

**REQUEST FOR QUALIFICATIONS FOR SERVICES
RELATING TO THE REMEDIAL PLANNING, ENGINEERING, PERMITTING, DESIGN AND
CONSTRUCTION MANAGEMENT SERVICES FOR CONTAMINATED SEDIMENT AT TWO LOWER
MAUMEE RIVER SITES WITHIN THE MAUMEE AREA OF CONCERN (AOC)**

In partnership with a Project Management Team (PMT) that includes the City of Toledo, the Ohio Environmental Protection Agency (Ohio EPA), the U.S. Environmental Protection Agency (USEPA), the US Army Core of Engineers (USACE) and lead by Toledo-Lucas County Port Authority (TLCPA), the PMT is requesting qualification statements from professional full-service consulting engineer firms to provide planning, engineering, permitting, design services and construction management in connection with the subject project that includes two lower Maumee River sites within the Maumee Area of Concern (AOC).

Site 1: Sway Bridge

Site 2: Wastewater Treatment Plant (WWTP)

USEPA grant funds will be used to fund planning, engineering, permitting and design work for the Lower Maumee River (LMR) Sway Bridge and Wastewater Treatment Plant (WWTP) sites within the Maumee Area of Concern (AOC) which will address beneficial use impairments (BUIs) within the Maumee AOC. The total project budget for the project described below is estimated to be approximately \$4.5 million. The targeted design completion date is June 28, 2025.

Description of Proposed Remedial Design for Contaminated Sediment at two Lower Maumee River Sites within the Maumee AOC:

- The project involves the remedial design for two sites within the AOC (Exhibit A, Figure 1). The sediment in this area has been documented to be contaminated with polycyclic aromatic hydrocarbons (PAHs) and polychlorinated biphenyls (PCBs), among other contaminants.
 - Site 1: The Sway Bridge site includes approximately 1-mile of the east side of the Maumee River along Front Street between the Seneca Petroleum Marine Terminal and the Ironville Marine Terminal. (Exhibit B Figure 2) Based on multiple studies and a focused feasibility study, it is estimated that 162,000 cy of contaminated material be dredged.
 - Site 2: The WWTP site includes approximately 2500 linear feet of the on the west side of the Maumee River adjacent to the WWTP along on Summit Street. (Exhibit B, Figure 3). It is estimated that 87,000 cy of contaminated material be dredged.
 - Material from both locations should be disposed of in the assigned Dredge Material Management Unit (DMMU) operated by the TLCPA near the mouth of the Maumee River.
- This first phase of the project includes a pre-design investigation (PDI) workplan and a quality assurance project plan (QAPP) that comply with the requirements of the Great Lakes Legacy Act (GLLA) Quality Assurance Considerations (USEPA August 2023) for both sites. Decisions on the scope for a PDI will be made with input from the PMT. The selected firm will complete the PDI,

based on the approved plan, and will present the results in a technical memorandum that also describes the basis of design and the selected remedial alternative.

- The selected firm will be responsible for submitting all data to the Great Lakes Sediment Database (GLSED) system following the requirements of the Great Lakes Legacy Act (GLLA) Data Reporting Standard (DRS) (USEPA August 2023).”The second phase of the project will include design plans and specifications, for both sites, for the selected remedial action of the sediment based on the existing site characterization, focused feasibility study, (existing site conditions – utilities under river, existing shoreline conditions, and cultural resources), and the results of the PDI, if applicable.
 - At the 30% design phase, design plans will provide specifications, engineering opinion of probable costs and memo evaluating constructability issues. At this phase the PMT will provide review, comments and final approval that will be incorporated in the next phase.
 - The 60% design phase will incorporate comments from the 30% design phase and consider the preliminary determinations from the natural heritage inventory (NHI) and Section 106 reviews (both items are being conducted separately by US EPA-GLNPO), and engineering opinion of probable cost and a constructability memo that outlines access, equipment, and engineering constraints that could affect remedy implementation. USEPA will be leading the NHI and Section 106 reviews.
 - If it is determined a Value Engineering Study is required by the PMT, those results would also be incorporated into this phase.
 - The 90% design phase will include a remedial action plan that meets the anticipated requirements of the permitting agencies, a construction quality assurance project plan (QAPP), and engineering cost estimate for construction.
 - Applications for the required permits will be prepared and submitted based on the 90% design.
 - The 100% design will include a construction procurement package, with final plans and specifications that are ready for bid.

