



PORT OF PORT LAVACA - POINT COMFORT

Providing Calhoun County Industries with Direct Deep-Draft Access to Global Markets

**Request for Statements of Qualifications for Professional Services
Matagorda Ship Channel Improvement Project (MSCIP),
EIS Supplement Environmental Survey**

SUMMARY

The Calhoun Port Authority (CPA) has the need for Professional Services for an Aquatic Resources Survey, including Seagrass and Oysters in the Matagorda Ship Channel for Matagorda Ship Channel Improvement Project (MSCIP), EIS Supplement. CPA is seeking Requests for Qualifications (RFQ) from firms or individuals who can adequately demonstrate they have the resources, experience and qualifications to provide CPA with such services. The RFQ process will be in accordance with Chapter 2254 of the Texas Government Code and any other applicable provision of state or federal law, and CPA's professional services solicitation, evaluation, recommendation and selection procedures and policies.

SCOPE OF SERVICES

Activities with respect to this RFQ will include but may not be strictly limited to the following:

- Task 1 – Aquatic and Cultural Resources Survey
 - Phase I – Verification Surveys (Oyster, Seagrass, Cultural)
 - Phase II – Characterization Surveys (Oyster, Seagrass, Cultural)
- Task 2 – Reporting Regarding Task 1 Actions, Findings and Recommendations

PRE-SUBMITTAL CONFERENCE

A Pre-Submittal Conference will be held on Wednesday, July 3, 2024 starting at 10:00 a.m. in the CPA Board Room located at 2525 FM 1593, Point Comfort, Texas 77978. All interested parties are encouraged to attend but attendance is not mandatory.

GENERAL TERMS AND CONDITIONS

Contract Terms: See attached form of Agreement between Owner and Service Provider.

Funding: Any resultant contract is subject to cancellation, without penalty, either in whole or in part, if funds are not appropriated by the Calhoun Port Authority Board of Commissioners.

Reimbursements: There is no express or implied obligation for CPA to reimburse Respondent for any expenses incurred in preparing a response to this RFQ, nor will CPA pay any subsequent costs associated with the provision of any additional information or presentation, or to procure a contract for these services.



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Communication: CPA shall not be responsible for any verbal communication between any employee of CPA and any Respondent. Only written requirements and qualifications will be considered and no verbal statements or representations will be binding upon CPA.

Payment Terms: Payment will be made in accordance with the negotiated contract.

Disclosure: There will be no disclosure of contents to competing Respondents except to the extent provided by applicable law such as the Texas Public Information Act.

SUBMITTAL REQUIREMENTS

1. Proposals shall not exceed twenty-five (25) pages in length.
2. Submit five (5) copies of Proposal.

Proposals shall contain the following (INCLUDE ONLY INFORMATION REQUESTED BELOW):

- A letter of transmittal not exceeding one (1) page
- Location of the Firm's offices that would provide the service
- Qualifications for the Prime Service Provider Firm

History and organization of the firm, legal entity that contract will be entered into, primary contact, contact information, location of the office from which the work will be performed, and the name and title of the person that is authorized to enter into a contract agreement (must be an officer, partner or member of the firm). Provide resumes of the key personnel being proposed as part of the Project Team.

- Representative List of Projects

List three (3) completed comparable projects within the last five (5) years for which your firm has provided the same or similar services requested. For each project, include the project name, location, direct client name and contact information, and a brief description of scope of services performed.

3. All RFQs submitted for CPA consideration must be clearly marked with the words "REQUEST FOR QUALIFICATIONS, Matagorda Ship Channel Improvement Project (MSCIP), EIS Supplement Environmental Survey", Attention: Felicia F. Harral, P.E., Director of Engineering," and must contain the name of the company submitting the RFQ.
4. Submittals for the Matagorda Ship Channel Improvement Project (MSCIP), EIS Supplement Environmental Survey must be addressed to the Calhoun Port Authority, Attention: Felicia F. Harral, P.E., and must be actually received at 2525 F. M. 1593, Point Comfort, Texas 77978, no later than 4:00 p.m. Central Time., Tuesday, July 9, 2024. Late submissions will not be considered and will be returned unopened.



