

**REQUEST FOR QUALIFICATIONS FOR SERVICES
RELATING TO THE DESIGN OF A WETLAND RESTORATION AND NUTRIENT-
REDUCTION PROJECT FOR THE TOLEDO-LUCAS COUNTY PORT AUTHORITY**

In partnership with the City of Toledo and the Ohio Department of Natural Resources (ODNR), the Toledo-Lucas County Port Authority (TLCPA) is requesting qualification statements from professional full-service consulting engineer firms to provide planning, engineering, and design services in connection with the subject project. The project is a proposed wetland restoration engineering and design project is located at River Mile 8.7 within the Maumee River adjacent to the City of Toledo's Walbridge Park Boat Launch and the Toledo Sailing Club. Clark Island is located downstream (northeast) of Delaware/Horseshoe Island. (Figure 1).

H2Ohio grant funds will be used to fund planning, engineering, and design work to restore Clark Island and Delaware/Horseshoe Island, and incorporate flow-through wetland components that will provide significant nutrient reduction and water quality benefits within the Maumee River. The total project budget for the project described below is approximately \$585,000.00. The targeted design completion date is December 31, 2022.

Description of Proposed Clark Island and Delaware/Horseshoe Island Wetland Restoration and Nutrient Reduction Project:

- The project involves the restoration of Clark Island and incorporated flow-through wetland components that would restore the original footprint of Clark Island with the primary goal of providing significant nutrient reduction and water quality benefits along with restoring important fish and wildlife habitat in the Maumee River. The current footprints of Clark Island and Delaware/Horseshoe Island have been significantly reduced due to erosion resulting from increased peak discharge and flooding events, historic sand and gravel mining, and higher Lake Erie water levels over time. Currently, less than 10% of the original historic footprint of Clark Island exists within the Maumee River. Significant reductions in the footprint of Delaware/Horseshoe Island have also occurred. These changes have contributed to increased sediment loads in the Maumee River and have significantly reduced the natural protection provided by the Islands to the Maumee River shoreline and associated infrastructure. The overall project assessment site is approximately 190 acres in size, with a potential to create/restore up to 40 acres of island and associated flow-through wetlands within the Maumee River channel. (Exhibit A, Figure 1).
- This first phase of the project includes initial assessment and site characterization, feasibility, concept design, and engineering and design costs to 1) protect and enhance existing portions of Clark Island and Delaware /Horseshoe Island; 2) restore portions of the original Clark Island footprint; and 3) incorporate flow-through nutrient reduction wetlands or other best management practices as a component of the island restoration design to maximize sediment and nutrient processing of Maumee River waters. It is anticipated that the project design when

fully implemented, will create approximately 40 acres of island and restored flow-through nutrient reduction wetlands and associated fish & wildlife habitats within the Maumee River.

Schedule of Tasks

- **Task 1: Site Conditions and Analysis**
Meet with ODNR, the City of Toledo, and stakeholders to gain all background knowledge and an understanding of historical information and future priorities. Identify site conditions and acquire data/information as it pertains to existing water quality, topographic surveying, bathymetric surveys, sediment and vegetation conditions, habitat and species conditions, open water conditions including wave and fetch data, weather and water level patterns, and associated open water and adjacent land uses and compatibility. Parcel information including plat and existing submerged land leases (if any).
- **Task 2: Establish Nutrient Reduction Targets and Restoration Goals for Site Design**
Present information obtained in Task 1 to ODNR, the City of Toledo, and stakeholder groups (when needed) to develop nutrient reduction targets and restoration goals for the project. Develop long-term evaluation and monitoring criteria for the project. Nutrient reduction targets and restoration goals must align with H2Ohio goals and comply with current planning documents, regulations, and programs established by ODNR and any other regulatory agency.
- **Task 3: Site Design Concepts**
Develop no less than two concept design options for the project(s) site based upon goals, targets, and site conditions established in Tasks 1 and 2.
- **Task 4: Site Engineer Plans and monitoring requirements**
Develop 50%, 90% and 100% engineered plans, material specifications and other documents required for bid, construction and/or permitting. Consultant team must also create short-term and long-term monitoring requirements for the project based on Tasks 1, 2 and 3. Plans shall include proposed sequencing of major events during construction including an implementation Timeline. Consultant team must develop a list of monitoring requirements and possible plan modifications between final design and construction in case the project is not immediately implemented.
- **Task 5: Implementation and Operations Plan**
Develop a coordinated implementation plan that includes placement logistics for beneficial use of dredged material, if applicable, during construction. Develop minimum annual post-construction Management, Operation, and Maintenance & Monitoring (MOMM) requirements to be included by the final contractor in a final MOMM Plan. It is understood that some requirements within the MOMM will be established by the manufacturer of materials potentially used in the project and those requirements will be provided by the construction contractor in the final MOMM plan.
Task 6: Identify and complete any permitting requirements *(subject to available funding)*
- **Task 7: Cost Estimates for Implementation**
Cost Estimates must be established at each phase described in Tasks 3 and 4, including a final engineer's estimate for the design project. A cost estimate shall also be established for MOMM

Plan based on task. Consultant shall make recommendations for potential outside funding options.

