



PENSACOLA  
& PERDIDO BAYS  
ESTUARY PROGRAM

## **Pensacola and Perdido Bays Estuary Program, Inc.**

### **Request for Qualifications**

**#P2425-01**

### **Carpenter Creek Restoration**

### **Design and Permitting Services**

Release Date: October 30, 2024

Response Deadline: 11:59 pm December 10, 2024

PLEASE NOTE: The negotiated contract will be between the selected firm and Pensacola and Perdido Bays Estuary Program, Inc., subject to the approval of the PPBEP Board of Directors.

Respondent is hereby notified that Section 287.05701, Florida Statutes, requires that the PPBEP may not request documentation of or consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor. PPBEP will abide by the statutory provision and not seek or consider those interests.

## Overview

The Pensacola and Perdido Bays Estuary Program’s (herein after referred to as “PPBEP” or “the Estuary Program”) mission is to restore and protect the Pensacola and Perdido Bay watersheds through restoration, education, and unbiased monitoring of the health of our bays, estuaries, and watersheds.

PPBEP is seeking to retain the services of a qualified vendor to provide design, engineering, modeling, and permitting services, in addition to community engagement and land acquisition coordination and support, for the Carpenter Creek Restoration Project. For more information, please see Exhibit A – Scope of Services.

The PPBEP will competitively select a vendor in accordance with Florida Statutes 287.055. Final award will be contingent upon approval of the PPBEP Board of Directors. The PPBEP reserves the right to reject any and all responses, and to withdraw this Request for Qualifications before or after responses are received.

## Funding Sources

Up to \$1.8 million is available to complete planning, design, engineering, modeling, permitting, community engagement, and land acquisition support associated with the Carpenter Creek Restoration Project. Funding is made available through Florida Department of Environmental Protection Grant Agreement No. RES13. The Grant Agreement is available on the PPBEP website at <https://www.ppbep.org/resources/procurement>. All applicable federal and state terms and conditions will carry forward in the contract between the PPBEP and the selected vendor.

## Contact Information

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Pensacola and Perdido Bays Estuary Program  
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850.595.0820

## Timeline

Please note the timeline is subject to change at PPBEP’s discretion.

RFQ Release Date	October 30, 2024
Questions Due	11:59 pm CT November 15, 2024
RFQ Response Deadline	11:59 pm CT December 10, 2024
Evaluation Committee Shortlist Meeting	January 9, 2025
Vendor Interviews and Decision/Ranking Meeting	January 28-30, 2025
1 <sup>st</sup> Contract Negotiation Meeting	February 11-13, 2025
2 <sup>nd</sup> Contract Negotiation Meeting	February 25-27, 2025
3 <sup>rd</sup> Contract Negotiation Meeting (if needed)	March 11-13, 2025
Board of Directors Meeting Approval	March 26, 2025

## Questions

Questions should be submitted by email to [info@ppbep.org](mailto:info@ppbep.org) no later than 11:59 pm central time on November 15, 2024. Please include "RFQ #P2425-01 Question" in the subject line. All questions will be collated, presented anonymously, and answered in a document posted on the PPBEP website by November 21, 2024.

## Submittal Requirements

All responses must be received no later than 11:59 pm central time December 10, 2024. Responses shall be submitted via email to [info@ppbep.org](mailto:info@ppbep.org). Please include "RFQ #P2425-01 Carpenter Creek Restoration Project Response" in the subject line.

Responses, including all supplemental material, shall not exceed forty (40) pages. At a minimum, an 11-pt typeface, 1" margins, and 1.0-line spacing shall be used throughout the body of the text. Response shall be submitted as a single PDF file.

