



Mobile Bay National Estuary Program
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August 12, 2020

**Notice for Request for Statements of Qualification (RFQ)
Lower Fish River Restoration Phase I - (AL)
Baldwin County, Alabama**

The Mobile Bay National Estuary Program (MBNEP) (Owner) requests firms' qualifications for professional engineering services for an Indefinite Delivery/Indefinite Quantity (IDIQ) Agreement. Request for Qualifications allows MBNEP to pre-qualify vendors for specific professional services. In order 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 three contractors or contractor teams who can successfully perform these services on an agreed upon schedule.

MBNEP is seeking qualified engineers, land surveyors, geoscience, or other similar professionals through this competitive, qualification-based selection process to develop engineering and design documents and secure permits to stabilize an unnamed tributary (locally known as Spring Branch) to Fish River in the community of Marlow and up to five additional stream segments in the Lower Fish River Watershed (LFRW) yet to be determined. The project will employ inquiry, monitoring, engineering analyses, and design necessary to obtain permits and oversee construction of projects to stem deterioration and loss of natural function threatening downstream intertidal fisheries habitat.

Interested firms should respond with a letter of interest, and Statements of Qualification as outlined in the Consultant Selection Procedure, Section A. Statements will be received until 4:00 p.m. CDT on Wednesday, September 9, 2020 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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Project Description

Baldwin County has had the fastest growing population in Alabama since 2005 and is projected to become the fourth most populous county by 2040. Census data from 2010 estimated the population of the Weeks Bay Watershed (WBW) at approximately 50,000 people, with approximately 16,000 in the LFRW. The Watershed population is projected to grow by 98% to 99,000 people by 2040. Land use and land cover are projected to follow historic trends in the Watershed, with increasing conversion of agricultural and forest lands to developed land areas. Increased development will result in increases in impervious surface area/cover and impacts to habitat and water quality associated with stormwater-borne pollutants. Although impervious cover was only 2.6% of total Watershed area in 2011, it is projected to increase to between 7.8% and 12.9% by 2040. Furthermore, imperviousness within the developed areas averages 20.4%, which causes localized impacts to streams in urban areas throughout the Watershed.

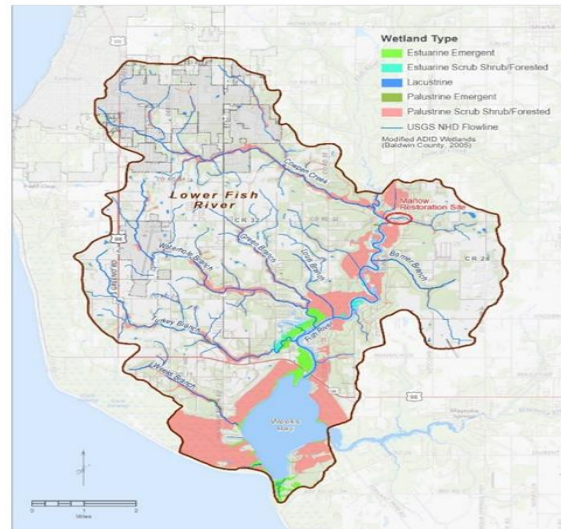


Figure 1: Wetlands within the LFRW Project Area

The MBNEP has secured funding from the National Fish and Wildlife Foundation Gulf Environmental Benefit Fund (NFWF) to undertake:

- 1) Engineering and design and construction related activities for up to 1,650 linear feet of stabilized and restored stream on an unnamed tributary to Fish River (locally known as Spring Branch) in the community of Marlow;
- 2) Engineering and design for up to five other priority stream segments in the LFRW; and
- 3) Field assessments and baseline monitoring activities to inform site selection of additional LFRW stream segments and future long-term monitoring of all implemented projects.

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** of the Lower Fish River Watershed Program are to: Improve hydrology in the LFRW to improve water quality entering Weeks Bay, reduce sediment loads entering Weeks Bay, reduce nutrient loads entering Weeks Bay, and to improve biological conditions of wetlands and riparian buffers of priority headwater tributaries in the LFRW.

Objectives related to the above goals include:

1. Reduce sediment loading from the unnamed tributary of Fish River at Etta Smith Road near the junction of County Road 9 and County Road 32 in the community of Marlow, (the Marlow project) by 75%.
2. Undertake field assessments, including review of all relevant information related to sediment and nutrient delivery and loading from the Weeks Bay Watershed Management Plan (2017) and other available sources to identify and prioritize catchments of concern within the LFRW. This effort will focus on the catchments including Cowpen Creek, Turkey Branch, Waterhole Branch, Green Branch, and Barner Branch.

3. Development of stream stabilization and restoration engineering and design plans for up to five other stream segments in the Lower Fish River Watershed resulting from the information in #2.
4. Conduct baseline monitoring at a minimum of eight stations throughout the Lower Fish River Watershed and at discharge points into Weeks Bay to establish pre-construction conditions for future restoration success monitoring.

Summarizing the review of available water quality data and the Soil and Water Assessment Tool (SWAT) model results, the Weeks Bay Watershed Management Plan (WBWMP) identified stream segments where recommended management measures should be focused (See Table 1).

Table 1: Priority Stream Segments

Name	Total Length	Estimate of Restoration Length
		15%
Unnamed Tributary to Fish River (The Marlow Project)	10,938	1,641
Barner Branch	11,088	1,663
Green Branch	15,312	2,297
<i>Subtotal</i>		5,601
		10%
Turkey Branch	35,376	3,538
Cowpen Creek	36,960	3,696
Waterhole Branch	38,016	3,802
<i>Subtotal</i>		7,498
<i>Total estimated length of stream restoration (LF)</i>		13,098

Scope of Qualifications

The MBNEP requests Statements of Qualifications (SOQ) for Engineering 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. In order 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 and technical studies;
- Modeling;
- Technical construction inspection; and
- Any other professional services related to stream restoration and stormwater management facility design and construction.

An hourly rate schedule will be negotiated for services by job classification with firms selected as a result of this solicitation. These prices are to be held 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 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, registrations that may be relevant. *Resumes will not count toward the fifteen (15) 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 five (5)** 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 Table 1 above. Responses may demonstrate the respondent's qualifications for specific types of stream restoration or stormwater management 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 with regard to 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 fifteen (15) 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 fifteen (15) pages as long as the cover letter and resumes does 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 one (1) copy in paper format, loose bound and one (1) electronic (PDF) submission via email. Both submissions must contain the exact same information. Missing information from either submission format may result in the MBNEP’s rejection of the response.

Statements of Qualifications are due on or before 4:00p.m. (CDT) on September 9, 2020 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	

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 by an Evaluation Committee 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

A copy of the proposed IDIQ Contract to be used by all qualified firms will be provided upon request. This is for informational purposes only. Responding firms should carefully review this contract before submitting qualifications. It is the MBNEP’s intention to present all firms with the same IDIQ Contract. Proposed changes to the IDIQ 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	Wednesday, August 12, 2020
Statement Receipt Closing Date	Wednesday, September 9, 2020
Short List Notifications	Friday, September 18, 2020

Short List Interviews (Depending)
Selection of Up to 3 Firms

Wednesday, September 23, 2020
Friday, September 25, 2020