Translation Services organizations, and you can visit this page for more information <https://anr.vermont.gov/special-topics/equity-and-accessibility/language-services>.

If you require assistance with technology, access, or have other issues with being able to fill out this form please contact Renee Pszyk at 802-279-5281 or [anr.decgms@vermont.gov](mailto:anr.decgms@vermont.gov).

### **Introduction and Purpose**

The Vermont Department of Environmental Conservation (VTDEC) Lakes and Ponds Management and Protection Program (LPMPP) works to protect, maintain, enhance, and restore Vermont lakes and the public uses that healthy lake ecosystems provide.

The Aquatic Invasive Species Program within the LPMPP coordinates management activities associated with both aquatic invasive and nuisance species; works with local, state, and federal partners to obtain and provide funds for control projects; and provides education and outreach to reduce the threat and spread of aquatic invasive species. An “aquatic nuisance” is an undesirable or excessive substance or population that interferes with the recreational potential or aquatic habitat of a waterbody, and includes plants, animals, and algal populations.

10 V.S.A. § 1458 allows a municipality or agency of the State to apply to the Agency of Natural Resources for funding to assist with control of aquatic nuisances. The Aquatic Invasive Species Program administers the Aquatic Nuisance Control (ANC) Grant-in-Aid (GIA) Program to provide

financial assistance for eligible projects. Aquatic nuisance species environmental stewardship projects fall into three categories: Greeter Projects, Management Projects, and Education, Outreach, or Survey Projects.

For more information about the Aquatic Nuisance Control Program and related Vermont State Statutes please visit <http://legislature.vermont.gov/statutes/section/10/050/01458>.

DEC is seeking proposals for the 2025 Aquatic Nuisance Control Grant-in-Aid Program. Up to \$850,000 is available from April 1, 2025 to November 30, 2025.

In accordance with Executive Order No. 02-22, signed on March 3, 2022, by Governor Phil Scott, the State is required to secure your certification that no Russian-sourced goods or services provided or produced by Russian entities will be provided to the State of Vermont under this proposal. In submitting this proposal, you are providing this certification to the State.

## **Eligibility**

1. The pool of potential award recipients is defined in 10 V.S.A. § 6618 as “a municipality or agency of the State that desires State assistance to control aquatic nuisances.”
  - a. Local interest groups including lake associations must apply through the municipality in which the waterbody is located.
  - b. Regional partners, such as a conservation district or watershed association, are also eligible applicants if applying for funds on behalf of a consortium of municipalities or lake associations.
2. A current Vermont state employee responding to this RFP as a sole proprietor or owner of other form of business must obtain a waiver from the Vermont Department of Human Resources prior to entering into a contract with the State.

## **Scope of Work**

Three types of projects are funded through this program. DEC is seeking proposals for the following:

1. Greeter Projects
  - a. This project category is to develop or maintain a Greeter Project (Public Access Greeter Program) at a public access point on a local waterbody.
  - b. Grant funds may be used for greeter salaries, physical materials needed onsite (i.e., a greeter shelter), and other associated costs. This may also include funds for aquatic macrophyte surveys.
  - c. To receive funding, all people (including the coordinator) associated with the project must attend at least one public training session during the current or prior field season.
2. Management Projects
  - a. This project category provides funds for the control or management of an aquatic nuisance species. This may also include funds for aquatic macrophyte surveys.

- b. For most projects, applicants hire a subcontractor to implement best management practices based on the management plan for the known aquatic nuisance species.
3. Education, Outreach, or Survey Projects
  - a. This project category supports activities for restoration, management, or protection projects or for studies in the best interests of the State that reduce the threat of aquatic invasive species, to monitor for current or potential incipient species threat, or to understand the proliferation of an aquatic nuisance species, and how it may impact native species. The results should assist in informing the municipality and the State of the nuisance, the extent of aquatic species present including native, non-native, and invasive species, and what best management practices might be utilized to reduce the population.
  - b. Examples of projects include aquatic invasive/nuisance species scientific monitoring surveys, the development of statewide aquatic invasive species management plans, etc.
4. Ineligible Project Expenses
  - a. Ineligible expenses include fundraising events and/or fundraising supplies, membership drives, meetings, grant writing, expenses incurred outside of the award duration, fees or administration associated to secure permits, organizational administration, office supplies, and food/beverage/event rental costs. Budgets that contain ineligible expenses will be calculated at a reduced Total Project Cost and may be required to forfeit or return awards.

### **Availability of Decontamination Unit Equipment**

In addition to the availability of funding, VTDEC anticipates having high-pressure, hot-water decontamination units available to be on loan to municipalities engaging in aquatic nuisance species management projects. Use of the units is intended to help prevent new aquatic nuisance species introductions within the State. Applicants will need to determine via their application if they are interested in utilizing these units for their project. Applicants must submit a fully completed VTDEC Temporary Equipment Use Request Form (Attachment L) to secure a unit.

