QUESTIONS AND RESPONSES TO PROPOSER RFP INQUIRIES
Request for Proposal: Water and Land Geomorphological Trail Development
State of Louisiana, Department of Culture, Recreation and Tourism
Atchafalaya National Heritage Area

1. **Could you please inform us as to the budget to this above referenced project? Not to exceed a certain amount?**
   The budget has not and will not be established in advance of receipt of proposals. Cost is 25% of the overall score. 65% of a proposal’s score relates to background, experience, work examples, personnel qualifications, approach and methodology. (RFP Part 5 Evaluation Criteria).

   Additional information: PART 1, Article XV states “The State reserves the right to contract for all or a partial list of services offered in the proposal.” Cost may play a role in the State’s decision whether to contract for all of the services described in the RFP.

2. **We have a preliminary question: Is there an estimated budget for the work?**
   Please see response to Question #1.

3. **Could you tell us what the proposed project budget would be for this RFP?**
   Please see response to Question #1.

4. **Where can we find a list of the State’s existing inventory of 75 significant geomorphological sites and events within the ANHA?**
   We are in the process of assembling a list of significant sites and events for the selected contractor to use as a starting point for the finalized list. The list will include sites such as bayous, rivers, lock and dam structures, ports and events that may have an interpretive site such as the Flood of 1927. The final draft of the inventory of significant sites will be provided to the selected contractor.

5. **What is the funding source/impetus for this work effort?**
   The funding source for the project is the federal funding allocated to the Atchafalaya National Heritage Area program by Congress on an annual basis.

6. **Could you provide some additional detail regarding the payment terms?**
   In Attachment A of the RFP, titled “Sample Contract,” a suggested payment schedule is as follows: “If progress and completion to the reasonable satisfaction of the State are obtained, payments are scheduled as follows: The Contractor may bill on a monthly basis for those tasks which were completed during the previous month. Partial payments for incomplete tasks shall not be made. Invoices shall be accompanied by supporting documentation evidencing the
completed tasks. Final payment shall be made to the Contractor upon completion and acceptance by the State of all deliverables, submission of an original invoice and supporting documents, and approval by the Contract Monitor.”

The actual payment schedule will be finalized in the contract.

7. **Regarding Cost Proposal – can a lump sum be allocated for travel and materials? How do you recommend this be handled?**

Travel and materials associated with a task should be included in the Total Cost for Completion of the Task on Form B.

“Using Form B or an exact duplicate thereof, proposer shall submit proposer’s total maximum cost for providing the services described in Part 3 Scope of Work. For each task listed on Form B, the Proposer shall provide the names of the staff members who will perform the task, the hourly rate for each staff member, the number of hours each staff member will work to complete the task, and the total cost to complete the task. Prices shall be all-inclusive and must include the costs for all expenses, which will not be separately reimbursed. That is, the Contractor will not be reimbursed for travel, third party expenses, supplies, materials, equipment, copies, postage, incidentals or any other expenses. The Proposer should use additional rows to specify tasks not listed on Form B.” (RFP Part 4, II, E)

8. **We are clear on most issues except the smart phone application development. I see that in part ‘H’ of your scope, that the State will “provide for expenses associated with the smart phone and smart pad applications.” However, in part ‘G’ it says that the Contractor shall “Provide functional trail and map smart phone and smart pad applications in electronic source code, end-user-ready format.” Being a bit unfamiliar with smart device applications, can I receive some explanation on providing electronic source code, end-user-ready format?** We have already contacted some application developers on this, but would like to understand more clearly, what type of and how much data will be needed for the development of the app.

The selected contractor will provide the consumer-ready smart device applications, a task requiring programming and design that will enable a visitor to easily follow the established trail. The apps should impart the same information that will also be found on the website, map and brochure. Once the trail is established, there should be few changes in the future.

There are websites and apps in existence that serve visitors with information on local weather, events and other subjects. We would not want to duplicate information already being provided but we can explore providing supplemental, relevant information.
Offline usability is a desired feature in order to accommodate the visitor in areas with no or limited reception.

