



## **Request for Qualifications**

### **Engineering Services**

#### **Rockdale Industrial Park: Site Documentation and Master Plan**

The Rockdale Municipal Development District seeks the services of qualified engineering consultants for the development of a master plan for the Rockdale Industrial Park. This project will include a compilation of all the property documentation done to date, a verification of utilities to the site, any property documentation that has not been completed to date, a conceptual layout of the property, and construction costs estimates for onsite infrastructure.

Project development will also include all permitting, coordination outside agencies, and any other items necessary to successfully develop the project.

Rockdale MDD Board Authorization to Release RFQ: September 27, 2021

Request for Qualifications Due: October 20, 2021

Board Selection of Consultant and Contract Approval: November 22, 2021

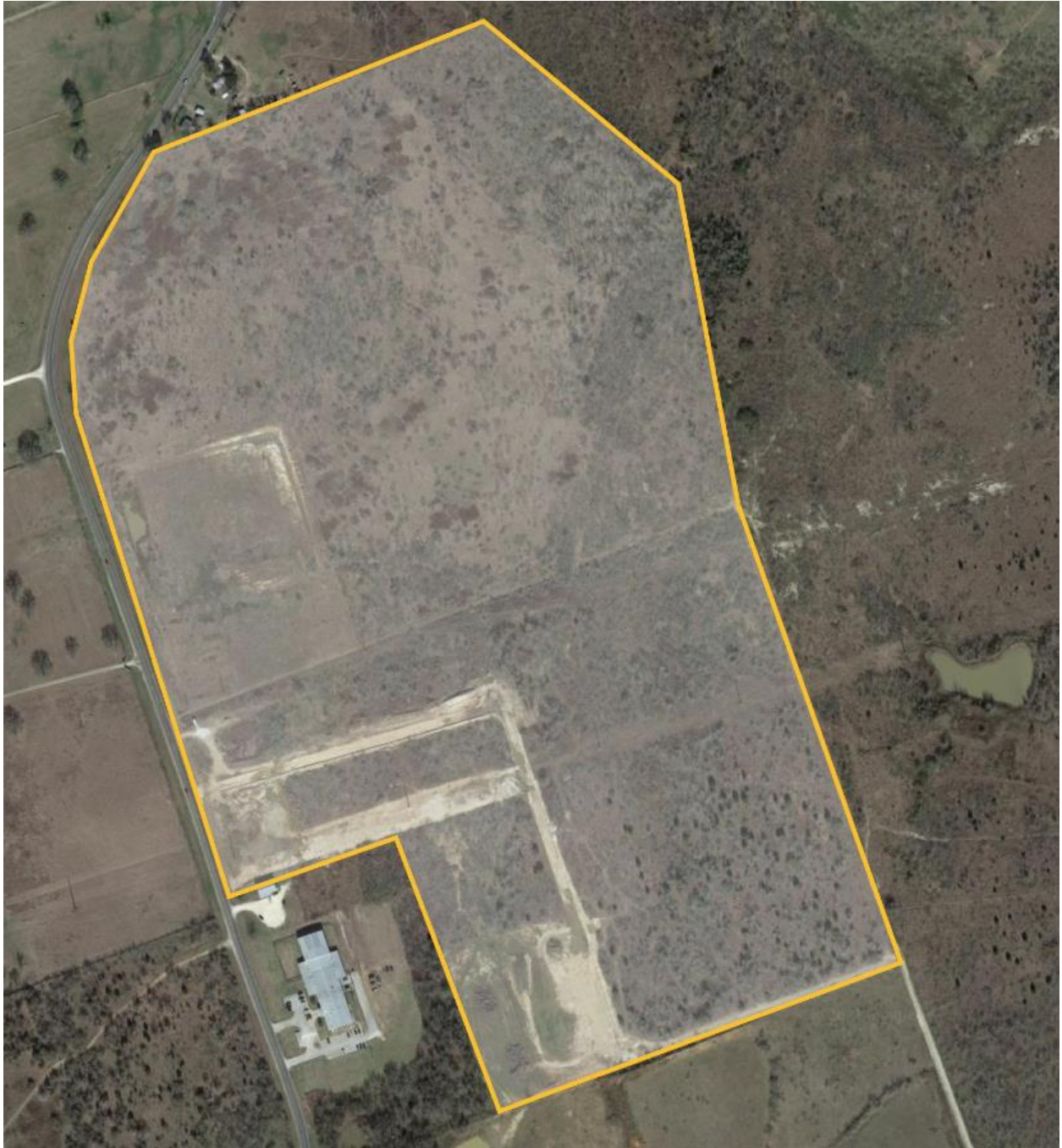
## **Background**

In 2016, the Rockdale Municipal Development District (RMDD) was attempting to secure grant funding through the State of Texas to participate in the Texas Capital Fund to fund infrastructure improvements for a prospect in the Rockdale Industrial Park. The Rockdale Industrial Park is approximately 160 acres that was recently annexed into the City. The prospect fell through and the grant was never completed. However, some preliminary property (some specific to the business site and some for the entire tract) documentation work was completed as part of the grant application process. The RMDD seeks to use this data as a point of departure for additional site documentation. The RMDD wishes to complete the site documentation process so that the industrial property can be marketed as a true industrial site for future businesses.

