

REQUEST FOR QUALIFICATIONS

Environmental Services

THOMAS BUILT BUS PRESERVE STREAM RESTORATION FEASIBILITY STUDY

Requested by:



**Piedmont Triad Regional Council
1398 Carrollton Crossing Drive
Kernersville, NC 27284**

General Information

<u>Document Type:</u>	Request for Qualifications
<u>Posted Date:</u>	Friday, April 12, 2019
<u>Response Due Date:</u>	Friday, May 10, 2019
<u>Contract Period:</u>	1 year

Point of Contact

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Background & Description

The Piedmont Triad Regional Council (“PTRC”) is seeking the professional environmental services of a qualified firm to develop a Stream Restoration Feasibility Study (hereinafter “Study” or “Project”), including preliminary designs, for Kennedy Mill Creek at the Thomas Built Bus Preserve (a Guilford County-owned park in High Point, NC). The Project is funded by a grant from the NC Clean Water Management Trust Fund (“CWMTF”) and will be administered by the PTRC in close partnership with Guilford County. The PTRC provides technical assistance to seventy-four (74) member governments in and around the Greensboro/Winston-Salem/High Point metro area, including Guilford County and High Point, NC.

The Thomas Built Bus Preserve is a 6-acre passive park owned by Guilford County and located within the southwest district of High Point, NC, not far from the city’s downtown. The park is uniquely designed with 250 fruit and nut trees to provide the surrounding community (which is predominantly lower-income), with both recreational and educational opportunities, as well as greater access to fresh produce. Along the north and eastern border of the park is a small stream that serves as the headwaters of Kennedy Mill Creek - a tributary of Rich Fork Creek. This section of Kennedy Mill Creek is showing signs of erosion, likely a result of its urban setting. The park is in a low lying area and receives a large amount of stormwater runoff from the surrounding neighborhood. Much of this runoff has been directly channeled into the stream from multiple sources, which is causing erosion and steep banks that are uncharacteristic for a stream of its size. Stormwater runoff has also resulted in litter and other debris to collect within the stream channel, blocking flow and further exacerbating water quality issues. Guilford County would like to prevent further erosion and better protect water quality by stabilizing sections of Kennedy Mill Creek at this site.

The purpose of the *Stream Restoration Feasibility Study* will be to better evaluate stream conditions and develop conceptual designs and recommendations for stabilization given potential site constraints. Before the Thomas Built Bus Preserve was converted into a park, it was used to store unused Thomas Built Buses. There is potential concern that soil contamination from leaking oil may hinder stream restoration at this site. In addition, the park is in close proximity to surrounding houses, especially at the end of Chase Avenue, which may constrain channel stabilization and sufficient riparian buffers. Development of the study will be supplemented by an informative outreach strategy with the surrounding neighborhood and broader community in order to increase awareness about the project, water quality issues, and best management practices.

Scope of Services

A. Evaluate Existing Conditions

- Inventory and analyze existing site, stream, and watershed conditions, including but not limited to: topography, hydrology, stream morphology, soils and geology, site constraints, property boundaries, utilities, surrounding land uses and impervious cover, vegetation, and aquatic biology.
- Conduct a stream survey to determine stream reach and profile (channel cross-sections, slope, etc.), classification, and help identify areas of instability.
- Test soil conditions to determine if they are conducive for stream restoration, including an evaluation of previous uses and potential contaminants.
- Estimate stream erosion rates.

B. Identify Restoration Opportunities & Potential Barriers

- Document existing stream stability problems and potential remedies/solutions.
- Document any potential barriers to stream restoration, such as topography, soils, vegetation, property boundaries, utilities, etc.
- Develop conceptual designs for various restoration options. Conceptual plans should include any modifications to the stream channel and corridor, pattern, and/or profile, as well as other proposed methods for stabilization including vegetation, rip-rap, or other structures, with priority given to non-structural/natural solutions.
- Discuss potential alternatives and any needs for property easements.

C. Identify Additional Opportunities for Stormwater Control

- Document any additional stormwater management projects onsite or within the watershed that would further improve stream conditions, water quality, aquatic habitats, streamside vegetation, and educational opportunities.

D. Recommendations for Implementation

- Provide recommendations for implementation including estimated costs for stream restoration and any other identified stormwater control measures, vegetation and maintenance, easement acquisition, any necessary permits, and stakeholder responsibilities.

E. Public Involvement

- Assemble a steering committee of stakeholders and community members (with assistance from PTRC).
- Hold regular meetings to update stakeholders on feasibility study findings, restoration opportunities, and supporting best management practices.
- Work with partners to host up to three educational community events that increase awareness about stream restoration, water quality issues, and best management practices.
- Gauge surrounding property owner support for stream restoration.

