



**Mobile Bay National Estuary Program**

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May 6, 2019

**Notice for Request for Statements of Qualification (RFQ)  
Fowl River Marsh and Shoreline Stabilization and Restoration  
Phase I Engineering and Design  
Mobile County, Alabama**

The Mobile Bay National Estuary Program requests qualified engineers, land surveyors, geoscience, or other similar professionals to submit a Statement of Qualifications (SOQ) through a competitive, qualification-based selection process to develop engineering and design documents and secure permits to protect priority shorelines and marshes.

**OVERVIEW**

The MBNEP has secured funding from the National Fish and Wildlife Foundation Gulf Environmental Benefit Fund (NFWF) and seek qualified engineers, land surveyors, geoscience, or other similar professionals to undertake engineering and design to stabilize and enhance:

- 1) Shorelines of priority coastal zone spits in the marine and transitional zones identified in the Fowl River Watershed Management Plan.  
[http://www.mobilebaynep.com/assets/landing/Fowl River Watershed Management Plan 3 30 16 web.pdf](http://www.mobilebaynep.com/assets/landing/Fowl_River_Watershed_Management_Plan_3_30_16_web.pdf)
- 2) Interior tidal marsh consisting primarily of smooth cord grass and saltwater rushes with some pine savannah at higher elevations.

A major focus of MBNEP's Comprehensive Conservation and Management Plan (CCMP) is to improve the effectiveness of landscape-scale resource management and habitat restoration and conservation strategies. **Intertidal marshes and flats**; along with **freshwater wetlands**; and **streams, rivers, and riparian buffers**; were identified by MBNEP's Science Advisory Committee as the three most anthropogenically-stressed coastal habitat types.

The **Purpose** of this project is to improve what people most value about living on the Alabama coast, including beaches and shorelines, fishery resources, and environmental health and resilience, while improving the water quality of the Mobile Bay estuarine system.

The **Goals** are to:

1. Develop a strategy to conserve, restore, and enhance beaches and shorelines.
2. Conserve, restore, and enhance nearshore intertidal marshes and flats.

The selected consultant will work with the MBNEP to complete the following project **Objectives**:

- 1.) Informed by results of the Fowl River marsh health study, and with input from Watershed stakeholders, identify final shoreline restoration locations and develop an engineering and construction design plan to stabilize and enhance priority coastal spits and shorelines of Fowl River from negative impacts associated with sea level rise, increased salinity, and boat wakes.
- 2.) Develop all documents necessary to secure permits from the Alabama Department of Environmental Management (ADEM), the Department of Conservation and Natural Resources (ADCNR), and the U.S. Army Corps of Engineers (USACE), including a monitoring and adaptive management plan.

## **Project Approach**

**The following are some project requirements the Consultant will be expected to complete:**

- **Site reconnaissance and compilation and review of existing information**  
Review existing literature and data and visit the site to conduct a thorough geologic reconnaissance of the project location and surrounding areas to inform the geotechnical engineering analysis and design recommendations.
- **Surveying**  
Acquire topographic and bathymetric (hydrographic) survey information necessary for engineering design and construction drawings.
- **Geotechnical Investigation**  
Site-specific subsurface information will be collected for the engineering evaluation of geotechnical factors impacting site planning, marsh creation/land reclamation, and shoreline stabilization.
- **Design Alternatives Analysis**  
Develop a technical report to summarize all site reconnaissance, surveys, recommended approaches, and other pertinent construction considerations.
- **Engineering and Design Plans**  
Develop detailed plans, specifications, and cost estimates at various stages of project development.
- **Permitting**  
Prepare applications for necessary permits to be submitted for the MBNEP to applicable agencies as necessary for permit issuance.
- **Project Management and Public Outreach**  
Work with the MBNEP to ensure the project remains on schedule and budget and participate in necessary public outreach and engagement events.

## Request for Qualifications, Inquiries, Contact Information, and Timeline

Potential Respondents interested in this RFQ should contact the MBNEP and request placement on the RFQ mailing list to ensure receipt of any amendments and other relevant information. Inquiries should be directed to [cmiller@mobilebaynep.com](mailto:cmiller@mobilebaynep.com).

