

South Carolina Office of Resilience
Request for Qualifications for
The South Carolina Resilient Coastal Communities
Collaborative Program
Risk and Vulnerability Assessments
State Project # D30-N048-PG

SECTION 1: GENERAL SCOPE

Overview:

The South Carolina Office of Resilience (SCOR) is seeking to procure a consulting firm to develop 10 community informed Risk and Vulnerability Assessments and Portfolios of strategies/solutions for 10 communities/areas of focus within the Salkehatchie Watershed Resilient Coastal Communities Collaborative Program. The State intends to use a National Fish and Wildlife Foundation National Coastal Resilience Grant to fund the project. The assessments and portfolios of strategies/solutions are for these 10 specific communities/areas of focus: City of Bamberg, the City of Barnwell, Towns “upper Coosawhatchie” (Towns of Allendale, Fairfax, and Brunson), Towns of Hampton & Varnville, Town of Yemassee, City of Walterboro, St. Helena Island & Lady’s Island, Northern Beaufort County communities (Sheldon, Lobece, and Dale), communities of Old Baileys and Northern Jasper County.

Agency may award a contract by direct negotiation following a selection process that takes into account the Selection Criteria set forth in SC Code § 11-35-3220:

- A. Past performance on contracts for similar projects with government agencies and private industry.
- B. Ability of professional personnel and their qualifications for satisfactory performance of the required services.
- C. Demonstrated ability of the firm to meet time and budget requirements.
- D. Location and knowledge of locality of the project.
- E. Recent, current, and projected workload of the firm and the firm's ability to complete the required services in the time specified.
- F. Creativity and insight related to the project.
- G. Related experience on similar projects in terms of cost control, quality of work, regulatory requirements, and compliance with performance schedules.
- H. Volume of work awarded by using agency to the firm during the previous 5 years.
- I. Special Qualification:
 - a. Provide firm’s Unique Entity Identifier (UEI) generated by SAM.gov
 - b. Provide firm’s staffing proposal for this project to include:
 - i. Staffing diagram,
 - ii. Names and resumes of staff proposed to work on project,
 - iii. Current workload capacity of each staff member proposed,
 - c. Provide a listing of Risk and Vulnerability Reports and flood mitigation studies, including Executive Summary, completed by the firm within the last 5 years. Include the names of the staff involved in the assessment.

The goal of this project/program is to identify Risks and Vulnerabilities (specifically related to flooding, but also including other hazards) of the named 10 communities/areas of focus within **the Salkehatchie Watershed**. The consultant will work directly with SCOR, in consultation with SC Sea Grant

Consortium and 10 Community Action Teams (CATs), to conduct 10 locally informed Risk and Vulnerability Assessments and develop, assess, and prioritize Portfolios of strategies/solutions to reduce vulnerabilities that will build community resilience to hazards and environmental changes and reduce potential flood impacts throughout the Salkehatchie Watershed.

The Assessments for each community will identify and prioritize Portfolios of strategies/solutions that will include natural/green infrastructure strategies/projects, traditional/grey infrastructure strategies/projects, and policies and governance activities that increase the ability of the communities, economies, and ecosystems within the Watershed to anticipate, absorb, recover, and thrive when presented with environmental change and natural hazards including but not limited to flooding.

National Fish and Wildlife Foundation (NFWF) funding is limited and those competing for this project must have a thorough and demonstrated understanding of the constraints and limitations associated with NFWF funding.

While the NFWF grant is specific to portions of seven counties in the Salkehatchie River Basin, this plan is not restricted to strategy/project development and implementation within those designated communities. If the root cause is in a different geographic location within the watershed, the portfolio of strategies/solutions must address the cause. In addition, all upstream and downstream effects of strategies/projects must be considered regardless of geographic location.

The final 10 Risk and Vulnerability Assessments and Portfolios of strategies/solutions must have the highest level of credibility based upon data-driven, expert analysis. Therefore, the State seeks an experienced firm that is familiar with developing these types of Risk and Vulnerability assessments and strategies/projects and can work within the intent of the program. The selected firm will provide comprehensive data analysis of publicly available data as well as data that SCOR, SC Sea Grant Consortium, and the 10 communities provide. The outcome of these 10 risk and vulnerability assessments and portfolios of strategies/solutions will lead to the development of a comprehensive Salkehatchie Watershed Resilience Plan.

