Request for Proposal for 18-01 LAND USE ANALYSIS AND OUTREACH Queries.

Q1. Whether companies from Outside USA can apply for this?  (like, from India or Canada)

A1. Companies located inside the USA are preferred.

Q2. Whether we need to come over there for meetings?

A2. The Scope statement identifies several points where the consultant is needed here (locally) for meetings, including the facilitation of the public outreach events.

Q3. Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)

A3. Yes, several specific tasks could be performed outside the USA.

Q4. Can we submit the proposals via email?

A4. All proposals must be received at Radius no later than **4:30 pm EST November 15, 2018**. Each Respondent must submit **one** **original hard-copy** (marked “Original”) and **one original CD-ROM or USB Flash Drive** **(marked "Original") and 10** complete copies **on CD-ROM** or USB Flash Driveof the proposal and other related documentation as required in this RFP. The **original** CD-ROM or USB Flash Drive will be considered the official response in evaluating responses for scoring.

Q5. On page 4 the RFP references a *Compatible Land Use Funding* database - access to the website listed in the RFP is secured.  Can you provide additional details on what kind of content is available there and how may land use programs it contains, and how many of those are within the JLUS study area?

A5. This Compatible Land Use Funding (CLUF) Database assists individuals, communities, and organizations in identifying opportunities to obtain external environmental grants. This Database can help anyone (private landowner, Tribe, local municipality, community group, Federal government, Department of Defense installation, university, corporation, etc.) search for and narrow the field of appropriate land use conservation options available to them. The Database attempts to capture and summarize most of those programs that are annually available, and it is regularly reviewed and updated to maintain its relevance and accuracy.

Q6. Will the implementation committee or Radius provide a contiguous parcel fabric for all five counties? Will all parcels have current land use codes?

A6. Neither Radius or the implementation committee can provide a contiguous parcel fabric for all five counties. We believe the state requires all recorded parcels to have land use codes.

Q7. Please provide more detail on the “Compatible Land Use Incentive Programs”. Do these incentive programs already exist throughout the region, or is the RFP asking for a proposal for recommendations on creating incentive programs?  Who manages and implements these programs?

A7. The federal government has many incentive programs already in place which can be used to support Compatible Land Use around Military Bases or Airports. We are looking for a consultant to sort through all those options and determine which are most appropriate for the land conditions and uses in our area.

Q8. Do you have any examples of existing land use compatibility programs currently in place?

A8. We do not have objective evidence of any programs in place in the area of consideration. In the region there are several specific examples of USDA programs in place. One is the Healthy Forests Reserve Program (HFRP) which helps landowners restore, enhance and protect forestland resources on private lands through easements and financial assistance. HRFP aids the recovery of endangered and threatened species under the Endangered Species Act, improves plant and animal biodiversity and enhances carbon sequestration.

Q9. Regarding the list of map layers on page 7:  will the implementation committee or Radius provide any of these datasets, particularly the parcels, noise contours, and brownfields?

Q9. Some data as result of the previous JLUS will be provided, but in no way do we have all the datasets required. We anticipate the consultant will locate or create the datasets.

Q10. Section 6 references using existing regional strategies, data, and reports.  Is this existing content already compiled and available through Radius, or does the vendor need to discover it?  Can you elaborate more on examples of existing content and data and who owns it?

Q10. Existing regional strategies and reports will be made available by Radius. As an example, The NSA Crane Joint Land Use Study Final Report contains recommended strategies.

Q11. Can you clarify the proposal instructions at the bottom of page 8 where it says “…**and 10**complete copies **on CD-ROM**or USB Flash Drive”. Does this mean ten [physical CD-ROMS or Flash Drives are required?

A11. Please provide ten CD-ROMs or USB Flash Drives with one marked original.

Q12. Is there an incumbent firm in consideration?

Q12. No incumbent firm exists.

Q13. In the RFP the link to the Compatible Land Use Funding (CLUF) Database is provided. However, when going to this link we are instructed to sign up and receive permission. With our attempts to register, it says that this access is only provided to Navy staff, conservation NGO’s and local, state, federal staff. The RFP references website and study sponsor and to identify two tools noted in the database, it is imperative that we have access to this information to prepare a response to the RFP. Can you assist us in gaining access?

A13. We cannot assist you in gaining access to this specific Data Base.

Q14. Do we need full written testimonials from client references or will a list with contact information be sufficient?

A14. Yes, full testimonials are required. We seek testimonials from past clients on GIS maps, land use analysis, research of land use incentives and facilitating public outreach, at least 3.

Q15. Is there a % of the total fee, for subconsultants that we should try to target to get the maximum amount of points? The Evaluation Criteria listed in the RFP indicates that 20 points are given for inclusion of a minority or women enterprise and 5 points for Indiana Veteran Business. Can you detail how these points are awarded, in other words is there a required minimum percentage of the overall $106,000 fee required or are the full points awarded automatically.

A15. If the principal respondent is a Minority (10 points), Women (10 points) or Indiana Veteran (5 points) enterprise, the full points will be awarded. If the principal respondent is not one of these enterprises, but subcontracts at least 25% of the total Cost to a qualified enterprise, their proposal will receive half the points, Minority (5 points), Women (5 points) or Indiana Veteran (2.5 points).

Q16. For the final submission, For the electronic copies we understand that you want 4 separate files on each CD/USB, correct? One for each proposal (Business/Management proposal, Technical proposal, Cost proposal and Transmittal Letter). Can we provide hard copies in one complete booklet/document rather than 4 separate documents for cohesiveness purposes?

A16. Yes, we want four separate files. Also, the one **original hard-copy (marked “Original”)** can be bound in a complete booklet for cohesiveness purposes.

Q17. Staff: you requested numbers for how many staff in our organization. (we have over 250 offices and 22,000+ employees). Can we just outline the staff located in the offices that will be performing the work for this project?

A17. Yes, you can outline the staff located in the offices that will be performing the work for this project?

Q18. The RFP lists “Timeframe for completion of the project” in the Business/Management proposal, as well as “Timeline for the project” in the Technical proposal and in this same section as “timeline for providing these deliverables” Can we provide 1 Timeline in the technical proposal for these 3 requests?

A18. Yes, you can provide 1 Timeline in the technical proposal for these 3 requests.

Q19. Can Radius or IODD supply blank subcontractor commitment forms? We tried requesting these from the MWBE contact but they unfortunately do not provide them. (See their response attached).

A19. Neither radius or IODD can supply blank subcontractor commitment forms. We will accept contractor-developed forms for this RFP.

Q20. What section would you like the resumes to be in? It appears that they could be in the business/management proposal after Anticipated Resources. Is this correct?

A20. Please put them in the Business/Management proposal.