

**State of Maine
Master Score Sheet**

REV 4/4/2023

RFA# 202310213							
Browntail Moth Mitigation Assistance Grant							
Bidder Name:		Auburn	Bar Harbor	Hampden	Rome	Pine Isl. Camp	Wolfe's Neck Ctr.
Proposed Cost:		6,100	7,500	34,512.96	1,080	16,318	9,500
Scoring Sections	Points Available						
Section I: Eligibility	Pass/Fail	Pass	Pass	Pass	Pass	Pass	Pass
Section II: A complete and itemized budget that is clear and realistic.	25	18	15	20	23	24	23
Section III: Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	19	7	12	14	16	10
Section IV: Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	12	2	10	13	10	10
Section V: Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	11	5	0	0	3	0
Section VI: Adherence to the principles of integrated pest management .	15	10	5	4	5	10	4
Section VII: Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	8	4	10	2	9	9
TOTAL	100	78	38	56	57	72	56



STATE OF MAINE
DEPARTMENT OF AGRICULTURE,
CONSERVATION & FORESTRY
Maine Forest Service

Janet T. Mills
Governor

December 18, 2023

Gary Wadsworth, 60 Court Street, Auburn, ME 04210. gwadsworth@auburnmaine.gov

SUBJECT: Notice of Conditional Contract Awards under RFA# 202310213, Browntail Moth Mitigation Assistance Grant

Dear Gary:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Agriculture, Conservation & Forestry for Browntail Moth Mitigation Assistance Grant. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

- City of Auburn
- Town of Hampden
- Pine Island Camp
- Town of Rome
- Wolfe's Neck Center for Agriculture and the Environment

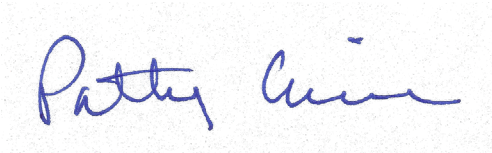
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

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This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in blue ink that reads "Patty Cormier". The signature is written in a cursive style.

Patty Cormier
Director
Maine Forest Service
22 State House Station
Augusta, ME 04333
Email: Patty.Cormier@maine.gov

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



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Michael Gurtler, 93 Cottage Street, Bar Harbor, ME 04609. mgurtler@barharbormaine.gov

SUBJECT: Notice of Conditional Contract Awards under RFA# 202310213, Browntail Moth Mitigation Assistance Grant

Dear Michael:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Agriculture, Conservation & Forestry for Browntail Moth Mitigation Assistance Grant. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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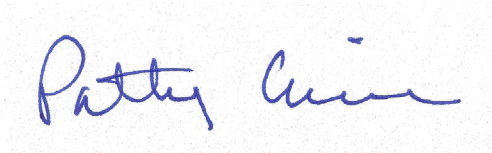
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December 18, 2023

Amy Ryder, 106 Western Avenue, Hampden, ME 04444. Aryder@hampdenmaine.gov

SUBJECT: Notice of Conditional Contract Awards under RFA# 202310213, Browntail Moth Mitigation Assistance Grant

Dear Amy:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Agriculture, Conservation & Forestry for Browntail Moth Mitigation Assistance Grant. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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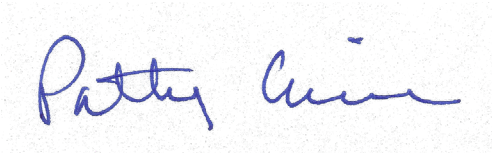
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December 18, 2023

Sumner Ford, PO box 242, Brunswick ME, 04011, sford@pineisland.org

SUBJECT: Notice of Conditional Contract Awards under RFA# 202310213, Browntail Moth Mitigation Assistance Grant

Dear Sumner:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Agriculture, Conservation & Forestry for Browntail Moth Mitigation Assistance Grant. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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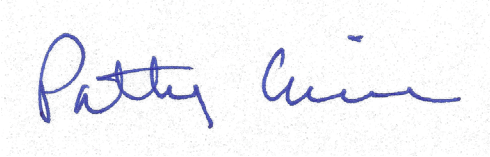
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Janet T. Mills
Governor

December 18, 2023

Abby DiPietro, 8 Rome Road, Rome, Maine 047963. selectmen@romemaine.com

SUBJECT: Notice of Conditional Contract Awards under RFA# 202310213, Browntail Moth Mitigation Assistance Grant

Dear Abby:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Agriculture, Conservation & Forestry for Browntail Moth Mitigation Assistance Grant. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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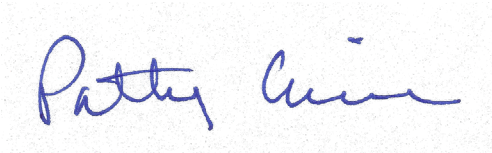
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Janet T. Mills
Governor

December 18, 2023

James DeGrandpre, 184 Burnett Rd, Freeport, ME 04032, jdegrandpre@wolfesneck.org

SUBJECT: Notice of Conditional Contract Awards under RFA# 202310213, Browntail Moth Mitigation Assistance Grant

Dear James:

This letter is in regard to the subject Request for Applications (RFA), issued by the State of Maine Department of Agriculture, Conservation & Forestry for Browntail Moth Mitigation Assistance Grant. The Department has evaluated the applications received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders:

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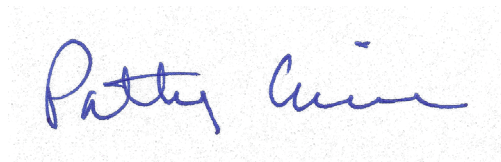
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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Auburn
DATE: 11/14/23

SUMMARY PAGE

Department Name: Agriculture, Conservation, and Forestry
Name of RFP Coordinator: Tom Schmeelk
Names of Evaluators: Tom Schmeelk, Marleen Lajoie, Brittany Schappach, Hillary Peterson

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
•		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	18
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	19
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	12
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	11
Section VI. Adherence to the principles of integrated pest management .	15	10
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	8
<u>Total Points</u>	<u>100</u>	<u>78</u>

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Auburn
DATE: 11/14/23

OVERVIEW OF SECTION I

Section I. Eligibility

Evaluation Team Comments:

Eligible organization and geography, pass.

