

**Request for Proposals (RFP) to
Develop or Update Watershed Restoration and Protection Plans
within the New Jersey Highlands Region**

Response to Questions #2
February 17, 2023

**In response to requests, the proposal submission deadline is extended
for a period of 30 days to April 17, 2023.**

The deadline for Questions and Answers is also extended until March 3, 2023.

1. How many plans are the Highlands Council looking to develop and/or update via this RFP process?
 - Sufficient funding exists to fund approximately 3 plans in FY2023 with the potential for additional funding for plans in FY2024. However, the number of plans to be funded depends on the overall cost of the proposals submitted.
 - Any plan proposals not funded in the initial FY2023 award will be held by the Council and may be awarded in FY2024.
 - The Highlands Council does not intend to re-release the RFP for additional awards not funded in FY2023. All proposals should be submitted under this RFP.
2. How much funding has the Highlands Council set aside for this RFP/effort?
 - The Highlands Council has not set aside a specific amount of funding for this effort; however, the Council is aware of the cost of other plans prepared in the region. Please also see the responses to Question #1.
3. If a consultant proposes to develop or update multiple plans, does the Highlands prefer one proposal or multiple, individual proposals?
 - One proposal is acceptable as long as each proposed plan is clearly identified with an individual scope of work and cost breakout by task.
4. Will the Highlands accept one RFP response (resumes, project examples) from a consultant that includes scope and pricing for multiple plans? This is preferred to streamline the responses.
 - One RFP response will be accepted as long as each proposed plan is clearly identified with an individual scope of work and cost breakout by task.
5. If a municipality is the applicant, but has not developed a watershed plan, what qualifications (resumes, project examples, etc.) are you seeking from them? Does a consultant need to be part of this team?

- A qualified consultant should be part of the team.
 - Please note that the primary intent of the RFP is to address watersheds that cannot be covered by individual municipal plans or for teams, agencies, groups or organizations that cannot utilize Highlands Council municipal and county plan conformance grant funding.
 - Funding for individual municipal or county plans is available outside of this RFP process, through the Highlands Council's non-competitive plan conformance grant program.
6. The RFP is structured to evaluate for a consultant (quals, resumes, cost, etc.) and result in the issuance of a professional services contract to update multiple watershed plans. However, the Q&A response in the first round indicated this is more of a grant opportunity for municipalities & nonprofits to apply for a specific project. Can you please provide further information as to the intentions of this RFP? Will proposals be evaluated based on project scope and cost or based on qualifications of the applicant?
- The intention of the RFP is to develop new plans where such plans do not currently exist or update plans that are outdated. The Council will consider the overall potential benefit of the proposed plan. Proposals will be evaluated on the project scope, cost and qualifications of the applicant and any associated team of professionals proposed to complete the project.
 - The project Team, including qualified professionals should be identified in the proposal.
7. Given the response to questions that indicated specific watershed plan scopes and costs are to be included in the proposal, and multiple plans can be included in the submission, would the Highlands Council consider extending the deadline by 30 days so that we can coordinate and collaborate with municipalities and watershed groups?
- Yes. The proposal submission deadline is extended for a period of 30 days to April 17, 2023. The deadline for Questions and Answers is also extended until March 3, 2023.