

**NEW YORK STATE
DEPARTMENT OF AGRICULTURE AND MARKETS**

RFP0214

REQUEST FOR PROPOSALS

for the

Implementation of High-Efficiency Agricultural Irrigation Water Management Systems

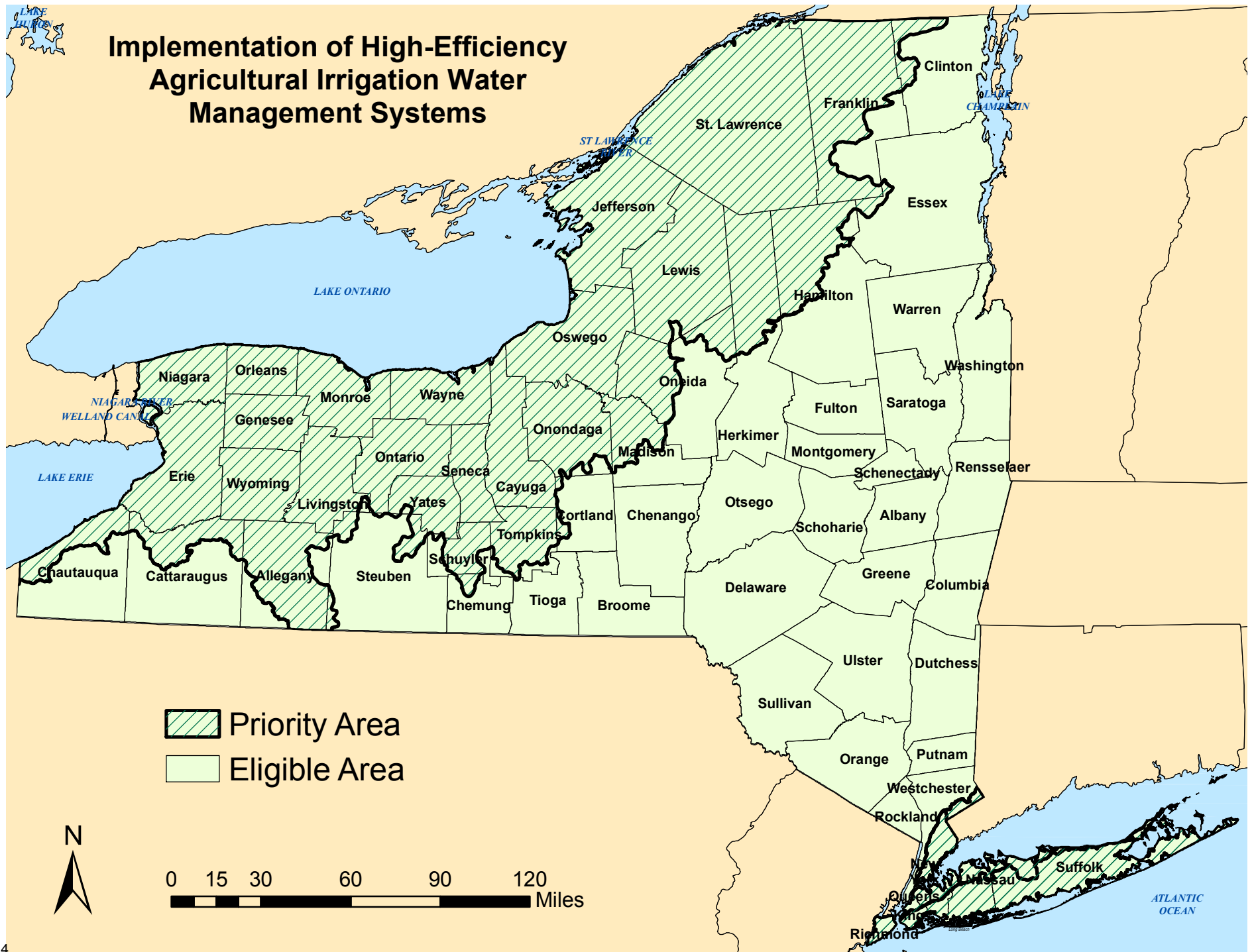
Ecosystem Based Management (EBM) Funds to reduce the agricultural consumption of surface and groundwater while increasing nutrient efficiency and crop yields.

TABLE OF CONTENTS

Boundaries for Eligible Projects and Priority Area Map	3
1. Introduction	4
1.1 Overview	4
1.2 Questions and Answers	4
1.3 Eligible Applicants	4
1.4 Available Grant Funding	4
1.5 Proposal Submission Requirements	5
2. Project Requirements	5
2.1 Eligible Projects	5
2.2 Eligible Costs	5
2.3 Match Requirements	6
2.4 Project Duration	6
3. Proposal Format	6
3.1 Application Form Instructions	6
3.2 Completing Work Plans in Grants Gateway	7
4. Project Evaluation and Scoring	8
4.1 Receipt of Proposals	8
4.2 Scoring Criteria	8
4.3 Awards	8
4.4 Debriefing	9
5. Reporting Requirements	9
6. Contract & Payment Terms	9
6.1 Contracts	9
6.2 New York State Master Contract	10
6.3 Payment	10
6.4 Workers' Compensation & Disability Requirements	10
6.5 Liability	10
7. Considerations	11
7.1 Reserved Rights	11
7.2 Freedom of Information	11
7.3 NYS Office of Parks, Recreation and Historic Preservation Requirements	11
7.4 NYS Environmental Quality Review Act Requirements	11
Application Questions	12
BMP Operation and Maintenance Guidelines & Hourly Rate Recommendations	15
Appendix A: Project Budget and Budget Narrative Form	16
Appendix B: Irrigation Water Management Plan Worksheet	17
Appendix C: Proposal Evaluation Score Sheet	18
Appendix D: Certification of Letters of Commitment	20
Appendix E: Cultural Resource Requirements	21