The response shall include the following sections:

1. Cover/Transmittal Letter
  - a. Include the RFQ title, the company name, company UEID, address, and primary point of contact, including name, telephone number, and primary email contact.
  - b. State the names and titles of persons who will be authorized to make representations for the Respondent and the name of the person who will be authorized to bind the Respondent.
  - c. Summarize the Respondent's understanding of the services requested under this announcement, and why the Respondent is the best suited to carry out the scope of this project.
  - d. Describe quality control procedures and state whether the Respondent has been involved in a government contract that ended in termination or litigation.
  - e. State whether the Respondent has or anticipates a conflict of interest if the project is awarded.
2. Qualifications and Experience
  - a. Include a chart of the Project Team.
  - b. Identify project team members, their proposed roles on this project, their proposed time associated with this project, and their previous experience, education, and certifications.
  - c. Describe firm and project team's experience designing, permitting, and implementing similar type and scale habitat restoration projects.
3. Project Approach
  - a. Provide a detailed scope of work that describes the approach that will be used to accomplish the tasks in the RFQ.
  - b. Provide a schedule of initiation and completion of each proposed task and subtask, project milestones, and deliverables.
4. References
  - a. Provide names and contact information of client references for three (3) completed or ongoing relevant projects. Provide a summary description of work conducted, key objectives, and outcomes for the three projects submitted.

5. Certificate to do Business
  - a. Respondent shall provide their Certificate to do Business/Certificate of Status in the State of Florida. Respondents must be in good standing in the State of Florida and not be suspended nor debarred from Federal contracting or receiving Federal funds. Any respondent listed on the Excluded Party List System will be eliminated from further consideration.
6. Minority and Women Owned Enterprises
  - a. PPBEP encourages minority and women owned business enterprises to respond to all applicable procurement opportunities in accordance with 2CFR 200.321 and Florida Statutes 287.09451. If the project team includes a minority and/or women owned business enterprise, please include the certification in the response package.

**Evaluation Criteria**

The following evaluation criteria will be used to assess proposal responsiveness.

No.	Evaluation Criteria	Scoring Method
1.	<p><b>Qualifications and Experience of the Respondent</b>            The Respondent shall demonstrate ability and experience with similar type and size projects. The Respondent should submit qualifications of the prime and subcontractors, including qualifications and experience of individual team members.</p> <ol style="list-style-type: none"> <li>1. Does the firm demonstrate the project team has the technical knowledge to implement the project? (15 points)</li> <li>2. Does the firm demonstrate individual team members of successfully implemented similar scale and type projects? (10 points)</li> <li>3. Does the firm demonstrate teaming members have worked together on previous projects? (5 points)</li> </ol> <p>(Limit response to a maximum of twelve (12) pages)</p>	0-30 Points
2.	<p><b>Project Approach</b>            Provide an organized and clear proposal describing the respondent’s project approach and workflow to complete the scope of services, address PPBEP’s needs, local conditions, and plan for goals and objectives. Please specifically identify what makes the firm uniquely qualified to carry out the proposed scope of services.</p> <ol style="list-style-type: none"> <li>1. Does the firm demonstrate a clear understanding of the issues, impairments, and site characteristics? (10 points)</li> <li>2. Does the firm demonstrate how water quality, habitat connectivity, community resilience, and public access objectives will be achieved? (10 points)</li> <li>3. Does the firm utilize a watershed-based approach to restoration, integrating instream and out-of-stream improvements? (10 points)</li> <li>4. Does the firm demonstrate a clear process for developing and evaluating design scenarios/alternatives, specifically identifying critical paths in the design process to identify land ownership and site access requirements? (10 points)</li> <li>5. Does the firm demonstrate a clear understanding of permitting requirements and process to obtain permits within the project timeline? (10 points)</li> <li>6. Does the firm demonstrate innovative approaches to supporting community engagement? (10 points)</li> </ol> <p>(Limit response to a maximum of twelve (12) pages)</p>	0-60 Points
3.	<p><b>Previous Client References</b></p>	0-10

	Provide three current and/or previous client references. 1. Do the client references demonstrate project objectives were achieved in both design and construction? (5 points) 2. Do the client references demonstrate the client was satisfied with the firm's performance? (5 points)	Points
	<b>Maximum Possible Score</b>	100 Points

### Evaluation Process

An Evaluation Committee shall meet for the purpose of discussing, scoring, and ranking proposals. All meetings of the Evaluation Committee are subject to, and must comply with, Florida's Sunshine Law. Members of the Evaluation Committee will have demonstrated that they have no existing or anticipated conflict of interest in the project which they are evaluating.

