

# **South Carolina Office of Resilience Request for Qualifications for McKeithan Watershed Stormwater Improvements D30-N031-MJ**

## **SECTION 1: GENERAL SCOPE**

### **Overview:**

The South Carolina Office of Resilience (SCOR) seeks a qualified, licensed firm to provide engineering and design services related to nature-based resilient stormwater improvements and best management practices in City of Conway, South Carolina. The City plans to acquire property to construct a 20-acre stormwater park to provide flood water storage in the McKeithan watershed, adjacent to the Crabtree Canal. The State intends to use the American Rescue Plan Act (ARPA) grant to fund this project through SCOR's ARPA-Funded Stormwater Infrastructure Program (ASIP). ASIP funding is limited and those competing for this project must have a thorough and demonstrated understanding of the constraints and limitations associated with ARPA funding.

Crabtree Canal in the McKeithan watershed is a major drainage way that drains through the City of Conway and connects into Kingston Lake and the Waccamaw River. The Canal is sensitive to flash flooding events and riverine flood event. Most of the drainage that connects to Crabtree has no stormwater detention occurring prior to connecting to the canal. Therefore, SCOR and the City seeks to improve floodwater storage in this area through the implementation of a nature-based stormwater park. A conceptual plan has been developed for this project, as well as background hydrology and hydraulics. The proposed stormwater infrastructure improvements, at a minimum, should include:

1. Design for 20 acres (3,900,000 cubic feet) of floodwater storage adjacent to Crabtree Canal, capable of accepting drainage from approximately 178 acres of developed residential and commercial areas in the City that will drain directly into this pond prior to discharging into Crabtree Canal.
2. Design of additional nature-based solutions throughout the park to improve stormwater retention and water quality such as wetland shelving, native vegetation, etc.
3. Design of necessary amenities to allow for public use of the stormwater park as a community asset including a pervious parking lot and pervious walking pathways.
4. Interactive amenities and educational signage of the nature-based stormwater solutions implemented shall be considered as part of the overall design.
5. Benefit Cost Analysis (BCA) – revised to reflect final project scope

6. Analysis of downstream impacts of the final design must be evaluated and well documented in the deliverables.
7. NEPA level environmental review
8. Stormwater Pollution Prevention Plan (SWPPP) and all required permits

The final plan deliverable must have the highest level of credibility based upon data-driven, expert analysis. Therefore, the State seeks an experienced firm that is familiar with these types of projects and can work within the intent of the program. The selected firm will provide comprehensive data analysis which will stand intense public scrutiny, and the final product must be easily defensible due to its intellectual rigor.

**Background:**

In March 2021, as the Coronavirus crisis continued the American Rescue Plan Act of 2021 (ARPA) established the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) to provide state, local and Tribal governments awarding \$240 billion and identified specific allocation for the funds. SLFRF funds must be obligated by December 31, 2024, and funds must be expended spent by December 31, 2026. In 2022, the ARPA Office of Resilience Account was established for the purpose of completing stormwater infrastructure projects and acquisitions of property in the floodplain throughout the State to lessen the impacts of future funding.

## **SECTION 2: SPECIFICATIONS**

### **Scope of Work and Deliverables:**

Within 270 days of contract award, the selected firm will provide the South Carolina Office of Resilience and the City of Conway with final deliverables for a Nature-Based Stormwater Park that meets or exceeds the specifications outlined:

1. Conduct Field Survey to include surveying and documentation of size, materials, conditions and locations of existing drainage systems related to the project area, if any.
2. Utility Coordination
3. Hydraulic Design
4. Preliminary Design Plans and Conceptual Cost Estimate
  - a. 30% Conceptual Cost Estimate submitted to SCOR and the City for review
  - b. 60% Design Plans and updated Cost Estimate submitted to SCOR and the City
  - c. Development of Change Order requests with SCOR and City staff, as needed
5. Public Involvement to include

