

**DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENTAL CONTROL
REQUEST FOR PROPOSALS TO PROVIDE PROFESSIONAL SERVICES
FOR DAM ENGINEERING**

Contract No. NAT12001-DAM_ENGR

**Date of Advertisement: February 2, 2012
Deadline for Receipt of Proposals: March 1, 2012, 4:00 pm**

The State of Delaware, Department of Natural Resources and Environmental Control (DNREC), seeks dam engineering services and this Request for Proposals (RFP) is issued pursuant to 29 *Del. C.* §§ 6981.

Project Description

The selected firm(s) will provide engineering analysis, design and construction supervision for Public Works Construction Projects statewide. Final scope and number of projects has yet to be determined, but projects will generally consist of inundation mapping and design of repairs and improvements to selected state-owned, regulated dams. DNREC reserves the right to amend and/or reissue this RFP, and to award contracts to one or more firms as determined to be in the best interest of the State.

The Engineering Consulting firm should be familiar with relevant laws, codes, approvals, permits, and regulatory requirements of Federal, State, and local agencies. The consultant(s) selected will work under the direction of DNREC.

Project Goals

The State of Delaware owns 42 regulated dams with various components such as spillways, gate structures and earth embankments, in varying conditions, and a goal of this project is to improve the condition and operability of certain components at selected dams. Spillways at many dams contain flashboard or stop-log risers that are removed and replaced by State crews to manipulate pond and lake water levels for various reasons. The State desires to replace some of these existing structures with operable gates at certain dams, to make it easier to manipulate the pond level. Several dams have deteriorated concrete components, such as spillways, aprons, wingwalls, etc. and the State desires to have these deteriorated structures repaired or replaced. In addition to these repairs and improvements, the State desires to have “sunny-day” dam failure inundation mapping completed for certain state-owned dams. The selected firm(s) will be responsible for engineering analysis and design of these types of improvements, as selected by DNREC.

The engineering consulting firm should have experience with:

- Design and installation of various types of operable gates that can be retrofitted to existing dams with minimal changes to the dam, spillway, etc.
- Providing expertise to dam owners about which types of gates are best-suited certain types of dams/spillways, based on design, construction, operation and cost considerations
- Design and construction supervision of repairs to, and replacement of, reinforced concrete hydraulic structures at dams
- Hydrology, hydraulics, bathymetric surveying and dam failure inundation mapping

Preliminary Project List

The dam improvement projects that will be performed under this contract will most likely be selected from the following preliminarily project list:

Installation of operable gates:

- Concord Pond Dam near Seaford, Sussex County
- Blairs Pond Dam near Milford, Kent/Sussex County
- Haven Lake Dam near Milford, Kent/Sussex County
- Griffith Lake Dam near Milford, Kent/Sussex County
- Craigs Pond Dam near Seaford, Sussex County
- Chipmans Pond Dam near Laurel, Sussex County
- Mudmill Pond Dam near Marydel, Kent County
- Garrisons Lake Dam near Smyrna, Kent County
- Silver Lake Dam Milford, Kent/Sussex County

Repair/replacement of concrete structures:

- Griffith Lake Dam near Milford, Kent/Sussex County – deteriorated concrete on spillway wingwalls
- Hudson Pond Dam near Milford, Sussex County – deteriorated concrete on spillway and wingwalls
- Garrisons Lake Dam near Smyrna, Kent County – deteriorated concrete slope paving along shoreline
- Trap Pond Dam near Laurel, Sussex County – deteriorated concrete on spillway wingwalls
- McGinnis Pond Dam near Viola, Kent County – deteriorated concrete slope paving along shoreline
- Chipmans Pond Dam near Laurel, Sussex County – undermined spillway training walls

“Sunny-day” dam failure inundation mapping:

- Derby Pond Dam near Camden, Kent County
- Collins Pond Dam near Bridgeville, Sussex County
- Garrisons Lake Dam near Smyrna, Kent County
- Portsville Mill Pond Dam near Laurel, Sussex County
- Silver Lake Dam – Middletown, New Castle County
- Trussums Pond Dam near Laurel, Sussex County
- Mudmill Pond Dam near Marydel, Kent County
- Davis Pond Dam near Laurel, Sussex County
- Lake Como Dam, Smyrna, Kent County
- McGinnis Pond Dam near Viola, Kent County
- Andrews Lake Dam near Viola, Kent County
- Coursey Pond Dam near Harrington, Kent County
- McCauley Pond Dam near Harrington, Kent County

The final determination of projects to be included will be made by the State and the selected firm(s), based on cost of the projects and other factors.

