



## **Invitation to Tender: To undertake an invasive species survey of the Binevenagh and Coastal Lowlands LPS area**

### **Introduction**

The Binevenagh and Coastal Lowlands Landscape Partnership Scheme invites proposals to project manage and undertake an **Invasive Plant Species Survey and produce an action plan** for the Binevenagh and Coastal Lowlands area, County Londonderry, Northern Ireland. Further details on each element of the required outputs are included within this invitation to tender.

The closing date and time for the return of proposals is **Tuesday 24<sup>th</sup> July 2018 at 10 am.**

### **Background of the project**

The Binevenagh and Coastal Lowlands Landscape Partnership Scheme is a partnership made up of key public, private and voluntary sector organisations and individuals with the aim of preparing and submitting a second stage application to the Heritage Lottery Fund for the delivery of a five-year Landscape Partnership scheme in the Binevenagh and Coastal Lowlands area (map attached).

Through the award of development funding for the project, Heritage Lottery agrees that the Binevenagh and Coastal Lowlands is a distinct landscape with unique heritage features worthy of identification, conservation, promotion and transmission to future generations. There are three primary themes on which the project will focus. These are (1) Natural Heritage (2) Defence Heritage (3) Outdoor Recreation.

The habitats of the Binevenagh and Coastal Lowlands area vary greatly from the dune systems along the coast to the bogs and forests in the uplands. These habitats support a wide range of species which have evolved and adapted to thrive in the local conditions. The introduction of species not native to these habitats pose a great threat and can lead to the loss of the naturally occurring species, including protected species.

To protect the habitats, species and the landscape itself we are keen to halt the spread of these plant species and begin a process of removal and eradication from the area.

## **Project Proposal & Suggested Methodology**

### **Description of Works**

The aim of the project is to gain a greater understanding of the extent of the problem posed by invasive plant species in the Binevenagh & Coastal Lowlands area and to produce a set of actions which could be delivered to help tackle invasive plant species in the area.

### **Works required**

With funding, support and advice from Heritage Lottery Fund, Causeway Coast and Glens Borough Council, Causeway Coast and Glens Heritage Trust and the Northern Ireland Environment Agency, the Binevenagh and Coastal Lowlands Landscape Partnership requires the successful applicant(s) to undertake the following work(s):

1. Survey the selected areas, routes and waterbodies including:
  - a. Identifying the presence of selected species
  - b. Extent of the coverage of various plant species in those areas, with notes as to the potential to spread e.g. along a road, railway or a water course
  - c. Mapping of the extent and location of selected species (including provision of GIS files)
2. Produce a report and action plan on the issue of invasive species, which should include:
  - a. Introduction
  - b. Location description
  - c. Methodology
  - d. Results of the survey including detailed mapping
  - e. Discussion, including recommendations
  - f. Set of SMART actions which can be delivered to tackle invasive species during the potential delivery phase of the Landscape Partnership Scheme
  - g. Conclusions
  - h. References and Appendices (if appropriate)

Please note the following:

- All maps produced are to be made available to the B&CLLPS in GIS shapefile format
- The final report is to be made available in both pdf and Word document file format
- No hard copies are required

The discussion should cover (but not necessarily be exclusive to) the following topics:

- Extent of the existing problem
- The potential implications of doing nothing in terms of continued spread
- Recommendations for relevant authorities and landowners including steps to eradicate them using different means e.g. professional contractors, top/down-catchment approaches

### **The Survey Area**

A map of the Binevenagh & Coastal Lowlands Landscape Partnership Scheme boundary has been attached with this tender.

The surveys will be undertaken in select areas which will include:

- Forestry areas (recent clear-fell sites, new plantations, forest tracks, fire breaks and clearings)
- Water courses (limited to catchments which fall entirely/almost entirely within the boundary – the Rivers Roe and Lower Bann will not be surveyed)
- Roads (The A, B and C class roads of the area to be surveyed by car)
- Railway line (at road crossings only)
- Key Coastal sites (Bann Estuary (west shore) and Roe Estuary)
- Select Nature Reserves

The exact survey sites will be discussed on appointment.

A desktop study is currently underway to retrieve existing data collected by the various relevant agencies, NGOs and landowners.