TIMELINE

Release RFP	January 8, 2020
Deadline for Questions	March 16, 2020
Final Questions and Answers Posted	March 25, 2020
Deadline for Proposals	April 6, 2020
Announce and Award Grants	May 2020



1. INTRODUCTION

1.1 Overview

The New York State Department of Agriculture and Markets and the New York State Soil and Water Conservation Committee are pleased to announce the availability of funds to support the Implementation of High-Efficiency Agricultural Irrigation Water Management Systems. This Request for Proposals is intended to provide financial assistance to implement improvements to existing agricultural irrigation systems that result in the conservation of water resources, improvements to nutrient management strategies and crop production yields, while safeguarding natural resources. High-efficiency systems, particularly micro irrigation systems (e.g. trickle, drip and low flow emitters) work to strategically place irrigated water within the root zone of the target crop. If properly designed, these systems conserve water resources and can be used to transport nutrients and pesticides; reducing the potential of runoff and groundwater contamination. Eliminating direct contact of irrigated water with the consumable portion of the plant can also reduce potential health risks associated with agricultural waters. Proper irrigation enhances the quantity and quality of most crops while reducing associated risks to human health and the environment.

Funding for this Request for Proposals comes from the Environmental Protection Fund (EPF), as part of the Ocean and Great Lakes Initiative.

1.2 Questions and Answers

Prospective applicants with questions concerning the RFP should present those questions in writing to:

Lauren Prezorski
New York State Department of Agriculture and Markets
10B Airline Drive
Albany, New York 12235
lauren.prezorski@agriculture.ny.gov

Applicants should note that all clarifications are to be resolved prior to the submission of a proposal. All questions must be submitted by 4:00 p.m. local time, March 16, 2020. A list of questions about the RFP and answers to those questions, as well as any addenda to the RFP, will be added to the Frequently Asked Questions document posted on the New York State Department of Agriculture and Markets (Department) website along with the electronic version of the RFP and other program attachments. Questions and responses will be posted starting no later than January 29, 2020 through March 25, 2020. All questions and answers shall be incorporated into the RFP as a formal addendum.

1.3 Eligible Applicants

Eligible applicants are New York County Soil and Water Conservation Districts.

1.4 Available Grant Funding

Funding in the amount of approximately \$700,000 is available for the Implementation of High-Efficiency Agricultural Irrigation Water Management Systems. The maximum award level is \$50,000 per farm. Districts are not limited to the number of applications that may be submitted, however, only one application per farm is allowed.

1.5 Proposal Submission Requirements

Proposals for Implementation of High-Efficiency Agricultural Irrigation Water Management Systems must conform to the format provided through the Grants Gateway. Proposals must be submitted in the Grants Gateway by 4:00 p.m. local time on April 6, 2020 to be considered for funding. Applicants, and not computers or servers, are responsible for the timely submission of proposals. Proposals received after the scheduled date and time will not be accepted. Faxed, mailed or e-mailed proposals will not be accepted.

2. PROJECT REQUIREMENTS

2.1 Eligible Projects

Proposed projects must meet the following project eligibility criteria in order to be fully evaluated and scored:

- All projects must be for irrigation water management systems on agricultural lands.
- Projects **MUST** be for the transition to a more efficient water-saving system. Only previously irrigated land is eligible for this opportunity.
- Projects must be based on sound agricultural practices and follow the AEM planning process.
- All projects must submit an Irrigation Water Management Plan Worksheet (Appendix B) documenting the existing and proposed irrigation systems.
- Projects must have the capability of being completed and invoiced within three years of signing a state assistance contract with the Department of Agriculture and Markets.
- Projects that include weather, soil, or plant-based sensors for irrigation scheduling will be given priority points.

Irrigation Water Management Systems to be implemented on rented property should not be submitted for funding unless there is a written lease for the use of the property for the life span of the of the BMP (see BMP Operation & Maintenance Guidelines, page 15).

Eligible projects must be located within the geographic boundaries of New York State. Within the State, priority will be given to farms that are located in a Great Lakes Watershed or farms with direct drainage to the Ocean. All regions of the State are eligible to apply.

2.2 Eligible Costs

Eligible costs must be associated with the implementation of irrigation water management systems.

Eligible expenses include:

- Irrigation system conversion to a more water-efficient system (sprinklers, drip tape, emitters, high efficiency pumps, pipes, automated valves, gauges, etc.);
- Irrigation timers, water meters, soil moisture sensors, control panels and irrigation scheduling software;
- Fertilizer/pesticide injectors;
- Personal services to implement irrigation systems;
- Consultant services;
- Engineering and consulting services; and

- Other direct expenses related to implementation.

State assistance payments may not be used to cover the lease or purchase of equipment not directly related to the function of a BMP. If the equipment is directly related to the function of a BMP, state assistance payments can be used. Equipment costs may also be an eligible match contribution. It is advisable for applicants to request clarification on the eligibility of specific equipment during the open questions and answers period and all determinations will be added to the Frequently Asked Questions Document.

