

REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES
Analysis of System Wide Monitoring Program
ISSUED BY Department of Natural Resources and Environmental Control
CONTRACT NUMBER 2015-DNERR-001

RESPONSES TO QUESTIONS RECEIVED BY 4/17/2015

1. What **level** of support *is required*? Is DNERR looking for support in assisting with the cleanup/preparation of the data prior to analyses by others, or seeking a “lead” in developing the analyses?

The DNERR is seeking a lead in the developing of the analyses and is a requirement of the project. The expectation is that the awardee will have the expertise to develop the analyses and assist in the interpretation of the results from an abiotic and biotic perspective and the potential impacts on local ecology.

2. Will the Contractor run analyses developed by others?

The expectation is that the contractor will develop analyses independently, but there is also the opportunity to work collaboratively with established scientific partners to increase analytical capacity.

3. Is this a one-time exercise, or will it be repeated in the future?

This is a one-time exercise to be completed by September 30, 2015.

4. Is the Contractor required to write Standard Operating Procedures for the project?

All analytical procedures, including computer code, are expected to be shared with the DNERR at the conclusion of the project and packaged to allow for independent updates of the analyses in the future.

1. What is the scope/magnitude of data, i.e., how many rows, files, Gigabytes, Terabytes, etc. of data are included? *Related questions:* How many data source files will be used for this project? What is the volume of data for this project? Number of records.

The data is from 7 water quality stations, installed between 1995-2012 and collecting data on 8 different parameters every 15 minutes since installation. The data also includes 2 meteorological stations installed in 2000 and 2002 collecting data on 8 different parameters every 15 minutes

since installation. Additionally, 6 sites collect 11 nutrient and additional water quality parameters monthly since 2002. Total size of the cumulative data is unknown.

5. What formats are the data in, i.e., CSV, XLS, database tables? *Related question:* What is the primary format of this data? Databases, database extracts, data extracts such as .csv, .txt, MS Excel files, please elaborate.

The data is available in CSV, XLS, or other similar formats through the DNERR and the NERRS Centralized Data Management Office database.

6. How often was data collected?

See question 5 above.

7. Is the development of “...products to be used in communicating the current state and trends...” to be performed by the Contractor during this contract period? Or is this a separate and future SOW?

The expectation is that some of these products will be developed by the Contractor as part of the project.

8. Does DNERR currently have metadata (descriptions of the data) documented and if so, is it available for vendors to review as part of the RFP process?

General information regarding the data collected by the NERRS can be found at <http://cdmo.baruch.sc.edu/aboutDataMenu.cfm>. Please note that there are several secondary DNERR sites with data that is not currently hosted by the CDMO, however the parameters, metadata, and QA/QC procedures remain consistent among all sites.

9. What, if any, statistical software does DNEER [sic] already use or possess licenses for that may be used by the Contractor on this project? *Related question:* Is there a specific analysis tool required for this project? For example, SAS, R, Angoss, etc?

The DNERR does not have statistical software that can be used by the Contractor, however the expectation is that analytical procedures and computer code submitted at the completion of the project will be in a format readily accessible to open source software such as R.

10. Will a match key/unique identifier be provided to join the datasets: biogeochemical, physical and meteorological data.

Details of the data formats can be found in the link referenced in question 8.

11. What is the most common reason/example that the data sources would require formatting?

Some common reasons/examples where the data requires formatting include: accounting for missing data, addressing QA/QC flags, setting site- and ecologically-appropriate filters, and/or removing tidal or seasonal signatures where necessary.

12. What communications channels will be used to communicate project outcome? How will project results, current state and trends regarding the Delaware National Estuarine Research Reserve be communicated?

Project results and outcomes will be communicated through a final project report, formal and informal meetings with DNERR staff. “Current state and trends” results are also expected to be shared in a format that can be transferred into DNERR education and outreach materials for coastal management decision makers and the general public, such as graphs and basic summaries in simple language.