

Long Creek Watershed Management District (“LCWMD”)
Request for Proposals (“RFP”), Water Quality Monitoring Services (dated September 18, 2018)
| RESPONSES TO QUESTIONS RECEIVED CONCERNING THE REQUEST FOR PRPOSALS
– ISSUED OCTOBER 12, 2018|

1. How many equipment failures does LCWMD experience during a monitoring season?

Very few equipment failures were experienced in 2018. LCWMD staff recalled one equipment issue occurring in 2018, where the monitoring consultant was unable to download data from a continuous monitor.

2. What are LCWMD’s expectations with respect to calibration of provided monitoring equipment?

It is LCWMD’s expectation that proposals include the cost of calibrating monitoring equipment in accordance with the protocols in the Long Creek Quality Assurance Project Plan, which typically references the manufacturer’s requirements for calibration. The monitoring consultant will be reimbursed for out-of-pocket expenses for items such as calibration solutions for LCWMD equipment.

3. Will equipment manuals be provided?

Yes, equipment manuals are provided as appendices to the Long Creek Quality Assurance Project Plan. The Long Creek Quality Assurance Project Plan was provided as part of the RFP.

4. Is it accurate that overall cost will only be 15% of the scoring value?

As reflected in the Qualification Selection Criteria table in the RFP, 15% of the total score is allocated to “Total Overall Value.” The focus of this aspect of the assessment is on “value” rather than straight “cost.” This criterion will be an assessment of the proposal’s overall cost relative to the results of the other qualifications selection criteria for the proposal. It is LCWMD’s experience that a low bid may not necessarily present the best value.

5. Who will form the selection committee?

Per the RFP, proposals will be reviewed by LCWMD’s Executive Director and members of LCWMD’s Board of Directors. The committee will be comprised of: Will Haskell, Principal, Gorrill Palmer, and LCWMD Board member (who is appointed to the LCWMD Board by the City of South Portland as a non-profit representative of the South Portland/Cape Elizabeth Chamber of Commerce); Curtis Bohlen, Director of the Casco Bay Estuary Partnership and LCWMD Treasurer; Fred Dillon, City of South Portland Stormwater Program Coordinator and LCWMD Board Chair; and Peter Carney, LCWMD’s Executive Director.

6. Does LCWMD plan to conduct interviews with proposers?

No, LCWMD does not plan to conduct interviews with proposers.

7. What is the timeline for review after submittal?

The selection committee will meet to review proposals as soon as possible after the proposal deadline. It is anticipated that the LCWMD Board will make an award at its regular Board meeting in late November or early December. It is LCWMD’s goal to have a contract in place by the end of 2018.

Long Creek Watershed Management District
Request for Proposals, Water Quality Monitoring Services (dated September 18, 2018)
Responses to Questions Received Concerning the Request for Proposals – Issued October 12, 2018

ATTACHMENT:

1. Pre-Bid Meeting Sign-In Sheet

Long Creek Watershed Management District
 Water Quality Monitoring Services Request for Proposals
 October 4, 2018 Pre-Bid Meeting
 Sign-In Sheet

If you are attending as a potential bidder, please use the full legal name and address of the entity that would be submitting a proposal.

Contact Name	Name of Firm/Company	Contact Email	Contact Phone	Mailing Address
SAKE RISLEY	STANTEC	Sake.Risley@STANTEC.ca	917 575-1285	30 PARK Drive Topton, ME 04205
CHRIS BUCKMAN	CEES	cbuckman@CESINCUSA.com	331-222- 2271	460 Main St. LEWISTON, ME 04240
DAVE CLOUTER	VHB	DCLOUTER@VHB.COM	207-536- 2582	
Kate McDonald	GZA	KATHERINE.MCDONALD@GZA.COM	207-229- 7562	477 Congress St St Paul Portland, ME 04101
Rich Breton	FB Environmental	richb@fbenvironmental.com	207-24-6699	97A Exchange St Ste 305 Portland, ME 04101
Aimee Mountain	GZA	aim.e.mountain@gza.com	207-344-9704	477 Congress St. Suite 700 Portland, ME 04101