REQUEST FOR QUALIFICATIONS

Native Landscape Contractor for Green Infrastructure

TS-2750

The Milwaukee Metropolitan Sewerage District (District) is issuing this Request for Qualifications (RFQ) to pre-qualify native landscape contractors for future work on various District Green Infrastructure contracts.

Work will generally consist of a combination of the following activities: native plant seeding, installation of native plugs, invasive species and weed management and control, tree removal, tree and shrub installation, and vegetation establishment, for multiple growing seasons. Contractors who meet the qualifications outlined in the RFQ will be listed (pre-qualified) as eligible in upcoming District Integrated Watershed Management (IWM) contracts.

If you are prequalified under TS-2755, Native Landscape Contractor for Watercourse & Land Stewardship you ARE considered pre-qualified and meet the requirements under this contract. No additional submittal is required.

Work will be specified in the bid documents for each individual contract. Summaries for typical contracts are below and provide reference for the type of work that contractors will be pre-qualified to perform. The District anticipates the possibility of two to six contracts within the 24-month eligibility period.

The list of qualified, pre-approved Green Infrastructure Installation and Vegetation Establishment Contractors (Contractor) will remain active for a period of 24 months and may be used for other IWM contracts with similar scope and scale issued through the District within that 24-month eligibility period.

SUMMARIES OF TYPICAL CONTRACTS

Green Highway Construction Contracts

Future Contract(s) for Green Highway construction contracts may include the Holt Avenue Overpass and Tory Hill Street Overpass sites.

Work under future contracts will include construction of bioretention basins, native landscaping, installation of stormwater trees, and vegetation establishment. Vegetation establishment typically includes invasive species and weed management and control with the goal of eradicating identified populations over multiple growing seasons. This includes eliminating re-sprouting or germination of invasives or weed seed and re-establishing native plant species.

The Contractor will use vegetation management techniques including, but not limited to, hand pulling and digging, herbicide application (foliar), herbicide application (cut stump), mechanical mowing, and hand mowing. Future contracts may also include erosion control, and seeding of managed areas.

Reforestation & Wetland Restoration Program (RWR) Contracts

Future Contract(s) may include small wetland restorations or enhancements approximately less than 5 acres. Work under future contracts will include implementation of wetland scrapes and vegetation establishment. The Contractor will use vegetation management techniques similar to those in the Green Highway Contracts.

Fresh Coast Green Communities Construction and Vegetation Establishment Contracts

Greenprint Partners through MMSD's Fresh Coast Green Communities Program will have future green infrastructure construction and vegetation establishment contracts to bid over the next several years. Work under future constructions contracts will include construction of a variety of green infrastructure practices including constructed wetlands, bioretention basins, native landscaping, rain gardens, and stormwater trees. There will also be vegetation establishment contracts that will typically include erosion control, seeding of managed areas, trash removal, weed control and removal, installation of mulch, plant die back removal and pruning, catch basin cleaning and other maintenance related items.

PRE-QUALIFICATION PROCESS AND SCHEDULE

The following is the schedule:

January 21, 2026	Issue RFQ
February 18, 2026, 10 am (CST)	Deadline for Receipt of RFQ Submittal
February 25, 2026	Notification of qualified contractors

The February 18th deadline is the start date for the 24-month eligibility period. The District will begin the review and approval process starting on this date. Please note that qualification packages CAN be submitted at any time during the 24-month period; however, Contractors will not be awarded a contract or any part of a contract (if subcontracting under a Prime Contractor) without prior qualifications package submittal and approval by the District.

All contractors, regardless of time of submittal package will be required to resubmit for approval after February 18, 2028.

THIS IS A RFQ ONLY. It does not constitute a Request for Proposal or opportunity to bid. This RFQ is intended to be used to develop a list of qualified Green Infrastructure Installation and Vegetation Management contractors that can bid on the IWM contracts and other future District contracts of similar scope. This RFQ does not commit the District to contract for any product or service. In addition, the District is not, at this time, seeking proposals and shall not accept any unsolicited proposals.

Responders are advised that the District shall not pay for any information or administrative costs incurred in responding to this RFQ. All costs associated with responding to this RFQ shall be solely at the interested party's expense.

