

## SCCWRP Clear Lake Sampling and Analyses Services RFQ Informational Webinar

January 4, 2018, 11-11:45 am

### **Attendees**

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*Questions (Question in Bold and Answer in Regular Font)*

*[webinar platform malfunction for the first 10 mins; some conference call participants may have dropped off during that time]*

1. **Can you provide the scope of work under negotiation with the Water Board for reference?**  
Unfortunately, no, we cannot provide that at this time.
2. **So you only want billing rates and not pricing for equipment, etc?** Rates for support staff, equipment, analyses, etc. will be negotiated once the team is in place. The billing rates should be for the team members representing the qualifications and experience that you will like us to evaluate. Billing rates should be given as hourly rates; for universities, please include fringe benefits and indirect or overhead rate calculated into the hourly rate. We understand that this is not the typical format that universities use, but it will allow an apples –to–apples comparison with consulting firms. For consulting firms, please specify in the cover letter that your billing rates are fully burdened with fringe and overhead. If you plan on having subcontractors (e.g. other firms or universities, those PIs should be included in among your team CVs.

*Additional Questions From Eutrophication Modeling RFQ (January 4, 10 am) that Are Useful for This Clear Lake RFQ As Well*

1. **Can we include project summaries, abstract, etc. on top of the CVs?** No, do not include project summaries but you can provide hyperlinks to additional information if you would like. I am not requiring it and I do not guarantee that SCCWRP will review that hyperlinked information.
2. **Should we include the resumes of other team members beyond the four principals.** Answer is no. I know that many consulting firms and universities will have depth of expertise represented beyond the four team members, but I would like you to identify the up to four team members that are the leads for the service contract. We can negotiate the participation of other team members later.

3. **What will the deliverables look like?** Reports, journal manuscripts, conference special session or workshops, and databases of observational data are likely to be required. SCCWRP is seeking a team that understands the needs to deliver high quality science on time and on budget with a client focus.
4. **Is training and tech transfer a component of this?** No, SCCWRP doesn't not anticipate the need to train SCCWRP staff or Regional Board staff, though some outreach to stakeholders is anticipated.
5. **Is there a page limit on the cover letter?** Yes, 3 pages, single sided, including the certification table. It should be an executive summary of your experience; the CVs should have the detailed statement of qualifications. We will issue a correction.