EVALUATION OF SECTION II

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	18

Evaluation Team Comments:

- Materials amount and applicator fee appear low (potentially unrealistic)
- No narrative on budget to help explain how amounts were reached or whether additional funds will supplement request.
- Lack of budget narrative (but did have line item descriptions)

EVALUATION OF SECTION III

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	19

Evaluation Team Comments:

- Clearly stated (what want to achieve) and appear realistic
- Timeline with details appreciated
 - Small issue with timing of education
- Would like to see more detail in activities

RFA #: 202310213

RFP TITLE: Browntail Moth Mitigation Assistance Grant

BIDDER: Auburn

DATE: 11/14/23

EVALUATION OF SECTION IV

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	12

Evaluation Team Comments:

- Targetted survey of priority areas
- Education sessions
- Per dollar appears to be good mitigation
- No mention of physical controls

EVALUATION OF SECTION V

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	11

Evaluation Team Comments:

- Highlighted an education component.
- Missing details of audience recruitment, target audience
- Timing is not ideal for fostering timely response to information (esp. web clipping)

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Auburn
DATE: 11/14/23

EVALUATION OF SECTION VI

	<u>Points Available</u>	<u>Points Awarded</u>
Section VI. Adherence to the principles of integrated pest management .	15	10

Evaluation Team Comments:

- Generally life-cycle based
- Targetted survey
- Use of pesticides and education, no mention of physical controls
- No mention of school IPM coordinator in team or proposal narrative

EVALUATION OF SECTION VII

	<u>Points Available</u>	<u>Points Awarded</u>
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	

Evaluation Team Comments:

- Would like further detail of the type of professional reaching out to for education (just TBD)
- School IPM lacking in list, but schools identified as target.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Bar Harbor
DATE: 11/14/23

SUMMARY PAGE

Department Name: Agriculture, Conservation, and Forestry
Name of RFP Coordinator: Tom Schmeelk
Names of Evaluators: Tom Schmeelk, Marleen Lajoie, Brittany Schappach, Hillary Peterson

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
•		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	15
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	7
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	2
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	5
Section VI. Adherence to the <u>principles of integrated pest management</u> .	15	5
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	4
<u>Total Points</u>	<u>100</u>	<u>38</u>

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Bar Harbor
DATE: 11/14/23

OVERVIEW OF SECTION I

Section I. Eligibility

Evaluation Team Comments:

Eligible organization and geography, pass.

EVALUATION OF SECTION II

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	15

Evaluation Team Comments:

- Had a simple budget with one line and a budget narrative with some details as to how the funds would be spent. As with rest of application, very sparse information to evaluate on.
- Outreach costs noted as none, but could have provided in budget or more detail in narrative
- With \$1000 cap, potential to cover reimbursement for as few as 8 projects, could impact fewer than 10 individuals. Some idea of average cost have put this in a better light.
- Some details in narrative provided more information than the rest of the application packet.
-

EVALUATION OF SECTION III

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	7

Evaluation Team Comments:

Lacked details, quite vague did not provide information for evaluation (true of goals, timeline, deliverables)

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Bar Harbor
DATE: 11/14/23

EVALUATION OF SECTION IV

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	2

Evaluation Team Comments:

- Concept is fine but no details of execution to allow for any evaluation
- Funds for as few as 7-8 individuals if max is dispersed
- Potential for no impact (since only focused on reimbursement)
 - Lacks detail, but feel may be some impact from outreach in outcomes section

EVALUATION OF SECTION V

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	5

Evaluation Team Comments:

- Education element mentioned

EVALUATION OF SECTION VI

	<u>Points Available</u>	<u>Points Awarded</u>
Section VI. Adherence to the <u>principles of integrated pest management</u> .	15	5

Evaluation Team Comments:

- Not clear how or whether town would ensure IPM practices were followed
- Do mention education on different practices
- Reimbursements do not have a clear tie to IPM

RFA #: 202310213

RFP TITLE: Browntail Moth Mitigation Assistance Grant

BIDDER: Bar Harbor

DATE: 11/14/23

EVALUATION OF SECTION VII

	<u>Points Available</u>	<u>Points Awarded</u>
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	4

Evaluation Team Comments:

- Team seems sparse to handle project
- Role of Billy Guess not clear

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Hampden
DATE: 11/14/23

SUMMARY PAGE

Department Name: Agriculture, Conservation, and Forestry
Name of RFP Coordinator: Tom Schmeelk
Names of Evaluators: Tom Schmeelk, Marleen Lajoie, Brittany Schappach, Hillary Peterson

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
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<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	20
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Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	10
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	0
Section VI. Adherence to the <u>principles of integrated pest management</u> .	15	4
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	10
<u>Total Points</u>	<u>100</u>	<u>56</u>

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Hampden
DATE: 11/14/23

OVERVIEW OF SECTION I

Section I. Eligibility

Evaluation Team Comments:

Eligible organization and geography, pass.

EVALUATION OF SECTION II

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	20

Evaluation Team Comments:

- Itemized
- Clear
- Contains narrative
- Appears reasonable for work proposed
- Meets minimum requirements but value per dollar of question due to proposed treatment approach and details lacking in other portions of the application (for instance a more detailed description of target.

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Hampden
DATE: 11/14/23

EVALUATION OF SECTION III

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	12

Evaluation Team Comments:

- Goal is clearly stated
- Would like more details on where 194 trees are distributed
- No additional survey outlined (early to identify priority areas based on submission deadline)
- Timeline not detailed

EVALUATION OF SECTION IV

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	10

Evaluation Team Comments:

- Appropriate use in question. Dual injection for a client with a broad landscape to manage is not the best use of resources; dual injection is questionable IPM with BTM biology
- Types of landscapes within parks/cemetery not identified;
- Appreciate focus on public-frequented community spaces

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Hampden
DATE: 11/14/23

EVALUATION OF SECTION V

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	0

Evaluation Team Comments:

None noted in application

EVALUATION OF SECTION VI

	<u>Points Available</u>	<u>Points Awarded</u>
Section VI. Adherence to the <u>principles of integrated pest management</u> .	15	4

Evaluation Team Comments:

- Only identified one approach to treatment; but mentioned researching other approaches.
- Approach raises questions re: appropriate use (pre-emptive treatment of following generation with dual injection, which given mobile nature of moth and large landscape managed by applicant may not be best sites for application for that generation)
- No education, although focus on public targets.
- Do identify target areas

EVALUATION OF SECTION VII

	<u>Points Available</u>	<u>Points Awarded</u>
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	10

Evaluation Team Comments:

- This criterion was well covered

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Pine Island Camp
DATE: 11/14/23

SUMMARY PAGE

Department Name: Agriculture, Conservation, and Forestry
Name of RFP Coordinator: Tom Schmeelk
Names of Evaluators: Tom Schmeelk, Marleen Lajoie, Brittany Schappach, Hillary Peterson

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
•		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	24
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	16
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	10
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	3
Section VI. Adherence to the principles of integrated pest management .	15	10
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	9
<u>Total Points</u>	<u>100</u>	<u>72</u>

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Pine Island Camp
DATE: 11/14/23

OVERVIEW OF SECTION I

Section I. Eligibility

Evaluation Team Comments:

Eligible organization and geography, pass.

EVALUATION OF SECTION II

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	24

Evaluation Team Comments:

- Meets standards well (itemized budget, detailed narrative)
 - Except injection/labor costs of two sites (island/mainland) not broken out
- Realistic for work proposed

RFA #: 202310213

RFP TITLE: Browntail Moth Mitigation Assistance Grant

BIDDER: Pine Island Camp

DATE: 11/14/23

EVALUATION OF SECTION III

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	16

Evaluation Team Comments:

- Felt goals realistic, except eradication on island and reduce rash to zero.
- Detailed, reasonable timeline
- Clearly defined goals/objectives

EVALUATION OF SECTION IV

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	10

Evaluation Team Comments:

Within scope of camp population would provide positive impact through activities outlined ? injection that is appropriate to use with black cherry?

