



**MONTANA DEPARTMENT OF NATURAL
RESOURCES AND CONSERVATION**

**REQUEST FOR QUALIFICATIONS AND PROPOSALS
For
Concrete Spillway Chute Investigation**

**Painted Rocks Dam
Ravalli County, Montana**

April, 2016

INTRODUCTION

The Montana Department of Natural Resources and Conservation (DNRC) is seeking proposals from firms specializing in engineering services qualified to perform an investigative evaluation of the concrete spillway chute at the Painted Rocks Dam in Ravalli County. The DNRC will evaluate the qualifications and proposals from firms desiring to be considered for this project.

Painted Rocks Dam is located on the West Fork of the Bitterroot River in Ravalli County, MT, approximately 30 miles southwest of Darby off of Highway 473. The dam is owned by the Montana Department of Natural Resources and Conservation (DNRC), and operated by the Painted Rocks Water Users Association.

The consultant's work will consist of inspecting the spillway chute (floor and walls), locating and prioritizing repair needs within the spillway chute, and producing plans and specifications for repairs, including a construction cost estimate. The selected firm must be capable of performing high-angle repairs if necessary during the spillway inspection.

The estimated project cost is \$40,000 - \$70,000, which includes all project related expenses, with the exception of any immediate repair costs.

BACKGROUND

The dam is a rolled earthfill embankment with an impervious core. It has a height of 143 feet and length of 800 feet. The spillway is a reinforced concrete chute, 160 feet wide at the crest narrowing to 60 feet wide at the stilling basin. Two bridge piers are positioned at 1/3 points on the crest of the spillway. Eight foot walls line the spillway on both sides. The outlet portal for

the low level tunnel exits near the base of the spillway chute on the left side. The normal full pool elevation (spillway crest) is 4725.5 feet.

The spillway has an approximate surface area of 23,000 square feet. The slope of the spillway varies from nearly flat near the crest to approximately 0.7H:1V at the bottom. The thickness of the floor slab is 9" according to original construction plans.

The Department intends to initiate a feasibility analysis in 2017 to assess project rehabilitation needs. It is probable that the rehabilitation of the project, including possible replacement of the spillway will commence in 2021 - 2025, depending upon funding availability. It is the intent of this inspection to provide information that will identify any immediate repair needs, as well as an assessment of long-term repair needs in the event that the spillway replacement is delayed.

EXISTING INFORMATION

A packet of information will be made available to firms interested in this project. This packet will consist of the following:

- Photographs of the spillway chute
- Original construction drawings of the spillway
- The 2015 Annual Inspection Report (DNRC, 2015)
- Excerpts from a February 2007 engineering inspection report relative to the dam's spillway (MWH, 2007).
- A "pre-blast survey" report that was completed in 1994 in conjunction with nearby highway work.(FHWA, 1994)

SCOPE OF WORK

- Scoping meeting with the DNRC and the selected firm (teleconference is acceptable) to review work plan and safety procedures.
- Submit an inspection schedule/timetable and proposed method of operations for the DNRC to review.
- Inspect spillway and document concrete and concrete deterioration conditions. Note that the lower spillway is 0.7H:1V and will require specialized equipment and training for access.
- Provide destructive testing or coring as needed to verify existing reinforcing steel condition and deterioration mechanism, and subsequently repair all sampled areas.
- Provide Engineering Inspection Report (draft and final), including:
 - Detailed documentation (photographs and detailed plan sheets) of spillway defects, including location, size, type of repair, and the repair priority. Drawings are to be suitable for Construction Drawings for future repairs.
 - Cost estimate (with quantities) for repairs, categorized by repair type and priority.
- Provide typical drawings and technical specifications (draft and final) for each repair type.
- Be prepared to repair a defect if it is determined that the repair is needed immediately.

Deliverables

- 5 hardcopy and an electronic copy of plans and specifications for the repair work (PDF and MS-Word/CAD).
- 5 hardcopy and an electronic copy of the Engineering Inspection Report.

PROJECT SCHEDULE

Prior to performing the work, coordinate with the DNRC Project Engineer to determine schedule of work, site access, and area restrictions.

Complete all work and deliverables by August 31, 2016.

PROPOSALS - eMACS

If you intend to submit your proposal through eMACS, The PROPOSALS – HARDCOPIES SECTION does not apply and you are not required to submit hardcopies. Please read the PROPOSAL – HARDCOPIES SECTION if you are unable to submit your proposal through eMACS and intend to submit a hardcopy proposal.

(If your business is not registered with the eMACS system, The State strongly suggests that you register your Business)

For registration assistance:

406-444-2575 General Assistance

emacs@mt.gov Email

vendorportal.mt.gov to register!

[Vendor Registration and Data Management](#) Handbooks

PROPOSALS – HARDCOPIES

Failure to include complete contact information may result in proposal disqualification. It is also requested that you contact the procurement officer prior to the bid closing date to notify them of your intention to manually submit a bid.

You must include a bid coversheet with the following information:

- ✓ Company Name and Address
 - Type of Entity (e.g. corporation, LLC, etc.)
 - Federal Tax ID #
- ✓ Contact Person's Name
 - Title
 - Authorized Bidder Signature
 - Phone number
 - Fax Number
 - Email address
- ✓ RFQ/RFP #
- ✓ RFQ/RFP Project Name

*Offerors must submit **5 bound copies and one electronic copy** to the Department of Natural Resources and Conservation.*

EACH PROPOSAL MUST BE SEALED AND LABELED ON THE OUTSIDE OF THE PACKAGE clearly indicating it is in response to RFQ/RFP #DNRC-RFQ/RFP2016-1053.