Prior to the Evaluation Committee review meeting, PPBEP staff will contact references listed in proposals for information concerning performance history. To ensure that respondents are not suspended or debarred from Federal contracting or receiving Federal funds, PPBEP staff will check the Excluded Party List System (<https://www.sam.gov/portal/public/SAM>). Any respondent listed on the Excluded Party List System will be eliminated from further consideration. This information will be provided at the Evaluation Committee meeting.

The Evaluation Committee will review and evaluate all proposals based on the evaluation criteria and will shortlist a minimum of three Respondents. If three or less responses are received, interviews will be scheduled with all submitting firms so long as the submittal requirements have been met. Shortlisted firms will be invited for an interview with the Evaluation Committee.

Shortlisted firms will be evaluated on responses to questions prepared by the Evaluation Committee. Questions and point values will be shared with shortlisted firms when contacted with the interview schedule. Shortlisted firms will be required to present to the Evaluation Committee in person. Shortlisted firms will have 45 minutes to present responses to the Evaluation Committee followed by 30 minutes of questions and answers between the Evaluation Committee and the firm. Following interviews with all shortlisted firms, the Committee will rank firms according to the firm's response and presentation and vote to enter contract negotiations with the top ranked firm.

Following successful contract negotiations, the final contract, scope, fee, and budget will be recommended to the PPBEP Board of Directors for approval.

**EXHIBIT A**  
**STATEMENT OF WORK**  
**CARPENTER CREEK RESTORATION**  
**DESIGN AND PERMITTING SERVICES**

**Program Overview**

The Pensacola and Perdido Bays Estuary Program's (herein after referred to as "PPBEP" or "the Estuary Program") mission is to restore and protect the Pensacola and Perdido Bay watersheds through restoration, education, and unbiased monitoring of the health of our bays, estuaries, and watersheds.

The Estuary Program serves as a trusted source for residents, businesses, industry, and the community on issues relating to preserving, restoring, improving, and maintaining the natural habitat and ecosystem of the bays, estuaries, and watersheds of Pensacola and Perdido Bays. PPBEP strives to achieve a healthy and collaborative environment by:

1. Elevating and increasing the importance, awareness, and understanding of environmental quality.
2. Employing rigorous, unbiased, and scientifically sound science to inform and guide decisions, policies, and initiatives.
3. Funding programs and projects that protect the environment and increase ecological resilience.
4. Building a network of inclusive, multi-stakeholder partnerships that takes into account factors affecting the environment, the economy, and the community-at-large for the benefit of improving the quality of life for all.

PPBEP is guided by a Comprehensive Conservation and Management Plan (CCMP), a ten-year roadmap for the restoration and protection of the Pensacola and Perdido Bay watersheds. The CCMP can be viewed at <https://www.ppbep.org/the-plan/ccmp>.

**Project Background**

The Carpenter Creek Restoration Project will fund the planning, design, and permitting of an approximately 2.5-mile-long stream restoration project proposed for Carpenter Creek. Environmental benefits include an estimated reduction of 2,000 tons of sediment and 2,500 pounds of nitrogen removed from the Creek annually. Additionally, the project would restore approximately 20 acres of wetlands and approximately 2.5 miles of stream while also reducing flood staging by approximately 1 (one) foot.