The landowner and/or operator is solely responsible for the costs associated with the operation and maintenance of BMPs. These costs cannot be reimbursed by the State or used as a match to State funding.

Ineligible Expenses

Ineligible expenses include costs paid from other State resources and costs incurred prior to contract approval from the Department. These expenses will not be reimbursed by the State.

Costs associated with upgrades to the proposed or planned water source are not eligible for State funding under this program. This includes installation of new wells or increasing the depth of existing wells. These costs are eligible as project match.

2.3 Match Requirements

Funding requests for this program do not require a minimum in matching funds, however, they are strongly encouraged and will be used as part of the scoring criteria. Eligible forms of match include cash or in-kind services, including: other grants from non-state funding sources, SWCD personnel salaries devoted to the project, if not funded with other State grant sources, overhead expenses, consultant services, supplies, materials, farmer time and labor, equipment use. The cash value of services must be reasonable and is subject to adjustment by the Department. The State-funded portion of the project cannot be increased as a result of budget changes or variations.

Best Management Practices that improve soil health and increase soil moisture holding capacity may be included as project match and will be considered in project scoring.

A written commitment for other required funds or resources must be in place at the time of application (see Appendix D). Sponsor and landowner contributions and expenditures that were made or incurred prior to the contract start date or after contract completion as designated by the Department may not be used as matching funds or reimbursed by the State.

2.4 Project Duration

It is anticipated that the Department of Agriculture and Markets will announce grant awards by May 2020. A proposed project must be capable of completion within three years after signing a contract with the Department.

3. PROPSAL FORMAT

3.1 Application Form Instructions

Proposals must be submitted through Grants Gateway, which follows the questions on page 12 of this RFP. In addition, proposals must include the following documents in order to be considered complete:

- A completed Project Budget and Budget Narrative Form describing how the requested funding will be used in detail and the source of any matching contributions (see Appendix A of this RFP);
- SWCD Board Resolution authorizing the submittal of a project application pursuant to the Implementation of High-Efficiency Agricultural Irrigation Water Managements Systems RFP;
- High resolution topographical map of the project site. The map must have the north arrow depicted;
- Field map from the AEM Plan that shows the proposed project area and water source;
- Completed Irrigation Water Management Plan Worksheet (see Appendix B of this RFP);
- Certification that Letters of Commitment from all landowners/operators and employers of all partners and entities providing monetary or technical assistance are current and on file in the District office at time of application (see Appendix D);
- Cultural Resource Certification (see Appendix E).

****IMPORTANT INFORMATION FOR USING GRANTS GATEWAY****

COMPLETING THE BUDGET IN GRANTS GATEWAY

The Grants Gateway Budget form can be found under the Forms Menu as “Project Budget”. Under the “OTHER” category, enter the Total Project Costs. There is no need to enter additional categories. The itemized project budget form (Appendix A referenced above) can be found under the Pre-Submission Uploads section. This budget form must be completed in detail and uploaded for an application to be reviewed.

3.2 Completing Work Plans in Grants Gateway

The Gateway application will utilize an open project work plan. You must follow the instructions below when completing the work plan for each application:

Project Description – List farm name followed by a brief description of the overall farm project.

Organizational Capacity – Provide a description of the ability and experience of your District and partners to complete this project.

Objectives – List “Irrigation Water Management System”. You will need to repeat the system name in the description or enter “same”.

Tasks – List the BMP Practice to be implemented under Task Name. Enter the NRCS Practice Code under the description. Each BMP practice should be listed as a separate task.

Performance measures – In the field for performance measure name, repeat the NRCS Practice Code from the task. In the performance measure narrative, list the quantity and unit for each BMP Practice to be implemented (e.g. 1000 feet, or 1.5 acres).

NOTE: The project work plan must include all the deliverables of your project. Other sections of the Grants Gateway application are used to describe, support and reinforce the project documented in the work plan.

4. PROJECT EVALUATION AND SCORING

4.1 Receipt of Proposals

Applications will be screened for completeness and eligibility. All proposals deemed eligible by the Department will be further evaluated and scored by a review team of at least three (3) evaluators.

4.2 Scoring Criteria

Consideration will be given to the following factors in rating proposals:

1. Well planned projects that demonstrate significant advances toward water-efficiency and include measures for optimum system management. (Maximum score of 20 points)
2. Scope of Work and Time Frame (Maximum score of 10 points)
3. Cost Effectiveness (Maximum score of 10 points)

Applications that demonstrate the following will receive higher scores:

- Conversion to systems that result in the greatest reduction in required water usage.
- Projects that include soil moisture meters, timers, water meters, and other management tools to ensure proper use and management of the system.
- Projects that include soil health practices to improve water holding capacity on irrigated fields.
- Demonstrates that the farmer/operator has the required training and support to effectively manage the system.
- Cost-effectiveness.
- A strong plan for ongoing sustainability.

In addition, one-time preference points will be awarded to Priority Projects that meet the following criteria:

1. Project helps to implement the goals of the New York State Ocean and Great Lakes Initiative by being within the Great Lakes Basin or direct drainage area of the Atlantic Ocean. (5 points.)
2. Project includes matching funds that demonstrate a solid commitment to project success. Cost Share Percentages will be calculated by the Project Budget and Budget Narrative Form (Appendix A) based on the percentage of Total Project Cost. (Up to 5 points.) *(NOTE: Please disregard the match percentage calculated by the Grants Gateway, as this is inaccurate for the purposes of this grant program.)*

All proposals must include sufficient information to allow the above factors to be evaluated. Please review the detailed Project Evaluation Score Sheet in Appendix C prior to writing your project proposal. The Department reserves the right to conduct site reviews of the proposed project areas as part of the evaluation process.

