

Bidder's Meeting
SMC Streamlined Annual Reporting
October 2, 2020, 11:00

Questions from Bidders

- 1) Is the Certification on page 9 of the RFP included in the page count? Do all members of the team need to sign the Certification?
The Certification is not included in the 8-page limit for bidders. Only the team lead/prime contractor will need to sign the Certification
- 2) Is the cover letter included in the RFP page count?
There is an 8-page limit. Bidders can use the page limit however they wish.
- 3) Is the cost information included in the 8-page limit?
The cost information is not included within the 8-page limit
- 4) Section 5, bullet 2 states there are additional points for experience working with SMC member agencies. How many points and are these in addition to the 30 points already listed in the RFP?
The additional points for a bidder's experience working with SMC member agency(ies) will be decided by the SMC proposal review team. The additional points will be inclusive of the 30 points.
- 5) Is the \$300,000 not to exceed price listed on page 8 of the proposal per year or project total?
The \$300,000 not to exceed is the project total
- 6) Will the RFP lead to electronic compliance reporting?
No, this project will not lead to any specific regulatory compliance outcomes. Only the regulatory agencies can mandate and assess compliance
- 7) Is there a required data platform? Can existing platforms be used or does the SMC require a custom platform?
The SMC was purposefully silent on what platform to use. Bidders are encouraged to describe the platform they would like to use in their proposal.
- 8) Will the SMC accept partial bids for a subset of tasks?
No, the SMC will not accept partial bids
- 9) Does the SMC have a preference for future data platform/web interface hosting?
The SMC did not state a preference for future hosting. Bidders are encouraged to add future hosting as a separate line item, if required, in their cost proposal
- 10) Will the SMC provide meeting space for the Focus Group?
Yes, the SMC can provide meeting space free of charge to bidders for in-person meetings
- 11) The SMC has only asked for qualifications. Should the proposal include concept proposal language also?
The SMC RFP only asks for qualifications and experience; the scope of work is detailed in the proposal. To the extent a bidder would like to expand on project approach, add scoping details, define specific actions or steps, and enhance assumptions about their bid, they should do so in their bid package.

- 12) Since travel is currently banned due to the COVID-19 pandemic, but travel may occur later, should travel costs be included in the bid?
The project is scheduled to last 42 months. The bidder should delineate all travel costs. If travel costs are not included in the bid, then they may not be reimbursed for these costs.
- 13) What is the role of SCCWRP vs the SMC in managing this project?
SCCWRP's role in this project is administrative (contracting, invoicing, etc.). The SMC will select a contract manager amongst the member agencies who will oversee the project for scope, planning, scheduling, reviewing and approving interim or final products. SCCWRP will be available for technical support as one of 15 SMC member agencies.
- 14) Can a bidder shorten the timeline?
The bidder can shorten the schedule, but not lengthen (delay) the schedule. They should state any schedule changes in their proposal.
- 15) Is there an estimated start date for the project?
SCCWRP is aiming to award the contract within two months. Bidders can start immediately after the contract is awarded
- 16) Are there any additional Certification required for the proposal other than Section 6?
Bidders can insert any additional certifications in their proposal, but no additional certifications are required by the SMC
- 17) What is the best way to bring the status of women-owned business [inserted: or minority-owned business] into the proposal?
SCCWRP and the other SMC members are all public agencies and follow guidelines for equal opportunity. No additional bonus points will be awarded for WBE/MBE for this proposal
- 18) Is it correct to assume that any costs associated with data platform such as hardware, software, security, licensing, web hosting, or IT issues will not be included in the cost proposal?
All costs, including direct costs, should be included in the proposal. Not inserting costs may result in denial of reimbursement
- 19) Is the goal of the project determination of compliance? Is there a goal to compare between data sets and look at trends over time?
Compliance is NOT the goal of this project. Only the regulatory agencies can define and assess compliance. This project is meant to streamline annual reporting for regulated agencies to improve efficiency and effectiveness of annual reporting. The SMC has a goal to share data, compare across agencies, and examine trends over time.
- 20) Is it a desire that the data platform connect to other existing databases? Would building on past efforts be preferred?
The bidder will be responsible for facilitating the Focus Group to decide the value of building on past efforts, and which additional databases to connect to
- 21) Task 4 indicates the data platform could be appended to current platforms. Is the current SMC platform (<https://SMC.sccwrp.org>) the preferred foundation?
Working with existing data platforms is likely desirable, but will be the decision of the Focus Group.
- 22) Is further development of the platform necessary after Task 5?
Task 5 is meant to use a subset of SMC member agencies to beta-test and create a functional platform and interface. The goal of Task 6 is to ensure the data platform and

interface are effective enough that the Focus Group will recommend the data platform and interface to all of the SMC member agencies for use.

23) Do bidders need to use the same labor rates for all years of the project, or can they increase rates in subsequent years?

The RFP calls for labor and other direct costs on an annual by task basis. So, bidders should use whatever labor rates are most appropriate for their proposal.

Attendees:

Karen Ashby – Larry Walker Associates

Michael Trapp – Michael Baker International

Melissa Turner – MLJ Environmental

Craig Austin – Windsor Solutions

Kristina Hysler – Wood Environment

Terese von Bitner – Wood Environment

Hayleigh Sawdaye - Larry Walker Associates

Sadie Gill – Flowwest

Aaron Poresky – Geosyntec

Scott Johnson – Aquatic Bioassay & Consulting

Joe Lewis – Houston Eng/MS4Front Software

Steve Wolosoff – CDM Smith

Peggy Myre – Exa Data & Mapping

Brianna Datti – Craftwater Engineering

Michelle Bowman – Kaiterra Environmental

Chad Paul – Enviro Incentives

Karin Wisenbaker - Aquatic Bioassay & Consulting

Gary Conley – 2ndNature

Dawn Smorong - Exa Data & Mapping

Clint Boschen -Tetra Tech

Bill Rensmith – Windsor Solutions

Travis Clark - Tetra Tech

Joe Girton – Stae, Inc.

Russell Persyn –

Andrea Crumpacker – Weston Solutions