



LAND CONSERVATION DEPARTMENT
1124 Professional Drive Suite 500
Dodgeville, WI 53533
Phone: (608) 930-9891

REQUEST FOR PROPOSALS

CONSULTANT ENGINEERING SERVICES FEASIBILITY STUDY FOR TWIN PARKS # 7 (BIRCH LAKE) DAM REMOVAL AND ITEMIZED COST ESTIMATE

Request for Proposals (RFP):

The Iowa County Land Conservation Department is accepting written response proposals for a feasibility study for the removal of Twin Parks Watershed Structure #7 (Birch Lake) and cost estimates which includes dam removal, stability of sediment, and stream restoration of the directly impacted area.

A portion or all of the funding for this project are being provided in part through a Surface Water (River) Grant from the Wisconsin Department of Natural Resources (DNR) – Feasibility Study of Birch Lake Removal Project Number RP29417. The Consultant shall provide a statement of familiarity with the DNR River Grant Program requirements and conditions.

The conceptual design, project description, sediment control plan, and cost estimates from this feasibility study may be used to apply for a WI DNR grant and permit for dam removal. The Consultant shall provide a statement of familiarity with the DNR Municipal Dam Grant Program and dam removal permit requirements.

The design alternatives shall also consider impacts related to State Statutes Ch. 30, Wisconsin Administrative Codes NR. 19, NR. 40, and NR. 109, and procedures or information required of the DNR for compliance with the River Grant Program or process in accordance with Federal 2 CFR Part 200 Uniform – Administrative requirements, Cost Principles, and Audit Requirement for Federal Awards and Wisconsin Single State Audit Guidelines documents.

Project Summary:

Twin Parks #7 is a PL566 Watershed Dam originally constructed to protect agricultural resources and create a recreation area lake. Over the years, the area behind the dam has silted in, impacting the use of the lake as a recreation area. Twin Parks Watershed Dam #7 is located on Trout Creek, a class 1 trout stream supporting brook trout. The dam may be negatively impacting Trout Creek below the dam and may hinder fish migration upstream and downstream. The Iowa County Land Conservation Department will hire an engineering consultant to develop a feasibility study and cost estimate to remove the dam, stabilize the lake sediments and restore the stream in the dam and lake areas.

Project Timeline:

- RFP will be made available on June 12, 2017.
- Written response to requests for clarification by the County on or before July 6.
- Written Response Proposals will be accepted until 12:00 P.M. on July 12, 2017.
- County will review proposals and make an award for contract by 10:00 A.M. on August 16, 2017.
- Consultant start date of August 16, 2017.
- Project deliverables shall be presented to the Land Conservation Department by October 4, 2017 or prior.
- Consultant shall present their findings to the Iowa County Land Conservation Committee meeting at the October 12, 2017 meeting.
- Consultant shall present their findings to the Iowa County Board meeting at either the October 17, 2017 or November 14, 2017 meeting.

Project Deliverables:

1. The consultant will conduct an engineering study for the feasibility of complete removal of Twin Parks Watershed Dam #7 (Birch Lake). This study will detail or provide the following:
 - a.) 3-5 feasibility options/alternatives for removal of the existing dam to include potential sites for placement of earthen and man-made materials from the original structure. The design options shall consider blending in with the surrounding topography to be a best-fit, or a concept of the site condition before the dam or as if the dam never existed.
 - b.) A cost-effective and environmentally-conscious approach to restoration of the existing lake area to restore the stream within the footprint of the existing park, lake, and dam areas. This includes a sediment control plan to include grading, seeding, any rip rap, and drawdown procedure. The design shall consider, minimize the potential of, and prevent future erosion to mitigate the stream, stabilize the lake sediment, remove the dam and its components, and restore the surrounding area (i.e. location for disposal of earthen materials) for years to come.
 - c.) A conceptual plan and project description for each of the options considered in a) above; along with a summary of the advantages and disadvantages of each option considered. The descriptions shall include the drawdown procedure, method of removal, parts removed, disposal site, stream restoration, and channel protection needs. A summary of the options considered including positive and negative impacts along with a rough cost estimate for major activities shall be provided along with recommendations for a preferred alternative to the Land Conservation Department in an interim meeting approximately 30 days into the project.
 - d.) A written report summarizing the findings of the consultant to include the overall project concept, the various removal options considered, the issues related to the various options (including safety and erosion issues), the impacts identified for the various options, the potential costs for each option, as well as conclusions and recommendations for a preferred alternative.