Background Information from US EPA, Ohio EPA, and Maumee AOC

- [Focused Feasibility Study Lower Maumee River Wastewater Treatment Plant and Sway Bridge](#)
- [Sediment Characterization Report - Data Gap Investigation - WWTP and Sway Bridge](#) (August 2022)
- [Final Maumee River Phase 2 Site Characterization Report](#) (May 2014)
- [Final Maumee River Phase 1 Site Characterization Report](#) (June 2012)
- [Project – Lower Maumee River – Maumee AOC](#)
- [Lower Maumee River Cultural Resources Survey](#)
- [Sway Bridge & WWTP design data gaps](#)
- GLLA Data Reporting Standards and GLLA QA Considerations available upon request

Schedule of Tasks (Scope of Work)

- **Task 1: Field Sampling Plan and Quality Assurance Project Plan (QAPP)**
Approximately 3 months (July - September)
Meet with US EPA, Ohio EPA, and stakeholders to gain background knowledge and an understanding of historical information and future priorities. Present the plans to the EPA for review and approval.
- **Task 2: Pre-design Investigation & Tech Memo**
Approximately 5 Months (August – December)
 - Provide a Tech Memo documenting the results of the pre-design investigation, specifically addressing information in the [Sway Bridge & WWTP design data gaps](#).
- **Task 3: Design Plans and Specification requirements**
Develop 30%, 60%, 90% and 100% design plans and specifications, engineering opinion of probable costs and memo evaluating constructability issues. At 90% and 100% also include other documents required for bid, construction and/or permitting. Plans shall include proposed sequencing of major events during construction including an implementation timeline. Consultant team must develop a list of monitoring requirements and possible plan modifications between final design and construction in case the project is not immediately implemented. Working with the PMT, help prepare the required progress reports outlined in the Cooperative Agreement. (Exhibit C)
- **Task 4: Implementation and Operations Plan**
Develop a coordinated implementation plan that includes placement logistics of dredged material into the confined disposal facility (CDF).
- **Task 5: Public Outreach Meetings**
Working with PMT, organize two public outreach meetings early and late in the design, as described in the workplan, to inform the public and receive feedback. Meetings should include printed flyers, posters and information uploaded to a website.
- **Task 6: Identify, submit, and obtain any permitting requirements**
Permits may require surveying and other documentation. Relevant permit requirements include, but are not limited to, stormwater, floodwater, USACE Permit, 401 and 404 permits, discharge, and any other appropriate permits.
- **Task 7: Cost Estimates for Implementation**
Cost Estimates must be established at each phase described in Tasks 3 and 4, including a final engineer's estimate for the design project.

Selection of a firm will proceed in the following manner:

Phase 1: The PMT will review and evaluate the statements of the qualifications filed based on an evaluation point system as outlined below. The evaluation will be made by the PMT. The selection team will prepare a short list of the best-qualified consultants. This list will consist of a minimum of three (3) consultants. At that time the short-listed firms will be asked to provide a cost estimate along with additional information, if needed.

Evaluation criteria – Total Points 100:

Professional staff qualifications	15 Points
Specialized experience required to perform services for the proposed project (as described above) - Environmental dredging and sediment remediation - Experience with USEPA quality documentation	20 Points
Capacity to complete the work in the required time/compressed deadline and present workload	10 Points
Familiarity with project requirements for the proposed project area	15 Points
Past record of performance with TLCPA, Ohio EPA, USEPA and/or COT, including quality of work timeliness and cost control	10 Points
The qualifications of individuals who will be project manager for the project, including experience on similar design projects comparable to this project	15 Points
Plan for including Minority Participation for this project (DBE/MBE/WBE)	10 Points
Known/Open history of pending/resolved claims	5 Points
Proof of insurance	Pass/Fail
Debarment Statement	Pass/Fail

