

**Request for Qualifications**  
**For Design, Engineering and Construction Services**  
**For The**  
**Canal Diversion Dam Removal Project**  
**Accepted until July 30, 2018**  
**Office of the Technical Advisor**  
**Black & Veatch,**  
**388 South Main Street, Suite 401, Akron, OH 44311**

**Request for Qualifications**  
**For Design, Engineering & Construction Services**  
**Canal Diversion Dam Removal Project**

**I. Introduction**

The Friends of the Crooked River Board (FOCR) is seeking to enter into a contract with a Design-Build Firm (Firm) to perform the engineering, design and construction described in this Request to include the removal of a concrete dam in the Cuyahoga River, construction of a stormwater pump station with force main or gravity sewer discharge to the Ohio & Erie Canal and restoration of the stream bank, as required (“Project”). The remnants of the Pinery Narrows Dam and wooden crib structure located immediately upstream of the dam is to be removed as part of the Project. The Project is located in Brecksville and Sagamore Hills, Ohio.

If required, the canal feeder structure upstream of the dam, must be stabilized to prevent structural failure due to change in hydraulic properties associated with the dam removal. Location of the pump station site shall be evaluated to determine the best location to minimize impact to the canal feeder structure and surrounding vegetation.

The FOCR has entered into a contract with Black & Veatch Corp. to serve as Technical Advisor for this Project.

The FOCR has formed a selection committee (Committee) of interested stakeholders. The Committee will be involved in the selection process and will include a representative from the FOCR with relevant expertise, who will vote only as an equal member of the Committee.

This process will follow ORC 153.65-67, 70 and 153.693 Evaluation of Design-Build Firms. The Committee will recommend respectively the shortlist of Firms and final award of a Firm to the FOCR for review, consideration and decision as to the ultimate award of a contract to a Firm.

Firms that have performed preliminary design or other work on the Project (“Consultants”) are permitted to be subcontractors or team members for both the Request for Qualifications (RFQ) and Request for Proposal (RFP) phases for the referenced Project. Consultants shall not lead a RFQ or RFP submittal and shall not agree to associate exclusively with any one Firm.

To facilitate the prompt resolution of any potential issues, potential Consultants are requested to notify the Technical Advisor as soon as reasonably possible if they decline to participate with a Firm submitting qualifications and proposal for the referenced project.

## **II. General Scope of Services**

1. Removal of concrete Brecksville Dam and remnants of wooden crib of the Pinery Dam and disposal of material offsite
2. Construction of a pump station, force main or gravity sewer and site improvements
3. Stream and bank restoration if required
4. Apply for and obtain any necessary Federal, State and Local Government permits, if required.
5. Perform all design, construction and related components to complete Items No. 1-4 above.

## **III. Project Objective**

The FOCR's objective is to enter into a contract with a Design Build (DB) Team to provide the above-referenced Work. There are multiple stakeholders whom have elected to participate as part of the Committee to review and make recommendations to the FOCR. Each stakeholder will have one vote and not all stakeholders have elected to participate on the Committee. The Committee will provide a recommendation to the Board of a selected Team for review and consideration of Firms to be shortlisted and one Firm for Award.

The FOCR will follow the Ohio Administrative Code's (OAC) requirements for the Best Value selection of design-build firms (OAC 153:1-6-02, dated Jan. 23, 2012) as well as relevant sections of the Ohio Revised Code (ORC). As such, the project will be awarded based on a combination of pricing and performance considerations.

This Best Value selection will follow a 2-step process, as identified below:

1. Qualifications Phase
2. Request for Proposal (RFP) Phase

### **STEP 1**

#### **I. Request for Qualifications Phase**

Each Firm will be required to submit the following information, in the order outlined below, in order to be considered for this Project. The Qualifications shall be no more than 25 single sided pages. Double sided pages and 11"x17" shall be counted as 2 pages. The cover letter and resumes shall not be included in the page limit. One page resumes shall be included in an Appendix to the submittal. Font size shall be Times New Roman 12 point and 1" borders are required on all sides.

Qualifications presented should be those for the entire team, including the prime and subcontractors.

