

**REQUEST FOR STATEMENT OF QUALIFICATIONS  
IRON COUNTY FORESTRY AND PARKS  
SAXON HARBOR PROJECT**

Iron County Forestry and Parks (County) is requesting Statements of Qualifications from engineering consultant firms to provide engineering services for the Saxon Harbor Reconstruction project. This request provides detailed information on the project scope, types of services required, and what is required for submittal.

Three (3) copies of the Statement of Qualifications must be submitted by 12:00 P.M., local time, on August 23, 2016 to Mr. Eric Peterson, Iron County Forest Administrator, 607 3<sup>rd</sup> Ave N., Suite 2, Hurley, WI 54534. Submittals received after the deadline will not be considered.

Any questions relative to the project or the submittal shall be submitted in writing by August 22, 2016 12:00 P.M. local time in order to allow a written response to all interested engineering firms prior to the bid submission time. All questions shall be directed to Mr. Eric Peterson, Forest Administrator at (715) 561-2697.

Iron County Forestry and Parks reserves the right to accept or reject any or all submittals in the best interest of the County.

**Introduction**

On July 11 and 12, 2016, the Saxon Harbor area experienced a 1,000-year rain event that dropped over 10 inches of rain in a four-hour period. This rain event wiped out many local roads, culverts, bridges, and public infrastructure, including much of Saxon Harbor. Preliminary estimates to rebuild Saxon Harbor are in excess of \$10 Million. President Obama and the U.S. Department of Homeland Security's Federal Emergency Management Agency announced on August 8, 2016 that federal disaster aid has been made available to the State of Wisconsin to supplement State, Tribal, and local recovery efforts in the areas affected by severe storms and flooding during the period of July 11 – 12, 2016. One of the first key steps for Iron County to receive FEMA funding will be to obtain pricing from a minimum of three General Contractors to rebuild Saxon Harbor to its pre-disaster condition. With these three prices secured, the County will submit a price to FEMA for review and negotiate what the rebuilding price would be. FEMA will then fund 75% of that amount and work with the County on the reconstruction design and construction process (which will likely be different than what was existing prior to the storm). The first task, Task 1, of the Engineering Consultant that is selected through this RFQ process, is to prepare the bid package to publically advertise for General Contractors to provide pricing services to rebuild Saxon Harbor to its pre-disaster condition.

**Scope of Services**

The following outlines a summary of the scope of services required of the Engineering Consultant. It should not be construed as detailed design and / or all-inclusive scope of services. The exact scope of services will be outlined in the engineering agreement formalized after the selection process.

1. The first task, Task 1, is to obtain Engineering Consultant proposals to rebuild Saxon Harbor to its pre-disaster condition. The selected Engineering Consultant shall prepare a bid package for detailed schematic design phase only, including a

detailed work scope description, a bid schedule, bidding guidelines and bidding requirements. The Engineering Consultant proposal breakdown shall include but is not limited to the following:

Detailed Schematic Design	Manhours	Hourly Rate	Total
Principal Engineer			
Civil Engineer			
Structural Engineer			
Environmental Engineer			
Surveyor			
Clerical			
Drafter			
Other			
Other			
<b>Total</b>			

2. Upon completion of the detailed schematic design bid package, the County will then advertise a Request for Proposals from General Contractors to state how much they will charge to provide pricing of the bid package (knowing that the project will not be constructed as shown in the bid package). This process will not result in a construction contract award. The County will choose three General Contractors to provide this pricing service. The General Contractors will then perform the pricing exercise and submit costs (for building back to pre-disaster condition) to the County. The County and Engineer will then review the three prices from the General Contractors and provide FEMA with the final proposed cost on what it would cost to rebuild the harbor back to pre-disaster condition. FEMA Engineers will then review the cost and comment.
3. Additional services will need to be performed by the Engineering Consultant as the project progresses through funding, design and construction. As these services are determined, the Engineering Consultant and County will negotiate the scope and associated fee. These services will include, but are not limited to:
  - A. Land Surveying
  - B. Civil Engineering
  - C. Geotechnical Engineering
  - D. Geotechnical Drilling
  - E. Environmental Services
  - F. GIS Services
  - G. Other
4. Scope Items for the project will eventually include:
  - A. Rebuilding of Saxon Harbor with approximately 90 slips
  - B. Rebuilding of the campground with approximately 45 sites
  - C. Parking improvements
  - D. Roadway design
  - E. Relocation of stream/river
  - F. Associated infrastructure (such as utilities)
  - G. County HWY A Bridge & road reroute design.
  - H. Other

### **Proposed Schedule**

- 8/22/16 – SOQ questions due
- 8/23/16 – SOQ due
- 8/25/16 – Iron County Parks and Forestry special meeting to make a recommendation to Iron County Board
- 8/26-29/16 – Negotiate fee to perform Task 1 for County Board Review & Approval
- 8/30/16 – Iron County Board selection of Engineering Consultant
- 8/31/16 – Execute contract and begin work on Task 1
- 9/13/16 – Begin advertising for Contractors
- 9/23/16 – Schematic Design Package Complete
- 9/23/16 – Contractor bids due for providing pricing
- 10/5/16 – Contractor Pricing of Schematic Design is due
- 10/12/16 – County submits price to FEMA for cost to rebuild Harbor to pre-disaster condition

### **Submittal Requirements**

1. A brief history of the engineering firm including:
  - A. When organized;
  - B. Location of office(s);
  - C. Number of total personnel;
  - D. Number of licensed professionals; and
  - E. List of key personnel with resumes in appendix
2. A statement of the firm's distance to the site and response time to get to the project site for meetings and on-site services.
3. A statement of the firm's familiarity of the project other than outlined in the Request for Qualifications.
4. A detailed description of the firm's proposed approach to the project. Include any work to be completed by subcontractors. Confirm ability to meet project schedule stated above. For subcontractor work, state how subcontractor information will be transferred to the firm and what QA/QC methods will be put into place to assure accuracy of the transfer of data and budget tracking.
5. List of similar projects with references including contact information.
6. General Liability and Professional Liability Insurance Certificate.

### **Selection Scoring Criteria**

Proposals submitted to Iron County Forestry and Parks within the required time frame will be scored on the following criteria:

1. History of Firm/Project Team	20 points
2. Response Time/Distance to Site	20 points
3. Firms Familiarity of the Project	20 points
4. Project & Subcontractor Approach & Ability to meet timeframe	20 points
5. Similar Projects & References	20 points
<b>Total:</b>	<b>100 points</b>

In accordance with the Brooks Act and Qualifications Based Selection processes, professional engineering fees are not to be submitted as part of this project and will not be considered while reviewing proposals. The County will negotiate a fair and reasonable fee for services performed by the selected Engineering Consultant.