



REQUEST FOR QUALIFICATION FOR PROFESSIONAL SERVICES
TOWN OF OCEAN ISLE BEACH, NORTH CAROLINA

JANUARY 25, 2012

Town of Ocean Isle Beach
3 West Third Street
Ocean Isle Beach, NC 28469
(910) 579-2166
www.oibgov.com

Request for Qualifications for Professional Services



January 25, 2012

Attention: Qualified Consultants for Engineering Service

RE: Request for Qualifications for Professional Services

Dear Engineers,

Please be advised the Town of Ocean Isle Beach is seeking proposals from qualified engineering firms to perform professional services related to a beach strand monitoring project. Documentation regarding the Town's request for qualifications follows.

Please note RFQ submissions are due at the Ocean Isle Beach Town office, no later than February 29, 2012 by 5:00 PM to the address below.

TOWN OF OCEAN ISLE BEACH
3 WEST THIRD STREET
OCEAN ISLE BEACH, NC 28469
ATTENTION: DAISY IVEY

The Town of Ocean Isle Beach reserves the right to reject any and all proposals, negotiate with the best qualified firm regarding fees and/or the scope of services or postpone the decision for an indefinite period.

Sincerely,

Daisy L. Ivey
Town Administrator

ADVERTISEMENT



Town of Ocean Isle Beach, North Carolina

Request for Qualifications for Engineering Services

The Town of Ocean Isle Beach is seeking proposals from qualified consultants to perform a beach strand monitoring project. This project will consist of two elements. The first element will be surveying the beach strand to map beach profiles. The second element will be a volume report showing the amount of sand gained or lost in cubic yards. The details on how to deliver this information is contained in the scope of work section that is part of the Request for Qualifications.

Copies of the Request for Qualifications may be obtained from the Town's website at www.oibgov.com or by email to Sue Stuhr at sue@oibgov.com. Questions regarding this RFQ or concerning the scope of work for this project should be submitted to Larry Sellers at larrys@oibgov.com or by telephone at (910) 579-2166. RFQ submissions are due at the Ocean Isle Beach Town Office no later than February 29, 2012 by 5:00 PM. The Town of Ocean Isle Beach reserves the right to reject any and all proposals, negotiate with the best qualified firm regarding fees and/or the scope of services or postpone the decision for an indefinite period.

1.0 Summary / Overview

The Town of Ocean Isle Beach (The Town) is seeking services from qualified engineering firms to perform a beach monitoring project. This project would consist of surveying the beach stand from a point 4,430 feet east of the Durham Street Beach Access and from a point 2.07 miles west of the Shelby Beach Access (*Reference Attachment A*). This project will consist of two major elements as follows:

- a) Survey work with drawings and BMAP file. Surveys will be performed annually and after any major storm event as directed by the Town.
- b) Volumes Report showing the amount of sand gained or lost in cubic yards - these reports will be used for various reasons such as filing FEMA claims in order to verify the amount of sand gained or lost along the beach strand.

2.0 Background

Historically, the Town has worked closely with the United States Army Corp of Engineers (USACE) to plan for and provide storm protection to its coastal community. The original federal storm protection project for Brunswick County Beaches was authorized in 1965 for a total of 28,000 linear feet of shoreline renourishment within the County. Upon expiration of the Brunswick County project, the Town was successful in working with the USACE to re-authorize a federally sponsored effort for nourishing a total project length of 17,000 feet of beachfront on Ocean Isle Beach. Within the total project area (17,000 feet) there is a transition area extending 2800 feet on the west and 4200 feet on the east limits (*Attachment B*).

Initial construction of the Ocean Isle Beach federal project was completed in 2001. Under the current 50 year beach erosion control and hurricane wave protection plan, periodic renourishment is scheduled for a 3 year cycle with the designated borrow source being Shallotte Inlet. Renourishment projects were completed in 2006/07 and 2010/11. Additional dredging maintenance projects for the Shallotte Inlet Crossing of the AIWW have resulted in the transfer of material to the near shore also.

Due to the dynamics of the inlet system, the 50 year project limit was not extended to the east end of the Town of Ocean Isle Beach (*Attachment B*). Public and private infrastructure located along the reach of shoreline east of the Federal Project, adjacent to Shallotte Inlet and west of the Federal Project adjacent to Tubbs Inlet remain vulnerable to long term erosion and storm damage. Due to chronic erosion of this area, it is vital that the Town pursue other management tools to not only protect important public infrastructure, but to also protect and extend the life expectancy of the easternmost reach of our Federal Beach Renourishment Project.