### **Proposed Timeline:**

Solicitation Issuance/Advertising Date	Tuesday, May 7, 2019
Pre-Submittal Conference*	Wednesday, May 15, 2019
Statement Receipt Closing Date	Friday, June 7, 2019
Short List Notifications	Monday, June 17, 2019
Short List Interviews	Thursday, June 27, 2019
Award Exclusive Negotiating Right	Monday, July 1, 2019

*\*Attendance at the Pre-Submittal Conference is mandatory for Statement consideration.*

### Pre-Submittal Conference

The most current RFQ document with any edits or modifications will be available at the MBNEP website ([www.mobilebaynep.com](http://www.mobilebaynep.com)). A mandatory pre-submittal conference will be conducted at 10 a.m. on Wednesday, May 15, 2019 in the Killian Room at the International Trade Center located at 250 N. Water St. in Mobile, AL 36602.

### Statement Contents

The Statement of Qualifications (Statement) should be **not more than fifteen 8.5" X 11" single-sided pages, Times New Roman 11-point font (inclusive of the cover letter, conceptual approach, experience and background, and project team/level of participation)**, and should be divided by section, with Table of Contents (cover and tabbed divider pages and table of contents do not count against the 15-page limit). All Statements (an original and hard copy) shall be received by mail or hand-delivered to the **Mobile Bay National Estuary Program (Attn: Roberta Swann), 118 North Royal Street Suite 601, Mobile, AL 36602**. An electronic copy in PDF format should be delivered on CD or jump drive or emailed to [cmiller@mobilebaynep.com](mailto:cmiller@mobilebaynep.com). Any Statements received after 3:00 P.M. on Friday, June 7<sup>th</sup>, 2019 will not be considered.

Statements submitted in response to this RFQ shall include a complete response to the requirements in the order presented below. Statements should provide a straight-forward delineation of the Respondent's capability to satisfy the intent and requirements of this RFQ and should not contain redundancies or conflicting statements. An officer authorized to make a binding commitment for the Respondent making the Statement shall sign the Cover Letter. Contents of the submitted Statements must include the following to be deemed responsive for evaluation:

#### **A. Cover Letter**

The Statement must include a cover letter and acknowledging receipt of all issued amendments to the RFQ. The letter should be addressed to: **Roberta Swann, Director, Mobile Bay National Estuary Program, 118 North Royal St. Suite 601, Mobile, AL 36602**.

- The letter should indicate a primary contact for the **Respondent** and that person's name, title, address, phone number, and email address.

- The letter should introduce the **Respondent's** project team. The Project Team is defined as the lead plus members who are critical for consideration by the evaluation team and should include relevant professional certifications (e.g., Professional Engineer, Certified Wetland Scientist, etc.) for each.
- The letter should include a general statement of approach distinguishing why the **Respondent** is the most suitable choice for this planning effort.
- The letter should include the statement that the Project Team is willing to complete the Project in a timely manner.
- The letter must include a statement that the firm is not in arrears in the payment of any obligation due and owing to the State of Alabama, including tax payments and employee benefits, and that it shall not become so during the term of the agreement if selected; a statement that the proposing **Respondent** will negotiate in good faith with the MBNEP, and a statement that the firm grants to the MBNEP a non-exclusive right to use, or cause others to use, the contents of its Statement, or any part thereof, for any purpose.

### **B. Conceptual Approach and Methodology**

Respondents are requested to demonstrate their understanding of this process by submitting a conceptual approach and methodology along with a **detailed schedule for project implementation**. This narrative should articulate the **Respondent's** methods and approach, including:

- The Statement outlines a practical, realistic, and proven approach that meets the needs outlined in the Project Approach section.
- Schedule is reasonable and appears to consider all tasks described in Project Approach section.
- Methodology is proven and acceptable.

### **C. Experience and Background**

Please document success with projects to design living shorelines and tidal wetlands and riparian buffer restoration projects. Provide evidence of capacity to succeed with projects of similar scope and discuss how past projects achieved the following:

- Provide evidence of successful past designs for wetland restoration/mitigation projects of similar scope and nature.
- Provide documentation that cost-effective methods were used in the design of previous shoreline and wetlands projects. Discuss if original cost projections and engineers' opinion of costs provided during the feasibility and design phases provide realistic guidance for the construction phase.
- Provide evidence that past wetland design projects were completed in a timely manner with a discussion of the projects' longevity and resilience in response to storm activity and wave energy.
- For each project discussed, provide a list of key staff directly involved in the design process and quantify their contribution to the final design product.
- Provide a minimum of two references that can verify the success of similar projects completed by your firm. Include contact name, phone, address, email and name of project. Reference contact should be the person who worked most directly with your firm. References will be contacted for all finalists.

