



NFWF

Great Lakes Program Grantee Technical Assistance for Regulatory Compliance

Answers to Questions in Response to the RFQ

APPLICANT ELIGIBILITY AND TECHNICAL REQUIREMENTS

Question: We assume that this current opportunity is not the first contract NFWF has issued. Please advise. If so, is the firm or firms eligible to propose for this opportunity?

- NFWF Answer: NFWF awarded the first contract aligned with this RFQ in 2022 to Stantec after a competitive process. The firm is eligible to apply for this competitive opportunity.

Question: We currently work with some of NFWF's grantees as a contractor, are a NFWF grantee ourselves and/or have outstanding grant applications outstanding for more work through potential grantees. Would these pose a conflict of interest for this RFQ?

- NFWF Answer: Not necessarily. Conflicts of interest will be considered on a case by case basis. An Applicant will not be disqualified if they have existing contracts or grants with NFWF or our grantees. However, we do request you disclose these existing relationships in the application so that we can understand how you propose navigating these conflicts of interest and roughly how much of the RFQ scope could be impacted.

Question: Will meetings with NFWF, FWS and grantees be virtual?

- NFWF Answer: Yes, we anticipate the meetings will be virtual.

Question: Are there any specific qualifications that NFWF is looking for, other than experience working with NEPA, NHPA, and ESA?

- NFWF Answer: This experience is a must. Ideally, we would also like to work with an applicant that also has experience with NFWF and has worked with FWS on federal regulatory compliance document preparation and approval.

Question: What sort of technical requirements will be expected, such as word processing programs, excel, GIS, GPS, or Computer Aided Design?

- NFWF Answer: Basic technical proficiency in the Microsoft Office suite of programs, including Word, Excel, PowerPoint, Teams, etc. is desired, as well as robust experience with the Department of Interior's federal regulatory compliance requirements (specifically FWS). Additional technical capabilities, such as GIS, Tableau, etc. are not required. Contractors will be asked to keep detailed records of their activities, regulatory compliance progress for each grant, and regularly communicate with NFWF and FWS to expeditiously complete these requirements and report on individual grant progress.

Question: The RFQ states that only one award will be made for this project, and that if multiple institutions are involved, they should be handled through subcontracts. Does NFWF encourage applicants to assemble a team of professionals to provide maximum coverage of the program geographies/focus areas?

- NFWF Answer: We do not necessarily encourage this. If you have the needed expertise and relationships across the region within the applicant organization, that is great. If you feel you

need to supplement your team's skills with outside entities, you may include those as sub-contractors in your proposal.

Question: Can the Qualification of the Proposed Personnel section also include qualifications of the firm as a whole, and not just of the key staff?

- NFWF Answer: Yes, please include qualifications of the firm as a whole in addition to staff that will be engaging in the proposed contract.

Question: Can project references include those from NFWF?

- NFWF Answer: Yes, please include NFWF examples if they are relevant to this RFQ in addition to outside examples.

RFQ CLARIFICATIONS

Question: How many contracts does NFWF anticipate awarding in response to this RFQ?

- NFWF Answer: NFWF anticipates awarding one contract in response to the RFQ.

Question: Some parts of the RFP are written as if an award would be to an individual, but other parts of the RFP suggest NFWF is looking for a firm. Could you please clarify the expected level of effort (and/or role) for the individual or firm that would be selected?

- NFWF Answer: An individual could be considered under this RFQ, but based on the workload, we anticipate a firm with a small team contributing to this work would be better aligned with NFWF's needs.

Question: There are two contractor RFQs presently being considered for NFWF's Great Lakes programs. Does NFWF intend to award contracts (field liaison and regulatory compliance technical assistance) to two different firms? Or could one firm win both contracts?

- NFWF Answer: Either outcome is possible. The most competitive offeror will be selected in response to each RFQ.

Question: Could you provide an approximate scale for the available funding for this contract?

- NFWF Answer: NFWF does not initially set restrictions on funding requests in response to RFQs. We hope to see cost-effective proposals reflective of one-year of reasonable contractor activities aligned deliverables and the scope of the contract detailed in the RFQ.

Question: Does the 4-page limit for the proposal include the firm qualifications section? Is it possible to expand the 4-page limit, so interested firms are able to expound more on their technical experience?

- NFWF Answer: The four page limit relates to the scope of work primarily, as well as the qualifications of the firm. Additional discussion of qualifications of individual team members or examples of expertise of the firm may be included under the Biographies and References sections.