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REQUEST FOR QUALIFICATIONS — DESIGN-BUILD PROJECT

Prepared by



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DESIGN-BUILD PROJECT**

TABLE OF CONTENTS

ARTICLE 1 – GENERAL INFORMATION 1

 1.01 Definitions 1

 1.02 Project Description..... 1

 1.03 Obtaining and Using RFQ Documents 2

 1.04 Proposer’s Responsibilities 3

 1.05 Proposer’s Access to the Site 3

ARTICLE 2 – PROPOSER’S QUALIFICATIONS 3

 2.01 Statement of Qualifications 3

 2.02 Additional Information..... 4

 2.03 Designation of Proposed Engineer and other Project Design Professionals 4

 2.04 Designation of Construction Subcontractors 4

 2.05 Disqualification 4

ARTICLE 3 – CONCEPTUAL APPROACH TO PROJECT 4

 3.01 Conceptual Supplement..... 4

ARTICLE 4 – SUBMITTAL AND EVALUATION OF STATEMENTS OF QUALIFICATIONS..... 4

 4.01 Statement of Qualifications Format 4

 4.02 Date and Method of Submittal 5

 4.03 Owner’s Evaluation Process 5

 4.04 Selection Process 6

 4.05 Notification to Proposers 6

 4.06 Evaluation and Selection Process 6

**REQUEST FOR QUALIFICATIONS—
DESIGN-BUILD PROJECT**

Underbay Waterline Crossing – Newport, Oregon

ARTICLE 1 – GENERAL INFORMATION

1.01 *Definitions*

- A. Terms used in this Request for Qualifications (RFQ) have the meanings indicated in the General Conditions and Supplementary Conditions. Additional terms have the meanings indicated below:
1. *RFQ Documents*: The Advertisement or Invitation, Request for Qualifications, and any forms, Project information, budget information, proposed Contract Documents, or other documents issued with or incorporated by the RFQ.
 2. *Proposer*: An entity that submits a Statement of Qualifications to Owner.
 3. *Statement of Qualifications*: The document submitted by a Proposer in response to the RFQ, including any completed forms, attachments, and exhibits.
- B. In addition to terms specifically defined, terms with initial capital letters in the RFQ include references to identified articles and paragraphs, and the titles of other documents or forms.

1.02 *Project Description*

- A. The Project is described in the RFQ Documents. Instructions for obtaining the RFQ Documents are set forth in Paragraph 1.03.
- B. The Project is summarized as follows:

The City of Newport collects and treats fresh water on the north side of Yaquina Bay (Bay) then sends potable water through a 12” ductile iron (DI) waterline running under the Bay to South Beach. This bay crossing is Newport’s only potable water source for the South Beach District. The existing pipeline crosses the Yaquina fault line, posing a significant system vulnerability to the 12-inch DI pipe installed in 1973. A line failure could not be repaired quickly and would leave the entire area south of the Bay with the limited water stored in the South Beach Tank and what could be pulled from the Seal Rock Water District intertie located at the north end of the airport south of the town proper.

The project design phase will include a geotechnical analysis (the Bay is approximately 40 feet deep); marine environmental evaluation; all permitting required to conduct construction activities; land and easement acquisition; preparation of soil specifications for boring operator; and a preparation of a “frac-out” plan (a set of procedures to address the potential release of drilling fluid during HDD). The design team must understand tidal flow for depiction of high tide on the profile; have experience with Special Flood Hazard Areas, as Yaquina Bay is located in such an area, although the City imagines the project will not impact final elevations of the ground surface; and experience in designing redundant control, monitoring, and backflow protection systems.