An example of a trail application with which we are familiar can be viewed at https://play.google.com/store/apps/details?id=com.barz.tourguide.creolenaturetrail

Expenses incurred for making the applications available to the market, such as Google Play Store and other mobile app stores, will be covered by the State.

9. Are research, writing, and gps locating for the 75 existing sites in the state inventory part of the current scope, or have 500-word descriptions and all other required information already been developed?
   Yes, research, writing, and gps locating is part of the current scope. No descriptions have been developed.

10. Does the Commission have an idea or range of approximately how many site markers they would like developed in the first phase?
    We have not established a range or limit for the number of site markers. The selection of sites for the finalized list will depend on their interpretive value and historical and geomorphological significance in the overall story of the water’s relationship to the land and the people. Additional considerations affecting the selection of sites will be visitor accessibility and partnership opportunities where needed.

11. Is it possible to share an estimated budget for the project?
    Please see response to Question #1.

12. Is the contractor responsible for building the website and or smart phone/smart pad applications and infrastructure?

   a. Website. The selected contractor will not build the website but will provide informational files to our webmaster.

   b. Application. The selected contractor will provide the consumer-ready smart device applications, a task requiring programming and design. Expenses incurred for making the applications available to the market, such as through Google Play or Apple Online Store, will be covered by the State. The contractor will monitor both the web and application development phases.
13. Does “design” include design of program infrastructure or only the "graphic" appearance provided with proper electronic files and specifications?
   “Design” includes the "graphic" appearance and infrastructure which will result in the consumer-ready smart device applications.

14. Will we be responsible for identifying all National Register eligible properties in the study area, or just those that would be part of the tour package?
   Identifying National Register eligible properties is not required as part of this project.

15. Page 11 (II –B.1); For the 75 approximate existing sites inventoried currently, can a GIS shapefile be provided for these locations before the proposal submission date for producing the scope and estimate?
   A GIS file does not exist for the bayous, rivers, etc. that will make up the list which will serve as a starting point for the finalized list of sites. It is anticipated there will be sites selected in all 14 parishes that comprise the Atchafalaya National Heritage Area.

16. Page 11 (II –B.1); The RFP states “add additional sites” to the existing 75-site inventory; does the DCRT/ANHA have an estimate as to how many additional sites may be added to the existing inventory?
   The list will serve as a starting point for the finalized list of sites. It is anticipated there will be selected sites in all 14 parishes that comprise the Atchafalaya National Heritage Area. We have not established a limit for the number of site markers. We are more interested in selecting sites that unfold an authentic, complete story.

17. Page 12 (II –B.1); The RFP states that the “Contractor shall identify sites of unique importance”; will these associated with the existing 75-site inventory, or will it encompass the 75 sites plus the “additional sites” discussed above?
   It will encompass the approximately 75 sites, any additional sites added, and possibly reflect deletions.

18. Page 12 (II- B.3); The RFP states that “a description of each individual site of up to 500 words” will be provided; is this for the existing 75-site inventory, or will it encompass the 75 sites plus the “additional sites” discussed above?
   A description of up to 500 words will be provided by the contractor for each site that ends up comprising the trail.

19. Page 12 (II –B.4); The RFP indicates that the contractor will identify opportunities for future developments; does the DCRT/ANHA have an estimate as to how many future developments may be identified?
   Ideally, each site with a marker will serve as a trailhead for a non-motorized, outdoor recreation trail such as biking, hiking, canoeing, etc. If a site does not currently have the infrastructure to serve as a trailhead but the potential to do so exists, it may become a
separate, future project. Some sites may not be suitable to serve as trailheads now or in the future but may remain on the motorized trail because of their significance.

20. Page 15 (III-E); Will there be a need for periodic site visits by the selected contractor and/or SCRT/ANHA representatives to some or all of the sites for the monthly status reports? How long will the status reports be required; we are assuming for the project contractual period only.
   The monthly status reports will be required for the duration of the contract only. It is anticipated that it will not be necessary to visit all sites every month.

