



State of New Jersey

Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, New Jersey 07930-2322
(908) 879-6737
(908) 879-4205 (fax)
www.nj.gov/njhighlands



PHILIP D. MURPHY
Governor

CARL J. RICHKO
Chairperson

SHEILA Y. OLIVER
Lt. Governor

LISA J. PLEVIN
Executive Director

Questions Posed to the Highlands Council
by Potential Respondents to the Request for Proposals to
Develop a Regional Interactive
Environmental Resource Inventory (“ERI”)
February 4, 2019

Question #1:

The Request for Proposal (“RFP”) lists as a selection criterion the following:

“6. The Highlands Council’s prior experiences with the Consultant.”

- a. Specifically, which consultants has the Highlands Council had previous experience with?
- b. What weight is given to this selection criteria?

Response #1:

- a. The Highlands Council has previous experience working with the following consultants with expertise in GIS:
 - Center for Remote Sensing and Spatial Analysis (“CRSSA”), Rutgers University, New Brunswick, NJ
 - Civil Solutions, a Division of ARH, Hammonton, NJ
 - Fountain Spatial (acquired by VHB), Albany, NY
 - Ian Shiland, West New York, NJ
 - Vertices, Palisades Park, NJ

Additionally, CRSSA and Vertices have assisted with web-hosting services.

- b. The Highlands Council Contract/Agreement Proposal Scoring Sheet is attached to this response as Appendix A, which reflects the weight that will be given to the Highlands Council’s previous experience with the consultant in reviewing the proposals.

Question #2:

The RFP lists as a selection criterion the following:

“7. The Consultant’s familiarity with the work, requirements, and systems of the Highlands Council.”

- a. What weight is given to this selection criteria?
- b. Specifically, what work, requirements and systems should the consultant have familiarity with in order to successfully perform this work, and to be fully qualified under this evaluation criteria?

Response #2:

- a. The Highlands Council Contract/Agreement Proposal Scoring Sheet is attached to this response as Appendix A, which reflects the weight that will be given to the consultant’s experience and overall familiarity with the subject matter of the RFP. The requirements and systems of the Highlands Council is an implied component of the consultant’s experience and expertise with the subject matter of the RFP.
- b. As stated in the RFP, the consultant is expected to have knowledge of the New Jersey Highlands Water Protection and Planning Act, N.J.S.A. §§ 13:20 – 1, et seq. (the “Act”) and the Highlands Regional Master Plan (“RMP”) (See www.nj.gov/njhighlands/master/rmp/final/highlands_rmp_112008.pdf). The consultant is also expected to have prior experience with web-mapping development. Additionally, experience with developing Environmental Resource and/or Natural Resource Inventories would be beneficial, but is not a prerequisite for selection.

Question #3:

The RFP lists as a selection criterion the following:

“10. Geographical location of the Consultant’s offices.”

- a. What is the significance of the geographical location of the consultant?
- b. Must the consultant be located in the Highlands, in New Jersey, within a certain travel distance?
- c. Does the Highlands Council require that web application development projects such as this one be completed by firms that are local?

Response #3:

- a. The geographical location of the consultant is important to the extent that in-person meetings are necessary to complete the scope of work.

- b. The consultant does not need to be located within the Highlands Region and there is no distance requirement imposed by the Highlands Council in the review of proposals.
- c. The Highlands Council does not require that web application development projects such as this one be performed by local firms. If, however, a consultant is not local, it is still expected that the consultant will attend in-person meetings at the consultant's cost as needed to complete the scope of work.

Question #4:

The RFP states that one of the proposal submittal requirements is:

“3. A statement detailing the Consultant's availability over the next year and its availability during that time to work interactively with Highlands Council staff at our offices in Chester, NJ, and to attend routine local meetings in the Highlands Region.”

- a. What is the nature of the routine local meetings?
- b. If the routine local meetings include project status meetings, is the Highlands Council able and/or willing to conduct routine status meetings through modern remote technologies that are widely used for this purpose?
- c. What are the reasons for the on-site presence that is required, particularly with respect to the development and deployment of a web-based application?

Response #4:

- a. Under the scope of work, the meetings that the consultant would be required to attend are limited to project development and status meetings. It is not expected that the consultant will need to attend local meetings within the Highlands Region.
- b. The Highlands Council is willing to conduct routine status meetings through modern remote technologies to the extent that remote meetings provide for an appropriate level of interaction to ensure that the scope of work can be completed to the satisfaction of the Highlands Council. It is expected, however, that on certain occasions, in person meetings will be needed, as explained more fully in Response 4.c.
- c. Given the nature of the scope of work, the Highlands Council believes that in-person meetings will be needed, especially during the development stage, to ensure that the consultant and the Highlands Council's project team can work collaboratively. It is also expected that training of Highlands Council staff on the final project deliverable will be conducted in person. The consultant should include at least two in person meetings in the proposal.

Question #5:

Please provide a list/description of the datasets that are of interest.

