

TO: ALL POTENTIAL PROPOSERS

RFP No. 2503-12-34

REVISED DUE DATE: MAY 11, 2012 3:00 PM

QUESTIONS AND ANSWERS

1. **Q.** The RFP indicates that the relationship between the Contractor and LSU will be collaborative, but is one or the other organization the project lead or "prime"?

A. **The intention is to have a co-authored report. Primary responsibilities are delineated in the RFP but it is expected that there would be collaboration by the proposer when LSU has the primary responsibility and by LSU when the proposer has the primary responsibility.**
2. **Q.** The RFP outlines tasks for both the Contractor and LSU. Are these lists indicative only, or is each organization only responsible for the tasks on its respective list?

A. **The overall task list was developed in attempt to create as comprehensive a valuation of Louisiana's coastal assets as possible. LSU's tasks were assigned with knowledge of their available data sets and expertise while proposer tasks written to provide additional data and experience where possible. It is expected that each group will have primary responsibility for the tasks on their respective lists, but that collaboration will occur on overall project goals and on individual tasks as needed.**
3. **Q.** The RFP indicates that the State will provide maps of areas at risk in 2060 and additional, intermediate dates. For approximately how many dates should we anticipate providing estimates of infrastructure or economic activities at risk? What will the maps identify (areas at different risk of erosion, e.g. 10%, 20%, etc. or simply a broad area with some unspecified risk of erosion)?

A. **In total, three time frames will be examined each with its own corresponding coastline. Maps will be provided that show the expected boundary of the coast as well as the corresponding storm surges and risk models associated with that coastline. An example of the maps provided can be found on pages 14-15**

(“Predicted Land Change over the Next 50 Years”) and 16-17 (“Predicted Future Flooding from a 100 Year Flood Event”) of the 2012 Master Plan for a Sustainable Coast
(<http://www.coastalmasterplan.louisiana.gov/2012-master-plan/final-master-plan/>). Maps for land water can be provided at a 30 meter or 500 meter resolution at five year intervals. Flood damage and risk models are developed at the census block level using average block ground elevation. Information is provided in files that can be pulled into a GIS program.

- 4. Q.** The RFP requests replacement costs for various infrastructure at risk from increased storm damage. Should the Contractor assume that all infrastructure in the area identified as being in an area at risk of erosion (as indicated by maps provided by the State) is at risk, or is the Contractor expected to identify specific infrastructure items within those areas that are at risk?

A. **Maps of land loss will also be supplemented by corresponding determinations of storm surge and storm damage at the census block level. Contractor will identify specific infrastructure items within census blocks and match locations with the storm surge model for that block. High quality proposals will describe how the contractor would address unique types of infrastructure that might be more or less susceptible to damage.**
- 5. Q.** The RFP indicates that the value of a navigable lower Mississippi River to the nation and individual states should be provided. Does the RFP envision this type of valuation being based on analysis of existing data and valuations, or on an original modeling exercise?

A. **We intend for the evaluation of the value of a navigable lower Mississippi River to be based on an analysis of existing data. A completely original and extensive modeling exercise is not expected.**
- 6. Q.** What support (if any) will the State provide in accessing data held by state or local government offices or agencies? Will the State facilitate access or provide letters of support to facilitate data sharing?

A. **The State will issue letters of support and work to secure data held by other governmental entities as appropriate.**
- 7. Q.** The RFP requires the proposer to submit one firm, fixed hourly rate for providing all services.

 - a. Must the fixed hourly rate include travel cost estimates?
 - b. Will this fixed hourly rate also be used for invoicing purposes or is it just for the purposes of the proposal?
 - c. The RFP requires that “information required of the proposer under the terms of this RFP is also required for each subcontractor.” Will

subcontractors need to provide their own firm, fixed hourly rate for providing their portion of the services or should the prime contractor include the cost of subcontractors in their firm, fixed hourly rate?