#### **D. Project Team/Level of Participation**

List the names of key personnel who will be working on the project and include the following information:

- Overall qualifications of the personnel who will be working on the project: Does the team have the combination of individuals that can successfully meet the objectives?
- Education, certifications, training and experience on related projects for individual team members.
- Organizational chart documenting percentage of time of most qualified team members to be devoted to project.
- Address individual team members' roles and responsibilities commensurate with the individual's experience, training and education.
- Indicate team members who have worked together before on successful projects relevant to this request.
- Provide a written statement attesting that your firm maintains an errors and omissions liability

### **Consultant Selection and Evaluation Criteria**

#### **A. Project Selection Criteria**

All Statements accepted by the MBNEP will be reviewed to determine whether they are responsive to the requisites of this RFQ. Statements that are determined by the MBNEP to be non-responsive will not be further considered. The MBNEP will evaluate Statements based on the project selection criteria below.

- 1) Specialized expertise, capabilities, and technical competence, as demonstrated by the proposed approach and methodology to meet project requirements, and resources available to perform the work, including any specialized services within the specified time limits for the project. **(50 points)**
- 2) Record of past performance, quality of work, ability to meet schedules, cost control, and contract administration. **(15 points)**
- 3) Availability to and familiarity with the project locale. **(15 points)**
- 4) Proposed project management techniques and demonstrated competency in handling special project contracts. **(15 points)**
- 5) Ability and willingness to participate in public outreach and engagement activities related to this and related projects. **(5 points)**

#### **B. Short List Considerations**

The MBNEP reserves the right to accept, reject, and/or interview any or all qualified **Respondents** and intends to select a limited number of **Respondents** for interviews. **Respondents** short-listed for interviews will include those who submit Statements initially judged by an Evaluation Committee to be most reasonable. Short-listed **Respondents** selected for interviews shall be notified if the time, date, and location for 20-minute oral presentations. Upon completion of the interview process, the MBNEP reserves the right to immediately enter with a selected Respondent and execute the standard MBNEP Professional Services Contract.

Once it has completed this process, the MBNEP will be available to debrief **Respondents** who were not selected.

### **C. Basis for Contract Award**

A contract will be awarded to the respondent whose Statement is determined to be the most advantageous to the MBNEP, taking into consideration the factors or criteria which are set forth in this RFQ. Greater consideration will be given to statements that propose a match or in-kind services with their Statement. Contract award will be subject to the timely completion of contract negotiations between the MBNEP and the selected **Respondent**.

MBNEP reserves the right to reject all Statements, negotiate further with any entity submitting Statements, or seek additional Statements. Selection is estimated to occur on or before June 24, 2019.

**Non-Discrimination.** The Mobile Bay National Estuary Program does not discriminate on the basis of race, color, religion, age, gender, pregnancy, national origin, genetic information, veteran status, or disability in its hiring or employment practices nor in admission to, access to, or operations of its programs, services, or activities.

**Open Trade.** By submitting a Statement, the **Respondent** represents that he/she and the business entity he/she represents is not currently engaged in the boycott of a person or entity based in or doing business with a jurisdiction with whom the State of Alabama can enjoy open trade, as defined in Act 2016-312.

**Non-Commitment of Funds.** Any contract related to this proposed project is subject to the availability of funds and/or the needs of the Mobile Bay National Estuary Program and therefore the MBNEP, at its discretion, may or may not issue a final contract as a result of this RFQ. Further, even in the event an initial selection is made by the MBNEP, no selection is final until full execution of a written agreement detailing an agreed upon scope of work. If the MBNEP deems, at its sole discretion, that a satisfactory agreement cannot be reached in accordance with an initial selection; the MBNEP reserves the right to proceed with efforts to make another selection based upon Statements submitted pursuant to this RFQ.

**Open Records Act.** All responses received will be subject to the Alabama Open Records Act, Ala. Code § 36-12-40, (1975), as amended, and may be subject to public disclosure upon request.