### **Selected Species**

A list of the species has been attached in Appendix 1. These include non-native invasive plant species, invasive native plant species and a select range of garden escapees.

### **Key Skills, Experience and Qualifications**

The successful applicant will be proficient in GIS and make all mapping available as Arc-GIS shapefiles. They will also be qualified or sufficiently experienced in ecological habitat surveying works with experience in dealing with invasive species. An ability to identify all the invasive species in Appendix 1 is required. Knowledge of other species not listed but may be present would be favourable.

### **Health & Safety**

All necessary health and safety precautions should be taken when carrying out the survey and this is the responsibility of the successful consultant. It is recommended that the successful contractor carries out a risk assessment. Please note that work will involve a drive-by road survey and riparian survey work.

It is the responsibility of the successful consultant to gain permission where necessary and appropriate from the landowners involved. Liability for any accidents/ injury / damage caused during the survey work will lie with the consultant when entering private lands.

The successful consultant should respect the rights and property of the landowners at all times.

### **Insurance**

The contractor shall have sufficient levels of insurance (public liability and professional indemnity) for the duration of the contract. The level of insurance possessed shall be provided in the returned tender. Evidence of insurance documentation to be provided to B&CLLP upon appointment.

## Copyright, Data Protection and Confidentiality

All materials provided to the successful applicant will remain the property of the contributing organisations. Copyright for the final report will become the property of the Binevenagh and Coastal Lowlands Landscape Partnership Scheme.

## Key Dates

Date	Phase	Action/Note
11/07/2018	Invitation to tender issued	
24/07/2018	Deadline for submission of proposals	Submissions must be received by 10am on Tuesday 24 <sup>th</sup> July 2018
24/07/2018 to 25/07/2018	Scoring of submissions	Submissions will be scored, and the successful applicant will be notified
27/07/2018	Project Initiation Meeting	The successful applicant will meet with the Binevenagh and Coastal Lowlands Staff to agree a work programme
12/09/2018 to 19/09/2018	1st Draft consultation	The successful applicant will provide the Natural Heritage Advisory Group with a 1 <sup>st</sup> draft for comment by 19/09/2018
25/09/2018 to 09/10/2018	Additional research, fieldwork and presentation of final draft.	The successful applicant will carry out any additional research and fieldwork required to deliver a final draft of the project materials.
19/10/2018	Project Completion	

## What is required in the submission

Please note your submission must contain evidence of the 6 criteria outlined below. Failure to include this will invalidate your submission:

**A clear methodology** outlining how you propose to take the project forward. Key dates, project milestones and CCGHTs involvement should be included.

**Evidence of the skills** of the proposer. Including a brief portfolio of relevant work which can be presented as links.

**Evidence of community consultation in previous relevant projects**

**A breakdown of project personnel**, the activities they will be responsible for and contact details for the project lead.

**A clear breakdown of project costs**, including all expenses and including VAT

**Contact details for two referees** who have knowledge of your work.

## Scoring Criteria

Submissions will be scored on the following criteria

CRITERIA	WEIGHT
Proposed methodology and timescale	30%
Evidence of skills required to design, produce and supply the required project output	20%
Evidence of community consultation and events in previous relevant projects	20%
Clear breakdown of costs including daily rates, number of days, VAT and other proposed expenses (please note mileage will only be paid up to a maximum of 45p/mile)	30%

Your submission should be no longer than ten A4 pages using font size 12. Evidence of previous work is not included in this maximum page allowance.

## Budget

The maximum budget for this project is **£5,000**. This amount includes all fees, travel, direct and indirect costs and expenses.

The full amount will not be paid until the LPS Board has signed off on the project output. If required, an advance payment of 30% can be authorised upon receipt of a written request. The Binevenagh and Coastal Lowlands Landscape Partnership does not bind itself to accept the lowest priced or indeed any proposals submitted. Instead the contract will be awarded to the most advantageous submission based on an assessment of the criteria outlined above.

Proposers will not be compensated for costs associated with the production of the tender document.

## Award of Contract

The contract will be awarded to the most economically advantageous tender based on an assessment of price, quality, delivery and ability to satisfactorily meet the requirements of the contract.