Qualification statements are limited to a total of twenty-five one-sided pages, including transmittal letter, resumes, proof of insurance, pending and open claims, references and letters of recommendation and all exhibits, but excluding divider pages. No table of contents is required. The statements must contain the following information presented in the following order:

1. Transmittal letter
2. Describe relevant experience on similar projects and type of services of the firm. Each project description should include:
 - a. Date of Services
 - b. Firm Responsibility/Role on the project
 - c. Change Order Amounts (a demonstrated ability to produced finished project with minimum change orders and stay within project budget)
 - d. Individuals in the firm proposed for this project who worked on the project and their role.
3. Staff experience in similar projects. Provide an organizational chart of key project professional and technical staffing, individual roles and responsibilities of each person, and include resumes. The submittals should include the number of staff, including registered architects and engineers, in all disciplines, length of time the key people have been employed by the firms, and percent of time to be committed to this project.
4. Indicate present workload and projected workload for the duration of the project. Include a reference for key staff members.
5. Knowledge of and previous experience on similar projects involving design and construction oversight.

6. A brief description of the firm's related experience and individuals' experience, familiarity with the area, and past work experience on similar projects.
7. Program Approach and other relevant comments. Indicate which disciplines will be in-house, which will be sub-consultants, and what specialty sub-consultants will be included for a complete project.
8. Proof of professional liability insurance in the amount of \$2 million.
9. References on projects and services completed within the past three years (including e-mail addresses and phone numbers) and letters of recommendation.
10. Known / Open History of Pending / Resolved Claims within the last 10 years.
11. Debarment statement.

Phase 2: Project and cost proposals will be requested, and interviews will be conducted with those consultants on the shortlist. Visits may be made by the selection team to the applicant's office to further evaluate the capabilities of the firms.

Contract negotiations will be conducted by the TLCPA in accordance with the following procedures:

- The short-listed firms will be requested to develop a project cost proposal at time of interview.
- The Consultant ranked number one (1) will submit a final project cost proposal for planning, engineering, permitting and design services; negotiations will be conducted as required.
- Should negotiations with number one prove unsatisfactory, the Port Authority will attempt to negotiate a project cost with the consultant ranked number two (2).
- Should negotiations with number two prove unsatisfactory, consultant number three (3) will be contacted.
- Once negotiations have been terminated with a firm and begun with another, they will not be reopened with the former firm.
- Upon completion of successful negotiations, a contract will be executed with the TLCPA.

The Port Authority will afford minority and female-owned businesses equal opportunity to submit qualifications and will not discriminate on the basis of race, color, sex, religion, or national origin.

A minimum DBE/MBE/WBE participation of 15% is required. (Disadvantaged / Minority / Women Business Enterprise)

Selection of a consultant and any agreement of contract entered into will be in accordance with guidelines set forth by US EPA and TLCPA.

The TLCPA reserves the right to accept or reject any or all RFQ responses without further action.

PROPRIETARY NOTICE

All material and information submitted in response to this Request for Qualification for Services shall become the property of TLCPA.

PUBLIC DISCLOSURE

The TLCPA is a public entity and subject to certain disclosures. All material submitted as part of this Request for Qualification for Services will be treated as public information with no expectations of confidentiality.

COST OF RFQ SUBMITTAL

The TLCPA is not liable for any cost incurred by any respondents in preparation or presentation of any materials in response to this RFQ.

Responders are required to check the Toledo-Lucas County Port Authority's Public Notices website for all addendums that are released leading up to the date of qualifications which is Monday, June 3, 2024, at 10:00 AM (local time).

Offerors are invited to submit an electronic copy of qualification statements to be received no later than Monday, June 3, 2024, at 10:00 AM (local time) to:

Ms. Tina Perkins, Project Administrator
Toledo-Lucas County Port Authority
One Maritime Plaza, 7th Floor
Toledo, OH 43604
tperkins@toledoport.org

The maximum file size TLCPA can receive through email is 35 MB. It is acceptable to place the Statement of Qualifications on an FTP site and email the link to TPerkins@Toledoport.org no later than the deadline stated in the RFQ.

