

Date: November 20, 2018

Vermont Department of Environmental Conservation (DEC)  
**Q&A in response to Prioritization Mapping to Restore Stream and Floodplain  
Connectivity in the Lake Champlain Basin Request for Proposals**

**Questions and Answers**

- 1. The RFP lists tasks but the requested proposal content reads more like a request for qualifications. In addition to providing qualifications/fee to address the 5 evaluation criteria, are bidders supposed to provide a detailed scope of work and deliverables?**

ANSWER: The Department is not looking for a detailed scope of work and would like to see bidders explain the deliverables in more general terms when addressing **Criteria #4: Capacity to Accomplish the Scope of Work on Schedule, Collaboratively, and under Budget (20%)**. The Department would like to see how the bidders describe their collaboration with the Rivers Program and its project oversight team in stages to build upon the analyses, mapping, and scoring concepts that have been developed to date.

- 2. Confirm we will provide the results of the analysis in a GIS format for use on the ANR Atlas, i.e., contractor is not expected to develop web applications for displaying stream/floodplain data.**

ANSWER: It is anticipated that the contractor will provide the results of a GIS analysis in a format for use and access on the ANR Atlas. The contractor is not expected to develop a separate web application, rather spatial and analytical results generated in a new GIS application should be produced in a format that can be periodically extracted and made available on the ANR Atlas.

- 3. Are the academic researchers mentioned in the RFP eligible to bid on this project, or will they be working on the project under a different contract with the project team?**

ANSWER: Academic researchers are eligible bidders. The researchers mentioned in the RFP are currently working on river and floodplain hydraulics funded by other research grants and are not under contract with the Department. The research community has indicated an interest and willingness to collaborate with the Rivers Program in its Functioning Floodplains Initiative.

- 4. The draft methods use VT SGA data and thus suggest that the universe for this analysis is just the stream network where SGA data have been collected. What about stream/floodplain areas where assessment data have not been collected?**

ANSWER: It is anticipated that certain parts of the draft method cannot/will not be performed where SGA Phase 2 data is not available. The stream/floodplain areas, where Phase 2 data has not been collected, will only be included in those parts of the analysis completed using existing ubiquitous data, such as LIDAR. If the contractor can offer ideas for SGA Phase 2 data surrogates that will expand the geographic extent of different analyses – that will be a plus.

- 5. Page 2. Scope of Work (3) – Reconnect Vermont Rivers. “The applicant will complete outreach product testing at a Watersheds United of Vermont meeting.” Is this meeting the only meeting requested as part of the RFP? Or will additional meetings with DEC and/or partners be required? If so, please specify frequency of meetings and estimated duration.**

ANSWER: This is the only meeting anticipated with one of the principal non-technical user groups. If the timing of deliverable completion and the end of the contract does not permit the testing at one of the biannual Watersheds United meetings, the Rivers Program will organize a special meeting of watershed groups. The contractor will present components of the GIS application as they may appear on the Atlas and document initial feedback from potential users. The contractor should anticipate regular phone and/or in-person meetings with the Rivers Program and at least three meetings with the project oversight team.

- 6. Page 3. Project Timeline – June 8, 2020 final report submitted.**
- a. Please clarify if this is the only report required under the requested scope and how many hard copies will be required.**
  - b. Will separate documents be required to summarize guidance, explain methods, mapping layers, assumptions, etc.?**

ANSWER: One digital copy of a final report in Word format is all that is required. The report should include methods, mapping layers, assumptions, etc., and user guidance that the DEC can pull out and distribute separately to various users.

- 7. Regarding Reference Documents – “Mapping Floodplain Functions”**  
**Please clarify if field data collection will be required? Will fields measurements and/or field assessments be required as part of this scope of work or will all tasks and mapping utilize existing data?**

ANSWER: No new field data is anticipated. All tasks and mapping will utilize existing data. See answer to Question #4.

- 8. Should a technical approach be provided as part of the submittal and if so, how will it be scored?**

ANSWER: See answer to Question #1.

**9. Who are the academic researchers and program partners?**

ANSWER: Specific researchers at UVM and those from other NE academic institution already engaged in research related to floodplain function may be invited to join a project oversight team. Those that accept a role on this oversight or advisory team will be announced when a contractor is chosen and the work begins. The Department does not want to hold up posting answers to these questions while the participation of team members is being confirmed.

**10. What is the deliverable for task 4, a framework, a map product, or both?**

ANSWER: A framework is requested. It would be during a second phase of this project that the Department would seek the development of a map based on the framework and the outcome of correlations between river / landscape characteristics and hydraulic variables (describing erosion and deposition processes) that may be supported by existing the ongoing research.

**11. Under Criteria #5, how are “Projects” defined that require billing rates and hours?**

ANSWER: Criteria #5 should have read: (provide a) Detailed budget with narrative for each numbered task listed in the Scope of Work including billing rates and hours for each task and identification of individuals that may be involved in contract services, travel costs, and any additional costs. It is anticipated that certain tasks will be performed concurrently to minimize the need for duplicative meetings.