

Request for Qualifications (A/E)

Ohio Department of Natural Resources
2045 Morse Road, Bldg. E-3
Columbus, Ohio 43229-6693



www.dnr.state.oh.us
Phone 614.265.6948

Administration of Project: Ohio Department of Natural Resources

Project Name	<u>Ohio Risk Mapping Assessment and Planning</u>	Response Deadline	<u>March 22, 2013 4:30 p.m. local time</u>
Project Location	<u>Various Counties within Ohio</u>	Project Number	<u>DNR-130027</u>
City / County	<u>Various</u>	Project Manager	<u>Katherine Skalak, EI, CFM</u> <u>Division of Soil and Water</u>
Agency/Institution	<u>Division of Soil and Water Resources</u>	Contracting Authority	<u>Resources</u>
No. of paper copies requested (stapled, not bound)	<u>Three (3)</u>	No. of electronic copies requested on CD (PDF)	<u>One (1)</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to [Beth Pratt at 2045 Morse Road Bldg. E-3, Columbus, Ohio 43229-6693. See Section H for additional submittal instructions.

Project Overview

A. Project Description

Professional services are requested to develop new and/or update existing flood hazard data, assist with selected watershed discovery projects, provide public outreach and create other Risk Mapping, Assessment, and Planning (Risk MAP) related products, as directed by ODNR Floodplain Management personnel. The Federal Emergency Management Agency (FEMA) recently began its Risk MAP initiative. This initiative is aimed at closing some of the flood hazard data gaps that remain from the limited funding of Map Modernization and deliver quality data to increase public awareness and lead to actions that reduce risk to life and property.

B. Scope of Services

The project will consist of the development of county-wide Digital Flood Insurance Rate Maps and the physical review and upgrade of existing Flood Insurance Rate Maps. Other projects and deliverables will be determined on an as-needed basis by the project manager, in conjunction with the selected consultant(s). All processes and deliverables shall be completed in accordance with FEMA's Guidelines and Specifications for Flood Hazard Mapping Partners and effective Procedure Memoranda.

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (Form F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Recent (within thirty six (36) months) experience with FEMA-sponsored mapping projects.
2. Recent (within thirty six (36) months) experience using FEMA's Mapping Information Platform and Citrix server.
3. Experience with FEMA's Map Modernization services and products.
4. Experience with FEMA's Risk MAP services and products.
5. Experience working with governmental agencies.
6. Experience with public relations and outreach programs.
7. Experience developing and manipulating Geographical Information Systems (GIS)
8. Experience and knowledge of Floodplain Management rules and regulations.
9. Experience in watershed hydraulics and hydrology
10. Experience in coastal hydraulics and hydrology

ODNR anticipates selecting one to two firms to perform the above specified work. The selected firms may be awarded projects for additional grant cycles, with a potential supplement to the contract, pending successful completion of assigned tasks and available funding.



Request For Qualifications (A/E) continued

Project Name Ohio Risk Mapping Assessment and Planning

Project Number DNR-130027

H. Submittal Instructions

Firms must provide Form F110-330 Parts I and II, evidence of an Affirmative Action Policy pursuant to Section 125.111 of the ORC, and proof of professional liability insurance coverage as outlined in Section 153.70 of the ORC. Please contact Beth Pratt, P.E., with the ODNR Division of Engineering at 614/265-6957 or beth.pratt@dnr.state.oh.us if you have specific questions.

Firms are required to submit the current version of Statement of Qualifications (Form F110-330) available via the OFCC website at <http://ofcc.ohio.gov>.

Paper copies of the Statement of Qualifications, if requested, should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

Electronic submittals should be combined into one PDF file named with the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Facsimile or e-mailed copies of the Statement of Qualifications will not be accepted.

Selection of Professional Services Firms

Ohio Department of Natural Resources
 Division of Engineering
 Evaluation of Statements of Interest

PROJECT: **Ohio Risk MAP**

DNR-130027

EVALUATOR: _____

PROJECT NUMBER: _____

EVALUATION DATE: _____

FIRM: _____

CITY, STATE: _____

		Value	Rating	Weight	Score
A. FIRM'S LOCATION Proximity of Consultant Project Manager office to ODNR Project Manager. _____ miles (Estimated)	0-50 miles	5		1	
	51-100 miles	4			
	101-150 miles	3			
	151-200 miles	2			
	over 200 miles	1			
B. SIZE OF PROJECT TEAM	Score based on size of team, firm, sub-consultants, as compared to project size and scope.	1-5		2	
1. Appropriate disciplines and level of staffing Represented, based on scope of work					
2. Coordination with team, including past and /or current work experience performed with sub-consultants	Score based on role, location and number of sub-consultants.	1-5		1.5	
C. QUALIFICATIONS OF TEAM	Project Manager	1-5		2	
1. Appropriate professional disciplines provided	Firm's staff and sub-consultants	1-5		2	
	Firm	1-5		2	
2. Relative project experience	Project Manager	1-5		3	
	Team Members (Firm, Staff and Sub-consultants)	1-5		3	
D. STATE WORK AWARDED RECENTLY	\$0 - \$99k	5			
1. ODNR Contracts (fees) awarded in past 3 years: \$ _____	\$100k - \$249k	4		0.5	
	\$250k - \$499k	3			
	\$500k - \$750k	2			
	> \$750k	1			
E. GENERAL IMPRESSIONS OF FIRM				2	
1. Quality of Statement of Interest		1-5			
2. Prior performance for ODNR & Others		1-5		1	
TOTAL SCORE					