

Date: June 21, 2023

Ref: RFP #2023-011P Professional Engineering Services for Dam Improvements and Compliance and Planning Projects for the Grindstone and Alto Lake Dams

ADDENDUM #1

Purpose: This addendum is issued to post the agenda for the Pre-Proposal meeting held on June 20, 2023 at 1:00 pm local time.

Those in attendance: Carol Kirkpatrick, Purchasing Agent, Christella Armijo, Water Resource Director, Randy Koehn, Water Production Manager, and Adam Sanchez, Public Works Director.

There were no potential offerors in attendance.

Please contact the Purchasing Agent at 575-258-4343 extension 1081 or via email at purchasing@ruidoso-nm.gov if you have any questions.

Sincerely,

Carol Kirkpatrick

PRE-PROPOSAL MEETING AGENDA

RFP #2023-011P Professional Engineering Services for Dam Improvements and Compliance and Planning Projects for the Grindstone and Alto Lake Dams

Date: June 20, 2023

Time: 1:00 PM Local Time

Introductions:

Carol Kirkpatrick, Purchasing Agent
Randy Koehn, Water Production Manager
Christella Armijo, Water Resource Director
Adam Sanchez, Public Works Director

PURPOSE OF PROPOSAL:

The Village of Ruidoso is requesting sealed qualification based proposals for **Professional Engineering Services for Dam Improvements and Compliance and Planning Projects for the Grindstone and Alto Lake Dams.**

The award shall be made to the responsible offeror whose proposal is most advantageous to the Village of Ruidoso (Village), taking into consideration the evaluation factors set forth in this RFP.

Professional services shall include, but not be limited to, the following: Investigations and Planning, Design and Construction Phase Services, Dam Inspections and Program Support, environmental surveys, preparation of environmental documents, preparation of permit applications, topographic and boundary surveying, construction staking, bid and construction assistance (including but not limited to shop drawing review and falsework structural calculation check), preparation of a complete Plans, Specifications, Estimates (PS&E) package for selected dam projects, construction management, and construction observation services.

DEADLINES:

Deadline to Submit Questions:	June 23, 2023 by 5:00 pm local time
Response to Written Questions:	June 27, 2023 by 5:00 pm local
Submission of Proposal:	July 6, 2023 @ 3:00 pm local
Oral Presentations, if held:	To Be Determined

TECHNICAL SPECIFICATIONS for EVALUATION PURPOSES:

Offerors should respond in the form of a thorough narrative to each specification, unless otherwise instructed. The narratives, including required supporting materials will be evaluated and awarded points accordingly.

1. Specific Qualifications (25 points)

The Offeror shall provide a resume of each staff member that will be assigned to this project and their experience relating to: Dam Construction, Dam Improvements and Dam Compliance, preparation of complete Plans, Specifications, Estimates (PS&E) package for selected dam projects, construction management, and construction observation services.

In addition, the Offeror shall demonstrate the Firm's familiarity with and experienced in meeting the requirements of both State and Federal procedures pertaining to Dam Construction, Improvements and Compliance.

2. Specialized Planning and Past Record of Performance (25 points)

The Offeror shall provide a list of examples of three (3) projects of a similar nature to those listed in this Request for Proposals and include contact names and telephone information. The examples should describe the project(s) and include any difficulty of performing similar duties required in this proposal with respect to such factors as control of costs, quality of work, and ability to meet schedules

3. Proximity to or Familiarity with the Contracting Agency (25 points)

Offerors must provide a summary of their understanding of this project. Offeror should demonstrate their knowledge of the Village of Ruidoso and the unique challenges that the area faces.

4. References (25 Points)

A. Offerors shall submit the following Business Reference information as part of Offer:

1. Client name, telephone number, and email address
2. Project description
3. Project dates (starting and ending)
4. Description of services or products provided
5. Staff assigned to referenced engagement that will be designated for work per this RFP; and
6. Client project manager name, telephone number, fax number and e-mail address

B. Offerors are required to submit APPENDIX I, Organizational Reference Questionnaire, to the business references they list above. The business references must submit the Reference Form directly to the Village of Ruidoso, Purchasing Agent via mail or email. Mailing address is 313 Cree Meadows Dr, Ruidoso, NM 88345 or email at purchasing@ruidoso-nm.gov. It is the Offeror's responsibility to ensure the completed forms are received on or before proposal due date and time for inclusion in the evaluation process See Section II.A. Schedule of Events.

C. Organizational References that are not received or are not complete, may adversely affect the vendor's score in the evaluation process. The Evaluation Committee may contact any or all business references for validation of information submitted. The Village reserves the

right to consider any and all information available to it (outside of the Business Reference information required herein), in its evaluation of Offeror responsibility per Section II, C.18.

