



## Request for Funding Proposals for the Removal Design and Supporting Analysis of Peninsular Paper Dam on the Huron River in Ypsilanti, Michigan

Proposals Due: 11:59 PM ET, 12/4/2020

Pre-bid informational meeting: 11/12/2020, 2:00 PM ET

*To register for the Pre-bid informational meeting, please email [dbrown@hrwc.org](mailto:dbrown@hrwc.org) with a request to join. Please use "Pen Dam Removal Design RFP Informational Meeting" in the Subject line.*

***To apply for this funding opportunity, please submit an electronic copy of all materials in PDF format to [dbrown@hrwc.org](mailto:dbrown@hrwc.org) by the date and time due. Additional physical copies are welcome but are not required.***

Please direct questions and correspondence regarding this RFP to:

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### Introduction

The goal of this project is to advance the removal process of Peninsular Paper Dam (Pen Dam) on the Huron River in Ypsilanti. Following the award of grant funding from the State of Michigan Department of Natural Resources (MDNR) Fisheries Habitat Grant Program (FHGP), the Huron River Watershed Council is facilitating this phase of the removal planning process in close partnership with the City of Ypsilanti.

Pen Dam is located on the Huron River in Ypsilanti (42.256126, - 83.624146) within Washtenaw County. The nearest address is 1249 Leforge Rd, Ypsilanti, MI 48198. The original structure was completed in 1867 to provide power for paper manufacturing. The dam failed in 1918 and was rebuilt two years later. The powerhouse is a prominent feature in the area topped by its iconic, free-standing letters spelling "PENINSULAR PAPER CO. SINCE 1867 YPSILANTI." The dam is classified as a concrete gravity dam that measures 16 feet high with crest length of 290 feet; of which 250 feet is the concrete spillway. The spillway sill extends approximately 25 feet downstream of the crest.

The 177-acre impoundment area extends 6,575 feet (1.25 miles) upstream of the dam and occupies area within Ypsilanti, Ypsilanti Township, and Superior Township. Peninsular Park (Pen Park), owned by the City of Ypsilanti, occupies the parcel adjacent to the north end of the dam.

The Huron River Watershed Council (HRWC) previously evaluated which impoundment areas along the Huron River would most benefit from dam removal and identified the Pen Dam impoundment as a priority restoration area. Following a completed dam removal feasibility study in 2018, the Ypsilanti City Council voted to remove Pen Dam and committed \$500,000 for removal activities. The MDNR Fisheries Division has also identified increased connectivity and fish passage in the Huron River as a top priority and supports removal of Pen Dam. The removal of Pen Dam was specifically identified as a top restoration priority.

A core team of representatives from HRWC, the City of Ypsilanti, and other experts compose what are referred to below as the Project Partners. The selected applicant's team is referred to below as the Team.

## Basic Scope of Services

The basic scope of services shall include, but not be limited to, the following project elements:

- 1) Project administration and addressing safety needs.
- 2) Document review, site research, correspondence and coordination. Initial site reconnaissance and document review will be conducted. A kickoff meeting with state officials will be held to solicit their feedback on critical issues, especially sediment sampling and hydraulic modelling. Consultants and Project Partners will follow-up with correspondence. Team will assist Project Partners with outreach to railroad, downstream dam owner, and other stakeholders. Team will participate in advisory team meetings and public engagement as needed throughout the project. A Team representative will attend regular Project Partner administrative meetings.
- 3) Sediment sample collection and analysis. Specific parameters will be determined in consultation with state officials. This project element may include approximately 11 transects through the impoundment with 3 collection points per transect. Testing should include metals, PAHs, BOD, #200 sieve, phosphorus, and dioxin/furans (downstream only). The Team and project partners will work with state officials throughout the project to plan and adjust the method and scope of sediment collection and analysis as appropriate. The Team will work with relevant state officials to address any sediment management concerns that arise.
- 4) Survey. This will include a bathymetric survey of the impoundment area which extends approximately 6,500 feet upstream from dam, including pickup of shoreline, inlets and bridges. It will also include a bathymetric survey of approximately 1,000 feet downstream of dam and identification of the river profile. Additional cross-sections should be included as needed from Superior Dam, which is upstream of Pen Dam, to 1 mile downstream of Pen Dam.
- 5) Hydraulic modeling. As-built information on bridges shall be reviewed. Michigan Statewide Authoritative Imagery & LiDAR (MiSAIL) data should be used on overbank area and newly collected bathymetric data to construct an intermediate hydraulic model from Superior Dam to approximately LeForge Rd. The model should use Michigan Department of Environment, Great Lakes, and Energy flow data. At this phase, model cases may be limited to estimating the relative