Questions concerning this RFQ must be submitted in writing or via email to:

Ms. Tina Perkins, Project Administrator (tperkins@toledoport.org) not later than Wednesday, May 22, 2024, 10:00 AM (local time).

All questions and answers are public information.

Exhibit A

Figure 1: Map of the Maumee AOC Sediment MAPs

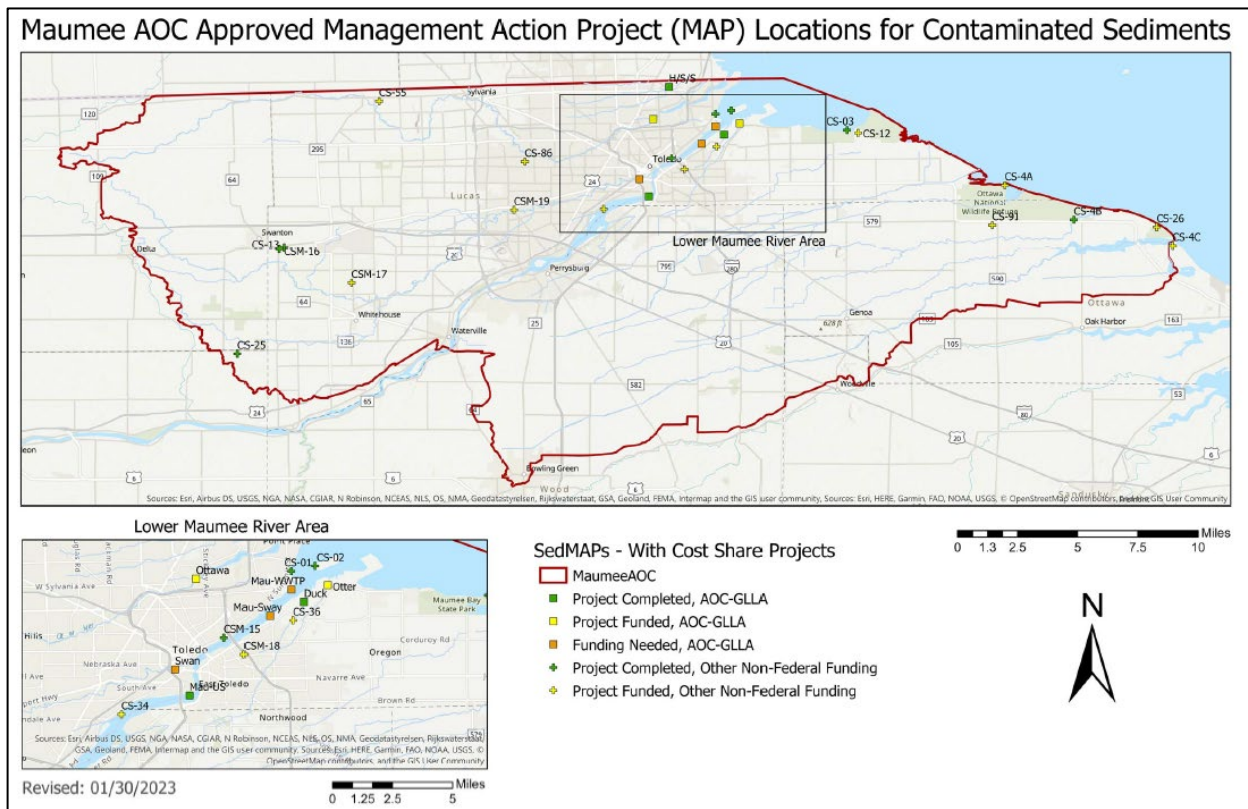