21. Page 15 (III–H); For the State deliverables to the contractor, will the state provide information/data on the existing 75-site inventory? This is implied on page 11-12, but it is not included as part of the contract deliverables section.
   a. If the data will be provided, in what type/format will the information be?
   Site data has not been accumulated. A list of sites will be provided in Excel document format. Resources to assist in data accumulation will be provided in Excel, Word, PDF and web link formats.

Website / IT Information

22. Page 12 (II-B.3) and Page 14 (II-F); Is the contractor responsible only for content and advice (i.e., no code development) for the web site(s)?
   Yes, the contractor is responsible only for content and advice (i.e., no code development) for the web site.

23. There is a reference to smart phone and smart pad applications on page 12 of the RFP. Are these existing (built) applications or are they the applications also referred to on page 14, Section G?
   No applications exist at this time. These are the applications to which are referred on page 14, Section G.

24. Is there a preferred/desired platform for the smart phone and smart pad applications (e.g., iOS, Android, Windows Mobile)?
   The exact platforms for the smart device applications will be finalized in the contract after discussion with the contractor. It is our intention to reach the most users through Android (62.9% market share\(^1\)) and iOS (30.9% market share\(^1\)).

25. Will the usage (e.g., downloads, platforms, connections, points of interest) of smart phone and smart pad applications be tracked and will the State be responsible for tracking this data?
   The State will not track usage of smart phone and smart pad applications.

\(^1\) Kantar Worldpanel, July 2014
26. What functionality will be required for the smartphone/pad application specifically? For instance, will offline use be required for those areas with no/limited cellular coverage?
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There are other websites and apps in existence that serve visitors with information on local weather, events and other subjects. We would not want to duplicate information already being provided but we can explore providing supplemental, relevant information.

Offline usability is a desired feature in order to accommodate the visitor in areas with no or limited reception.

An example of a trail application with which we are familiar can be viewed at https://play.google.com/store/apps/details?id=com.barz.tourguide.creolenaturetrail.

27. Will existing GIS data previously collected/developed for the ANHA master plan or other related studies be provided to contractor?
The Management Plan can be viewed at http://atchafalaya.org/page.php?name=Management-Plan. Data collected for our signage placement of approximately 300 highway orientation signs throughout 14 parishes can be provided to the contractor.

28. Is there a dedicated grant amount and/or budget for this project? If so, can you provide the maximum budget allocation?
Please see response to Question #1.

Other

29. What information are the subcontractors required to submits (e.g., bank letter, credit references, certification statement, etc.)?
If the proposer intends to subcontract for portions of the work, the proposer should identify any subcontractor relationships and include specific designations of the tasks to be performed by the subcontractor. Information required of the proposer under the terms of this RFP is also required for each subcontractor and will be considered in the scoring of proposals during evaluation of the proposals. The prime contractor shall be the single point of contact for all subcontract work. (RFP-Page 18, Part 4, II, B, 1)
Part 1. General Information. Section XVI. Corporation Requirements

30. For purposes of this contract, are Limited Liability Corporations (LLCs) considered to be “corporations”?
   Limited Liability Companies are required to file with the Louisiana Secretary of State’s Office if they will be conducting business within Louisiana for more than thirty days. Please contact the Louisiana Secretary of State’s Office at 225.922.2880 or email www.sos.la.gov for more information.

31. Are LLCs required to obtain the referenced certificate of authority from the Secretary of State of Louisiana?
   Yes, if they will be conducting business within Louisiana for more than thirty days. Please contact the Louisiana Secretary of State’s Office at 225.922.2880 or email www.sos.la.gov for more information.

32. Are proposed sub-consultants or sub-contractors required to obtain the certificate of authority?
   Yes, if they will be conducting business within Louisiana for more than thirty days. Please contact the Louisiana Secretary of State’s Office at 225.922.2880 or email www.sos.la.gov for more information.