Response #5:

A list of the datasets that are of interest is included in the attached Appendix B, “Desired Datasets for Interactive ERI.” Priority levels have been assigned to each dataset.

Question #6:

Do all of the datasets that will be presented in this application already exist in digital form? Are they available through an API? Through NJ-GeoWeb?

Response #6:

The source of data for each dataset of which the Highlands Council is aware is included in the attached Appendix B. These are suggested sources of data, but to the extent the consultant is aware of alternate sources of data, the consultant may recommend the use of those sources. Some of the data is available through an API and/or through NJ-GeoWeb, but the Highlands Council expects the consultant to host and serve all of the required data for enhanced performance and speed.

Question #7:

Do any of the datasets require development and/or processing to make them web-ready? If so, which ones?

Response #7:

Certain suggested sources of data where the dataset is not already processed to be web-ready are included in the attached Appendix B. Should the consultant choose to use these sources of data for the dataset, the consultant is responsible for processing the data into the suggested format.

Question #8:

How often will the data need to be updated?

Response #8:

All data will need to be updated at the same frequency as the source data is updated.

Question #9:

Please provide more detail about the vision for what data will be presented, in what format (tables, charts, thematic maps), with respect to which geographic features?

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Response #9:

Additional information regarding the presentation format preferred by the Highlands Council for each dataset is included in the attached Appendix B.

Question #10:

Does the Highlands Council have a budget for this project?

Response #10:

The Highlands Council does not have a line-item budget for this project.

Complete RFP can be found at the link below:

www.nj.gov/njhighlands/news/rfps/eri/eri_rfp.pdf

APPENDIX A
HIGHLANDS COUNCIL CONTRACT/AGREEMENT PROPOSAL SCORING SHEET

Contract/Agreement	
Applicant	
Date	
Reviewer	
Review Team	

Scoring Rubric	Description
1	Experience or presentation not relevant or representative
2	Experience or presentation somewhat relevant or representative
3	Experience or presentation relevant or representative
4	Experience or presentation highly relevant or representative
5	Experience or presentation an excellent match in relevancy or representativeness
NA	Not applicable
Note: a decimal may be used to refine a score; e.g. a 3.5 versus a 3.0	

Scoring Item	Comment	Score
Experience (25 Points):		
Firm experience and expertise with subject matter		
Individual team member experience and expertise with subject matter		
Highlands Council prior experience with firm		
Experience on similar projects		
References pertinent to proposed project		
Response to RFQ (20 Points):		
Response to general submittal requirements		
Understanding of RFP requirements and intent of project		
Organization and presentation of submission		
Approach to project outlined in RFP		

Scoring Sheet Continued on Next Page

APPENDIX A
HIGHLANDS COUNCIL CONTRACT/AGREEMENT PROPOSAL SCORING SHEET

Scoring Item	Comment	Score
Availability (15 Points):		
Ability to commit to project schedule		
Availability of qualified personnel to complete project		
Geographic location of consultant		
Cost (10 points):		
Total project budget, if appropriate		
Hourly rates		
	Subtotal	
Conflicts of Interest? (Not Scored – enter “Yes” or “None”)		
	Total Score (out of possible 70 points)	

Appendix B: Desired Datasets for Interactive ERI

Dataset	Source*	Map	Table**	Graph**	Priority Level
Flood Hazard Areas	https://msc.fema.gov/portal/search	x			1
2014 Integrated Report Sublists Designations.	http://njogis-newjersey.opendata.arcgis.com/datasets/2014-new-jersey-integrated-list-of-waters-integrated-list	x			1
Stormwater Infrastructure Data†	https://www.nj.gov/dep/dwg/msrp_map_aid.htm	x			1
Well Head Protection Areas	http://njogis-newjersey.opendata.arcgis.com/datasets/njdep::well-head-protection-areas-for-public-community-water-supply-wells-in-new-jersey	x			1
Surface Water Quality Classification	http://njogis-newjersey.opendata.arcgis.com/datasets/njdep::surface-water-quality-classification-of-new-jersey	x			1
Wetlands/(if possible wetland types)	http://njogis-newjersey.opendata.arcgis.com/datasets/njdep::wetlands-of-new-jersey-from-land-use-land-cover-2012-update	x			1
Wastewater Franchises or Districts and Associated Service Areas.	http://njogis-newjersey.opendata.arcgis.com/datasets/wastewater-service-area	x			1

Notes:

* The sources listed for the dataset are suggested, but not required. If the consultant is aware of better or more comprehensive sources they are encouraged to use that information. Listed sources are more or less suggested starting points.

**Datasets provided in this format should only be made available on the Municipal level.

Assignments for priority levels are as follows:

1 – A must have for the interactive ERI

2 – Would really like to include in the interactive ERI

3 – Can be left out, if too difficult to incorporate

†These are suggested sources where the dataset is not already pre-processed and should the consultant choose to use this source for the dataset they would be responsible for processing the data into the suggested format.

