

April 7, 2015

**Questions & Answers for RFP # 2511-15-01**

- 1. On page 45 of the RFP in regards to insurance there is a reference to “Special Hazards.” Could you please provide some clarification as to what these might be? Our insurance carrier is looking for some additional details on this request.**

Answer: It is not anticipated that any tasks or activities assigned under this RFP will constitute a “special hazard”. However, in the event that any task is considered a special hazard, as determined by the Office of Risk Management, Contractor(s) will be notified at such time a task is assigned.

Proposers should review the safety precaution notice at the end of the Q&A.

- 2. We are aware that the contractor supplies the HCRs for the CRMS sites, would they supply the HCRs for the project sites as well?**

Answer: Yes, the contractor is expected to provide HCRs for project sites as well. Also remember that the contractor is expected to have extra replacement HCR units on hand at all times to avoid lost or missing data as field units sometimes malfunction or incur damage.

- 3. Please provide the SOP for the transition of equipment from one contractor to another. This logistical information is needed for budgeting and planning purposes.**

Answer: The existing contractor will pick up their HCRs in July. The new contractor will be prepared to assume all field duties on August 1 and begin deploying new HCRs at all sites. All HCRs must be in place by August 31. It should be understood that in August, vegetation sampling will be in progress and sites not visited by the previous contractor will be sampled by the new contractor. August and September are the busiest sampling times of the entire year. The new contractor must have adequate staff and field equipment to complete these tasks prior to access restrictions for many sites at the beginning of waterfowl season.

**Would the housing for the sondes that is existing remain in place or need to be replaced by the incoming contractor?**

Answer: The housing, including electrical boxes and posts supporting the HCRs will remain in place and are the property of CPRA. The new contractor will not need to replace this supporting equipment.

- 4. Are contractors responsible for providing Ott-Thalimedes units? If so, please provide the SOP for this transition, and be sure to specify what if any housing and/or support structure will or will not be removed by previous contractor to allow for planning purposes.**

Answer: CPRA provides the Ott-Thalimedes units and all support structures will remain in place and are the property of CPRA.

- 5. Please provide the breakdown of marsh mat sites between floating and static.**

Answer: There are 6 static (thin-mat) sites and 40 marsh mat sites.

6. **If any sites will need to be reestablished due to the transition between contractors will the sites need to be resurveyed? If so, MPH would like to provide a bid for these services, would that be through a separate RFP?**

Answer: A coastwide survey of all CRMS sites was completed in 2015 so at this time, no new surveys are required. Any future survey work will not be handled through this contract.

7. **Please provide the list of landowner conditions and boat type necessary to access each site as stated on pages 29 & 30 of the RFP.**

Answer: A file containing this information titled CRMS Site\_Access and Restrictions.xlsx has been uploaded to [http://cims.coastal.louisiana.gov/docs/RFP/2015\\_CPRA\\_CRMS\\_Field\\_Data\\_Collection/](http://cims.coastal.louisiana.gov/docs/RFP/2015_CPRA_CRMS_Field_Data_Collection/)

8. **Schedules state that the vegetation sampling can be accomplished both in July through September (RFP, pg. 29) and August through September (RFP, pg. 27). Please clarify.**

Answer: The existing contractor will begin sampling swamp vegetation sites in July and continue up until July 31 when the contract ends. The new contractor will begin sampling the herbaceous sites on August 1. CPRA will provide a list of those sites to the new contractor. All vegetation sampling should be complete by September 30.

9. **There are references throughout the materials (RFP and SOPs) to servicing the HCRs monthly and to servicing them 6-12 times a year. Please clarify.**

Answer: The HCRs must be cleaned and the batteries changed regularly to function properly. This is normally done on a monthly basis. Because of limited access due to landrights restrictions during hunting season, many sites may not be accessed monthly, therefore we expect the sites to be serviced at least 6 times per year, but they may be serviced up to 12 times per year.

10. **The additional Vegetation sites added in 2016 & 2017, will these sites be established by CPRA staff or by the contractor?**

Answer: The location of the sites will be chosen by CPRA staff and the sites will be established in the field and sampled by the contractor. CPRA staff may attend the field trip for initial site establishment in a CPRA vessel.

**Safety Precaution Notice:**

All proposers should be aware that Contract staff may encounter the poisonous plant, *Cicuta maculata*, which is fatal if ingested. Safety precautions such as wearing protective gloves and long-sleeved clothing when in contact with this plant are required.