CURRENT DAM PROJECTS:

The current Dam projects to be completed: Updated Grindstone and Alto Dam operation and maintenance manuals, Spillway Flood Routing Analyses and Spillway Design for Alto Lake Dam, Grindstone Dam Monitoring, Grindstone Dam Spillway Flood Routing Analyses, Alto Lake Dam Geotechnical Evaluation, and Design, Bidding, Construction and Monitoring for future NMOSE regulatory compliance issues associated with the Grindstone and Alto Dams. These Projects are required by the Office of State Engineers Dam Safety Bureau and were identified in the last Grindstone and Alto Lake Dam inspection report (2022-2023). The goal for these projects is to bring both Dams back into compliance and to remove the deficiencies from the inspection report, and to make the Dams safer.

DETAILED SCOPE OF WORK:

The Firm may be asked to perform the following professional services:

Engineers

- [X] Study and Report Phase
- [X] Preliminary Design Phase
- [X] Final Design Phase
- [X] Bidding & Negotiations Phase
- [X] Construction Phase
- [X] Operational Phase

Surveyors

- [X] Property Boundary survey
- [X] Topographic Survey
- [X] Right-of-Way Survey
- [X] Inspection Report

Planning Studies

- [X] Other Planning Tasks

Hydrogeology

- | | |
|-------------------------------|----------------------------------|
| [X] Water Rights | [X] Water Resource Development |
| [X] Water Resource Assessment | [X] Water Quality Assessments |

1. Updating Grindstone and Alto Dam Operation and Maintenance Manuals – A

comprehensive Operation and Maintenance (O&M) Manual dated March 2018 is on file with the New Mexico Office of State Engineer (NMOSE) Dam Safety Bureau for both Alto & Grindstone

Dams. The O&M Manuals will need to be updated as current changes to both dams occurs, including the recent drain cleaning project and ongoing concrete repair project. Important items for the Grindstone Dam (O&M) Manual include but are not limited to, the descriptions of the location and quantities of the drainage gallery (adit) foundation, ceiling, and abutment contacts drain shown on Sheets B-25 and B-26 of the O&M Manual, Grindstone and Alto Lake outlet inspection and survey information, and Grindstone Spillway assessment and concrete repairs.

2. Alto Lake Dam Spillway Flood Routing Analyses and Spillway Design– Evaluate the capacity of Alto Dam spillway and diversion channel, which are severely undersized for a dam having a high hazard potential rating, according to the New Mexico Office of State Engineer (NMOSE). Consultant to perform an additional flood routing analysis of the existing spillway and outlet system. Consultant to design and prepare construction documents for an updated spillway and outlet system, if necessary, based on the analysis results.

3. Grindstone Dam Monitoring – Perform a bi-annual survey of the Dam crest. Field locate all monuments on the dam crest. Download data and prepare reports. Reports will be in the form of a graph showing the centerline of dam based on control, then a list of the points shot with a distance right or left from centerline. Measure the water level perpendicular from the monuments and record the measurements to show on the monument movement report.

4. Grindstone Dam Spillway Flood Routing Analyses – Perform an updated hydrologic and flood routing analysis to evaluate flood overtopping depths using the CO-NM Reps PMP tool rainfall depths.

5. Alto Lake Dam Geotechnical Evaluation – Perform a geotechnical investigation to evaluate the dam embankment seepage and stability conditions.

6. Design, Bidding, Construction and Monitoring for future NMOSE regulatory compliance issues associated with the Grindstone and Alto Dams –

Provide engineering services to address various dam-safety related maintenance or repair items for Grindstone and Alto Lake Dams including but not limited to, General Conditions, Up and Downstream Face, Dam Crest, Downstream Area, Abutment Contacts, Reservoir, Intake Structure, Gates and Valves, Outlet Conduit, Outfall and Outlet Channel, Spillway.

SUMMARY:

The Village of Ruidoso seeks a qualified, professional, engineering firm to provide engineering, design, and environmental services relating to Dam Construction, Dam Improvements and Dam Compliance. Professional services shall include, but not be limited to, the following: Investigations and Planning, Design and Construction Phase Services, Dam Inspections and Program Support, environmental surveys, preparation of environmental documents, preparation of permit applications, topographic and boundary surveying, construction staking, bid and construction assistance (including but not limited to shop drawing review and falsework structural calculation check), preparation of a complete Plans, Specifications, Estimates (PS&E) package for selected dam projects, construction management, and construction observation services.

The engineering firm shall prepare the necessary Office of the State Engineer (OSE) National Environmental Quality Act (NEPA) US Army Corps of Engineers (USACE), and New Mexico Environmental Department (NMED), and any other necessary documents to satisfy the requirements of the project.

Firms responding to the Request for Proposals (RFPs) should be fully familiar with and experienced in meeting the requirements of both State and Federal procedures pertaining to Dam Construction, Improvements and Compliance.

QUESTIONS:

All questions must be submitted in writing to purchasing@ruidoso-nm.gov and will be addressed in an addendum and posted to our website. All potential offerors who submitted the Acknowledgement of Receipt Form (Attachment A in the RFP) will receive an email when it is posted.