

South Carolina Office of Resilience Request for Qualifications for City of Marion- Catfish Canal Storm Water Improvements

D30-N051-PG

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 stream and wetland restoration and stormwater improvements along Catfish Canal, west of the City of Marion, in South Carolina. Formally Catfish Creek, the Catfish Canal was channelized in the 1940's and serves as the main outfall for the City of Marion's stormwater. Catfish Swamp, located just north of the City and adjacent to the Canal, was formally a vegetated wetland but by the mid-1950's it had been largely been cleared and drained to form a 728-acre agricultural parcel. The combination of channelization of the creek, the clearing and draining of the wetlands, development upstream, and more frequent/intense storm events, has collectively exacerbated flooding issues for the City of Marion. Stormwater cannot drain efficiently or effectively out of Catfish Canal which causes prolonged flooding on neighborhood streets and resident's properties during major storm events. SCOR previously awarded a Housing and Urban Development (HUD) Community Development Block Grant (CDBG-MIT) Plans & Studies grant to Marion County to develop a Marion County Stormwater Masterplan. The study, completed by Michael Baker, International in 2022, recommended the Catfish Canal Stormwater Improvements project to significantly improve and/or alleviate existing flooding issues in the City of Marion. The completed study is available on SCOR's website at:

https://scor.sc.gov/sites/scor/files/Documents/Marion%20County%20SWP%20Final%20Report_FINAL_2022-12-14%20with%20Redacted%20Pages%20final%20v3%20optimized.pdf ,

The Masterplan's recommended project scope includes restoration of the Catfish swamp wetlands area and stream restoration of the Catfish Canal using natural channel design principles to create a stable drainage system that allows sediment transportation and deposition in the overbank areas. Native trees and vegetation are included in the recommended scope to further facilitate water retention and improve water quality of the water entering and leaving the canal. Limited funding is available so the project design must identify construction phases that can be completed as additional funding is secured. The CDBG-MIT grant for this project will fund the project design in it's entirety and construction of the first phase. Therefore, SCOR and the City seeks to improve floodwater storage in this area through the implementation of nature-based stormwater improvements that should include, at a minimum:

1. A phased stormwater improvements design to provide capacity for 25-year storm events, or greater if feasible.
2. A revised Benefit Cost Analysis (BCA) to reflect the final project scope and cost.

3. Analysis of downstream impacts of the final design must be evaluated and well documented in the deliverables.
4. HUD Environmental Assessment (EA) level environmental review per 24 CFR Part 58
5. 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:

Since 2015, South Carolina has been impacted by three presidentially declared disasters: Hurricane Joaquin in 2015, Hurricane Matthew in 2016, and Hurricane Florence in 2018. Each disaster brought another Presidentially Declared Disaster Declaration and additional federal disaster recovery awards. The bulk of the damage from all three of these storms was not the wind and storm surge, but the eventual flooding from the rain falling over the State of South Carolina as well as runoff water from rivers, streams, and tributaries beyond for an extended period.

The storms caused debilitating damage throughout South Carolina. Actions to mitigate future damages need to be made before the next storm strikes. Stability can be given to these people by mitigating future flood damage.

In 2018, HUD notified the State of South Carolina that it would receive an allocation of \$157,590,000 in CDBG-MIT funds, for the specific purpose of mitigation activities in the Most Impacted and Distressed (MID) counties from the 2015 Severe Storm disaster and the Most Impacted and Distressed counties from the 2016 Hurricane Matthew disaster.

In January 2020, HUD notified the State of South Carolina that it would receive \$4,598,000 in supplemental CDBG-MIT grant funds for the MID counties from 2018's Hurricane Florence. The supplemental allocation brought the total State of South Carolina CDBG-MIT allocation to \$162,188,000.

Most Impacted and Distressed (MID) counties include Berkeley, Calhoun, Charleston, Chesterfield, Clarendon, Darlington, Dillon, Dorchester, Florence, Georgetown, Horry, Lee, Marion, Orangeburg, Sumter, and Williamsburg.

SECTION 2: SPECIFICATIONS

Scope of Work and Deliverables:

Within 310 days of contract award, the selected firm will provide the South Carolina Office of Resilience (SCOR) and the City of Marion with final deliverables for the City of Marion-Catfish Canal Storm Water Improvements that meet or exceed 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 Modeling and 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 for all identified phases submitted to SCOR and the City
 - c. 90% Design Plans and updated Cost Estimates for all identified phases submitted to SCOR and the City
 - d. Identification and development of easements or acquisitions exhibits needed to complete construction of the project
5. Public Involvement to include:
 - a. A minimum of two in-person public meeting to allow the City of Marion citizens opportunity to identify areas of concern within the project area and provide public comment on the proposed project activity. SCOR and Marion personnel will attend both 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 Assessment, Determinations and Compliance Findings for HUD-Assisted Projects in compliance 24 CFR Part 58 requirements
 - b. Provide a 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 10% downstream analysis of impacts should accompany Final Design Plan as a stormwater requirement
9. Final Design Plans, in accordance with SC Office of State Engineers (OSE) Manual, Chapter 5 requirements (https://procurement.sc.gov/files/ose/Chapter%205%20-%20Design-Construction%20Document%20and%20Construction%20Standards_1.pdf), to include:
 - a. 100% Construction Document Drawing Set(s) for each Phase, to be approved by SCOR and the City prior to submittal to OSE
 - b. Project Manual, including project specifications
 - c. Final Construction Cost Estimate for each Phase
 - d. Stormwater Pollution Prevention Plan (SWPPP)
 - e. Required Federal/State/Local/Utility permits
10. Respond to questions from bidders
 - a. Respond to questions from bidders
 - b. Attend a Pre-Bid conference
 - c. Attend the Bid Opening
 - d. Assist with bid review
11. Construction Administration
 - a. Attend a Pre-Construction conference
 - b. Attend weekly construction coordination calls

- c. Grant Compliance - Davis Bacon and Section 3 Reporting
 - d. Review Pay Applications
 - e. Compile and Review change order requests using SE-380 forms
 - f. Construction Engineering Inspection
 - 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
12. 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 Section 4.4.5.E 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 staffing 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 four (4) printed copies and one (1) electronic copy on a USB flash drive 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-N051-PG *Engineering Services Submittal for SCOR's CBDG-MIT funded City of Marion – Catfish Canal Storm Water Improvements*". All late submittals will be rejected. SCOR 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 inch pages, 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-N051-PG Engineering Services for CDBG-MIT funded *City of Marion – Catfish Canal Storm Water Improvements*, 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.

Authorized Signature (Print)

Authorized Signature w/ Title

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, February 11, 2025, 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: Mitigation Department.
- MIT_Infrastructure@scor.sc.gov

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, January 28, 2025, at 1:00 PM at <https://us02web.zoom.us/j/88345046858?pwd=fRZHJK9FOj2CqIMDlkS6ALipwQlnnV.1> . 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 4:00 PM on Thursday, January 23, 2025. Questions should be emailed to MIT_Infrastructure@scor.sc.gov. All submitted questions will be addressed at the pre-submittal conference.