33. If sub-consultants or sub-contractors are required to obtain the certificate of authority, when in the project’s schedule will that requirement need to be fulfilled? Prior to submittal? Prior to contract signing? Soon after the signing of a contract?
   After the Evaluation Team selects a proposal and contract negotiations are successfully completed, then the Contractor, sub-consultants, and sub-contractors would file with the Secretary of State’s Office.

Part 3. Scope of Work. B. Select Trail Sites

34. There are potentially several hundred sites in the Atchafalaya National Heritage Area that could potentially be considered for this project. Can you provide an estimate for how many additional sites might be added to the ANHA inventory?
   Please see response to Question #10.

35. Are there minimum data specifications (file size, dpi file type, tagging, etc.) for the photographs to be provided for each site?
All images must be of appropriate format, size and resolution for their intended use (i.e., print or website) and transmitted to the State with full usage rights. When available, the original image shall be provided, along with any production derivative versions.

36. Is it correct that the Contractor is expected to physically visit each of the 75 sites, as well as additional sites, and record data at each site? For purposes of the proposal, please assume that the selected contractor is expected to visit each site on the finalized list of sites.

37. Approximately what percentage of the 75 sites is developed with parking, walkways, visitor amenities, etc. to accommodate public access and use? What percentage has no public improvements and services? Percentages have not been determined as we are still in the process of assembling the list. If a site is deemed to have major significance in the overall story, opportunities to partner with other entities such as city and parish governments for infrastructure needs will be explored.

Part 3. Scope of Work. C. Develop the Design for Markers for Trail Sites

38. Please confirm that the Contractor shall provide 50-word descriptions, and production ready files for at least 75 sites plus additional sites which the Contractor may submit for the State to approve? Yes, the contractor shall provide a 50-word description for each marker for each site on the finalized list of sites. This will be a condensed version of the up-to-500 word description provided for the brochure, web site and applications.

39. Paragraph 3 states that the Contractor shall provide consultation as needed during the marker production and installation. Should the cost proposal include a budget item for this activity or would this service be considered an additional service with additional compensation? Will the schedule for providing this activity occur prior to October 13, 2015? The cost proposal should include the cost for this item in the line item “Develop Site Marker Design.” For purposes of this proposal, the proposer should assume eight hours of consultation. It is anticipated that this activity will occur prior to October 13, 2015 but the date is negotiable for contract purposes.


40. Should the graphic design, the appearance, of the new brochure generally incorporate the graphic theme, colors, fonts, formatting, etc. of existing ANHA media or is a brand new “look” desired? The new brochure should incorporate the existing “look” of ANHA graphics with a feature that brands/defines the Trail.

41. Paragraph 3 states that the Contractor shall consult with webmaster as needed through graphic design and web page development phase. Should the cost proposal include a budget item for this activity or would this service be considered an additional service with additional compensation? Will the schedule for providing this activity occur prior to October 13, 2015? The cost proposal should include the cost for this item in the line item “Provide Trail Guide Information for Web Site.” For purposes of this proposal, the proposer should assume eight hours of consultation. It is anticipated that this activity will occur prior to October 13, 2015 but the date is negotiable for contract purposes.


42. Please clarify if the selected Contractor is to provide the conception, development, testing and launching of Smartphone and Smartpad applications? Or does the State have an independent Smartphone and Smartpad consultant who would receive the data from this trail contractor to develop under a separate contract? The State does not have a consultant for the development of smart device applications.

The selected contractor will provide the consumer-ready smart device applications, a task requiring programming and design that will enable a visitor to easily follow the established trail. The apps should impart the same information that will also be found on the website, map and brochure. Once the trail is established, there should be few changes in the future.

There are other websites and apps in existence that serve visitors with information on local weather, events and other subjects. We would not want to duplicate information already being provided but we can explore providing supplemental, relevant information.

Offline usability is a desired feature in order to accommodate the visitor in areas with no or limited reception.
Paragraph 3 states that the Contractor shall monitor graphic design and application development phases. If there is a separate contractor for preparing Smartphone and Smartpad applications, should the cost proposal include a budget item for this activity or would this service be considered an additional service with additional compensation? Will the schedule for providing this activity occur prior to October 13, 2015?

