

TASK ORDER REQUEST FOR PROPOSAL

OPTION YEAR 2012
SMALL AREA CONTRACT (SAC)

IOWA HIGHLY ERODIBLE LANDS (HEL) PROJECT
DIGITAL AERIAL PHOTOGRAPHY

Task Order Solicitation Number: SAC-TO-2-12-2

Task Order Issue Date: 22-DEC-2011

Proposal Due Date: 18-JAN-2012



U.S. DEPARTMENT OF AGRICULTURE
FARM SERVICE AGENCY
AERIAL PHOTOGRAPHY FIELD OFFICE

NOTICE TO OFFEROR

Proposals submitted in response to this RFP must be identified with the following information labeled on the outside of the mailing package:

SOL.NO: SAC-TO-2-12-2

DUE DATE: 18-JAN-2012, 4:30 PM

RECEIVING OFFICE: CONTRACTING

Mail To: AERIAL PHOTOGRAPHY FIELD OFFICE
CONTRACTING OFFICER
2222 WEST 2300 SOUTH
SALT LAKE CITY UTAH 84119-2020

NOTICE TO OFFERORS :

PLEASE NOTE THE FOLLOWING SPECIAL TASK ORDER INSTRUCTIONS:

This simplified task order RFP is issued under the First Option Year covering the 2012 performance period, under the multi-award fixed-price IDIQ contract (USDA-NRCS-2-11).

This project requires digital imagery of 2,050 sites, acquired direct or by film scans, to be flown early in the month of May 2012 and delivered entirely by June 1, 2012. See Paragraph 2.7 Required Performance Period.

The HEL direct digital images or film based scans may be submitted as georeferenced or non-referenced imagery. Each site covers approximately one square mile. Deliveries are to be made weekly on external hard drives during the acquisition period.

Proposals submitted for this Task Order will be evaluated independently from proposals submitted under Task Order Solicitation Number SAC-TO-2-12-1.

Task Order awards will be made based on procedures established in Section L-3.1 of the contract.

This RFP is subject to the Availability of Funds Clause (FAR 52.232-18), See Paragraph 5.4, Page 12.

TASK ORDER REQUEST FOR PROPOSAL (RFP)

PART I – PRICING PROPOSAL

TASK ORDER RFP - SMALL AREA CONTRACT

IOWA HIGHLY ERODIBLE LANDS PROJECT

1.0 **AERIAL PHOTOGRAPHY AND/OR DIRECT DIGITAL IMAGERY SERVICES**

Furnish aerial photography scans or direct digital imagery and all related services and supplies in accordance with the requirements, specifications, terms, conditions, clauses, and provisions specified herein and in the original indefinite-delivery, indefinite-quantity contract, effective for the periods stated in the schedule. The Government’s proposed project area, quantities, and other parameters listed in Paragraph 1.1 are subject to change through the negotiation process of selecting the “Best Value” source for task order award.

1.1 **Pricing Proposal – Iowa Highly Erodible Lands**

IOWA HIGHLY ERODIBLE LANDS – AERIAL PHOTOGRAPHY SCANS OR DIRECT DIGITAL IMAGERY				
COMPANY NAME:			AUTHORIZED SIGNATURE:	
PROJECT 1 - PRICING PROPOSAL				
QUANTITY OF TRACTS	TYPE OF ACQUISITION	UNIT	UNIT PRICE	TOTAL AMOUNT
2050	<input type="checkbox"/> FILM <input type="checkbox"/> DIGITAL	DIGITAL IMAGE	\$	\$
GRAND TOTAL				\$
<p><u>PRICING PROPOSAL INSTRUCTIONS:</u></p> <p>In the space provided above indicate whether you are providing direct digital image acquisition or a film based acquisition with a scanned product by filling in the appropriate boxes.</p> <p>PLEASE NOTE: The minimum unit of offer is the complete state.</p>				

PART 2 – TECHNICAL PROPOSAL

2.0 TASK ORDER REQUIREMENTS

The general scope of this task order is to procure vertical, high resolution, natural color (three-band RGB) imagery from either analog film with associated digital scans or direct digital imagery for the inventory of natural resources for the Iowa USDA National Resources Conservation Service. The United States Department of Agriculture (USDA), Natural Resources Conservation Service (NRCS) shall use the imagery acquired under this task order to collect, measure and monitor Highly Erodible Land (HEL) natural resource data by means of photo interpretation, change detection and use of Geographic Information Systems (GIS) technologies.

