

Notice of Request for Qualifications for Professional Engineering and Design Services for a Stream Restoration Project on Twelve Mile Creek Mobile County, Alabama

The Mobile Bay National Estuary Program (MBNEP) works collaboratively with landowners, local governments, agencies, and contractors to implement effective watershed restoration projects in Coastal Alabama. Further information about the MBNEP and its management structure can be found at <http://www.mobilebaynep.com>.

The MBNEP has prepared this Request for Qualifications (RFQ) to seek an experienced and qualified environmental engineering consulting firm or similar firm to provide specified professional engineering services for a stream restoration project on Twelve Mile Creek, a major tributary in the Three Mile Creek Watershed (HUC 031602040504) in Mobile County, AL.

1 Summary of Offering

1.1 Overview and Background

The MBNEP has secured funding from the U. S. Environmental Protection Agency through the Gulf Coast Ecosystem Restoration Council and the RESTORE Act to facilitate stream restoration projects within the Twelve Mile Creek tributary. Twelve Mile Creek, one of six main tributaries within the Three Mile Creek Watershed, originates in the extreme southwestern portion of the watershed and flows through concrete armored channels, concrete culverts, and natural channels over three miles north and east from its headwaters to its confluence with Three Mile Creek at Municipal/Langan Park. The concrete armored channels prevent natural infiltration of stormwater to groundwater which results in increased water volume, flow velocity, and flooding in the stream channel. A major issue in unarmored reaches within the upper portions of Twelve Mile Creek tributary is stream-bank erosion. Sediment from channel and bank erosion has accumulated downstream, reducing creek water depth and the cross-sectional flow area, resulting in higher water flow velocities during storm events. This has led to further channel erosion and sediment transport to downstream lakes at Municipal/Langan Park, carrying pollutants including oxygen-demanding substances and nutrients.

1.2 Project Location

The grant for this project will fund stream restoration planning, design, and engineering services that will utilize the best available science for the restoration of approximately 1,300 linear feet of degraded stream in the headwaters of Twelve Mile Creek. The general project area is located within the Upper Watershed as shown on the map in Figure 1A. The more specific area for the proposed project is located within the area to the south of Old Shell Road between Cody Road and East Drive in the City of Mobile as shown on the aerial photograph in Figure 1B. **An important component of the project will be to assist MBNEP and its project partners to identify specific, viable locations for implementation of the proposed project.**