3.0 Scope/Project of Interest

A. Beach Profiles

Beach profiles and hydrographic surveys will be performed at the 35 control reference locations depicted on *Attachment A*. Hydrographic and landside portions of beach profiles shall overlap. Onshore beach profile elevations shall be obtained at maximum 20' intervals and at top and toe of all noticeable breaks in grade

Request for Qualifications for Professional Services

(greater than 1' vertically such as scarps, toe of dune/bulkheads, etc.). Surveys will commence at the inland toe of the primary dune and extend seaward to -21' NAVD88 or 2500' from the baseline, whichever is less.

An offset tolerance from azimuth of no more than 30 feet either side on offshore segments of the profile line and of no more than 5' either side of the azimuth on the onshore segment of the profile line shall be allowed. Soundings for hydrographic portions of beach profiles shall be obtained at maximum 25' intervals.

Deliverables

Survey results shall be provided in digital .XYZ format. A digital AutoCAD drawing and two signed sealed hardcopies depicting bathymetric elevations and soundings shall be provided. Maps will include:

- a) *Cover drawing showing the overall project including survey control*
- b) *Plan view drawing*
- c) *Single profile drawing*
- d) *Optional – BMAP (Beach Morphology Analysis Package) files*

A final report of the results of the survey shall also be included in deliverable. The report will include:

- ✓ *Data collection methods*
- ✓ *Statement of accuracy of the survey*
- ✓ *Timing between onshore and offshore portions of the survey*
- ✓ *Weather conditions at the time of the survey*
- ✓ *A copy of field notes, boats logs or other supporting documentation*
- ✓ *Documentation of tidal correction methods shall be provided*

B. Volume Report

For subsequent surveys, provide a volume report and include the following:

- ✓ *Amount of sand lost or gained in cubic yards*
- ✓ *Summary of results by area, identifying any apparent trends*
- ✓ *Description of methods used to calculate volumes*

General

- ✓ *Horizontal positions shall be reported in NC State Plane Coordinates NADA83 international feet*
- ✓ *Vertical elevations shall be referenced to the North American Vertical Datum of 1988 (NAVD88) in feet*
- ✓ *Soundings will be collected using 200kHz sonar and positioned using DGPS or RTKGPS*
- ✓ *Soundings will be expressed in feet and 10ths*

Schedule

Include anticipated timeframe for completion of services as specified.

4.0 Submittal Information Requested from Potential Firms

In order for your firm to be responsive, your submittal must include the following:

- Description of the Project Team
- Resumes of Key Personnel
- Engineering and Environmental Permitting Approach
- Teams Experience with Similar Projects – Brief project description, client, contact information, original and final budget, principal-in-charge
- Rate Schedule for Firm Key Staff and Sub-Consultants

5.0 Selection Process

The Town of Ocean Isle Beach Board of Commissioners has the ultimate responsibility for selecting the best qualified firm/team and entering into a contract for services. However, an Evaluation Committee will review submissions, interview and make a recommendation to the Board of Commissioners. The criteria to be used by the Committee in making the selection are as shown on *Attachment C*.

