



Mobile Bay National Estuary Program
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August 1, 2023

**Notice for Request for Statements of Qualification (RFQ)
Planning and Engineering Services for Project Implementation
Mobile & Baldwin counties, Alabama**

The Mobile Bay National Estuary Program (MBNEP)/Dauphin Island Sea Lab (DISL) requests firms' qualifications for professional services for an Indefinite Delivery/Indefinite Quantity (IDIQ) Agreement. Request for Qualifications allows MBNEP to pre-qualify vendors for specific professional services. To assist with new projects, MBNEP will assess the selected firms based on qualification as necessary for a given project. This RFQ process will be used to select up to five contractors or contractor teams who can successfully perform these services on an agreed upon schedule.

MBNEP is seeking civil engineering teams (inclusive of scientists, planners and other environmental professionals) through this competitive, qualification-based selection process to implement priority recommendations identified in coastal watershed management and Bipartisan Infrastructure Law plans. Goals for proposed projects include but are not limited to: expansion of environmental monitoring infrastructure, improvement of the resilience of shorelines through stabilization measures, and stabilization and restoration of priority stream channel and riparian zones in the Fly Creek Watershed, and improvement of environmental conditions in watersheds in disadvantaged communities.

Interested firms should respond with a letter of interest, and Statements of Qualification (SOQ) as outlined in the Consultant Selection Procedure, Section A. Statements will be received until 4:00 p.m. CDT on Tuesday, August 29, 2023 and should be addressed to:

**Ms. Roberta Swann, Director Mobile Bay National Estuary Program 118 N. Royal St., Suite 601
Mobile, AL 36602 rswann@mobilebaynep.com.**

Responses received after the date and hour stated above will not receive consideration.

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 **Jason Kudulis, jkudulis@mobilebaynep.com, 251-459-8872.**

The MBNEP is not bound to accept any of the RFQ responses if they are not in its best interest, as determined by the MBNEP. The MBNEP reserves the right to: (a) enter into agreements or other contractual arrangements for all or any portion of the Scope of Work set forth in this Proposal with one or more respondents; (b) reject any and all offers and re-solicit offers; or (c) reject any and all offers and temporarily or permanently abandon this procurement, if deemed to be in the best interest of the MBNEP.

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Summary of Offering

The MBNEP seeks to implement priority recommendations of coastal watershed plans and other needs identified in the Comprehensive Conservation and Management Plan for Alabama's Estuaries and Coast. An inventory of projects has been amassed, including shoreline stabilization, low impact development installations, in-stream regenerative stormwater conveyance, and other habitat stabilization and restoration activities.

A component of all these activities will be extensive community engagement. MBNEP will work with target communities to improve their understanding of how green infrastructure (whether along shorelines or as retrofits to existing infrastructure) will not only reduce flooding and associated pollutant loading in area waters but will improve their quality of life by promoting enhancements to ecological functions and the services they provide.

Funding from US Environmental Protection Agency (EPA), Bipartisan Infrastructure Law, Gulf of Mexico Security Act (GOMESA), and the National Fish and Wildlife Foundation have all been used to support implementation activities and are available at present to advance these plans. MBNEP will continue to pursue additional funding sources to support the following activities, and any other planning, engineering, and construction activities deemed necessary.

Types of Activities

1. Justice 40 Green Infrastructure Initiative

To improve community environmental resilience in disadvantaged communities who are marginalized, underserved, and overburdened by pollution, MBNEP will establish a program working with local governments and public housing authorities to reduce chronic flooding and improve stormwater management through the installation of green infrastructure and/or nature-based solutions for water management. One priority area will be Eight Mile Creek Watershed, where an outdated Watershed Management Plan is being revised.

In addition to Eight Mile Creek, two priority communities of focus include the Gulf Village development and surrounding area in Prichard, Alabama, and the Beulah Heights community in Foley, Alabama.

2. Mobile Bay Western Shoreline Management Plan

The Western Shore of Mobile Bay landscape is threatened by forces outside of its control including freshwater discharge from the greater Mobile Bay Watershed, prolonged boat wakes from ship channel traffic and other activities, sea level rise, and storm surge impacts. Manmade alterations of our waterways for development, industry, transportation, navigation, and shoreline armoring have created pressures along Alabama's coast, threatening its ability to recover and adapt to environmental changes, and resulting in the loss of 1) valuable intertidal fishery habitat, 2) infrastructure protection, and 3) property. To ensure the long-term resilience of these shorelines and their ability to provide a first line of defense for the flora, fauna, people, and industries who depend on it, a Comprehensive Shoreline Resilience Plan is being developed.

