



# State of Louisiana

JOHN BEL EDWARDS  
GOVERNOR

April 16, 2018

TO: ALL POTENTIAL PROPOSERS  
RE: RFP NO. 3000009861  
"COASTWIDE REFERENCE MONITORING SYSTEM"

**PLEASE NOTE: PROPOSAL DUE DATE: APRIL 23, 2018 @ 3:00PM**

## ADDENDUM I QUESTIONS AND ANSWERS

1. **Q.** Whether companies from Outside USA can apply for this? (like, from India or Canada)  
**A.** **Yes, companies outside the USA can submit a proposal.**
2. **Q.** Whether we need to come over there for meetings?  
**A.** **The pre-proposal conference is not mandatory, but meetings during the term of the contract will be need to be held in person with weekly and sometimes daily communication required.**
3. **Q.** Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)  
**A.** **Some tasks could be performed outside of the USA, such as data processing, data QAQC, and report writing; however, tasks involving field data collection require that work be performed on a daily basis within the coastal marshes and forested swamps of Louisiana.**
4. **Q.** Can we submit the proposals via email?  
**A.** **Section 1.7 states "Firms or individuals who are interested in providing services requested under this RFP must submit a proposal containing the mandatory information specified in the section. The proposal must be received in hard copy (printed) version by the RFP Coordinator on or before 3:00PM local time on the date specified in the Schedule of Events. FAX or e-mail submissions shall not be acceptable. Proposers mailing or delivering their proposals should allow sufficient mail delivery time to ensure receipt of their proposal by the time specified."**
5. **Q.** RFP Section 1.8.1 states that the Program Manager must possess a bachelor's degree and a minimum of 7 years professional experience in program/project management involving multifaceted operations. Will CPRA allow at least 20 years of program management experience as a substitute for a bachelor's degree?  
**A.** **No, CPRA will not allow substitutions for the Program Manager qualifications listed in the RFP.**

### Executive Division

6. Q. RFP Part II, Section IV., Subsection G, Paragraph 2 states that “All data must be provided to the CPRA on a monthly basis after quality control procedures are performed on the data. Required data completeness—the ratio of the amount of valid data obtained to the amount expected—is 85%, as defined in the CPRA Quality Management Plan for Louisiana Fiscal Year 2018 (Villarrubia et al. 2017). Monetary penalties for missing data will be assessed on a per station basis. Consideration will be given for landrights restrictions and factors outside the control of the Contractor.” (1) How will the CPRA calculate the amount of the monetary penalty? (2) Will penalties be calculated on an annual basis? (3) If yes to #2, how will the calculation be made for the period of performance between months 25-29 of the contract term? (4) Are unsafe weather or environmental conditions considered “factors outside the control of the Contractor”?
- A. **1) A daily reimbursement rate for hydrologic monitoring will be calculated based on the actual labor, equipment, and data processing charges for the year  $(\text{Labor} + \text{Equipment} + \text{Data Processing Charges} \div \text{Number of Sondes} \div 365 \text{ days})$ . This daily reimbursement rate will be multiplied by the number of days of missing data for which the contractor is deemed responsible to calculate the credit that will be due to CPRA for a given station.**
- 2) Yes**
- 3) Calculation will be the same as #1 but will based on a five-month period.**
- 4) The contractor is expected to mitigate the impact that weather has on data loss by proactively planning to access sites well before the 60-day maximum date. CPRA recommends 30-45 day deployments. Consideration will be given for major weather disturbances and environmental dangers. Note: There will be penalties for all missing data beyond the 85% completeness threshold and for all data lost due to deployment of equipment for > 60 days. Exceptions will be made when sites cannot be accessed for more than 60 days due to landrights restrictions, when sites are vandalized during a < 60 day deployment, and when CPRA has otherwise given consent to a > 60 day deployment. In addition, it is the contractor’s responsibility to provide and maintain quality, working equipment. Data loss due to equipment malfunction is responsibility of the contractor.**
7. Q. RFP Part I, Section 1.8.2 states that and Environmental Scientist 1 should have “A bachelor’s degree or higher in biological sciences, chemistry, coastal resource management, ecology, engineering, environmental sciences, forestry, geosciences, marine science, oceanography, wetland management, wildlife and/or fisheries, or a related field with a minimum of one (1) years of experience in a related field.” Will a new college graduate with a bachelor’s degree in one of the listed related fields but less than one year of experience in a related field qualify for an Environmental Scientist 1 position?

- A. One year of experience is a desirable qualification not mandatory; therefore, a new college graduate would qualify for an environmental Scientist 1 position.**