

# Request for Qualifications (Architect / Engineer - Dam Rehabilitation)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Agency

Project Name	<u>Grand Lake St. Marys West Embankment and East Spillway Rehabilitation</u>	Response Deadline	<u>May 8, 2019</u>	<u>4:00 PM</u>	local time
Project Location	<u>Grand Lake St. Marys State Park</u>	Project Number	<u>DNR-190072</u>		
City / County	<u>Celina and St. Marys / Mercer and Auglaize Counties</u>	Project Manager	<u>Eric Shafer</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 Julie Endicott at 2045 Morse Road, Building E-3, Columbus, Ohio 43229. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Julie Endicott at [Engineering@dnr.state.oh.us](mailto:Engineering@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.

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### Project Overview

#### A. Project Description

Professional engineering services are being requested to provide preliminary design, final design, construction bidding documents, soil borings, surveying, permitting and construction administration for the rehabilitation of the west dam embankment and east dam spillway at Grand Lake St. Marys. The scope of work at the west dam embankment will likely include embankment fill placement, grading, tree removal, utility decommissioning and/or relocation, construction debris removal, topsoil placement and vegetation establishment. The scope of work at the east dam spillway will likely include the rehabilitation of the concrete outlet works and sluice gate.

Grand Lake St. Marys was originally constructed as a feeder reservoir for the Miami-Erie Canal between 1837 and 1845. The 13,500-acre Grand Lake provides opportunities to visitors for swimming, boating, camping and fishing. The east dam embankment and spillway are located along State Route 364 near St. Marys, Ohio in Auglaize County. The east dam is a Class I high-hazard potential structure, which consists of an earthen embankment approximately 18 feet high and 7,980 feet long. The west dam embankment is located along Old State Route 703 near Celina, Ohio in Mercer County. The west dam is also a Class I structure and consists of an earthen embankment approximately 20 feet high and 4,800 feet long.

Through this selection process, ODNR contemplates engaging an Architect/Engineer (A/E) to provide design, permitting, construction documents and construction administration for the embankment and spillway rehabilitation work. All firms submitting a statement of qualifications will be eligible for award of contract for the embankment and spillway rehabilitation. In addition, ODNR contemplates engaging the A/E for additional tasks, including the following items:

1. Study and report and preliminary design for modifications to the east embankment spillway that would prevent aquatic nuisance species (ANS) transfer through the spillway at Grand Lake St. Marys. This portion of the A/E's scope must be completed no later than December 31, 2019.
2. Post-construction monitoring and evaluation of the rehabilitated west dam embankment. This task would be performed after the embankment rehabilitation activities. This task would likely include on-site monitoring and data collection; seepage and stability analysis, alternatives analysis, and recommendations for further risk reduction measures if necessary for regulatory compliance.

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 \$2,500,000 in construction funding for the rehabilitation of the west dam embankment. Subsequent phases would be identified and prioritized by both the A/E and ODNR. All firms submitting a statement of qualifications will be eligible for award of contract for the master planning and Phase I work. However, the selected A/E's agreement may be extended and amended to add scope of work as capital dollars are available.

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## B. Scope of Services

The selected firm shall use recently completed geotechnical evaluations, assessments and feasibility studies to perform final design for the west embankment rehabilitation as an interim risk reduction measure (IRRM) to bring the dam into compliance with current regulatory requirements. The selected firm shall apply for and obtain all necessary regulatory permits, assist with addressing downstream impacts and environmental issues, maintain current estimates of probable construction costs through the design phase, and assist with bidding and construction administration services. The utility investigation to be performed by the selected firm will be limited. A comprehensive utility investigation will be performed by the General Contractor. All work shall be performed in compliance with all applicable regulatory requirements, including Ohio Dam Safety Rules and Regulations. ODNR will provide the existing assessment reports to the shortlisted firms during the technical capability proposal phase of the selection process.

The scope of services to be performed by the selected firm may include, but is not limited to, topographic and boundary surveys; performance of geotechnical soil borings and analysis; seepage and stability analysis; structural assessment and design; hydrologic and hydraulic analysis; cost estimating; preliminary design; applying for and obtaining all regulatory permits; utility coordination; construction drawing and specification preparation; bidding assistance; construction administration services; and construction closeout services.

The selected Architect/Engineer (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 Architect/Engineer (A/E) will participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, the A/E will provide the following categories of services: Study and Report Stage, Program Verification, Preliminary Design Stage, 50% Design Stage, 90% Design Stage, Construction Document Stage, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction Support and Additional Services of various types.

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>.

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.

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 in performing geotechnical analyses pertaining to embankment stability and seepage.
2. Experience in performing structural analyses pertaining to integrity of concrete structures.
3. Experience in performing topographic and boundary surveys for dam-related projects.
4. Experience with utility identification and/or relocation in conjunction with local utility providers.
5. Experience in performing inspections of lake drain structures and gates.
6. Experience with Ohio Dam Safety Laws and Rules and working with regulatory agencies with authority over dam and water resources related projects, including obtaining 404/401 permits for dam projects.
7. Experience with design and construction administration of dam-related projects.
8. Experience working for state and/or other governmental agencies.
9. Experience with design and implementation of invasive species transfer mitigation alternatives.
10. Experience with the requirements and processes for federal grants related to construction projects.

## C. Estimated Budget / Funding

State Funding:	<u>\$2,800,000</u>
Other Funding:	<u>\$50,000</u>
Construction Cost:	<u>\$2,500,000</u>
Total Project Cost:	<u>\$2,850,000</u>

## D. Anticipated Schedule

Professional Services Start:	<u>09 / 19</u>
Construction Notice to Proceed:	<u>08 / 20</u>
Substantial Completion of all Work:	<u>5 / 21</u>
Professional Services Completed:	<u>5 / 22</u>

## E. Estimated Basic Fee Range (see note below)

10% to 14%

## F. EDGE Participation Goal

Percent of initial Total A/E Fee: 5.0%



## **Request for Qualifications (Architect / Engineer - Dam Rehabilitation) continued**

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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 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 (Dam Rehabilitation)

## State of Ohio Standard Forms and Documents

Project Name Grand Lake St. Marys West Embankment and East Spillway Rehabilitation Proposer Firm \_\_\_\_\_  
 Project Number DNR-190072 City, State, Zip \_\_\_\_\_

Selection Criteria	Value	Score
<b>1. Primary Firm Location, Workload and Size (Maximum 10 points)</b>		
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 \$1,000,000	2
	\$1,000,000 to \$2,000,000	1
	More than \$2,000,000	0
c. Number of licensed professionals	Less than 3 professionals	1
	3 to 8 professionals	2
	More than 8 professionals	3
		Max = 3
<b>2. Primary Firm Qualifications (Maximum 30 points)</b>		
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10
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
		Max = 20
<b>3. Key Consultant Qualifications (Maximum 20 points)</b>		
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
<b>4. Overall Team Qualifications (Maximum 10 points)</b>		
a. Previous team collaboration	Less than 2 sample projects	1
	2 to 4 sample projects	2
	More than 4 sample projects	3
		Max = 3
b. Experience with projects subject to Ohio Dam Safety regulations (ORC Section 1521.06 et al)	Less than 5 projects	0 - 1
	5 to 8 projects	2 - 3
	More than 8 projects	4 - 5
c. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2
<b>5. Overall Team Experience (Maximum 30 points)</b>		
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
		Max = 30
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm		<b>Subtotal</b>

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_