CCGHT does not bind itself to accept the tender with the lowest stated price or any tender submitted for this project. CCGHT will not compensate the proposer for costs associated with the production of the tender document.

It is expected that tender respondents will be informed of the outcome of the tender process by the 25th July 2018.

## Amendments

Should there be a need to amend this request to tender all recipients of the documents will be notified simultaneously. If deemed appropriate the deadline for receipt of tenders will be extended.

## 7. Further Information

If you require any clarification on any of the above please do not hesitate to contact [Richard@ccght.org](mailto:Richard@ccght.org) or by telephone on (028) 2075 2100.

The response document should be as concise as possible (no more than four A4 Pages - not including samples of work) using font size 12.

- **Emailed proposals should be submitted in an attachment with Binevenagh & Coastal Lowlands Invasive Species Report** as the subject heading. This attachment will not be opened until after the closing date and time. **Applicants are responsible** for ensuring emailed proposals have been received before the closing deadline (size limit of email 10MB).
- Posted proposals should be sent in an envelope clearly marked with the following:

**FAO Richard Donaghey**  
**Binevenagh & Coastal Lowlands Invasive Species Report**  
Magilligan Field Centre  
375 Sea Coast Road  
Bellarena  
Limavady  
BT49 OLF

Proposals must comply with the requirements set out in the tender specification. **Proposals which fail to address these requirements will be ineligible and will not be considered.**

The closing date for return of tender proposals is **24 July 2018**.

# APPENDIX 1

Common name	Scientific name
American skunk cabbage	<i>Lysichiton americanus</i>
Bamboo sp.	<i>Bambusoideae sp.</i>
Bracken	
Cherry laurel	<i>Prunus laurocerasus</i>
Chilean rhubarb	<i>Gunnera tinctoria</i>
Common rhododendron (& hybrids)	
Cord grass	<i>Spartina</i>
Giant butterbur	<i>Petasites japonicus</i>
Giant hogweed	<i>Hercleaum mantegazzianum</i>
Giant rhubarb	<i>Gunnera tinctoria</i>
Himalayan balsam	<i>Impatiens glandulifera</i>

Himalayan honeysuckle	<i>Leycesteria formosa</i>
Japanese knotweed	<i>Fallopia japonica</i>
Japanese laurel	<i>Aucuba japonica</i>
Japanese rose	<i>Kerria japonica</i>
Montbretia	<i>Crocasmia sp.</i>
Old Man's Beard	<i>Clematis vitalba</i>
Pampas grass	<i>Cortaderia selloana</i>
Pirrie-pirri bur	<i>Acaena (all species)</i>
Portuguese laurel	<i>Prunus lusitanica</i>
Ragwort	<i>Senecio jacobaea</i>
Sea buckthorn	<i>Hippophae rhamnoides</i>
Small-leaved Cotoneaster	<i>Cotoneaster microphyllus</i>
Snowberry sp.	<i>Symphoricarpos sp.</i>
Spanish laurel	<i>Laurus nobilis</i>
Spartina	<i>Spartina anglica</i>
White butterbur	<i>Petasites albus</i>
Winter heliotrope	<i>Petasites fragrans</i>

Alligator weed	<i>Alternanthera philoxeroides</i>
Broadleaf watermilfoil	<i>Myriophyllum heterophyllum</i>
Creeping water primrose	<i>Ludwigia grandiflora</i>
Curly waterweed	<i>Lagarosiphon major</i>
Floating pennywort	<i>Hydrocotyle ranunculoides</i>
Floating primrose willow	<i>Ludwigia peploides</i>
Fringed water-lily	<i>Nymphoides peltata</i>
Large flowered waterweed	<i>Egeria densa</i>
Mile a minute weed	<i>Polygonum perfoliatum</i>
Nuttall's waterweed	<i>Elodea nuttallii</i>
South American Waterweed	<i>Elodea callitrichoides</i>
Water chestnut	<i>Trapa natans</i>
Water fern	<i>Azolla filiculoides</i>
Water hyacinth	<i>Eichhornia crassipes</i>
Water lettuce	<i>Pistia stratiotes</i>