- a. A minimum of two in-person public meetings to allow the City of Conway citizens opportunity to identify areas of concern within the project area and provide public comment on the proposed project activity. SCOR personnel will attend public meetings.
  - b. Distribution of project information to citizen in/around the project area as needed to keep citizens informed on the project
- 6. Conduct a Benefit Cost Analysis (BCA) using the latest FEMA BCA Toolkit on the final project design
  - a. Provide BCA calculation dataset to SCOR
- 7. Environmental Review
  - a. Develop an Environmental Review in compliance with NEPA and Section 106 requirements
  - b. Wetland delineation and coordination with U.S. Army Corp of Engineers (USACE), as required
  - c. Provide final environmental review report including documentation of agency consultations and public notification processes to SCOR and the City
- 8. Analysis of downstream impacts of the project's final design
  - a. A minimum of a 20% downstream analyst of impacts should accompany Final Design Plan as a stormwater requirement
- 9.. Final Design Plans, in accordance with SC Office of State Engineers (OSE) requirements, to include
  - a. Design Drawings, to be approved by SCOR and the City prior to submittal to OSE
  - b. Project Manual
  - c. Final Construction Cost Estimate
  - d. Stormwater Pollution Prevention Plan (SWPPP) in accordance with SC DHEC and Conway SMS4 requirements
  - e. Required Federal/State/Local permits including, but not limited to, USACE, SC DHEC, SC DOT, and City of Conway
  - f. Assist SCOR during the bid process
    - i. Respond to questions from bidders
    - ii. Attend a prebid conference
  - g. Final as-built plans provided to SCOR and the City following completion of construction
  - h. Operation and Maintenance Plan provided to SCOR and the City
- 10. Construction Administration –
  - a. Grant Compliance/Davis Bacon, if applicable

b. Construction Engineering Inspection

11.. Coordination with the South Carolina Office of Resilience's Mitigation Department for the duration of the contract to include:

- a. monthly coordination calls (virtual) where the firm will present a progress report to SCOR
- b. site visits with SCOR and the City's staff as needed

NOTE: This project will be bid using the Office of State Engineer's Manual and Forms. These can be accessed at <https://procurement.sc.gov/manual#ditem-11624>

### **SECTION 3: SUBMITTAL INFORMATION**

Submittal shall include, at a minimum, information required in the solicitation, responses to all selection criteria required by the SC Consolidated Procurement Code (found in Chapter 4 of the OSE Manual), and the following:

1. Firm's Unique Entity Identifier (UEI) generated by SAM.gov
2. Firm's staffing proposal for this project to include:
  - a. Staffing diagram; and
  - b. Names and resumes of staff working on the project
  - c. Current workload capacity of each staff member working on the project
3. All subcontractor staff proposal for this project
  - a. Subcontractor's UEI
  - b. Staff name(s) and resume working on the project
  - c. Current workload capacity of each staff member working on this project
4. Firm's listing of completed drainage projects performed within the last 5 years with Executive Summary. Include staff involved in the project.

#### **Submittal Format:**

Provide one (1) electronic copy and six (6) printed copies to the South Carolina Office of Resilience's Mitigation Department.

Printed submittals must be clearly labeled on the outside of the envelope with the following wording: "D30-N031-MJ *Engineering Services Submittal for ARPA-Funded Stormwater Infrastructure Program (ASIP)*," and the State Project Name and Number. All late submittals will be rejected. The South Carolina Office of Resilience is not responsible for late submissions caused by delays in mail delivery or a delay in any other method of delivery.

Print size shall be 12 pt. font minimum, on 8½ by 11 papers, double-sided and must include all the information required in this RFQ and may include any additional information that the A/E deems pertinent to the understanding and evaluation of its response.

Provide a cover page that includes Company Name, Address, Point of Contact (Email Address and Phone Number); D30-N031-MJ Engineering Services for ARPA-Funded Stormwater Infrastructure Program (ASIP) UEI, Date of Submission, and include the signed certification below:

**I certify that this submittal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response to this RFQ, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of the RFQ and certify that I am authorized to submit this response.**

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***Authorized Signature (Print)***

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***Authorized Signature w/ Title***

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***E-mail Address***

Electronic submittals must be delivered on a USB flash drive along with the printed copies to South Carolina Office of Resilience, 632 Rosewood Drive, South Carolina 29201, Attention: Mitigation Department.

**Submittal Deadline:**

Deadline for submission: Tuesday, August 8, 2023, at 4:00 PM to the South Carolina Office of Resilience Mitigation Department at either of the following:

- 632 Rosewood Drive, Columbia, SC 29201, Attention: Kristin Johnson, Mitigation Department
- MIT\_Infrastructure@scor.sc.gov; and

**SECTION 4: PRE-SUBMITTAL CONFERENCE**

The State will conduct a virtual Non-Mandatory Pre-Submittal conference via Zoom as part of this process to provide additional project information and expound upon potential questions. This conference will be held on Tuesday, July 25, 2023, at 2:00 PM at <https://us02web.zoom.us/j/89345422787?pwd=dkFHT3Y5UkpEVmltT1lyWUVKRkITZz09>. Although attendance is not mandatory, all interested firms are strongly encouraged to attend. Any questions regarding this project must be submitted in writing via email no later than 4:00PM on Thursday, July 20, 2023. Questions should be emailed to MIT\_Infrastructure@scor.sc.gov. All submitted questions will be addressed at the pre-submittal conference.



