

REQUEST FOR QUALIFICATIONS

for

**ON-CALL PROFESSIONAL SERVICES
FOR GEOTECHNICAL ENGINEERING AND TESTING,
CONSTRUCTION MATERIALS ENGINEERING & TESTING,
SPECIAL INSPECTIONS, ENVIRONMENTAL TESTING, AND
CULTURAL/ARCHEOLOGY INVESTIGATIONS**

for

RIVERBANKS ZOO AND GARDEN



APRIL 18, 2024

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REQUEST FOR QUALIFICATIONS (RFQ) FOR ON CALL PROFESSIONAL ENGINEERING AND TESTING SERVICES

April 18, 2024

1. INTRODUCTION & GENERAL INFORMATION

OWNER: Riverbanks Zoo and Garden

In 2023, Riverbanks leadership announced an expansion which will take advantage of the pristine Saluda River environment, to include a skyway gondola, a riverside restaurant, and a hillside primate habitat collectively known as Phase II of “Bridge to the Wild.”. The Zoo continues to modify and expand its existing animal habitats, SC Nature Preserve, support facilities and infrastructure. Various capital projects such as these will serve as enabling projects for the larger expansion.

Riverbanks Zoo and Garden is seeking professional engineering and testing services in connection with these projects which may include geotechnical investigation, materials testing and special inspections, environmental testing and/or cultural/archaeology research. Projects for which services may be required include infrastructure for the skyway gondola and driveways, animal habitat renovations or additions, SC Nature Preserve, accessible walkway, new building construction and other civil projects.

It is the goal of the Zoo to select one or more professional engineering and testing services firm(s) through this RFQ process and enter into a five-year master services agreement with the selected firm(s) with one two-year extension option. Fees for services will be negotiated with the selected firm(s) as services are requested. The Zoo anticipates making a selection the week of May 20, 2024.

2. SCOPE OF SERVICES

Geotechnical Services – All sampling, testing and reporting of results as well as all engineering analysis will be performed in accordance with AASHTO and ASTM procedures. Subsurface investigations may include rock coring in addition to typical auger borings as well as water table determination, seismic classification, etc. Some testing will be on the banks of the river and will require experienced crews accordingly. Lab testing, data analysis, and reports to be provided.

Construction Materials Testing and Special Inspections – Chapter 1 and Chapter 17 inspections.

Environmental – Asbestos audits and other hazardous materials testing as requested.

Archeological/Cultural Surveys – As needed.

Engineering and Testing Firms will be required to assign a professional services team to the project and will appoint a project executive who will be the relationship manager ensuring that the services delivered are timely and accurate and are performed in accordance with all regulatory standards and procedures for the respective services.

Geotechnical testing for the tower foundations and other elements of the skyway gondola project will be an immediate need. The successful firm must have resources available to mobilize appropriate personnel and equipment as soon as an agreement for services has been reached.

3. MINIMUM QUALIFICATIONS

To qualify for consideration, the respondent must meet the following minimum qualifications:

- a. Have a minimum of ten (10) years of professional engineering and testing experience with projects of similar budget, size, and complexity of the Zoo's capital program, including experience in waterfront studies and testing.
- b. Be properly licensed and certified for each of the services that may be required.
- c. Have a minimum of \$2MM of professional errors and omissions insurance and \$5MM of general liability coverage.
- d. Have an office location in Richland or Lexington County.
- h. Demonstrate a staffing capacity and financial depth to effectively carry out assigned projects to completion of the on-call services term.

4. EVALUATION CRITERIA

Respondents will be evaluated by a selection committee based on the following criteria:

- a. Past or current performance with on-call engineering and testing services of similar scale and scope;
- b. Past relevant performance with riverfront projects;
- c. Length of time the Company has been incorporated and volume of work completed annually for the past four (4) years and projected for 2024;
- d. Financial strength and stability;
- e. Quality of comments from recent references;
- f. Credentials of the proposed team for the project; and
- g. Location of firm's corporate offices and local company office's proximity to the Zoo.