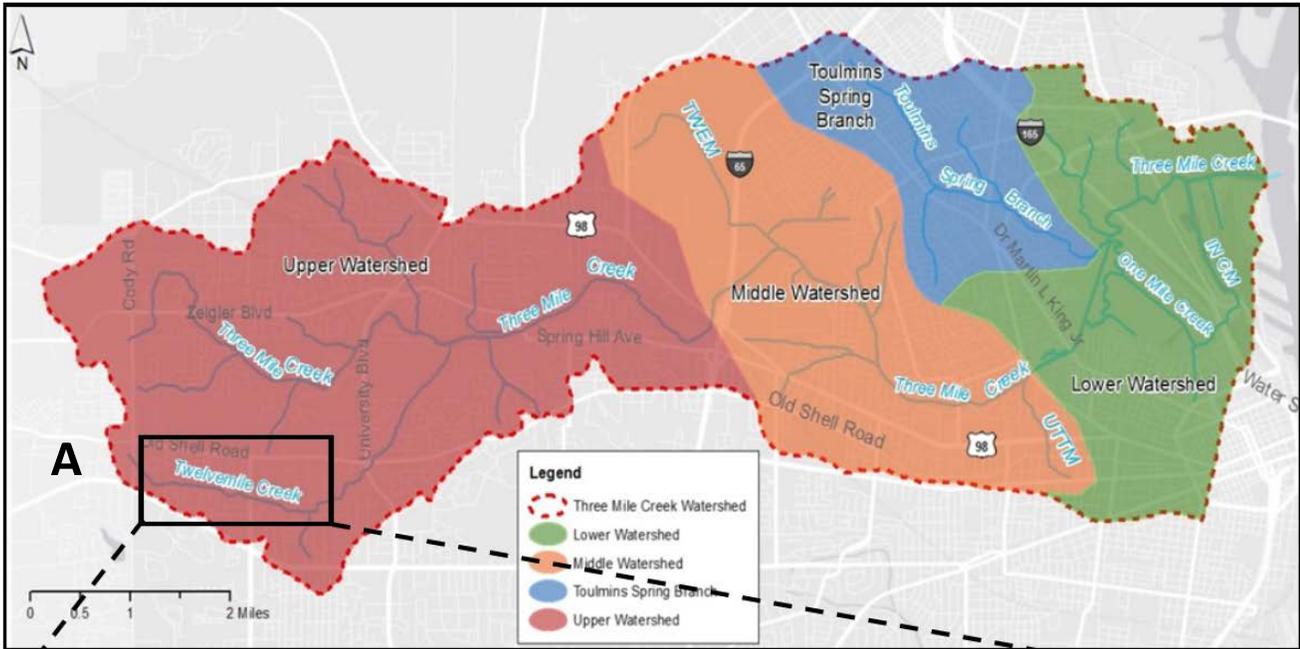


Figure 1. Map and aerial photograph depicting the general project area. Figure 1A is a schematic of the Three Mile Creek watershed from the Watershed Management Plan with an inset showing the location of the general project area. Figure 1B is an aerial photograph of the project area (with proposed project area indicated by red shading) located to the south of Old Shell Road between Cody Road and East Drive.

Other components for this project include but are not limited to providing the design and engineering services necessary for natural stream channel restoration, energy and velocity dissipation, increased stream connectivity with the flood plain, streambank stabilization, reestablishment of native vegetation in riparian areas, invasive species management, enhancing water quality, and significantly reducing sources of sediment impairing the hydrological function of the lakes at Municipal/Langan Park. Reducing sediment contributions to these lakes must precede efforts by the City of Mobile to dredge the lakes to restore natural water depth and volume.

1.3 Related Documents & Literature Available for Review

- Comprehensive Conservation & Management Plan for Alabama's Estuaries & Coast (CCMP 2013-2018)
- Three Mile Creek Watershed Management Plan (MBNEP, September 5, 2014)

1.4 Project Partners

The selected engineering consulting firm will be expected to communicate and coordinate with the following parties and project partners during the planning, design, and implementation of the proposed project.

- Mobile Bay National Estuary Program (MBNEP)
- City of Mobile (City Engineer)
- Mobile Area Water and Sewer Service (MAWSS)
- US Army Corps of Engineers (USACE)
- Alabama Department of Environmental Management (ADEM)
- US Environmental Protection Agency (USEPA)
- University of South Alabama
- Public, Non-Profit, and Private landowners affected by the project.

2 Scope of Services to be Provided by Consulting Firm

2.1 Overview

The scope of services solicited in this RFQ includes but is not limited to the review of relevant literature, reports, studies, and data; planning and coordination with project partners; environmental assessment and analysis; assistance with identification and selection of specific potential project locations; coordination and outreach with affected landowners and the public; assistance with acquiring access agreements from affected landowners; engineering and design; and the permitting necessary to implement the project in accordance with all federal, state, and local laws and regulations. The selected consulting firm will prepare and deliver plans, reports, maps, permit applications, specifications, and other necessary supporting documentation for a shovel-ready project. The selected consulting firm will provide technical support for MBNEP's

coordination and communication with project partners. The consulting firm will also identify necessary environmental compliance and regulatory clearances and will provide a pre- and post-restoration monitoring strategy.