F. Coordination & Reporting

- Provide monthly reports to the PTRC to summarize Project progress, potential obstacles, and upcoming activities, including any updates to project budget & schedule.
- Coordinate with PTRC and Guilford County staff to ensure the Project is proceeding in a manner consistent with the requested services and grant deadlines.

Procedure for RFQ Submittal

Submissions:

Statement of Qualifications (SOQ) should be submitted through email in PDF format to ccolvin@ptrc.org. If desired, one hard copy may also be submitted to the PTRC in a sealed package by 2:00 pm on the due date by hand, certified mail, or private carrier to:

Cameron Colvin, Water Resources Planner
Piedmont Triad Regional Council
1398 Carrollton Crossing Dr
Kernersville, NC 27284

Qualification statements received after that time will not be considered and will be returned unopened to the contractor, there will be no exceptions. Qualification statements may be received by hand, by certified mail, or by private carrier. The package should be clearly marked "Attn: Qualification Statements for Environmental Services" and include the information outlined below.

Inquiries:

Please submit any questions regarding this RFQ via e-mail to Cameron Colvin at ccolvin@ptrc.org. Other contact outside of the RFQ submittal requirements is discouraged.

Qualification Statements

Statement of Qualifications (SOQ) should include the following:

- **Qualifications, Experience and Capabilities:** Describe your team's qualifications and abilities as they relate to the Project and scope of services, including services associated with stream restoration, environmental assessments, stormwater management and community engagement. Include project summaries of relevant projects completed in the region. Summarize the scope of work and provide client contact information. In addition, describe your team's approach to successfully delivering this particular project. Provide details on how each task will be completed.
- **Key Staff Assigned to Project:** Provide an organization chart identifying personnel assigned to the project, including their roles and anticipated level of involvement. Personnel identified in the proposal must be the principal staff that will work on the project and represent the majority of hours billed to the project. Resumes shall not exceed 3 pages in length.
- **History of Company:** Full disclosure regarding the company status, and status of parent companies, subsidiaries, affiliates, and subcontractors as potential responsible parties, including but not limited to:
 - Business Background;
 - Legal name of business;
 - Age of business;
 - Names, addresses, and position of all persons having a financial interest in the company;
 - State of formation;
 - Number of employees; and
 - Licenses and certifications as called for in the below section.
- **Professional Practice (Limited to the Project Team, all employees assigned to this project:**
 - Has your firm ever been cited by any authority for unscrupulous practice?
 - Does your firm have any past or present suits with any current or former customer? Explain as necessary.
 - Has your firm, including parent company, subsidiaries, affiliates, and subcontractors, ever been or are currently disbarred from receiving Federal Funds?
- **Required Attachment:** Provide originals or photocopies of the following (or provide explanation, as applicable, if any attachment is absent):
 - Any licenses from the State of North Carolina relevant to the execution of this project
 - Any certification indicating that staff assigned to this project is equipped to carry out the provisions of this proposal
 - Three (3) references from clients for which the firm has provided similar services

- Other: Provide any other information that may be useful when reviewing this proposal.

Consultant Selection

Proposals will be evaluated and ranked based on the Selection Criteria outlined below. The PTRC may ask the top ranked firms to attend a presentation and/or interview as part of the evaluation process. At the conclusion of the evaluation process, the firms will be ranked in priority order with the highest ranking firm being selected to negotiate a contract with the PTRC. If a contract satisfactory to both parties cannot be negotiated, the PTRC will then enter into negotiations with the next highest ranking firm and so on until an agreement is reached.

In the event the PTRC elects to negotiate a contract with a selected firm, the PTRC reserves the right to negotiate such terms and conditions of the contract, including, but not limited to scope, role, price, and staffing which may be in the best interests of the PTRC.

The selected firm shall provide written proof of insurance coverage for personal injury and property damage, including comprehensive general and automobile liability and contractual liability.

Selection Criteria

The PTRC will evaluate the qualifications based upon the following criteria:

- Experience and ability to complete the work;
- Demonstrated experience including stream restoration, environmental assessments, and public outreach;
- Approach and understanding of the scope of work;
- Proven track record of community engagement;
- Participation of small, minority, woman, and veteran owned businesses

Rights Reserved

The PTRC reserves the right, in its sole discretion, to reject all submissions, reissue a subsequent RFQ, terminate, restructure or amend this procurement process at any time. This RFQ is not a bid. Evaluation criteria contained herein shall be used in evaluating qualifications of interested firms for selection. The PTRC may contact any consultant after receiving its submittal to seek clarification on any portion thereof. The PTRC reserves the right to request additional information from any consultant if the PTRC deems such information necessary to further evaluate the consultant's qualifications. The PTRC reserves the right to select several consultants to perform task under the contract. All RFQ material submitted to the PTRC becomes property of the PTRC and will not be returned to the vendor.