EVALUATION OF SECTION V

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	3

Evaluation Team Comments:

None apparent beyond camp community; education for campers only

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Pine Island Camp
DATE: 11/14/23

EVALUATION OF SECTION VI

	<u>Points Available</u>	<u>Points Awarded</u>
Section VI. Adherence to the <u>principles of integrated pest management.</u>	15	10

Evaluation Team Comments:

- Propose multiple approaches to management including injections, cleaning of hairs and debris, education, web clipping
- Eradication is not in line with IPM
- ? re: injection of black cherries—pollinator protection strategies (debris clean up as well)

EVALUATION OF SECTION VII

	<u>Points Available</u>	<u>Points Awarded</u>
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	9

Evaluation Team Comments:

Well addressed except missing woodcraft instructor and staff labor in the list of team (identified in budget and narrative)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Rome
DATE: 11/14/23

SUMMARY PAGE

Department Name: Agriculture, Conservation, and Forestry
Name of RFP Coordinator: Tom Schmeelk
Names of Evaluators: Tom Schmeelk, Marleen Lajoie, Brittany Schappach, Hillary Peterson

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
•		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	23
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	14
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	13
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	0
Section VI. Adherence to the principles of integrated pest management .	15	5
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	2
<u>Total Points</u>	<u>100</u>	<u>57</u>

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Rome
DATE: 11/14/23

OVERVIEW OF SECTION I

Section I. Eligibility

Evaluation Team Comments:

Eligible organization and geography, pass.

EVALUATION OF SECTION II

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	23

Evaluation Team Comments:

- Web survey not clearly included in budget (however budget supported by a quote). It would be good to see quote details reflected in the application more thoroughly.
- Appears to be a potential for good value with the targeting of two public spaces.

EVALUATION OF SECTION III

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	14

Evaluation Team Comments:

- Clearly stated, but not sure whether realistic (90% reduction in treated area)
- Treat community center/beach

RFA #: 202310213

RFP TITLE: Browntail Moth Mitigation Assistance Grant

BIDDER: Rome

DATE: 11/14/23

- Timeline points to a phenological basis for treatment (surveys not listed in timeline)
- Seem like realistic approach overall

EVALUATION OF SECTION IV

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	13

Evaluation Team Comments:

- Public spaces (beach/municipal office) should offer impact, especially in light of amount invested.
- Unclear if tape is appropriate use without more details (removal plan, protection of tree from glue)

EVALUATION OF SECTION V

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	0

Evaluation Team Comments:

- No indication in application

RFA #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER: Rome
DATE: 11/14/23

EVALUATION OF SECTION VI

	<u>Points Available</u>	<u>Points Awarded</u>
Section VI. Adherence to the <u>principles of integrated pest management</u> .	15	5

Evaluation Team Comments:

Physical control, injections both proposed, focus on public use areas, appropriateness of physical (tape) unclear (adhesives can be damaging to trees, leaving tape in place can be damaging); no education component; no mention of web clipping in places where that is most appropriate

EVALUATION OF SECTION VII

	<u>Points Available</u>	<u>Points Awarded</u>
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	2

Evaluation Team Comments:

- Only mosquito banditos (contractor) mentioned, no town oversight/role, no coordinator identified

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202310213

RFP TITLE: Browntail Moth Mitigation Assistance Grant

BIDDER: Wolfe’s Neck Center for Agriculture and the Environment

DATE: 11/14/23

SUMMARY PAGE

Department Name: Agriculture, Conservation, and Forestry

Name of RFP Coordinator: Tom Schmeelk

Names of Evaluators: Tom Schmeelk, Marleen Lajoie, Brittany Schappach, Hillary Peterson

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
•		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	23
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	10
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	10
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	0
Section VI. Adherence to the principles of integrated pest management .	15	4
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	9
<u>Total Points</u>	<u>100</u>	<u>56</u>

RFA #: 202310213

RFP TITLE: Browntail Moth Mitigation Assistance Grant

BIDDER: Wolfe's Neck Center for Agriculture and the Environment

DATE: 11/14/23

OVERVIEW OF SECTION I

Section I. Eligibility

Evaluation Team Comments:

Eligible organization and geography, pass.

EVALUATION OF SECTION II

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. A complete and itemized budget that is clear and realistic.	25	23

Evaluation Team Comments:

Budget and narrative present; not itemized but do reference itemized quote (prefer to have details in the application document)

EVALUATION OF SECTION III

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).	20	10

Evaluation Team Comments:

- Timeline: lacks details
- Goal: vague, not clear MOFGA certification requirements will be met with the proposed use of Acephate
- Deliverables: lacks detail

RFA #: 202310213

RFP TITLE: Browntail Moth Mitigation Assistance Grant

BIDDER: Wolfe's Neck Center for Agriculture and the Environment

DATE: 11/14/23

EVALUATION OF SECTION IV

	<u>Points Available</u>	<u>Points Awarded</u>
Section IV. Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former.	15	10

Evaluation Team Comments:

- In context of this non-profit will mitigate hair exposure
- Meets BPC regulation re: marine waters and BTM management
- Untreated adjacent forest matrix may limit extent of exposure mitigation

EVALUATION OF SECTION V

	<u>Points Available</u>	<u>Points Awarded</u>
Section V. Demonstration that the project will foster additional community engagement in browntail moth mitigation.	15	0

Evaluation Team Comments:

No community engagement noted

EVALUATION OF SECTION VI

	<u>Points Available</u>	<u>Points Awarded</u>
Section VI. Adherence to the principles of integrated pest management .	15	4

Evaluation Team Comments:

Only pesticide treatments outlined in application

In quote survey (which is required to properly apply pesticides) is referenced

No mention of other approaches that could be employed (web clipping/removal e.g.), nor education

RFA #: 202310213

RFP TITLE: Browntail Moth Mitigation Assistance Grant

BIDDER: Wolfe's Neck Center for Agriculture and the Environment

DATE: 11/14/23

EVALUATION OF SECTION VII

	<u>Points Available</u>	<u>Points Awarded</u>
Section VII. Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.	10	9

Evaluation Team Comments:

Clearly Identified, however applicator's role on BPC was in error

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202310213

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Auburn

DATE: 11/13/23

EVALUATOR NAME: Tom Schmeelk

EVALUATOR DEPARTMENT: DACF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Overview:

Eligible: Yes

Project Goals: clear and basic goals

Activities: clear list of activities, reasonable and attainable

Project Timeline: Survey should start in January. March and April will be too late focus on Feb and March for outreach/education.