- A.**
 - a. Yes**
 - b. Yes, for invoicing purposes**
 - c. Subcontractors will be paid at same amount (or less) than the prime contractor.**

- 8. Q.** The RFP states that “the State has the right to contract for up to three years upon approval.” Will OCPR allow the Contractor to escalate, to account for inflation, its fixed hourly rate annually in the event the State exercises its option?
 - A. No, the rate is fixed.**

- 9. Q.** The RFP requires that the proposer “include letters of agreement” for proposed subcontractors. What exactly is a letter of agreement? Is this a defined term in the RFP, or elsewhere that can be accessed by the proposer?
 - A. A letter of intent from the subcontractor stating that they agree to subcontract with the contractor.**

- 10. Q.** For a proposer that is not a certified small entrepreneurship, but includes one or more certified small entrepreneurialships in its proposal , is there a formula for the allocation of points like there is for the evaluation of cost? We would like to better understand the relative importance of criteria for points allocated.
 - A. No formula is available for the allocation of points, however, please include certification for all eligible certified small entrepreneurialships.**

- 11. Q.** On page 1 of the RFP Section 2.1, Term of Contract, indicates a one year period of performance and that the State has the right to contract for up to three years upon approval. Shall Proposers include separate option proposals for continuation of the effort over the three year period or a single estimate broken out by year?
 - A. If the State decides to continue the contract, it will be for the same amount proposed.**

- 12. Q.** On page 4 of the RFP Item 3.7, Subcontracting Information, states that information required for the proposer under the terms of this RFP is also required for each subcontractor. Later on page 8 Item 7, Subcontractors, the RFP indicates that that a commitment letter is required. Can the State please confirm that the provision on page 8, item 7, take precedence?

- A. The provision on page 8, item 7, does not take precedence, item 3.7 means that the subcontractor is required to provide the same information, i.e. insurance and financial information as the proposer. Item 7 on Page 8 states that a letter of agreement from the subcontractor is also required.**
13. **Q.** On page 8 of the RFP Item 9, Cost Proposal, indicates that the Proposer shall submit one firm fixed hourly rate for all services. Would the State please clarify if the single proposed rate is intended to cover a single-year or a three-year period of performance? Also would the State clarify if the single proposed rate is intended to cover both in-house and subcontractor labor with separate reimbursement of travel and associated other direct costs?
- A. The firm fixed hourly rate is to cover a single year for all services which includes your subcontractor. Travel will be reimbursed according to Division of Administration’s Travel Regulations PPM49 with the proper documentation.**
14. **Q.** On page 11 of the RFP, Item 6.5 Evaluation and Review, it states that the lowest proposed annual cost will receive twenty five points. Is the annual proposed cost based upon a one-year or a three-year POP?
- A. The RFP is for a one year contract, the State reserves the right to contract for up to 3 years, but it is not guarantee.**
15. **Q.** Can you provide more detail about data and/or information that will be provided to the Contractor with respect to the land areas at risk from erosion? Will these data simply be maps of areas at risk, or will they include additional information (e.g., expected frequency and severity of the storm events)?”
- A. Maps for land water can be provided at 30 meter or 500 meter resolution at five year intervals. Flood damage and risk models are developed at the census block level using average block ground elevation. Information is provided in files that can be pulled into a GIS program. Maps are developed from models accounting for land loss and models for storm risk and damage according to future scenarios that take into consideration a variety of factors such as storm frequency, storm intensity, sea level rise, etc. These scenarios are defined as “moderate” and “less optimistic” in the 2012 Master Plan and were used to project two potential future conditions for Louisiana’s coastal environment. All maps and models produced will correspond to a single formulation—a single scenario—of future conditions on which the analysis should be based.**
16. **Q.** What type of cost proposal does OCPR want? Does OCPR want the proposer to propose the number of hours required to complete the contract? How will OCPR determine which proposer has “ the lowest proposed annual cost” if the proposers only submit “one firm fixed hourly rate”?
- Item 9 of Proposal Content states that “The Proposer shall submit one firm, fixed

hourly rate for providing all services.”

Section 6.5 Evaluation and Review states that “the lowest proposed annual cost will receive 25 points. All other proposals...”

