

Advertise Dates: January 26, 2024

SLWCD Website: January 26 - ~~February 20, 2024~~ February 27, 2024

Amended February 9, 2024

ADVERTISEMENT FOR BIDS

Proposals will be received until February 20, 2024 3pm at the South Licking Watershed Conservancy District for "SLWCD RACCOON CREEK FLOOD DAMAGE REDUCTION STUDY".

Proposals shall be submitted at the South Licking Watershed Conservancy District Business address, 771 East Main St. Suit 100 Newark, OH 43055 and endorsed on the envelope, "SLWCD RACCOON CREEK FLOOD DAMAGE REDUCTION STUDY"

Questions may be directed to Kristy Hawthorne at the LC Soil and Water Conservation District Office, Phone: 740-670-5331 or KristyHawthorne@LickingSWCD.com.

The District reserves the right to accept or reject, in part or in whole, any RFP submission, and waive any formalities or minor technical inconsistencies, or delete any item/requirement from the RFP or resulting contract when deemed to be in the best interest of the District.

If obtaining the RFP from the SLWCD website, a bidder receipt must be submitted to the SLWCD to enable the District to send updates or corrections to the RFP documents. This notice and bid specifications are posted under CURRENT PROJECTS tab on the SLWCD website, www.slwcd.org.

BIDDER RECEIPT FORM

RFP SPECIFICATIONS FOR:

**SLWCD RACCOON CREEK FLOOD DAMAGE
REDUCTION STUDY**

Bidder to complete this form and submit a copy of this document to Britney Stuller, SLWCD. This form must be retained in the bid folder to enable the District to send updates or corrections to the bid documents.

BIDDERS COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP CODE _____

PHONE: (_____) / ____ - _____

FAX: (_____) / ____ - _____

E:MAIL: _____

CONTACT PERSON: _____

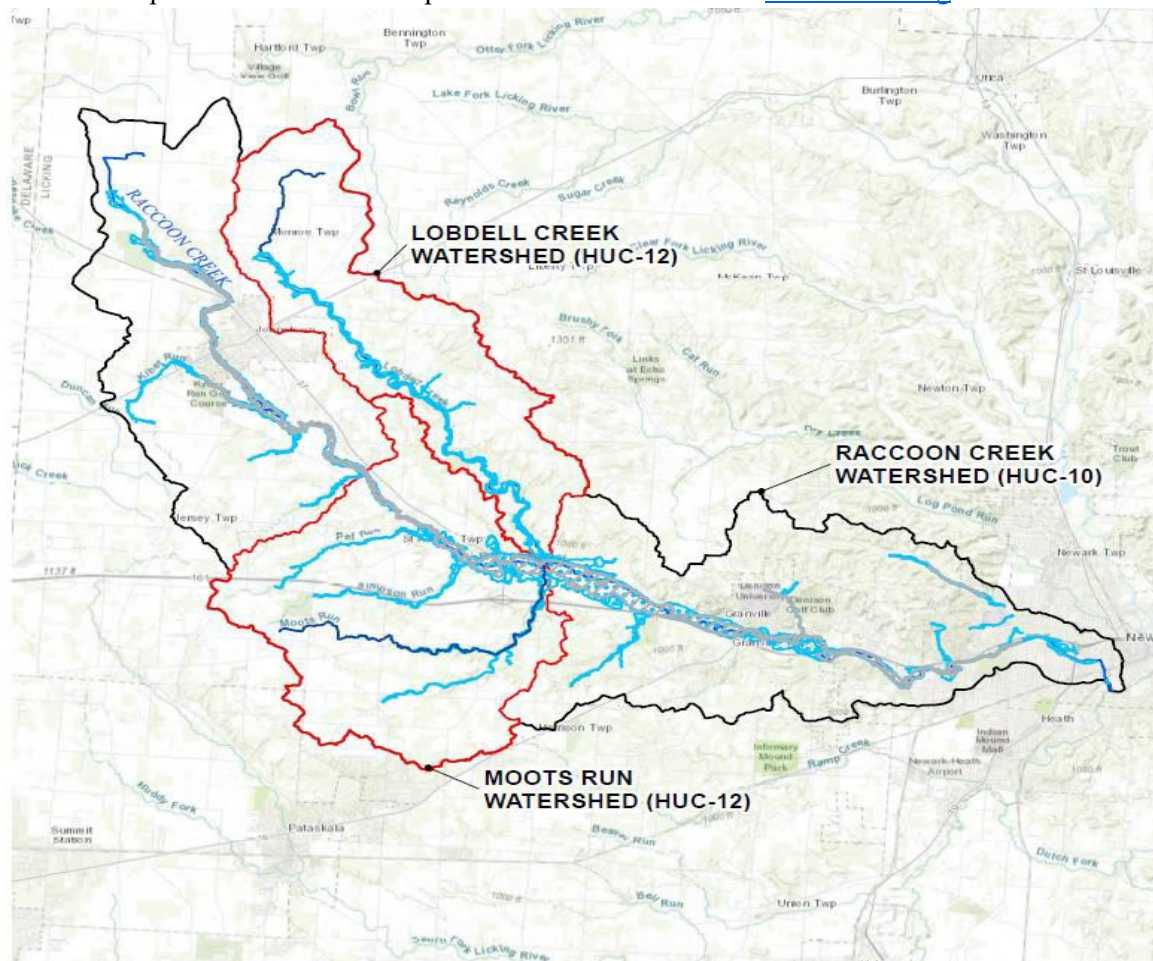
DATE GIVEN OUT ____ / ____ / ____ **BY:** _____
COUNTY EMPLOYEE

