



City of Sandusky, Ohio
Sandusky Bay Strategic Restoration Initiative
Request for Qualifications (RFQ)

Responses Due: Tuesday, May 16, 2017, 11:30 am

The City of Sandusky (City) invites qualified professional environmental consulting and design firms to submit qualifications to undertake the Sandusky Bay Strategic Restoration Initiative. Qualification packages are due no later than 11:30 AM on Tuesday, May 16, 2017.

Scope of Services

The City of Sandusky, who is assuming the role of a *local restoration partner*, has entered into a contract with the State of Ohio, Department of Natural Resources (ODNR) to conduct planning, investigation, and design work on three to four projects within Sandusky Bay. Consultants are currently being interviewed for those projects. These projects are collectively termed the Sandusky Bay Initiative (SBI)

In addition to this work, the City of Sandusky has entered into a second contract with the State of Ohio, Department of Natural Resources (ODNR) to conduct a collaborative planning exercise that would incorporate ongoing monitoring, assessment, and modeling work required to develop a strategic implementation plan based on scientific information and data, titled the Sandusky Bay Strategic Restoration Initiative (SBSRI). The approach would be extremely collaborative, as the goal is to bring together the necessary partners to ensure success of the projects. These partners may include, but are not limited to: federal and state agencies, local agencies within Erie, Ottawa and Sandusky counties; area scientists from Heidelberg, the University of Toledo, Bowling Green State University and Kent State University; OSU Ohio Sea Grant; the Old Woman Creek National Estuarine Research Reserve; the Ohio Lake Erie Commission; ODNR Division of Wildlife and ODNR Office of Coastal Management; the Cleveland Water Alliance; Lake Erie Shores & Islands; Erie, Sandusky and Ottawa County Soil and Water Conservation Districts; Metroparks; NGOs; consultant/project teams; and private partners.

Sandusky Bay encompasses approximately 64 square miles of open water in the western Lake Erie basin and receives runoff from nearly one million acres of land from the Sandusky River and numerous other tributaries. It is a unique bay ecosystem with the Great Lakes and holds some of the most significant coastal wetland systems in the Lake Erie basin. In addition, the bay has been recognized as a priority management area for several initiatives including the Great Lakes Fishery Commission and the Great Lakes Water Quality Agreement, particularly with respect to fisheries management and nutrient reduction priorities.

The objective of this work is to develop a strategic implementation plan designed to create a portfolio of restoration projects through the use of Landscape Conservation Design principles, including the 3-4 projects for the SBI, that when linked together and considered as a whole, will improve Sandusky Bay water quality by reducing nutrient and sediment loads, eliminating Harmful Algal Blooms in Sandusky Bay, and restoring waterfowl, wildlife, and fishery habitat throughout the Bay. The end goal of the SBSRI is to develop a strategic implementation plan for a portfolio of projects designed to enhance the quality of life

for the entire region, maximize nutrient and sediment reduction, enhance coastal and fish habitat, and to ensure that economic benefits that are derived from a clean Sandusky Bay continue into the future.

The consultant will be required to perform the following tasks:

- Facilitate joint and individual discussions with various agencies and stakeholders
- Obtain and analyze existing research projects pertaining to Sandusky Bay
- Utilize Landscape Conservation Design
- Identify current critical concerns at various locations throughout Sandusky Bay
- Summarize existing social, economic and land use data with integrated data assessment work
- Identify and implement field research activities as needed
- List potential short-term and long-term data gaps
- Understand local economies and community goals and land use ideas
- Identify potential priority restoration areas
- Obtain and analyze existing research for similar projects
- Develop a portfolio of projects and strategies to implement those projects
- Prioritize individual and collective projects that benefit the entire bay
- Develop potential evaluation criteria for each project
- Develop conceptual plans for projects included in the portfolio
- Strategize logistics
- Establish potential maintenance parameters
- Recommend potential funding sources

The final deliverable shall include, at a minimum, in hard and digital versions:

- Prioritized list of potential projects
- Existing conditions
- Summary of past monitoring and evaluation
- Baseline findings
- Water quality goals and targets
- Limitations
- Maps and other visuals to clearly explain information
- Individual maps for each project including, at a minimum:
 - Descriptions
 - Details
 - Costs
 - Recommendations
 - Data gaps
 - Stakeholders
 - Collaborators
 - Areas the project will affect, on land and in water
 - Funding sources
 - Potential operation, monitoring and maintenance parameters
- Recommendations for additional monitoring and evaluations
- Potential funding sources