Proposals must be received by the Department of Natural Resources and Conservation, Water Resources Division, State Water Projects Bureau, 1424 9th Ave, PO Box 201601, Helena, MT 59620-1601 prior to 3:00 p.m., Mountain Time, May 18, 2016. Offeror is solely responsible for assuring delivery to the reception desk by the designated time.

Late Proposals. *Regardless of cause, the State shall not accept late proposals. Such proposals will automatically be disqualified from consideration.* Offeror may request the State return the proposal at offeror's expense or the State will dispose of the proposal if requested by the offeror. (See Administrative Rules of Montana (ARM) 2.5.509.)

To enable the State to determine the capabilities of an offeror to perform the services specified in the RFQ/RFP, the offeror shall respond to the following regarding its ability to meet the State's requirements.

1. *Overall and Specialized Experience of the Project Team.* Describe the firm's and project team's overall and specialized experience and qualifications as it relates to performing the tasks, or similar tasks, identified in the Scope of Work. **Limit to two pages.**
2. *Project Team Experience on Similar Projects in the Last 10-Years.* Provide a description of the projects that members of the project team have been involved with that are similar in nature to this project. Provide a description of the project, project dates, services provided by the project team, members of the proposed team involved with the project, and contact information (contact name and phone number) for the project Owner. **Limit to two pages.**
3. *Office location(s).* Indicate the location of the office(s) from which the work would be performed. If work would be shared between main and branch offices at different locations, indicate office locations and what work would be directed or performed from each office. **Limit to one page.**
4. *Organization Chart.* Provide an organizational chart that includes **only** the names of the personnel who will actually work on each major component of each task. Show proposed relationships among key personnel, support staff, and any sub-consultants who would participate, identifying which aspects of work each person would perform. Work assignments should correspond to work described in the "Scope of Work" section plus additional items identified by the Consultant. **Limit to one page.**
5. *Project Budget and Schedule.* Provide a person-hour estimate and work schedule to fulfill all project tasks listed in the Scope of Work of this RFP. Include the personnel and the classification of the personnel who will work on each component shown in the schedule. Address the team's capability to meet the schedule and project budget requirements. **Limit to two pages.**
6. *Resumes.* Provide resumes for each employee shown on the organization chart who will perform the work and the supervisory personnel who will be responsible for the work proposed. Include education, professional or technical certifications or licenses, and work history relevant to each person's job assignment on this project. Again, if a main and a branch office would be involved, please identify the offices from which the employees would work. **Individual resumes must be limited to no more than two pages each.**

The DNRC may request additional information, clarification, or references at its discretion.

EVALUATION CRITERIA

DNRC will use the following evaluation criteria to rate firms responding to this request:

1. Qualifications and experience of the firm and professional personnel relevant to concrete spillway integrity investigations and repairs on concrete structures with slopes similar to the Painted Rocks spillway. Slope = 0.7H:1.0V. (60) points)
2. Capability to meet time schedule and project budget requirements. The firm must show that they have the resources to complete all phases in a timely and efficient manner. Include a description of present and projected workloads. Listing of project personnel who will actually complete project tasks must be clearly identified. (20) points)
3. Past successful work for DNRC and/or other public agencies on similar projects. Provide Project Manager or reference contact information. (10) points)
4. Location of the firm and personnel. Both proximity to the project and co-location of the core team will be considered, particularly as it may relate to improved project efficiencies. (10) points)

GENERAL

Work on this project must be done under the direction of a Professional Engineer licensed in the State of Montana.

SELECTION PROCESS

A team of evaluators will review the Proposals using the previously described evaluation criteria. DNRC may determine, as part of the evaluation, that interviews are necessary. Based on DNRC's rating of proposals, the Department will then negotiate an agreement with the most qualified firm to conduct the work. The method and schedule of reimbursement will be stipulated in the agreement. If a satisfactory agreement cannot be negotiated with the most qualified firm, negotiations will be terminated and negotiations will be undertaken with the second most qualified firm.

QUESTIONS AND SUBMITTALS

Please address questions and Proposals to:

David C Larson, P.E., Project Engineer
Department of Natural Resources and Conservation
State Water Projects Bureau
1424 9th Avenue, P.O. Box 201601 Phone: (406) 444-6653
Helena, Montana 59620-1601 Email: dclarson@mt.gov

RECEIPT OF PROPOSALS AND PUBLIC INSPECTION

Public Information

All information received in response to this Request for Proposals (RFP), including copyrighted material, is deemed public information and will be made available for public viewing and copying shortly after the time for receipt of Proposals has passed with the following four exceptions: (1) bona fide trade secrets meeting the requirements of the Uniform Trade Secrets

Act, Title 30, chapter 14, part 4, MCA, that have been properly marked, separated, and documented; (2) matters involving individual safety as determined by the State; (3) any company financial information requested by the State to determine vendor responsibility, unless prior written consent has been given by the offeror as set out in section 18-4-308, MCA; and (4) other constitutional protections. See Mont. Code Ann. § 18-4-304.

Procurement Officer Review of Proposals

Upon opening the Proposals received in response to this RFQ, the procurement officer in charge of the solicitation will review the Proposals and separate out any information that meets the referenced exceptions in **Public Information Section** above, providing the following conditions have been met:

- Confidential information is clearly marked and separated from the rest of the Proposal.
- An affidavit from an offeror's legal counsel attesting to and explaining the validity of the trade secret claim as set out in Title 30, chapter 14, part 4, MCA, is attached to each SOQ containing trade secrets. Counsel must use the State of Montana "Affidavit for Trade Secret Confidentiality" form in requesting the trade secret claim.

This affidavit form is available on the General Services Division's website at:

<http://vendorresources.mt.gov/VendorForms> or by calling (406) 444-2575.

Information separated out under this process will be available for review only by the procurement officer, the evaluation committee members, and limited other designees. Offerors must be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event of a "right to know" (open records) request from another party.