

**York County Soil and Water Conservation District, Request for Qualifications (RFQ)  
Professional Fluvial Geomorphologist  
For In-Stream Habitat Restoration Project**

The York County Soil and Water Conservation District (YCSWCD) is requesting Statements of Qualifications from interested and qualified consultants that are Professional Fluvial Geomorphologists, in order to perform in-stream habitat restoration work within Thatcher Brook. The City of Biddeford, in partnership with YCSWCD, has been awarded a phase III 319 grant and is under contract with the Maine DEP to conduct an in-stream habitat restoration project within Thatcher Brook, which is an urban impaired stream designated under Chapter 502 of the Maine Stormwater Management Rules and is listed as impaired on the State of Maine, 2012 303(d) list. The overall purpose of the grant is to restore the water quality and stream habitat in Thatcher Brook. The consultant is expected to design the project and assist the YCSWCD Project Manager with local, federal, and state permitting plans when needed. The total contract amount available for this work is \$8,868.

**PROPOSAL FORMAT**

To facilitate review, submissions should conform to the following format:

1. **Experience:** Provide a description of your companies' prior experience and qualifications. Please also reference your companies' experience with State and EPA regulations and procedures, in particular those specified in the 319 program.
2. **References:** Provide the name and contact information for at least three (3) references familiar with the quality of work by your company of similar nature as contained in the work description above.
3. **Project Understanding:** Provide your knowledge of the watershed, the grant, and issues regarding the identified project(s). Identify potential challenges or special concerns that may be encountered.
4. **Other Supporting Data:** Include any other information you feel to be relevant to the selection of your company or the makeup of the project team including sub-consultants.

The entire Statement of Qualifications shall not exceed ten (10) pages; excluding the front and back covers, dividers, coversheet, table of contents, and letter of introduction (maximum 2 pages).

**CRITERIA FOR REVIEW OF STATEMENT OF QUALIFICATIONS**

The following criteria will be used in screening, ranking and selection of the successful Company:

1. **Qualifications of the Firm (30%):** Preference shall be given to those companies with experience in habitat restoration, related to the scope of services described above.
2. **Qualifications of the Project Team (Key Staff) (30%):** Preference shall be given to those with key staff experience in work described above and any familiarity with the region.
3. **Experience in Working with State and EPA Regulations and 319 Project Procedures (10%):** Preference shall be given to companies whose personnel have a demonstrated working relationship with the State and EPA, and possess a thorough understanding of the rules and regulations regarding urban impaired streams similar to Thatcher Brook.
4. **Project Understanding (30%):** Preference shall be given to those companies which have a comprehensive understanding of the project requirements and environment.

**SELECTION OF THE CONSULTANT**

It is the intent of the YCSWCD to work with the City of Biddeford to select a company to perform the work described above. All unsuccessful companies will be notified in writing no later than 10 days after selection of the Consultant. YCSWCD reserves the right to reject any and all submissions to this RFQ, request clarification, or waive informalities/technicalities, if it is deemed in the best interest of the YCSWCD. YCSWCD assumes no responsibility for costs incurred in responding to the RFQ.

**SUBMISSION OF QUALIFICATIONS STATEMENT AND CONTACT PERSON**

All questions should be submitted to Mindee Goodrum, Project Manager via email at [mgoodrum@yorkswcd.org](mailto:mgoodrum@yorkswcd.org). Answers will be posted by 4:00pm on September 8, 2021 on YCSWCD's website. Three (3) copies of the Qualifications Statement must be submitted no later than 4:00 p.m. on September 14, 2021. Email submission strongly preferred to [mgoodrum@yorkswcd.org](mailto:mgoodrum@yorkswcd.org) or submissions can be mailed to:

**Mindee Goodrum**

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