2.1 Task Order Performance Period

The performance period for the acquisition **and delivery** of the HEL imagery is: **May 1, 2012 through June 1, 2012.**

2.2 Intended Use of Imagery

The primary use of the imagery is for photo interpretation, area and point delineation, monitoring, and Geographic Information Systems (GIS) measurements in support of Iowa's Highly Erodible Lands management programs.

2.3 Location of Work

The 2012 Iowa HEL project covers a sample of 2,050 Tracts in every county in Iowa. Please refer to Exhibit 1, Sample Distribution, for a sample of the distribution of tracts in the state of Iowa.

2.4 Contract Deliverables

The deliverable for this task order consists of the following:

- (a) **One (1) digital three-band (RGB) image of each tract. Either direct digital image or scanned image including the original color positive film transparency cut and sleeved.**
- (b) **Packing slip(s) completed as instructed. See Exhibit 2.**

Only one (1) direct digital image or one (1) aerial film image and its associated scan shall be provided for each one of the tracts identified in the exposure data that will be provided by the government.

Digital imagery for each tract shall be submitted on external hard drives using a standard USB 2.0 interface. The drives shall be delivered with any necessary supporting hardware (power supplies, cables/cords, etc.)

2.5 Coverage of the Tracts

Each tract will be covered by a one (1) square mile image around a Centroid location that will be identified by grid coordinates.

2.6 Project Flight Plan Description

- (a) All tracts shall be flown at flight altitudes designed to achieve a nominal 15 cm (6 inch) ground sample distance (GSD) where direct digital imagery is chosen.
- (b) All tracts shall be flown at flight altitudes designed to achieve a nominal photographic scale of 1:7,920, with the nominal flight altitude above ground of 1,207 meters (3,960 feet) with a 6" focal length lens where analog film is chosen.
- (c) Tract Flight Requirements:
 - (1) Flight Orientation: North - South or East - West
 - (2) Allowable Horizontal Deviation from Site Centroid: 109 meters (356 feet).
 - (3) The Tract Centroids shall be identified by latitude - longitude coordinates based on NAD 1983, and expressed in decimal degrees with five (5) decimal places of precision (31.50255, 87.10906).

2.7 Required Performance Period:

- (a) Flying Season: The nature of this project requires acquisition ideally during a narrow window between the conclusion of tillage operations and/or planting but before crop growth begins obscuring the land/soil. This time period is expected to be **May 1st through May 25th, 2012.**
- (b) Delivery Schedule: Incremental delivery of imagery as it is acquired throughout the flying season time period is required. Offerors are cautioned to plan on a minimum of weekly deliveries throughout the month of May. More frequent deliveries would be desirable. **Final delivery of all imagery is required on or before June 1, 2012.**
- (b) Refer to the Contract, Section F-5, Performance of the Work.

2.8 Minimum Sun Angle: 30 Degrees

2.9 Aerial Film Camera:

- (a) Lens Focal Length(s):
 - (1) Nominal Lens Focal Length: 6 inch (153mm);
 - (2) Other Lens Focal Length: 8¼ inch (210mm) and 12 inch (305mm).
 - (3) Filter: Antivignetting.
 - (4) See Attachment A of the Contract, USDA Aerial Camera Specifications.
- (b) Aerial Film: Color Positive Aerial Film (Brand Name: Agfa Aviphot Chrome 200 PEI or equivalent). Refer to Section C-5 of the Contract, Aerial Film.
 - (1) Every film transparency shall be cut to the following dimensions:
 - (i) Maximum Length: 25.4 cm (10 inches) long,
 - (ii) Standard Film Width: 24.1 cm (9.5 inches) wide,
 - (2) The uniform cut-film dimensions are designed to standardize the film transparency storage requirements.
- (c) Film Titling: Every exposure shall be titled in accordance with the format and instructions specified in the contract. Refer to Section C-6 of the Contract, Titling of Aerial Photography.
 - (1) Agency Designators: USDA-NRCS.
 - (2) Tract Identification Codes will be provided upon award.
 - (3) Automatic electronic titling may be permitted upon Contracting Officer's

approval.