4.3 Awards

The scores of the evaluators will be aggregated and preference points will be assessed on the aggregated score to make up proposal's grand total score. All proposals will then be ranked by their grand total score from highest to lowest to makeup the final ranked list for awards. Proposals that receive a score of less than 50% of the maximum available aggregate score will not be considered for funding. Proposals will be funded in the order of rank until eligible funding is exhausted or until no eligible proposals remain.

If there is a numerical tie after the proposals are scored, the project with the greatest percentage of leveraged overall grant funds will determine placement on the ranking list. For example, if two

applications have an aggregate score of 75 points, and one leverages 25%, the other 20%, the one with greater (25%) match contribution will be funded first. If two projects are still equal, the final determination will be made by a coin toss.

Applicants whose proposals are selected for funding will be notified as soon as possible. Selected proposals must comply with all applicable federal, State and local laws and rules and regulations for funding to be awarded. Evidence of such compliance may be required. Please review Section 7.3: NYS Office of Parks, Recreation and Historic Preservation Requirements.

4.4 Debriefing

Upon request, the Department will provide a debriefing to any unsuccessful applicant as to the reasons that the proposal submitted was not selected for an award. To request a review of an unsuccessful application, contact Ms. Judy Giovannetti, Division of Fiscal Management, via e-mail at procurement.info@agriculture.ny.gov. A debriefing must be requested within fifteen (15) calendar days of the date of the notice of non-award.

5. REPORTING REQUIREMENTS

Department staff will monitor the progress of each funded project. The Department reserves the right to modify the reporting requirements during the project. At a minimum, progress reports will be required two (2) times per year as specified by Department. In addition, an electronic copy of a comprehensive final report will be required within sixty (60) days following completion of the project. For all projects, the final report shall include a final budget report detailing expenditures and expenditure documentation, a detailed description of the work completed, problems encountered, if any, and lessons learned, as well as such other information as the Department may deem necessary. In addition, the Department reserves the right to visit any or all the projects during or after project completion.

- Final reports for projects shall also include photographs of the work site before and after practice implementation, BMP Procurement Records, and Consultant Engineer's Certification of BMPs (if needed).
- The Department reserves the right to make all final reports available to the NYS Ocean and Great Lakes Ecosystem Conservation Council and the general public.
- The Department reserves the right to conduct a follow-up evaluation of funded projects in order to determine long-term impacts.
- The Department and Comptroller's Office reserves the right to audit the Project Sponsor's books and records relating to the performance of the project during and up to six (6) years after the completion of the project.

6. CONTRACTS & PAYMENT TERMS

6.1 Contracts

Once an application has been selected for funding, the Department will notify the sponsor of the need to provide information necessary to complete the contract with the Department. Payments cannot be made until the contract is fully executed. Once executed, sponsors may request a 25% advance funding payment. **All other payments are reimbursement based.** A minimum of 10 percent of the State assistance payment will be withheld pending satisfactory completion of the contract.

If the Department is unsuccessful in negotiating a contract which will achieve the deliverables in a manner consistent with the proposal as approved and any applicable laws or regulations, the Department reserves the right to rescind its approval of the proposal for funding and instead award the funding to other eligible unfunded project proposals.

The standard term for all projects will be three full construction years plus two months for project administration and completion of the final report. The project start date will be the date of issue on the contract. Funding of proposals that extend over more than one State fiscal year will be subject to the reappropriation of funds.

6.2 New York State Master Contract

New York State has developed a standard “Master Contract” containing standard clauses required in all State Contracts. The Master Contract will be executed for all projects awarded under this RFP, and applicants are responsible for complying with the terms and conditions contained therein.

6.3 Payment

Payment for invoices submitted by the SWCD shall be rendered electronically unless payment by paper check is expressly authorized by the Commissioner, in the Commissioner’s sole discretion, due to extenuating circumstances. Such electronic payment shall be made in accordance with ordinary State procedures and practices. The Contractor shall comply with the Comptroller of the State of New York’s procedures to authorize electronic payments. Contractor acknowledges that it will not receive payment on any invoices submitted under this Contract if it does not comply with the Comptroller of the State of New York’s electronic payment procedures, except where the Commissioner has expressly authorized payment by paper check as set forth above.

6.4 Workers’ Compensation & Disability Insurance Requirements

New York State Workers’ Compensation Law sections 57 and 220 require that the Department not enter into a contract unless proof of Workers’ Compensation and Disability Insurance in a form satisfactory to the New York State Workers’ Compensation Board has been secured.

Recipients of grants under this RFP will be required to produce proof of Workers’ Compensation and Disability Insurance in a form satisfactory to the New York State Workers’ Compensation Board prior to the execution of the contract.

Please visit the New York State Workers’ Compensation Board website, www.wcb.ny.gov, for more information. You may contact the Workers’ Compensation Board’s Bureau of Compliance with any questions related to workers’ compensation or disability insurance at (866) 298-7830.