6.0 Additional Information

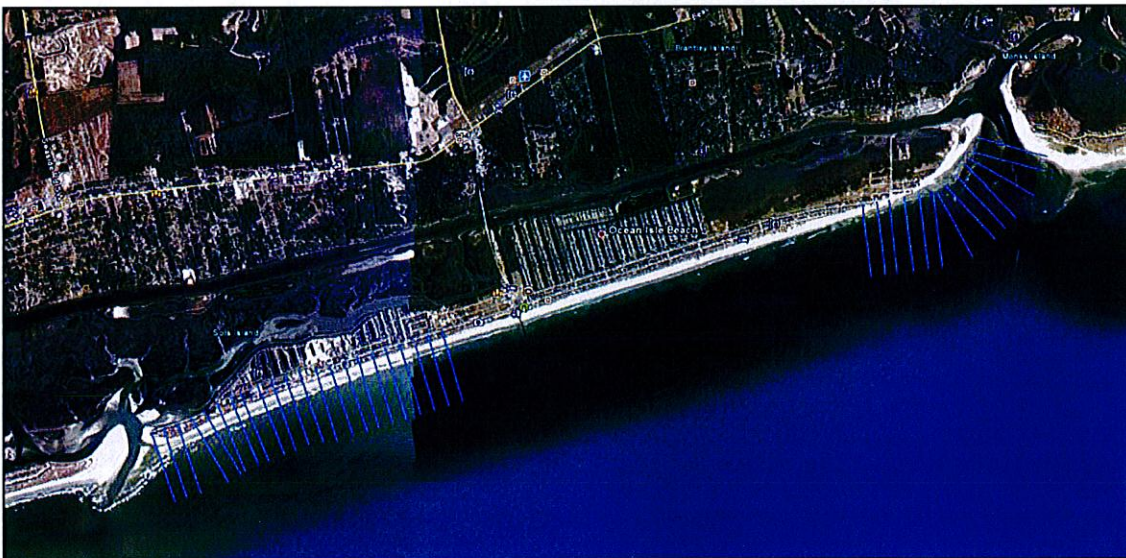
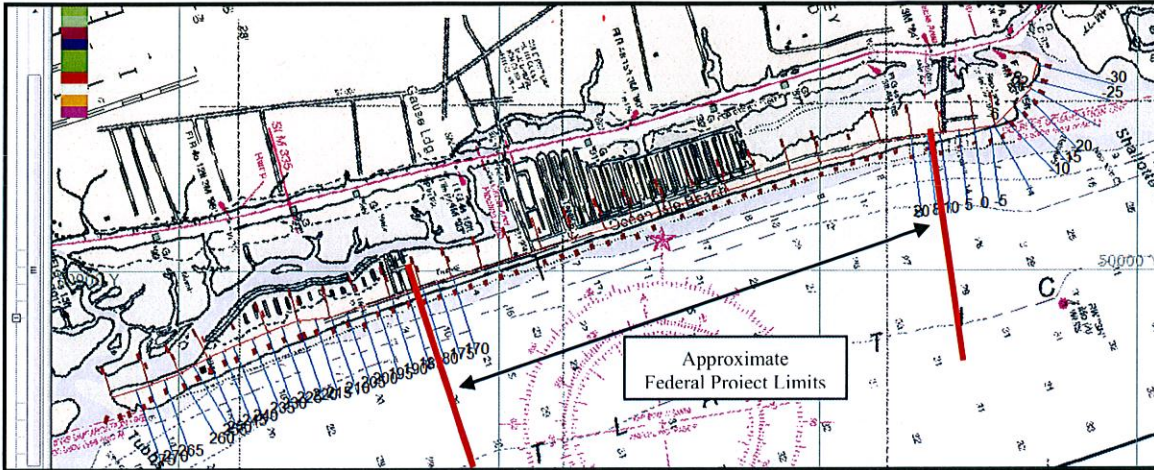
Questions regarding this RFQ or concerning the scope of work for this project should be submitted to Larry Sellers by phone (910) 579-2166 or email at larry@oibgov.com.

Ten (10) copies of the firm's qualification statement are to be submitted to Daisy Ivey, Town Administrator, Three West Third Street, Ocean Isle Beach, North Carolina 28469. RFQ submissions are due at the Ocean Isle Beach Town office no later than February 29, 2012 by 5:00 PM. Fees for professional services and contract terms will be negotiated after identification of the best qualified firm/team.

The Town of Ocean Isle Beach reserves the right to reject any and all proposals, negotiate with the best qualified firm regarding fees and/or the scope of services or postpone the decision for an indefinite period.

ATTACHMENT A

Proposed Profile Lines (35 lines)



ATTACHMENT B



Figure 1. Beach Erosion Control and Hurricane Wave Protection Project - Ocean Isle

Request for Qualifications for Professional Services

ATTACHMENT C

**EVALUATION FORM:
TOWN OF OCEAN ISLE BEACH
REQUEST FOR QUALIFICATIONS
BEACH STRAND MONITORING PROJECT**

Proposals will be independently evaluated according to the following criteria by the Town of Ocean Isle Beach Evaluation Committee:

EVALUATION CRITERIA	VALUE	ASSIGNED VALUE
I. QUALIFICATIONS a) Qualifications of the firm individuals and subcontractors assigned to the project b) Education background and training c) Quality Control	20	
II. EXPERIENCE a) Recent experience in similar work b) Meeting time and budget constraints c) Previous contracting experience with government entities similar to Town of Ocean Isle Beach d) Demonstration minimization of change orders e) Litigation experience f) Largest dollar amount project g) Number of projects at this time	20	
III. Capabilities a) Current and projected workload; ability and capacity to perform services in a timely manner b) Familiarity with NC Shoreline Projects c) Approach to the work required d) Contractual relationship with local firms e) Any other additional information regarding the firms capacity	50	
IV. Proximity of the firm's office to the Town of Ocean Isle Beach	5	
V. Minority Business a) Certified Minority – Assign Value of 5 b) Non Certified – Assign Value of 0	5	