If the selected contractor hires a subcontractor to develop the smart phone application, the subcontractor’s cost must be included in the cost proposal. The cost proposal should include the cost for this item in the line item “Provide Trail Guide Information for Smartphone and Smartpad Applications.” It is anticipated that this activity will occur prior to October 13, 2015 but the date is negotiable for contract purposes.

Is there an example of a smartphone/tablet application that the ANHA finds appealing or would like to emulate?

An example of an application with which we are familiar is https://play.google.com/store/apps/details?id=com.barz.tourguide.creolenaturetrail.

How dynamic vs. static would the ANHA prefer the proposed application to be? For example, does the ANHA desire geo-referencing capabilities so the user can dynamically interact with application content relative to their geographic position? Does the application seek to integrate real-time information about weather, water levels, community events, etc.? Or is the application intended to function more as a static digital representation of the trail guide?

The selected contractor will provide the consumer-ready smart device applications, a task requiring programming and design that will enable a visitor to easily follow the established trail. The apps should impart the same information that will also be found on the website, map and brochure. Once the trail is established, there should be few changes in the future.

There are websites and apps in existence that serve visitors with information on local weather, events and other subjects. We would not want to duplicate information already being provided but we can explore providing supplemental, relevant information.

Offline usability is a desired feature in order to accommodate the visitor in areas with no or limited reception.


Is our interpretation correct that the desired scope of work does not include the preparation of market development recommendations, market or user research, promotional plans and strategies, etc.?
The scope of work does not include the preparation of market development recommendations, market or user research, promotional plans and strategies, etc. We consider this a potential, future project.

47. Please provide information pertaining to the dollar amount of funds that is available to support the services that will be contracted for this RFP. A range of low to high or a maximum amount would be helpful.

Please see response to Question #1.

48. Beyond the cost of providing the requested services, can you provide budget information for implementation of the ‘deliverables’ of this project; i.e. installation of the markers for the trails sites, printing of the trail guide, maintenance of the website, updating and monthly service charges for the Smartphone application?

The State will provide for production and installation of the markers for the trails sites; printing of the trail guide (brochure/map); website upgrades and maintenance; and smart device application updating and monthly service charges.

Part 4. Instructions for Responding to RFP, II. Proposal Format. E. Cost Proposal

49. We interpret that final contract will be maximum, not-to-exceed compensation which would compensate the Contractor for all direct and indirect costs associated with completing the work. Form B requests the proposers to identify staff members who will complete each task, their hourly rates, the projected number of hours and the total cost for each task. Typically, hourly rates for individual staff are intended to cover salary, overhead, benefits and profit and they do not cover direct costs for a project such as travel, lodging, meals, printing, supplies, etc. which would be expended solely for the purposes of a particular project. Direct expenses are usually budgeted separately from the fees for professional and technical time. How would you prefer proposers itemize for direct expenses? Should a line item be added to Form B to indicate an amount for direct expenses which in turn would be included in the total maximum cost figure? Or should standard hourly rates for individual staff be adjusted to reflect indirect as well as direct costs for the project?

Using Form B or an exact duplicate thereof, proposer shall submit proposer’s total maximum cost for providing the services described in Part 3 Scope of Work. For each task listed on Form B, the Proposer shall provide the names of the staff members who will perform the task, the hourly rate for each staff member, the number of hours each staff member will work to complete the task, and the total cost to complete the task. Prices shall be all-inclusive and must include the costs for all expenses, which will not be separately reimbursed. That is, the Contractor will not be reimbursed for travel, third party expenses, supplies, materials, equipment, copies, postage, incidentals or any other expenses.
Standard hourly rates for individual staff should be adjusted to reflect indirect as well as direct costs for the project, and entered on Form B on the appropriate task line item.