Sedimentation to Carpenter Creek, the sole tributary to Bayou Texar, dates back to at least the early 1900s when much of the surrounding watershed was logged for the prized longleaf pine, leaving much of the landscape exposed and vulnerable to erosion. Water quality declines became more pronounced in the 1950s and 1960s due to urbanization. This change in land use, from primarily timber and agriculture to residential and commercial, led to a proliferation of water quality impairments, hydromodification, erosion, and sedimentation to the Creek and Bayou. In 2012, the Florida Department of Environmental Protection (FDEP) adopted a fecal coliform Total Maximum Daily Load (TMDL) for Carpenter Creek and

Bayou Texar. FDEP has further identified Carpenter Creek as not attaining state nutrient standards for total nitrogen.

In 2019, Escambia County engaged a consulting firm to develop a Watershed Management Plan (WMP) for Carpenter Creek and Bayou Texar using RESTORE Direct Component (Pot 1) funds. Findings included in the WMP indicate Carpenter Creek is suffering from urban stream syndrome, resulting in sediment loading to the Creek that is on the order of forty (40) times greater than average. The WMP states in part "directly connected impervious surfaces throughout the watershed create a flashy hydrograph and have led to bank erosion and subsequent downstream sedimentation and water quality impairments".

The WMP proposed 15 project recommendations to achieve water quality improvement, habitat restoration, community resilience, and public access improvement throughout the Creek and Bayou. Those recommendations were presented to the public in May 2022 for review to prioritize the top three catalytic projects to proceed to design. Overwhelmingly, the community selected the restoration of Carpenter Creek as the top priority.

The project is located within the City of Pensacola and is bounded upstream by Interstate-110 and downstream by 12<sup>th</sup> Avenue. The approximate project timeline is estimated at 24 months. The project can be phased, if needed. Project partners include the residents and businesses along Carpenter Creek, the City of Pensacola, Escambia County, Jennie's Legacy, and other community-based organizations. PPBEP will engage its Management Conference and stakeholders throughout the process to ensure the project is designed, and eventually constructed, based on the best available science and community support.

In December 2021, the Cultural Landscape Foundation featured Carpenter Creek as one of thirteen priority landscapes in its *Landslide 2021: Race and Space Report*. During segregation, Carpenter Creek was a rare example of black and white residents coming together to recreate in the Creek and perform religious rituals, such as baptisms. One popular swimming hole, owned by the Dawson family, became known as Aunt Jenny's Swimming Hole (named after the family's matriarch) was central to life along the Creek. New Hope Baptist Church, which recently celebrated their 100th anniversary, performed baptisms at Aunt Jenny's Hole for decades. Angela Kyle, the great granddaughter of Aunt Jenny, established Jennie's Legacy to advocate for the restoration of the Creek, incorporation of public access, and recognition of the history of this sacred site.

Cultural Landscape Foundation:

<https://www.tclf.org/sites/default/files/microsites/landslide2021/locations/carpenter.html>

### **Project Objectives**

The project objectives referenced below are preliminary and intended to help firms orient their project approach. PPBEP intends to work with the selected firm to further refine and specify project objectives and metrics following project kickoff.

Water Quality Improvement: The project will result in a reduction in sediment loading and will improve water quality to aide in supporting compliance with the Carpenter Creek Bacteria Pollution Control Plan and Total Maximum Daily Load.

Habitat Connectivity: The project will result in improvements in riparian and wetland habitat connectivity and function, and support fish passage and submerged aquatic vegetation habitat.

Community Resilience: The project will result in flood mitigation by reducing the flood stage in Carpenter Creek.

Public Access: The project will enhance public access to Carpenter Creek and recognize the cultural significance of the Creek to the community.

### **Watershed Approach**

PPBEP engages a watershed-based approach in all programs and projects. PPBEP expects the selected firm will engage a watershed-based approach in the Carpenter Creek Restoration, recognizing the long-term sustainability of the project will require improvements and modifications in and outside of the Creek. Additionally, multiple entities have ongoing or planned projects that will impact the approach and success of this project. Currently, this includes upstream improvements planned by Escambia County. It is expected the selected firm will work with PPBEP, the City, and the County and their consultants to ensure a coordinated effort is undertaken.