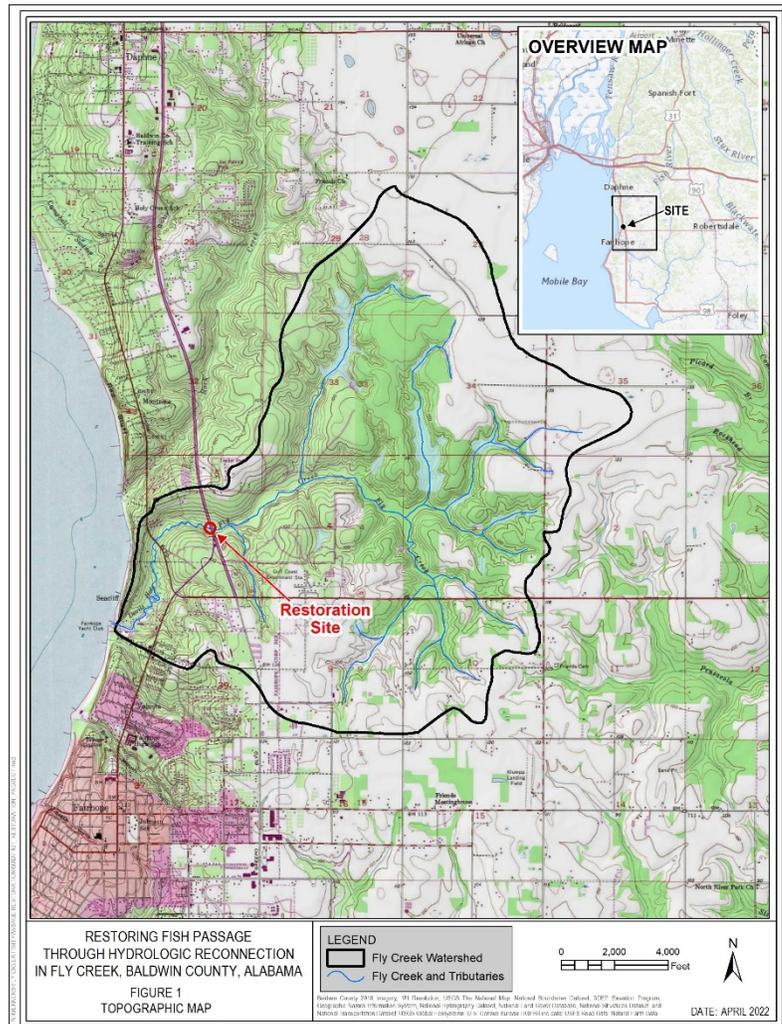
Implementation of this plan, which will include identification of high priority shoreline stretches in need of stabilization, will require engineering to ensure nature-based solutions are responsive to and mitigate current stressor impacts.

The Western Shoreline Comprehensive Shoreline Resilience Plan will be published within the next year, however, there will be opportunities to execute projects before its completion. The MBNEP has approximately one million dollars to jumpstart project implementation and anticipates additional funding for this purpose.

3. Fly Creek Priority Stream Restoration

Fly Creek exhibits significant erosion and head cutting along its main stem and tributaries, impacting wetlands and riparian habitat, and downstream water access. The results of a pre-restoration baseline assessment (Cook, 2021) indicate that Fly Creek is delivering significant sediment and nutrient loads to Mobile Bay. The eroded streambed of Fly Creek at the west side of US Highway 98 (Figure 2) has been targeted for restoration not only for the threats posed to water and riparian resources, but also the long-term stability of the highway's culvert drainage infrastructure, which recently underwent emergency repair that was deemed temporary. Failure to address the problem comprehensively could lead to a catastrophic roadway failure and major environmental impacts during an extreme weather event.

Through watershed planning it was noted that tributaries to Mobile Bay typically have highly variable sediment loads which can be attributed to urban development, wetlands, and forest cover in the contributing watershed (Cook 2021). One of those, an unnamed tributary to Fly Creek at Woodland Drive (1,636 tons/mi²/yr) has been identified as a high priority for action. Using data from the WMP, this project will focus on Fly Creek in the vicinity of the US Hwy 98 road crossing. This project complements and will leverage many of the projects ongoing along the Eastern Shore, including but not limited to the recently funded Red Gully restoration project being undertaken by Baldwin County and the recently GOMESA funded “Triangle Recreational Access Enhancement” project, an approximate 108-acre priority upland parcel adjacent to the south side of Fly Creek and the US Hwy 98 crossing.