6.5 Liability

The State will not be held liable for any costs incurred by any District for work performed in the preparation of and production of a proposal, or for any work performed prior to the formal execution of an agreement.

7. CONSIDERATIONS

7.1 Reserved Rights

The Department reserves the right to:

- reject any or all proposals received with respect to this RFP;
- waive or modify minor irregularities in proposals received after prior notification and concurrence of the applicant;
- request from an applicant additional information as deemed necessary to more fully evaluate its proposal;
- amend the program's specifications after their release, with appropriate written notice to all potential applicants;
- select only certain portions of proposals for State funding;
- negotiate the terms of any agreement proposed by the applicant; and
- make all final decisions with respect to the amount of State funding and the timing of payments to be provided to an applicant.

All eligible proposals submitted in response to this RFP will become the property of the New York State Department of Agriculture and Markets.

7.2 Freedom of Information

All proposals submitted and all related contracts and reports may be subject to disclosure under the Freedom of Information Law.

7.3 NYS Office Of Parks, Recreation and Historic Preservation Requirements (see Appendix E)

Projects which include ground-disturbing activities, construction of new buildings, or modification of buildings over 50 years old are subject to further review by the NYS Office of Parks, Recreation and Historic Preservation (OPRHP). Cultural Resource determinations must be made prior to application and a certification that projects will have no impact on historical sites or artifacts is required at time of application. The Department reserves the right to request such additional information as is necessary.

7.4 NYS Environmental Quality Review Act Requirements

Some projects may be subject to review under the New York State Environmental Quality Review Act (SEQRA). The Department reserves the right to request additional information as needed to comply with SEQRA requirements.

Implementation of High-Efficiency Agricultural Irrigation Water Management Systems
Application Questions

Please Answer **ALL** Questions in the Grants Gateway.

Part 1: Applicant Information

1. Applicant Soil and Water Conservation District: [Click here to enter text.](#)
2. Federal ID#: [Click here to enter text.](#)
3. Contact Person: [Click here to enter text.](#)
4. Mailing Address: [Click here to enter text.](#)
5. Phone: [Click here to enter text.](#)
6. Email: [Click here to enter text.](#)

Part 2: General Project Information

1. Project Name: [Click here to enter text.](#)
2. Farm Name: [Click here to enter text.](#)
3. Project Address: [Click here to enter text.](#)
4. AEM ID Number: [Click here to enter text.](#)
5. Project GPS Coordinates:
Easting: [Click here to enter text.](#)
6. Project GPS Coordinates:
Northing: [Click here to enter text.](#)
7. Crop Type: [Click here to enter text.](#)
8. Acres Operated: [Click here to enter text.](#)
9. Acres of Specialty Crop Production: [Click here to enter text.](#)
10. Acres to be implemented: [Click here to enter text.](#)
11. Is the farm subject to the Food Safety Modernization Act (FSMA) Produce Safety Rule?
☐ Yes ☐ No

Part 3: Project Description

1. Project Summary (up to 1000 characters):
2. Project Description, including: what will be done, how it will be accomplished and the farm need. The description should include information on the irrigation water source, existing system, proposed benefits of new system and how the project fits into the farm's business and food safety goals.
3. Identify the primary water source to be used for the proposed project (surface water, on-farm well, municipal well): [Click here to enter text.](#)

4. Describe how the proposed system will be managed, including what methods and record keeping will be used for management decisions and operation: [Click here to enter text.](#)
5. Describe who will manage the system and the level of training and experience that will be required.

Part 4: Specific Project Information:

1. Provide a timeline description for how the project will be completed in three years or less. This should include design, implementation and certification of implemented practices (tables and charts may be used): [Click here to enter text.](#)
2. Has the farm been inventoried and assessed using the AEM Tier I and II process?
☐ Yes ☐ No (If no, the farm is not eligible to participate in this program)
3. Does the farm have a current AEM plan that addresses irrigation water management?
☐ Yes, please list date the plan was complete: _____
☐ No (If no, the farm is not eligible to participate in this program)
4. Please provide the HUC12 number of the watershed for which the project is located: [Click here to enter text.](#)
5. Has the farm received State funding in the past for any irrigation water management system or BMP component listed in the project work plan? ☐ Yes ☐ No
6. If yes, please explain? [Click here to enter text.](#)
7. **Please complete the Irrigation Water Management System Worksheet (Appendix B).**

Part 5: Budget

1. Complete the Grants Gateway Project Budget as directed in section 3.1 of this RFP.
2. Complete and attach the Project Budget and Budget Narrative Form (Appendix A), which can be found in the pre-submission uploads section of Grants Gateway. Matching funds from sponsor and landowner are not required but must be documented in Appendix A if they are to be considered as part of the application.

Part 6: SWCD Resolution

Please attach a SWCD Board resolution authorizing the submission of this application pursuant to the Implementation of High-Efficiency Agricultural Irrigation Water Management Systems RFP.

NOTE: If the project application includes participating landowner(s) that are either SWCD Board Members or Employees, please attach a copy of the official Board Meeting minutes that reflect the process for the selection of the farm(s), disclosure of interests, and necessary recusals from the authorizing resolution.

Part 7: Maps

Please attach required maps as outlined in Section 3.1 of this RFP.

Part 8: Letters of Commitment

The submission of this application by the Grantee Signatory serves as a commitment to all deliverables and expenses within the project proposal by the Soil and Water Conservation District. Please attach a certification that written commitments have been obtained, and are on file, for all other project partners, including landowners, listed in the application. (See Appendix D.)