GENERAL RFQ INFORMATION

All submittals shall be written in English, contain concise written materials, and may contain illustrations. Legibility, clarity, and completeness are essential. All submittals must use 8-1/2" x 11" format, but may be supplemented using 11" x 17" illustrations if necessary. Twelve-point font shall be used. Promotional literature is not allowed.

Upload your complete qualifications package to our online procurement platform, Bonfire, by following this link:

https://mmsd.bonfirehub.com/, Reference #TS-2755

SELECTION CRITERIA

Experience in the following areas are required for consideration of pre-qualification. Specific minimum requirements can be found below.

The District will thoroughly review and evaluate each submission. Responses should be clear, concise, and complete. If necessary, the District may ask for additional information from any firm who submits a qualifications package**.**

The RFQ shall be evaluated regarding the Firm and Key Staff's ability to meet all of the following minimum requirements:

The Pre-Qualifications Package shall include the following documents:

1. Transmittal Letter (2 pages maximum)

    Provide the following on the firm's letterhead:

    - Name of firm
    - Firm address
    - Contact person(s) authorized to submit/sign the RFQ with title
    - Primary phone number
    - Alternate phone number
    - Email address
    - State if the firm is a District Certified Small Business Enterprise

2. Firm qualifications and references (1 page per contract, 3 pages maximum)

    Provide a narrative description of three contracts completed or in progress that involve native plant community management within the last five years. Narrative should include past client name, dates work was performed, contract value, brief description of contract scope, site address, owner address, phone and e-mail contact information for all references within the last 5 years.

    Minimum Requirements for RFQ Pre-Qualification

    - Demonstrate preparatory and ongoing native / non-native and invasive species management.
    - Provide instances of any management deviations based on preliminary site assessments
    - Demonstrate experience installing / planting and caring of native plant communities
    - Demonstrate warranty and establishment through multiple growing seasons

- Demonstrate ability to install native nursery crop seeding
- Demonstrate tree and shrub planting
- Provide Commercial and Individual Pesticide Applicator Licenses with the State of Wisconsin. One or a combination of the following will be accepted for individual licenses:
    - 2.0 – Forestry
    - 3.0 – Turf and landscape
    - 5.0 – Aquatic and mosquito
    - 6.0 – Right of way and natural area
- Provide documentation that the firm adheres to current best management practices for preventing the spread of invasive species between sites (per NR 40, WAC)

3. Experience and Qualifications of Key Staff (10 pages maximum)

Submit information on key staff with experience described below. Indicate if key personnel may potentially serve in more than one role on contracts. If your firm is selected, the key staff listed will be considered a requirement of the preapproval and must be present to perform the work in order to maintain pre-approved status. If multiple staff members will be used for each position below, each staff member should provide the requirements below.

Project Manager (2 page maximum for each Project Manager)

Minimum Requirements for RFQ Pre-Qualification

- Demonstrate 5 years' experience in native landscape and native plant community management
- Demonstrate that the project manager has managed at minimum, one contract of similar scope and scale where management spans a minimum of two consecutive years within the last 5 years.
- Demonstrate experience installing / planting and management of native plant communities
- Demonstrate native nursery crop seeding, tree, and shrub planting
- Provide a list of continued educational courses or work related experience related to plant identification, native landscape management or related topics completed in the last 5 years
- Provide a list of current number of crews supervised

Onsite Supervisor – add a note if the Onsite Supervisor is also the Project Manager (2 page maximum for each Onsite Supervisor)

Minimum Requirements for RFQ Pre-Qualification

- Demonstrate 5 years' experience in landscape and native plant community management.
- Demonstrate preparatory and ongoing non-native and invasive species management
- Demonstrate experience installing / planting and management of native plant communities
- Demonstrate native nursery crop seeding, tree, and shrub planting
- Provide list of continued educational courses related to plant identification, native landscape management or related topics completed in the last 5 years
- Provide current Commercial Pesticide Applicators certifications for the State of Wisconsin.
- Provide a list of current number of crews supervised

Questions regarding this opportunity shall be sent via email to Millie Neidhardt, Senior Procurement Specialist, at eneidhardt@mmsd.com.

Upload your complete submission package at https://mmsd.bonfirehub.com/, Reference #TS-2750