Applicants interested in being considered to receive the rights to use the Units during the 2025 field season must describe how the use fits into the scope of the overall project and certify they have appropriate staffing to implement use of the unit as well as keep the unit in good working condition, which includes refilling the unit from a clean water supply.

### **Funding and Method of Payment**

1. Funding for the projects are available from the State General Fund, a portion of annual revenues from motorboat registration fees, and supplemented by federal funds provided by the Army Corps of Engineers.
2. VTDEC anticipated funding in 2025 is **\$850,000** with the following allocation:
  - a. \$500,000 Greeter Projects
  - b. \$250,000 Management Projects
  - c. \$100,000 Education, Outreach, and Survey Projects

3. Grant allocations are subject to availability.
  - a. VTDEC may award 75% or less of the total estimated project cost, as outlined in the Aquatic Nuisance Control Program Vermont State Statutes.
  - b. Due to the great number of requests, ANC awards typically provide funds at a lower proportion of the total estimated project cost listed in the proposals.
    1. Typically, Greeter Projects maximum award amounts are dependent on the number of Greeter Project proposals and awards are evenly distributed, with the exception of new Greeter Project that if possible, are provided a higher percentage (approximately 60%-75%).
    2. Typically, Management Projects maximum award amounts are dependent on the number of Management Project proposals and are scored based on the ANC GIA priorities (approximately 20%-75%).
    3. Typically, Education, Outreach, or Survey Projects maximum award amounts are determined based on the Education, Outreach, or Survey Project proposals for restoration, management, or protection projects or for studies in the best interests of the State (approximately 75%-100%).
  - c. Final payments are issued based on proportion to final project expenditures, up to the maximum awarded amount.
4. Payment is contingent upon available funding. All payments will be made after satisfactory completion of each deliverable as outlined in the award between the State and the selected entity.

## **Project Timeline**

All work is to be completed between April 1, 2025 and November 30, 2025.

## **Procurement**

Grantee must maintain written procedures for procurement transactions. Any equipment, supplies, and/or services procured outside of a grantee's organization will need to be obtained per the grantee's procurement or purchasing policy.

## **ANC Proposal Workshop**

A workshop will be hosted by the State to go through the application process, discuss any questions applicants may have, as well as address any questions previously submitted. Following the meeting, all questions and answers will be posted to the business registry website by **Monday, March 10, 2025**.

The information to attend this meeting is detailed below. Although attendance is not mandatory it is highly recommended.

**Conference Title:** 2025 ANC Proposal Workshop

**Date and Time:** Tuesday, March 4, 2025 from 10:00 am to 12:00 pm.

**Moderator Names:** Kimberly Jensen, Technical Project Manager, Watershed Management Division; and Renee Pszyk, Grants Program Manager, Administration and Innovation Division

**Workshop Access:**

- Online Access:  
Click: **Join the meeting now**  
Meeting ID: 279 396 877 409  
Passcode: iw6qW6sw
- Phone Access:  
Phone Number: 1 802-828-7667  
Phone conference ID: 667 760 096#

**Deadlines and Content of Proposals**

**Questions:** All questions are required to be submitted electronically via email to Renee Pszyk at anr.decgms@vermont.gov by March 4, 2025, 12:00 pm EST using the subject line **“Aquatic Nuisance RFP Questions”**

**Submittal:** All proposals must be submitted electronically via email to Renee Pszyk at anr.decgms@vermont.gov by March 20, 2025, 4:00 pm EST using the subject line **“2025 Aquatic Nuisance Proposal”**

**Bid Opening:** Proposals are anticipated to be opened **March 25, 2025, 9:00 am EST**

**Notification:** Proposal preliminarily accepted by DEC is anticipated to be notified no later than **April 1, 2025**

**All proposals must include the following information:**

1. Aquatic Nuisance Control GIA 2025 Application I. Application Cover Page (Attachment G) filled out completely
2. 2025 Aquatic Nuisance Control GIA II. Project Sheet. Each project Grantee’s are applying for must have the corresponding project sheet filled out completely, as identified below.
  - a. Vermont Aquatic Nuisance Control Grant-in-Aid Program, 2025 II.A. Greeter Project Sheet (Attachment H)
  - b. Vermont Aquatic Nuisance Control Grant-in-Aid Program, 2025 II.B. Education, Outreach, or Survey Project Sheet (Attachment I)
  - c. Vermont Aquatic Nuisance Control Grant-in-Aid Program, 2025 II.C. Management Project Sheet (Attachment J)
3. Vermont Aquatic Nuisance Control Grant-in-Aid Program, 2025 III. Project Budget (Attachment K) filled out completely
4. If applicable, a VTDEC Temporary Equipment Use Request Form will be included if Applicant is interested in utilizing the decontamination units for their projects.
5. If applicable, a Negotiated Indirect Cost Rate Agreement (NICRA)
6. A certificate of insurance, indicating that the entity or entities have met the insurance requirements listed in Attachment C.
7. A complete Act 154 Act 154 Good Standing Certification (Attachment E)

