

Professional Services Contract
Request for Proposals
Aransas County, Texas

Notice of Intent to Contract

Aransas County intends to enter into professional services contracts with prime providers to provide the following services.

Project Description and Work to be Performed:

The work to be performed shall consist of conducting mitigation activities specified in USACE Permit and Mitigation Plan for the Cedar Bayou/Vinson Slough Restoration Project (Appendix A). These activities shall include the creation of 6.5 acres of smooth cordgrass marsh along the eastern shore of Bludworth Island, which is compensatory mitigation to offset the loss of marsh associated with the dredging at the Cedar Bayou project site. The work involves the construction of a temporary wave barrier fence (approx. 13,426 linear feet); survey of existing oyster and seagrass beds at Bludworth Island; removal of existing salt cedar at the proposed site; harvesting and transplanting smooth cordgrass at Cedar Bayou within the proposed template; maintenance of mitigation site for up to 5 years or to the satisfaction of mitigation success requirements, whichever is less; monitoring of mitigation site; and reporting of monitoring results to the County and USACE.

Selection Requirements

The proposed team must

1. Demonstrate knowledge of the requirements and scope of the USACE Permit and Mitigation Plan for the Cedar Bayou/Vinson Slough Restoration Project (Appendix A)
2. Demonstrate experience in conducting work with similar goals, objectives and tasks including transplanting smooth cordgrass, maintenance and monitoring of smooth cordgrass planting, and reporting monitoring of mitigation activities to the USACE.
3. Ability and availability to perform the work
4. Provide scope of work and cost estimate associated with executing necessary services to meet the requirements of the USACE Permit and Mitigation Plan for the Cedar Bayou/Vinson Slough Restoration Project (Appendix A).

Historically Underutilized Business (HUB):

There is no HUB goal for participation in the work to be performed under this contract.

Selection Criteria:

Aransas County will evaluate the Proposals using the following criteria:

1. Project understanding and approach.
2. The project manager's and task leaders knowledge of and experience with similar projects with previous work mitigation for smooth cordgrass
3. Capacity to perform the work.
4. Adequacy and completeness of proposed scope of work and cost

Selection Procedure:

Aransas County shall review all material submitted, and if required, schedule interviews with prospective providers in order to select the most qualified before entering into contract negotiations. The County will negotiate final contract terms and price with the most qualified firm; should negotiations fail, the County shall negotiate with the next most qualified firm until an agreement is reached.

Submittal Requirements:

The Proposal is limited to 15 (15) 8 ½ x 11 inch pages, Arial Font, font size 12, (except the organization chart may be in a smaller font), single sided. Proposals should be stapled using one staple in the upper-left hand corner. Proposals should not include a cover. Proposals that do not meet these requirements will be eliminated from further consideration.

The Proposal must include the following:

1. An Organization chart containing the names, addresses, telephone and fax numbers of the prime provider and any subprovider's key personnel proposed for the team and their contract responsibilities by work category. The organization chart can be prepared with a font size of less than 12 point.
2. The name of the prime provider's Project Manager and key personnel who will work on the contract.
3. Information showing the team's project understanding; the project manager's experience with similar projects; similar project-related experience of the task leaders responsible for the major work categories; and other pertinent information addressed in this notice.
4. Proposed scope of work and cost.
5. Submit eight (8) original copies of the Proposal.

6. Name and contact information (mailing address, e-mail address, telephone number) for at least three references for the prime providers' project manager for similar related projects. The references must be persons who are most familiar with the proposed project manager's work.

Pre-submittal Meeting:

No pre-submittal meeting will be held.

Deadline:

Proposals will be accepted by mail or hand delivery addressed to:

Aransas County
Attn: Judge's Office
301 North Live Oak
Rockport, TX 78382

The provider is responsible for verifying that Aransas County Contact person has received the Proposal.

Proposals must be received no later than 4 PM on January 21, 2014.

Aransas County Contact:

Judge ~~Burt~~ Mills
301 North Live Oak
Rockport, TX 78382
Office (361) 790-0100
Fax: (361) 727-2043
Email: lgarcia@aransascounty.org

Questions regarding this notice of intent may be submitted in writing (by mail, email, or fax) to the Aransas County Contact. The deadline for submitting questions regarding this notice of intent is 4 PM on January 13, 2014.

Significant and relevant questions and the official responses will be mailed to all providers on January 17, 2014.

Responders to this Notice may contact the County Judge's Office at the phone numbers and email listed above to receive the USACE Permit & Mitigation Plan electronically. The Permit can also be found on the County's website at www.aransascounty.gov under Public Notices and Press Information.