Part 4. Instructions for Responding to RFP, II. Proposal Format. G. Mandatory Submittals

50. Are all members of the project team and/or sub-contractors required to submit the following items in addition to these items being supplied by the prime contractor?

i. Letter of good standing from bank and two credit references

ii. Certification Statement (Attachment B)

iii. A written statement in which it certifies that it is an equal opportunity employer, that it does not discriminate in its employment practices or delivery of services, and that it will make every effort, when economically feasible, to subcontract with Veteran and Hudson Initiative small entrepreneurship.

If “members of the project team” are direct employees of the proposer’s company, then only information regarding the company is required.

If the proposer intends to subcontract for portions of the work, the proposer should identify any subcontractor relationships and include specific designations of the tasks to be performed by the subcontractor. **Information required of the proposer under the terms of this RFP is also required for each subcontractor.** The prime contractor shall be the single point of contact for all subcontract work. (RFP-Page 18, Part 4, II, B, 1)

51. Is there a preferred or required limit to the number of pages which should be submitted?

There is not a preferred or required limit to the number of pages which should be submitted.

52. Consultant Fees and Costs: Can you elaborate on projected consultant fees?

Has a projected cost or budget for these services been developed for this project? Can you provide the projected cost or cost range for the services outlined in the RFP? Based upon the evaluation criteria, cost will play a significant factor in the selection process. Although the RFP is fairly comprehensive in its scope there appears to be some ambiguity as to the extent of some of the services. While we understand the need to be flexible in the execution of these services, an ultimate budget will dictate how extensive certain portions will be and provide guidance on allocating resources based upon priority.

Please see response to Question #1.
53. Public Outreach: Can you elaborate on the level of public outreach done for previous efforts, and how this relates to the Heritage Trail project? What type and level of outreach was done during the application for natural heritage designation and what was found to be most effective in getting the maximum participation?

We don’t have information on public outreach during the national heritage area designation application process. However, during the Management Planning process, eight public meetings were held throughout the 14 parish region. Attendance was light, with most interested parties choosing to submit comments via U.S. Mail or website. The official public scoping comment period for the Atchafalaya National Heritage Area Management Plan opened on June 13, 2008, and closed on August 31, 2008. During the official comment period, 182 pieces of correspondence were received, which included comments recorded at the eight public meetings. These pieces of correspondences yielded a total of 1,106 total comments. More detail on this planning process can be found on our website at http://atchafalaya.org/ckfinder/userfiles/files/FinalManagementPlanV1.pdf beginning on page 38.

54. Has a template for public outreach been developed by the Department of Culture, Recreation, and Tourism (DCRT) that will need to be used as a guideline for public outreach on this project?

A template for public outreach has not been developed. It is anticipated that press releases, one or more public meetings, webinars, an electronic survey, web page and Facebook page will be used to solicit public comments.

55. Does DCRT/State have an established e-list/contact list that we can build off of for the outreach, or will the consultant team need to start from scratch?

Yes we have a contact list that can be utilized.

56. Do you have a specific number of public meetings you anticipate being needed for the project?

We anticipate one public meeting will be needed for the project.

57. Is the majority of land within the area public or private?

This information is not available. There are a multitude of public entities (Federal, State, Parish, City) that have ownership of land within the ANHA boundaries. It is probable that the majority of significant sites will be on public land.
58. Will the consultant be responsible for procuring meeting venues, or will the DCRT coordinate this effort?

DCRT will procure public meeting venues if needed.

59. Project Scope: Can you clarify the scope of the actual “Trail” and inclusion of subsequent “side trails”? Under the project description on page 11 of the RFP-Section II Purpose, the term “Land and Water Trail” is used in reference to the “Trail”. Is the intent to develop/design a “Trail” that is exclusively a “driving” trial exclusive or is it envisioned that part of the “Trail” may be water based?

The intent is a water-themed, motorized driving trail to designated sites. The majority of the marked, designated sites will serve as trailheads for non-motorized hiking, biking, and canoeing trails. Some of these non-motorized trails will already exist and some of them will be developed in the future. No part of the main, motorized trail will be water-based, but, rather, will lead to a location that interprets the story of the water.

60. On page 12 of the RFP under Section II B, it references potential “side trails” Will we need to consider development of intermediate pedestrian trail circuits to connect to the overall “Trail” as part of this project?