Examples of community systems to assess include:

- built (buildings, roads, bridges, water, energy, etc.)
- social (health, emergency response, vulnerable populations, etc.)
- cultural (Native American tribes, minority, or disadvantaged communities, etc.)
- economic (tourism, agriculture, forestry, technology, and other economic drivers)
- natural (aquatic, marine, and terrestrial ecosystems; endangered species)

The grant amount for this project is capped at \$300,000. SCOR and SC Sea Grant plan to conduct 4 meetings with each of the 10 communities. The firm will be required to attend a minimum of two of these 4 meetings to engage with members of the public as well as the Community Action Team (CAT) members, SCOR, and SC Sea Grant.

SECTION 2: SPECIFICATIONS

Scope of Work and Deliverables:

1. Within 240 days of contract award, the selected firm will provide the South Carolina Office of Resilience's Resilience Planning Department with 10 Risk and Vulnerability Assessments and Portfolios of strategies/solutions for the 10 named communities/areas of focus within the Salkehatchie Watershed that meet or exceed the specifications outlined. The Assessments and Portfolios will be posted on the South Carolina Office of Resilience website, where it must stand public scrutiny and be easily defensible. The selected firm will present:
 - a. a formal briefing;
 - b. outlining the specifics of the strategies/solutions; as well as
 - c. recommendations to successfully mitigate flooding issues and build community resilience.
2. Provide a weekly email update and a monthly virtual progress review to the South Carolina Office of Resilience's Resilience Planning Department for the duration of the contract.
3. Attend TWO (2) Community Action Team workshops/meetings with County officials, Municipal officials, and community stakeholders of each named community to identify hazards impacting each community, including known areas of flooding and stormwater concerns. The two (2) required meetings with each CAT are the Risk and Vulnerability community engagement meeting and the CAT Priority Strategy community engagement meeting. SCOR and SC Sea Grant Consortium personnel will conduct the workshops/meetings.
4. Conduct research of all reports, studies, plans, land use, road elevation, first street flood data and other resources necessary to understand the existing conditions in the designated area. Provide reports and formal briefings of all historical flood related data gathered to the South Carolina Office of Resilience's Resilience Planning Department. This requirement must be completed within 60 days of contract award. Only after this action is completed can the firm submit an invoice for the first 25% of the overall contract. Should the firm fail to provide the quality or quantity of research and analysis required, or fail to execute within the established time standards, the firm will make acceptable revisions and then will be issued a letter of concern. Any subsequent failures to meet time or quality standards will result in the termination of the contract.
5. Conduct field assessments and documentation of the conditions, settings, and locations of areas of concern identified by the Community Action Teams.
 - a. Provide report and formal briefing to the South Carolina Office of Resilience's Resilience Planning Department. This requirement must be completed within 120 days of contract award. Only after this action is accepted can the firm invoice for the second 25% of the overall contract for a running total of 50%.
6. Strategy/Project Recommendations: develop and assess new strategies/solutions that will mitigate impacts from flooding and other hazards and increase community resilience:
 - a. Create an alternative analysis to reduce vulnerabilities.
 - b. Create Summary Report of findings, including but not limited to:
 - 1) GIS Mapping.
 - 2) 10 locally informed Risk & Vulnerability Assessments
 - 3) 10 portfolios of priority strategies/solutions that
 - 1) Can include but are not limited to:
 - a. natural/green infrastructure strategies/projects
 - b. traditional/grey infrastructure strategies/projects
 - c. policies and governance activities

