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DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

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Controller

DATE: June 20, 2011
TO: All Proposers, Request For Proposals #111052: Aquatic Plant Management Survey
FROM: Carolyn Clow, Purchasing Agent
SUBJECT: **ADDENDUM #1**

Questions and answers provided below in response to questions received.

Question #1 *Could you please clarify what you are looking for under section 1.2.3 data collection more specifically;*

"Number, size and diversity of fish species sampled as a part of littoral zone surveys"

This is not consistent with your project description 1.2.1 "an aquatic vegetation and substrate survey of the littoral zone areas" fish are not normally sampled as part of vegetation survey, if you could clarify that would be great!

Answer #1 See revised Section 1.2. Fish species data collection will not be requested of the consultant.

Question #2 *Also regarding sampling method, under your project description you specify a littoral zone survey using the Point Intercept method, just to clarify the PI survey is limited to the littoral zone NOT the whole lake, correct?*

Answer #2 DNR will indicate PI survey points for the entire lake including the littoral zone.

Question #3 *Under that same section there is a reference to "water clarity"; "Point Intercept method for aquatic plant sampling (DNR Bureau of Research, Jen Hauxwell will set up the sample locations for the sample sites and information on the appropriate protocol). **Water clarity.**" I don't think it is suppose to be in there, if it is what are you looking for general water clarity or secchi disks readings and if so how frequently?*

Answer #3 See revised Section 1.2. Water clarity data collection will not be requested of the consultant.

Question #4 Again under the same section you have "General shoreline condition (e.g. degree of development, vegetative cover, etc.)" what level of detail and documentation are you looking for here, general overview or specific with GPS coordinates?

Answer #4 See revised Section 1.2. Shoreline condition observations will not be requested of the consultant.

Question #5 Under 1.2.4 Project Deliverables....there are none listed, is that correct???

Answer #5 See revised Section 1.2 for a list of project deliverables in 1.2.4

RFP #111052 Aquatic Plant Management Plans – Revised section 1.2

1.2 Scope of the Project

1.2.1 Project Description

As described in the General Information Section 1.1, the purpose of this RFP is to solicit vendors to conduct field work to support Dane County staff preparation of Aquatic Plant Management Plans that can be used to comply with the requirements of NR 109 Wis. Admin. Code.

The contractor will be responsible for conducting an aquatic vegetation survey of Lakes Mendota, Monona and Kegonsa (additional waters as budget allows). The plant survey work protocol must follow the point intercept method developed by DNR. This protocol is standardized and used by DNR in its survey work, and also required for activities funded through DNR grant programs. DNR Fish and Habitat Research (Jen Hauxwell) will provide GIS layers and maps of the required sampling points and lake boundaries, along with information on the required protocols.

The contractor will also be responsible for comparing its 2011 plant survey data with past survey data to evaluate how plant species and distribution have changed over time.

The contractor will also be responsible for preparing herbarium specimens.

1.2.2 Data Collection

Contractors will perform the following tasks:

- Use the Point Intercept method for aquatic plant sampling in Lakes Mendota, Monona and Kegonsa (additional waters as budget allows). Sampling points and PI protocol will be provided by DNR Fish and Habitat Research (Jen Hauxwell).
- Identify plants by species.
- Record distribution of each plant species.
- Compile data in an Excel spreadsheet.

- Compare and evaluate 2011 data from Lakes Mendota, Monona and Kegonsa (additional waters as budget allows) with data from past aquatic plant inventories conducted by DNR, UW, or others on each waterbody.
- Provide information (delineate a GIS polygon on lake boundary map, provide paper copy, or office visit) to County staff for updating sensitive area maps.

1.2.4 Project Deliverables

A summary report presenting the findings of the aquatic plant inventories completed as a part of this project. The report will include the following:

- An Excel spreadsheet of the point intercept sampling results that comply with DNR protocols.
- An herbarium displaying pressed specimens, photographs and descriptive information.
- A narrative of how plant communities have changed since previous surveys.
- A narrative of any proposed revisions to proposed sensitive area determinations, and confirmation that consultant worked with Michelle Richardson in Dane County Land and Water Resources Department to update sensitive area maps.
- Updated tables and figures to existing aquatic plant management plan tables and figures, for each lake sampled (reference in parentheses below are to Lake Mendota document):
 - Relative aquatic plant frequency results (Figure 6)
 - Comparison of species richness and relative frequency results (Table 1)
 - Aquatic plant native species richness (Figure 7)
 - Summary Statistics (Appendix C)

NOTE: Lake Mendota plan is available for reference at <http://danewaters.com/management/pdf/mendotaPlan.pdf> and the appendices are found at <http://danewaters.com/management/pdf/mendotaAppendices.pdf>

Please acknowledge receipt of this addendum by noting “Addendum #1 Received” on the bottom of the Signature Affidavit when you submit your proposal.