

**Messer Pond Protective Association
Request for Qualifications for Engineering Services
Messer Pond Watershed-based Implementation Plan
Field Survey of Bog and Tracy Roads
New London, NH**

Posted date: September 25, 2020

Due Date: October 23, 2020 by 5:00 pm EST

INTRODUCTION:

The Messer Pond Protective Association (MPPA) is soliciting Statements of Qualifications (SOQs) from interested civil and environmental engineering firms to conduct a watershed survey on Tracy Road and Bog Road in New London, New Hampshire to assess potential sources of nonpoint source pollution. The goals of this effort are based on the analysis and recommendations detailed in the Messer Pond Watershed-based Implementation Plan (Plan), developed by Base Flow, LLC, and dated April 4, 2016. The Plan can be viewed at: [Plan and Appendices](#). All design work must be completed per the analysis notes outlined in the Plan and be in conformance with the Project Description and Scope of Required Services below.

This project will be funded by a grant from the New Hampshire Department of Environmental Services (NHDES) with Clean Water Act Section 319 funds from the U.S. Environmental Protection Agency. Contractor selection will be through a Qualification Based Selection (QBS) process. The NHDES Grant Proposal can be viewed at: [NHDES Watershed Assistance Grant Documentation](#).

PROJECT DESCRIPTION:

To meet the water quality goals, the Plan recommends that the annual phosphorus loading into the pond be reduced by 21.5 lbs./yr. As explained in the Plan, the recommended Best Management Practices (BMPs) only account for a nutrient reduction of 20 lbs./yr. The Plan was submitted and accepted by the NHDES with the understanding that the MPPA would continue to research additional BMPs to achieve the target goal.

This project proposes to continue research efforts into mitigation opportunities that were not analyzed in the Plan due to time and scope constraints. The effort involves performing a watershed survey on Tracy Road and Bog Road. The survey will inspect the roadways to assess potential sources of nonpoint source pollution such as erosion or runoff from these roads and their infrastructures.

The expected result is a list of potential stormwater quality improvement sites and possible BMPs that could be implemented to reduce phosphorus and sediment loadings conveyed to adjacent water resources that are hydrologically connected to Messer Pond.

SITE DESCRIPTION:

Tracy Road and Bog Road are the two main roadways that bound the Messer Pond watershed on the south. The roads border the wetlands that source the three tributaries that contribute 40% of the phosphorous loading into the pond.

In addition, I-89 crosses these wetlands. The highway runs parallel to Tracy Road through this portion of the watershed. I-89 also intersects Bog Road at an overpass located approximately one-half mile uphill of the outflow culvert of Messer Pond. Photographs of these areas are available at: [Site Maps](#).

RESULTS TO BE ACHIEVED THROUGH PROPOSED RESEARCH:

1. Based on a watershed survey of Tracy Road and Bog Road; develop a list of potential stormwater quality improvement sites and possible Best Management Practices (BMPs) that could be implemented to reduce phosphorus and sediment loadings.
2. Review the results of the survey and the feasibility and effectiveness of each proposed BMP with representatives of the MPPA, New London Department of Public Works (NLDPW) and NH Department of Transportation (NHDOT). This information will serve as the foundation for an action plan that will be developed by the MPPA to address pollution loading into Messer Pond.

SCOPE OF REQUIRED SERVICES:

1. Perform a watershed survey on Tracy Road and Bog Road to assess potential sources of nonpoint source pollution. The survey will inspect the roadways and facilities related to I-89 to identify potential sources of nonpoint source pollution such as erosion and runoff.
2. For each identified stormwater quality improvement site location:
 - a) measurements of erosion areas will be made to estimate existing pollutant loading rates using the methods specified by the project's [Site Specific Project Plan \(SSPP\)](#)
 - b) possible BMPs will be selected based on the stormwater problem
3. Each proposed BMP will be documented as to its:
 - a) Cost to implement
 - b) Time to implement
 - c) Effectiveness at mitigating nutrient and sediment loading using the methods specified by the project's [SSPP](#)
 - d) Ongoing maintenance costs
4. All site locations, site details and possible BMPs will be summarized on project sheets and reviewed on site with the MPPA, NLDPW and NHDOT.

