

# Results of the January 7, 2016 Lessard-Sams Outdoor Heritage Council Work Session

## LSOHC Call / Criteria Improvements

	Role	Phase	Proposed Deletion / Modification / Update	Rationale	Recommendation
1	S	1	Add Constitutional Language immediately under heading on Call	Maintain fundamental focus and purpose	Staff will change the RFP to accomplish this.
2	S	1	Link Application to Call & Criteria; cross-reference, in order	Ease of navigation between the two	Staff will accomplish once criteria have been determined.
3	C	1	Area of Emphasis for FY 2018 (ML 2017) / Priorities Focus Statement	Flexibility in response to emerging issues without major overhaul of Call	Will not be added.
4	C / S	1	Include additional questions within proposal application related to land use / allowable uses (food plots, trails, motorized vehicle use, etc)	Provide clear understanding of allowable uses.	To be discussed at the Feb. 11, 2016 council meeting.
5	S	1	Modify Abstract in proposal. Allow more characters so proposers can better describe their project	Improve clarity of Who, What, When, Where, Why, & How	Increase word limit to 100 words. Sue will provide an example statement to include in the instructions for this item on the application. Reduce the Design & Scope of work section to 500 words.
6	C	1	Delete Criterion 8:	Basic eligibility pursuant to 97A.056	Delete criterion from the Evaluation Criteria. Instead, Julie is drafting language for a certification statement to appear at the beginning of the application.
7	C	1	Delete Criterion 9:	Basic eligibility pursuant to 97A.056	Delete criterion from the Evaluation Criteria. Instead, Sue is drafting language for a certification statement to appear at the beginning of the application.
8	C / S	1	In application: Describe and quantify "scalability" of proposal. Is this an "all or nothing" proposal? Add question in Budget section as to how funding reduction affects administrative costs	Helps eliminate "padded" \$\$ requests (Reduces inflated asks), greater focus on realistic outcomes; Subd.13(e)	Insert a text box in the application for this item and ask applications to describe whether the project is scaleable, and if so, how.
9	C / S	1	In application: Rank / prioritize parcels	Helps eliminate "padded" \$\$ requests (Reduces inflated asks), greater focus on realistic outcomes; Subd.13(e)	Insert a text box in the application for this item asking applicants to list the parcels they are are prioritizing and explain the process used for selecting, ranking and prioritizing.
10	C / S	1	In application: Describe and quantify willingness and likelihood of landowner to sell - i.e., acquisition potential for each parcel	Helps eliminate "padded" \$\$ requests (Reduces inflated asks), greater focus on realistic outcomes; Subd.13(e)	

11	C / S	1	In application: Describe and quantify past performance and output delivery ("Track Record"). Rate how effectively activities have matched stated objectives. (New applicants automatically receive maximum points) ***	Statute 97A.056 Subd.11 & -12	Require as part of the project presentation handout at hearings.
12	S	1	Encourage proposers to attach additional handouts / supplemental materials at time of proposal submission.	Proposers must respond to all questions in proposal, but should use attachements to further explain their project.	Require applicants to submit a 1-page, 2-sided color representation of their project at the time of submission. Staff will provide to members ahead of the hearings with proposal binders.
13	C / S	1	In application: Break out both Contracts and Professional Services into 2 sub-categories: Restoration/Enhancement contracts, and Acquisition work contracts (incl. appraisals) ***	Improved transparency	Staff is researching cost and feasibility of making this change to the budget tables in the online system.
14	C / S	1	In application: Break out Travel into 2 sub-categories: Traditional travel costs, and Equipment costs ***	Improved transparency	Staff is researching cost and feasibility of making this change to the budget tables in the online system.
15	C / S	1	In application: Address how project adds to existing contiguous protected tracts and/or provides corridor link or other unique value (describe, using maps)	Convey strategic location of parcels.	
16	C / S	1	Review / Create Additional screening questions	Determine eligibility	
17	S	1	Improve application instructions in online system and related documents	Clarify application	
18	C / S	2	Add Criterion: Past performance and output delivery. Rate how effectively activities matched stated objectives. (New applicants automatically receive total possible score)	Statute 97A.056 Subd.11 & -12	
19	C	2	Add or Modify Criterion: "Bang for the Buck" and/or "Move the Needle Forward"	Convey overall return on investment and landscape scale significance.	
20	C	2	Modify Criterion 2(d): Review "Threatened and Endangered Species Inventory"	May be preferable to phrase: Protects area identified by County Biological Survey (citation required), consistent with USFWS data, list species likely to benefit, and/or preserves most threatened habitats (such as native prairie, old-growth forest)	

21	C	2	BUDGET Criterion: Review & modify; apply sub-categories as appropriate. Example: BUDGET (20 points total), including Efficiency (0-10), Leverage (0-5), Realistic Request (0-2), ROI (0-3), How 25/50/75% reduction affects administrative costs	Ensure propriety	
22	C	2	Add Criterion: Adds to existing contiguous protected tracts and/or provides corridor link or other unique value (describe, using maps)		
23	C	3	Compare & score proposals within each Ecological Section only	Different issues and priority actions within each Section	
24	C	3	Review & adjust each criterion's weight/score	Not all criteria are of equal importance	
25	C	3	Review & adjust total possible score (100?)	Clearer understanding of each criterion's magnitude	
26	C / S	3	Councillor comments: strengthen effect	Will help produce more robust discussion on the strengths and weaknesses of each project.	

\*\*\* denotes staff will need to work with IT to understand potential costs and how the proposed modifications would affect the existing online system and reporting functions.