(361) 987-2813 • Fax (361) 987-2189 • 2313 FM 1593 South • P.O. Box 397 • Point Comfort, Texas 77978
www.calhounport.com

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In order to be considered and responded to, written questions regarding this RFQ must be received at the CPA Director of Engineering Office no later than 3:00 p.m., Friday, July 5, 2024.

EVALUATION PROCEDURE

Timely submitted Proposals will be reviewed and initially evaluated by appropriate CPA staff. CPA reserves the right to request additional information from proposers.

Award selection will be made to the firm(s) offering the response that best meets the needs of CPA. Although CPA staff will share its recommendation, the final selection decision rests solely in CPA's Board of Commissioners. Each proposal will be evaluated based upon the following factors:

Qualifications

- Similar projects completed
- Design office location
- References

CPA may select a firm solely from this documentation evaluation, or a short list of firms. If short listed, interviews of these firms may be requested and scheduled.

CPA reserves the sole right to evaluate the Qualification Statements submitted; to waive any irregularities therein; or to reject any and all firms that submitted Qualification Statements, should it be deemed in the Port's best interest.

This RFQ is not to be construed as a contract or a commitment of any kind.

All RFQ responses are required to be signed by an authorized representative of the responding entity. RFQ responses received unsigned will result in the submittal being declared unresponsive and shall not be further evaluated.

For any project questions or comment, please contact in writing or by email:

Felicia F. Harral, P.E.
Director of Engineering
Calhoun Port Authority
Cell: (361) 746-1035
ffh@calhounport.com

Attachments: Sample Forms
Scope of Work for Aquatic Resources Survey, including Seagrass and Oysters in the Matagorda Ship Channel

Request for Qualifications

PROFESSIONAL SERVICES



RESPONSE FORM

Company: _____ Date: _____

Signature: _____

Printed Name: _____ Title: _____

Address: _____

City, State & Zip: _____

Telephone Number: _____ Fax Number: _____

E-mail address: _____

Texas Company Engineering License #: _____

Federal EID #/SSN #: _____

Request for Qualifications

PROFESSIONAL SERVICES



REFERENCES

Each Responder is to provide a minimum of three (3) verifiable business references within the last three (3) years for which the Responder has performed the same or substantially similar work.

1. Company Name: _____

Address: _____

Contact Person: _____

Telephone No.: _____

Brief Description of project: _____

2. Company Name: _____

Address: _____

Contact Person: _____

Telephone No.: _____

Brief Description of project: _____

3. Company Name: _____

Address: _____

Contact Person: _____

Telephone No.: _____

Brief Description of project: _____

Request for Qualifications

PROFESSIONAL SERVICES



CERTIFICATION

The undersigned affirms they are duly authorized to negotiate for, on behalf of the Company, and enter into a contract for Engineering Services.

Signed By: _____ Title: _____

Typed/Printed Name: _____

Company Name _____ Date: _____

Mailing Address:

Street/P. O. Box City State Zip

Telephone #: _____ Cell #: _____ Fax #: _____

Email Address: _____

Employer Identification Number/Social Security No: _____

Scope of Work for Aquatic Resources Survey, including Seagrass and Oysters in the Matagorda Ship Channel

This scope of work is provided based on a meeting conducted on April 17th between The Calhoun Port Authority, the U.S. Army Corps of Engineers (USACE), and Lloyd Engineering, Inc. Information provided by the USACE during and after the meeting as well as personal knowledge of the survey area, and desktop research was used to develop this scope of work.

Task 1 – Aquatic and Cultural Resources Survey

Aquatic and cultural resource surveys will be conducted within the survey areas outlined in Figure 1. The survey area is comprised of one polygon outlined in yellow and a 500-foot buffer but excludes the limits of the Matagorda Ship Channel or any Placement Areas on the north side of the channel. The total survey area is 11,288 acres.