The Environmental Review consisted of the following attachments:

- Airport Hazards
- Coastal Barrier Resources
- Flood Insurance
- Clean Air
- Coastal Zone Management
- Contamination and Toxic Substances
- Endangered Species
- Explosive and Flammable Hazards
- Farmlands Protection
- Floodplain Management
- Historic Preservation
- Noise Abatement and Control
- Sole Source Aquifers
- Wetlands Protection
- Wild and Scenic Rivers
- Environmental Justice
- Education and Cultural Facilities
- Commercial Facilities
- Health Care and Social Services
- Public Safety
- Parks, Open Space and Recreation
- Unique Natural Features, Water Resources
- Vegetation, Wildlife

This document can be made available upon request.



**Google Earth image of the Rockdale Industrial Park**

## **Technical Expertise**

Interested firms or teams shall have extensive knowledge and expertise in the technical areas of industrial property development, utility design, environmental regulations, facility access design, coordination with state and federal resource agencies, contract management, and construction phase services.

## **Scope of Work**

### Site Documentation

Evaluate prior site documentation work done on the property.

Provide recommendations for necessary other documentation, e.g. Phase I ESA, wetlands delineation, archaeological assessment, endangered species report, soil condition report, topographic map, etc.

### Utility Analysis

Verify availability of on-site utilities: water and sewer.

Evaluate other utility access, including but not limited to: natural gas, electricity, and telecommunication.

Verify the City's water production and wastewater treatment capacities.

### Site Development

Create a conceptual layout of the property, taking into consideration:

- Topography and drainage/stormwater retention/detention

- Electrical utility easements across the property

- Highway access

- Multiple building size mixes

Provide an estimated cost of on-site infrastructure construction

Provide necessary information on TxDOT highway access permits

Option 1. Architectural rendering of the site with conceptual layout.

Option 2. Architectural rendering of property entrance

## **Selection Process and Timeline**

This RFQ provides information necessary to prepare and submit qualifications for consideration and ranking by the Rockdale Municipal Development District. Rockdale MDD Staff will analyze and evaluate the Request for Qualifications (RFQ). The selection committee will rank the firms in order of the most qualified, based on demonstrated competence and qualifications to perform the services and then make a determination as to whether or not an informal meeting will be required of the top-ranking firms. The highest ranked firm will be asked to submit a fee proposal to begin contract negotiations for a fair and reasonable price.

Board authorizes release of RFQ – September 27, 2021

RFQ documents are due to RMDD Office – October 20, 2021

RFQ's are scored with consultant selected to enter into contract negotiations – no later than October 22, 2021

Board selection of engineering firm and acceptance of contract – November 22, 2021

## **Acceptance of evaluation methodology**

By submitting its Request for Qualifications in response to this RFQ, respondent accepts the evaluation process as outlined in the following section.

## Requirements for Request for Qualifications

Respondents shall carefully read the information in the following evaluation criteria and submit a complete Request for Qualifications to all questions in this RFQ as formatted below:

### Item 1: Qualifications and Availability (15 pts):

- A. Provide the following information:
  - 1. Legal name of firm
  - 2. Location of Office that will be conducting the work
  - 3. Contact Persons
  - 4. Date of firm formation
  - 5. Legal business description (Individual, Partnership, Corporation, Joint Venture, etc.)
  
- B. Provide a statement on the availability and commitment of the firm, its principal(s) and assigned professionals to undertake the project, reporting responsibilities and how the firm will interface with the Rockdale MDD's project manager. Biweekly project meetings will be required unless more frequent meetings are necessary.
  
- C. Provide a statement of interest for the project including a narrative describing the firm's specific expertise and unique qualifications as they pertain to this particular project.

### Item 2: Proposed Staff (25 pts):

- A. Organizational chart for personnel (including sub-consultants) who are to work on this project including licensure information.
  
- B. Names and roles of key personnel proposed to work on this project and their office locations.
  
- C. Include resumes for all key personnel and indicate any individuals who have had previous experience on similar projects.
  
- D. Provide staffing size by areas of expertise.
  
- E. Provide current workload of prime firm.
  
- F. Provide staff availability to perform services.
  
- G. Provide experience with similar size/type projects.
  
- H. Provide the sub-consultants (if applicable) experience with similar size/type projects.

Item 3: Project Experience (40 pts):

- A. Provide an overview and brief history of the firm and sub-consultants.
  