- (d) Aerial Film Scanning: The general requirement for film scanning is 40 microns, approximately 600 dots per inch (DPI) using a photogrammetric quality scanner. The scans are to be delivered as Tagged Image Format File(s) (.tif(s)) on media indicated. Refer to Section C-7 of the Contract, Aerial Photography Scanning.

2.10 Direct Digital Camera:

The direct digital imagery acquisition requirements will be for the collection of visible (Red, Green, Blue) imagery. The digital sensor system shall be a tested, stable, geometrically calibrated system with appropriate documentation, suitable for use in precision photogrammetric orthoimagery applications.

- (a) Digital camera acquisitions require the compliance with the technical requirements and specifications of this task order and Attachment B of the IDIQ contract, which defines the essential elements in securing high quality direct digital imagery.
- (b) The Contractor is required to provide a detailed technical description and sample image of the digital camera/sensor being proposed for use.
- (c) The digital sensor system shall have the appropriate image resolving power and field of view required to provide the required ground sample distance (GSD).
- (d) Refer to the Contract, Attachment B, General Direct Digital Camera Specification.

3.0 GOVERNMENT-FURNISHED PROPERTY

Pursuant to the Government-Furnished Property (GFP) clause (see Section I-2 of the contract) the Government shall furnish the item(s) of property listed below as GFP to the Contractor.

3.1 Exposure Data – Iowa Tracts

The Contractor will be furnished upon award one (1) data text file containing the official Exposure Data and one (1) shapefile set showing the centroid location and boundary of each tract. The data text file contains latitude/longitude coordinates and tract identification data. The data shall be furnished by the government as represented by the following sample data set:

County	Tract-ID	Latitude	Longitude	Elev(Ft)
Autauga	01035_040402	32.38066	-86.66086	308
Hartford	09003_080402	42.01980	-72.83128	446
Grant	18053_020102	40.44244	-85.86891	846
York	45091_010101	34.86437	-81.42939	499

NOTE: This is sample data to show formatting and content.

The shapefile set contains the standard ESRI files (.dbf, .prj, .sbn, .sbx, .shp, and .shx.)

3.2 Packing Slip

A packing slip shall be provided at time of award. This contains a listing by county of the quantities of tracts associated with that county. The instructions for filling it out are included in the header for the slip. See Exhibit 2, Packing Slip.

4.0 DELIVERY SCHEDULE

This project has a very restricted delivery schedule:

4.1 Original Materials – Digital Imagery (Direct or Scans)

All delivery materials required for all original and USDA ordered reflight aerial photography shall be shipped as soon as completed but at least at one week intervals throughout the flying season. The last delivery of completed digital imagery shall be not later than **June 1, 2012**. Prompt delivery of all materials will better assure the timely inspection and prompt payment for accepted materials.

4.2 Remake Materials - Delivery Schedule

All remake materials requested by USDA shall be shipped as soon as possible after correction is made, but no later than 10 days after receipt in the Contractor's facility of the materials or data required to make the corrections. Signed delivery receipts will be required to verify date of receipt of such data or materials by the Contractor.

5.0 ADMINISTRATIVE MATTERS

5.1 Annual Representations and Certifications

Contractors shall complete electronic annual representations and certifications at <http://orca.bpn.gov> in conjunction with the required registration in the Central Contractor Registration (CCR) database. Contractors shall submit updates to the Online Representations and Certifications Application (ORCA) as necessary, but at least annually, to ensure they are kept current, accurate, and complete. The representations and certifications are effective until one year from the date of submission or update to ORCA. Please refer to Section K-1, Annual Representations and Certifications, FAR Clause 52.204-8 of the contract.