change in scour potential at the 2 upstream bridges and with suggestions for armoring. Geotechnical conditions near the bridges shall be estimated using best available information. Progress in this project element should proceed with the assumption that a complete geotechnical investigation at the bridges will be required in a later phase along with a geotechnical investigation along the railroad tracks running close to the southwest side of the impoundment.

- 6) Deliverables. The Team will produce a preliminary design basis report, which will include results of the sediment analysis, bathymetry and hydraulic analysis. The information will be used to suggest next steps and inform the geotechnical analysis.

The scope of services may change with unforeseen circumstances or new information, but significant changes will be subject to the approval of MDNR grant administration officials, HRWC, and project partners.

Currently, \$230,000 is available for the basic scope of services outlined above, and proposals should not exceed that amount. Proposed activities must be completed within 10 months from date of a signed contract between Project Partners and the selected Team. Due to delays in the timing of funding and project execution related to the COVID-19 pandemic, we anticipate that extensions will likely allow 14 months for completion of the scope of work, though that can't be guaranteed at this time. At logical phases in the project timeline, the Team may be required to provide progress reports to MDNR officials.

The Project Partners are actively pursuing additional funding sources. In addition to the materials above, applicants should provide a brief supplemental estimate of costs and a brief summary of the anticipated tasks that go beyond the scope of work above but will be required to 1) complete a comprehensive engineering plan and 2) identify the necessary permits for the initial deconstruction of the dam. This supplemental estimate for services beyond the scope of work above will not be considered binding at this phase, but it will help inform project partners in fundraising efforts.

For future phases of the project beyond the scope of work described here, special consideration will be given to the Team that completes this project phase.

## Request Objective

The objective is to request a Statement of Qualifications to select a qualified design, planning, and construction Team. Securing contracted, experienced engineering and professional services will reduce overall project cost, increase project efficiency, and ensure project activities are conducted safely. No significant construction activities are anticipated during the project phase relevant to this request.

Selection of the Team will be based upon a predetermined set of evaluation criteria determined by HRWC and Project Partners.

Respondent must submit its proposal in strict accordance with all requirements of the Request for Proposal (RFP).

Respondent's proposal must not be marked as confidential or proprietary to respondent. HRWC and Project Partners may refuse to consider a proposal so marked. All proposals will become the property of

HRWC. Information in the proposals will become public property and subject to disclosure laws and HRWC policies and procedures.

No obligation, either expressed or implied, exists on the part of HRWC or Project Partners to make an award or to pay any costs incurred in the preparation or submission of a proposal. All costs associated with the preparation or submission of proposals covered by this RFP is solely the responsibility of the respondent.

## Evaluation Criteria

The following are the primary evaluation criteria the selection committee plans to utilize to select the best-qualified Team. In addition to the evaluation criteria, the selection committee will be looking at habitat scoring experience. Selection will be highly subjective in many areas and the decision of the selection committee will be final and not subject to re-evaluation by the Teams submitting a Statement of Qualifications. Consistent with the conditions of the MDNR FHGP grant agreement, the lowest bid deemed sufficiently qualified by HRWC and the Project Partners will be accepted.