1. Competence to perform the required Design-Build Services.
  - A. Experience of Team in Design-Build Services relating to the removal of dams, design and construction of pump stations and applicable permits, including consultation with Ohio Historic Preservation Offices.
    1. Training of assigned personnel.
    2. Education of assigned personnel.
    3. Professional engineer license of assigned personnel.
    4. Experience of assigned personnel on Design-Build projects.
    5. Identify the Engineer/Architect of record.
2. Ability of Identified Team Members to complete the Work.
  - A. Current Workload (contracts in progress).
  - B. Availability of key personnel during the anticipated schedule.
  - C. Availability of equipment required to perform the work.
  - D. Experience of the Team.
    1. Representative Project Experience completed for at least 3 years but no longer than 5 years.
    2. Describe the scope of services provided for each project.
    3. Describe the role of personnel and subcontractors that are being proposed for this Project.
    4. Representative projects should include a description of how Item 3.
      - A. 1-4 were met.
3. Past Performance of the Team in delivering Design-Build projects.
  - A. Describe methods for:
    1. Control of costs.
    2. Dispute resolution.
    3. Administration of subcontractor (team members).
    4. Meeting deadlines (critical milestones, scheduling etc.).
  - B. References for the representative projects above shall include the name, email and phone number of the client.
4. Provide a statement acknowledging compliance with Sections 4703.182, 4703.332, and 4733.16 of the ORC.
5. Financial Responsibility
  - A. Provide a financial statement.
  - B. A statement acknowledging ability to provide a Surety Bond in accordance with Paragraph A of the rule 153:1-4-02 of OAC.
6. Additional Qualifications to perform the project:
  - A. Knowledge of the local area.
  - B. History of successful collaboration among team members (both among personnel and between the prime and subcontractors).
  - C. Location of the proposed project office and team members.
  - D. Understanding of Project (2 page maximum).

Each Firm shall submit one original and a total of ten (10) copies of the SOQ as well as an electronic version in .pdf format with bookmarks on a USB drive in a sealed envelope clearly marked on the outside “Statement of Qualifications for the Canal Diversion Dam Removal.”

The FOCR will accept SOQs until **Noon, Monday, July 30, 2018**, at the Office of the Technical Advisor, Black & Veatch, 388 South Main Street, Suite 401, Akron, OH 44311.

The FOCR retains the option of rejecting or accepting any SOQ.

All questions shall be directed to the Technical Advisor, Dianne Sumego, in writing. Questions will only be accepted via email (sumegod@bv.com) until Noon, July 18, 2018. No calls will be taken during this process. All questions and responses will be addressed and distributed in an Addendum via email by July 23, 2018 by the Technical Advisor.

## **II. Evaluation Criteria**

Each SOQ will be evaluated by the selection committee based on the below criteria and their respective weighted score.

1. Competence to perform the required Design-Build Services. (20%)
2. Ability of the Identified Team Members to complete the Work. (20%)
3. Past Performance of the Team in delivering Design-Build projects. (20%)
4. Statement acknowledging compliance with Sections 4703.182, 4703.332, and 4733.16 of the ORC. (5%)
5. Financial Responsibility. (10%)
6. Additional Qualifications to perform the project. (25%)

After the evaluation, the Technical Advisor will notify, in writing, the top three (3) ranked Firms (“short-listed Firms”). In the case that fewer than three (3) qualified Firms are available, the Selection Committee may recommend fewer than three (3) Firms for Step 2 of the process.

**STEP 2**

**I. Request for Proposal (RFP) Phase: Short-Listed Firms**

At the time of notification, each short-listed Firm will be given an interview time and date. Prior to the interview, the short-listed Firms will be provided an RFP including, but not limited to, the following:

1. Description of Project
2. Preliminary Project Schedule
3. Description of Services to be Provided
4. Pricing Criteria
5. Performance Criteria
6. Form of Design-Build Contract

The short-listed Firms will be required to provide the following:

1. Pricing Proposal
2. Technical Proposal

**Schedule**

1. Request for Qualifications (RFQ) Advertisement – June 30, 2018
2. Pre-SOQ Meeting – July 16, 2018
3. Questions in writing to Technical Advisor – July 18, 2018
4. RFQ Addendum, if required – July 23, 2018
5. SOQ due – July 30, 2018
6. Shortlist notification – August 13, 2018
7. Pricing and Technical Proposal Due – September 14, 2018
8. Interviews – Week of October 1, 2018

**End of Request for Qualifications**