



Request for Qualifications and Proposal

Studies of
an undeveloped 104-acre property
East 11th Street, 0.25 mi east of 193rd East Avenue
Tulsa, Oklahoma

Date Issued: March 29, 2023

Submittal Due Date: Wednesday, April 19, 2023. No later than 5:00 P.M. CST

Submit To: Email: rfp@partnertulsa.org
Re: 104-ac Fair Oaks Studies

Number of Copies: One electronic copy in pdf format by email

PartnerTulsa invites consultants to submit proposals for environmental studies of a 104-acre property located approximately 0.25 mile east of 193rd East Avenue on 11th Street. The undeveloped land is located in Wagoner County, Oklahoma within the city limits of the City of Tulsa.

The criteria for submittal are included in this document.

OBJECTIVE

The primary objective of the RFP is to select a qualified consultant(s) to produce environmental studies to assist in future land use planning and development of the site. This effort is funded through a federal subgrant from the Economic Development Administration through the Indian Nations Council of Governments (INCOG) as part of its Build Back Better Regional Challenge Phase I Award.

SITE INFORMATION

The Subject Property is 104 acres of undeveloped land located in the northeast ¼ of Section 7, Township 19 North, Range 15 East, Tulsa, Wagoner County, Oklahoma 74015. The Subject Property is identified by Wagoner County Assessor's parcel number 730000840. The current property owner is listed as Fair Oaks Ranch, LLC.

The Subject Property is comprised of one (1) parcel of land and is located south of East 11th Street, with the exception of approximately 1.25 acres located north of East 11th Street as shown in Exhibit 1. The Subject Property is partially fenced along the north, east, and south boundaries and is currently undeveloped woodland. Spunky Creek flows through the northeast corner of the property. Access to the site will be provided by the landowner.

PROPOSAL REQUIREMENTS

Scope of Desired Work. There are three elements to the scope of work. Respondents may choose to provide information for one, two, or all three scopes of work.

Scope 1: Wetlands and Waters of the U.S. Delineation and Request for Jurisdictional Determination

The selected Respondent shall conduct a delineation of the subject property for wetlands and waters of the U.S.. Field methods should be conducted in accordance with the 1987 USACE Wetlands Delineation Manual and the appropriate Regional Supplement. The Respondent shall also delineate the ordinary high-water mark (OHWM) of any waterbodies within the properties using the recommendations of the 2005 U.S. Army Corps of Engineers (USACE) Regulatory Guidance Letter (RGL) 05-05: Ordinary High-Water Mark Identification. The respondent shall use a real-time differentially corrected global positioning system (GPS), or equivalent capable of achieving submeter accuracy, to geographically reference features such as data points and wetland and OHWM boundaries. The sampling results will be documented using the appropriate Supplement Manual data forms and will separately classify emergent, scrub-shrub, or forested wetlands when more than one dominant stratum exists.

This evaluation should include a comprehensive data assessment using, but not limited to, the following sources:

- Field Survey by a qualified wetlands scientist
- Aerial photographs & topographic maps
- National Wetland Inventory (NWI) maps
- Natural Resources Conservation Service (NRCS) website for Hydric Soil Descriptions
- United States Department of Agriculture (USDA) Web Soil Survey
- EPA Waters GeoViewer Mapper
- Federal Emergency Management Agency (FEMA) flood hazard areas

The final report should include the resume(s) of the surveyor(s), survey date(s), location, delineation methods, findings, photographs, results, soils, hydrology and vegetation data, climate conditions during the survey, and other relevant information to support the Respondent's preparation of a Request for an Approved Jurisdictional Determination from the Tulsa District of the U.S. Army Corps of Engineers. The final report should also include delivery of delineated wetlands and waters shapefiles in .kml or .kmz format for use in future planning efforts.

Scope 2: Listed Species Survey

The selected Respondent shall conduct a survey for species protected under the Endangered Species Act, Bald and Golden Eagle Protection Act, or Migratory Bird Treaty Act to include, but not limited to, review and assessment of the following sources.

- a. Review of USFWS Information for Planning and Consultation (IPaC) project report;
- b. Field survey for suitable habitat by a trained biologist;
- c. Aerial photographs and topographic maps; and
- d. County-level species data from the Oklahoma Natural Heritage Inventory (ONHI).

The final report should include the resume(s) of the surveyor(s), survey date(s), location, survey methods, findings, photographs, results, and data on the site characteristics, land use, vegetation types, and other habitat features potentially important to listed species or other special-status species potentially occurring within the project area, and other relevant information to support the findings of the survey. Survey data should also be provided in .kml or .kmz format for use in future planning efforts.

Scope 3: Geotechnical Survey

The selected Respondent shall conduct a preliminary geotechnical survey of the site. For the purpose of this assessment, the future development should be assumed to consist of light to medium industrial activity. The type of structures to be constructed are undetermined at this time and the study is intended to provide preliminary

recommendations for planning purposes. It is not the purpose of the geotechnical survey to identify environmental conditions at the site.

A three phase study of the site shall be conducted consisting of:

- A field exploration consisting of minimum of 1 sample boring per 100 acres, at locations deemed appropriate by the Respondent based upon professional judgement, and site reconnaissance.
- A laboratory testing program to evaluate pertinent physical characteristics and engineering properties of soils and
- Analysis of the field and laboratory data to formulate preliminary geotechnical criteria for planning of project foundations and to develop preliminary recommendations for construction of foundations, floor slabs, pavement sections and earthwork.

