REQUEST FOR PROPOSALS
FOR MARINE PUMP-OUT FACILITIES AND PUMP-OUT BOATS
EFFECTIVE June 17 to July 17, 2020

This Request for Proposals (RFP) is for the receipt of grant applications by qualified public and private marinas, yacht clubs and municipalities to construct, replace, retrofit, and maintain marine pump-out facilities and to purchase, operate and maintain pump-out boats. Through a competitive process, the DEM Office of Water Resources, acting on behalf and at the discretion of the DEM Director will award grants to promote the development and maintenance of boater (discharges) waste disposal facilities in Rhode Island marine waters in conformance with the mandatory Federal No Discharge designation. DEM will offer a maximum of $18,750 for land-based facilities and a maximum of $56,250 for the purchase of new mobile pump-out boats or an amount not to exceed 75% of eligible operation and maintenance costs of existing pumpout boats.

In August 1998, Rhode Island became the first state in the country to receive the US Environmental Protection Agency’s No Discharge designation for all of its marine waters. To maintain the No Discharge designation for the state’s marine waters, the Department of Environmental Management must assure that the pump-out facility infrastructure is in sound operating condition. Through the ongoing grant program, the Department continues to work with the marina industry to accomplish this objective. This public-private partnership has successfully reduced a significant source of pathogen contamination to the state’s coastal waters, including waters in close proximity to shellfish harvesting and swimming areas.

ELIGIBLE APPLICANTS:

Owners of any Rhode Island marina may apply for grants for projects located at the owner’s marina. Public entities such as cities or towns, harbor masters or other public agencies are also eligible to apply. A non-owner operator may apply for such a grant, but only if the owner counter signs the application and the grant award.

APPLICATION PROCEDURES:

The application must be on the form provided by DEM, which is attached and can also be obtained on the DEM web site or at the Office of Water Resources, 235 Promenade Street, Providence, RI 02908. All applications can be mailed to the above address or will be accepted at the Permit Application Center (PAC) on behalf of the Office of Water Resources between 8:30 am and 4:00 pm on any business day. Applications received after the closing date of July 17, 2020 may be considered in this round at the DEM Director’s discretion, if funding remains available or alternatively may be resubmitted during a subsequent round.

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APPLICATION REVIEW:

The Director has the authority to adjust grant awards so that no one community, water body, or marina receives a disproportionate amount of the available funding and that a geographic distribution of funds is achieved. All requests for proposals will be ranked following the established grant award criteria as outlined in Sect. 7.7 (B) of Title 250-RICR-150-20-7, Part 7, Rules and Regulations for RI Clean Vessel Act Pumpout Grant Program.

GRANT REQUIREMENTS

Facilities must be equally available to all recreational boaters, including those with physical handicaps, on a nondiscriminatory first come, first serve basis.

Grant recipients are required to maintain accurate, current and complete financial records, which are sufficient in detail and substance to clearly establish that grant funds have been properly expended for approved grant purposes. Recipients are required to present these financial records to the Department upon request. In addition, an operations and maintenance plan and schedule must be submitted and approved by the state and any revision to the scope or objective must obtain approval from the state regardless of whether this would affect the budgeted expenses.

Accounting records must be supported by source documentation which shall include but not be limited to cancelled checks, paid bills, time and attendance records, contract and subcontract award documents.

All fees charged to users are to be retained, separately accounted for, and used exclusively to defray operation and maintenance costs of the facility and equipment funded by a grant under this program. Grants to defray operating and maintenance costs associated with pump out vessels may be provided, but only where the applicant’s financial records establish that such costs exceed fee revenues. Fee revenues in excess of funds necessary to operate and maintain facilities and equipment in any given calendar year shall revert to the state at the end of that calendar year for reinvestment in this grant program. Grant funds will be paid out by reimbursement only. Payment request will be accepted upon completion and inspection of the project.

The grant award requires the grant recipient to obtain all required permits for the successful completion of the project.

Grant recipients are required to register in the Ocean State Procures eProcurement System. To register as a grantee (vendor) please visit: https://www.ridop.ri.gov/vendor-registration/. For more information about the Ocean State Procures System visit https://www.ridop.ri.gov/osp/whats-new.php.

FURTHER INFORMATION

For further information including a copy of the rules and regulations, application form, grant award questionnaire for the installation and maintenance of a marine pump-out facility, please visit http://www.dem.ri.gov/programs/water/shellfish/marine-pumpouts.php or contact Cindy Hannus at DEM’s Office of Water Resources by telephone at 222-4700 x7241 for Cindy or Steve Engborg at ext. 7259 or by e-mail at cindy.hannus@dem.ri.gov.

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CLEAN VESSEL ACT
Fish and Wildlife Service, Wildlife and Sport Fish Restoration Program

DISTRIBUTION METHOD
Nationally competitive based on ranking criteria

Governing Guidance
- Clean Vessel Act of 1992, Amendment to the Sport Fish Restoration Act (Enabling Legislation)
- 50 CFR 85
- 2 CFR 200

ELIGIBLE GRANTEES: GOVERNOR DESIGNATED AGENCIES OF STATES AND TERRITORIES

Purpose
Provide grants to States and Territories for pumpout stations and waste reception facilities to safely dispose of recreational boater sewage.