- e.) Itemized cost estimates for each alternative based on major components of the work such as earthwork, restoration, removal, etc; estimated quantities for each component, and units of measurement for each item, including separate line items for engineering services costs.
- f.) A recommended construction timeline for completion based on the major components of work and a completion timeline.
- g.) Identify what other considerations or value engineering items might exist for the preferred design alternative.
- h.) One electronic and five hard copies of the project deliverables shall be provide to the Iowa County Land Conservation Department. The deliverables shall become the property of the county to share as deemed necessary with various stakeholders and other governmental entities for review and comment.

Basis of Consideration:

The Iowa County Land Conservation Department anticipates award of a Contract Agreement to the engineering proposal viewed as being the most complete with a thorough understanding of the project. The Iowa County Land Conservation Department will review the written proposals on the basis of the response to the following questions. Please respond to the questions in writing in the format presented.

1. ***Anticipated Scope of Services*** to be provided to the Land Conservation Department for the Project. ----- (1 Page)
2. ***Consultant shall identify, name and list key staff*** to be assigned to the project. ----- (1 Page)
 The proposal shall identify the Project Manager and the Lead Engineer. The proposal shall be specific with regards to key staff availability for the project. Proposals shall be specific and identify the experience of the key staff for similar projects. The proposal shall also provide a statement related to identifying any subconsultants anticipated for the project, description of activities they will perform, and approximate percent of the work they will perform.
3. ***Consultant shall provide an itemized cost estimate*** to include itemization of staff involvement, type of work to be performed, hourly rates, estimate of hours to complete various identified tasks, identification of any sub-contractors involvement to include aspects of the work they will be responsible for and an estimate of their involvement or share of costs, and other resources necessary to complete the project. Project agreement shall be based on a lump sum payment. Payments may be billed by consultant and paid by County on a monthly basis with final payment due upon completion of the project. Final payment shall be minimum of a 15% retainer of the project lump sum cost. Project completion shall be considered upon delivery of all identified deliverables and presentation to the various stakeholders and other governmental entities for review and comment. ----- (1/2 Page)
4. ***Consultant shall provide a timeline*** for the key activities to illustrate the consultant commitment to meet the timeline. ----- (1/2 Page)
5. ***Consultant shall provide*** a listing and summary of similar projects, including project scope, complexity, and similarity to the project. ----- (1 Page)

Response for Proposals:

Responses shall be no more than 4 pages in length in the format as listed in the basis of consideration. The consultant may include resumes of the key staff involved to include the Project Manager and Lead Engineer, which shall be provided as a supplement to the main response for proposals. Responses shall be submitted with five copies in written format, in a sealed envelope prior to the deadline of July 12, 2017 at 12:00 P.M. Responses shall be on Company letterhead. Responses become the property of the Iowa County Land Conservation Department upon submittal. Please do not include any additional company information within the response. Submit all responses to:

Iowa County Land Conservation Department (LCD)
1124 Professional Drive Suite 500
Dodgeville, WI 53533

Iowa County shall review responses between the submittal date of July 12th and August 16th, 2017 for commencement and authorization to proceed. Other proposers shall be notified by August 18th, 2017 by correspondence from the LCD.

Request for Clarification:

Requests for clarification shall be made in writing to the Iowa County Land Conservation Department within one week prior to the due date for proposals; emails are allowed. The Land Conservation Department shall respond to all written requests for clarification within 4 days of the due date of the proposal to all proposers.

Summary of Documents Available for this Project:

- January 2016 Twin Parks #7 and # 8 Watershed Removal Evaluation Modification Evaluation
- January 2016 Trout Creek Watershed Twin Parks #7 and #8 Dam Hydrology, Dam Hydraulics, and Dam Modification Evaluation
- 1963 As Built Plans Twin Parks #7
- 2010 and 2012 Birch Lake Management Plan Reports
- Older sediment sampling reports
- Dam Failure Analysis Twin Parks #7 dated 2003
- Supplemental Watershed Plan and Environmental Assessment dated 2004