Part 9: Cultural Resources Certification

Please attach a signed certification that the District has obtained a “no impact” cultural resource determination from the State Historic Preservation Office (SHPO) within the Office of Parks, Recreation and Historic Preservation (OPRHP); or has determined that the project site is outside of any archaeologically sensitive areas based on the Cultural Resources Information System (CRIS) database. (See Appendix E.)

BMP Operation and Maintenance Guidelines

A BMP that is funded by this Implementation of High-Efficiency Agricultural Irrigation Water Management System opportunity must be maintained and properly operated for the conservation purposes for which the practice was approved. The project sponsor must ensure that active BMPs, at a minimum, be operated and maintained by the Landowner and/or Operator for the lifespan period. For information on BMPs including life spans please refer to the Agricultural Best Management Practices Catalogue.

Grant Hourly Rate Recommendation

The following rates were acquired from SWCDs as a result of our inquiry as part of the 2018 annual reports submitted.

The hourly rates which can be used by SWCDs, in lieu of providing justification for calculating their actual salary, benefit and overhead, to calculate total personnel services costs are as follows:

	Hourly Rate	Overhead	Total
Managerial	\$ 56.00	\$ 5.00	\$ 61.00
Technical	\$ 37.00	\$ 5.00	\$ 42.00
Senior Tech*	\$ 44.00	\$ 5.00	\$ 49.00
Engineer	\$ 64.00	\$ 5.00	\$ 69.00
Secretarial	\$ 39.00	\$ 5.00	\$ 44.00

*Senior Tech rate is the average salary for technicians with 10yrs or more experience.

Districts may use their actual salary, benefit and overhead figures in lieu of the above set rates. In those cases, full documentation must be provided to obtain payment. In cases where interns, seasonal or part-time employees are used, actual hourly rates will have to be used and justified.

These rates, including overhead expenses, can also be used for local agency personnel (NRCS, CCE) as well as private sector consultants. These individuals will also have the option to use and fully justify their own actual rates. Overhead expenses cannot be used for actual rates.

APPENDIX A: Project Budget and Budget Narrative Form

Implementation of High-Efficiency Agricultural Irrigation Water Management Systems

EXPENDITURE	STATE REQUEST	SPONSORS CONTRIBUTION*	LANDOWNER CONTRIBUTION*	TOTAL PROJECT COSTS	NARRATIVE (Include Source, and detailed description of expense)
PERSONAL SERVICES				0	
CONTRACTUAL SERVICES				0	
ENGINEERING SERVICES				0	
SUPPLIES				0	
OTHER DIRECT EXPENSES RELATED TO PROJECT CONSTRUCTION/PROJECT DELIVERABLES				0	
OVERHEAD EXPENSES (Derived from Using the Recommended Rates)				0	
BMPs				0	
TOTALS	0	0	0	0	
Cost Share Percentages (% of Total Project Cost)	0.00%	0.00%	0.00%	0.00%	

Irrigation Water Management Plan Worksheet

IRRIGATION PLANNING WORKSHEET

RFP0214
Implementation of High-Efficiency Irrigation Water Management Systems
Page **17** of **26**

APPENDIX C

Implementation of High-Efficiency Agricultural Irrigation Water Management Systems

EVALUATION SCORE SHEET

*Each component of the proposal will be evaluated per criteria described in the left-hand column. Numbers in **BOLD** are the maximum score for the category. Numbers that are not bold reflect how points are apportioned within each category.*

Preference Points	Max Points	Score
<i>Project is located within the Great Lakes Basin or direct drainage area of the Atlantic Ocean</i>	5	
Matching funds demonstrate a solid commitment to project success: Sponsor and landowner match are: <ul style="list-style-type: none"> • Greater than 50% of the total project cost • Between 35% - 49% of the total project cost • Between 25% - 34% of the total project cost • Between 10% - 24% of the total project cost • Between 1% - 9% of the total project cost • No matching funds are involved 	5 5 4 3 2 1 0	

Scoring Key

Total Points Available	Exceeds All or Most Criteria	Exceeds Some Criteria	Meets Criteria	Meets Some but Not All Criteria	Does Not Meet Most Criteria	Meets No Criteria
20	17-20	13-16	9-12	5-8	1-4	0
10	9-10	7-8	5-6	3-4	1-2	0

Review Criteria	Max Points	Score
<i>Project demonstrates significant advances toward water-efficiency and includes measures for optimum system management. -- How well does the applicant address the following:</i> <ul style="list-style-type: none"> • Project converts irrigated fields to a system that significantly reduces water usage. • Project includes soil moisture meters, timers and other management tools to ensure proper use and operation of the system. • Project includes soil health practices to improve water holding capacity on irrigated fields. 	20 8 6 6	

<p><i>Adequate Scope of work and Time Frame -- How well does the applicant address the following:</i></p> <ul style="list-style-type: none"> • Project deliverables are clearly defined and consistent with RFP objectives. Proposal clearly identifies the project as a priority for the farm and clearly defines what is to be done, how it will be done, who will do it and when it will be done. • There is demonstrated experience and ability of the sponsor and project staff to undertake the proposed activity. • Project is well planned and clearly outlines a path to completion within 3 years. 	<p>10</p> <p>5</p> <p>2</p> <p>3</p>	
<p><i>Project is cost effective -- How well does the applicant address the following:</i></p> <ul style="list-style-type: none"> • BMP(s) to be implemented are cost effective. • Estimated time to complete and hourly rates being charged for technical/engineering services and administration are reasonable. • Demonstrates that the farmer/operator has the required training and support to effectively manage the system beyond the contract lifespan. 	<p>10</p> <p>4</p> <p>3</p> <p>3</p>	
<p>TOTAL Points</p>	<p>40</p>	