Purpose and Background:

The Raccoon Creek Watershed (HUC10) is rapidly developing since before Intel announced their intention to build a semiconductor facility in the headwater of the watershed in January 2022. Since then multiple large international companies such as Amazon Web Services, Meta, Google and Microsoft are also constructing in the same business park. Additional development is rapidly entering the watershed, such as ancillary businesses, retail and housing developments.

The SLWCD was created in 1968 and an initial South Licking Watershed Work Plan authorized in 1984. No formal action came from the original plan. Historically, there are instances of flooding at along Raccoon Creek, Moots Run and Lobdell, especially south of Johnstown in the unincorporated area and in the Villages of Alexandria and Granville. The goal of this project is to conduct a flood mitigation study focusing on identifying areas of flood risk in the watershed, collect historical flooding records, identify repetitive loss properties, refine H&H models using updated information and develop alternatives for flood damage reduction.

SLWCD has initiated a logjam inundation study in partnership with the USACE and Silver Jackets. USACE is developing a HEC-RAS 2D model of the watershed aimed at capturing the effects of logjams in this watershed and prioritizing the removal. The calibrated model will be made available to use as a starting point for the scope of work. USACE report on model is available at www.slwcd.org.



Scope of Work:

Task 1- Data Collection and Review

The Engineer will acquire the technical data necessary to complete a watershed-scale flood mitigation study. At a minimum the following will be collected and analyzed:

- United States Department of Agriculture (USDA): Soils maps/shapefiles
- Licking County Auditor: Topography maps/shapefiles
- Land use/land cover overlay: Maps/shapefiles
- FEMA flood hazard overlay: Maps/shapefiles
- FEMA floodplain restudy and any other recent studies conducted pertaining to the Raccoon Creek watershed
- USACE/Silver Jackets 1D and 2D Model of Raccoon River and tributaries
- National Weather Service, City of Columbus and Ohio Emergency Management Association (EMA) rainfall data
- Past field survey of channel cross-sections at critical locations along Raccoon Creek and tributaries
- Historical Flooding Pictures, High water marks if available and repetitive loss flood prone structures
- Any past field survey identifying the depths of flooding/ flood elevations of select flood prone buildings
- Engineering field reconnaissance to document areas of significant channel bank erosion where threats are posed to buildings and public infrastructure
- Review of any collected information from the public based on previous flood events

Task 2 - Survey

The Survey tasks will include topographic survey, channel survey, stream crossing/structures survey and flood prone structure survey for Raccoon Creek, Lobdell Creek and Moots Run as needed by the Engineer to update H&H models and to develop alternatives for flood mitigation. As-built plans for bridges/culverts and other structures will be used in lieu of survey if available.

Task 3 Stakeholder Support & Project Management

The Engineer will coordinate with Licking County Soil and Water, SLWCD and other stakeholders as needed regarding project updates, review status of the flood mitigation study and coordination of data sharing for outstanding and/or missing data in support of the project. Additionally, the Engineer will coordinate all tasks and subtasks for all disciplines and attend coordination meetings to ensure the success of the project. Licking County Soil & Water and SLWCD will lead the coordination with public outreach and conduct public meetings to seek input. Engineer will participate in public meetings conducted by the county. Monthly progress meetings are anticipated and two public meetings are anticipated during the course of the study.