Expected outcomes:

Project Team: clearly defined team

Budget & Narrative: Materials amount seems very low as well as the applicator fee (did they get quotes?) No budget narrative.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202310213

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: City of Auburn

DATE: 11/13/2023

EVALUATOR NAME: Hillary Peterson

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

	<i>What we are looking for</i>	Overview	P/N/Q/I
Eligibility	<ul style="list-style-type: none"> Government entities and nonprofit organizations engaged in or wishing to engage in activities to reduce the impacts from browntail moth in areas of Maine with significant browntail moth populations are eligible to apply for mitigation funds. 	The city of Auburn is eligible.	
Project Goals	<ul style="list-style-type: none"> <i>Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).</i> <i>Adherence to the principles of integrated pest management.</i> 	The overall goals are to target populations of BTM in areas of high density and to educate Auburn residents.	

	What we are looking for	Overview	P/N/Q/I
Activities	<p><i>A combo of:</i></p> <ul style="list-style-type: none"> ○ <i>Physical controls such as removal and destruction of overwintering webs,</i> ○ <i>Pesticide treatments in accordance with the Maine Board of Pesticides Control regulations,</i> ○ <i>Cultural controls such as taking actions to limit exposure, reduce habitat or attraction, and</i> ○ <i>Education that fosters continued community engagement in browntail moth population reduction and awareness beyond the immediate mitigation measures taken.</i> <p><i>NO:</i></p> <ul style="list-style-type: none"> ● <i>Caterpillar pesticide treatment after the end of May</i> ● <i>Pesticides for eggs or adults</i> ● <i>Clipping after first full week of April</i> ● <i>Light trapping adults</i> 	<p>The proposal plans to survey in the winter months, apply pesticides in late April and early May, and organize public education sessions starting in March and April</p>	<ul style="list-style-type: none"> ● Positives <ul style="list-style-type: none"> ○ This multi-faceted approach includes surveys, pesticide application, and education. ● Negatives <ul style="list-style-type: none"> ○ The plan is mostly theoretical with no demonstration of background research on the different activities it is proposing to take on. ○ March/April may be too late if the educational plan is to look at winter webs ○ Would be nice to see a clipping component (either with the education or from public works)

	What we are looking for	Overview	P/N/Q/I
Project Timeline	<ul style="list-style-type: none"> • <i>Adherence to the principles of integrated pest management.</i> • <i>Life stage – comment on activities that fall outside of life stage (see Activities above)</i> • <i>Dec 1 – June 30 2024</i> 	A project timeline was provided broken down by month. Generally it was broad without much detail.	<ul style="list-style-type: none"> • Positives <ul style="list-style-type: none"> ○ Work aligns with the life cycle of BTM. • Negatives <ul style="list-style-type: none"> ○ Does not include details of the survey, which is supposed to take place in one months' time. ○ The second piece of December 2023 is worded in a confusing manner.
Expected Outcomes	<ul style="list-style-type: none"> • <i>Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former</i> 	Outcomes are reasonable for the given application and proposed activities.	

	<i>What we are looking for</i>	Overview	P/N/Q/I
Project Team	<ul style="list-style-type: none"> • <i>Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.</i> 	Project team consists of the City Arborist and Operations Manager only, with other roles TBD.	<ul style="list-style-type: none"> • Negatives <ul style="list-style-type: none"> ○ It would be nice to see at least ideas of who they will be reaching out to for education and training of the public. ○ Would have been nice to see a cost estimate from a company. ○ Should have included the school IPM coordinator since they want to treat schools.
Budget & Narrative	<ul style="list-style-type: none"> • <i>A complete and itemized budget that is clear and realistic.</i> 	Complete budget, but no included budget narrative	<ul style="list-style-type: none"> • Negatives <ul style="list-style-type: none"> ○ Budget does not seem well researched. Printing costs are likely higher than estimated for materials. ○ Applicator fee seems low, didn't get any quotes. ○ No budget narrative

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213

RFP TITLE: BROWNTAIL MOTH MITIGATION ASSISTANCE GRANT

BIDDER NAME: Auburn

DATE: 11/8/2023

EVALUATOR NAME: Brittany Schappach

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

City of Auburn

- Geographic area
 - Should focus on areas of where humans are most likely to be impacted by potential health effects of BTM
- Activities
 - Approachable but education needs more detail
 - Have you considered physical controls such as web removal?
- Project timeline
 - Good; when do public outreach supplies get distributed/mailed?
 - Consider earlier timing for education so that people can remove winter webs in time (April winter web removal would be too late)
- Expected outcomes
 - Web surveys should be conducted annually as some “hot spots” one year may not be “hot spots” another year
- Project team
 - If schools are to be treated, the school IPM coordinator needs to be on the project team
- Budget
 - Missing budget narrative; what kinds of educational materials will be produced, does this cost include mailing if they will be mailed to residents?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER NAME: City of Auburn
DATE: 11/13/23
EVALUATOR NAME: Marleen Lajoie
EVALUATOR DEPARTMENT: DACF

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Eligibility: Pass

Budget: clear, but low costs, no narrative

Project Goals & Deliverables: clearly stated, included education though timeline should be earlier, no mention of education material costs

Impact: good plan with local areas identified to help biggest population, could have more details

Community Engagement: public education and outreach mentioned

Integrated Pest Management: good pesticides, education, and survey mentioned but no clippings mentioned

Team: good but should include possible contractors that will work on the project

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202310213

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Bar Harbor

DATE: 11/13/23

EVALUATOR NAME: Tom Schmeelk

EVALUATOR DEPARTMENT: DACF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Overview: Very poor application overall, most details lacking, very sparse information to evaluate on.

Eligible: Yes

Project Goals:

Activities:

Project Timeline: Lacked details, quite vague did not provide information for evaluation (true of goals, timeline, deliverables)

Expected outcomes:

Project Team:

Budget & Narrative:

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202310213

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Town of Bar Harbor

DATE: 11/13/2023

EVALUATOR NAME: Hillary Peterson

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

	<i>What we are looking for</i>	Overview	P/N/Q/I
Eligibility	<ul style="list-style-type: none"> Government entities and nonprofit organizations engaged in or wishing to engage in activities to reduce the impacts from browntail moth in areas of Maine with significant browntail moth populations are eligible to apply for mitigation funds. 	The town of Bar Harbor is a government entity and eligible.	
Project Goals	<ul style="list-style-type: none"> <i>Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).</i> <i>Adherence to the principles of integrated pest management.</i> 	The goals are to reduce BTM populations.	

	What we are looking for	Overview	P/N/Q/I
Activities	<p><i>A combo of:</i></p> <ul style="list-style-type: none"> ○ <i>Physical controls such as removal and destruction of overwintering webs,</i> ○ <i>Pesticide treatments in accordance with the Maine Board of Pesticides Control regulations,</i> ○ <i>Cultural controls such as taking actions to limit exposure, reduce habitat or attraction, and</i> ○ <i>Education that fosters continued community engagement in browntail moth population reduction and awareness beyond the immediate mitigation measures taken.</i> <p><i>NO:</i></p> <ul style="list-style-type: none"> ● <i>Caterpillar pesticide treatment after the end of May</i> ● <i>Pesticides for eggs or adults</i> ● <i>Clipping after first full week of April</i> ● <i>Light trapping adults</i> 	<p>The activities are to provide grants to citizens who apply for a grant to spray, inject, or trim nests.</p>	<ul style="list-style-type: none"> ● Positives <ul style="list-style-type: none"> ○ The idea of a grant program that also educates citizens is a good one. ● Negatives <ul style="list-style-type: none"> ○ The grant goes into zero detail about what the education will look like or what the RFA process will look like. ○ Does not include an educational component for the citizens on what they do.

