

KEN DOKE

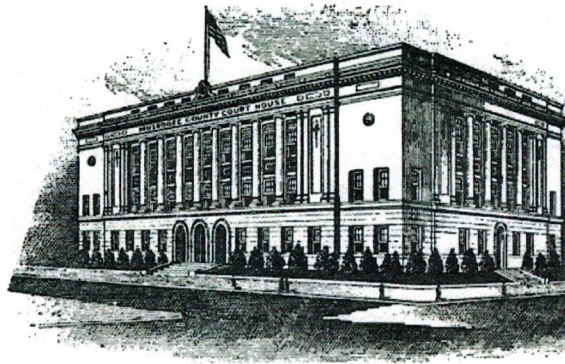
MUSKOGEE CO. DISTRICT 1

KEITH HYSLOP

MUSKOGEE CO. DISTRICT 2

KENNY PAYNE

MUSKOGEE CO. DISTRICT 3



POLLY IRVING

COUNTY CLERK



SHEILA SHAMBLIN

BOCC Assistant

MUSKOGEE BOARD OF COUNTY COMMISSIONERS

P.O. BOX 2307 MUSKOGEE, OK 74402-2307 PHONE (918)682-9601 * FAX (918) 684-1697

Email: bocc@readymuskogee.org - Website: www.muskogeecountygov.com

Request for Qualifications

The Muskogee County Board of Commissioners is soliciting interested parties to submit a statement of qualifications for Architectural and Engineering services ("A&E") for the Muskogee County Advanced Assistance Mitigation Project (Project) as partially funded through FEMA Hazard Mitigation Grant Program, CDBG-DR Funds, etc. Proposals for providing these services will be received until the close of business (4:00 P.M.CST) March 1st 2021. The following outlines this request for qualifications.

Scope of Work – Scoping and engineering for areas affected and susceptible to flooding for mitigation projects as described in the Advanced Assistance Plan of Work. This work is associated with and contingent up receiving FEMA Advanced Assistance and/or CDBG-DR grant funds. The Engineering Services contract will encompass all project-related engineering services to Muskogee County, including but not limited to the following:

- Preliminary and final design plans and specifications;
- Preparation of the bid packet and estimate of probable costs for construction;
- Conduct all surveys, field testing and inspections (interim and final); and
- Other special services.

Please specify actual tasks to be performed under each of these categories.

Statement of Qualifications - The Muskogee County Board of Commissioners is seeking to contract with an A&E firm, registered to practice in the State of Oklahoma that has had experience in the following areas:

- Grant assistance, project scoping, specified studies, hazard mitigation planning, engineering, and other items described in the Advanced Assistance Plan of Work.
- Knowledge of the FEMA Advanced Assistance and Community Development Block Grants (Disaster Recovery) and compliance requirements;
- Adequacy of resources/record of completing projects on time;
- Projects located in this region of Oklahoma; and
- References – list of current/past clients on projects completed within the past 10 years by date of completion.

Please include a statement which describes the engineering firms understanding of the Project in terms of its nature, complexity and critical stages. This statement shall describe the engineering firms understanding, approach and abilities to assist with the following goals:

- Quality and value in the completed Project;
- Full regulatory compliance throughout all construction phases; and,
- Budgetary control and schedule management through the completion of the Project.

As such, please provide within your proposal a list of past local government clients, as well as resumes of all engineers/architects/surveyors that will or may be assigned to this project if you receive the engineering services contract award. Experience and knowledge regarding the requirements of the previously listed grant programs, including Davis-Bacon Act, Contract Work Hours and Safety Standards Act, Clean Air Act, Federal Water Pollution Control Act, Equal Employment Opportunity, Civil Rights Act, Americans with Disability Act is preferred. A full listing of EDA compliance guidelines can be found on the EDA website (eda.gov). Also, please provide a copy of your current certificate of insurance for professional liability.

Evaluation Criteria - The proposals received will be evaluated by the Board to determine who is most qualified based on:

- History/years of experience within the project(s) scoped – 25%
- Number of city, county and state construction projects completed within the last 8 years – 10%
- History of projects located in this region of Oklahoma – 10%
- Capacity to perform – 20%
- Experience working with FEMA Advanced Assistance, CDBG-DR grant funded projects – 25%
- List of references of current/past clients on projects completed within the past 10 years by date of completion – 10%

The Muskogee County Board of Commissioners will review the Statement of Qualifications and select the top three for interviews. Once the Board interviews the top three respondents a qualified A&E service will be selected. All qualified respondents will be considered without regard to age, race, creed, color, sex, handicap, or national origin.