APPENDIX D

Implementation of High-Efficiency Agricultural Irrigation Water Management Systems

Certification of Letters of Commitment

County Soil and Water Conservation District: [Click here to enter text.](#)

Project Proposal Name: [Click here to enter text.](#)

The undersigned certifies that Letters of Commitment for the above reference project proposal are current and on file at the Soil and Water Conservation District office. These written commitments include a separate letter for each project partner, including landowners, and the specific level of commitment to be provided for the project; as stated in the proposal.

I hereby affirm under penalty of perjury that information provided on this form and attached statements and exhibits are true and accurate. False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal Law.

(Title) _____ of (entity)

(date) _____ (signature) _____ (print name)

APPENDIX E

Cultural Resource Requirements

Implementation of High-Efficiency Agricultural Irrigation Water Management Systems

NYS OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION REQUIREMENTS

For ground disturbing or potentially ground disturbing implementation activities, please consult the NYS Cultural Resource Information System website to determine if the project is located in an archeologically sensitive area <https://cris.parks.ny.gov/Login.aspx?ReturnUrl=%2f>.

- For self-determination, please see the *Instructions for Using NYS Cultural Resource Information System website*. If the project is not located in a shaded area, copy and paste the map into a Microsoft document (i.e. Word, Publisher, etc.) and include the following information:
 - SWCD and SWCD Contact Person
 - Project Title (Farm Name/BMP to be implemented)
 - Landowner Name

Retain a copy of each map necessary and note if the project is not located in an archeological sensitive area on the cultural resource certification.

- If the project is located in an archeological sensitive area, you will need to submit the project for review through the CRIS website.
- Part of NRCS's current agreement with SHPO identifies the potential of each BMP to disturb the ground. The list of BMPs is attached as SHPO Ground Disturbing Potential. SHPO has agreed that BMPs identified on that list as NG (not ground disturbing) need not be submitted to their office for review. If you do not submit a project to SHPO for this reason, please note this on the Cultural Resource Certification. Practices listed as Potentially Ground Disturbing (PG) will need to be submitted through the CRIS website.
- Projects that are ground disturbing or PG within an archaeological sensitive area must be submitted to NYS OPRHP. Letters from NYS Office of Parks, Recreation and Historical Preservation with "no impact" determinations should be noted on the cultural resource certification and copies of the letters must be kept on file in the District office.

Implementation of High-Efficiency Agricultural Irrigation Water Management Systems

Cultural Resource Certification

County Soil and Water Conservation District: [Click here to enter text.](#)

Project Proposal Name: [Click here to enter text.](#)

The undersigned certifies that the above reference project (check all the apply):

- ☐ Does not include any ground disturbing or potentially ground disturbing practices.
- ☐ Has been self-determined to be outside of all archaeological sensitive areas using the New York State Cultural Resource Information System. A map with the project name and landowner name is on file in the District office.
- ☐ The project has been reviewed by the New York State Office of Parks, Recreation and Historical Preservation and has been determined to have no impact on archaeological and/or historic resources listed in or eligible for the New York State and National Registers of Historic Places. A copy of this letter is on file in the District office.

I hereby affirm under penalty of perjury that information provided on this form are true and accurate. False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal Law.

(Title) _____ of (entity)

(date) _____ (signature) _____ (print name)

SHPO Ground Disturbing Potential

(G=Ground Disturbing, NG=Not Ground Disturbing, PG=Potentially Ground Disturbing)

Code	Name	Rating
560	Access Road	G
311	Alley Cropping	NG
575	Animal Trails and Walkways	PG
310	Bedding	G
314	Brush Management	PG
322	Channel Vegetation	PG
324	Deep Tillage	G
326	Clearing & Snagging	G
397	Commercial Fishponds	G
317	Composting Facility	PG
327	Conservation Cover	NG
328	Conservation Crop Rotation	NG
656	Constructed Wetland	G
360	Closure of Waste Impoundments	PG
332	Contour Buffer Strips	NG
330	Contour Farming	NG
331	Contour Orchard and Other Fruit Area	PG
585	Contour Stripcropping	NG
335	Controlled Drainage	G
340	Cover Crop	NG
342	Critical Area Planting	PG
589A	Cross Wind Ridges	NG
589B	Cross Wind Stripcropping	NG
589C	Cross Wind Trap Strips	NG
348	Dam, Diversion	G
402	Dam, Floodwater Retarding	G
349	Dam, Multiple Purpose	G
356	Dike	G
362	Diversion	G
432	Dry Hydrant	PG
647	Early Successional Habitat Development/Mgt.	NG
382	Fence (high-tensil)	NG
382	Fence (all other)	G
386	Field Border	NG
393	Filter Strip	PG
394	Firebreak	PG
398	Fish Raceway or Tank	PG
Bio 395	Fish Stream Improvement	PG
Bio 399	Fishpond Management	N
		G
400	Floodwater Diversion	G
404	Floodway	G