Engineering and design will include the transition of Fly Creek in the immediate vicinity of the US Highway 98 stream crossing downstream to Scenic Highway 98. Designs will incorporate natural channel design techniques to the extent practicable to restore hydrologic function and ecological connectivity.

Scope of Qualifications

The MBNEP requests Statements of Qualifications (SOQ) for Professional Services for an Indefinite Delivery/Indefinite Quantity (IDIQ) Contract. This IDIQ Request for Qualifications (RFQ) allows MBNEP to pre-qualify firms for specific professional services. MBNEP will potentially contract with multiple vendors as a result of the RFQ. To assist with new projects, MBNEP will assess the selected firms based upon qualifications as necessary for a given project. This is a solicitation for professional services for a single project or multiple projects over the period of three (3) years with two (2) additional one-year option periods. The firm's response to the RFQ will provide the basis for determining the qualifications to perform the professional services. The scope of professional services may require, but are not limited to:

- Limited and full project engineering, design, and construction administration services;
- Field assessments, data collection, modeling, and technical studies;
- Outreach and constituent engagement;
- Any other professional services related to shoreline stabilization, stream restoration, stormwater management, and green infrastructure technologies design and construction.

An hourly rate schedule will be negotiated for services by job classification with firms selected because of this solicitation. These prices are to be set for the entire term of the contract, including any extended renewal years. No escalation will be considered during the term of the contract. When a qualified firm is selected for a project, the firm will be required to provide a proposal for the project based on hourly rate schedule costs in the IDIQ contract.

Statement Contents

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. Contents of the submitted SOQ must include/address the following in the same order set forth below to be deemed responsive for evaluation:

1. Cover letter

The SOQ must include a cover letter acknowledging receipt of all issued amendments to the RFQ and be signed by an officer authorized to make a binding commitment for the Respondent. The letter should be addressed to **Roberta Swann, Director, Mobile Bay National Estuary Program, 118 North Royal St. Suite 601, Mobile, AL 36602.**

- 1.1 The letter should indicate a primary contact for the **Respondent** and that person's name, title, address, phone number, and email address.
- 2.1 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) for each.
- 3.1 The letter should include a general statement of approach distinguishing why the **Respondent** is the most suitable choice.
- 4.1 The letter should include the statement that the Project Team is willing to be available to provide services during the project period (up to five years).
- 5.1 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.

6.1 The letter must include a statement that the **Respondent** will negotiate in good faith with the MBNEP and the firm grants to the MBNEP a non-exclusive right to use the contents of its Statement or any part thereof for any purpose.

2. Firm Data

2.1. Name and Address(es) of each key sub-consultant firm proposed for the team

2.2. Firm profile:

2.2.1. Age of firm

2.2.2. Type of firm (partnership, professional corporation, etc.)

2.2.3. Firm history and location

2.2.4. Firm size (professionals by discipline), current and one year ago

2.2.5. Areas of specialty/concentration: Focus on any previous IDIQ contract or program work the firm has performed and types of individual projects

3. Description of the Team

Responses should include all key team members and sub-consultants for Engineering Services.

3.1. Identification of the single point of contact for the Structural Engineering team to include name, email address, and phone number

3.2. Identification of key personnel to be assigned to the project and estimates of levels of participation

3.3. Organizational chart illustrating reporting lines, responsibilities, names, and titles for key participants proposed by the firm

3.4. Resumes for each key individual on the team and identification of that person's role. List any education and professional certifications that may be relevant. *Resumes will not count toward the page limit. *

4. Relevant Experience and Capabilities

Relevant experience and capabilities will be assessed through a review of similar projects or contracts. Provide detailed data for **no more than three (3)** similar projects or contracts where the firm and team members have been involved in providing services and which best illustrate current experience and capabilities relevant to the IDIQ. For each contract or program, please provide the following information:

a) Location of project.

b) Brief project description, including:

i) Sample of individual projects assigned under the contract,

ii) Range of size and scope of individual projects or assignments, and

iii) Owner's name, address, contact person, email address, and telephone number.

c) Identification of proposed personnel involved in the submitted project, along with explanations of their role in that project(s).

d) Construction Cost Data.

i) Total amount of contracts undertaking similar services (\$).

ii) Term of contract (years).

e) For all other projects/assignments relevant to the IDIQ contract scope and for each member of the engineering team (as appropriate), provide a list of assignments/project names, specific project

sizes, assignment/project dates, and owner contact information which further illustrates experience and capabilities relevant to this IDIQ.