5.2 Small Business Subcontracting Plan

If applicable, all Contractors, except those certified as a small business concern, shall submit a subcontracting plan that separately addresses subcontracting with small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business concerns, small disadvantaged business and women owned small business concerns. The subcontracting plan shall be included and made a part of the resultant task order award and be negotiated with the Contracting Officer during the task order negotiation period. Failure to submit and negotiate the subcontracting plan shall make the offeror ineligible for award. Please refer to the Contract, Section G-6, Small Business Subcontracting Plan, FAR Clause 52.219-09.

5.3 Task Order Ombudsman

The Director of USDA-FSA-Aerial Photography Field Office shall serve as the Task Order Ombudsman and is responsible for reviewing complaints from the contractors and ensuring that all of the contractors are afforded a fair opportunity to be considered for task orders issued under this contract. The Task Order Ombudsman may be contacted at telephone (801) 844-2907, or mail to: Director, APFO, 2222 West 2300 South, Salt Lake City, UT 84119.

5.4 Availability of Funds (FAR 52.232-18, April 1984)

Funds are not presently available for this contract. The Government's obligation under this contract is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for this contract and until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer.

5.5 Non-Discrimination Statement

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its program and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of Discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

5.6 Confidentiality Statement

Site locations of the Highly Erodible Lands (HEL) are "For Official Use Only" and shall remain confidential. Site locations, represented in either hardcopy or digital form, are available exclusively for use by government authorized personnel conducting resource inventory activities or other authorized use.

Before release of exact site locations, offerors must agree to, by signature, the non-disclosure statements contained herein and submit with proposal. (See Exhibit 3, Required Documentation and refer to Section C-1.1(d) of the contract, Non-disclosure Agreement)

5.7 Project Evaluation

All proposals submitted for this Task Order will be evaluated independently from proposals submitted under Task Order Solicitation Number SAC-TO-2-12-1.

Please Note: Proposals are due January 18, 2012 at APFO before 4:30 pm MST.

LIST OF EXHIBITS AND ATTACHMENTS

EXHIBIT	DESCRIPTION	PAGE
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Exhibit 2	Packing Slip (2 pages)	9-10
Exhibit 3	Required Documentation (Non-disclosure Agreement) (2 pages)	11-12

EXHIBIT 1

2012 Sample Statewide Distribution of HEL Tracts

IOWA HIGHLY ERODIBLE LANDS (HEL)

General Location Map of the 2,050 HEL Tracts in Iowa
Actual locations of HEL Tracts may vary from sample map.