2.2 Project Goals

Project goals include development of project plans and designs to achieve the following:

- Improvement of water quality in Twelve Mile Creek
- Reduction of stream flow velocity and energy
- Increased stream connectivity with the floodplain
- Reduction of sediment loads
- Stabilization of stream banks
- Reestablishment of native vegetation in riparian areas

2.3 Project Objectives

Objectives for the project include:

- Identification and selection of project location.
- Complete preparation of a stream restoration project for construction readiness.
- Securing all necessary regulatory approvals and permits.
- Addressing the needs and interests of all landowners within the project area.
- Acquiring signed access agreements and easements necessary to construct the project.
- Developing budgets, project schedules, design drawings (30%, 60%, 100%).
- Consensus with project partners, regulatory agencies, and private landowners.
- Community support for the project.

2.4 Services, Products, Deliverables

The specific scope of work will be developed by the selected consulting firm in consultation with MBNEP and its project partners and incorporated into the final contract. Services, products, and deliverables may include, but are not be limited to, the following:

- Responsive Project Management
- On-time task delivery
- Thorough quality control and assurance
- Creative technical solutions
- Application of best available science and management practices
- Cost-effectiveness

- Coordination, communication, and planning with MBNEP and project partners
- Review all relevant literature, reports, studies, data
- Watershed assessment as necessary
- Identification and selection of potential project locations
- Coordination and outreach with affected landowners
- Acquisition of access agreements from affected landowners
- Topographic Survey
- Preliminary environmental assessment
- Evaluation of environmentally sensitive habitat areas
- Review all available hydraulic data and studies
- Review all floodplain data and reports
- Drainage study
- Initial Site Assessment (Phase 1) for potential hazardous materials and/or waste
- Visual impact assessment
- Biological Assessment (for federally listed threatened or endangered species)
- Engineering analysis
- Alternatives analysis
- Development of Best Management Practices
- Prepare plan for assessment, removal and monitoring of invasive vegetation species
- Permitting: application for and approval of all necessary permits to construct the project
- Cost estimates, budgets, project schedules, studies, reports
- Engineered design drawings and documents (30%, 60%, 100%)
- Construction plans, specifications, contract documents, and engineer's estimates
- Constructability review
- Preparation of exhibits for and participation at public meetings
- Preparation of other public outreach materials
- Technical support for MBNEP and project partners
- Development of plan for adaptive management
- Monitoring plans

2.5 Work Performed by Others

All hydrologic and hydraulic modeling work for the project will be done and delivered by MBNEP contractor Hydro, LLC.

2.6 Significant Constraints

One over-arching constraint to this proposed stream restoration project is land ownership for property adjacent to Twelve Mile Creek. Almost 100% of the land along Twelve Mile Creek is

controlled by non-profit and private owners. Access to these lands for any stream restoration project will require access agreements and/or easements to allow access to and use of the land. **The selected consulting firm will be expected to provide significant assistance to MBNEP and its partners to secure the necessary access to lands to implement the project.**

3 Request for Qualifications Inquiries, Contact Information, Timeline

Potential respondents interested in this RFQ should contact the MBNEP and request placement on the RFQ mailing list to ensure receipt of amendments and other relevant information. Inquiries should be directed to: Paul Lammers at plammers@mobilebaynep.com or by telephone to 251-380-7938.

Proposed Time Line:

RFQ Distribution Date:	December 5, 2017
Mandatory Pre-Submittal Conference Date:	January 11, 2018
Respondents' RFQ Clarification Questions Due Date:	January 17, 2018
MBNEP Submits Answers to Questions:	January 19, 2018
Respondents' Statement Submittal Closing Date at 5:00 PM:	January 31, 2018
Shortlist Notification:	February 9, 2018
Shortlist Interviews:	February 20, 2018
Award Exclusive Negotiating Right:	February 23, 2018
Delivery of Final Product:	June 30, 2018

4 Pre-Submittal Conference

The most current RFQ document with any edits or modifications will be available at the MBNEP website (<http://www.mobilebaynep.com>). A mandatory pre-submittal conference will be conducted at the Mobile Government Plaza Building, Multi-Purpose Room, 205 Government Street, Mobile, Alabama 36633 at 10:00 AM CDT on Thursday, January 11, 2018.