A. Please see attached addendum.

17. Q. Is the contractor to provide “jobs, output, and revenues” for the research elements to LSU? Will LSU use the “output and revenues” provided by the contractor to determine the value of the research elements? Can OCPR provide clarification as to what is meant by “...value of the economic activities” for institutional infrastructure and nonresidential buildings, to be developed by LSU? Attachment I Scope of Services states “The contractor shall have primary responsibility for the following elements ... These research elements shall be characterized in terms of jobs, output and revenues:”

A. Jobs, output and revenues are the desired metrics for economic impacts where appropriate, in the case of economic stocks at risk a dollar value for the resource is acceptable. Proposer and LSU are to work collaboratively to determine economic valuations for each type of resource with primary responsibilities divided as directed in the scope of services. “Value of economic activities taking place within locations of institutional infrastructure” refers to revenues generated through business activities at those locations.

18. Q. Why is Arizona included in the states impacted by navigation in the lower Mississippi River? Is this an error? All of the other states listed in the RFP are served by the inland waterway system, although Minnesota is missing. Arizona does not have waterways.

A. Arizona is included among states impacted by navigation in the lower Mississippi to broaden the analysis to include states that may not currently recognize the value of the Mississippi River with regard to their economies.

19. Q. Based upon the importance of these questions for submitting a quality proposal, would OCPR consider extending the proposal submission deadline?

A. Deadline will be extended through May 11, 2012/3:00 PM

20. Q. Is the scope limited to estimating the damages associated with erosion and land loss (e.g., buildings being acquired/removed because the shoreline receded) or do the damages also need to include increased damage from storm surge from the loss of barriers such as marshland and barrier islands?

A. Damages should reflect land loss and increased storm surge and storm

damage. The term land loss is used to include all wetlands, barrier islands, ridges, and other land that is lost to erosion or subsidence. Maps and data will be provided to reflect expected land loss as well as storm surge and damage at three time intervals. See questions 2, 4, and 15 for additional comments about the maps and level of detail.

21. Q. When estimating replacement costs for institutional infrastructure and drainage/sewerage/water supply infrastructure, does the contractor need to estimate the replacement cost at the existing location or replacement costs at an alternative location (e.g., set-back 500 feet)?
- A. **Replacement costs should reflect the additional investment required to provide the same level of service that existed before the resource was damaged.**
22. Q. Is the economic evaluation intended to determine economic impacts of coastal land loss only for the baseline conditions (i.e., no future action to reduce erosion)? Or is the economic evaluation also intended to determine economic impacts if measures from the Master Plan 2012 are implemented (e.g., take into account efforts to reduce erosion)?
- A. **This evaluation is only intended to demonstrate the cost of a future without further action. It is not intended to demonstrate savings or impacts implied by the implementation of the 2012 Master Plan.**
23. Q. Will the techniques and information being used by the OCPR for the project prioritization tool and “Virtual Coast” available to contractors?
- A. **The prioritization tool was used primarily to rank and select projects among competing alternatives based on their success across a variety of variables (sustainability, land creation, fisheries impacts, navigation impacts, etc.). This evaluation will not assume the implementation of any additional projects therefore the prioritization tool or its assumptions will not be necessary. However, storm surge and damage maps and data will be provided as part of the effort.**
24. Q. The last paragraph of Attachment I : Scope of Services states that “All mapping and economic work products will be produced in coordination with the Louisiana Applied Coastal Engineering and Science Division of the Office of Coastal Protection and Restoration (LACES). Multiple significant planning efforts are currently under way (e.g. Master Plan 2012, project prioritization tool, and Virtual Coast). The data produced for this project will be consistent with current techniques and advance ongoing efforts where possible”. Will OCPR identify the areas to be inventoried and evaluated? What data is the contractor expected to provide regarding the location of the elements evaluated

(infrastructure, buildings, housing) and what data can the contractor expect to receive from OCPR?

- A. OCPR will identify the area defined as “the Louisiana coast” through maps developed for the Master Plan effort. LSU retains the primary responsibility for identifying infrastructure locations (in most cases) while the contractor will develop replacement costs. Data from OCPR will include, but is not limited to, mapping data as described in questions 3, 4, and 15 as well as other information to insure consistency with the State Master Plan.**

