



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT SOLICITATION ADDENDUM

Northwest Florida Water Management District Attn: Procurement Officer 81 Water Management Drive Havana, FL 33333	Request for Proposal (RFP) No.: 20-001
	ADDENDUM NUMBER: 2 DATE: May 4, 2020
Project Title: Contractual Services for Pre-Qualified Vendor List for Recovery Efforts and Debris Reduction Clearance Services	
Deadline for Submission and Opening of Proposals is Friday, May 15, 2020 at 3:00 P.M. ET	

This ADDENDUM NO. 2 is issued for CONTRACTUAL SERVICES FOR PRE-QUALIFIED VENDOR LIST FOR RECOVERY EFFORTS AND DEBRIS REDUCTION CLEARANCE SERVICES for RFP 20-001 to provide answers to questions received during the inquiry period. Attached are the questions and answers.

Question 1: Is the Fire Line pricing for debris removal from fire lines or is this only for the creation, rehabilitation, and refresh? The price schedule reads both ways due to the wording of “debris reduction/clearance cost per acre” at the top of the column. Also, we assume that the pricing by the cubic yard for fire lines would be “Not Applicable.” Please clarify.

Answer: The District is seeking pricing for all services listed under multiple pricing scenarios. The District will request a project quote and issue a Task Order for each project which will detail all tasks and special instructions to be performed. A “Not Applicable” indicates that the contractor will not provide these services during the term of the contract. Rates provided are maximum rates for the term of contract.

Question 2: Please clarify the acceptable method for “debris reduction/clearance.” Is it anticipated this debris will be reduced/mulched in place, or will the contractor be required to remove and haul the debris to a staging area, reduce debris, then haul for final disposal? Or will there be a different application for different areas, such as improved areas vs managed areas? Please clarify. Or do we assume that the price per acre is for debris reduced in place and the price per cubic yard is for debris removed from the given area?

Answer: The District is not dictating a contractor’s methodology for debris reduction/clearance. The District will seek and select the most cost-effective methodology for each site. Acceptable methodologies will be site specific based on resource protection needs. If known, any site-specific instructions will be provided in the Request for Project Quote and Task Order. The District is anticipating, but not limiting, both the reducing on site by either mulching and spreading or piling and burning as a cost per acre; and debris removal with on or off-site debris reduction and off-site disposal is anticipated for limited sites as a cubic yard cost.

Question 3: Are tipping/disposal fees a pass-through cost to the client at no markup?

Answer: Contractor pricing should include any anticipated tipping/disposal fees. The contractor is providing a maximum reimbursable rate as stated on Form 7 (in Part 4. Submittal Forms).

Question 4: The RFP states “The District will also utilize Contractors deemed qualified and under contract for vegetation management and land management services such as fireline creation and management, woods mowing and mulching, ditch mowing and maintenance, road, culvert, and low water crossing mowing maintenance and installation and similar land management services that will be contracted by separate Task Orders on an as-needed basis.” Can you clarify the statement above? How does this relate to Contractors that are currently under vegetation management contracts with the District?

Answer: The services anticipated in this RFP have limited overlap with existing vegetative management contracts due to the nature of the work requested. Contractors under current vegetation management contract will continue to have the ability to be assigned task order under existing contract. Eligibility to participate in task orders requested and assigned under anticipated contracts from this RFP will be separate and apart. In all cases, the District will select the most cost-effective option for services requested.

Question 5: Form 7 Debris Reduction and Clearance Rates. For the debris reduction/clearance cost per acre/cost per cubic yard, does the per acre or per cubic yard cost include hauling the vegetation off-site to dispose of it or just moving the vegetation off roads, trails, rec sites, firelines, uplands, wetlands to adjacent areas?

Answer: See Answers to Questions 2 and 3.

Question 6: What is the definition of vegetation fuel management? Can you provide information on what this entails?

Answer: For purposes of this RFP, vegetative fuel management is generally the reduction of woody fuel sources by a method other than broadcast prescribed fire and would include both hand and mechanical methods.

Question 7: Can we bid on specific counties or is this an all or nothing bid?

Answer: To be considered responsive to this RFP, a contractor must complete and submit all forms in Part 4 (Submittal Forms) which is for work across the entire district. Once under contract, a contractor can bid or provide “no quotes” on specific task orders where the contractor does not desire to perform the services.

Question 8: In the Scope of Services, it lists several counties which neither of the above are mentioned. Is this advertisement for only the mentioned counties?

Answer: The RFP is for work across the District’s 16 counties for the contract period. Immediate work areas, as a result of Hurricane Michael, are located at the bottom of page 13 and include the Apalachicola River, Chipola River and Econfina Creek Water Management Areas and their respective counties. Future work, however, could be in other counties within the District’s 16-county area.