Project construction includes boring a 12” seismically resilient high-density polyethylene (HDPE) water pipe under the Bay. The new pipe will run from Port of Newport property, located at McLean Point, to the south end of the Hatfield Marine Science Center, a distance of approximately 4,300 feet. The proposed alignment shows the pipe being placed east of the existing pipe (see Exhibit A). Based upon the amount of space needed for the directional drilling equipment, the proposed location represents the shortest crossing and most cost-effective alternative. Alternative alignments will be considered if proven cost-effective and meet the goals of the project. Project work will include connecting the new HDPE pipe to existing water lines on both sides of the Bay. The existing 12” DI pipe will be left in place to operate as a redundant waterline to the new HDPE pipe until such time as it is no longer safe to operate. At that time the existing 12” DI pipe will be turned off and abandoned in-place.

C. The proposed Project schedule is as follows:

Milestone & Description	Number of Months to Complete
PHASE 1 – DESIGN Includes Land and Easement Acquisition and Permitting	
30% Design	4
60% Design	4
90% Design	4
100% Plans and Specifications Complete	1
Complete Permitting Process and Obtain All Permits	2
PHASE 2 - CONSTRUCTION	
Construction	12
Project Close-out	2
TOTAL TIME TO COMPLETE PROJECT	29

1.03 *Obtaining and Using RFQ Documents*

A. The RFQ Documents may be viewed and downloaded online at OregonBuys (www.oregonbuys.gov/bsa/) or at the City of Newport’s website (www.newportoregon.gov/business/rfpbidsopen.asp).

- B. Proposers must use complete sets of RFQ Documents in preparing the Statement of Qualifications. Neither Owner nor Owner’s Consultant (if any) assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of RFQ Documents.
- C. Copies of RFQ Documents available on the above terms are only for the purpose of obtaining Statements of Qualifications and do not confer a license or grant to Proposers for any other use.

1.04 *Proposer’s Responsibilities*

- A. It is the responsibility of each Proposer before submitting a Statement of Qualifications to:
 - 1. Examine and carefully study the RFQ Documents and any data and reference items identified in the RFQ Documents.
 - 2. Visit the Site, conduct a thorough, alert visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

1.05 *Proposer’s Access to the Site*

- A. Owner will provide each Proposer access to the Site to carry out any required Site visit, and to conduct such examinations, investigations, explorations, tests, and studies that the Proposer deems necessary for submission of a Statement of Qualifications. Proposer must fill all holes and clean up and restore the Site to its former condition upon completion of such explorations, investigations, tests, and studies.

ARTICLE 2 – PROPOSER’S QUALIFICATIONS

2.01 *Statement of Qualifications*

- A. To demonstrate its qualification to perform the Work, each Proposer must submit by **November 12, 2024**, a Statement of Qualifications, containing written evidence of its qualifications, such as previous design and construction experience, present commitments and ability to meet deadlines, equipment and workforce resources, safety record, financial data, bonding capacity, corporate registration and authorization to do business in the jurisdiction where the Work is to be performed, professional and business licensing, and other such data as requested below.
- B. Specific information that all Proposers will be required to submit in order to demonstrate their qualifications for the award:
 - 1. Underwater Horizontal Directional Drilling (HDD) experience in tidal conditions;
 - 2. Proposer’s team must include expertise in the following:
 - a. Directional drilling design and construction
 - b. Marine geology
 - c. Geotechnical engineering
 - d. Environmental permitting
 - e. Land appraisal services
 - f. Land acquisition

3. Demonstrated coordination and permitting experience with the following agencies:
 - a. National Marine Fisheries Service (NMFS)
 - b. U.S. Fish and Wildlife Service (USFWS)
 - c. Oregon Department of Environmental Quality (DEQ)
 - d. Oregon Department of State Lands (DLS)
 - e. U.S. Army Corps of Engineers (USACE)
- C. Proposer must submit U.S. Government Standard Form 330, Architect-Engineer Qualifications (Exhibit B).
- D. Proposer must submit a Management Plan, See Section 3.01 for details.