5. SUBMITTAL REQUIREMENTS

- a. Responses should thoroughly address all the items listed in the preceding section. Proposals which do not address all of these areas may be considered incomplete and non-responsive. Responses should not include ancillary, irrelevant information and should be limited to twenty (20) pages. Items noted below to be included in the appendix and resumes for personnel do not count toward the twenty (20) page maximum.
- b. Response packages should be formatted as follows:
 - i. Cover letter and executive summary. The executive summary should summarize key elements of the submittal that in the opinion of the respondent differentiates it from others.
 - ii. About the Company – Include brief company history, annual volume of work; description of office location that will support this project, company leadership/philosophy, and company organization chart.
 - iii. Project Experience – Case Studies of a minimum of five (5) recent on-call service assignments which have included projects of similar value, size and scope. Include duration of the assignment(s), types of services provided as part of the on-call arrangement, type of project and project reference(s). Case Studies should also include projects completed or in progress which include waterfront development.

- iv. Staffing Plan – Include a project organization chart, proposed staff and brief job description and resume for each, including their respective experience with similar projects.
- v. Appendix – A copy of all licenses, certifications and certificate of insurance.
- vi. Fee Proposal – In a separate envelope labeled Fee Proposal, please provide a general fee structure for all testing services in the scope of work.

6. SELECTION PROCESS

- a. Respondents should submit four (4) original bound copies and one (1) electronic file of the response to:

RFQu 2024-04-03 On Call Professional Engineering and Testing Services
Attn: Noelle Kelley
400 Rivermont Drive
Columbia, SC 29210

And two (2) hard copies to:

RFQu 2024-04-03 On Call Professional Engineering and Testing Services
Attn: Mickey Layden
1301 Gervais Street, Suite 601
Columbia, SC 29201

- b. Responses are due no later than May 9, 2024, at 10 am.
- c. Direct all communications and questions concerning this RFQ in writing to Noelle Kelley at nkelley@riverbanks.org. All general questions about the project should likewise be addressed to Noelle Kelley at nkelley@riverbanks.org. The deadline to submit questions is April 24, 2024, at 2:00 p.m. EST, other representatives of the Zoo or Municipalities involved in funding of the expansion project should not be contacted. Unauthorized contact may result in disqualification.
- d. Only written communication related to this invitation will be considered. No oral communication from the project management representatives responding to this invitation can be relied upon for proposal purposes.
- e. A selection committee will review all written responses and may make a selection from the written information or may shortlist firms for interviews. Upon selection of a firm, the Zoo will negotiate a fee scale to be applied to future projects. If the Zoo and the selected firm are unable to reach an agreement on that scale, the Zoo may open negotiations with the firm ranked second in the selection process and continue on until a firm is selected.
- f. The selection of the Zoo is final and the Zoo reserves the right at its sole discretion to reject any and all submittals

PROTEST RIGHTS

Qualification rankings are not subject to protest. For the Proposals, the Owner's Procurement Code provides: "Right to Protest. Any actual or prospective bidder, offeror, contractor, or subcontractor who is aggrieved in connection with a solicitation, an award, or intended award of a contract or any decision of the Procurement Committee pursuant to Section 4-105, may protest. The protest shall be submitted in writing to the Procurement Committee setting forth the grounds and facts applicable thereto for the protest, within seven (7) calendar days of the date of the issuance of the solicitation, the notification of the award or intended award of a contract, or any decision of the Procurement Committee, as applicable. The rights and remedies

granted in this article to a disappointed bidder, offeror, contractor or subcontractor are to the exclusion of all other rights and remedies of such disappointed bidder, offeror, contractor, or subcontractor against the Owner at common law or otherwise for the loss or potential loss of an award of a contract. The Procurement Committee may in its discretion hold a hearing with notice to all interested parties including the protestor and the apparent successful bidder whose award is being protested."