Selection of a firm will proceed in the following manner:

1. The TLCPA will review and evaluate the statements of the qualifications filed. The first phase of the selection will be based on an evaluation point system as outlined below. The evaluation will be made by a selection team. The selection team will prepare a short list of the best-qualified consultants. This list will consist of a minimum of three (3) consultants. At that time the short-listed firms will be asked to provide a cost estimate along with additional information if needed.

Evaluation criteria includes:

- Professional staff qualifications; 20
- Specialized experience required to perform services for the proposed project (as described above); 15
- Capacity to complete the work in the required time/compressed deadline; 10
- Familiarity with project requirements and the proposed project area; 10
- Past record of performance of construction with TLCPA, ODNR and COT, including quality of work, timeliness, and cost control; 10
- Present workload; 10
- The qualifications of individuals who will be project manager for the project, including experience on similar design projects comparable to this project; 15
- Plan for including Minority Participation for this project 10

TOTAL POINTS 100

2. Project and cost proposals will be requested, and interviews will be conducted with those consultants on the short list. Visits may be made by the selection team to applicant's office to further evaluate the capabilities of the firms.

Contract negotiations will be conducted by the TLCPA in accordance with the following procedures:

1. The short-listed firms will be requested to develop a project cost proposal at time of interview.
2. The Consultant ranked number one (1) will submit a final project cost proposal for design and construction management services and negotiations will be conducted as required.
3. Should negotiations with number one prove unsatisfactory; the Port Authority will attempt to negotiate a project cost with the consultant ranked number two (2).
4. Should negotiations with number two prove unsatisfactory, consultant number three (3) will be contacted.
5. Once negotiations have been terminated with a firm and begun with another, they will not be reopened with the former firm.
6. Upon completion of successful negotiations, a contract will be executed with the TLCPA.

The Port Authority will afford minority and female-owned businesses equal opportunity to submit qualifications and will not discriminate on the basis of race, color, sex, religion, or national origin.

A minimum Disadvantaged Business Enterprise (“DBE”) participation of 15% is required.

Selection of a consultant and any agreement of contract entered into will be in accordance with guidelines set forth by ODNR and TLCPA.

The TLCPA reserves the right to accept or reject any or all RFQ responses without further action.

Qualification statements are limited to a total of twenty-five one-sided pages, including transmittal letter, resumes, and all exhibits, but excluding divider pages. No table of contents is required. The statements must contain the following information presented in the following order:

- Transmittal letter
 - Describe relevant experience on similar projects and type of services of the firm. Each project description should include:
 - Date of Services
 - Firm Responsibility/Role on the project
 - Construction Cost
 - Change Order Amounts (a demonstrated ability to produced finished project with minimum change orders and stay within project budget)
 - Individuals in the firm proposed for this project who worked on the project and their role.
- 3. Staff experience in similar projects. Provide an organizational chart of key project professional and technical staffing, individual roles and responsibilities of each person, and include resumes. The submittals should include the number of staff, including registered architects and engineers, in all disciplines, length of time the key people have been employed by the firms, and percent of time to be committed to this project.
- 4. Indicate present work load and projected workload for the duration of the project. Include a reference for key staff members.
- 5. Knowledge of and previous experience on similar projects involving design and construction oversight.
- 6. A brief description of the firm’s related experience and individuals’ experience, familiarity with the area, and past work experience on similar projects.
- 7. Program Approach and other relevant comments. Indicate which disciplines will be in-house, which will be sub-consultants, and what specialty sub-consultants will be included for a complete project.
- 8. Proof of professional liability insurance in the amount of **\$2 million**.
- 9. References on projects and services completed within the past three years (including e-mail addresses and phone numbers) and letters of recommendation.

Known / Open History of Pending / Resolved Claims within the last 10 years.

PROPRIETARY NOTICE

All material and information submitted in response to this Request for Qualification for Services shall become the property of TLCPA.

PUBLIC DISCLOSURE

The TLCPA is a public entity and subject to certain disclosures. All material submitted as part of this Request for Qualification for Services will be treated as public information with no expectations of confidentiality.

COST OF RFQ SUBMITTAL

The TLCPA is not liable for any cost incurred by any respondents in preparation or presentation of any qualifications.

Offerors are invited to submit an electronic copy of qualification statements to be received no later than Friday, July 9, 2021 at 1:00 p.m. local time, to Ms. Tina Perkins, Project Administrator (TPerkins@Toledoport.org).

Questions concerning this RFQ must be submitted in writing or via email to: Ms. Tina Perkins, Project Administrator (Tperkins@Toledoport.org). All questions and answers are public information.

Figure 1. Clark/Delaware Islands Project site/location map.