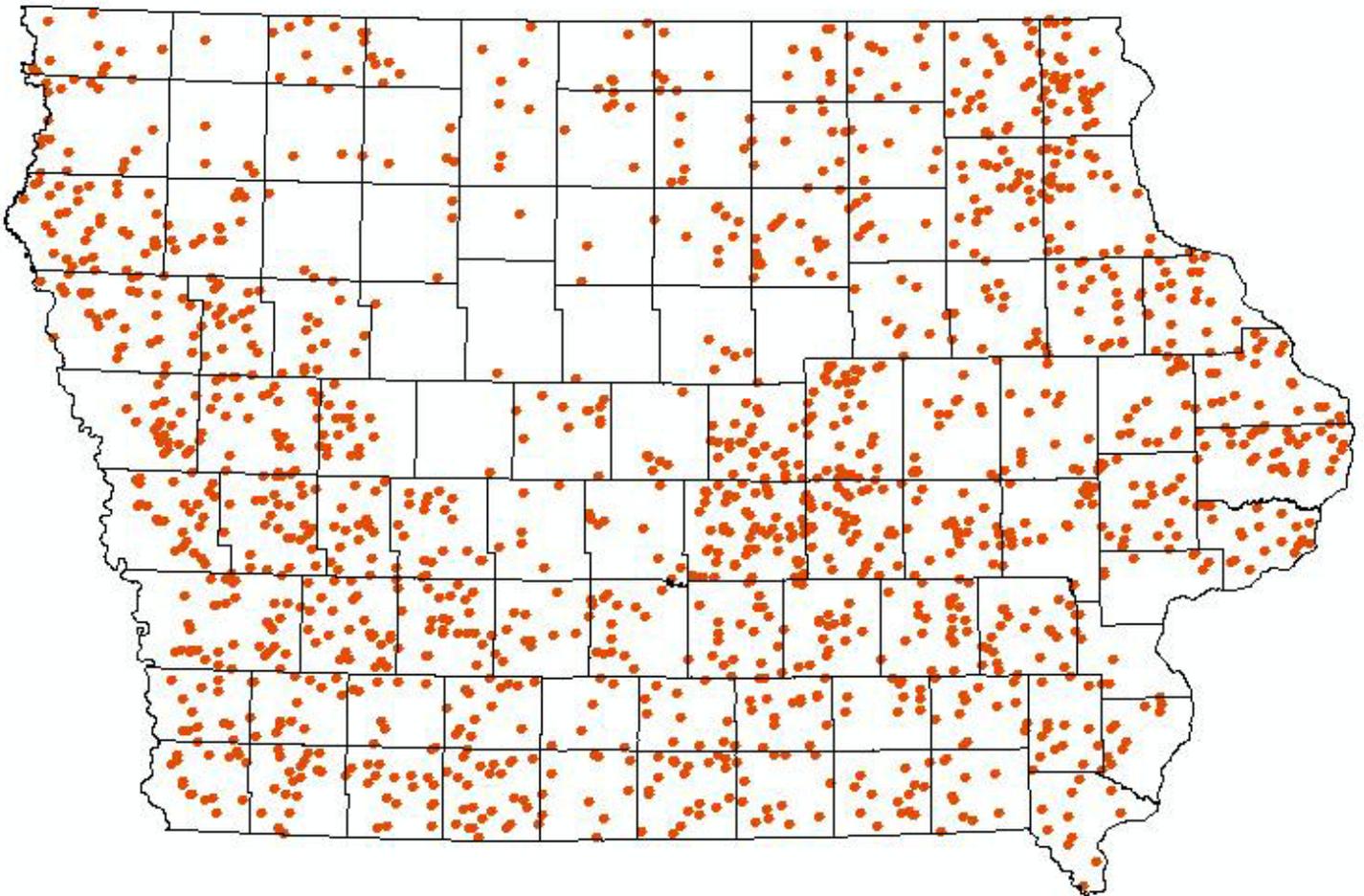


EXHIBIT 2

PACKING SLIP (2 Pages)

STATEMENT OF SHIPMENT FOR 2012 HEL TRACTS

INSTRUCTIONS: This document will accompany all shipments from the contractor. Please complete the requested information at the top of the page and indicate all counties that are included in this shipment with an "X". If quantities submitted for individual counties differ from the quantities listed, then a quantity of HEL Tract Sites acquired for the county(s) should be recorded instead.