### **Resources**

Associated backup documents including the Project Location Map, ECUA Sewer Map, and Grant Agreement are available on PPBEP's website at <https://www.ppbep.org/resources/procurement>

Comprehensive Conservation and Management Plan: <https://www.ppbep.org/the-plan/ccmp>

Carpenter Creek and Bayou Texar Watershed Management Plan: <https://myescambia.com/open-government/projects/project-details/carpenter-creek-bayou-texar-watershed-management-plan>

Carpenter Creek Bacteria Pollution Control Plan: <https://myescambia.com/our-services/natural-resources-management/water-quality-land-management/npdes-permit-compliance/carpenter-creek-bpcp>

Carpenter Creek and Bayou Texar Total Maximum Daily Load: [https://publicfiles.dep.state.fl.us/DEAR/DEARweb/TMDL/Final\\_TMDL/gp4/escambia-texar-carpenter-fecaltmdl\\_10F\\_676\\_738.pdf](https://publicfiles.dep.state.fl.us/DEAR/DEARweb/TMDL/Final_TMDL/gp4/escambia-texar-carpenter-fecaltmdl_10F_676_738.pdf)

### **Scope of Services**

PPBEP is seeking to retain the services of a firm or local entity to provide the following services: planning, design, engineering, modeling, permitting, community engagement, and land acquisition support associated with the Carpenter Creek Restoration Project. Final award will be contingent upon approval of the PPBEP Board of Directors. The PPBEP reserves the right to reject any and all proposals and to withdraw this Request for Proposals before or after proposals are received.

Timeline: PPBEP intends to enter into a contract with a single successful respondent on or before April 1, 2025. The project shall be completed within 24 months of contract execution.

Budget: Approximately \$1.8 million has been budgeted to carry out the project scope of services.

The selected firm will complete the following services.



## 1. **Design Services**

The selected firm will produce 100% design plans for the Project. The selected firm will be required to establish a design standard to benchmark success of implementing the restoration objectives. The selected firm will be responsible for producing a Basis of Design Report, which should include but not be limited to description of how the design standard was established, establish restoration metrics, an evaluation of design alternatives, explanation of restoration techniques, a phasing plan, modeling results, and an analysis of existing conditions. The selected firm is expected to produce a minimum of three design alternatives. The Basis of Design Report should address any constructability risks and identify mitigation measures.

The selected firm will produce 30%, 60%, 90%, and 100% design documents. Design documents should be compiled into one master design file; however, the design documents should be able to be broken out by project phase.

The selected firm should view the Initiative as a partnership. Throughout the project, the selected firm will work in conjunction with the Project Team to select sites, restoration techniques, preferred alternatives, phasing, community engagement, and permitting services. It is anticipated that monthly standing meetings will be held with the Project Team, with quarterly meetings being held with PPBEP's Technical Committee.

In addition to routine utility coordination, the selected firm will be tasked with coordinating with the Emerald Coast Utilities Authority and the Florida Department of Transportation (FDOT). The firm should evaluate alternatives to rehab or relocate the utility's sanitary sewer gravity main running within the riparian zone of Carpenter Creek. The firm should also review FDOT's planned bridge replacement and maintenance plan to evaluate opportunities to align infrastructure improvements with restoration objectives.

Anticipated deliverables include, but are not limited to:

- Basis of Design Report
  - Establishment of a Design Standard
  - Restoration Metrics
  - Design Alternatives
  - Explanation and Justification of Proposed Restoration Techniques
  - Phasing Plan
  - Modeling Results
  - Analysis of Existing Data
- Conceptual Design
- Design Plans
  - 30%, 60%, 90%, and 100% Plans
  - Cost Estimates at 30%, 60%, 90%, and 100% Plans
  - Technical Specifications at 60%, 90%, and 100% Plans
  - Planting Plan

## **2. Data Collection and Modeling**

In tandem with design services, the selected firm will be responsible for completing required data collection and modeling. The selected firm will be tasked with compiling existing data to include but not limited to stormwater outfalls, overhead and underground utilities, ownership records, and other physical constraints. Should data not be available, the selected firm will develop a Data Collection Plan for any additional data that may be necessary to inform project design. This could include but not limited to location of inlet structures and utilities, Stream Condition Index, stream flow, and water quality data. The surveyor shall be responsible for establishing private lines and limits.