	<i>What we are looking for</i>	Overview	P/N/Q/I
Project Timeline	<ul style="list-style-type: none"> • <i>Adherence to the principles of integrated pest management.</i> • <i>Life stage – comment on activities that fall outside of life stage (see Activities above)</i> • <i>Dec 1 – June 30 2024</i> 	The timeline only provides a start and end date.	<ul style="list-style-type: none"> • Negatives <ul style="list-style-type: none"> ○ A project as complex as this one should include timeline pieces for several steps; e.g., designing the public outreach materials, performing outreach, a deadline for applications, a review period, follow up, etc.
Expected Outcomes	<ul style="list-style-type: none"> • <i>Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former</i> 	The project expects a reduction of BTM and more education of residents.	<ul style="list-style-type: none"> • Negatives <ul style="list-style-type: none"> ○ Does not discuss how impact will be measured

	<i>What we are looking for</i>	Overview	P/N/Q/I
Project Team	<ul style="list-style-type: none"> • <i>Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.</i> 	The project team is small, including an arborist and local health officer.	<ul style="list-style-type: none"> • Questions <ul style="list-style-type: none"> ○ Do either of these team members have the social media expertise to do the outreach? ○ Are two people enough to run an RFA process for a town? Is there any legality to that?
Budget & Narrative	<ul style="list-style-type: none"> • <i>A complete and itemized budget that is clear and realistic.</i> 	The budget is not detailed at all.	<ul style="list-style-type: none"> • Negatives <ul style="list-style-type: none"> ○ I would think that at least some cost would need to go into materials. ○ This has the potential to only serve 7-8 properties in the town.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213

RFP TITLE: BROWNTAIL MOTH MITIGATION ASSISTANCE GRANT

BIDDER NAME: Bar Harbor

DATE: 11/8/2023

EVALUATOR NAME: Brittany Schappach

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

Town of Bar Harbor

- This is a great idea, but this proposal is missing a lot of details
 - How would residents be chosen for reward? Would this be done on a first come first served basis or a ranking system?
 - Residents asking for reimbursement need to have a plan to follow IPM management (e.g. consider physical controls before chemical control)
 - How will it be ensured that residents will follow IPM? We want to encourage BTM mitigation in an appropriate manor
 - Would there be education for residents selected for reimbursement (e.g. web clipping should be conducted when possible, trees closest to the house should be the focus of web removal/treatments, BTM rash precautions/prevention)?
- Project goals
 - Vague; missing details on selection to receive funding for residents to mitigate their own BTM populations
- Project timeline
 - Web clipping should be done in the winter
 - Any treatments should be done in mid-April/early May. Treatments should not be done any later than the end of May.
- Budget
 - BTM mitigation can be expensive and this cost may only impact 7 households
- Project team
 - Is Bill Guess going to be doing all of the web clipping/pesticide applications or will residents be able to seek their own arborist/pesticide applicator of their choosing?
 - If they can choose their own contractors, what is Billy Guess's role?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER NAME: Town of Bar Harbor
DATE: 11/13/23
EVALUATOR NAME: Marleen Lajoie
EVALUATOR DEPARTMENT: DACF

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Eligibility: Pass

Budget: very simple, could have estimates quotes, some narrative

Project Goals & Deliverables: very vague with no details on how work will get done or a timeline, more details needed

Impact: fine but not many details on the project and how it will impact and who benefits, more information needed on evaluation plan and follow up

Community Engagement: some information mention on outreach but not enough mentioned on community

Integrated Pest Management: mentioned but not clear on how goals will be achieved by town residents, timeline missing

Team: not many people on the team, more details needed on what tasks will be conducted by team members

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202310213

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Hampden

DATE: 11/13/23

EVALUATOR NAME: Tom Schmeelk

EVALUATOR DEPARTMENT: DACF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Overview: Focus on cemeteries

Eligible: Yes

Project Goals: 4 areas identified, some more impactful than others

Activities: injections could be earlier if weather cooperates

Project Timeline:

Expected outcomes:

Project Team: clearly identified

Budget & Narrative: \$178 a tree is the general breakdown

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # EVALUATOR DEPARTMENT: DACF
202303052

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Town of Hampden

DATE: 11/13/2023

EVALUATOR NAME: Hillary Peterson

Individual Evaluator Comments:

	<i>What we are looking for</i>	Overview	P/N/Q/I
Eligibility	<ul style="list-style-type: none"> <i>Government entities and nonprofit organizations engaged in or wishing to engage in activities to reduce the impacts from browntail moth in areas of Maine with significant browntail moth populations are eligible to apply for mitigation funds.</i> 	The town of Hampden is a government entity and is eligible.	
Project Goals	<ul style="list-style-type: none"> <i>Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).</i> <i>Adherence to the principles of integrated pest management.</i> 	The goal of their project is to reduce BTM pressure in public spaces and reduce the chances of future outbreaks.	

	What we are looking for	Overview	P/N/Q/I
Activities	<p><i>A combo of:</i></p> <ul style="list-style-type: none"> ○ <i>Physical controls such as removal and destruction of overwintering webs,</i> ○ <i>Pesticide treatments in accordance with the Maine Board of Pesticides Control regulations,</i> ○ <i>Cultural controls such as taking actions to limit exposure, reduce habitat or attraction, and</i> ○ <i>Education that fosters continued community engagement in browntail moth population reduction and awareness beyond the immediate mitigation measures taken.</i> <p><i>NO:</i></p> <ul style="list-style-type: none"> ● <i>Caterpillar pesticide treatment after the end of May</i> ● <i>Pesticides for eggs or adults</i> ● <i>Clipping after first full week of April</i> ● <i>Light trapping adults</i> 	Plans to inject trees during April and early May	<ul style="list-style-type: none"> ● Positives <ul style="list-style-type: none"> ○ They have already hired someone to survey the public areas and have an idea of where they would like to treat. ○ The treatment window is appropriate to the life cycle of BTM ● Negatives <ul style="list-style-type: none"> ○ They have only included 1 out of the four activities mentioned in the RFA ○ The survey happening this past fall is likely too early to determine the number of fees. ● Questions <ul style="list-style-type: none"> ○ Unsure if these are the proper pesticides for these scenarios, will ask others in the committee.
Project Timeline	<ul style="list-style-type: none"> ● <i>Adherence to the principles of integrated pest management.</i> ● <i>Life stage – comment on activities that fall outside of life stage (see Activities above)</i> ● <i>Dec 1 – June 30, 2024</i> 	They plan to treat from April 1 – second week of May	<ul style="list-style-type: none"> ● Positives <ul style="list-style-type: none"> ○ Activities fall within the life cycle of BTM and within the RFA funding window. ● Negatives <ul style="list-style-type: none"> ○ Timeline is not detailed.

