

CRCL Plant Purchase Policy

1. Plant Selection
 - a. CRCL will only purchase plants that are grown from original collections of local ecotypes or from regional germplasm or genetic stock (i.e., strains). CRCL generally follows the plant release protocol of the USDA NRCS Golden Meadow Plant Materials Center but is not exclusively limited to these releases. The vendor must attest that they are actively maintaining the genetic stock of the requested germplasm.
 - b. CRCL will only purchase plants that are weed and pest-free and will only purchase from plant vendors that are currently certified to vend in their state, as confirmed and regulated by the entity/agency that cooperates with the state branch of the United States Department of Agriculture (USDA).
2. Request for Project Bid
 - a. CRCL will develop a Request for Bid (RFB) for each restoration project to be posted publicly. When the RFB is advertised, there will be an approximately 2-week period to collect bids for review.
 - b. The RFB will be distributed to all vendors in our networks, including our contacts database.
3. Vendor Selection
 - a. Factors that CRCL will consider when selecting vendors include the Plant Selection criteria (1.a. & 1.b.), product quality, the risk of exotic insect or plant exposure, transport distance, cost, history of success working with CRCL or on other coastal projects, timeliness, and professionalism.
 - b. CRCL will favor plants sourced and grown local to the project site, in the following order of preference:
 - i. Local to the project site basin
 - ii. Louisiana
 - iii. States that border Louisiana
 - c. CRCL will favor lower cost bids, but we are not obligated to accept the lowest. After vendor selection, CRCL may modify our purchase plan as project planning advances, working from the original quote.
 - d. CRCL notes that it is not required to share bid details among vendors.
4. Orders
 - a. An order will consist of a written document containing the following information:
 - i. Clearly specified plant type and form as specified in the RFB (e.g., species, germplasm, size)
 - ii. Number of units to be supplied and price per unit
 - iii. Delivery location, date, and time
 - b. An order is not official until it is signed by CRCL's Restoration Programs Director and the vendor.
5. Delivery Slips
 - a. Upon delivery, the vendor shall supply a written confirmation of the plant quantity and price, to be signed by CRCL's Native Plants Coordinator and the vendor.
 - b. CRCL reserves the right to reject any deliveries that do not conform to order specifications, including those that include plants that show signs of pest, disease, etc.
6. Invoices
 - a. Vendor is responsible for submitting an invoice to CRCL immediately following each delivery.
 - b. CRCL will pay the invoices within 1-2 weeks upon receipt.
7. Contact
 - a. For further information regarding CRCL's Plant Purchase Policy, please contact Restoration Programs Director, Kellyn LaCour-Conant, at kellyn.lacour-conant@crcl.org.