511	Forage Harvest Management	NG
655	Forest Harvest Trails & Landings	G
490	Forest Site Preparation	PG
666	Forest Stand Improvement	NG
410	Grade Stabilization Structure	G
412	Grassed Waterway	G
548	Grazing Land Mechanical Treatment	PG
561	Heavy Use Area Protection	PG
422	Hedgerow Planting	PG
422A	Herbaceous Wind Barriers	NG
423	Hillside Ditch	G
320	Irrigation Canal or Lateral	G
388	Irrigation Field Ditch	G
464	Irrigation Land Leveling	G
552A	Irrigation Pit or Regulating Reservoir - Irrigation Pit	G
552B	Irrigation Pit or Regulating Reservoir - Regulating Reservoir	G
436	Irrigation Storage Reservoir	G
442	Irrigation System - Sprinkler	G
443	Irrigation System - Surface & Subsurface	G
441	Irrigation System - Microirrigation	G
447	Irrigation System, Tailwater Recovery	G
428A	Irrigation Water Conveyance,Ditch and Canal Lining - Nonreinfor Concrete	G
428B	Irrigation Water Conveyance,Ditch and Canal Lining - Flexible Membrane	G
428C	Irrigation Water Conveyance,Ditch and Canal Lining - Galvanized Steel	G
430AA	Pipeline - Aluminum Tubing	PG
430BB	Pipeline - Asbestos-Cement	G
430CC	Pipeline - Nonreinfor Concrete	G
430DD	Pipeline - High-pressure, Underground, Plastic	G
430EE	Pipeline - Low-pressure, Underground, Plastic	G
430FF	Pipeline - Steel	PG
430GG	Pipeline - Reinfor Plastic Mortar	G
430HH	Pipeline - Rigid Gated Pipeline	PG
449	Irrigation Water Management	PG
460	Land Clearing	G
451	Land Reclamation-Fire Control	G
453	Land Reclamation-Landslide Treatment	G
454	Land Reclamation-Subsidence Treatment	G
455	Land Reclamation-Toxic Discharge Control	G
456	Land Reclamation-Highwall Treatment	G
543	Land Reconstruction, Abandoned Mined Land	G
544	Land Reconstruction, Currently Mined Land	G
466	Land Smoothing	G
468	Lined Waterway or Outlet	G

634	Manure Transfer	G
457	Mine Shaft & Adit Closing	PG
482	Mole Drain	G
484	Mulching	NG
590	Nutrient Management	NG
500	Obstruction Removal	G
582	Open Channel	G
512	Pasture & Hay Planting	NG
595A	Pest Management	NG
516	Pipeline	PG
378	Pond	G
521A	Pond Sealing or Lining - Flexible Membrane	PG
521B	Pond Sealing or Lining - Soil Dispersant	PG
521C	Pond Sealing or Lining - Bentonite Sealant	PG
521D	Pond Sealing or Lining - Cationic Emulsion-Waterborne Sealant	PG
521E	Pond Sealing or Lining - Asphalt-Sealed Fabric Liner	PG
462	Precision Land Forming	G
338	Prescribed Burning	PG
528A	Prescribed Grazing	NG
532	Pumped Well Drain	PG
533	Pumping Plant for Water Control	PG
550	Range Planting	NG
562	Recreation Area Improvement	PG
566	Recreation Land Grading & Shaping	G
568	Recreation Trail & Walkway	PG
554	Regulating Water in Drainage Systems	NG
329A	Residue Management, No-till & Strip Till	NG
329B	Residue Management, Mulch till	NG
329C	Residue Management, Ridge Till	nG
344	Residue Management, Seasonal	NG
643	Restoration and Management of Declining Habitats	NG
391A	Riparian Forest Buffer	PG
390	Riparian Herbaceous Cover	NG
555	Rock Barrier	PG
558	Roof Runoff Management	PG
570	Runoff Management System	PG
646	Shallow Water Management for Wildlife	G
350	Sediment Basin	G
571	Soil Salinity Management-Nonirrigated	NG
572	Spoil Spreading	G
574	Spring Development	G
580	Streambank & Shoreline Protection	PG
584	Stream Channel Stabilization	G
585	Stripcropping, Contour	NG
586	Stripcropping, Field	NG

587	Structure for Water Control	G
606	Subsurface Drain	G
607	Surface Drainage, Field Ditch	G
608	Surface Drainage, Main or Lateral	G
609	Surface Roughening	NG
600	Terrace	G
610	Toxic Salt Reduction	NG
612	Tree/Shrub Establishment	PG
660A	Tree/Shrub Pruning	NG
614	Trough or Tank	PG
620	Underground Outlet	G
645	Upland Wildlife Habitat Management	PG
472	Use Exclusion	PG
630	Vertical Drain	G
312	Waste Management System	PG
313	Waste Storage Facility	G
359	Waste Treatment Lagoon	G
633	Waste Utilization	NG
636	Water Harvesting Catchment	G
638	Water & Sediment Control Basin	G
640	Waterspreading	G
641	Water Table Control	G
642	Water Well	G
351	Well Decommissioning	PG
658	Wetland Creation	G
659	Wetland Enhancement	G
657	Wetland Restoration	G
644	Wetland Wildlife Habitat Management	PG
648	Wildlife Watering Facility	G
380	Windbreak/Shelterbelt Establishment	PG
650	Windbreak/Shelterbelt Renovation	PG