Task 4 Hydrologic & Hydraulic (H&H) Analyses Update

The Engineer will complete the H&H Analyses and modeling work as necessary to develop alternatives for flood mitigation. The H&H 2D model from USACE will be used as a basis and will be further developed and refined using updated data collection and survey. The updated existing conditions models will be calibrated to historical high-water marks and/or flooding pictures if available. Hydrologic Analyses will be verified using Bulletin 17 C flood frequency analyses of nearest USGS Gages. Results of the existing conditions model will be used to evaluate flood prone structures, identify depths of flooding and potential flood damage by recurrence interval. Topographic work maps will be developed and updated flood hazard areas will be delineated for 10, 4, 2, 1 and 0.2-percent annual chance recurrence intervals.

The updated existing conditions model which will be completed as part of the H&H analyses will be used to evaluate the flood mitigation alternatives and determine the level of service provided by each. These results will be used to support the alternatives analyses.

Task 5- Alternatives Analysis

The Engineer will work with SLCWD and local stakeholders to develop three feasible alternatives that will be evaluated in the 2D Hydraulic model. Alternatives may include county road hydraulic improvements, regional storage, log jam removal, channel widening (2-stage ditches), stream relocation/restoration etc. or a combination of these. The goal of the alternatives analyses will be to understand the flood mitigation benefits for the 10, 4, 2, 1 and 0.2-percent annual chance recurrence intervals.

The Engineer will develop an opinion of construction cost estimate for select feasible alternative. Any land acquisition needs will be identified as part of this analysis.

Task 6- Flood Mitigation Report

A flood mitigation report for the Raccoon Creek Watershed will be compiled by the Engineer summarizing the data collection, survey, H&H analyses, topographic work maps with updated flood inundation limits, alternatives development, alternatives analysis results and opinion of probable construction cost estimates, and results of the desktop environmental studies.

Deliverables:

1. H&H modeling Memo.
2. Flood Inundation Limits Work maps
3. Flood Mitigation Report

Schedule:

The Engineer should develop a detailed schedule as part of the proposal contingent on the Notice to Proceed. The grant requires quarterly updates to the grant funder and the project is to be complete by March 31, 2025.

PROPOSAL CRITERIA

1. Proposals should be presented in the following order, showing the following details at a minimum:
 - a. Cover letter signed by someone with the authority and ability to enter into contracts on behalf of the offeror. The cover letter shall provide the name, address, phone, and e-mail contact for the offeror's main point of contact. In addition, the letter should contain a brief statement about the offeror's interest in the work.
 - b. Profile of the offeror (firm/office), including history, experience, and profile of key staff.

- c. A Work Plan, showing tasks to be completed and the schedule for completing such tasks, budgeted person hours to demonstrate offeror's understanding of the scope of work required and ability to complete it (three pages or less).
- d. Identification of technology to be used.
- e. Provide at least three references for your work, including the names and contact person, for similar projects for whom you have provided such services within the last five years.
- f. At a minimum, the proposals shall include:
 - Cover Letter
 - Profile of the offeror
 - Work Plan (three pages or less)
 - List of Available Technology
 - References
 - Findings for Recovery Affidavit (R.C. 9.24)
 - Delinquent Personal Property Tax Affidavit (R.C. 5719.042)
 - Non-Collusion Affidavit

Instructions to Offerors:

1. Notice to Vendors: Four hard copies and electronic version on a flash drive of the proposal shall be submitted. RFP's envelopes shall be marked clearly on the outside of the envelope. RFP's must be received and time stamped at the business address of the South Licking Watershed Conservancy District, 771 East Main Street Newark, Ohio 43055 no later than February 20, 2024 at 3 pm
2. RFP Opening: RFP's will be opened on the date and at the time shown above. No Exceptions. RFP's not received by the South Licking Watershed Conservancy District at the time specified will not be considered.
3. Modification of RFP: RFP's may be withdrawn and resubmitted to the above location up to the scheduled RFP opening time and date. VENDORS WILL NOT BE PERMITTED TO ALTER THEIR RFP AFTER THE RFP OPENING.
4. Notification of Intent to submit a RFP: Potential vendors wishing to receive updates and modifications to these RFP specifications must complete the BIDDER RECEIPT FORM enclosed in this document and return to BritneyStuller@LickingSWCD.com.
5. RFP Submission: RFP's shall become the property of the South Licking Watershed Conservancy District and will not be returned. All RFP's become public record upon opening. All RFP's shall include a fully executed set of forms as provided in the specifications. ANY RFP THAT IS RECEIVED WITHOUT A PROPERLY COMPLETED RFP FORM WILL BE REJECTED WITHOUT REVIEW. Proposals that are mailed must be done in ample time to assure delivery prior to the proposal opening date and time. Proposals received late will be handled as "NO Proposals", and returned to the vendor unopened. **The South Licking Watershed Conservancy District does *not* accept EMAIL or FAX proposals.**

6. Additional Services: Vendor may not include any additional services.
7. Information provided in the Request for Proposal is correct to the best of the County's knowledge; however, no guarantees are made as to the correctness of information.