- 2) Should consider, using the best available data:
 - a. Future projected population change
 - b. Future projected Land Cover
 - c. Future rainfall patterns that match the expected life extent of the identified solutions
- 3) Prepare cost estimates for recommended improvements.
- 4) Conduct a Benefit-Cost Analysis on each of the prioritized strategies/projects and provide that dataset to the South Carolina Office of Resilience's Resilience Planning Department.
 - 4) Documentation of methods; and
 - 5) Technical data and related information.
- c. Develop a Sensitivity Analysis to study the impact of higher flood frequency events.
- d. Conduct a comprehensive assessment of the impacts of the determined strategies/solutions.
- e. Provide a report and formal briefing to the South Carolina Office of Resilience's Resilience Planning Department. This requirement must be completed 210 days of project award. Only after this action is accepted can the firm submit an invoice for an additional 25% of the overall contract for a running total of 75%.
7. Conduct the final deliverable and all-encompassing briefing within 240 days of contract award. Only after this action is accepted can the firm submit an invoice for the remaining 25% of the contract.
 - a. The final written deliverables (10 Risk & Vulnerability Assessments with Portfolios of strategies/projects) and in-person briefing must include: Reviews of the historical problems associated with systematic flooding, hazards, and other environmental hazards, including the impact of sustained rainfall draining throughout the Salkehatchie Watershed.
 - b. A review of the planning parameters associated with these specific assessments and the direct tie to NFWF funding for resilience.
 - c. Coordination with all applicable agencies and organizations who are stakeholders in the plan area.
 - d. A comprehensive listing/portfolio of all strategies/solutions considered within the parameters of the program.
 - e. A list of strategies/solutions resulting from the analysis, each in terms of the highest probability of success against future disasters and their specified budget estimations.
 - f. A Benefit-Cost Analysis of each strategy/project which reflects the benefit achieved by conducting the project and its direct impact upon communities.
 - g. A review and assessment of the environmental concerns associated with each strategy/project and an estimated timeline for the associated environmental clearance.
 - h. Based upon the final list of strategies/solutions, a list of homes, including addresses, inside the plan area that would be impacted by any recommended infrastructure construction projects and if they are recommended for potential buyout.
 - i. A qualitative and quantitative impact statement upon the population that each strategy/project will resolve concerning future disasters.
 - j. A holistic risk assessment of each distinct proposed strategy/project.
 - k. Estimate the project delivery cost including all aspects of federal, state, and local permitting as well as all environmental considerations and concerns for each prioritized strategy/project.
 - l. An analysis of each prioritized strategy/project and the benefit it provides for citizens in each of the 10 communities/focus areas in the Salkehatchie Watershed concerning future flood events.
 - m. A general topographic schematic of the proposed strategies/projects.

Unless otherwise directed, all briefings will be conducted at the South Carolina Office of Resilience at 632 Rosewood Drive in Columbia, South Carolina.

SECTION 3: SUBMITTAL INFORMATION

Submittal shall include, at a minimum, information required by the solicitation and this document.

1. Provide firm's Unique Entity Identifier (UEI) generated by SAM.gov
2. Provide firm's staffing proposal for this project to include:
 - a. Staffing diagram; and
 - b. Names and resumes of staff proposed to work on project,
 - c. Current workload capacity of each staff member proposed
3. Provide a listing of Risk and Vulnerability Reports and flood mitigation studies, including Executive Summary, completed by the firm within the last 5 years. Include the names of the staff involved in the assessment.

Submittal Format:

Provide one (1) electronic copy to the South Carolina Office of Resilience's Resilience Planning Department at karen.hardison@scor.sc.gov.

Provide a cover page that includes: Company Name, Address, Point of Contact (Email Address and Phone Number); DUNS Number, 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

Submittal Deadline:

RFQ Submittal Deadline has been extended to Thursday, October 10th, 2024 @ 3:00 pm
Original deadline was Friday, October 4th, 2024

- 632 Rosewood Drive, Columbia, SC 29201, Attention: Resilience Planning Department.
salkehatchie@scor.sc.gov and karen.hardison@scor.sc.gov

SECTION 4: PRE-SUBMITTAL CONFERENCE

The State will conduct a virtual Non-Mandatory Pre-Submittal conference via Microsoft Teams as part of this process to provide additional project information and expound upon potential questions. This conference will be held on Tuesday, September 24th at 1:00 pm at

[Join the meeting now](#)

Meeting ID: 224 102 290 652

Passcode: SiepUM

Dial in by phone

[+1 803-454-9963,,444118929#](tel:+18034549963444118929) United States, Columbia

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 3:00 PM on Friday, September 20th, 2024. Questions should be emailed to salkehatchie@scor.sc.gov and karen.hardison@scor.sc.gov. All submitted questions will be addressed at the pre-submittal conference.