Exhibit B Map of the targeted Remediation Area

Figure 2: Sway Bridge Alternate S2

Extended dredging of all areas above the sediment remedial goal

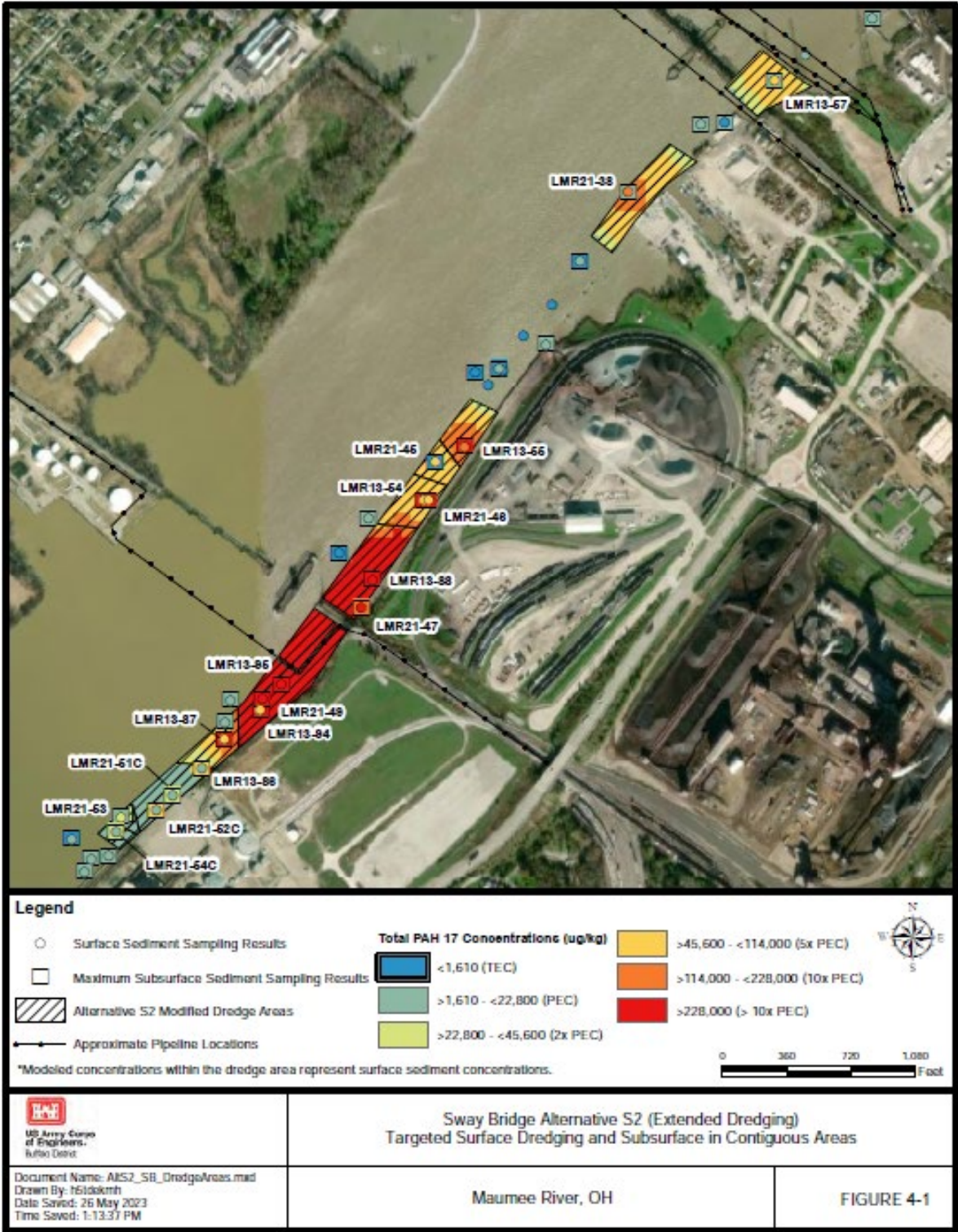


Exhibit B Map of the targeted Remediation Area

Figure 3: WWTP Alternative W3
Dredging contiguous areas above the sediment remedial goal