Based on desktop reviews, bathymetry, and salinity, the survey areas have the potential for cultural resources and two aquatic resources: submerged aquatic vegetation (i.e., seagrass) and oysters. The survey will be conducted in two phases to comprehensively identify these resources. The purpose of this two-phased approach is to accurately identify the location and acreage of oyster and/or seagrass resources, determine if any scattered shell or other type of oyster clutch material is present, and identify substrate type within the survey areas. Phase II gathers quantitative and qualitative data about oyster and seagrass resources identified during Phase I of the survey.

Oyster and cultural resources surveys will be conducted within the entirety of SA-01. Seagrass surveys will be conducted within shallow open water areas (0.0' – 6.0').

The methods used in this survey have been accepted for similar surveys by the USACE and resource agencies, including TPWD, U.S. Fish and Wildlife Services (USFWS), and National Marine Fisheries Services (NMFS) on past projects. Data collected in this survey will be completed under a scientific collection permit (SPR-1016-263).

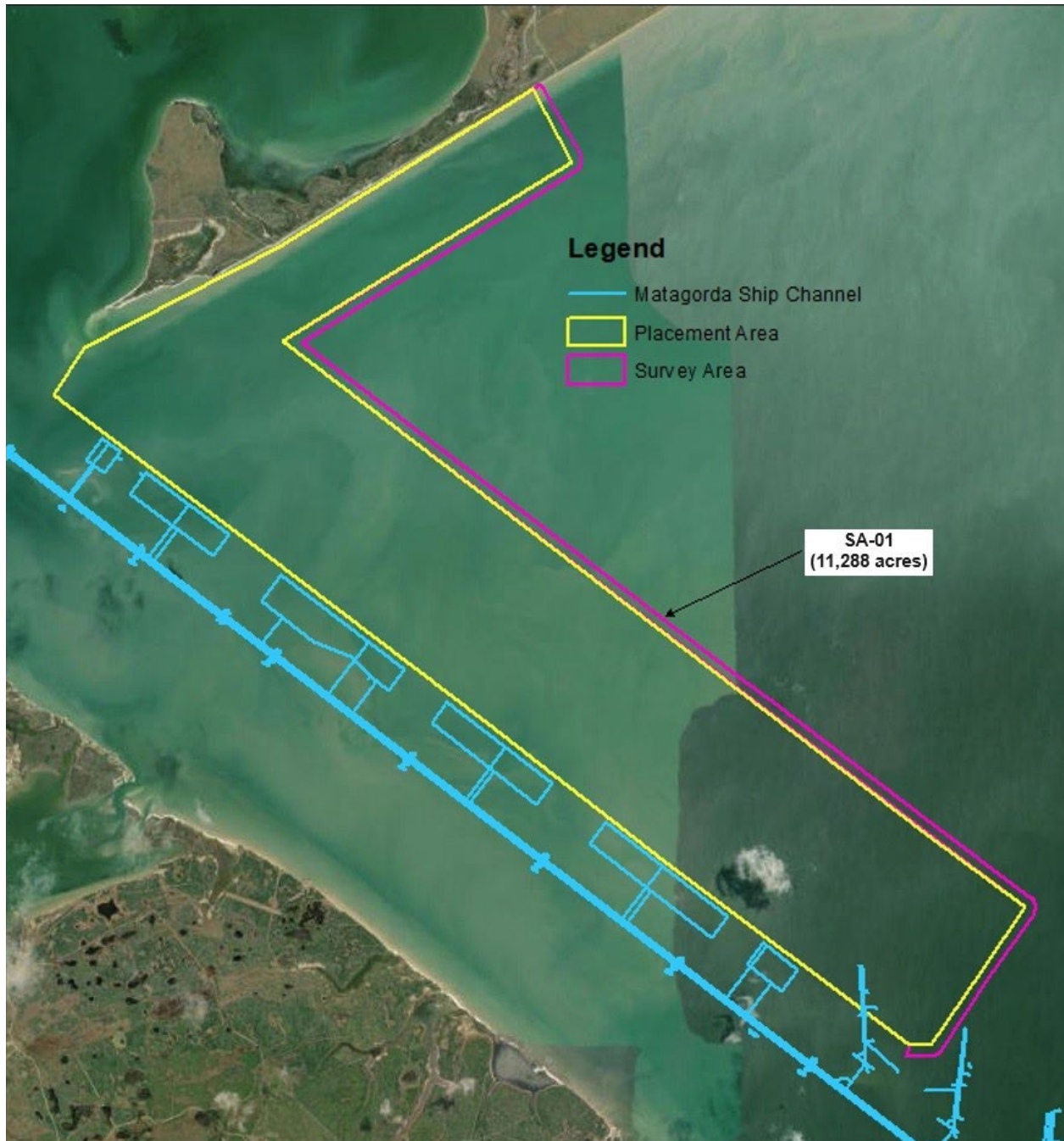


Figure 1: Survey Areas for Special Aquatic Sites Study

Phase I - Verification Surveys

The objective of the Phase I surveys is to collect the necessary side scan sonar (SSS), single beam bathymetry, sub-bottom profiler, and magnetometer data necessary to identify the location and extent of potential oysters, seagrasses, and/or cultural resources. The following sections detail the Phase I specifications as it relates to each resource.

Oyster Resources

In Phase I, an ecologist will personally visit the survey area to verify the presence or absence of oyster resources. This will be done using a side scan sonar (SSS), single beam bathymetry, and a sub-bottom profiler. The spacing of survey transects would allow for a minimum of 50% overlap of data. Upon completion of the field data acquisition, a mosaic sonar image was created using it to form a composite image of the bay floor. The mosaic was exported as georeferenced tiff files and provided to the ecologist for analysis. The ecologist will analyze the collected data to identify the location and extent of potential oyster resources based on the SSS signatures. Additionally, areas of various substrate types will also be marked for further investigation. Preliminary boundaries around potential oysters will be mapped for verification and characterization efforts during Phase II.

