

Request For Qualifications – Engineering Services For Restoration of Drainage Outfalls

Dear Engineering Service Providers:

Attached is a copy of the Fort Bend County Municipal Utility District No. 25 (FBMUD25) Request for Qualifications (RFQ) for Engineering Services for FEMA Projects. These engineering services involve design and construction phase services related to repairs to the FBMUD25 storm drainage outfalls caused by Hurricane Harvey and related flood hazard mitigation (the “Drainage Outfall Restoration Project”). The Drainage Outfall Restoration Project will be funded with Federal Emergency Management Agency (FEMA) grants that are or will be obligated through the Texas Division of Emergency Management (TDEM).

Firms and/or individuals responding should have past experience with federally funded programs. Please submit a statement of qualifications to:

Leonela Ruvalcaba  
Executive General Manager  
Fort Bend County Municipal Utility District  
No.25  
10347 Clodine Road  
Richmond, TX 77407

Along with your Statement of Qualifications, you also must include verification that your company (as well as the company’s principal) is not listed (*i.e.*, is not debarred) through the federal System for Award Management ([www.SAM.gov](http://www.SAM.gov)). Please include a print out of the search results.

The deadline for submission of Statement of Qualifications is **June 10, 2020 at 2:00 p.m.** FBMUD25 reserves the right to: a) select a Respondent without an interview; b) select the top ranked Respondents to present their qualifications and approach at an oral presentation to the FBMUD25 staff; and/or c) negotiate with any and all persons or firms submitting a Statement of Qualification in accordance with the Texas Professional Services Procurement Act and the Uniform Grant and Contract Management Standards.

FMBUD25 is an Affirmative Action/Equal Opportunity Employer.

Sincerely,

Leonela Ruvalcaba  
Executive General Manager  
Fort Bend County MUD No. 25

## **Request for Qualifications**

Sealed Statement of Qualifications plainly marked in lower left corner of envelope, “Statement of Qualifications for Engineering Services for Restoration of FBMUD25 Drainage Outfalls,” shall be submitted to the Executive General Manager, Fort Bend County Municipal Utility District No. 25, 10347 Clodine Road, Richmond, TX 77407, no later than **June 10, 2020 at 2:00 p.m.**

Fort Bend County Municipal Utility District No. 25 (FBMUD25) is seeking to enter into an engineering services contract with a competent professional service provider for design and construction phase services related to repairs to the FBMUD25 storm drainage outfalls caused by Hurricane Harvey and related flood hazard mitigation (the “Drainage Outfall Restoration Project”). The Drainage Outfall Restoration Project will be funded with FEMA Funds through the TDEM.

### **BACKGROUND**

FBMUD 25 has evolved from providing water, wastewater, and drainage services to a single, small subdivision to its current service base of 10,000 residents in the Summerfield, Park Pointe, Stratford Park, Orchard Lakes Estates, Chelsea Harbour, Pheasant Creek, Oak Lake Court, Old Orchard, and Windsor Estates subdivisions, as well as the Landmark and Parkside apartment complexes, two schools, and several commercial establishments.

Oyster Creek and Red Gully reached historic levels during Hurricane Harvey and remained at elevated levels for significant periods after reaching their flood stages. The impacts of the flood levels on District stormwater outfalls from this event included scour and bank failures around the District facilities. The firm(s) to be selected via this Request for Qualification (RFQ) process will be retained to provide design and construction phase services to restore the damages to the FBMUD25 outfalls and to design the appropriate hazard mitigation measures.

### **INSTRUCTIONS**

Respondents are to follow the instructions indicated below for the RFQ process. Requests for explanation of these instructions or additional details must be submitted in writing no later than June 1, 2020. All inquiries should be directed to Tyler Bridges, Executive Assistant General Manager of Operations, at [tbridges@waterdistrict25.com](mailto:tbridges@waterdistrict25.com).

Qualified firms shall prepare a definitive Statement of Qualifications (SOQ) that addresses the Scope of Work and conforms to the following instructions. The SOQ of the submitting Respondent the following information for said Respondent and all of its sub-consultants:

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1. One (1) page cover letter introducing the Respondent and its sub-consultants, indicating the local office from which the work will be performed, and indicating the principal in charge at the local office.
2. Provide an organization chart showing the team and personnel assigned proposed for the Drainage Outfall Restoration Project. One Page Limit.
3. Describe the Respondent’s recent experience federally funded programs and/or storm drain outfall restoration projects. Two Page Limit.
4. Provide a list of Key Personnel, including resumes for the Principal, Project Manager, and Project Engineers assigned to the Drainage Outfall Restoration Project. Two Page Limit.
5. Provide a brief schedule for the Preliminary Engineering, Final Design and Construction phases.
6. The page limit for the SOQ is six (6) pages, excluding cover page and search results for disbarment. Respondent shall submit one electronic file in pdf format on a USB drive.

By submitting a SOQ, Respondent consents to FBMUD25 undertaking such investigations as it deems in its best interest to determine Respondent’s qualifications. The submitting Respondent assumes all responsibility for any costs it incurs in preparing a response to this RFQ.

**EVALUATION CRITERIA**

The proposals received will be evaluated and ranked according to the following criteria:

<u>Criteria</u>	<u>Maximum Points</u>
Project Experience	40
Team Member Experience	40
Understanding of Project	20
<b>Total</b>	<b>100</b>

FBMUD25 reserves the right to select the top ranked Respondents to present their qualifications and approach at an oral presentation.

**SCOPE OF WORK**

The engineering firm/consultant to be retained is to provide engineering services to FBMUD25 that may include the following areas:

1. Outfall Repair

a. Design, Bidding and Construction Administration

b. Additional Services

- i. Surveying
- ii. Geotechnical
- iii. Environmental and Historical Preservation
- iv. Permitting
- v. Other Services necessary to complete the Scope of Work
- vi. Construction Management and Resident Project Representative (Inspector)

**END OF REQUEST FOR QUALIFICATIONS**