The final report should include the resume(s) of the surveyor(s), survey date(s), location, methods, findings, photographs, results, laboratory reports, boring logs, climate conditions during the survey, and other relevant information to support the Respondent's recommendations. The final report should also include delivery of boring location shapefiles in .kml or .kmz format for use in future planning efforts.

ITEMS REQUIRED FOR SUBMISSION

An electronic proposal in a single pdf file of 10 pages maximum per scope of work shall be submitted by email. To assess the capability of the respondent to carry out the objectives of this RFP, PartnerTulsa requires the following:

1. COVER PAGE - Indicate the name, address, telephone, and email address along with the names of the primary and secondary points of contact for the Respondent.
2. NARRATIVE – Per scope of work being proposed on providing:
 - A summary of the methodology to be used in conducting the scope of work
 - Identification of the staff proposed for the work and their qualifications
3. TEAM QUALIFICATIONS - Identification, qualifications and experience of the Respondent team including paragraph summaries detailing the scope, budget, schedule compliance, and one reference for three similar projects completed in the last three years for each scope of work proposed.
4. PROPOSAL – A not-to-exceed estimate for each proposed scope of work shall be included for determination of best value to PartnerTulsa. Estimates shall include personnel, classification, hourly rate, hours, and total for each activity in the scope of work. Estimates shall show direct cost markup and limit to 5%. Travel costs shall be shown and should reflect current GSA rates.

Any questions regarding any substantive matters arising during preparation of this proposal should be addressed to the following by the date indicated in the Submittal Process Timeline table.

Michelle Barnett, SVP Economic & Workforce Development, PartnerTulsa
Mbarnett@cityoftulsa.org

AND

Ashley Chaney, Business Liaison Services Manager, PartnerTulsa
Achaney@cityoftulsa.org

Down-selection of Respondents will be based upon evaluation of qualifications as indicated by the Narrative and Team Qualifications information provided. Proposals from qualified Respondents will then be evaluated for best value to PartnerTulsa to select Respondent(s) for award. **It is not necessary to respond to all three scopes of work in order to be a Respondent's qualifications and proposal to be considered.** One or more Respondents may be selected to perform the three studies identified by this RFQ/RFP.

Note: All materials submitted to PartnerTulsa may be subject to public disclosure under the Oklahoma Open Records Act.

SUBMITTAL PROCESS TIMELINE

Listed below is the anticipated schedule for all actions related to this RFP. In the event that there is any change or deviation from this schedule, such change will be posted on PartnerTulsa's website at <https://partnertulsa.org/current-opportunities/rfps/>.

Issuance of RFQ/RFP	Wednesday, March 29, 2023
Written Questions on RFQ/RFP Due	Wednesday, April 5, 2023 5:00 p.m. (CDT)
Qualifications Statement & Proposal Due	Wednesday, April 19, 2023, 5:00 p.m. (CDT)
Target Notification of Award Date	Thursday, April 27, 2023

STATEMENT OF LIMITATIONS

This RFQ/RFP, the submissions in response to it, and any relationship between the PartnerTulsa and Respondents arising are subject to the specific limitations, conditions and representations expressed in the RFQ/RFP.

PartnerTulsa intends and has the authority to select one or more consultants to conduct the scopes of work for the subject area as described in this RFQ/RFP. This RFQ/RFP shall not be construed in any manner to create an obligation on the part of PartnerTulsa

to enter a contract for any project whatsoever, nor to implement any of the actions contemplated hereby, nor to serve as the basis for any claim whatsoever for reimbursement of costs for efforts expended in preparing a response hereto, regardless of whether the Respondent is selected.

PartnerTulsa reserves the right to hold discussions with, to request presentations from, and to conduct negotiations with, any or all Respondents that PartnerTulsa deems appropriate in its sole discretion. PartnerTulsa reserves the right, as it deems its interest may require in its sole discretion, to accept or reject any or all qualifications and proposals, to waive any informality, informalities or non-conformity in the documents received, and to accept or reject any or all items provided by the Respondents.

GENERAL NOTIFICATIONS

1. PartnerTulsa notifies all possible Respondents that no person shall be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract based on race, religious creed, color, national origin, ancestry, physical disability, sex, sexual orientation, age, ethnicity, or on any other basis prohibited by law.
2. All Respondents shall comply with the Americans with Disabilities Act (ADA) and all proposals and a subsequent contract, if any, shall include the following statement:

"The Respondent shall take the necessary actions to ensure its facilities are following the requirements of the Americans with Disabilities Act. It is understood that the program of the Respondent is not a program or activity of the PartnerTulsa. The Respondent agrees that its program or activity will comply with the requirements of the ADA. Any costs of such compliance will be the responsibility of the Respondent. Under no circumstances will the Respondent conduct any activity which it deems to not be following the ADA."
3. PartnerTulsa also notifies all Respondents that PartnerTulsa has the right to modify the proposal and final selection of product requirements as needed.
4. Although it is PartnerTulsa's intent to choose only the most qualified respondents, PartnerTulsa reserves the right to choose any number of qualified finalists for interview and/or final selection.
5. The Request for Proposal does not commit PartnerTulsa to pay any costs incurred in the development or submittal of a proposal.

Exhibit 1: Fair Oaks 104-ac Study Site
NE/4 S7 T19N R15E