For this Statement of Qualifications, Respondent's qualifications will be evaluated and the top three will be interviewed and ranked and the most qualified Respondent will be selected, subject to negotiation of fair and reasonable compensation.

Deadline for Submission – The deadline to receive proposals will be no later than March 1, 2021 at (4:00 p.m. CST) at the address below. Any received after the specified time will not be considered.

Muskogee County Board of Commissioners

Attn: Jeff Smith, Emergency Management Director

400 West Broadway

Muskogee, OK 74401

Phone: 918.682.2551

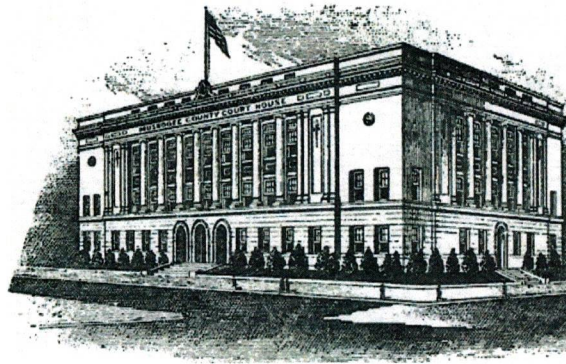


26 day of 1st 2021
Chairman [Signature]
Member _____
Member [Signature]
Attest [Signature] County Clerk

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Advanced Assistance Project Plan

Plan Narrative:

The proposed projects, including LIDAR studies, BFE for roads and homes including finished floor elevations, are the bases for mitigation efforts in response to the 2019 flooding where damages were sustained in and out of the 1% chance Special Flood Hazard Area (SFHA.) Actions item #1 p.53, action item 2 p.54, action items 6 p. 56, action item 11 p. 58, action item 13 p. 59, action item 15 p. 59 and action item 27 p. 63 all identify areas where engineering and advanced studies need to be performed to outline work necessary to properly mitigate future damages to meet the goals laid out in section 3.5.5 of our hazard mitigation plan.

Level of Protection:

Increased compliance with the National Flood Insurance Program for public, private and commercial construction and substantial improvements across the areas susceptible to flooding events such as the 2019 flooding. Improved access to areas that are likely to be cut-off by flood water and prevent repetitive losses of public infrastructure and private property.

Description of Problem:

Muskogee County and all communities impacted by FEMA DR-4438 have a significant flood risk that will continue to cause devastation in years to come. Muskogee County continue to recover, but needs assistance in scoping meaningful long term risk reduction projects. Additionally, much of the problem areas are mapped as Approximate A zones. In order to proceed with recovery, Muskogee County hopes to use some of this funding to establish BFE's and ensure proper floodplain management.

Scope of Work: Description of the Solution & Mitigation Proposed:

Scoping and engineering for areas affected and susceptible to flooding for mitigation projects.

Description of the Proposed Project:

To reduce the flood risk in Muskogee County, and to maximize the use of CDBG-DR funding to build more resiliently, the county has an interest in utilizing advance assistance to collect local data and support planning and feasibility studies for local and regional risk reduction projects. Projects identified will increase community disaster resilience and reduce the impact of flood events. This level of data collection is required to establish BFEs for rebuilding and redevelopment. Estimated cost for the planning needs in Muskogee County, including any necessary data collection, LiDAR, Hydrology and Hydraulics, design and scoping, is anticipated to range from \$1 Million to \$1.5 Million. On January 26, 2020, HUD allocated \$36,000,000 in Community Development Block Grant Disaster Recovery Funds to the State of Oklahoma in response to recovery flooding occurring in May 2019. HUD identified Muskogee County among the most impacted and distressed. Muskogee County intends to leverage the CDBG-DR and FEMA grant funds.

A detailed scope and estimated cost will be included in the application. Three specific project ideas for scoping include:

1. River/Okay Road project to the West and NW of Ft Gibson: The County owns the road out of Ft Gibson and across the Wagoner County line. Total length is 2.7 miles. It was under water for a significant period of time and eroded down to the road base during May 2019. This is a farm to market road, so there are economic impacts, and also a major collector.
2. 55th and Hancock: This area floods every time the river gets to flood stage.
3. Two Mile Rd: This road floods when the river is at 28 ft.
4. Conduct H&H studies for Approximate A Zones and establish BFEs for rebuilding and development.



18 day of 18 2021
Chairman [Signature]
Member _____
Member [Signature]
Attest [Signature] County Clerk

