

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Ohio Department of Natural Resources, Division of Engineering

Project Name	<u>Buckeye Lake Dam Improvements</u>	Response Deadline	<u>April 10, 2015</u>	<u>5:00 PM</u>	local time
Project Location	<u>Buckeye Lake State Park</u>	Project Number	<u>DNR-150080</u>		
City / County	<u>Village of Buckeye Lake/Fairfield and Licking Counties</u>	Project Manager	<u>Hung Thai</u>		
Owner	<u>ODNR/Division of Parks and Recreation</u>	Contracting Authority	<u>ODNR—Division of Engineering</u>		
No. of paper copies requested (stapled, not bound)	<u>5</u>	No. of electronic copies requested on CD (PDF)	<u>2</u>		

Submit the requested number of Statements of Qualifications (OFCC Form F110-330) directly to the Ohio Department of Natural Resources, Division of Engineering, **Attention: Jason Kirby, 2045 Morse Rd., Building E-3, Columbus, Ohio 43229**. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Jason Kirby at Jason.kirby@dnr.state.oh.us with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Request for Professional Services page on the ODNR Division of Engineering website at <http://engineering.ohiodnr.gov/capital-improvements> on a regular basis until one week before the response deadline. The names of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

Professional engineering services are being requested to provide final design services, construction bidding documents, soil borings, surveying and construction administration for the rehabilitation of Buckeye Lake Dam. Buckeye Lake Dam is a Class I high-hazard potential structure. This will be a phased project with an expedited design and construction schedule. Buckeye Lake Dam is a 4.1 mile long earthen embankment which impounds 2800 acres of water at normal pool and is located near Buckeye Lake Village, Ohio. Buckeye Lake Dam was originally part of the Ohio-Erie Canal system. Construction of the dam began in 1825 and finished in 1832. Over time, various problematic conditions and extensive embankment defects have been identified including structures built into and on the earthen embankment, uncontrolled seepage conditions, sheet pile and masonry wall deterioration, trees rooted in embankment, persistent wet areas and subsidence features. Currently, the structure does not meet established dam safety standards.

The intent of this project is to develop a Facility Master Plan for the entire structure in conjunction with ODNR's strategic facility plans. The planning process would include assisting ODNR in implementing Interim Risk Reduction Measures (IRRM), Operation and Maintenance (O&M) measures and an evaluation and selection of a comprehensive risk reduction alternative as recommended by the 2015 USACE Report (available at <http://engineering.ohiodnr.gov/>). Other items identified as necessary for the function of the dam may also be included.

The project would include associated cost projections and a coordinated sequence and phasing of needed and desired changes. They then would be used to develop construction documents for the construction needs of the dam, contemplating phased construction as capital funding allows. The selected firm shall evaluate the most cost effective option for design of improvements to the dam.

Construction would be undertaken to ensure public safety and long-term performance as well as functional and aesthetic improvements as identified in the strategic facility plan. Construction would be phased to ensure the best use of public funds and the least disruption taking into consideration the operation of the overall facility. Familiarity with the latest innovative dam safety design alternatives and construction technologies will be necessary in order to expedite construction and minimize adverse recreational and economic impacts during rehabilitation of the dam.

Through this selection process, ODNR contemplates engaging an Architect/Engineer (A/E) to provide master planning and construction documents for all improvements at the facility. The initial Phase I would include approximately \$35-40 million in improvements including implementing IRRMs, revisions to O&M procedures, and the first phase of the selected comprehensive risk reduction measure. Phase II would include additional site investigation and completion of the selected comprehensive risk reduction measure. All firms submitting a statement of qualifications will be eligible for award of contract for the master planning and Phase I and Phase II work. However, the selected A/E's agreement may be extended and amended to add scope of work as capital appropriations are available in future Capital Bill legislation.

Request For Qualifications (Architect / Engineer) continued

B. Scope of Services

Preliminary investigation of Buckeye Lake Dam has been completed. The selected firm or firms (due to the complexity and accelerated design schedule, collaboration between design firms is encouraged) shall complete final design for all phases of improvements, conduct additional soil borings and piezometer installations, survey to delineate property boundaries and develop construction bidding documents to bring Buckeye Lake Dam and appurtenances into compliance with current dam safety regulatory requirements.