Submittal & Selection Process

Interested firms shall submit eight (8) copies of their proposal on or before 4:00 p.m. on Thursday March 1, 2012, to David Twing, PE, State Dam Safety Engineer, DNREC Division of Watershed Stewardship, Conservation Center, 2430 Old County Road, Newark, DE 19702. Applicant bears the risk of timely delivery. Any proposals received after the stated time will be returned unopened.

Responses shall include the following information that will be utilized by the selection committee to determine qualifications and rankings:

1. Experience and Reputation
2. Expertise for This Type of Project
3. Capacity to Meet Requirements of the Contract
4. Demonstrated Ability
5. Familiarity With Like Projects
6. Questions of Interest

For specific information regarding selection process evaluation criteria, refer to the “Dam Engineering Services Evaluation Form” at the end of this RFP. The submitted proposals shall be concise, not to exceed 20 pages, 8.5” x 11”, printed on one side (10 pages double sided). The minimum font size shall be 10 point. The 20-page limit does not include the cover page. Facsimile or electronic submittals will not be accepted.

Each response shall be ranked by committee based on the evaluation criteria (refer to “Dam Engineering Services Evaluation Form”). The list of qualified candidates will then be narrowed to the highest-ranking firms based on the scoring results. The top-ranked firms will be interviewed individually, after which a final ranking will be made based on the interview. Selected firms will be given notice of times and dates for scheduled interviews. Negotiations will begin with the firm having the highest final ranking and will proceed until a selection or selections are made. All respondents will receive notice of contract award. The selection of the firm(s) will be made in accordance with 29 Del. C., Chapter 69, State Procurement Professional Services process.

Respondents are reminded that it shall be the responsibility of the Engineering Consulting firm to be current with any professional registration or certification as required by Delaware law. The Professional Engineer for this work must have related experience in dam engineering and must be registered in the State of Delaware.

Contract Agreement Form

The firm(s) awarded the contract will be required to enter into a Professional Services Contract with DNREC (standard Professional Services Contract available upon request).

Scope of Services

The following services may be required by the engineering design firm:

- Site investigations to assess the condition of various dam components
- Surveying and preparation of base plans for design
- Engineering analysis
- Preparation of inundation maps

- Design Plan development with preliminary construction cost estimates
- Construction documents, technical specifications and final construction cost estimates
- Permits and approvals as required, including the preparation and submittal of applications in accordance with Federal, State, County and local requirements
- Bidding phase, to include attending pre-bid meeting, answering questions, and bid award
- Contract administration and construction supervision to ensure construction is in accordance with design plans
- Preparation of as-built plans and Certificates of Completion

Licenses & Insurance

The firm(s) awarded the contract will be required to submit copies of the following:

- Applicable Professional Licenses (State of Delaware)
- Delaware Certificate of Authorization
- Current Certificate of Insurance
- Current Delaware Business License

Special Reporting Requirements

Letters of Interest must comply with any and all provisions of Section 40 of the “BOND AND CAPITAL IMPROVEMENTS ACT OF THE STATE OF DELAWARE FOR THE FISCAL YEAR ENDING JUNE 30, 2012”. Section 40 subjects the funds appropriated for Dam Maintenance, Repair and Monitoring to be subject to the following provisions:

- a) Any public works or professional services contract (1) to which any agency, the University of Delaware, Delaware State University, or Delaware Technical and Community College is a party; (2) for which payment shall be funded in whole or in part by monies hereunder; and (3) for which the probable cost is greater than the amount set by the Contracting and Purchasing Advisory Council pursuant to 29 Del. C. § 6913.
- b) No bid for any contract hereunder shall be responsive unless the prospective bidder discloses its reasonable, good-faith determination of (1) the number of employees reasonably anticipated to be employed on the project; (2) the number and percentage of such employees who are bona fide legal residents of the State; (3) the total number of employees of the bidder; and (4) the total percentage of employees of such bidder who are bona fide residents of the State. To the extent subcontractors are to be employed in connection herewith, the bidder shall further disclose its reasonable, good-faith determination of the number and percentage of employees of such subcontractor who are bona fide legal residents of the State.
- c) All contractors awarded contracts hereunder shall submit a report to the Director of the Office of Management and Budget setting forth the actual number and percentage of employees of such contractor who are bona fide legal residents of the State. To the extent subcontractors are employed in connection with any such contractor, the contractor shall further disclose the actual number and percentage of employees of such subcontractor who are bona fide legal residents of the State. Such report shall be due on the earlier of 30 days from the completion of the project or December 31 of each calendar year.
- d) For purposes of this section, "bona fide legal resident of this State" shall mean any resident who has established residence of at least 90 days in the State.

- e) Notwithstanding anything to the contrary herein, this section shall not apply to any contract for which any exception would apply pursuant to 29 Del. C. § 6904. Without limitation of the foregoing, if any provision of this section conflicts or is inconsistent with any statute, rule or regulation of the federal government applicable to a project or activity, the cost of which is to be paid or reimbursed in whole or in part by the federal government, and due to such conflict or inconsistency the availability of federal funds may be jeopardized, such provision shall not apply to such project or activity. Further, if any provisions of this section conflict or are inconsistent with 31 Del. C. c. 40, the provisions of 31 Del. C. c. 40 shall prevail and govern.

DAM ENGINEERING SERVICES EVALUATION FORM

PROJECT NAME: DAM ENGINEERING SERVICES

PROJECT NUMBER: NAT12001-DAM_ENGR

FIRM: _____

RATER: _____

EVALUATION CRITERIA

1. Experience and Reputation 0-10 points
History of organization, general background, experience, 0-10 points _____
reputation and years in business

2. Expertise for This Type of Project 0-20 points
Overall technical expertise for providing dam engineering services 0-20 points _____
Please include at least three (3) references
Project organization, staffing and use of subcontractors 0-10 points _____

3. Capacity to Meet Requirements of the Contract 0-20 points
Project team employees' specific experience 0-5 points _____
Ability to complete projects on time and within budget 0-5 points _____
Financial stability of firm (net worth) and most recent audited 0-5 points _____
financial statement
Appropriate professional registration 0-5 points _____

4. Demonstrated Ability 0-80 points
Design and installation of various types of operable gates that 0-40 points _____
can be retrofitted to existing dams with minimal changes to the
dam, spillway, etc. Providing expertise to dam owners about which
types of gates are best-suited certain types of dams/spillways, based on design,
construction, operation and cost considerations
Design and construction supervision of repairs to, and 0-20 points _____
replacement of, reinforced concrete hydraulic structures at dams
Hydrology, hydraulics, bathymetric surveying and dam failure 0-20 points _____
inundation mapping

5. Familiarity With Like Projects 0-20 points
Delaware projects successfully completed 0-10 points _____
Other State projects successfully completed 0-5 points _____
Federal and other projects successfully completed 0-5 points _____

6. Questions of Interest
Contractors should address the following questions:
a. Are there any civil judgments and/or criminal history of the proposing _____
contractor's or subcontractor's principals?
b. Has firm ever been debarred or suspended by any governmental agency? _____
c. Has firm ever had any revocation or suspension of a license? _____
d. Has firm ever been engaged in any bankruptcy filings or proceedings? _____
e. Is firm a minority or certified woman-owned business? _____
f. Is this firm a veteran-owned business? _____

TOTAL SCORE (MAXIMUM POSSIBLE 150): _____