

# Request for Qualifications (Architect / Engineer)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Agency

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|--|--|--|---------------------|---------------------------|
| Project Name                                       | <u>Lake White Reservoir Water Transfer</u>                   | Response Deadline                        | <u>01/17/2018</u>   | <u>3:00 PM</u> local time |
| Project Location                                   | <u>Lake White State Park</u>                                 | Project Number                           | <u>DNR180017</u>    |                           |
| City / County                                      | <u>Waverly / Pike County</u>                                 | Project Manager                          | <u>Eric Shafer</u>  |                           |
| Owner  | <u>Department of Natural Resources, Parks and Watercraft</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>Four (4)</u>  | No. of electronic copies requested (PDF) | <u>Two (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 G 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 initially provide an engineering review, assessment, and recommendations for water movement, transfer and seepage in the Lake White reservoir and groundwater system at Lake White State Park, owned by the Ohio Department of Natural Resources (ODNR) and located in Pike County. The selected firm may also provide preliminary design, final design and construction administration as improvements and interim measures are identified and funded.

Lake White Dam is a Class I high-hazard potential structure. Lake White Dam consists of an earthen embankment with concrete spillway and is 39 feet tall and 4200 feet in length and impounds 6015 acre-feet of water at normal summer pool. The principal spillway is a 128-foot-long concrete weir with two adjustable gates. SR 104 stretches along the crest of the dam, with a bridge above the concrete spillway. Construction of Lake White Dam was completed in 1935. Phase I dam improvements were completed in 2006. In 2015, construction of Phase II dam improvements commenced. Phase II improvements included installation of a new lake drain system, roller compacted concrete overtopping protection system, a new bridge deck over the spillway, and a chemical grout curtain in front of the existing spillway system. Approximately one month after substantial completion of the dam improvements, seepage issues were observed downstream of the dam and significant water loss was detected through reservoir elevation monitoring. ODNR is in the process of addressing seepage issues by installing filter berm improvements on the downstream toe of the dam but significant water loss persists.

Through this selection process, ODNR contemplates engaging an Architect/Engineer (A/E) to provide engineering review, assessment, recommendations, preliminary design and construction documents. The initial Phase I would include engineering review, assessment, and recommendations as a study and report. This study and report will utilize the latest technology and analysis to identify and resolve water losses from within the Lake White reservoir system. ODNR encourages proposing firms to identify partnering opportunities and team oriented strategies to provide the department with the most effective and efficient means and resources to restore normal operating pool elevations within the reservoir system. ODNR expects an initial report from the selected firm within four to six months of an executed agreement. Future phases, if implemented, would include completion of selected recommendations.

All firms submitting a statement of qualifications will be eligible for award of contract for Phase I work which may be extended and amended to add additional phases of work as capital appropriations are available in future Capital Bill legislation.

Interested firms are encouraged to review the information available via the ODNR website at <http://engineering.ohiodnr.gov/dam-risk-reduction-program/current-projects/lake-white-dam>. Additional Project information is available to interested firms by contacting Julie Endicott at [Engineering@dnr.state.oh.us](mailto:Engineering@dnr.state.oh.us).

**PLEASE NOTE THE CHANGES ON THIS SHEET IN RED FONT.**

## Request for Qualifications (Architect / Engineer) continued

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### B. Scope of Services

The scope of services may include, but is not limited to; topographical and bathymetric 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; underwater inspection; performance of hydrologic, hydraulic and hydrogeologic analyses to determine water balance and reservoir operations; recommendations of alternatives for rehabilitation of reservoir systems with associated cost estimates; applying for and obtaining all applicable permits and approvals; completion of preliminary and final design documents for construction; and performance of construction administration services. All work shall be performed in compliance with Ohio Dam Safety Rules and Regulations.

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.

If implemented, during the construction period, provide not less than 16 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.