SEND TO: CONTRACTING OFFICER
USDA-FSA-APFO
2222 WEST 2300 SOUTH
SALT LAKE CITY, UT 84119-2020

DATE: _____
SHIPMENT NUMBER: _____
TOTAL OF TRACTS IN SHIPMENT: _____
TOTAL OF COUNTIES IN SHIPMENT: _____

STATE: IOWA

TOTAL COUNTIES: 99

TOTAL TRACTS: 2,050

QUANTITIES ARE EXAMPLES ONLY

<u>FIPS</u>	<u>COUNTY</u>	<u>TRACTS</u>	<u>FIPS</u>	<u>COUNTY</u>	<u>TRACTS</u>
[] 19001	ADAIR	19	[] 19065	FAYETTE	15
[] 19003	ADAMS	14	[] 19067	FLOYD	12
[] 19005	ALLAMAKEE	26	[] 19069	FRANKLIN	17
[] 19007	APPANOOSE	27	[] 19071	FREMONT	14
[] 19009	AUDUBON	17	[] 19073	GREENE	13
[] 19011	BENTON	15	[] 19075	GRUNDY	13
[] 19013	BLACK HAWK	21	[] 19077	GUTHRIE	14
[] 19015	BOONE	19	[] 19079	HAMILTON	11
[] 19017	BREMER	9	[] 19081	HANCOCK	12
[] 19019	BUCHANAN	11	[] 19083	HARDIN	14
[] 19021	BUENA VISTA	14	[] 19085	HARRISON	21
[] 19023	BUTLER	16	[] 19087	HENRY	17
[] 19025	CALHOUN	17	[] 19089	HOWARD	12
[] 19027	CARROLL	19	[] 19091	HUMBOLDT	16
[] 19029	CASS	16	[] 19093	IDA	10
[] 19031	CEDAR	15	[] 19095	IOWA	13
[] 19033	CERRO GORDO	19	[] 19097	JACKSON	32
[] 19035	CHEROKEE	12	[] 19099	JASPER	19
[] 19037	CHICKASAW	11	[] 19101	JEFFERSON	20
[] 19039	CLARKE	14	[] 19103	JOHNSON	57
[] 19041	CLAY	16	[] 19105	JONES	14
[] 19043	CLAYTON	34	[] 19107	KEOKUK	19
[] 19045	CLINTON	28	[] 19109	KOSSUTH	18
[] 19047	CRAWFORD	19	[] 19111	LEE	17
[] 19049	DALLAS	17	[] 19113	LINN	25
[] 19051	DAVIS	13	[] 19115	LOUISA	13
[] 19053	DECATUR	22	[] 19117	LUCAS	14
[] 19055	DELAWARE	17	[] 19119	LYON	30
[] 19057	DES MOINES	12	[] 19121	MADISON	25
[] 19059	DICKINSON	13	[] 19123	MAHASKA	18
[] 19061	DUBUQUE	23	[] 19125	MARION	15
[] 19063	EMMET	15	[] 19127	MARSHALL	19

Packing Slip Page 2

	<u>FIPS</u>	<u>COUNTY</u>	<u>TRACTS</u>
[]	19129	MILLS	13
[]	19131	MITCHELL	10
[]	19133	MONONA	25
[]	19135	MONROE	14
[]	19137	MONTGOMERY	13
[]	19139	MUSCATINE	15
[]	19141	O BRIEN	11
[]	19143	OSCEOLA	10
[]	19145	PAGE	17
[]	19147	PALO ALTO	16
[]	19149	PLYMOUTH	16
[]	19151	POCAHONTAS	10
[]	19153	POLK	23
[]	19155	POTTAWATTAMIE	20
[]	19157	POWESHIEK	13
[]	19159	RINGGOLD	30
[]	19161	SAC	16
[]	19163	SCOTT	18
[]	19165	SHELBY	12
[]	19167	SIOUX	45
[]	19169	STORY	19
[]	19171	TAMA	15
[]	19173	TAYLOR	18
[]	19175	UNION	20
[]	19177	VAN BUREN	13
[]	19179	WAPELLO	17
[]	19181	WARREN	18
[]	19183	WASHINGTON	13
[]	19185	WAYNE	22
[]	19187	WEBSTER	17
[]	19189	WINNEBAGO	9
[]	19191	WINNESHIEK	23
[]	19193	WOODBURY	20
[]	19195	WORTH	16
[]	19197	WRIGHT	9

EXHIBIT 3
(2 Pages)

REQUIRED DOCUMENTATION

Non-Disclosure Agreement

This Agreement is effective as of the _____ day of _____, 2012, by and between _____, and the United States Department of Agriculture, Natural Resources Conservation Service.

The Purpose of this agreement is to permit the Natural Resources Conservation Service (NRCS) to transmit or exchange Highly Erodible Lands (HEL) Information "For Official Use Only" to or with the _____ for the purpose of aerial photography acquisition.

HEL Information "For Official Use Only". The geographic locations of the Natural Resources Conservation Service Highly Erodible Lands (HEL) Tract Sites (Sites) are defined as HEL Information "For Official Use Only". HEL Information "For Official Use Only" may include, but is not limited to specifications, written descriptions, maps, aerial photographs, computer database files, geographic coordinates, and other information relating to the physical location of the sites. All reference to HEL Information "For Official Use Only" will be identified at the time of disclosure with an appropriate legend, marking, stamp or positive written identification as HEL Information "For Official Use Only" by the Natural Resources Conservation Service.

