

Stormwater Nutrient Load Accounting Tool RFP Questions/Answers

The following is a list of questions received from potential contractors regarding the PTRC's Request for Proposal for a Stormwater Nutrient Load Accounting Tool. The questions are followed by NC DWQ's answer in *red italics*.

1. How much money is available for the project?

A total of \$55,000 is available for this project and the Load Reducing Measures project. We estimate that approximately 1/3 of the total amount will go towards this project.

2. Is the scope of work to include coordination with regulatory agencies to accept the overall framework of the accounting tool?

Yes, the project should be developed in close coordination with DWQ to make sure that the product produced can be used to meet rule requirements.

3. For the proposal cost, does PTRC want an itemized spreadsheet breaking down the proposed costs by task? Will a simple statement of the proposed costs suffice?

An itemized budget is requested and will help in the contractor selection process and determining what could be done with the finite resources that are available for the project.

4. Would a replacement tool that is online be acceptable? There are many benefits to an online tool, like changes can be deployed all at once rather than notifying those who may have downloaded a copy at various times. However, the Tool Refinement Needs section of the RFP reads like change orders to the existing SLAT tool. at the same time, the RFP says, "The product may be an amended version of the existing tool, or a replacement tool developed by the Contractor.", which suggests a replacement tool is acceptable.

- *A replacement tool is acceptable. The RFP was written to allow for a consultant to propose to revise the existing tool or to develop a tool to replace the existing tool.*
- *An online tool would be acceptable, as long as it meets the established criteria of being able to be easily updated by the owner (DWQ) and easily operated by users with varying expertise and skills.*

5. If the incumbent NC State is not awarded the contract, would the developers of SLAT be available for consultation? It seems like this would be a time saver given the May to August turnaround time for this project since NC State developed SLAT.

The individual who developed the existing SLAT is no longer employed by NC State. However, DWQ intends to work with the NC State Biological and Agricultural Engineering Department, which developed the existing tool, to obtain their availability to answer questions concerning the existing tool.

6. Does the Mini-Brooks Act apply to PTRC and if so, have you exempted yourself from it under GS 143-64.31?

To be safe, PTRC will exempt itself from the Mini-Brooks Act.

7. Do you anticipate any additions or revisions to the core nutrient reduction methodology of the JFLNLAT based on the results or recommendation of the consultant chosen for the RFP for Load Reduction Measures?

No, we do not anticipate any additions or revisions to the core nutrient reduction methodology of the tool based on outputs of the Load Reduction Measures project.

8. Is the simple method required or may other methods accepted by NCDWQ be used to compute runoff volume?

Yes, the simple method is required. The tool should be designed to use the original simple method, but should also be designed to easily incorporate the revised simple method that accounts for runoff reduction based on hydrologic soil groups.

9. The worksheets and macros of the existing tool are password protected and cannot be viewed. It essential to view these elements to develop a proposal. Will the password or an unprotected Excel workbook be released?

Please contact DWQ if you'd like an unlocked version of the existing tool.

10. Does the existing tool have an owner's manual? If so, can it be made available?

No, the existing tool does not have an owner's manual as described in the RFP. The tool does have a user's manual that can be found on the Jordan website here:

http://portal.ncdenr.org/c/document_library/get_file?uuid=a2d0c607-44db-4555-b268-b0a7398cd6db&groupId=38364

11. What content from the tool would you like printed? The RFP mentions making the worksheets more printing friendly.

When printing the worksheets of the existing tool, the text is small and hard to read. This should be remedied. In addition, there should be a "summary table" that can be printed out that contains the important information that is currently contained in the top left box of the "Development Summary" tab of the existing tool. This "summary table" should also contain the annual rainfall location, hydrologic soil group, and physiographic region chosen by the user.

12. Does the existing tool contain any known bugs?

The tool has two known errors that are described in Section 2.3 of the RFP. Also, both the Master and Client versions of the tool had a single instance where an error would occur that prevented the spreadsheets from opening. This error was remedied by obtaining an original version of the tool from the developer.

13. Does the existing tool calculate pollutant loads correctly?

We feel the existing tool produces a credible estimate of runoff nutrient pollutant loads for rule compliance purposes.

14. How long is the instructional workshop expected to last? Would a half day be adequate?

The workshop will not need to be longer than three hours. However, two sessions in the day may be necessary, depending on the number of interested attendees.

15. Will NCDWQ staff assist with instructing the workshop?

DWQ staff will participate and address rule-related questions, but the contractor will be entirely responsible for training attendees on use of the tool.

16. Is the contractor expected to video tape the instructional workshop?

DWQ and PTRC will assist in recording the workshop.

17. Who will organize the workshop (i.e., invite participants, arrange a meeting space)?

DWQ and PTRC will invite the attendees and coordinate the location of the workshop. The contractor will be responsible for the content.

18. Is there a preference for where the workshop is held? Winston Salem? Raleigh?

DWQ and PTRC will arrange the meeting location of the workshop. Since the interested attendees will be from both the Jordan and Falls Lake watersheds, the meeting will probably be held in the Triangle area of NC.

19. Will NCDWQ or other State meeting facilities be available for the workshop? Or more specifically, will the State be able to provide a free meeting facility?

Yes, DWQ and PTRC will organize the logistics of the workshop.

20. Are electronic submissions of the proposal allowed on their own, or do you also require submittal of 4 hard copies at your office?

We amend our instructions to instead call for an electronic copy of all proposals to be emailed or delivered to PTRC no later than 4:00 p.m. on Friday, April 19, 2013. Hardcopies are not necessary. We apologize for this change to the RFP instructions.

21. Does the 25 page limit include the appendices?

The 25 page limit for the proposal does include any appendices.