- Responsibility and stability – such considerations as length of time team members have been in business, length of time principals have been with firm, financial responsibility, professional liability coverage, etc.
- Experience – such considerations as other similar projects completed by the team members, similar river restoration and habitat scoring abilities, range of in-house capabilities etc.
- Location – Such consideration as location of team members offices that will be responsible for project coordination, previous work in the general geographic area, key project personnel office location, etc. Lower project costs should result if limited travel expenses are required and better communication can be maintained which should result in a higher quality project.
- Quality of work – Such considerations as adequateness of material supplied to permit evaluation, evaluation, quality of presentation, cooperation, concern, etc.
- Ability to complete the basic scope of services outlined above within the allowed time period and within the current financial constraints.

## Statement of Qualifications Required and Materials Required from Applicant

The specific format of the Statement of Qualifications shall be per the responding Team's judgment, however, shall include the following data:

1. A project summary narrative defining the Team's interpretation of the scope of the project. While river restoration is outside the scope of this request, discussion of implications and benefits for concurrent or successive river restoration work should be included. The project narrative section should not exceed 5 pages.
2. Background description of Team organization and institutional structure.
3. Team Profile that includes list of organization members that will work on this project. Please include members from the partner down to the engineer-in-training level. Administrative or supporting Team members not directly involved in the project do not need to be included.
4. Principal Profiles.

5. Technical Expertise Profiles. Attach a resume for each member of the Team and detail relevant experience, length of service with the firm, educational background, professional background, along with the percent of the project for which he/she will be responsible. Include individual's professional certifications, a brief discussion of their relevant work experience and their hourly rates. Sub-consultant's roles on the project should also be listed.
6. General anticipated project schedule or timeline.
7. Provide a detailed budget itemizing hourly rates, overhead factors, and all other details by which project costs have been derived.
8. Additional pertinent information.
9. A 1-page summary of additional, anticipated activities not listed in the Basic Scope of Services above but that are likely required to advance the removal process through the completion of a geotechnical analysis of infrastructure in the impoundment and a comprehensive removal design. Include an estimate of funds required by the Team to complete or support the additional activities. The estimates provided in this section will not be considered binding, but may inform future contract extensions, request for proposals, and fundraising efforts.

The Project Partners request that, in addition to a general list of representative projects, applicants select one or two previously completed projects of similar size and scope for reference. Please select projects, if possible, that have been completed for at least one year but no more than seven years. Please include a detailed description of services rendered, the name, mailing address and phone number of the client's project manager, and the name and mailing of the general contractor.

### Interview Procedure

A virtual meeting will be held on November 12<sup>th</sup> at 2:00 ET. Project administrators will be available to answer questions and provide guidance. If you would like to attend the virtual meeting, please email [dbrown@hrwc.org](mailto:dbrown@hrwc.org) by November 10<sup>th</sup> to receive a meeting invitation.

All application materials should be submitted via email to [dbrown@hrwc.org](mailto:dbrown@hrwc.org) by 11:59 PM ET on 12/4/2020. Additional physical copies may be mailed to the address above but are not required.

The Huron River Watershed Council will facilitate a selection committee that will include City of Ypsilanti Staff, City of Ypsilanti council members, HRWC staff, and additional advisors. The selection committee reserves the right to conduct face-to-face interviews with any, all, or none of the responding applicants. In the event the selection committee deems interviews necessary to select the best Team, the selection committee will establish a meeting at a mutually acceptable time. Due to safety considerations regarding the COVID-19 pandemic, any interviews will be conducted by videoconference or telephone. The selection committee will meet key members of the Team's proposed project team.

The Project Partners reserve the option to extend the deadline for the submission of proposals or to invite applicants based on their reputations with dam removal projects. If necessary, the Project Partners also reserve the option to decline all applications, if none of the available proposals are deemed satisfactory.

## Prior Work and Reference Material

In order to provide geographical and historical background of Peninsular Paper Dam and the relevant project area, the following references are available to applicants.

The Feasibility Study completed in 2018 is available online at:

<https://www.hrwc.org/pendam>

The original, high resolution document and appendices are prohibitively large for sharing online and will be provided to interested applicant team upon request.

Information regarding the purpose and priorities of the Michigan Department of Natural Resources Fisheries Habitat Grant Program are available at:

<http://bit.ly/michiganfhgp>