	<i>What we are looking for</i>	Overview	P/N/Q/I
Expected Outcomes	<ul style="list-style-type: none"> <i>Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former</i> 	Their goal is to prevent further BTM outbreaks and reduce populations through injections	<ul style="list-style-type: none"> Negatives <ul style="list-style-type: none"> They do not clarify how they will prevent the return of BTM in the future.
Project Team	<ul style="list-style-type: none"> <i>Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.</i> 	Project team includes the names and titles of everyone involved and is sufficient.	
Budget & Narrative	<ul style="list-style-type: none"> <i>A complete and itemized budget that is clear and realistic.</i> 	Budget including materials, labor, and pay for team members is included.	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213

RFP TITLE: BROWNTAIL MOTH MITIGATION ASSISTANCE GRANT

BIDDER NAME: Hampden

DATE: 11/9/2023

EVALUATOR NAME: Brittany Schappach

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

Town of Hampden

- Activities
 - Injection of both emamectin benzoate and acephate may not be the most appropriate IPM approach. Long term treatments cannot be guaranteed based on the biology of the caterpillars
 - Only trees in high traffic areas that have current BTM webs should be treated
 - Have you considered web removal in these trees?
 - Have you considered education for Hampden residents to protect themselves when visiting community parks?
- Project timeline
 - Injections are most effective when they line up with the timing of BTM emergence; mid April to early May. April 1 may be too early for injections.
- Expected outcomes
 - What measures are being taken to achieve the outcome of preventing them from returning? Injections will only be effective for 1-2 years.
- Budget
 - Partial rewards for this request may be appropriate with focus on the highest visited trees to reduce the most potential interactions of the public with these higher infested areas. Reducing dual injection to focus on acephate or emamectin benzoate may be most appropriate.

Hot spots should be main focus of treatment

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER NAME: Town of Hamden
DATE: 11/13/23
EVALUATOR NAME: Marleen Lajoie
EVALUATOR DEPARTMENT: DACF

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Eligibility: Pass

Budget: clear, itemized, reasonable for work proposed, good details and narrative

Project Goals & Deliverables: clearly stated, specific goals mentioned with lots of details, need more information on which trees will be treated, tree location, and timeline

Impact: addresses community parks but no details on pesticide treatment and where treatment will be done, only injections mentioned in treatment plan

Community Engagement: no community outreach or education mentioned

Integrated Pest Management: only injections is mentioned, no clipping or education, treatment is questionable, timeline missing

Team: good, specific team members listed with their titles and roles

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202310213

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Pine Island Camp

DATE: 11/13/23

EVALUATOR NAME: Tom Schmeelk

EVALUATOR DEPARTMENT: DACF

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Individual Evaluator Comments:

Overview: Treating private island impactful?

Eligible: Yes

Project Goals:

Activities: multiple approaches

Project Timeline:

Expected outcomes: somewhat lofty outcomes

Project Team: clearly defined and organized

Budget & Narrative:

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202310213

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Pine Island Camp

DATE: 11/13/2023

EVALUATOR NAME: Hillary Peterson

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

	<i>What we are looking for</i>	Overview	P/N/Q/I
Eligibility	<ul style="list-style-type: none"> Government entities and nonprofit organizations engaged in or wishing to engage in activities to reduce the impacts from browntail moth in areas of Maine with significant browntail moth populations are eligible to apply for mitigation funds. 	Pine Island Camp is non-profit and eligible.	
Project Goals	<ul style="list-style-type: none"> <i>Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).</i> <i>Adherence to the principles of integrated pest management.</i> 	Goals are realistic and clearly stated, with clear background research and experience.	

	What we are looking for	Overview	P/N/Q/I
Activities	<p><i>A combo of:</i></p> <ul style="list-style-type: none"> ○ <i>Physical controls such as removal and destruction of overwintering webs,</i> ○ <i>Pesticide treatments in accordance with the Maine Board of Pesticides Control regulations,</i> ○ <i>Cultural controls such as taking actions to limit exposure, reduce habitat or attraction, and</i> ○ <i>Education that fosters continued community engagement in browntail moth population reduction and awareness beyond the immediate mitigation measures taken.</i> <p><i>NO:</i></p> <ul style="list-style-type: none"> ● <i>Caterpillar pesticide treatment after the end of May</i> ● <i>Pesticides for eggs or adults</i> ● <i>Clipping after first full week of April</i> ● <i>Light trapping adults</i> 	<p>The project takes a multi-step approach of tree injections, nest trimming, cleaning hairs, and educating campers and staff. Timeline follows BTM life cycle.</p>	<ul style="list-style-type: none"> ● Positives <ul style="list-style-type: none"> ○ Activities are realistic and seemingly researched. ● Interesting <ul style="list-style-type: none"> ○ This is the first time I have seen time and labor dedicated to removing organic material from BTM. ○ I appreciate seeing funding going towards the staff who will be preparing educational materials.
Project Timeline	<ul style="list-style-type: none"> ● <i>Adherence to the principles of integrated pest management.</i> ● <i>Life stage – comment on activities that fall outside of life stage (see Activities above)</i> ● <i>Dec 1 – June 30 2024</i> 	<p>Timeline is detailed and reasonable.</p>	

	<i>What we are looking for</i>	Overview	P/N/Q/I
Expected Outcomes	<ul style="list-style-type: none"> <i>Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former</i> 	The project is well designed overall, with the only lack of impact coming from the somewhat limited scope of those who visit the camp. Perhaps the campers could organize a further activity to educate the further residents of the town of Belgrade.	
Project Team	<ul style="list-style-type: none"> <i>Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.</i> 	Project team is diverse and detailed.	
Budget & Narrative	<ul style="list-style-type: none"> <i>A complete and itemized budget that is clear and realistic.</i> 	Budget and narrative are detailed and reasonable for the given steps	<ul style="list-style-type: none"> Negatives <ul style="list-style-type: none"> \$16,000 is a large portion of the available funds to treat a 12-acre area.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213

RFP TITLE: BROWNTAIL MOTH MITIGATION ASSISTANCE GRANT

BIDDER NAME: Pine Island Camp

DATE: 11/7/2023

EVALUATOR NAME: Brittany Schappach

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

Pine Island Camp

- Project goals
 - These seem well thought out and achievable!
- Activities
 - Regarding drone cutting – have you looked into using an arborist service to remove the webs compared to a drone service? Drone services are often very expensive and time consuming for the web removal. It may be more cost effective for an arborist to remove
 - Trees that are going to be injected to treat BTM need to have evidence of current BTM infestations (webs from this winter) and need to be preformed by a licensed pesticide applicator
 - Organic removal – what specifically does this consist of? Leaf removal? It is important to note that some areas will be very difficult to remove the hairs in the environment (e.g. grass underneath trees that had BTM).
- Project timeline
 - Looks good
- Expected outcomes
 - It is possible to reduce the rashes obtained from BTM, but it may not be possible to avoid them altogether (zero) due to the presence of the hairs in the environment
- Project team
 - Missing woodcraft instructor and 3 staff members helping to mitigate hairs
- Budget narrative
 - Is drone pricing related to # webs removed or hours for removal? If trees are highly infested with webs, it may make more sense to just inject the trees rather than focus on costly drone removal. If these trees are not directly over a high traffic area, these trees may not be good candidates for injections