5 Statement Contents

The Statement of Qualifications should be no more than **fifteen 8.5" X 11" pages, Times New Roman 11-point font (all inclusive)**, and should be divided by section, with a Table of Contents. All Statements shall be submitted in electronic format as a PDF. PDFs can be submitted on CD or jump drive and mailed to the **Mobile Bay National Estuary Program C/O Paul Lammers, 118 N. Royal Street Suite 601, Mobile, AL 36602** or emailed to plammers@mobilebaynep.com.

Statements submitted in response to this RFQ shall include a complete response to the requirements in the order presented below. Statements should be a straightforward 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 Statement Form. 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 accompanying the Statement and acknowledging receipt of any issued amendments to the RFQ. The letter should be addressed to:

**Roberta Swann,
Mobile Bay National Estuary Program
118 North Royal St., Suite 601, Mobile, AL 36602**

- The letter should indicate a primary contact for the Statement and that person's 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 any key team members who are critical for consideration by the evaluation team, and include relevant professional certifications (e.g., Professional Engineer, Professional Geologist, etc.) for each.
- The letter should include a general statement of prior stream restoration experience and proposed approach for this project distinguishing why the **Respondent** is the most suitable choice for this planning and design 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 & Methodology

Respondents are requested to demonstrate their understanding of this process by submitting a conceptual approach and methodology for project implementation. This narrative should articulate the **Respondent's** methods and approach of engaging both project partners, landowners, governmental agencies, and area stakeholders to create a feasible stream restoration project and conceptual implementation strategy that advances the intent of this RFQ. In addition, the Respondent shall include a project schedule of major planning milestones.

The narrative must include, at a minimum, a conceptual approach for: planning and designing the project, stakeholder outreach and engagement, prescription of management measures, regulatory evaluation and adaptation, prioritizing and scheduling implementation activities, and monitoring and evaluation of success.

C. Experience and Background

Given the unique nature of the Project and its importance to project partners, governmental agencies, and local stakeholders, it is essential to fully understand the experience and capabilities of all key members of the Project Team. **Respondent** should include the following information about the Project Team:

- Describe your team's experience in specific projects relevant to watershed engineering and planning projects (including public/private developments) relative to stream restoration, storm water management, site preparation, stream modification and diversion, and environmental restoration.
- Demonstrate the ability and experience of key individuals on the **Respondent's** proposed Project Team to complete projects of the scale and complexity envisioned in this RFQ on budget and on schedule.
- Provide up to three examples of projects that incorporated stream restoration projects into implementation activities.
- Describe key Project Team members' involvement in above projects including project conception and financing, through the design and implementation phase and leading to project completion and assessment.
- Provide details of any experience working in Mobile and surrounding communities in Alabama.
- Relate how past projects have successfully engaged diverse communities of stakeholders and engendered community ownership of the project.
- Please provide the names and phone numbers of references for at least **two** completed projects for which the Project Team acted as Consultant and that may be considered comparable to the project envisioned in this RFQ. For each reference, indicate the contact person's role in the completed project and the time period of their involvement.
- Respondents should identify with specificity any other relevant organizational, consulting or other available resources that will be committed to the Project.

D. Project Team / Level of Participation

Given the complex nature of the Project, the Evaluation Team and MBNEP must understand the roles of key Project Team members, their availability to complete specific Project tasks in a timely manner and the overall organization and decision-making process of the Project Team.

- Identify key Project Team members with responsibility for leading main project tasks, including the percentage of time each is expected to commit through the duration of the planning process.
- Include an organization chart of the Project Team showing lines of communication, clearly defined roles, availability and decision-making hierarchy.

6 Selection of Engineering Firm

Statements will be reviewed by an Evaluation Committee composed of representatives from MBNEP's Management Conference, state and federal agencies, and other Watershed stakeholders. The MBNEP reserves the right to contact **Respondents** with requests for clarification or additional information or to arrange other follow-up activities it deems appropriate. Selection of an engineering consulting firm will be based on the quality, clarity, and thoroughness of the submitted Statement and its compatibility with the RFQ's stated objectives, statements of intent, and submission requirements, plus the results of information gathered from interviews with short-listed **Respondents** and client reference checks.