Question 9: Page 9 states that the District encourages participation by minority and small business enterprises and requests that firms submit evidence of such designation with the proposal. In addition to showing documentation of the proposer's designation, is documentation required to be submitted by a company to demonstrate they reached out to minority or small business vendors asking to work under their contract? Documentation could include emails, call logs, etc.

Answer: No, documentation on reaching out to minority or small business vendors is not required to be submitted with the proposal.

Question 10: Is the work outlined in the RFP post event and/or pre-event projects?

Answer: The chart on the bottom of Page 9 of the RFP is post event (from Hurricane Michael), however, it is anticipated that potential contracts generated from this RFP could include pre or post event projects.

Question 11: Can you confirm that the prices requested in the RFP are price ceilings or price floors?

Answer: Price ceilings - Rates provided are maximum rates for the term of contract.

Question 12: The statement of work is very vague to offer a "per acre" price, because it does not discuss factors such as pile burning, tipping fees, stump/root removal, and site restoration. Additionally, it is vague in details for the work site such as trail specification and fuel management practices. Would the Government agree to remove price per acre or alter the terms to allow the contractor to make a more accurate price? For alterations, we would like to recommend that contractors provide a minimum cost per acre. This will offer the Government greater flexibility and prevent future difficulties.

Answer: The District has requested pricing in the format desired.

Question 13: Are there any requirements for the bid bond if a company check is used?

Answer: Bid bond requirements are eliminated in Addendum 1.

Question 14: Can information be handwritten, or must it be printed?

Answer: The contractor's response to the proposal can be handwritten, however, an electronic version is a requirement of the RFP. On Page 7 in Section 1.13, it states "one written proposal and one (1) new flash drive containing a PDF of the proposal."

Question 15: Are tipping fees to be included in prices?

Answer: See Answer to Question 3.

Question 16: What was the last event that impacted the District, which required activation and performance by the District's disaster debris management contractor?

Answer: The District does not have a disaster debris management contractor.

Question 17: How many cubic yards of debris were collected in that event?

Answer: Minor amounts of debris were collected at various recreation sites.

Question 18: Which Contractor held the previous or holds the current contract for the services requested in this solicitation?

Answer: The District does not currently have a contractor for the services required in this solicitation. The District does have a contract for prescribed fire with some vegetative management services with Wildlands Service, B&B Dugger, and Munroe Forest & Wildlife Management.

Question 19: Does the District currently have a disaster debris monitoring firm under contract, and if so, with which company(ies)?

Answer: No.

Question 20: Please provide the names and titles of the evaluation committee members.

Answer: Lennie Zeiler, Director, Division of Asset Management
Tyler Macmillan, Chief, Bureau of Land Management Operations
Floyd Shattles, Facilities Superintendent

Question 21: Please provide the date, time, and location when the evaluation committee meeting will be held to evaluate proposals.

Answer: May 22, 2020, 2:00 p.m. Eastern Time, via telephone conference call. Call 888-585-9008, conference room 641-074-693.

Question 22: Where will the evaluation committee meeting notice be posted?

Answer: The meeting notice is posted on the District's website (www.nfwwater.com) under Upcoming Events and was also advertised in the Florida Administrative Registrar (FAR) on April 17, 2020.

Question 23: When will intent to award be made, and how will it be communicated to proposers?

Answer: The intent to award will be recommended to the District's Governing Board on May 28, 2020 at 1:00 p.m. Eastern Time. The Notice of Final Agency Action will be posted on May 29, 2020 on the District's website at the following link (<https://www.nfwwater.com/Business-Finance/District-Procurement>) under Agency Action. Proposers may call the Procurement Officer for this RFP or check the website at the link above.

Question 24: The pricing sheets have limited items, so will the District's release detail pricing requirements with their request for project quotes?

Answer: The District has requested pricing in the format desired. Pricing requirements will remain constant over the term of the contract.

Question 25: Since the final disposal locations are not provided, would the District consider putting mileage categories similar to how all the other government agencies price debris reduction and clearance?

Answer: The District has requested pricing in the format desired.

Question 26: Once the debris is processed and hauled to a final disposal location, will tipping fees be considered a pass-thru as usual?

Answer: See Answer to Question 3.

Question 27: Methodology for completion of tasked work near streams, lakes, wetlands, and other waterbodies must be approved in advance by the District, and it is the Contractor's responsibility to obtain all required permits unless otherwise directed in the Task Order. Pricing model does not contain marine/water debris removal activity line item, so would the District consider expanding the pricing schedule to something similar to Question #25?

Answer: The District has requested prices in the format desired. The District does not foresee marine/water debris removal. The District land ownership (Responsibilities) are landward of water edge. Debris within water channels is the responsibility of the State of Florida.

