

Contract Specifications for Fish Hatchery Repair and Maintenance Contract

Contract Notes: The contract can only be used by Wildlife and Fisheries; Office of Fisheries for as-needed repairs to Department owned fish hatcheries statewide. The Department owns two large hatcheries in Forest Hill, Louisiana, a small hatchery in Lacombe, La and a small hatchery in Monroe, La.

Contractor for consideration must possess a valid Municipal and Public Works Construction License and have a minimum of 10 years' experience in excavation and repair of large underground piping and utilities, and repair of large above ground piping and associated components (valves, mechanical joints, etc.)

General Contract Notes:

1. Contractor to supply equipment (including rentals), tools, and labor only.
2. Contractor will be paid an hourly rate for repairs. (See Line Item List for establishment of rates)
3. A repair consists of excavation (if needed), assessment of needs, materials lists and quotes, actual fix, backfill and restoration (if needed).
4. All services to be provided on-site at hatcheries located in Forest Hill, La., Lacombe, La., and Monroe, La.
5. All necessary parts, materials and supplies to be purchased and provided by the Louisiana Department of Wildlife and Fisheries separately. The contractor or his assigned foreman on the project is to assess the work and provide the hatchery manager with repair options and quotes from suppliers for the parts, materials and supplies needed for the repairs. Contractor or designee will also provide the hatchery manager with a quote for labor to do the work. (Note: Some time for LDWF to follow appropriate purchasing procedures for acquiring materials may be necessary before repairs can proceed.)
6. Scheduled time and arrangements to begin repairs will be mutually agreed and set between the Hatchery Biologist Manager and Contractor. Both Hatchery Manager and Contractor or his/her designee will be responsible for time keeping of work spent on each project as well as mutual agreement of the time to be paid for the project. Regular repairs are to begin within three weeks of service call unless inclement weather or other conditions deemed unavoidable (delay in acquiring parts or supplies or appropriate approvals for parts and supplies, for example) occur. Emergency repairs are to begin as soon as possible, with assessment of needs and assistance with creating a supply list within two days of the service call, if weather permits.
7. Contractor shall comply with all applicable codes and regulations when performing services on-site.
8. Contractor to provide separate invoices for each project.
9. All work must be pre-approved before work commences. Contractor must receive a purchase order before work can begin.
10. Work will be done in daylight hours.
11. After inclement weather, establishment of when to start work will be mutually agreed upon by both Contractor and Hatchery Biologist Manager.
12. Contractor is responsible for fully removing all waste, trash, and debris from state site and legally disposing it off state property and for restoring work site to original conditions. Old materials that can be re-used by the state are to be stored in appropriate storage areas at the direction of the hatchery manager.
13. Contractor must provide own field restroom facilities if needed.
14. All workmanship done under this contract shall be warranted for a period of 1 year following the accepted completed repair date. Inadequate compaction or failed repairs shall be corrected at the contractor's expense.
15. Wildlife and Fisheries Contact Person:
Kristi Butler-Hatchery Biologist Manager
Booker Fowler Fish Hatchery
10 Joan Stokes Rd.
Forest Hill, La. 71430
Ph. (318) 748-6914, email kbutler@wlf.la.gov