



REQUEST FOR PROPOSALS

Technical assistance for Organic Valley farms in PA, NY, MD and VA

The Alliance for the Chesapeake Bay (Alliance) seeks proposals from a qualified service provider to develop and design plans on select Organic Valley Coop farms located in Pennsylvania, New York, Maryland, and Virginia. Anticipated Performance period from March 1, 2024 (or sooner) to April 14, 2028.

The Alliance is a regional nonprofit organization, founded in 1971 and has offices in Maryland, Pennsylvania, Washington, DC, and Virginia. The Alliance restores the lands and waters of the Chesapeake Bay watershed. Our collaborative and action-oriented approach delivers on-the-ground solutions, technical assistance, and builds capacity to achieve healthier lands and cleaner water. We envision clean water and resilient landscapes, cared for by all the people who live, work, and play in the Chesapeake Bay watershed.

SITE DETAILS AND INFORMATION

The Alliance is working closely with Organic Valley (Cooperative Regions of Organic Producer Pools) to design agricultural Best Management Practices on select co-op farms in Pennsylvania, New York, Maryland, and Virginia that are within the Chesapeake Bay Watershed. The aim of these Best Management Practices is to meet Organic Valley's Carbon Insetting Program goals. The Alliance seeks proposals from technical service providers to assist with developing plans associated with BMP implementation. A qualified contractor may use subcontractors to support their completion of the project deliverables.

Project location: Organic Valley Farm Sites across the Chesapeake Bay Watershed areas of Pennsylvania, New York, Maryland, and Virginia. Detailed locations will be provided over time as outreach to Organic Valley farmers proceeds.

PROJECT SCOPE AND LIMITATIONS

The Alliance will engage with a design professional to create plans to assist in the implementation of Best Management Practices relating to Manure Management, Agroforestry, Grazing and Cropland.

Budget Ceiling: Proposal budget must not exceed \$369,750.00

Minimum anticipated Project Scope Deliverables:

- Plan, design and engineer **at least** 150 completed climate-smart practice plans (average of 30 plans per project year.) Plans must meet NRCS Conservation Practice standards.
 - This will include approximately: 5 completed climate-smart manure management plans, 5 completed grazing enhancement plans, and 5 completed cropland

improvement plans per year.

- In addition, a contracted service provider will be expected to complete 25 supporting Comprehensive Nutrient Management Plans (CNMP) and 12 Regenerative Agriculture Plans over the life of the grant.
- Provide documentation of the 150 of the completed and approved climate-smart practices. This includes, conservation plans, regenerative Ag plans, design and engineering plans, as-built plans, and any related information needed to accurately model greenhouse gas emissions changes related to the implemented practices.
- Complete no more than 10 site visits per farm to support the completion of each practice (150). An average duration of 2 hours is estimated per farm visit. Farm Visits and in-person coordination meetings with landowners, the Alliance, and other parties as appropriate. The service provider must conduct a sufficient number of visits to complete the plans described above.
- Documentation of all farm site visits. This will include the completion of a farm site visit spreadsheet that will be developed by the Alliance in conjunction with the OV CIP team and site photos applicable to the topics discussed with the farmer. Site visit forms are to be submitted to the OV CIP team within 30 days of the visit.
- At minimum, quarterly invoices and progress reports.

TIMELINE

- December 15th 2023: Request for Proposals publicly released;
- January 5th 2024: Any applicant questions related to the RFP are due to be submitted;
 - Send to jwhitmore@allianceforthebay.org
- January 12th 2024: Answers to applicant questions posted for all applicants to review;
- January 21st 2024: Final day for applicants to submit a proposal;
- February 23rd 2024 (or sooner): Alliance to select contractor

The anticipated awarded contract period will be from March 1, 2024 (or sooner) to April 14, 2028.

FUNDING TERMS

The successful service provider will be subject to the terms and conditions included below (and others, as applicable):

- U.S. Department of Agriculture, Farm Production and Conservation, General Terms and Conditions for Grants and Cooperative Agreements, as revised November 2022, and as may be amended and updated from time to time ("General Terms for Grants.")
- Partnerships for Climate-Smart Commodities, Additional Specific Terms and Conditions, dated February 2023, and as may be amended and updated from time to time.

In accordance with the General Terms for Grants:

- The Subrecipient/Subcontractor shall report the total compensation of Subrecipient/Subcontractor executives.
- The Subrecipient/Subcontractor agrees to comply with the Prohibition Against Certain Internal Confidentiality Agreements.
- The Subrecipient/Subcontractor is responsible for compliance with the prohibition on certain telecommunications and video surveillance services or equipment identified in 2 CFR 200.216.
- Where appropriate, the following modifications are made to the specific terms herein:

Wherever the terms "Government" or "Federal Awarding Agency" are used, "Recipient" shall be substituted. Wherever the word "Contract" is used, the word "Subaward" shall be substituted. Wherever the word "Contractor" is used, the word "Subrecipient" or "Subcontractor", as applicable, shall be substituted. Such substitutions shall not be made in clauses addressing intellectual property, or where it is clear, by the context of the provision itself or the conditions under which it is being applied, that the reference is intended to refer to the Government, its officers or agents, or the Recipient specifically. References in any provision incorporated by reference herein to the "Disputes" clause shall be construed as references to the "Disputes" provision contained elsewhere in this Subaward. No provision herein shall be taken to imply any direct access on the part of the Subrecipient/Subcontractor to the Disputes process as defined in the terms of the Federal Award.

In addition to complying with the above USDA grant terms and conditions, applicants also agree to follow all Federal, State, and Local laws.

SUBMISSION REQUIREMENTS AND EVALUATION CRITERIA

Submission Requirements: The preferred project team will have demonstrated experience in completing the activities identified in the Project Scope. Proposal submission is open to any qualified service provider. The submitted written proposal should include:

- Organization name and overview
- Names of proposal lead (primary point of contact) and staff that will be directly involved in Project Scope delivery
- Relevant experience: Provide evidence of your firm's expertise on developing the specified plans and ability to achieve the approximate deliverables. Include demonstrated experience conducting farm visits and working well with farmers in the dairy industry.
- Schedule for deliverables of project, detailing turnaround time for the specified plan types.
- Cost proposal: Provide a breakdown of your proposed fees and expenses, including design, site visits/travel costs, and any other applicable costs.
- References: Include two references and at least one case study of a similar project you have completed.
- Summary of site design approach for Pennsylvania, New York, Maryland, and Virginia.
- Applicants should include details on their intention to include additional subcontractors, as well as what subcontractors they would anticipate including.

Evaluation: The contract will be awarded to the responsible offeror based on the following criteria:

- A written scope of work that meets the project specifications provided above;
- Approach and timeline;
- Cost effectiveness;
- Past performance;
- Other factors as applicable

Questions may be submitted in writing by January 5, 2024 and proposals should be submitted in electronic format (PDF) to Joel Whitmore at jwhitmore@allianceforthebay.org no later than 11:59 pm on January 21st 2024. Subject line heading should include "Technical assistance for Organic Valley farms". No telephone inquiries, please.