OTHER TERMS AND CONDITIONS OF SERVICE:

1. It is anticipated that item 1 in the Scope of Required Services (including a preliminary on site review with the MPPA) will be completed by December 1, 2020 – weather permitting. It is expected that items 2 – 4 in the Scope of Required Services will be completed by May 1, 2021; such that a decision on possible implementation options during the summer of 2021 can be assessed.
2. Given that the construction of this design will be done on or near state and town road right of ways and wetlands, it is expected that the firm will consult with the NLDPW, NHDOT and NHDES on all aspects of this effort.

3. Funding for the project detailed in this solicitation is provided in part with Clean Water Act Section 319 funds from the U.S. Environmental Protection Agency obtained through an agreement with NHDES. The contract award will be contingent upon compliance with all applicable rules and regulations of the State of New Hampshire as well as requirements applicable to use of federal grant funds.
4. **Insurance Requirements:** The selected firm must submit proof of liability and workers compensation prior to execution of the contract including comprehensive public liability insurance coverage amounts of not less than \$1,000,000 each occurrence and \$2,000,000 general aggregate.
5. **Hold Harmless:** The contractor agrees to indemnify and hold harmless MPPA and Town of New London from any and all liability loss or damage, including but not limited to bodily injury, illness, death, or property damage, which the firm becomes obligated to pay, including reasonable attorney's fees, investigative and discovery costs, as a result of claims, demands, costs or judgments against the MPPA or the Town of New London arising out of this agreement, caused by or arising out of the negligence, fault, breach of warranty, product liability or strict liability of the firm, the MPPA or the Town of New London, whether such negligence, fault, breach of warranty, products liability, or strict liability is sole, joint, or several.

EVALUATION PROCESS:

Qualifications will be evaluated and ranked according to the following criteria (weighted equally):

1. Capacity of firm and personnel to perform required scope of services within specified timeframe.
2. Experience on similar projects, conducting a watershed survey, developing conceptual designs and evaluating the effectiveness and cost of BMPs to address nonpoint source pollution.
3. Experience working and interfacing with small, municipal boards, commissions and departments.
4. Clarity and presentation of qualifications package.
5. References check.

The MPPA reserves the right to interview, either in person or over the phone, candidates as part of the selection process.

The MPPA and the Town of New London DPW will evaluate all responses. Determination of qualifications and rank is at the sole discretion of the MPPA following the criteria and procedure detailed in this RFQ. Failure to submit all information called for may be sufficient grounds for disqualification.

SELECTION PROCESS:

Complete submittals will be evaluated in accordance with the criteria set forth under the "Evaluation Process." A scope and cost proposal will then be requested from the highest ranked qualified firm. Should an agreement not be reached, negotiations will proceed with the second ranked firm and so forth. The contract may be awarded to the firm that most closely satisfies the needs of the MPPA and is deemed to be the most advantageous to the MPPA. The MPPA reserves the right to reject any and all proposals not conforming to the "Scope of Required Services" and "Other Terms and Conditions of Service". The contract shall be made only with responsible firms who possess the potential ability to perform successfully under the terms and conditions of the proposed procurement.

This RFQ does not commit the MPPA to award a contract or to pay any costs incurred during the preparation of the applicant's RFQ response. The MPPA reserves the right to reject any or all responses, or portions thereof, to negotiate separately with any source whatsoever, or to cancel this request at any time for any reason allowable under applicable rules and laws.

REQUIREMENTS FOR STATEMENTS OF QUALIFICATION:

1. Name and address of firm; name, title, phone and email for contact person.
2. Description of other projects designed by this firm similar to this project.
3. Contact information for 2 – 3 references.
4. A brief description of the firm's approach to planning, designing and implementing the project, including expectations of client.
5. Principal team members' roles, availability, qualifications and experience

Note: You are invited to include a maximum of one page of information not covered above, which you feel may be useful.

Electronic copies of your Statement of Qualification should be emailed in PDF format to John Doyle at johndoyle@messerpond.org no later than **Friday October 23, 2020**.

Questions:

Any questions about this RFQ must be submitted via email to John Doyle at johndoyle@messerpond.org. Questions will be answered in a summary digest. The summary digest will be provided to firms who contact the MPPA and request to be put on an e-mail list to receive the digest. The cut-off date for questions and requests to be put on the e-mail list to receive the summary of questions and answers is **October 16, 2020**. Please e-mail John Doyle at johndoyle@messerpond.org to be put on the e-mail list to receive responses.

The summary digest will be provided **via e-mail on October 19, 2020** to all firms on the response list.