ELIGIBLE PROJECTS

Coastal States:
- Identify operational pumpout and dump stations
- Survey of recreational vessels in coastal waters with holding tanks/portable toilets
- Developing list of operational pumpout & dump stations and plans for construction/renovation of pumpout & dump stations in coastal zones

All States:
- Construction, renovation, operation, and maintenance of pumpout & dump stations including floating restrooms used solely by boaters
- Education / information programs to educate / inform recreational boaters about environmental pollution resulting from sewage discharges from vessels
- Location of pumpout & dump stations
- Activities involved with holding, transporting, and getting sewage treatment facilities to accept sewage

SOURCE OF FUNDS
Four percent of the amount in Sport Fish Restoration & Boating Trust Fund (shared with Boating Infrastructure grants). Includes revenues from:
- Excise taxes on sport fishing equipment and electric motors
- Import duties on fishing tackle, yachts, and pleasure craft
- Portion of gasoline tax attributable to motorboats and small engines
- Interest earned on Trust Fund

MATCHING REQUIREMENTS AND LIMITATIONS ON AVAILABILITY OF FUNDS
- Require 25% match, Federal share not to exceed 75% of total costs
- Funds not obligated three years from date of availability are reverted and made available to the U.S. Coast Guard for use on Recreational Boating Safety.
- Unspent funds are returned to be awarded in addition to new funds in the subsequent year

SPECIAL CONDITIONS OR REQUIREMENTS
- Requires each coastal State to develop and submit plan for construction and/or renovation of facilities within coastal zone
- Only equitable fees may be charged
- Facilities constructed, operated, or maintained with grant funds must be accessible to public for the full period of their useful life
- CVA signage must be displayed and visible to boaters from the water

For More Information: http://wsfrprograms.fws.gov/Subpages/GrantPrograms/CVA/CVA.htm

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This application should be attached to the written proposal, which describes the scope of the proposed project. Use a separate form for submission of each individual project grant.

I. Applicant Information

1. Applicant’s Legal Name (private or municipal)

2. Division/Department/Unit

3. Street/P.O. Box

4. City/Town

5. Federal Employer Identification No.

6. Contact Person and Title

7. Contact Telephone No.
II. Facility Information

1. Facility Location including Name of Water Body (include a map)

2. Size of Marina/Facility (No. Of slips/moorings)

3. Range of Size of Vessels and Estimated No. Of Boats eith Type III MSD's

4. Services Offered

5. Depth of Water at Proposed Pump-Out Site

III. Narrative Description of Proposed Project (Provide on separate sheet)

The applicant must describe the proposed project and respond to the following questions:

1. Is the application for the purchase, installation, repair/replacement of equipment and/or maintenance of equipment? (Funds are not available for operational costs related to a fixed base facility.)

2. Is the application for the purchase, repair/replacement of equipment, maintenance or operational costs for a marine pump out boat?

3. In situations where a direct connection to a sewer line is possible, is it proposed?

4. Are facility components, particularly those, which could limit capacity such as pumps and holding tanks, large enough to accommodate projected demand based on industry standards and norms?

5. Has a safe, reliable and sanitary means for collecting, storing and transporting waste been identified?

6. Is the proposed facility conveniently located relative to concentrations of recreational vessels?

7. Are channel access, maneuvering room and water depth sufficient to accommodate the maximum range of vessel size and draft including that of the pump out boat?

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8. Are proposed days and hours of operation convenient and sufficient? Will the facility be available for the better parts of the boating season?

9. Will the facility be available on a fair and equitable basis to all members of the recreational boating public?

10. Will a significant number of recreational fishermen be accommodated?

11. Have appropriate and adequate operating and maintenance procedures been identified?

**IV. Project Information**

1. New construction fixed base facility:
   - Yes/No
   - Renovation/Upgrade: Yes/No
   - Maintenance: Yes/No

2. Pump out boat:
   - New Purchase: Yes/No
   - Renovation/Upgrade: Yes/No
   - Maintenance: Yes/No
   - Operational costs: Yes/No

3. Public sewers available: Yes/No
   - Holding Tank available: Yes/No

4. Type of pump-out facility proposed:
   - Fix-based pump-out station
   - Pump-out boat
   - Porta-pottie dump station

Project Time Frame: Estimated Start/End Dates: Duration: ____ (months)

5. Project Budget

   Total Project Cost: $__________

   Funding Requested: $__________

   Applicant’s Match: $__________

6. Cost Breakout (Estimated):

   Engineering/Design: $__________

   Pumps, Hoses and Fittings: $__________

   Connection to Municipal Sewers: $__________

   Holding Tank: $__________

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Construction/Installation: $ __________

Maintenance: (e.g., labor, supplies) $ __________

Operational Costs (Pump out boats only) $ ________________ Attach detailed budget and method to track revenues.

7. Proposed User Fee $ ________________

8. Proposed Operating Season/Hours

Seasonal Start/End Dates of Operation: _________________________________

Daily Hours of Operation: _________________________________

9. Proposed Restrictions or Conditions on Use:
   ______________________________________________________
   ______________________________________________________

V. Additional Required Information

Required Permits

CRMC/Assent

Application Filed: Yes/No Date application filed: _____________

Permit Received: Yes/No Date approved: ________________

DEM/Order of Approval

Application Filed: Yes/No Date application filed: _____________

Order Received: Yes/No Date received: ________________

On-Site Wastewater Treatment System (OWTS formerly ISDS permit)

Application Filed: Yes/No Date application filed: _____________

Permit Received: Yes/No Date approved: ________________

Name, Address, and Phone Number of Individual having day-to-day responsibility for direction and installation of project: __________________________________________

Applicant’s Signature: ____________________________

Name and Title: ____________________________ Date: ____________________________

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