

## REQUEST FOR QUALIFICATIONS

**ARANSAS COUNTY** is seeking a professional services contract from project consultants to provide piping plover (*Charadrius melodus*) surveys for 10 months at a site along the Gulf of Mexico Shoreline and adjacent areas at Cedar Bayou and Vinson Slough in Aransas County, Texas. **Submittals for these services will be accepted until 4:00 pm on January 21, 2013**, at Aransas County, Attn: Judge Burt Mills, at 301 N. Live Oak, Rockport, TX 78382. **Additional submission requirements are available at the County Judge's Office at the above address or can be viewed online at [www.aransascounty.gov](http://www.aransascounty.gov).**

Professional Services Contract  
Request for Qualifications  
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 generally consist of piping plover (*Charadrius melodus*) surveys for 10 months at a site along the Gulf of Mexico Shoreline and adjacent areas at Cedar Bayou and Vinson Slough in Aransas County, TX. The survey area is shown in Figure 1.

Surveys are expected to be conducted from April 15, 2013 through April 15, 2014. Surveys will be conducted bi-monthly (twice per month) during the survey period, excluding the period between May 16 and July 15. There are two sequential survey days per bi-monthly period for a total of four survey days per month. At least one of the bi-monthly surveys will be conducted on a weekend during the months of October, November, March, and April.

Surveys will be conducted from 30 minutes after sunrise to 30 minutes before sunset. The surveyor will allocate observation time to a minimum of five one-hour blocks evenly apportioned across the survey day. This observation time will be allocated in such a way as to encompass all tidal regimes and habitat types within the project area.

Observations in feeding habitats will be conducted during falling or low tides. Surveys will not be conducted when wind speeds exceed 25 mph or there is inclement weather (heavy rains or severe cold).

Survey personnel will record positions of Piping Plover observed during the surveys with differential GPS. Positions will be recorded in UTM, NAD-83, Zone 14N and Geographic, NAD-83, Decimal-Degrees coordinates and be accurate to within 30 ft. The date and time of each Piping Plover observation will also be recorded along with the habitat type in which the Piping Plover was observed. Behavioral data (foraging, roosting, preening, bathing, flying, aggression, walking, etc.) of any observed Piping Plover will also be documented.

Survey personnel will fill out daily survey forms of survey activities. Forms will indicate, at minimum, the dates and times of the surveys, weather conditions during the surveys including, temperature, tide conditions, precipitation, and wind speed and direction, types of habitat surveyed, number of plovers observed,

habitat types utilized by observed plovers, behavior of observed plovers, the names of survey personnel, and other bird species observed during the surveys.

At the completion the survey, a final report will be prepared. This final report will detail the specific dates of survey activities, survey personnel, methods utilized during the survey and data showing results of Piping Plover and other maritime shorebird guild species observations during the surveys. A comprehensive map of habitat types within the project area will also be prepared for the final report. This map will show all habitat types delineated within the project area overlaid on a recent aerial photograph. All piping plover point observation data will also be overlaid on the final map. Digital spatial data in shapefile will be provided on CD of both the delineated habitat types and piping plover point observation data as a component of the final report. All spatial data will be in the UTM, NAD-83, Zone 14N coordinate system.



Figure 1. Piping plover survey area at Cedar Bayou and Vinson Slough.

### **Selection Requirements**

The proposed team must show that surveys will be conducted by persons who have demonstrated knowledge about bird identification and must be capable of discerning all members of the maritime shorebird guild. Survey personnel will be

familiar with Piping Plover ecology, as well as the varying habitat types that may be encountered within the survey area.

**Historically Underutilized Business (HUB):**

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

**Major Work Categories:**

The Statement of Qualifications (SOQ) must address the team's abilities and experience in the following work categories:

1. Transportation of survey personnel and equipment to the remote project site
2. Piping Plover ecology.
3. Identification of maritime shorebird guild members.
4. Identification of the varying Piping Plover habitat types.
5. GPS location of observed piping plover.

**Selection Criteria:**

Aransas County will evaluate the Statement of Qualification (SOQ) using the following criteria:

1. Project understanding and approach.
2. The project manager's and task leaders experience with similar projects.
3. Capacity to perform the work.
4. References.

**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 we shall negotiate with the next most qualified firm until an agreement is reached.

**Submittal Requirements:**

The Statement of Qualifications (SOQ) is limited to five (5) 8 ½ x 11 inch pages, Arial Font, font size 12, (except the organization chart may be in a smaller font), single sided. SOQs should be stapled using one staple in the upper-left hand

corner. SOQs should not include a cover. SOQs that do not meet these requirements will be eliminated from further consideration.

The SOQ 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 and approach; 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. Verification in the form of a statement that all proposed team individuals are currently employed by either the prime provider or by a subprovider.
5. Submit eight (8) original copies of the letter of SOQ.
6. Name and contact information (mailing address, e-mail address, telephone number) for at least three client references for the prime providers' project manager for similar related projects. The client references must be employees, such as the contract manager or work authorization manager, who are most familiar with the proposed project manager's work.

**Pre-submittal Meeting:**

No pre- submittal meeting will be held for these projects.

**Deadline:**

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

Aransas County  
Attn: Judge Burt Mills  
301 North Live Oak  
Rockport, TX 78382

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

SOQs must be received no later than 4 PM on January 21, 2013.

**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 11, 2013.

Significant and relevant questions and the official responses will be mailed to all providers on January 15, 2013.