

**REQUEST FOR QUALIFICATIONS**  
**FROM**  
**PROFESSIONAL ENGINEERING FIRMS**  
**FOR**  
**THE TRUCKEE RIVER FLOOD MANAGEMENT AUTHORITY**

**Engineering Contract for  
Vista Narrows Reach 60% Design:  
Terracing, Levee Rebuild, Floodwall, other  
Improvements and Supplemental EIS  
Support**

Released --- August 28, 2017

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**Sealed Statements of Qualifications must be received at the office of the Truckee River Flood Management Authority, 9635 Gateway Drive, Suite A, Reno, Nevada 89521 by 9 A.M., P.D.T., ON TUESDAY OCTOBER 17, 2017.**

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## **I. INTENT:**

It is the intent of this Request for Qualifications:

1. To solicit sufficient and verifiable information from prospective providers of professional engineering services from which the successful proposer firm(s) will be selected.
2. To establish the specifications, terms, and conditions governing the selection of an engineering firm to take an approximate 15% level of design and provide professional engineering and design for a 60% level for terracing, levee, floodwall, and environmental improvements required at the Vista Narrows in order to support and coordinate efforts necessary for a supplemental Environmental Impact Statement (EIS). The EIS shall be performed by others.

## **II. INTRODUCTION**

The Truckee River Flood Management Authority is inviting sealed statements of qualifications from professional engineering consultants to perform engineering and economic analysis services for the Truckee River Flood Management Project. The project area will incorporate Washoe County and parts of Storey County.

The Truckee River Flood project is a \$400 million project designed to reduce flood damages from a 100-year event, and as possible restore up to 50 miles of the Truckee River between Sparks and Pyramid Lake and provided enhanced recreational opportunities throughout the Truckee Meadows. It is expected to be the largest locally sponsored public works project undertaken in northern Nevada to date.

The project is overseen by the Truckee River Flood Management Authority (TRFMA) and its 6-member Board of Directors. The TRFMA is a Joint Powers Authority created by an interlocal cooperative agreement between Washoe County and the City of Reno and the City of Sparks. The TRFMA Board of Directors is made up of elected officials from each of its member governments. The TRFMA is funded by a portion of a 1/8 cent sales tax that was authorized in 1999 and is collected by Washoe County.

The Truckee River Flood Management Project is being designed and built in cooperation with the U.S. Army Corps of Engineers. The project is now in its last years of feasibility design, with formal construction anticipated to begin in 2021. The cost of the flood project may be shared by the Corps of Engineers and the local sponsors according to Corps' cost sharing policy. The Corps has since completed a "Chief's Report" which included an Environmental Impact Statement (EIS) for a 50-year flood design level. This 50-year plan was authorized via the 2014 WRRDA. In addition Section 1036 of the 2014 WRRDA allows the local sponsor, TRFMA, to receive funds designated for a 50-year design toward a technically feasible, environmentally acceptable project with a higher level of protection if TRFMA pays the difference and the benefits exceed costs. TRFMA would therefore like to utilize Section 1036 of the WRRDA and commence with a 100-year design level. This will likely require a supplemental EIS. The completion of a supplemental EIS is not an element of this RFQ but coordination with a firm contracted to do so will be.

### **III. CONSULTANT SERVICES:**

This engineering contract will advance the design for the Vista Narrows Reach Terracing, Levee Rebuild, Floodwall and Improvements from an approximate 15% design to a 60% design. In addition this contract will support the supplemental EIS efforts for this same reach. Once this design work is completed it will be utilized to drive the design of the rest of the overall Truckee River Flood Project. The Vista Narrows Reach geographically is considered to be from the historic North Truckee Drain confluence with the Truckee River and then easterly to the second railroad bridge.

It is expected that some or all of the following services may be needed: GIS-based mapping, geotechnical coordination and design for terracing, estimation of floodplains for various terracing and levee alternatives, and estimation of construction quantities. Finally, the consultant may be called upon to present results to the TRFMA Technical Advisory Committee, Working Group, the Board of Directors or other advisory committees. The consultant must demonstrate capability and qualifications for the following areas of specialization.