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Dataset	Source*	Map	Table**	Graph**	Priority Level
Potable Water Franchises or Districts and Associated Service Areas.	http://njogis-newjersey.opendata.arcgis.com/datasets/NJHighlands::public-water-eas	x			1
Septic Maintenance Information	internally provided	x			2
Earthquake Epicenter Mapping	https://www.nj.gov/dep/njgs/geodata/dgs04-1.htm	x			1
Landslide Mapping	https://www.state.nj.us/dep/njgs/geodata/dgs06-3.htm	x			1
Bedrock Aquifers	https://www.state.nj.us/dep/njgs/geodata/dgs98-5.htm	x			1
Bedrock Geology	https://www.nj.gov/dep/njgs/geodata/dgs04-6.htm	x			1
Ground-Water Recharfe Series DGS02-3	https://www.state.nj.us/dep/njgs/geodata/dgs02-3.htm	x			1
Sole-Source Aquifers	https://www.state.nj.us/dep/njgs/geodata/dgs98-6.htm	x			1
Surficial Geology	https://njgeology.org/geodata/dgs07-2.htm	x			1

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Dataset	Source*	Map	Table**	Graph**	Priority Level
Open Space and Recreation	https://gisdata-njdep.opendata.arcgis.com/datasets/state-protected-open-space-agency-locations-in-new-jersey	x			1
	https://gisdata-njdep.opendata.arcgis.com/datasets/state-local-and-nonprofit-open-space-of-new-jersey				
	https://gisdata-njdep.opendata.arcgis.com/datasets/state-protected-open-space-generalized-and-recreation-areas-in-new-jersey				
NJ State Park Service Trails	http://njogis-newjersey.opendata.arcgis.com/datasets/new-jersey-state-park-service-trails-generalized	x			1
Nature Centers and Environmental Education Centers*	https://www.google.com/maps/d/viewer?mid=1UL_qY9rzAfTzDho6Zs5BXZmfAR4&hl=en_US&ll=40.84508001279986%2C-74.49208961621093&z=10	x			1
Fishing Recreation	https://www.state.nj.us/dep/fgw/fishplc.htm	x			1
Sustainable New Jersey Link*	http://www.sustainablejersy.com/actions-certification/participating-communities/		x		3
Preserved Farmlands*	https://www.nj.gov/agriculture/sadc/farmpreserve/progress/maps/mapstate.pdf	x			1

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Dataset	Source*	Map	Table**	Graph**	Priority Level
Farmers Markets†	https://findjerseyfresh.com/availability/#findfresh	x	or x		3
Incorporate Climate Data:†	http://climate.rutgers.edu/stateclim_v1/stations/index.html			x	2
Weather Station Locations†	https://www.njweather.org/maps/station-locations			x	2
Mean Temperature†				x	1
Average Precipitation†				x	1
Snow†				x	1
Number of Freeze Days/year†	https://climate.rutgers.edu/stateclim/		x		3
Air Quality Station Locations and Data†	http://www.njaqinow.net/	x	x	x	2
Natural Heritage Priority Sites	http://njogis-newjersey.opendata.arcgis.com/datasets/njdep::natural-heritage-priority-sites-in-new-jersey	x			1
Historic Properties	http://njogis-newjersey.opendata.arcgis.com/datasets/njdep::historic-properties-of-new-jersey	x	x		1
Mosquito Control Trap Locations†	http://vectorbio.rutgers.edu/reports/mosquito/intro.pdf	x			2
Mosquito Control Data†	http://vectorbio.rutgers.edu/reports/mosquito/		x		2

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Dataset	Source*	Map	Table**	Graph**	Priority Level
Solar Farm Locations	http://njogis-newjersey.opendata.arcgis.com/datasets/public-solar-facilities-in-new-jersey http://njogis-newjersey.opendata.arcgis.com/datasets/new-jersey-solar-pv-grid-supply-installations	x			2
Brownfield Development Areas	http://njogis-newjersey.opendata.arcgis.com/datasets/njdep::brownfield-development-areas-block-and-lots-of-new-jersey	x			1
Classification Exception Areas	https://gisdata-njdep.opendata.arcgis.com/datasets/classification-exception-areas-well-restriction-areas-for-new-jersey	x			1
Currently Known Extent of Groundwater Contamination	https://gisdata-njdep.opendata.arcgis.com/datasets/currently-known-extent-of-groundwater-contamination-cke-for-new-jersey	x			1
Contaminated Site	http://njogis-newjersey.opendata.arcgis.com/datasets/new-jersey-contaminated-sites	x			1
Dam Sites Registered by the USGS*	https://www.sciencebase.gov/catalog/item/581d051ee4b08da350d523db	x			1

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Dataset	Source*	Map	Table**	Graph**	Priority Level
Invasive Species†	http://www.ipcconnect.org/newjersey/	x	x		2
Habitat Connectivity†	Source data coming soon	x			1
All Highlands Specific Layers	http://njogis-newjersey.opendata.arcgis.com/datasets?group_ids=8f7ec6a2f2b44e688b8842a3b8580f8d	x			1

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