

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Agency

Project Name	<u>Six Mile Dam Decommissioning</u>	Response Deadline	<u>12/12/2016</u>	<u>2:00 PM</u>	local time
Project Location	<u>Six Mile Dam on the Walhonding River</u>	Project Number	<u>DNR-160063</u>		
City / County	<u>Warsaw / Coshocton</u>	Project Manager	<u>Justin Gardner</u>		
Owner	<u>Ohio Department of Natural Resources</u>	Contracting Authority	<u>Local Agency</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>4</u>	No. of electronic copies requested (PDF)	<u>2</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Jackie Heiter at 2045 Morse Road, Building E-3, Columbus, OH 43229. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Jackie Heiter at Jacqueline.Heiter@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 Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name 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, and construction administration for the decommissioning of Six Mile Dam. The Six Mile Dam was constructed in 1830 as part of the Walhonding Canal system that originally served to feed water into the canal, but later served solely as a hydraulic race for a mill and hydroelectric plant at Roscoe, Ohio.

The intent of this project is to remove the majority of the dam structure. The existing wing walls and the lock chambers on the south side of the river will likely be left in place for stabilization of banks and to retain some historic features of the structure. Deflectors will be constructed upstream on the north channel to divert flow into the larger south channel. Following removal, habitat features using natural channel design will be installed to enhance habitat for aquatic life and enhance sport fishing opportunities for anglers. Bank stabilization will also be necessary on the north side downstream from the dam. The decommissioning/restoration design must meet dam safety standards and result in a safe structure that is exempt from dam safety laws and rules.

B. Scope of Services

The scope of services may include, but is not limited to; topographical surveys of the dam site, including upstream and downstream areas; performance of geotechnical investigations of the dam and appurtenances to evaluate stability, seepage, and structural condition; performance of hydrologic, hydraulic and flood routing; assist with addressing downstream/ upstream impacts and environmental issues; applying for and obtaining all applicable permits and approvals; develop Biological Assessment; completion of preliminary and final design documents for construction; performance of construction administration services; natural channel design with aquatic life restoration and habit structures. All work shall be performed in compliance with Ohio Dam Safety Rules and Regulations. All work shall be performed in compliance with Ohio EPA requirements and guidelines for the Water Resource Restoration Sponsor Program.

The selected Architect (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. 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, (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.

Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

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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. Experience with OEPA Water Resource Restoration Sponsor Program.
2. Experience in working with grant programs and funding.
3. Experience in performing geotechnical analyses.
4. Experience in performing structural analyses pertaining to integrity of concrete structures.
5. Experience in natural channel design with aquatic resource restoration.
6. Experience with project areas containing federally endangered species and federal species of concern.
7. Experience with Ohio Dam Safety Laws and Rules and working with regulatory agencies with authority over dam and water resources related projects.
8. Experience in applying for and obtaining regulatory permits for water resource projects.
9. Experience working for state and/or other governmental agencies.
10. Experience dealing with the public and holding public meetings.

C. Funding / Estimated Budget

Total Project Cost	<u>\$1,800,000</u>	State Funding	<u>\$1,800,000</u>
Construction Cost	<u>\$1,500,000</u>	Other Funding	<u>\$0</u>
Estimated A/E Fee	<u>10.0% to 15.0%</u>		

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 limited to: review and verification of the Program of 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., 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).

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>Ecologist Services/ Biological Assessment</u>
	<u>Construction Administration</u>
Others	<u>Field Testing/Laboratory Services</u>

E. Anticipated Schedule

Professional Services Start	<u>02 / 17</u>
Construction Notice to Proceed	<u>06 / 17</u>
Substantial Completion of all Work	<u>12 / 17</u>
Professional Services Completed	<u>12 / 17</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5.0%</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

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Dollar value of ODNR contracts in the previous two years.
- Proposer's apparent resources and capacity to meet the needs of this project.

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Interested A/E firms 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 EDGE-certified Business Enterprise(s), as a part of the A/E's team. The Intent to Contract and to Perform and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the A/E's Technical Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

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.

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>.

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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.

Facsimile or email copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Six Mile Dam Decommissioning Proposer Firm _____
 Project Number DNR-160063 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 100 miles	5	
	100 miles to 200 miles	2	
	More than 200 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$200,000	2	
	\$200,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 10 professionals	1	Max = 3
	10 or more professionals	3	
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 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
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 point for every 2 percent increase in professional services over the 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 6 sample projects	2	
	More than 6 sample projects	3	
b. Federally endangered species project experience	Within project limits	1	Max = 2
	Project with federally endangered species impacted	2	
c. Grant funded project experience	General grant experience	1	Max = 3
	EPA WRRSP project experience	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 4 projects	0 - 3	
	4 to 6 projects	4 - 6	
	More than 6 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 9 projects	2 - 3	
	More than 9 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____