As required by the Agreement, and as properly authorized, provide the following categories of services: Study and Report, Preliminary Design, 50% Design Stage, 90% Design Stage, and 100% Design Stage, Construction Administration, Post-Construction, and Additional Services of all 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>.

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 locating and identifying indeterminate water movement and seepage within earthen dams, reservoirs and groundwater systems.
2. Performance of hydrologic, hydraulic and hydrogeologic analyses for reservoirs and groundwater systems.
3. Performance of geotechnical, seepage and stability analyses for earthen embankments and abutments.
4. Experience with design and construction of seepage cutoff and water loss control systems.
5. Experience in applying for and obtaining regulatory permits, including environmental mitigation, for dam-related projects.
6. Experience with addressing and mitigating private property impacts such as rights of entry and potential property acquisition.
7. Experience in outreach, communications and public relations associated with large-scale water resources projects.
8. Experience working for state and/or other governmental agencies.
9. Experience with Ohio Dam Safety Laws and Rules and working with regulatory agencies with authority over dam and water resources related projects.

### C. Funding / Estimated Budget

|                    |   |               |           |
|--------------------|---|---------------|-----------|
| Total Project Cost | \$875,000 (Phase I Study and Report)<br>TBD (all future phases) | State Funding | \$875,000 |
| Construction Cost  | \$TBD   | Other Funding | \$0       |
| Estimated A/E Fee  | 10% to 12%  |               |           |

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).

## Request for Qualifications (Architect / Engineer) continued

### D. Services Required (see note below)

|           |                                       |
|-----------|---------------------------------------|
| Primary   | <u>Water Resources Engineering</u>    |
| Secondary | <u>Geotechnical Engineering</u>       |
|           | <u>Hydrogeology</u>                   |
|           | <u>Civil Engineering</u>              |
|           | <u>Structural Engineering</u>         |
|           | <u>Environmental Services</u>         |
|           | <u>Testing Services</u>               |
| Others    | <u>Underwater Inspection Services</u> |

### E. Anticipated Schedule

|                                    |                 |
|------------------------------------|-----------------|
| Professional Services Start        | <u>04 / 18</u>  |
| Construction Notice to Proceed     | <u>TBD / yy</u> |
| Substantial Completion of all Work | <u>TBD / yy</u> |
| Professional Services Completed    | <u>TBD / yy</u> |

### F. EDGE Participation Goal

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

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).
- Experience with alternative contract delivery methods such as Construction Manager at Risk.
- 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.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Experience with professional surveying including local knowledge of the project area.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

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 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 Lake White Reservoir Water Transfer Proposer Firm \_\_\_\_\_  
 Project Number DNR-180017 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 300 miles   | 2               |          |
|   | More than 300 miles  | 0               |          |
| b. Amount of fees awarded by Contracting Authority in previous 24 months                                  | Less than \$1,000,000  | 2               |          |
|   | \$1,000,000 to \$5,000,000   | 1               |          |
|   | More than \$5,000,000  | 0               |          |
| c. Number of licensed professionals   | Less than 10 professionals   | 1               | Max = 3  |
|   | 10 to 20 professionals   | 3               |          |
|   | More than 20 professionals   | 2               |          |
| <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          | 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           |          |
| <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               | Max = 3  |
|   | 2 to 6 sample projects   | 2               |          |
|   | More than 6 sample projects  | 3               |          |
| b. Experience with projects subject to Ohio Dam Safety regulations (ORC Section 1521.06 et al).           | Less than 4 projects   | 0 - 1           |          |
|   | 4 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 9 projects  | 4 - 6           |          |
|   | More than 9 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 4 projects   | 0 - 1           |          |
|   | 4 to 8 projects  | 2 - 3           |          |
|   | More than 8 projects   | 4 - 5           |          |
| * Must be comprised of professional design services consulting firm(s) and NOT the lead firm              |  | <b>Subtotal</b> |          |
| ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute |  |                 |          |

Notes:

Evaluator:

Name \_\_\_\_\_

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