Tentative Schedule:

May 16, 2017	Qualification packets due to the City of Sandusky
May 26, 2017	Selection Committee to Review and Score Qualifications
June 15, 2017	Interview shortlisted firms
June 16, 2017	Notify all firms of selection and begin Design Scope of Services
June 23, 2017	Deadline to finalize Scope of Services and contracts
June 28, 2017	City Engineer to send contracts to City Commission for approval
July 10, 2017	City Commission to approve contracts
July 12, 2017	Sign contracts

Final deliverables, detailed consultant schedules and parameters for background information will be discussed during the Scope of Services negotiations with the selected firm. The selected firm must develop and adhere to a design schedule as proposed by the City of Sandusky, but based on the agreement with the State of Ohio, Department of Natural Resources. Quarterly reports will be required.

Please include with the qualification packet:

- Experience of firm and personnel assigned to this project that will uniquely qualify your firm to complete this work, including résumés and locations of key project team members (max. 8 pages)
- Description of the firm's overall understanding of the project and recommended scope of services to accomplish the stated goals. (max. 2 pages)
- A project management schedule showing all milestones and completion dates based on "Schedule of Activities" (max. 1 page)
- Project staffing plan (max. 1 page)
- References (max. 1 page)

Qualified firms must submit their Federal ID number and DUNS number.

The City of Sandusky will form a six-member Selection Committee comprised of City, Lake Erie Shores and Islands, Old Woman Creek, Erie Conservation District, Ohio Sea Grant, and Bowling Green State University. The Selection Committee will evaluate and select the most qualified consultant. **Competitive price selection will not be utilized under the selection process.**

The following criteria will be used in the consultant selection process:

- Strength of project manager and strength/experience of key team members and proposed subcontracted firms' key personnel,
- Past performance and experience with projects of similar scope and size, including innovative techniques for nearshore habitat restoration, beach nourishment, living shoreline enhancements, coastal wetlands, beneficial reuse of dredged material, and Landscape Conservation Design
- Demonstrated understanding of historical and future issues facing the Sandusky Bay and the region,
- Innovative project approach, which includes all listed items in the Scope of Work, including outreach and coordination with various groups or entities, and
- Location of key staff
- Consultant interview

Based on the qualifications submitted, the Selection Committee may conduct interviews of firms that best demonstrate an understanding of the City's objectives and that adequately addressed all elements of the RFQ. Whether interviews are performed or not, the City shall enter into contract negotiations with the preferred firm for a particular project to determine the final scope of services and project budget. If negotiations fail, the City shall enter into negotiations with the second highest ranked firm for that particular project. This process shall continue until a contract is successfully negotiated or the City determines to issue a second RFQ. The contract must be approved by Sandusky City Commission.

All qualifications shall be considered without regard to race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran/reserve/national guard or any other similarly protected status.

One original qualification packet and one electronic copy on CD or via email in PDF or MS-Word format shall be submitted by Tuesday, May 16, 2017 at 11:30 am to:

Aaron M. Klein, P.E.
Director of Public Works
222 Meigs Street
Sandusky, Ohio 44870

If under 10MB, the requested electronic copy can be emailed to Megan Stookey at mstookey@ci.sandusky.oh.us. Call (419) 627-5878 with questions.

Sandusky Register: May 2 & 9, 2017



Evaluation Form
City of Sandusky
Request for Qualifications
Sandusky Bay Strategic Restoration Initiative

Name of Firm:

Name of Evaluator:

	Criteria	Points	Score
1	Strength of project manager and strength/experience of key team members and proposed subcontracted firms' key personnel	30	
2	Past performance and experience with projects of similar scope and size, including innovative techniques for habitat restoration, beach nourishment, living shoreline enhancements, beneficial reuse of dredged material and Landscape Conservation Design	35	
3	Demonstrated understanding of historical and future issues facing the Sandusky Bay, the City of Sandusky and region	10	
4	Innovative project approach, which includes all listed items in the Scope of Work, including outreach and coordination with various groups or entities	20	
5	Location of key staff	5	