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER NAME: Pine Island Camp
DATE: 11/13/23
EVALUATOR NAME: Marleen Lajoie
EVALUATOR DEPARTMENT: DACF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Eligibility: Pass

Budget: very good details, clear and realistic timeline, reasonable, good details and good narrative

Project Goals & Deliverables: clearly defined goals with multiple approaches and good research, detailed, reasonable and clear timeline, realistic, clearly stated, specific goals mentioned to improve the community areas at the camp

Impact: well designed, addresses impact to community public spaces, treatment plan includes drone nest cutting, injections and removal of hair and organic material, exposure mitigation with treatment and education

Community Engagement: well planned education for all campers and staff, only those at the camp benefit, no other community education or engagement mentioned

Integrated Pest Management: great details included with cleanup of hairs and debris in high impact areas, drone cutting of winter nests, injections of trees, education for campers and staff

Team: well addressed, great details in list of all team members and their titles and roles of what work each will do in the project

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202310213

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Rome

DATE: 11/13/23

EVALUATOR NAME: Tom Schmeelk

EVALUATOR DEPARTMENT: DACF

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Individual Evaluator Comments:

Overview: Cover page lacking info, sticky banding for BTM?

Eligible: Yes

Project Goals:

Activities:

Project Timeline: considers environmental factors.

Expected outcomes: realistic and attainable.

Project Team: Need additional team members.

Budget & Narrative: Good value

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202310213

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Town of Rome

DATE: 11/13/2023

EVALUATOR NAME: Hillary Peterson

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

	<i>What we are looking for</i>	Overview	P/N/Q/I
Eligibility	<ul style="list-style-type: none"> Government entities and nonprofit organizations engaged in or wishing to engage in activities to reduce the impacts from browntail moth in areas of Maine with significant browntail moth populations are eligible to apply for mitigation funds. 	Town is eligible.	
Project Goals	<ul style="list-style-type: none"> <i>Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).</i> <i>Adherence to the principles of integrated pest management.</i> 	Goal is for a 90% reduction of BTM in the treated area.	<ul style="list-style-type: none"> Questions <ul style="list-style-type: none"> I am unsure if this is a realistic goal for an injection treatment.

	What we are looking for	Overview	P/N/Q/I
Activities	<p><i>A combo of:</i></p> <ul style="list-style-type: none"> ○ <i>Physical controls such as removal and destruction of overwintering webs,</i> ○ <i>Pesticide treatments in accordance with the Maine Board of Pesticides Control regulations,</i> ○ <i>Cultural controls such as taking actions to limit exposure, reduce habitat or attraction, and</i> ○ <i>Education that fosters continued community engagement in browntail moth population reduction and awareness beyond the immediate mitigation measures taken.</i> <p><i>NO:</i></p> <ul style="list-style-type: none"> ● <i>Caterpillar pesticide treatment after the end of May</i> ● <i>Pesticides for eggs or adults</i> ● <i>Clipping after first full week of April</i> ● <i>Light trapping adults</i> 	<p>The proposal seeks to inject 22 trees and place white duct tape around the bottom of the trees.</p>	<ul style="list-style-type: none"> ● Negatives <ul style="list-style-type: none"> ○ This only uses one out of the four methods mentioned in the RFA (unless we agree that the tape is a valid physical control) ● Questions <ul style="list-style-type: none"> ○ Is tape application a proven BTM reduction method?
Project Timeline	<ul style="list-style-type: none"> ● <i>Adherence to the principles of integrated pest management.</i> ● <i>Life stage – comment on activities that fall outside of life stage (see Activities above)</i> ● <i>Dec 1 – June 30 2024</i> 	<p>The project only has one date, the start of May when the leaves bud.</p>	

	<i>What we are looking for</i>	Overview	P/N/Q/I
Expected Outcomes	<ul style="list-style-type: none"> <i>Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former</i> 	The only outcome will be treated trees, which will impact BTM populations but does not contribute to monitoring goals or education goals. The areas treated are likely the most used in the town so have the potential to be most impactful.	
Project Team	<ul style="list-style-type: none"> <i>Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.</i> 	The project team only consists of the pest control company consulted.	
Budget & Narrative	<ul style="list-style-type: none"> <i>A complete and itemized budget that is clear and realistic.</i> 	The budget is complete for what is proposed and includes a narrative.	<ul style="list-style-type: none"> Negatives <ul style="list-style-type: none"> As with other comments, the project is only budgeted to use pesticides and tape and includes no outreach or physical/cultural controls listed in the RFA.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213

RFP TITLE: BROWNTAIL MOTH MITIGATION ASSISTANCE GRANT

BIDDER NAME: Rome

DATE: 11/9/2023

EVALUATOR NAME: Brittany Schappach

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

Town of Rome

- Project overview
 - Applying tape to unaffected trees is not an IPM approach to managing BTM.
- Project goals
 - How will these goals be measured?
- Activities
 - Wrapping sticky tape around trees is not currently a recommended practice to mitigating BTM or preventing infestation.
 - Missed opportunity to provide education for the public regarding BTM
- Project timeline
 - Applications should be applied around the same time that the BTM are emerging from their winter webs; this is typically mid April – early May.
- Expected outcomes
 - How will these outcomes be measured? Will there be a 2024 winter web survey to determine population size?
- Project team
 - Missing Town of Rome members that will be facilitating communication for Mosquito Banditos
- Budget
 - Trees were originally surveyed for webs in August when old webs or other species webs are being spun. Trees should be reassessed in the winter to determine **active** infestations via web survey. Old webs do not necessarily mean that the same trees will be infested.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant
BIDDER NAME: Town of Rome
DATE: 11/13/23
EVALUATOR NAME: Marleen Lajoie
EVALUATOR DEPARTMENT: DACF

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Eligibility: Pass

Budget: good value, quote included, good details and narrative

Project Goals & Deliverables: realistic, clearly stated, specific goals mentioned to improve the community public areas, no follow up plan included, treatment timeline should be earlier, winter web survey included in plan but timeline for it not mentioned

Impact: addresses impact to community public spaces, only injections mentioned in treatment plan due to tall trees which makes pruning difficult, questioning benefit and tree health of tape on the trees, needs follow up plan

Community Engagement: no community outreach or education mentioned

Integrated Pest Management: Bandito included for injections and physical controls, no clipping or education, tape removal from trees not addressed

Team: only Bandito mentioned, no other town leaders or team members listed for oversight or working together

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202310213

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Wolfe's Neck Center for Agriculture and the Environment

DATE: 11/13/23

EVALUATOR NAME: Tom Schmeelk

EVALUATOR DEPARTMENT: DACF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Overview:

Eligible: Yes

Project Goals:

Activities: No IPM? Will injecting jeopardize MOFGA certification?