8. A complete Risk Assessment Questionnaire. (Attachment F)

**Selection Criteria**

1. The Greeter Projects are non-competitive grants. All eligible applicants will receive an award.
2. Management Projects are competitively awarded. Scoring criteria is used to rank projects to determine which projects meet the ANC priorities. Proposals will be reviewed and evaluated by three or more DEC staff members. Selection will be based on the following criteria:

<b>Score Value</b>	<b>Criteria</b>
0 - 3	Participation in additional Lakes and Ponds Programs (Greeter, VIP, Lay Monitor, Lakewise)
0 - 2	Shoreland and Riparian buffer municipal zoning bylaws
0 - 1	Whether the project is an early detection rapid response to a new AIS introduction
0 - 3	Local, community, public, and/or municipal interest
0 - 3	The number and type of public accesses
0 - 3	Whether the project manages locations at public accesses and the number
-3 - 3	Advantage/Disadvantage of the management work completed
-3 - 3	Long-term/Short-term effect for the proposed project to meet the goals

3. Education, Outreach, and Survey Projects are non-competitive grants. All eligible applicants will receive an award.

**Reservation of State’s Rights**

The State reserves the right:

1. To accept or reject any and all bids, in whole or in part, with or without cause in the best interest of the State,
2. Waive technicalities in submissions; (A technicality is a minor deviation from the requirements of an RFP that does not impact the substantive terms of the bid/RFP and can be considered without a material impact on the RFP process, etc.). If uncertain whether a condition qualifies as a technicality, consult with the Office of Purchasing and Contracting or Attorney General’s Office for clarification. For example, a late bid is not considered a technicality.
3. To make purchases outside of the awarded contracts where it is deemed in the best interest of the State, and
4. To obtain clarification or additional information.

## **Insurance**

Respondents to this RFP should be aware that they will need to agree to the State of Vermont Standard State Provisions for Contracts and Grants (Attachment C) in order to execute an award for this project.

Special care should be paid to Workers' Compensation coverage for out-of-state Vendors. Vermont statute requires insurance carriers be specifically licensed to write Workers' Compensation coverage in Vermont. Out-of-state Vendors may have Workers' Compensation coverage valid in their home state, but their carrier may not be licensed to cover workers' compensation for work actually performed by their employees in Vermont.

## **Confidentiality**

After conclusion of the award process, Proposals are a matter of public record. If an application includes material considered by the applicant to be proprietary and confidential under 1 V.S.A., Chapter 5, the application shall clearly designate the material as such and explain why such material should be considered confidential. The Vendor must identify each page or section of the Proposal that it believes is proprietary and confidential with sufficient grounds to justify each exemption from release, including the prospective harm to the competitive position of the applicant if the identified material were to be released.

Under no circumstances shall the entire Proposal be designated as proprietary or confidential. If the Vendor marks portions of the Proposal confidential, the Vendor shall provide a redacted version of the Proposal for release to the public. Notwithstanding the above, the Secretary has an independent obligation under Vermont law to determine whether any proposal material is subject to public inspection and copying upon request, which may include material that has otherwise been designated as proprietary and confidential by the Vendor. The Vendor's designation of material as proprietary and confidential, and submission of a redacted Proposal, are provided to the Secretary for informational purposes in the event the Agency receives a public records request and will not result in withholding of materials by the Secretary unless expressly supported by Vermont law.

## **Exceptions to State of Vermont Standard State Provisions for Contracts and Grants Attachment C:**

Bidder must state in their business proposal any exceptions taken to the terms and conditions in this RFP. For each exception the bidder must identify the term or condition, state the reason for the exception, and provide any other information concerning the exception. Such exceptions, deviations or conditional assumptions may, however, result in rejection of the proposal as unresponsive. Failure to note exceptions when responding to the RFP will be deemed to be acceptance of the State terms and conditions. If exceptions are not noted in the response to this RFP but raised during negotiations, the State reserves the right to cancel the negotiation if deemed to be in the best interests of the State.

## **Attachments**

1. SFA – Standard Grant Agreement (template)
  - a. Attachment A – Scope of Work to be Performed
  - b. Attachment B – Payment Provisions
  - c. Attachment C – Standard State Provisions for Contracts and Grants
  - d. Attachment D – Other Grant Provisions
2. Attachment E – Act 154 Good Standing Certification
3. Attachment F – Risk Assessment Questionnaire
4. Attachment G – Aquatic Nuisance Control GIA 2025 Application I. Application Cover Page
5. Attachment H – Vermont Aquatic Nuisance Control Grant-in-Aid Program, 2025 II.A. Greeter Project Sheet
6. Attachment I – Vermont Aquatic Nuisance Control Grant-in-Aid Program, 2025 II.B. Education, Outreach, or Survey Project Sheet
7. Attachment J – Vermont Aquatic Nuisance Control Grant-in-Aid Program, 2025 II.C. Management Project Sheet
8. Attachment K – Vermont Aquatic Nuisance Control Grant-in-Aid Program, 2025 III. Project Budget
9. Attachment L – VTDEC Temporary Equipment Use Request Form