- B. Provide verifiable examples of at least three (3) similar projects completed in the last five (5) years by the prime firm and sub-consultants, including:
  - 1. Project name and location
  - 2. Services provided
  - 3. Date of completion or project status
  - 4. Final construction costs
  - 5. Client name and contact person

Item 4: Project Approach (20 pts):

- A. Explain how the team will implement the project. Are there multiple or alternate design options, etc.?
  
- B. Provide a proposed project schedule.

**Responsiveness to Request for Qualifications:**

Qualifications shall be prepared simply and economically, providing a straightforward, concise description of the respondent's ability to meet the requirements of this RFQ. Emphasis shall be on quality, completeness, clarity of content, responsiveness to the requirements, and understanding of RMDD's needs. Four hard copies (limit 10 pages not including resumes) and one digital with a PDF of the Statement of Qualifications are required.

**Conflicts of Interest**

The Texas Ethics Commission adopted the Conflict of Interest Questionnaire (Form CIQ) pursuant to Texas Local Government Code Chapter 176, as amended. For questions about these forms, please see the Texas Ethics Commission at:

<https://ethics.state.tx.us/forms/CIQ.pdf>

**Disclosure of Interested Parties**

Prior to entering into a contract that is voted on by the RMDD Board, Bidder must submit a "Certificate of Interested Parties" Form, in accordance with Texas Government Code Section 2252.908, as amended. Within 30 days of receipt of the form, the City must submit a copy to the Texas Ethics Commission.

**Due Date and Contact**

Statements of Qualifications are to be delivered by 2:00pm, October 21, 2021 to:

Rockdale Municipal Development District  
Request for Qualifications: Rockdale Industrial Park Site Documentation and Master Plan  
134 N. Main Street  
Rockdale, TX 76567

For technical questions concerning the Request for Qualifications, please direct email correspondence to:

James P. Gibson, CEcD MEDP  
Economic Development Director  
Rockdale Municipal Development District  
Jim.Gibson@RockdaleMDD.org

**PERSONS OR FIRMS PRACTICING ARCHITECTURAL AND / OR ENGINEERING SERVICES IN THE STATE OF TEXAS MUST POSSESS A PROPER REGISTRATION IN ACCORDANCE WITH TEXAS LAWS.**



The Rockdale Municipal Development District will not provide compensation or defray any costs incurred by any firm related to the response to this request. The Rockdale Municipal Development District reserves the right to negotiate with any and all persons or firms. The Rockdale Municipal Development District also reserves the right to reject any or all SOQ(s), or to accept any SOQ deemed most advantageous, based on demonstrated competence and qualifications to perform the services, or to waive any irregularities or informalities in the SOQ received, and to revise the process schedule as circumstances arise.

**ROCKDALE MUNICIPAL DEVELOPMENT DISTRICT**  
**Rockdale Industrial Park: Site Documentation and Master Plan**

**Scoring Sheet**

Date: \_\_\_\_\_

Reviewer: \_\_\_\_\_

Item	Points Available	Points Given
<p>Qualifications and Availability</p> <p>A. Provide a statement on the availability and commitment of the firm, its principal(s) and assigned professionals to undertake the project, reporting responsibilities and how the firm will interface with the Rockdale MDD's project manager. Biweekly project meetings will be required unless more frequent meetings are necessary.</p> <p>B. Provide a statement of interest for the project including a narrative describing the firm's specific expertise and unique qualifications as they pertain to this particular project.</p>	15	
<p>Proposed Staff</p> <p>A. Organizational chart for personnel (including sub-consultants) who are to work on this project including licensure information.</p> <p>B. Names and roles of key personnel proposed to work on this project and their office locations.</p> <p>C. Include resumes for all key personnel and indicate any individuals who have had previous experience on similar projects.</p> <p>D. Provide staffing size by areas of expertise.</p> <p>E. Provide current workload of prime firm.</p> <p>F. Provide staff availability to perform services.</p> <p>G. Provide experience with similar size/type projects.</p> <p>H. Provide the sub-consultants (if applicable) experience with similar size/type projects.</p>	25	
<p>Project Experience</p> <p>A. Provide an overview and brief history of the firm and sub-consultants.</p> <p>B. Provide verifiable examples of at least three (3) similar projects completed in the last five (5) years by the prime firm and sub-consultants, including:</p> <ol style="list-style-type: none"> <li>1. Project name and location</li> <li>2. Services provided</li> <li>3. Date of completion or project status</li> <li>4. Final construction costs</li> <li>5. Client name and contact person</li> </ol>	40	
<p>Project Approach</p> <p>A. Explain how the team will implement the project. Are there multiple or alternate design options, etc.?</p> <p>B. Provide a proposed project schedule.</p>	20	
<b>TOTAL</b>	<b>100</b>	