

Vermont Department of Environmental Conservation (DEC)

Request for Proposals:
Development and Implementation of a BMP Challenge Program

Questions and Answers

1. **Task 1: Does the State have a specific idea for the types of outreach materials should be developed under this task?**

ANSWER: There are multiple methods for outreach and we will expect a wide range to ensure as comprehensive an approach as possible. We do not have set expectations.

2. **Task 1: RFP states "Develop program details, payment rates, and outreach materials, in coordination with partners." Can you clarify who the "partners" are?**

ANSWER: Partners are the organizations who currently work with farmers in the Lake Champlain Basin, as coordination and input from them will improve the process. Partners include but are not limited to, UVM Extension, VT Association of Conservation districts, and the Vermont Land Trust. Coordination does not require full involvement but input to the process, including as part of the advisory board.

3. **Task 1: Who will members of the advisory committee be? Will the contractor or the State be in charge of selecting members to the advisory committee?**

ANSWER: The advisory board will include at a minimum a representative from DEC and AAFM. Others will include partner organizations. The contractor and the State will coordinate on the selection, but the contractor is responsible for contact and meetings.

4. **Task 2: RFP states "the awardee will reach out to farmers about the program, coordinating signups, developing contracts with farmers, and identifying specific BMPs and site location." Does the State have a specific outreach process in mind, or will this outreach process be developed as part of developing program details in Task 1? Will outreach to farmers be in coordination with the State?**

ANSWER: No, the State does not have a specific outreach process in mind and will work with the contractor to develop this.

5. **Task 2: Does the state have pre-existing contracts with farmers, or will this be developed as part of developing program details in Task 1?**

ANSWER: The State does not have any pre-existing contracts with farmers. Developing these is a task for the contractor.

- 6. Task 3: Does the State have a minimum amount of site visits to be conducted during the Challenge, or will the site visits and monitoring process be established as part of developing program details in Task 1?**

ANSWER: The State does not have a minimum amount of site visits. The contractor is responsible for achieving the deliverables of the RFP, including successful implementation and tracking of the BMP challenge.

- 7. Task 3: RFP states, "Provide necessary services to implement the program, including....support to participating farmers to encourage practice implementation." Can you clarify what "support to farmers" would entail?**

ANSWER: The contractor will be expected to do whatever is necessary to engage farmers through visits, outreach, explanations of the program and assistance with project implementation. Support does not include tasks such as actual planting of a crop or farm-related work.

- 8. Task 4: RFP states, "Implement the plan for evaluation of BMPs, including documentation of crop yields and tracking of metrics, to enable the State to determine phosphorus reductions." Are these the same metrics mentioned in Task 4.1 ("report must include metrics for reduction provided by the state")?**

ANSWER: Yes.

- 9. Task 4: RFP states, "Awardee will provide quarterly and annual reports identifying key accomplishments, progress at achieving outputs and outcomes, lessons learned, and challenges." Will the outputs and outcomes be developed in Task 1 during the development of the program plan, or are these separate?**

ANSWER: Yes, they will be developed in Task 1.

- 10. Is an archaeological review required?**

ANSWER: This assessment, if applicable, is the responsibility of the applicant.