Existing and potentially future non-motorized trails should be considered in site selection.

61. Signage and Branding: Can you elaborate on the development of signage and brochure material? On page 13 of the RFP under Part 3 Section II, C: Develop the Design for Markers and Trail Sites Restoration; it references existing signs as a guideline for the development of future signs. Is there a specific template we would need to follow in developing these signs or will be have the ability to develop something new (still referencing the existing sign makeup) that could help to brand/define the area? This could also be tied into the brochure and smartphone/smart tablet applications.

All graphic designs should incorporate or complement the existing “look” of ANHA graphics with a feature that brands/defines the Trail.

62. Smartphone and Smartpad Applications: Can you clarify the level of complexity desired for the applications? Since there is a broad range of apps and associated costs, what level of complexity and sophistication is the DCRT/State looking for? Does the DCRT/State desire a user-friendly, website-type, informational app that would be responsive to smartphone and smartpad screen sizes; or are you looking for a highly interactive app that geo references the user and tells them where they are on the
trail, how many miles to the next restroom or site, nearby attractions/restaurants, etc.?

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There are websites and apps in existence that serve visitors with information on local weather, events and other subjects. We would not want to duplicate information already being provided but we can explore providing supplemental, relevant information.

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63. On page 12 of the RFP Part 3 Section II B 3c it references identification of property owners. Will the consultant be required to provide detailed property ownership for each property, or will just a designation of private or public ownership be sufficient?

A simple designation of public or private ownership of property is sufficient.

64. Will the State or DCRT be able to provide access their resources in identifying property ownership?

The DCRT does not have a database of property ownership. The contractor may access parish property records and Office of State Lands database to determine property ownership when needed.

65. What type of mapping information is available from the State/DCRT?

The ANHA program has map files for the maps seen on http://atchafalaya.org/ and will make these available to the selected contractor.

66. Will the level of detail of the available mapping information be sufficient for the purposes of this project, or will it need to be supplemented with additional research and mapping services?
It is anticipated the level of detail in the available map files will need to be supplemented with additional research and mapping services.

67. Does the State have a “ballpark” budget set aside or at least a “cap” for the project. It is important to know going in what the parameters are so we don’t blow the project budget out of the water or underestimate your expectations regarding the scope of deliverables. This potentially represents a full year of work for a team of people. The public input, the research, writing, travel are much more involved than the graphic & design end.
   Please see response to Question #1.

68. Are the (up to 50 word) trail markers and the (up to) 500 along with the brochure to be the extent of the means of telling the story, or would there be room in the scope of the project to add some video, interactive web, podcast, or other means of expanding the visitor experience of the selected areas?
   The proposer may suggest additions such as video, interactive web, podcast and other means of expanding the visitor experience. If proposed, these items should be added as a separate line item in Form B.

69. Do you have a maximum total # of sites in mind (including your 75 existing sites) total of 100 for example?
   Please see response to Question #10.

70. Identify accessibility and amenities.... Safety Rating: Would this be something that I would be coordinating with local or state police to determine? (history of crimes in the area, etc.)?
   “Safety Rating” refers to whether there is hazardous terrain such as uneven surfaces, hand rail available if there are steps, etc.

71. Motor coach accessibility: What size motor coach are we limiting the accessibility to? Some National and State park set limitations on the length of coaches that can be accommodated.
   Motorcoach accessibility will be determined on a site-by-site basis, as it will vary with each site. Motorcoach and bus sizes will be identified by the vehicle seating capacity such as “25-passenger” or “50-passenger.”

72. Regarding graphic production of the map for the project... I understand that I would be adding a “route” for the driving trail. I am assuming the state would be supplying the “base map”. Is this correct, or would I be expected to create it from scratch?
The ANHA program has map files for the maps seen on [http://atchafalaya.org/](http://atchafalaya.org/) and will make these available to the selected contractor. It is anticipated the level of detail in the available map files will need to be supplemented with additional research and mapping services, and the contractor may choose to create a new map.