

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Agency

Project Name	<u>Abandoned Mine Lands (AML) Emergency Program Engineering Services</u>	Response Deadline	<u>April 15, 2013 4:30 p.m.</u>	<u>local time</u>
Project Location	<u>Various Counties within Ohio</u>	Project Number	<u>DNR-130031</u>	
City / County	<u>N / A</u>	Project Manager	<u>Joe Noonan, P.E.</u>	
Owner	<u>Division of Mineral Resources Management</u>	Contracting Authority	<u>Local Agency</u>	
No. of paper copies requested (stapled, not bound)	<u>Three</u>	No. of electronic copies requested on CD (PDF)	<u>One</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 of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Professional engineering services are required to provide technical support for the AML Emergency Program on an as-needed basis. Engineering services will be needed for complaint investigations, project design and inspection of construction for various emergency projects at Abandoned Mine Lands (AML) sites located throughout the coal fields of eastern Ohio.

The anticipated project delivery method for this project is General Contracting.

Prevailing Wage requirements do not apply to this project.

B. Scope of Services

While the specific project sites and scopes of work have not been identified at this time, the selected consultant will be retained through a specific period of time (possibly two years); projects and deliverables will be determined on an as-needed basis. Fees for each assigned project will be based on a man-hour fee schedule to be negotiated as part of the contract.

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

1. Experience with interacting with the public concerning AML issues.
2. Experience with field investigation and review of AML sites that include features such as subsidence, mine openings, landslides, dangerous impoundments, acid mine drainage, gob pile fires and dangerous gases.
3. Experience with exploratory drilling and geotechnical analysis of bedrock, soil and ability to use and produce maps, reports, GIS data and other materials;.
4. Experience with hydrologic and hydraulic analyses of sites.
5. Experience with the development of balanced earthwork grading plans and drainage controls to mitigate un-reclaimed strip mine lands, including evaluation of suitable re-soiling materials to sustain vegetation.
6. Experience with preparation of preliminary design reports including alternative plans and construction estimates.
7. Experience with the preparation of bid-ready construction documents including drawings using AutoCad/SurveyCADD, specifications and final engineer's estimates.
8. Ability of firm to conduct surveys and provide all types of surveying services.
9. Experience with construction administration services and conducting construction inspection services.
10. Availability of firm to respond quickly and provide urgent and emergency investigation and design services.

Three firms will be selected 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 (Architect / Engineer) continued

C. Funding / Estimated Budget

Total Project Cost	<u>\$50,000 per year/contract</u>	State Funding	<u>N/A</u>
Construction Cost	<u>N/A</u>	Other Funding	<u>Grant provided by the Office of Surface Mining Reclamation and Enforcement (OSM)</u>
Estimated A/E Fee	<u>N/A</u>		

NOTE: The fee percentage for individual contracts include all professional investigative, design and construction administration services necessary for successful completion of the project, which may include: laboratory analyses, soil borings and tests, surveys, regulatory permits, design and construction administration. At the discretion of ODNR, all projects may or may not go to final design and/or construction. Fees for additional services determined necessary may be negotiated and allocated by supplemental agreements to the contracts.

D. Services Required (see note below)

Primary	<u>Civil/Mining Engineering</u>
Secondary	<u>Geographic Information Systems</u>
	<u>Surveying</u>
	<u>Geology</u>
	<u>Geotechnical/drilling</u>
	<u>Hydraulics and Hydrology</u>
Others	<u></u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>07 / 13</u>
Construction Contracts Start (mm/yy)	<u>N/A</u>
Construction Contracts Completed (mm/yy)	<u>N/A</u>
Professional Services Completed (mm/yy)	<u>06 / 14</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to ORC Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to ORC Chapter 4703, or (3) a professional engineer or professional surveyor holding a license and certificate of authorization issued by the Ohio Engineers and Surveyors Board pursuant to ORC Chapter 4733.

G. Evaluation Criteria for Selection

Consultants will be evaluated based on the following criteria:

- Previous experience compatible with AML projects (e.g., type, size), including relevant work of the prospective firm's proposed staff, sub-consultants or other team members.
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed sub-consultants for ODNR and others.
- Qualifications and experience of individuals directly involved with the project.
- Dollar value of ODNR and contracts in the previous two years.
- Proximity of prospective firm's project manager to ODNR's project manager.
- Proposer's apparent resources and capacity to meet the needs of this project.

Firms responding to this Request for Qualifications are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use of EDGE-certified Business Enterprise(s), as a part of the proposed team. The Intent to Contract and to Perform and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation will be required at the Fee Proposal stage. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

In accordance with Section 9.24 of the Ohio Revised Code, ODNR is prohibited from awarding a contract for goods, services, or construction, paid for in whole or in part with state funds, to a person against whom a finding for recovery has been issued by the auditor of state, if the finding for recovery is unresolved. In preparing a short list recommendation for this project, ODNR shall verify each consultant's compliance with the requirements of Section 9.24.

H. Submittal Instructions

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.

Please contact Joe Noonan, P.E., with the ODNR Division of Mineral Resources Management at 330/339 -2207 or joe.noonan@dnr.state.oh.us if you have specific questions.

Selection of Professional Services Firms

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

PROJECT: Abandoned Mine Lands - Emergency

Program Engineering Services

PROJECT NUMBER: DNR-130031

EVALUATOR: _____

FIRM: _____

EVALUATION DATE: _____

CITY, STATE: _____

Value Rating Weight Score

		Value	Rating	Weight	Score
A. FIRM'S LOCATION Proximity of office where Firm will be located to project sites (The AML Cambridge field office will be used as a geographical central location). _____ miles (Estimated)	0-50 miles	5		1.5	
	51-100 miles	4			
	101-150 miles	3			
	151-200 miles	2			
	over 200 miles	1			
B. SIZE OF PROJECT TEAM 1. Number of relevant professionals licensed to perform work in Ohio: Firm _____ Sub-consultants _____	Score based on size of team, firm, sub-consultants, as compared to project size and scope.	1-5		1.5	
	2. Coordination with sub-consultants	Score based on role, location and number of sub-consultants.	1-5		1.5
C. QUALIFICATIONS OF TEAM 1. Experience with AML Projects and has skills necessary to successfully complete assignments	Project Manager	1-5		2.5	
	Design Lead Person	1-5		2.5	
	Geotechnical lead person	1-5		2.0	
	Construction Inspection	1-5		2.0	
2. Previous project experience as a team	Team Members (Firm, Staff and Sub-consultants)	1-5		1.5	
D. STATE WORK AWARDED RECENTLY 1. ODNR Contracts (fees) awarded in past 2 years: \$ _____	\$0 - \$99k	5		1.0	
	\$100k - \$249k	4			
	\$250k - \$499k	3			
	\$500k - \$750k	2			
	> \$750k	1			
2. Total State of Ohio Contracts (fees) awarded in past 2 years: \$ _____	\$0 - \$249k	5		1.0	
	\$250k - \$499k	4			
	\$500k - \$749k	3			
	\$750k - \$1 mil.	2			
	> \$1 mil.	1			
E. GENERAL IMPRESSIONS OF FIRM 1. Quality of Statement of Interest		1-5		1.0	
	2. Prior performance for ODNR & Others		1-5		2.0
TOTAL SCORE					