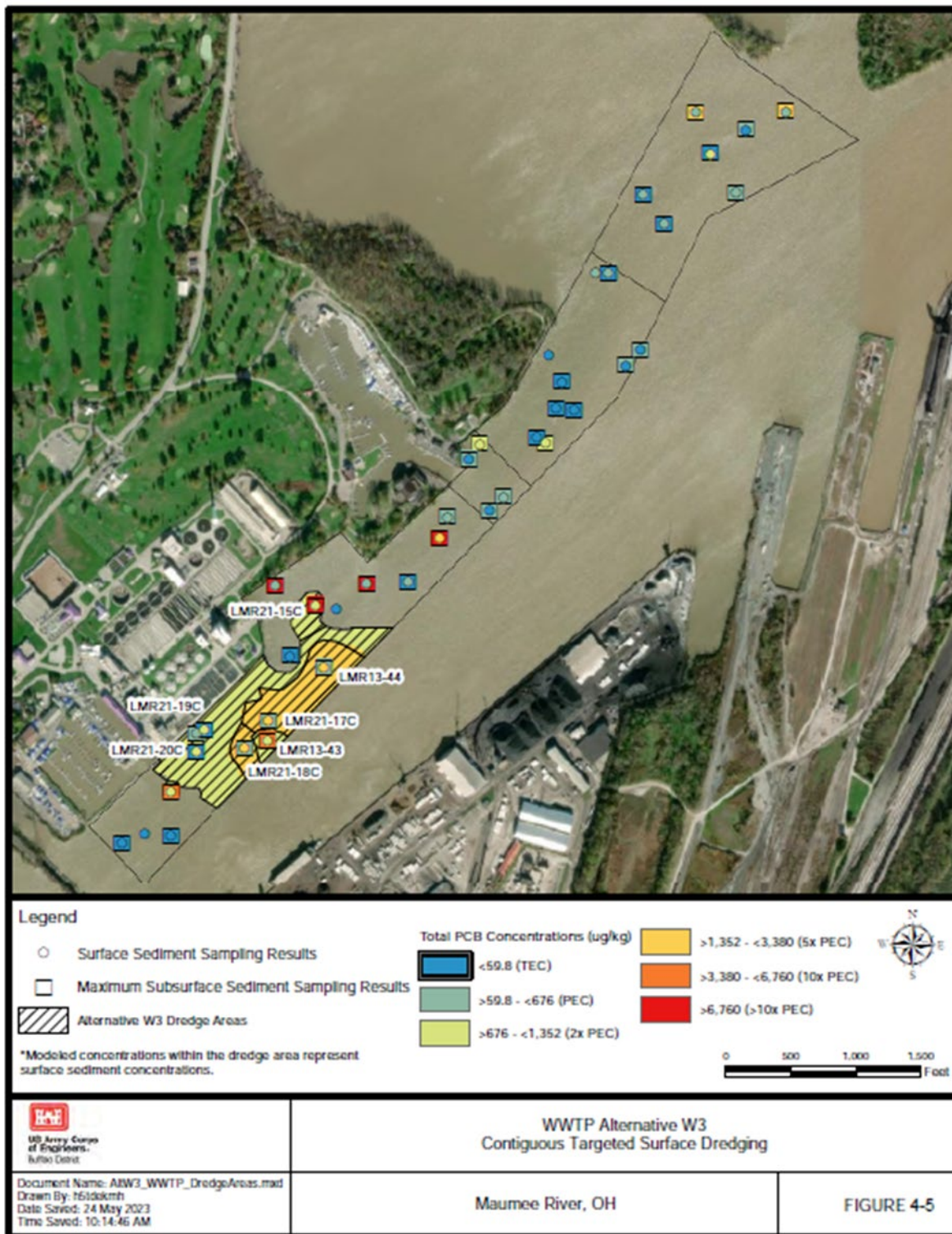


Exhibit C: Cooperative Agreement – Programmatic Conditions

A. Performance Reporting and Final Performance Report (page 1)

GL - 00E03649 - 0 Page 5

Programmatic Conditions

A. Performance Reporting and Final Performance Report

In accordance with 2 CFR 200.329, the recipient agrees to submit performance reports that include brief information on each of the following areas: 1) A comparison of actual accomplishments to the outputs/outcomes established in the assistance agreement work plan for the period; 2) The reasons why established outputs/outcomes were not met; and 3) Additional pertinent information, including, when appropriate, analysis and explanation of cost overruns or high-unit costs.

