Q1. What is the expected carrying capacity for both the Mendenhall Glacier Recreation Area and Mendenhall Glacier Visitor Center?
A1. That will be one of the items the contractor develops based upon the site analysis, public input and recreation trends for the area. Some information is available from the MGRA Planning webpage http://www.fs.usda.gov/project/?project=37050&exp=overview

Q2. What are the key issues for the overall intended user experience?
The description and scope of work describes these in general, more detailed information will be developed as part of the public involvement process.

Q3. What types of access are anticipated into the MGRA?
A3. The area is accessed by motor vehicles, bicycles and pedestrians. This type of information – access points and types -- should be reflected in the site analysis being developed by the selected contractor.

Q4. Wayfinding and interpretation: please rate the importance of these scopes in terms of experience goal.
A4. These will be developed as part of the public involvement process.

Q5. What is most relevant / recent preceding document to the EA/ EIS?
A5. Please see the MGRA Planning webpage http://www.fs.usda.gov/project/?project=37050&exp=overview

Q6. What level of climate change analysis will be necessary to meet the requested scope for conceptual planning?
A6. We anticipate some analysis of glacial change, but we are not expecting to require a climate change assessment.

Q7. These kinds of projects become even more successful by connecting a series of nodes to surrounding community populations, access, and experiences. Are there any you would consider worth noting?
A7. The Alaska Region values the communities we work and live in, so this will be an important component that will be developed as part of the public involvement process.

Q8. Does the Prime for this project need to be a licensed landscape architect in the State of Alaska, or is it possible for another team member (not the prime) be licensed in Alaska?
A8. There is not a requirement for the prime contractor to be a licensed landscape architect in the State of Alaska. It is permissible for a project team member (sub-consultant) to hold the required credentials.

Q9. Can you tell me if you anticipate a full EIS on this project or only an EA?
A9. This determination will be made during progress of the work in earlier task orders.
Q10. Are site visits possible?
A10. Two escorted site visits are available on April 13 and April 22 from 1:00 – 4:00 p.m. Escort site visits will not be honored outside of these two times without prior approval of the Contracting Officer. Please contact John Neary (MGVC Director) at jneary@fs.fed.us to arrange for participation in the two scheduled site visits. The area is also open to the public for unescorted access (Visitor Center is currently closed to the public except for the escorted site visit).

Q11. Who will staff the reviewing (evaluation) team?
A11. The reviewing team will likely be comprised of USFS Region 10 personnel.

Q12. Can you clarify what is expected in the Subject Matter Experts (SME)?
A12. The list shown on page 3 provides a guide to the subjects that have been discussed in the past. The list is not all inclusive but does represent topics that have the potential to be important in the management of the area.

Q13. Is professional licensing in Alaska required prior to commencing the work?
A13. The requirement is that the discipline will have a professional registration, or license, in the State of Alaska prior to contract award. Submissions that include personnel whose Alaska professional licensing is pending will not be evaluated as favorably as submissions that include already licensed personnel.

Q14. Can you clarify the 50% by small businesses requirement?
A14. This requirement is being set aside 100% for small business. One of the required clauses for small business set asides expected to exceed $150,000 is FAR 52.219-14 Limitations on Subcontracting. It states, in part:

“(c) By submission of an offer and execution of a contract, the Offeror/Contractor agrees that in performance of the contract in the case of a contract for –

1. Services (except for construction) At least 50 percent of the cost of contract performance incurred for personnel shall be expended for employees of the concern.”

This means that 50% of the total cost for labor – over the entire contract duration (all task orders combined) – must be for the prime contractor’s own employees. Evaluation factor #5 “Capacity to accomplish the work in the required time and within price” will, in part evaluate whether the firm appears able to meet this limitation.

Q15. Topographic surveying has the potential to create more than 50% of the work (question relates to Limitation on Subcontracting)?
A15. It is expected that topographical surveying will involve a number of smaller discreet areas surveyed for a one-foot to two-foot contour interval level of accuracy. It is not anticipated that the topographic survey requirement will be that extensive.
Q16. How will you address the 50% requirement given there are unknowns, such as amount of topographic surveying?
A16. It is anticipated the majority of the effort for this work is in Landscape Architecture and Landscape Planning. That was part of the reason for identifying this project under the NAICS 541320, Landscape Architecture. As noted earlier, regarding topographic surveying, it is expected that these will be small discreet areas and would not represent a large portion of the total fee.

Q17. Can you clarify if in joint ventures must all firms be a small business?
A17. There are different requirements for different types of Joint Ventures. This is a matter within the purview of the Small Business Administration. Please contact your local Small Business Administration Office for information. See:
https://www.sba.gov/tools/local-assistance

Q18. Do joint ventures or licenses need to be in place before you select the contractor?
A18. Licenses must be in place prior to award. Joint Venture agreements must be signed/finalized prior to contract award. Please note the government does not intend to delay award while waiting for either of these situations.

Q19. The solicitation says that much of the information for the conceptual development plan is publicly available. Where?
A19. Most if not all of information on site conditions is available from the Southeast Alaska GIS Library (http://seakgis.alaska.edu/) for the level of accuracy needed for this effort.

Additional publicly available information has been posted to FedBizOpps as a separate downloadable document. This publically available information is provided as background information only and is not intended for the purpose of providing direction. Interested parties should NOT assume that any of this information will guide the efforts of development of the MGRA/MGVC Plans.

Q20. Evaluation Factor #2 “Past Performance . . .” limits the time period for completion of relevant project to the last five (5) years. There have not been many similar projects in Alaska in last five years. Can that be expanded up to 12 years?
A20. The time frame for Evaluation Factor #2 will be expanded to the last 15 years. The intent of evaluation factor 2 is to assess the consulting team’s success in performing this type of work in the past. Projects dating back as much as 15 years will be evaluated, but more recent relevant projects are much more desirable.

Q21. Subject Matter Experts (SME) experience doesn’t really fit into the SF330 Part I, Section E (Resumes of Key Personnel Proposed For This Contract) format. Is the format flexible?
A21. Yes. A Resume or Curriculum Vitae for SMEs may be included in Part I, Section H and are included in the 75 page limit.
Q22. Is it a requirement to have a registered/licensed landscape architect in AK for this RFP? Meaning, does the landscape architect need to have a separate landscape license or will an architecture license work for the landscape/land planning portion?
A22. The requirement is for a Landscape Architect licensed in Alaska to be on the team.

Q23. Is there a mandated format for SF330 that should be used on this proposal? This question relates to general graphic design of presented information, not content.
A23. There is no mandated format. Information as it relates to each of the evaluation criteria should be clearly noted and presented in the same order as those criteria are listed in the announcement – especially narrative information and attachments included in Section H. A cross reference table showing the location of information related to each of the evaluation criteria would also be helpful, but it not required. The clarity and organization of an offeror’s submission is a direct reflection of their ability to present material in a well-organized, accurate and thoughtful manner.