Anticipated deliverables include, but are not limited to:

- Topographic Survey
- Boundary Line Survey
- Geotechnical Survey
- Hydrodynamic Model and Report
- Sediment Transport Model and Report
- Bathymetric Survey (if required)
- Cultural Resource Survey (if required)
- Submerged Aquatic Vegetation (SAV) Survey (if required)
- Wetland Delineation (if required)

## **3. Permitting Services**

The selected firm will be responsible for completing permitting services. It is anticipated that a regulatory working group will be established for the Initiative to streamline permit review and minimize requests for additional information from the permitting agency. The selected firm will be expected to engage in these working group meetings. Agencies anticipated to be engaged include Florida Department of Environmental Protection, Florida Department of State Division of Historical Resources, Federal Emergency Management Agency (FEMA), US Army Corps of Engineers, National Oceanic and Atmospheric Administration (NOAA) National Marine Fisheries Service (NMFS) and Protected Resources, and the US Fish and Wildlife Service (USFWS). The selected firm will be responsible for working with PPBEP to coordinate agency pre-application meetings, coordination meetings, and responding to requests for additional information (RAIs).

Anticipated deliverables include, but are not limited to:

- Desktop Historical Resource Assessment and Coordination with the Florida Department of State Division of Historical Resources
- FEMA Conditional Letter of Map Revision (CLOMR) Coordination and Submittal
- Permit Applications
  - Florida Environmental Resource Permit
  - US Army Corps of Engineers – Individual Permit
    - NOAA NMFS/Protected Resources/US FWS Consultation
- Permits
  - Florida Environmental Resource Permit

- US Army Corps of Engineers Individual Permit

#### **4. Community Engagement Support**

While PPBEP will lead community engagement, the selected firm will provide community engagement support, including preparation of materials, attending and presenting at meetings and workshops, and producing content for distribution. The selected firm will develop a Community Engagement Plan for review and approval by PPBEP.

#### **5. Site Access and Land Acquisition Plan, and Property Owner Coordination**

The selected firm should produce a site access and Land Acquisition Plan. The Plan should identify the relevant parcels within the project footprint area necessary to construct the proposed design. The Plan should specify parcels that are required only for construction access and for those that would be required for restoration (either fee-simple or through an easement).

The selected firm should be responsible for property owner coordination, establishing access agreements, and completing necessary due diligence for acquisition (fee-simple or easements), including but not limited to appraisals and surveys.

The selected firm should identify in the Site Access and Land Acquisition Plan and Basis of Design Report alternatives if property owners refuse to sell or agree to an easement or site access. Appraisals should adhere to federal Yellow Book standards. All land acquisition components will be reviewed concurrently between PPBEP and the City.

#### **6. Maintenance Plan**

The selected firm will work with the Project Team to develop a Maintenance Plan to be implemented post-construction.

#### **7. Monitoring Plan**

The selected firm will assist PPBEP, as needed, with developing a Project Monitoring Plan and Quality Assurance Project Plan (QAPP) in accordance with the terms of Florida DEP Grant Agreement.

#### **8. Bid Package**

The selected firm will be responsible for producing the bid package with the option to engage additional bid support services.

#### **9. Project Coordination**

The selected firm will be responsible for engaging the Project Team through design and permitting, including participating in monthly meetings, reviewing deliverables with the Project Team, and participating in Board, Committee, and workshop meetings as needed.

In addition to routine utility coordination, the selected firm will be tasked with specifically coordinating with the Emerald Coast Utilities Authority and the Florida Department of Transportation (FDOT).

**10. Construction Oversight (optional)**

The selected firm will be responsible for construction oversight and producing as-built drawings and certification.