Additionally, the recipient agrees to inform EPA as soon as problems, delays, or adverse conditions which will materially impair the ability to meet the outputs/outcomes specified in the assistance agreement work plan are known.

1. **Semi-annual progress reports:** Starting with the first full reporting period after the issuance of the award, the recipient shall submit semi-annual progress reports (electronically) to the EPA Project Officer by **April 15 but no later than April 30** and by **October 15 but no later than October 30** of each year, through the life of the assistance agreement. Reporting periods shall be the 6-month periods from October 1 to March 31 and April 1 to September 30. Progress reports shall document progress in writing and in pictures, for the project during the immediately preceding reporting period and must contain sufficient information in order to ascertain that the workplan is being carried out as specified in the assistance agreement. Progress reports shall describe all of the following that apply:

(a) Work accomplished for the period, quantifying results achieved. Specify any incremental and cumulative (from October 1, 2014 on) results achieved during the reporting period for all applicable GLRI Action Plan III measures (*i.e.*, the number of responses, exercises, acres, and/or miles for measures on the list at on page 5 of the GLRI Action Plan III: <https://www.epa.gov/sites/production/files/2019-10/documents/glri-action-plan-3-201910-30pp.pdf>), in accordance with any direction provided by your EPA project officer and the GLRI Action Plan III Measures Reporting Plan as periodically updated by the EPA at <http://www.epa.gov/great-lakes-funding>, particularly:

Number – Measure of Progress

1.1.1 – Areas of Concern where all management actions necessary for delisting have been implemented.

- (b) Object Class Category changes;
- (c) Corrective actions;
- (d) Projected new work;
- (e) Percent completion of scheduled work;
- (f) Percent of budgeted amounts spent;
- (g) Any change in principal investigator;
- (h) Any change needed in project period,

Exhibit C: Cooperative Agreement – Programmatic Conditions

A. Performance Reporting and Final Performance Report (page 2)

GL - 00E03649 - 0 Page 6

- (i) Date and amount of latest drawdown request; and
- (j) Delays or adverse conditions which materially impair the ability to meet the outputs/outcomes specified in the assistance agreement workplan.

The EPA Project Officer must be able to determine that all mission support products, services, information or data generation and use, including technology development and verification, is performed in accordance with EPA policies and the assistance agreement. To develop your progress report you may use the outline at <http://www.epa.gov/great-lakes-funding>.

2. Final Report: The Final Report shall incorporate all proposed project outputs and outcomes and summarize the nature and extent of the project, methodologies employed, significant events and experiences, a compilation of the data collected, and results achieved. Results shall include the cumulative results achieved during the project period for all proposed outputs and outcomes, including but not limited to all applicable GLRI Action Plan III measures described in element 1 of the Semiannual Progress Report condition above, all outputs and outcomes related to environmental justice or climate resiliency metrics and outreach, education, and stakeholder engagement. The final report shall also include analysis of the data, conclusions, and recommendations. The final report shall incorporate photo documentation of the project and environmental progress under the project at appropriate phases, and appropriate illustrations, diagrams, charts, graphs, and maps to express the data and findings. In order for the report writing costs to be eligible under the award, they must be incurred before the project end date.

Electronic versions of the **Final Report shall be submitted no later than 120 days after the end of the project period.** All work products shall carry attribution to the U.S. EPA Great Lakes Restoration Initiative for funding assistance and should also acknowledge significant contributions by others. If applicable, the Final Report shall include:

A database (Excel or similar format) of field and laboratory data including but not limited to latitude-longitude, date, time, field observations, parameter data, laboratory analysis, QA duplicates/replicates

Model files including input-output data, model code, model output, and peripheral and post-processing utilities.