

REQUEST FOR QUALIFICATIONS # 2024-020
New England Environmental Finance Center
Call for Environmental Consultants
RESPONSE ADDENDUM #1
February 8, 2024

CLARIFICATION

QUESTIONS

Q1: Are there any page or attachment limitations in response to the RFQ?

A1: Please refer to Section 3.1.4. Respondent should avoid submitting superfluous materials as they may exceed upload able file size.

Q2: Section 3.2 of the RFQ states “The Respondent’s submission must follow the outline used below, including the numbering of section and sub-section headings.” Subsection 3.2.1 and 3.2.2 of the RFQ only reference what should be contained in “Section 1- Response Cover Page” and “Section 4- Response to Questions” however there is no guidance on the other sections (i.e., Section 2 or 3) or a full outline. Is there additional outline guidance or an outline template that should be provided and followed?

A2: In most RFX processes, Section 2 is the Cost Proposal and Section 3 is the Contract for Special Services. In this RFQ, no cost information is being obtained at this time. The Contract for Special Services and Attachment B (Insurance) & C (UMS Standards for Safeguarding Information are provided for illustrative purposes only. Respondent’s submission should include Appendix A, B, D & E.

Q3: How is the UMS-NEEFC program funded?

A3: The NEEFC is funded through multiple grants and cooperative agreements, typically from federal and state agencies. The NEEFC’s largest funder is the U.S. Environmental Protection Agency.

Q4: Do you maintain a list of communities, etc. who have received assistance through your program?

A4: The NEEFC works with New England communities across a broad range of programs and focus areas including climate adaptation and resilience, water infrastructure, stormwater and watershed management, nature-based solutions, sustainable operating practices. We do not maintain a central list of beneficiaries of NEEFC assistance; however, select examples can be found on the following program webpages.

- Southeast New England Program (SNEP) Network: <https://snepnetwork.org/community-assistance-projects/>
- Climate Adaptation and Resilience: <https://neefc.org/climate-resiliency/>
- Stormwater and Nutrient Management: <https://neefc.org/stormwater-nutrients-management/>
- Sustainable Operating Practices: <https://neefc.org/sustainable-operating-practices/>
- Water Infrastructure: <https://neefc.org/water-infrastructure/>

Q5: Which consultants are on your current (or past) list of prequalified firms, and do you typically accept/list a certain number of consultants?

A5: To date, the NEEFC has operated a limited-scope consultant pool for our SNEP Network program only, which includes services related to stormwater and watershed management, ecological restoration, and climate resilience in Rhode Island and Massachusetts. A list of prequalified consultants in the SNEP Network Consultant Pool can be found here: <https://snepnetwork.org/consultant-pool>. Please note that the existing SNEP Network Consultant Pool will end on September 30, 2024. Consultants/firms qualified under the SNEP Network Consultant Pool RFQ process must reapply to be eligible for consideration for the NEEFC Consultant Pool. There is currently no limit on the number of consultants that can be part of the NEEFC Consultant Pool.

Q6: What is the average value of contracts procured through your collaboration?

A6: Based on the NEEFC's experience with the SNEP Network Consultant Pool, the value of the contracts procured depends on the scope of work and services and the length of the project. In the past, the NEEFC has funded projects ranging from 1-3 years in length. The value of contracts can range anywhere from \$5,000 to \$120,000, with an average of ~\$30,000.

Q7: What is the approximate, total, annual dollar value of assistance provided through your program?

A7: The approximate total annual dollar value of assistance through the NEEFC Consultant Pool has yet to be determined and will depend on programmatic needs and available funding. However, as an example, the NEEFC's SNEP Network program is a \$6 million, 5-year cooperative agreement (October 2019-September 2024) with EPA Region 1. Since the inception of the SNEP Network Consultant Pool, the NEEFC has allocated over \$800,000, with an average of approximately \$200,000 annually for consultant services to work directly with communities on technical assistance projects. The NEEFC has other programs, including our New England Water Infrastructure Network, where we anticipate using the Consultant Pool in a similar fashion over the next three years.