Project Timeline: When will trees be surveyed? Quote is from Oct

Expected outcomes:

Project Team: Defined project team

Budget & Narrative:

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP # 202303052

RFP TITLE: Browntail moth mitigation assistance grant

BIDDER NAME: Wolfe’s Neck Center for Agriculture and the Environment

DATE: 11/13/2023

EVALUATOR NAME: Hillary Peterson

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

	<i>What we are looking for</i>	Overview	P/N/Q/I
Eligibility	<ul style="list-style-type: none"> <i>Government entities and nonprofit organizations engaged in or wishing to engage in activities to reduce the impacts from browntail moth in areas of Maine with significant browntail moth populations are eligible to apply for mitigation funds.</i> 	Wolfe’s Neck Center for Agriculture and the Environment is a nonprofit organization and is eligible.	
Project Goals	<ul style="list-style-type: none"> <i>Realistic, clearly stated project goals, objectives timeline, and deliverables (quantifiable when possible).</i> <i>Adherence to the principles of integrated pest management.</i> 	Planning to spray and inject to reduce BTM numbers.	

	What we are looking for	Overview	P/N/Q/I
Activities	<p><i>A combo of:</i></p> <ul style="list-style-type: none"> ○ <i>Physical controls such as removal and destruction of overwintering webs,</i> ○ <i>Pesticide treatments in accordance with the Maine Board of Pesticides Control regulations,</i> ○ <i>Cultural controls such as taking actions to limit exposure, reduce habitat or attraction, and</i> ○ <i>Education that fosters continued community engagement in browntail moth population reduction and awareness beyond the immediate mitigation measures taken.</i> <p>NO:</p> <ul style="list-style-type: none"> ● <i>Caterpillar pesticide treatment after the end of May</i> ● <i>Pesticides for eggs or adults</i> ● <i>Clipping after first full week of April</i> ● <i>Light trapping adults</i> 	<p>The application provides information given from a pest control company for spraying in injecting trees.</p>	<ul style="list-style-type: none"> ● Positives <ul style="list-style-type: none"> ○ The information from the company and the map are very detailed and well thought out. ○ Activities match the BTM life cycle. ● Negatives <ul style="list-style-type: none"> ○ The proposal only provides one out of the four categories in the RFA “activities” section. For an education center, I am surprised this does not include an education component. This would be the perfect type of place to have a public education clipping party...

	<i>What we are looking for</i>	Overview	P/N/Q/I
Project Timeline	<ul style="list-style-type: none"> <i>Adherence to the principles of integrated pest management.</i> <i>Life stage – comment on activities that fall outside of life stage (see Activities above)</i> <i>Dec 1 – June 30 2024</i> 	The timeline is brief and only includes information about spraying.	Negative – trees being quoted in late October likely is not 100% matching with the life cycle of BTM and best time to scout.
Expected Outcomes	<ul style="list-style-type: none"> <i>Evidence that the proposed project will provide an impact regarding browntail moth exposure mitigation through appropriate use of physical controls, pesticide treatments, cultural controls, education, or a combination of the former</i> 	There is no evaluation step to determine if it would actually work.	
Project Team	<ul style="list-style-type: none"> <i>Clear identification of who will coordinate the work, their qualifications, and the qualifications of those who will conduct work where applicable.</i> 	Team information is well documented and detailed.	
Budget & Narrative	<ul style="list-style-type: none"> <i>A complete and itemized budget that is clear and realistic.</i> 	Project relies on the information from the pesticide company for the budge narrative.	<ul style="list-style-type: none"> Questions <ul style="list-style-type: none"> I am unsure if the application should have included a more in-depth budget and narrative rather than relying on the pest control companies quote for the information.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213

RFP TITLE: BROWNTAIL MOTH MITIGATION ASSISTANCE GRANT

BIDDER NAME: Wolfe's Neck

DATE: 11/9/2023

EVALUATOR NAME: Brittany Schappach

EVALUATOR DEPARTMENT: DACF

Individual Evaluator Comments:

Wolfe's Neck Center for Ag & the Environment

- Project timeline
 - Needs a reassessment of winter web survey in the winter
- Project goals
 - What are the MOFGA organic rules? Which areas need to be MOFGA organic? The use of acephate may disqualify areas as organic
 - Have you considered an educational component for campers visiting the campground?
 - How are you assessing whether or not your mitigation strategies were efficient?
- Activities
 - Impact assessment is recommended

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202310213

RFP TITLE: Browntail Moth Mitigation Assistance Grant

BIDDER NAME: Wolfe's Neck Center for Agriculture and the Environment

DATE: 11/13/23

EVALUATOR NAME: Marleen Lajoie

EVALUATOR DEPARTMENT: DACF

Instructions: *The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

Eligibility: Pass

Budget: simple, good, narrative included, quote included with treatment details for trees

Project Goals & Deliverables: vague goals, need more details, quote included but timeline could use more details, should have details from quote mentioned in application deliverables

Impact: treating most commonly used areas, injection for trees close to water appropriate, no follow up plan, no education

Community Engagement: no community engagement or education mentioned

Integrated Pest Management: only pesticide treatments mentioned with tree injections on the coast and spraying away from shoreline, no education

Team: good details, all team members listed with their titles and roles



**STATE OF MAINE
DEPARTMENT OF AGRICULTURE,
CONSERVATION AND FORESTRY**

**Janet T. Mills
Governor**

**Amanda Beal
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202303052
RFP TITLE: Browntail moth mitigation assistance grant.**

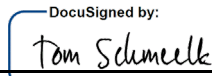
I, Tom Schmeelk accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation and Forestry. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:

Signature

11/13/2023
Date



**STATE OF MAINE
DEPARTMENT OF AGRICULTURE,
CONSERVATION AND FORESTRY**

**Janet T. Mills
Governor**

**Amanda Beal
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202303052
RFP TITLE: Browntail moth mitigation assistance grant.**

I, Hillary Peterson accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation and Forestry. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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DocuSigned by:
Hillary Peterson
Signature 47799225B3144AC...

11/13/2023
Date



STATE OF MAINE
DEPARTMENT OF AGRICULTURE,
CONSERVATION & FORESTRY

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202310213
RFP TITLE: Browntail Moth Mitigation Assistance Grant

I, **Brittany Schappach** accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation, and Forestry. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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DocuSigned by:
Brittany Schappach
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Signature

11/8/2023
Date



**STATE OF MAINE
DEPARTMENT OF AGRICULTURE,
CONSERVATION AND FORESTRY**

**Janet T. Mills
Governor**

**Amanda Beal
Commissioner**

**AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202303052**

RFP TITLE: Browntail moth mitigation assistance grant.

I, Marleen Lajoie accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation and Forestry. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

DocuSigned by:
Marleen Lajoie
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Signature

11/8/2023
Date