2.02 *Additional Information*

- A. Owner reserves the right to seek additional pertinent information regarding a Proposer's qualifications at any time during the selection and award process. No requirement in this RFQ will prejudice the right of Owner to seek additional pertinent information regarding Proposers' qualifications.

2.03 *Designation of Proposed Engineer and other Project Design Professionals*

- A. The individuals or entities that will be providing Design Professional Services shall be listed in the Statement of Qualifications.

2.04 *Designation of Construction Subcontractors*

- A. Proposed construction subcontractors, equipment suppliers, and other subcontractors shall be listed in the Statement of Qualifications.

2.05 *Disqualification*

- A. Owner may disqualify Proposer from participation for Proposer's failure to submit required information within the times indicated.

ARTICLE 3 – CONCEPTUAL APPROACH TO PROJECT

3.01 *Conceptual Supplement – As a supplement to its Statement of Qualifications, the Proposer shall submit a Management Plan demonstrating the following:*

- A. Proposer's understanding of the Owner's goals;
- B. Proposer's understanding of the technical challenges anticipated during design and construction; and
- C. A concise statement of Proposer's planned approach to the technical aspects of the Project.

ARTICLE 4 – SUBMITTAL AND EVALUATION OF STATEMENTS OF QUALIFICATIONS

4.01 *Statement of Qualifications Format*

- A. Please limit the number of pages in the statement of qualifications to 12 pages. Cover letter, U.S. Government Standard Form 330 documents, and Management Plan are not included in the total page count.

- B. The City is not interested in brochures, boilerplate, or general information that is not relevant to the project at hand or specifically related to the proposed project team’s experience.

4.02 *Date and Method of Submittal*

- A. Deadline for receipt of Statement of Qualifications: **November 12, 2024, 5:00 P.M.** Pacific Time.
- B. Submit four (4) hard copy originals and one pdf copy on either CD, DVD, or flash drive. Electronic media will not be returned to Proposer.
 - 1. Submit mailed proposals to:

Anna Iaukea, Urban Renewal Project Manager
City of Newport
169 SW Coast Highway
Newport, OR 97365
 - 2. Deliver proposals to:

Engineering Department – City Hall
Attn: Anna Iaukea, Urban Renewal Project Manager
City of Newport
169 SW Coast Highway
Newport, OR 97365
- C. Questions and requests for clarifications may be submitted in writing to Anna Iaukea, Urban Renewal Project Manager at a.iaukea@newportoregon.gov.
- D. Deadline for questions: October 28, 2024.
- E. Deadline for City to issue addenda (to include a summarized list of questions and answers, (if questions are received): November 5, 2024.

4.03 *Owner’s Evaluation Process*

- A. Evaluators will consist of representatives from the City of Newport’s Engineering and Public Works Departments.
- B. Proposers will be evaluated on the following criteria:

Criteria	Points
Proposer’s related underwater HDD experience in tidal conditions	20
Capacity of the Proposer to perform the work including meeting deadlines	15
Proposer’ federal and state (Oregon) permitting experience – specifically as it relates to in-water work	15
Qualifications of Key Personnel, including subcontractors	20
Proposer’s Management Plan for the project	10

Familiarity with local area geology	5
Project History and References	15
TOTAL	100
Results from interviews, if conducted	10
TOTAL with interviews	110

4.04 *Selection Process*

Two-Step Selection: Establishment of Shortlist of Qualified Proposers

4.05 *Notification to Proposers*

A. Notification will be provided to short-listed Proposers that they will receive an RFP; notification will be provided to others that they have not made the shortlist.

4.06 *Evaluation and Selection Process*

Owner reserves the right to reject or disregard any Statement of Qualifications, in whole or in part, based on Owner's sole discretion. The evaluation and selection process entail the exercise of judgment and subjective analysis and decision-making. By submitting a Statement of Qualifications, Proposer waives any right to protest or object to the evaluation or selection process; Owner's administration or conduct of the process; or any final decisions or selections made by Owner.