1. **Engineering Design:** Design the Vista Narrows Reach terracing, levee rebuild, floodwalls, and improvements to a detailed 60% level as well as provide necessary engineering analysis and support for the supplemental EIS.
2. **Hydrology and Hydraulic Analysis:** Provide detailed modeling using HEC-RAS 3-5 as well as other models to determine the areas of inundations and flood depths for the Truckee Meadows and downstream under various frequency events. This ultimately will be utilized to create design criteria for additional upstream levees and improvements which will follow this contract.
3. **Environmental, Geotechnical, and Survey coordination:** Determine the need for acceptable terracing and daylighting so that the Vista Narrows terracing accommodates the flows necessary as well as improves the environmental degradation due to: historic headcutting, potential sediment transport, or other damaging factors. The EIS team will need to understand the project footprint and environmental issues associated with terracing as required by reviewing agencies including but not limited to the Corps of Engineers, NDOW, and other NEPA agencies. The 60% design shall incorporate such information according to sound engineering practices and be acceptable to Corps standards both in design and submittal requirements. Using soil borings and other methods determine the existing condition of the Vista Narrows Reach Levee and the need for improvements to the proposed floodwall and levee designs to control water surface elevation as well as adverse seepage for up to 72 hours during a 100 year event that could affect the ability of the levees and floodwalls to safely hold back water. Determination of the suitability of material coming from project excavations areas to be used in levee and other embankments and if design can be facilitated in a way that would be less costly and require less right-of-way.
4. **Calculation of quantities for construction and cost estimates:** Describe and estimate the quantities involved in the features according to a 60% design level.
5. **Data analysis:** Review existing reports provided by the TRFMA such as geotechnical, survey, economic cost and benefit data prepared by the Corps or other consulting engineering firms, property parcel map and valuation data available through the County Assessor's office and others agencies, surface water runoff models, hydrologic models used to develop the flood project, as-built drawings for roadway improvements and utilities, etc.

Obtain any field data needed to improve models, cost estimates, benefits and damage estimates that are not available in existing reports or data files as directed by the TRFMA.

6. **Presentation of Results:** Provide documents and data files containing engineering calculations, model information and results, maps, charts, tables and other information as requested. Results may be required to be produced in both hard copy and electronic format.

#### **IV. CALENDAR OF EVENTS:**

The following is a schedule of events that the project is planned to follow. These dates are approximate. A firm schedule will be developed by the time the professional engineering firm is selected.

<u>August 28, 2017</u>	Advertise project and distribute RFQ to prospective design firms
<u>October 17, 2017</u>	<b>Receive Statements of Qualifications at the Truckee River Flood Management Authority Office before 9:00 am.</b>
<u>October 17 - 27, 2017</u>	Review of submitted RFQ's and interview applicants if needed
<u>October 27, 2017</u>	Selection of firm and beginning of contract negotiations
<u>November 1, 2017</u>	Contract negotiations complete
<u>November 9, 2017</u>	Award of Contract at TRFMA meeting
<u>November 18, 2017</u>	Notice to proceed

#### **V. BASIS OF AWARD:**

The award of this contract will be based on the qualifications evaluation criteria and guidelines generally described in Qualification Format and Content below. The award will be made after a careful evaluation by the selection committee members and will be based on demonstrated competence with local representation as well as what is in the best interests of the TRFMA as determined by the committee. The evaluation of submittals will include the following factors among, others, weighted (%) as indicated:

- 1) Qualifications and experience of proposed team members in evaluation of:
  - a. modeling similar facilities and knowledge of all applicable regulations. (20%)
  - b. environmental requirements of flood control channel operations. (20%)
  - c. geotechnical analysis and design for earthwork cost control alternatives. (20%)
- 2) Past success in completing similar projects in past 10 years on time and within budget. (20%)
- 3) The existence of a significant office and key personnel in Washoe County. (20%)

## **VI. CONTACT PERSON:**

All questions and correspondence shall be directed to the following person:

Eric Scheetz, PE, Engineer,  
Truckee River Flood Management Authority  
9635 Gateway Drive, Suite A  
Reno, Nevada 89521

All relevant questions and answers will be recorded and posted at the TRFMA office noted above. In addition any questions regarding the Request for Qualifications must be submitted in writing to Eric Scheetz at the address listed above, together with contact information. All such questions and answers will be mailed to all firms who have been issued a copy of this RFQ. Interested firms shall not contact TRFMA officers, members of the Board of Directors, or selection committee members with questions or suggestions regarding this Request for Qualifications.