The District reserves the right to investigate, as deemed necessary and appropriate to determine the ability of the ability of the vendor to supply the items contained in this RFP. The vendor shall furnish to the District any and all such information, documentation and data for the purpose that the District may request.

The District retains the right to disapprove the use of any person assigned by the vendor and request the person be removed from the project. This right shall only be exercised for good cause.

Each contractor must insure that all employees and applications for employment of the successful contractor are not handled in a manner discriminatory against any individual because of race, color, religion, sex, non-disqualifying handicap, or national origin.

The failure or omission of a vendor to examine any form, instrument, or document shall not relieve the vendor of the obligation or condition of contract resulting from this omission of a RFP.

8. Right to Reject: The District reserves the right to accept or reject, in part or in whole, any RFP submission, and waive any formalities or minor technical inconsistencies, or delete any item/requirement from the RFP or resulting contract when deemed to be in the best interest of the District.

SELECTION CRITERIA

Selection of an offeror (firm/office) will be made in accordance with the provisions of Ohio Revised Code Section 307.862, and based upon the following factors and criteria:

- Experience of assigned personnel and past performance of the offeror.
- Clear, concise, and original Work Plan that demonstrates an understanding of the scope of work.
- Available technology.
- References.

TIME LINE

The following is the anticipated time line for selection (and may be subject to change):

Proposals are Due: ~~February 20, 2024~~ **February 27, 2024** at 3 pm

Initial Review Complete [by or before]: ~~March 5, 2024~~ **March 12, 2024**

Interviews/Discussions [if necessary]: ~~March 6, 2024~~ **March 13, 2027**

Selection of Successful Offeror [by or before]: ~~March 8, 2024~~ **March 15, 2027**

Execute Agreement [by or before]: March 23, 2024

FINDING FOR RECOVERY AFFIDAVIT

(Affidavit is required for proposal to be considered responsive)

State of _____
ss:

County of _____

I, _____, the _____ of _____,
(Name) (Title) (Firm/Office)

affirm under oath, pursuant to Section 9.24 of the Ohio Revised Code, that at the time this proposal was submitted, _____ was not the subject of an unresolved finding for
(Firm/Office)
recovery issued by the Auditor of the State of Ohio.

Signed: _____

Print Name: _____

Firm/Office: _____

Sworn to before me and subscribed in my presence this day ____ of _____,
20____.

Notary Public

My commission expires: _____

PERSONAL PROPERTY TAX AFFIDAVIT

(Affidavit is required for proposal to be considered responsive)

State of _____
ss:

County of _____

I, _____, the _____ of _____,
(Name) (Title) (Firm/Office)

affirm under oath, pursuant to Section 5719.042 of the Ohio Revised Code, that at the time this proposal
was submitted, _____
(Firm/Office)

() was charged with delinquent personal property taxes on the general list of personal
property as set forth below:

County Amount (include total amount penalties and interest thereon)

_____ County \$ _____

_____ County \$ _____

_____ County \$ _____

() was not charged with delinquent personal property taxes on the general list of personal
property in any Ohio county.

Signed: _____

Print Name: _____

Firm/Office: _____

Sworn to before me and subscribed in my presence this day ____ of _____, 20____.

Notary Public

My commission expires: _____

NON-COLLUSION AFFIDAVIT

(Affidavit is required for proposal to be considered responsive)

State of _____
ss:

County of _____

I, _____, the _____ of _____,
(Name) (Title) (Firm/Office)

affirm under oath that this proposal is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization, or corporation; that such proposal is genuine and not collusive or sham; that said offeror has not directly or indirectly induced or solicited any other offeror to put in a false or sham proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any offeror or anyone else to put in a sham proposal, or that anyone shall refrain from bidding; that said offeror has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the proposal price of said offeror or of any other offeror, or to fix any overhead, profit, or cost element of such price, or of that of any other offeror, or to secure any advantage against the public body awarding the contract or anyone interested in the proposed contract; that all statements contained in such proposal are true; and, further, that said offeror has not, directly or indirectly, submitted the proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, or to any other individual except to such person or persons as have a partnership or other financial interest with said offeror in his/her/its general business.

Signed: _____

Print Name: _____

Firm/Office: _____

Sworn to before me and subscribed in my presence this day ____ of _____, 20 ____.

Notary Public

My commission expires: _____