The selected firm shall apply for and obtain all necessary regulatory permits, assist with addressing downstream/upstream impacts and environmental issues, maintain current estimates of probable construction costs through the design phase, and assist with bidding and construction administration services on an expedited schedule to minimize adverse recreational and economic impacts. On-demand services including on-site investigation and inclement weather emergency response may be necessary to address ongoing Interim Risk Reduction Measures. All work shall be performed in compliance with all applicable regulatory requirements, including Ohio Dam Safety Rules and Regulations.

The selected A/E, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and/or the Contracting Authority the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. The selected A/E will participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

During the construction period, provide not less than 40 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, and (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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. Performance of hydrologic, hydraulic and flood routing analyses including 2-D modeling for dam break inundation analysis.
2. Performance of geotechnical, seepage and stability analyses for earthen embankments and abutments.
3. Performance of structural analyses involving the integrity of concrete structures and sheet piling.
4. Knowledge of Ohio Dam Safety Laws and Rules and familiarity with regulatory and permitting agencies having authority over dam and water resources related projects, and experience with environmental assessment, including water quality and recreational impacts.
5. Experience with master planning, design and construction administration for large-scale dam rehabilitation projects and familiarity with the latest innovative dam safety design alternatives and construction technologies.
6. Experience with marina and dock planning, design and construction.
7. Development of updated Emergency Action Plans and Operation, Maintenance & Inspection manuals in accordance with OAC 1501:21-21-04.
8. Experience with addressing and mitigating private property impacts related to construction activities, such as rights of entry and potential property acquisition.
9. Experience working for state and/or other governmental agencies under professional services contracts.
10. Experience in outreach, communications and public relations associated with large-scale dam safety projects.

C. Funding / Estimated Budget

Total Project Cost	\$35-40 million (Phase I) TBD (Phase II)	State Funding	100% of project cost
Construction Cost	\$30-35 million (Phase I) TBD (Phase II)	Other Funding	0.00
Estimated A/E Fee	7-9%		

Note: the A/E fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limit to: review and verification of the Program Requirements provided by the owner, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., creation of a Program of Requirements, extensive evaluation or validation of site conditions, extensive pre-design investigations, code-required special inspection and testing, Quality Assurance testing during the construction period, and testing due to unforeseen conditions).

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D. Services Required (see note below)

Primary	<u>Civil Engineering</u>
Secondary	<u>Geotechnical Engineering</u>
	<u>Structural Engineering</u>
	<u>Hydrologic and Hydraulic Services</u>
	<u>Mechanical Engineering</u>
	<u>Environmental Engineering</u>
	<u>Surveying</u>
Others	<u>Field Testing/Laboratory Services</u>

E. Anticipated Schedule

A/E Services Start (mm/yy)	<u>06/15</u>
Construction Contracts Start (mm/yy)	<u>01/17</u>
Construction Contracts Completed (mm/yy)	<u>Est. 12/18 Phase I</u> <u>Est. 12/20 Phase II</u>
A/E Services Completed (mm/yy)	<u>Est. 03/19 Phase I</u> <u>Est. 03/21 Phase II</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	5.0%
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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 O.R.C. Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to O.R.C. 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 O.R.C. Chapter 4733.

G. Evaluation Criteria for Selection

Consultants will be evaluated based on the following criteria:

- Previous experience compatible with proposed project task (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 contracts in the previous two years.
- 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.

Architect/Engineer Selection Rating

State of Ohio Standard Forms and Documents

Project Name Buckeye Lake Dam Improvements Proposer Firm _____
 Project Number DNR-150080 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 150 miles	4	
	150 miles to 250 miles	2	
	More than 250 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	3	
	\$1,000,000 - \$2,000,000	2	
	More than \$2,000,000	1	
c. Number of licensed professionals	Less than 50 professionals in lead firm(s)	1	Max = 3
	50 to 150 professionals in lead firm(s)	3	
	More than 150 professionals in lead firm(s)	2	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 10	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 5 sample projects	2	
	More than 5 sample projects	3	
b. Public outreach and communications	Less than 2 sample projects	1	Max = 2
	2 sample projects or more	2	
c. Knowledge of Ohio Dam Safety laws and rules	Less than 3 sample projects	1	Max = 3
	3 sample projects or more	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous Team Performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects/delivery methods	Less than 5 projects	0 - 3	
	5 to 8 projects	4 - 6	
	More than 8 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 5 projects	0 - 1	
	5 to 8 projects	2 - 3	
	More than 8 projects	4 - 5	
*Must be comprised of professional design services consulting firm(s) and NOT the primary firm		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____