

Request for Qualifications (RFQ)

Engineering Services for Marysvale Town

September 11, 2024

SECTION I. Introduction and Project Background.

Marysvale Town, Utah is seeking qualifications from experienced engineering firms with a minimum of ten (10) years of experience with prior involvement and specialization in watershed protection, streambank and shoreline protection, clearing and snagging, development of water and sediment control basin structures, long-term channeling of water, development of water control devices for flood control, and to otherwise provide expert services and technical assistance for a pending project located in Piute County, Utah. The selected firm will collaborate with Marysvale Town to ensure effective and sustainable water management solutions that meet the current and future needs of Marysvale Town and to protect the Town residents and critical infrastructure placed at risk as a result of the Silver King Fire. The goal is to gather qualifications from firms with proven expertise in delivering comprehensive engineering services to assist in updating foundation information for this crucial emergency plan as required under the NRCS Emergency Watershed Protection Program.

SECTION II. Scope of Services.

The selected firm will be expected to provide comprehensive engineering services, including but not limited to:

- Development and modeling of flood risks.
- Design report that addresses hydrology, hydraulics, structural, sedimentation, and other necessary elements related to the proposed improvements.
- Develop construction cost opinion for work.
- Development of a Quality Assurance Plan which is compliance with all federal regulations including those applicable requirements mandated under the NRCS standards.
- Development of an Operations and Maintenance Plan which is compliance with all federal regulations including those applicable requirements mandated under the NRCS standards.
- Development of a Project Inspection Plan which is compliance with all federal regulations including those applicable requirements mandated under the NRCS standards.
- Development and implementation of watershed management plans through hydrological analysis to mitigate flooding in Marysvale Town through both short and long-term management of flood waters originating from the Silver King Fire.

- Design and construction oversight of stream stabilization and related infrastructure. This includes but is not limited to streambank and shoreline protection, erosion mitigation, clearing and snagging, development of upstream water and sediment control basin structures, long-term channeling of water, and development of water control devices for flood control. This list is not intended to be exhaustive and experience is sought in assuring that all potential solutions for flood mitigation is considered and implemented as appropriate.
- Flood risk assessment and mitigation strategies within and without Marysvale Town limits.
- Environmental impact assessments and sustainability consulting.
- Coordination with local, state, and federal regulatory bodies to assist in facilitating funding and obtaining necessary permits to proceed within the forgoing scope of services.
- Preparation of any reports, analysis, applications, and necessary to satisfy the Army Corps of Engineers, NRCS, FEMA, NEPA, the Utah Division of Water Rights, and other state and federal agencies permitting processes, regulations and requirements to obtain the necessary federal emergency funding to complete all flood mitigation as required.
- Potential structural design and modification of infrastructure arising from post-flood mitigation measures, if necessary, including development planning, design, permitting, and construction of such infrastructure.

SECTION III. Minimum Qualifications.

Responding firms must meet the following minimum qualifications:

- Prior Experience Working in Marysvale.
- At least ten years of experience in various water resource engineering with a focus on watershed protection, flood water mitigation review and modeling, and structural designs associated with flood water mitigation.
- Licensed Professional Engineer(s) in the state of Utah.
- Proven track record of successful project completion in similar projects.
- Strong references from previous clients, demonstrating excellence in project delivery and stakeholder satisfaction.
- Design modeling capabilities, ability to create and provide hard copies of all construction drawings
- Sufficient education, training and qualifications of key members of the engineering firm to meet the minimum qualifications, including experience, in hydrology, hydraulics, river/stream erosion mitigation and design of flood diversion structures.
- Prior experience with NRCS emergency watershed protection program and FEMA funded projects, including roadway design, bridge design, hydraulics, hydraulic structures, development of upstream water and sediment control basin structures, long-term channeling of water, erosion control, and development of water control devices for flood control. post-fire mitigation, federal and state land management agencies right of

way acquisition, environmental permit acquisition, and UDOT-funded project experience.

- Quality references and availability of key personnel based on present emergency circumstances.

SECTION IV. Instructions to Respondents.

- **Submission Requirements:** An original unpriced qualifications packet (marked "ORIGINAL") must be delivered with three (3) additional copies in a sealed package plainly marked "RFQ Services for Marysvale Town." The packet should be addressed to Bill Davis, Mayor, Marysvale Town, P.O. Box 160, Marysvale Town, UT 84750. The deadline for submission is 5:00 P.M. on Wednesday, September 25, 2024. They may be emailed to dyno6x12k@hotmail.com. It is your responsibility to assure the email is received by Marysvale Town.
- **Compliance:** Failure to respond to all questions or provide the required documentation may result in the qualifications being deemed non-responsive.

SECTION V. Qualifications Submission Format

To ensure consistency in the evaluation process, all qualifications should be organized in the following sections:

- **Letter of Transmittal:** Include a brief letter of transmittal with an introduction to the firm, a statement of understanding of the project, and the key individual(s) authorized to negotiate on behalf of the firm.
- **Table of Contents**
- **Executive Summary:** Provide an overview of the firm's experience and capability in delivering engineering services for Impact Fee Facilities Plans or similar projects.
- **Company Overview:** Detail the firm's history, licensing, areas of expertise, and key personnel. Include a statement of the firm's financial stability and relevant certifications.
- **Project Team:** Provide resumes of key personnel and an organizational chart showing the project team's structure.
- **Relevant Experience:** Describe three similar projects, including timelines, budgets, and client contacts.
- **Proposed Approach and Schedule:** Outline the firm's proposed schedule and approach for completing the IFFP update. Include sample reports and other relevant documents.

SECTION V. Evaluation of Qualifications

- Review Process: The Evaluation Committee, consisting of Marysvale’s elected officials, will review all submissions. Firms will be evaluated based on their technical expertise, experience, and qualifications.
- References: References will be contacted to assess the firm's past performance on similar project.
- If needed, interviews of shortlisted firms will be invited to present their qualifications in an interview on September 26, 2024. The project manager and key personnel must attend.

SECTION VII. Selection Criteria

Firms will be evaluated based on the following:

- Experience with Similar Projects 20 points
- Technical Expertise 25 points
- Qualifications of Key Personnel 20 points
- Capacity to Perform 25 points
- Compliance with RFQ Instructions 10 points

SECTION VII. Additional Information

- Confidentiality: All submissions become the property of Marysvale and may be subject to disclosure under Utah’s Government Records Access and Management Act (GRAMA).
- Local Vendor Preference: Preference will be given to firms who have previously performed work within Marysvale.
- Rights Reserved: Marysvale reserves the right to reject any or all submissions, waive minor defects, and solicit additional information from respondents.

SECTION IX. Contact Information.

- Bill Davis, Mayor,
- Marysvale Town, P.O. Box 160, Marysvale Town, UT 84750
- 435-896-3056
- Email: dyno6x12k@hotmail.com