Seagrass Resources

The same SSS, single beam bathymetry, and sub-bottom profiler data collected will be used to identify potential seagrass resources based on bathymetry and SSS signatures. Additionally, linear transects will be positioned perpendicular to the shoreline where potential seagrass beds are observed. Transect lines will be surveyed using the braille method augmented with an Eckman dredge. Each time evidence of a seagrass bed is observed, positions will be recorded using a global positioning system (GPS) device. These positions will be spatially referenced to identify the boundaries of potential seagrass beds. If necessary, the ecologists will refine boundaries by physically feeling the substrate or traversing the area multiple times. The verification will provide the finalized boundaries of each seagrass bed from which the total acreage can be calculated.

Cultural Resources

The SSS, single beam bathymetry, and sub-bottom profiler data collected will be used in combination with magnetometer data to identify if any potential nautical cultural resources are present. Upon collection, the data will be reviewed to determine the location and extent of potential cultural resources for further investigation and/or avoidance.

Phase II - Characterization Surveys

The objective of the Phase II surveys is to collect qualitative and quantitative data of the potential oyster, seagrass, and cultural resources identified during Phase I. The following sections detail the Phase II specifications as it relates to each resource.

Oyster Resources

In areas where oyster resources are detected during Phase I surveys, ecologists will verify and characterize the substrate types identified within the survey area. This will be done using an aluminum-sounding pole with a 3-inch disk affixed to one end and a penetration point on

the other. Sounding data points will be equally distributed throughout the survey area along transects where the SSS data is inconclusive and near anomaly boundaries. The substrate types will be recorded and grouped into soft mud, moderately firm mud, and/or sand. We will deploy an Eckman or Petite Ponar dredge to verify the substrate categories identified. This verification process, led by our experienced ecologist, will provide the boundaries of any oyster reefs identified, from which the total acreages can be calculated.