The following criteria, corresponding to the categories set forth in the submittal instructions will be used to evaluate **Respondents'** Statements. The weighted score for each category is indicated in parenthesis:

A. Cover Letter / Comprehensive Project Team (5%)

1. Completeness of information on proposed project team.
2. Succinctness and ingenuity of the statement of approach.
3. Timeliness of approach.

B. Conceptual Approach & Methodology (50%)

1. Strategy for addressing the stream restoration project.
2. Overall approach to literature review, field assessment, and data analysis, including willingness to generate additional data sets to supplement existing water quality and ecosystem data.
3. Strategy for using hydrologic and hydraulic modeling including but not limited to buildout and water quality to achieve project goals.
4. Demonstration of innovative methods for soliciting, assessing, and using community input, comments and suggestions during project development and for working with diverse stakeholders to achieve project goals.
5. Strategy for identifying implementation activities to support the identification of and installation of best management practices for reducing pollutant loads.
6. Innovative approaches for cost/benefit analyses for Best Management Practices.
7. Strategy for monitoring system changes effected by management measures and generating measurable results.
8. Approach for promoting completed plan and engaging locally elected and State of Alabama officials in adopting plan recommendations.
9. Strategy for completing the work in a timely manner.

C. Experience and Background (25%)

1. Diversity of expertise of key team members.
2. Years of experience in undertaking similar planning and design efforts by key team members.
3. Demonstrated team experience working in the local watershed community.

4. Demonstrated team experience working with public entities to structure and implement stream restoration projects, stream modification and diversions, and environmental restoration.
5. Demonstrated team experience engaging diverse communities.
6. Demonstrated team experience in completing projects of the scale and complexity envisioned, from project conception through completion and assessment, on budget and on schedule.
7. Provision of at least two references.

D. Project Team / Level of Participation (20%)

1. Roles, availability and time allocation of key Project Team members are clearly defined and reasonable.
2. Provided organizational chart of key Project Team members clearly delineates roles/responsibilities, lines of communication and decision-making hierarchy.

Selection Process

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 shortlisted for interviews will include those who submit Statements initially judged by the Evaluation Committee to be reasonable. Shortlisted **Respondents** selected for interview shall be notified of the time, date, and location for oral presentations. Upon completion of the interview process, MBNEP reserves the right to immediately enter negotiations with a selected **Respondent** and execute the standard MBNEP Professional Services Contract.

Once it has completed this solicitation process, The MBNEP will be available to debrief **Respondents** who have submitted statements. The MBNEP will not share information from Statements made by other **Respondents**.

Conflict of Interest

Respondent candidates warrant and covenant that no official or employee of the MBNEP and its partners has been employed or retained to solicit or assist in the procuring of the subject contract, nor that any such person will be employed in the performance of the subject contract without immediate divulgence of such fact to MBNEP.

7 Disclaimer

This RFQ is conducted under applicable provisions of *Alabama Bid Law*. Please note that Statements in response to this RFQ are sought only from experienced consultants and developers of environmental planning and construction projects. **Respondents** who submit a Statement of

Qualification are responsible for becoming fully informed regarding all circumstances, information, laws and any other matters that might, in any way, affect the **Respondent's** submitted Statement.

Any inspection or other on-site investigation during this RFQ process must be coordinated through the MBNEP. **Respondents** are responsible for acquainting themselves with all available information and documented conditions of or affecting the watershed. The MBNEP, federal, state or local agencies, Mobile County, the city of Mobile and project partners, and participating individuals make no representations about the environmental conditions or presence or absence of contaminated materials within the watershed referenced in this solicitation.

MBNEP, federal, state or local agencies, Mobile County, the city of Mobile and all project partners, and individuals assume no responsibility for any interpretations made by **Respondents** based on information provided in this offer or through any other sources. The MBNEP, its employees, and/or agents shall not be liable at any time for any costs associated with or related to this Request, which are incurred by any **Respondent** to the RFQ, subsequent amendments, or cancellation.