Restrictions. In order to maintain the integrity of the HEL, and to maintain confidentiality, privacy, and cooperation of land owners, the receiving party shall not release the locations of HEL Sites to the public, other agencies, any individual or other organization. With respect to Natural Resources Conservation Service HEL Information "For Official Use Only", the receiving party agrees to:

1. Use the HEL Information "For Official Use Only" solely for the purposes of this Agreement, any other use shall be only with the prior written consent of the Natural Resources Conservation Service;
2. Not disclose the HEL Information "For Official Use Only" to any third party or to any of their employees not having any "need to know" for the purposes of this Agreement, and provided that such third parties shall first have agreed in writing to be bound by a like obligation of confidentiality with respect to such HEL Information "For Official Use Only" as the receiving party is bound;
3. Take all reasonable steps, at least as great as the steps which the receiving takes with respect to its own HEL Information "For Official Use Only", to protect and safeguard the secrecy of and avoid the unauthorized disclosure or use of the HEL Information "For Official Use Only";
4. Promptly notify the Natural Resources Conservation Service of any misuse, misappropriation or unauthorized disclosure which may come to its attention; and
5. Not create second generation products from the HEL Information "For Official Use Only".

Exceptions to Non-Disclosure. _____ shall not be liable under this Agreement if a disclosure or use of HEL Information "For Official Use Only" received hereunder is made where the HEL Information "For Official Use Only":

1. Was in the public domain at the time of the disclosure or is subsequently made available to the general public without restriction and without breach of this Agreement by _____, or
2. Was known by _____ at the time of disclosure without restrictions on its use or independently developed by the receiving party, as shown by adequate documentation; or
3. Is disclosed to _____ by a third party without restriction and without breach

- of any agreement; or
- 4. Is disclosed with the prior written approval of the Natural Resources Conservation Service; and
- 5. Is used or disclosed pursuant to a court order, subpoena or other lawful order of a court or governmental authority of competent jurisdiction.

Term. This Agreement shall apply to HEL Information “For Official Use Only” provided to _____ during a period of one (1) year from the date set forth above, provided however, that either party may terminate this Agreement by giving the other party thirty (30) days notice in writing of its intention to terminate this Agreement. Termination shall not abrogate either party’s obligations hereunder for HEL Information “For Official Use Only” received prior to the date of termination.

Remedies. The receiving party acknowledges that its obligations to protect the HEL Information “For Official Use Only” are essential to the business interests of the receiving party, and that the disclosure of such HEL Information “For Official Use Only” in breach of this Agreement will cause the Natural Resources Conservation Service immediate, substantial and irreparable harm, the value of which would be extremely difficult to determine. Accordingly, the receiving party agrees that, in addition to any other remedies that may be available in law, equity, or otherwise for the disclosure or use of HEL Information “For Official Use Only” in breach of this Agreement, the Natural Resources Conservation Service shall be entitled to seek and obtain a temporary restraining order, injunctive relief or other equitable relief against the continuance of such breach, in addition to all other remedies, and without the requirement of posting a bond or undertaking or proving injury as a condition for relief.

Return of Materials. Upon written request from the Aerial Photography Field Office (APFO), or one (1) year after notice of final acceptance of imagery associated with this agreement, the receiving party agrees to destroy any materials and documents furnished by NRCS containing HEL Information “For Official Use Only” together with all copies made thereof by the receiving party, any geographically identifiable photographic imagery, and any scanned imagery that may have been retained for backup and recovery purposes. The receiving party shall deliver written certification to the Aerial Photography Field Office for documentation in the contract file that these actions have been taken and that the material has been destroyed with a copy of the certification forwarded to the Natural Resources Conservation Service.

In Witness Whereof, the parties have executed this Agreement by their authorized representatives as of the date set forth above.

By: _____
Authorized Signature

By: _____
Authorized Signature

Typed Name

Typed Name

Title

Title