Additionally, an oyster dredge will be towed along representative transects inside each reef identified. The location and length of each oyster dredge tow will be recorded using a GPS device. After each dredge tow, the contents will be photo-documented, described, and classified as live oysters, oyster shells, or shell hash. If oysters are collected in the dredge, they will be enumerated and classified according to size as juvenile, sub-adult, or adult. The percentage of live/dead oysters will be determined by separating the live oysters from the dead and calculating a ratio of live oysters to the total number of oysters. Oysters found tightly closed will be considered live. Oysters found slightly open to completely open will be classified as dead. Whole single-valve shells and broken shells will not be counted as dead oysters but classified as oyster shells. Any shell or man-made hard substrate larger than 1.5 by 2.5 inches will be considered potential oyster resources (*per comm.* Jan Culberson TPWD). A catch-per-unit effort (CPUE) will be calculated for each dredge tow by dividing the total number of live oysters collected by the area surveyed (feet³) in each dredged transect.

Seagrass Resources

In areas where seagrass resources are detected during Phase I surveys, ecologists will verify and characterize within the survey area. Random samples will be taken with a 1-meter quadrat throughout the mapped seagrass beds to determine the species composition and percent seagrass coverage. Three additional subsamples will be collected or photographically documented within each square meter sample using an Eckman dredge. These samples will determine seagrass stem count and calculate seagrass density (number stems/meter²). Three metrics will be calculated to evaluate seagrass within the survey area, including mean percent cover, total number of estimated stems, and the mean density of seagrass within the survey area.

In situ water quality parameters will be collected during the field effort. The data collected will include water temperature, pH, dissolved oxygen, salinity, and conductivity. Documenting these data will help us understand existing project conditions and provide insight into the suitability of conditions to support oysters and seagrass.

Cultural Resources

In areas where potential cultural resources are detected during Phase I surveys, archeologist will conduct additional investigations if the data is not sufficient to support determinations.

Task 2 - Reporting

The oyster and seagrass survey results will be presented in a written report to document the methods and results. The report will include survey maps depicting the extent of the survey area, results of data collected, and the location of identified oyster and seagrass resources. It will also include representative photographs of survey methods and any identified aquatic resources. The aquatic resources survey report will provide sufficient data suitable for USACE verification. A cultural resources report has not been included within this scope of work at this time. However, if required the data collected during Task 1 is sufficient for the preparation of a survey report detailing the findings.

Schedule

The draft schedule shown below estimates that surveys and reporting will take approximately 5 months to complete. This schedule is based on using up to two teams in the field for both Phase I and Phase II surveys to meet the schedule (Table 1). This schedule assumes no more than 10 days of delay from foul weather and other events outside of the field team's control.

Table 1: Schedule for Special Aquatic Site Survey

	Task	Duration (weeks)	CumulativeDuration (months)
Task 1	Notice to Proceed	0	0
	Field Work Preparation	2	0.5
	Phase I Field Surveys	5	1.75
	Phase II Field Surveys	3	2.5
	Weather Days	2	3
Task 2	Report	4	4

Assumptions

- A Nautical Archeology report is not included in this scope of work; however, the data collected during Phase I surveys could be used for nautical archeology so long as a valid antiquities permit is provided and applicable coordination with THC is completed before surveys begin.
- This scope of work assumes the use of up to 2 field teams for both Phase I and Phase II surveys.
- This scope of work does not include extensive SCUBA diver surveys or the use of heavy-duty oyster tongs. If these methods are necessary, a change order may be required.
- If more than 10 foul weather days are required a change order may be required.
- This scope of work excludes GLO submerged land lease and coordination; however, this could be done under an additional scope of work.
- If other agencies require changes to the scope of work a change order may be required.
- This scope of work excludes alternative analysis or other NEPA tasks; however, this could be completed under a separate scope of work.
- This scope of work excluded engineering design; however, this could be completed under a separate scope of work.