## **VII. ADDENDA:**

Any addendum to this Request for Qualifications will be posted at the TRFMA office. Upon formal written request with contact information provided, addenda will be mailed to interested firms who have been issued a copy of this RFQ.

## **VIII. QUALIFICATION FORMAT AND CONTENT:**

The criteria upon which the award will be made will not include cost. Experience in providing services for similar projects in size, scope, complexity, and the approach will be major factors, as well as specific emphasis on a local presence for the design firm.

A statement of qualifications for a qualifying firm must address all of the following points:

1. Cover letter signed by a representative of the firm who has authority to sign contracts for the firm.
2. A description of the firm and a statement of the firm's qualifications for performing the referenced consulting services.
3. A summary of the firm's recent experience with similar projects. Provide references for three (3) related projects, including contact person, telephone number, name and date of project, a brief description of the project, and a list of project designers, planners and project managers of the design firm who were responsible for the "day- to-day" activities for past projects listed.
4. Description of the firm's procedures for quality assurance in professional services to be provided.
5. A description that details the firm's capacity to complete projects on schedule and to retain firm control of costs.
6. A brief summary of the qualifications and experience of each team member who will be permanently assigned to the project and their roles in its completion, including in-house and

outside consultants. Include length of service. Complete resumes may be included in an appendix. Projects that were completed by employees while working for other firms must also be indicated if relying on those prior projects to establish qualifications. **The TRFMA reserves the right to approve outside consultants.**

7. An organizational chart depicting the proposed project team. Firms using personnel from offices other than an office located in Washoe County should clearly indicate where staff members are located.
8. Provide a narrative on how your firm would approach the requested professional services, how resources and personnel would be allocated, and provide a proposed time schedule through the completion of design.
9. Statement of firm's ability to meet the insurance requirements of Exhibit A.
10. The statement of qualifications excluding appendix, shall be a maximum of 30 pages. The appendix may be as large as needed.
11. The award shall be made after all TRFMA procedural requirements have been met.
12. Firms shall submit six (6) copies of their Statement of Qualifications. Statements of Qualifications must be received no later than **9:00 A.M. on Tuesday Oct 17, 2017** at the office the Truckee River Flood Management Authority, 9635 Gateway Drive Suite A, Reno, NV. 89521.
13. The TRFMA reserves the right to reject any and all qualifications, to postpone the opening date for its own convenience, to make an award in its own best interest, and to waive any informalities or technicalities.

*If a Firm feels that they cannot submit their submittals without including proprietary information, they must submit such information in a separate, sealed envelope labeled "Proprietary Information". The envelope must contain a letter from the Firm's legal counsel describing the documents in the envelope, representing in good faith that the information in each document meets the narrow definitions of proprietary information set forth in NRS 332.025, 332.061 and NRS Chapter 600A, and briefly stating the reasons that each document meets the said definitions. Upon receipt of a submittals accompanied by such a separate, sealed envelope, TRFMA will open the envelope to determine whether the procedure described above has been followed. Any information submitted pursuant to the above procedure may be used by TRFMA only for the purposes of evaluating submittals and conducting negotiations.*

#### **IX. INDEMNIFICATION / INSURANCE:**

The TRFMA has established specific indemnification and insurance requirements for contracts/agreements with contractors/consultants to help assure that reasonable insurance coverage is maintained. Indemnification and hold harmless clauses are intended to assure that contractors/consultants are aware of and accept the responsibility for losses or liabilities related to their activities. Attachment A is attached and included by reference. All conditions and requirements identified in this Attachment shall be completed prior to the commencement of any work under this Agreement.