5. Approach

The exact size of projects is not known at this time but can be inferred based on the MBNEP's BIL Workplan, Section 320 workplan, and watershed management plans. Responses may demonstrate the respondent's qualifications for specific types of activities or projects of multiple types. This information will be reviewed as a part of the evaluation process for this IDIQ.

- a) **Pertinent Considerations**- State briefly what the firm believes to be the most pertinent consideration(s) and challenge(s) that must be addressed in delivering projects under this IDIQ. Firms may wish to include knowledge of the area, sketches, diagrams, analysis, or other tools that will help illustrate the team's points.
- b) **Unique Qualifications**- State why you believe your team is best qualified to address the needs outlined in the project description and which past experiences are most relevant to the types of projects proposed under this IDIQ.
- c) **Methods of Team Organization and Communication**- Discuss how your firm would coordinate the development of design solutions, the production of construction documents, and construction administration. Be specific about internal and external communications, quality assurance/quality control, construction cost estimating capabilities, proposed construction specification system, and responsible individuals including their locations (e.g., on-site or specific office).
- d) **Team Responsiveness**- Discuss your firm's commitment to attend scheduled project meetings and how it manages its workload to ensure timeliness in responding to contractor requests or project adaptive management needs.
- e) **Collaboration**- Describe experience with and/or ability to work within an interactive review process. Present how the proposed team has performed on past projects or contracts of this type in which key project decisions were developed through collaborative means and working with landowners.
- f) **Use of Low Impact Technologies**- Discuss your firm's experience and success with installing green infrastructure where enhanced ecological function of the surrounding area has been achieved.

Submission Requirements

Submitted SOQs must be limited to no more than ten (10) pages. Covers, tables of contents, and divider tabs will not count as pages, provided no additional information is included on those pages. The cover letter and resumes will not count as part of the page limit as long as the cover letter and resumes do not include information on how the work will be performed. All documents should be printed one-sided on Times New Roman 11-point font and submitted in 8 1/2" X 11" page size, portrait style.

Provide the proposal in an electronic (PDF) submission via email.

Statements of Qualifications are due on or before 4:00p.m. (CDT) on August 29, 2023 and shall be addressed to Mobile Bay National Estuary Program, 118 North Royal St., Suite 601, Mobile, AL 36602, ATT: Ms. Roberta Swann, Director.

Proposals received late or that exceed the number of pages listed above will not be accepted.

Selection Process

All Statements accepted by the MBNEP will be reviewed to determine whether they are responsive to the requirements 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	Cover letter and firm data	Completeness of cover letter and firm data	5
2	Description of Team	Specialized expertise, capabilities, and technical competence in performing similar projects	20
3	Relevant Experience and Capabilities	Resources available to perform work, including any specialized services	50
		Record of past performance demonstrating quantity and quality of work	
		Successful relevant experience undertaking similar projects	
		Proven history in implementing green infrastructure projects in coastal Alabama	
		Ability to meet schedules, cost control and contract administration	
4	Approach	Knowledge of project locale	25
		Uniqueness of qualifications	
		Project management techniques, collaboration, effectiveness in working with landowners and the community at large.	

C. Short List Considerations

The MBNEP reserves the right to accept or reject any or all SOQs as well as the right to interview, or not, a limited number of **Respondents**. In the event MBNEP decides to conduct interviews, short-listed **Respondents** will include those submitting SOQs initially judged to be most reasonable. Any short-listed **Respondent** selected for interviews shall be notified of the time, date, and location for 20-minute oral presentations.

Once it has completed this process, the MBNEP will be available to debrief **Respondents** who were not selected. The MBNEP will not share information from SOQs submitted by other **Respondents**.

Contract Instrument

It is the MBNEP's intention to present all firms with the same Professional Services Contract. Proposed changes to the Professional Services Contract will not be considered by the MBNEP.

General Statements

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 an SOQ, 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 MBNEP, and therefore, 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.

Proposed Timeline

Solicitation Issuance/Advertising Date	Tuesday, August 1, 2023
Statement Receipt Closing Date	Tuesday, August 29, 2023
Short List Notifications	Monday, September 11, 2023
Short List Interviews (Depending)	Tuesday, September 19, 2023
Selection of Up to 3 Firms	Friday, September 22, 2023