

## LISW-RCPP Request for Proposals

### For Land Surveys

Proposal Deadline: September 30, 2019

The Long Island Sound Regional Conservation Partnership Program (LISW-RCPP) Forest Land Protection Technical Committee is requesting proposals from professionally qualified land surveyors to prepare land survey reports for properties within the Long Island Sound watershed in the states of Connecticut, Massachusetts, and Vermont.

### Background

The Long Island Sound Watershed Regional Conservation Partnership Program (LISW-RCPP) is a landscape scale initiative that covers the geographic area of Long Island Sound and its watershed. A \$10 million grant from the US Department of Agriculture, Natural Resources Conservation Service (NRCS) under the Regional Conservation Partnership Program was received in 2015 to development and implementation a comprehensive working lands program to address nitrogen leaving the watershed and impacting Long Island Sound. This program is comprised of three working areas: 1) nutrient management and soil health, 2) protection of non-industrial forest land and 3) working lands adaptation/resilience.

The LISW-RCPP Forest Land Protection Technical Committee administers a pre-screening application process to advance high-quality applications for NRCS Healthy Forests Reserve Program (HFRP) funding. The HFRP assists landowners, on a voluntary basis, in restoring, enhancing and protecting forestland resources on private lands through permanent conservation easements. The LISW-RCPP has developed this application process to help NRCS direct \$2.8M in HFRP funding to:

- Promote the recovery of endangered and threatened species under the Endangered Species Act (ESA)
- Improve plant and animal biodiversity
- Enhance carbon sequestration
- Protect drinking water supply resource areas

For more background on the LISW-RCPP project, read more at <http://www.lisw-rcpp.com/>

### Scope of Services

The Forest Land Protection Technical Committee is seeking professional land surveyors to generate survey reports for properties in the LI Sound watershed. The selected surveyor must seek input from and work with appropriate state NRCS staff and Highstead Foundation, as needed. The applicant may submit a proposal to generate survey reports for all or a portion of the properties listed below.

State	Name	Acres Under Easement	Property Address
CT/MA	Rizner	129	Headquarters Road, Litchfield CT
CT	Marshepaug	743	Rizner Lane in Union CT and Sturbridge, MA
VT	Eaton North	266	Middlebrook Road, West Fairlee VT
VT	Eaton South	147	Middlebrook Road, West Fairlee VT

# LISW-RCPP Request for Proposals HFRP Land Survey

## Land Survey Report Elements

- Meets all Healthy Forest Reserve Program land survey specifications (attached)
- Takes into consideration the current restoration plan associated with the property (these will be provided to the selected surveyor).
- The final land survey report(s) must be concise and readable to the average citizen
- Submit final electronic copy in pdf format and two bound color hard copies

## Resources

- NRCS Easement Programs Land Survey Specifications, June 2018 (attached).
- Healthy Forest Reserve Program (HFRP) [Easement](#) and [Background Information](#).

## Eligible Applicants

- Must be a professional land surveyor, licensed or registered in the State where the land survey will be conducted.
- All land survey work must follow recognized professional practices and standards and meet the accuracy specifications and positional tolerances set forth in the regulations of the State where the survey will take place and the NRCS specifications defined herein.
- Must be in good standing with the licensing authority where the credential was issued.

## Application Procedures

Complete applications will include:

- A one-page letter of interest
- A description of proposed approach/response to the scope of services requested
- Synopsis of the team or individual qualifications, how team's qualifications and experience relate to project; similar projects performed
- A list of all training courses completed to include month/year and who provided the training;
- Copies of all licenses for those state(s) in which you are interested in doing work
- Names and contact information of three clients you've conducted assignments for within the past three years
- A list of the geographic areas where you or your firm practices survey work
- Cost summary (hourly wages, the estimated number of hours and total dollar amount of project)
- Project manager and primary contact\*
- Sample of work
- Certificate of liability insurance
- Not to exceed 15 pages, excluding attachments/samples of work

## LISW-RCPP Request for Proposals HFRP Land Survey

\* The selected consultant must deliver all services outlined in this request for no more than the proposed amount. All costs associated with the development of this proposal (e.g., meeting, travel, research, administration/project management, etc.) shall be included in this amount. The payment schedule will be established, with final payment contingent upon approval of the land survey report. A penalty may be assessed if agreed-upon deadlines are not met.

### Selection

Please read through all the application materials (including links provided in Resources) for program details and eligibility. The LISW-RCPP Forest Land Protection Technical Committee, together with the Council on Soil and Water Conservation will select the final applicant based on these criteria:

- Applicant eligibility
- Quality of information provided
- Experience
- References
- Cost

### Terms and Conditions

- The LISW-RCPP reserves the right to reject any or all proposals or to accept any proposal deemed to be in the best interest of the NRCS and the LISW-RCPP.
- Proposals shall remain valid for a minimum of 60 days
- Changes to the RFP document will be by written addendum only
- There is no expressed or implied obligation for the LISW-RCPP to reimburse responding providers for any expenses incurred in preparing proposals in response to this request
- Proposals submitted are considered public information
- Any contract shall contain a provision for cancellation of the contract by either party with a required 90-day written notice to the other party

### Timeline

- Release Request for Proposal: September 13, 2019
- **Deadline for Proposals:** September 30, 2019, 5:00 p.m.
- Evaluation of Proposals: by October 18, 2019
- Notification of Award of Bid to Successful Consultant(s): October 22, 2019
- Final Survey Reports due: 30 days after signed individual property survey contracts received by NRCS.

### Where to Submit Proposal

Please email the completed proposal and any associated materials to Lilian Ruiz, Executive Director of the CT Council on Soil and Water Conservation at [ctcouncilswc@gmail.com](mailto:ctcouncilswc@gmail.com) before September 30, 2019, by 5:00 p.m.

For more information about this program, and or for assistance, please contact Lilian Ruiz at [ctcouncilswc@gmail.com](mailto:ctcouncilswc@gmail.com)