Question 28: In reviewing the RFP, Sample Contract, Section 18 – Financial Consequences and Remedies. Paragraph A, Section i. it states: If Contractor fails to complete the work hereunder within the Task Order schedule or extension of the Task Order schedule granted by the District in its sole discretion, but does complete the work within ten (30) calendar days after the scheduled completion date, the Task Order Amount shall be reduced by two percent (2%). Please confirm if this is 10 calendar days, or 30?

Answer: Thirty Calendar Days (30).

Question 29: Sample Contract, Section 18 – Financial Consequences and Remedies. Paragraph A, Section ii, it states: If Contractor fails to complete the work hereunder within the Task Order schedule or extension of the Task Order schedule granted by the District in its sole discretion but does complete the work within twenty (60) calendar days after the scheduled completion date, the Task Order Amount shall be reduced by five percent (5%).

Question: Please confirm if this is 20 calendar days, or 60.

Answer: Sixty Calendar Days (60).

Question 30: Are there any provisions for price/cost escalators?

Answer: No.

Question 31: Will FEMA be directly involved and/or FEMA reporting required?

Answer: FEMA's involvement is unknown, incorporating FEMA reporting requirements is anticipated by the District.

Question 32: References Section (Form 6): can we use current clients as references? We have two clients with many completed projects, but ongoing work from Hurricane Michael.

Answer: It is the respondent's choice.

Question 33: How do the reference questionnaire (page 28 of RFP) points translate to proposal points? Any explanation would be helpful.

Answer: The number of points obtained on the reference questionnaire will be multiplied by 66.7%. For example, a contractor who receives 10 of 15 points on the questionnaire will receive 6.7 points for this evaluation criteria.

Question 34: Many public agencies are not allowed to provide references as requested. Is there any direction as to how to meet the requirements for references in this case?

Answer: It is the respondent's choice on how to respond.

Question 35: Are rates static through the phases of recovery? Debris gets drier and rates for disposal often increase.

Answer: The District has requested prices in the format desired. Prices are static as maximum rates over the term of the contract.

Question 36: Experience demonstrates there are very large differences in cleanup rates by disaster. Is there a way to provide rates for Hurricane Michael cleanup – old, dry debris and also new storms?

Answer: The District has requested prices in the format desired.

Question 37: Can pile and/or windrow burning be done in any areas with a Certified burner on Michael debris in particular?

Answer: See Answer to Question 2.

Question 38: Do you see a need to change clearing methodologies as debris rots and becomes unusable for timber products?

Answer: See Answer to Question 2. The District generally salvages timber in separate sales, any remaining wood fiber value would be an offset to the debris reduction/clearance costs.

Question 39: There are a number of concerns with and as to the viability of doing mud logging, especially for a public land management agency. Could you provide more details as to why and under what conditions this will be required?

Answer: Not at this time.

Question 40: Where will the debris be taken? Temporary Debris Reduction Site?

Answer: See Answer to Question 2. If utilized and if suitable site(s) exist, the District anticipates Temporary Debris Reduction Site to be on District land.

Question 41: Does NFWFMD have location for the debris to be taken?

Answer: Numerous sites exist across the counties of the District. The District does not currently have any contractual agreements with any debris collection sites.

Question 42: Does this RFP include all trails? For example, hiking trails, horse trails, canoe trails, Florida National Scenic trails.

Answer: Yes.

Question 43: How far outside the trails will be considered for debris removal?

Answer: In general, half the width of the trail on each side. A three-foot trail would have a six-foot path cleared, the trail (3 feet) and 1.5 feet on each side.

Question 44: If debris is removed to a Temporary Debris Reduction Site, is there a preference on burning or grinding?

Answer: See Answer to Question 2.

Question 45: Will the un-merchantable timber be included in this RFP?

Answer: See Answer to Question 2. The District generally salvages timber in separate sales, any remaining wood fiber value would be an offset to the debris reduction/clearance costs.

Question 46: Will there be merchantable timber included in this RFP?

Answer: See Answer to Question 2. The District generally salvages timber in separate sales, any remaining timber salvage value would be an offset to the debris reduction/clearance costs

Question 47: Will there be any debris removed from any waterways, rivers or creeks?

Answer: The District does not foresee marine/water debris removal. The District land ownership (Responsibilities) are landward of water edge. Debris within water channels is the responsibility of the State of Florida.

Question 48: Will you consider separating out travel/per diem in the pricing schedule? This would prevent hourly rates from being skewed. Providing a separate rate would allow travel/per diem costs to be negotiated at the task order level at the per person/per day rate provided by Offerors, if and when applicable.

Answer: The District has requested prices in the format desired.
