

City of Isle of Palms, South Carolina
Request for Proposals (RFP 2023-06)
Design, Engineering & Permitting of Waterway Boulevard Multi-Use Pathway & Storm Water Improvements

In compliance with the City's Procurement Code, the City of Isle of Palms ("The City") is requesting proposals from qualified firms for the design, engineering and permitting, bidding and construction administration of the improvement and elevation of the Waterway Boulevard pathway to provide protection from tidal inundation.

Description of the project

The City of Isle of Palms is experiencing increased occurrences of flooding due to extreme high tides, sea level rise, and more intense coastal storms. These conditions, combined with an inadequate drainage system and the general low-lying topography of the island, have created flooding conditions throughout the City. In response, the City intends to improve the Waterway Blvd. Pathway to serve as a flood barrier to provide protection from tidal intrusions from the Intracoastal Waterway (north) side of the island.

This project corridor extends from 21st Avenue to 41st Avenue and is approximately 8,850 LF (1.68 miles). The proposed pathway improvements include raising the pathway to elevation 6.0' (NAVD88) to provide protection from extreme tides and sea level rise. Portions of the existing pathway are as low as 4.27 and have experienced overtopping from extreme tide events on numerous occasions. The proposed target elevation was selected because it reduced the annual probability of exceedance (overtopping) from 100% to 3.7%. This is based on the historical data for the NOAA Tide Gage in Charleston Harbor (Station 8665530).

The proposed pathway will also be widened from 5' to 8' to be improved from a standard sidewalk to a multi-use pathway. Additional improvements include localized drainage improvements to convey stormwater runoff captured along Waterway Boulevard under the newly configured pathway. Proposed improvements also include the installation of in-line check valves on all new pipes along the corridor that convey water under the pathway to the Intracoastal Waterway. The check valves will serve to prevent tidal backflow in the drainage system and eliminate sunny day flooding as well as preserve the capacity in the drainage system.

Most of the proposed pathway improvements are located within SCDOT right-of-way along Waterway Boulevard and will require an Encroachment Permit. Some portions of the proposed improvements will be in drainage easements on Wild Dunes Golf Course Property and will require new easements to be acquired.

Scope of work

The City seeks to enter into a contract with an engineering firm to handle the survey, design and permitting, bidding and construction administration of the project.

The City prepared and submitted a grant application to the Hazard Mitigation Grant Program (HMGP) COVID-19 grant program. The final grant allocation is expected to be announced in the first quarter of 2024.

In this Request for Proposal, the City will evaluate each firm's ability to handle the expected tasks that will be accomplished in this endeavor. Proposals must include a breakdown of cost for each task.

Evaluation Criteria & Selection Process

Proposals submitted by the deadline and deemed complete will be evaluated by the City. Any firm submitting a proposal may be required to provide additional detailed information as

needed. The award of a contract will be at the discretion of City Council. The City reserves the right to disqualify any proposal it deems as non-responsive and/or non-responsible. The City reserves the right to make such investigations of the proposers as it deems appropriate. The City reserves the right to reject any and all proposals without qualifications. The City also reserves the right to add or deduct any specific requirements and associated costs from the selected proposal.

Proposals will be evaluated on a variety of factors including, but not limited to, the following:

- Firms' relevant experience and qualifications
- Relevant experience and qualifications of key personnel
- Satisfactorily completed similar projects
- Cost

Timeline and Submission Procedures

The City anticipates the following general timeline for this RFP. The anticipated schedule may change if it is in the City's best interest to do so.

RFP Advertisement – Wednesday, August 2, 2023

Deadline for Proposals – 2:00 p.m., Friday, August 18, 2023

Administration Evaluation of Proposals – August 18 – August 22, 2023

City Council to consider recommendation of award of contract – August 22, 2023

Contract Execution – August 25, 2023

Notice to Proceed – Upon contract execution.

Award of any contract may be made without discussion with proposers after proposals are received. The City reserves the right to cease contract negotiations if it is determined that the Bidder cannot perform the services specified in their response.

Recommendation of award for contract will be made based not only on price, which is an important factor, but also on quality of proposal, qualifications, experience, technical expertise, references and ability to execute the work. After careful evaluation, City staff will make a recommendation to City Council for award of a contract.

Proposals should be submitted to the following:

Desirée Fragoso
City Administrator
City of Isle of Palms
1207 Palm Boulevard
Post Office Box 508 Isle of Palms, South Carolina 29451

Deadline for Submissions: The deadline for submission is **2:00 p.m., Friday, August 18, 2023**. Proposals will be received at 1207 Palm Boulevard, Isle of Palms, South Carolina 29451 in a sealed envelope. Sealed envelopes must be clearly marked "RFP 2023-06, Engineering Design and Permitting for Waterway Boulevard Multi-Use Pathway & Storm Water Improvements" and include one (1) hard copy and one (1) electronic copy saved to a USB flash drive. It will be the responsibility of the proposers to verify receipt by the City.

Proposals may be delivered by hand or by mail, but no proposal shall be considered which is not actually received by the City at the place, date and time appointed by the City and the City shall not be responsible for any failure, misdirection, delay or error resulting from the selection by any bidder of any particular means of delivery.

Proprietary and/or Confidential Information: Your proposal is a public document under the South Carolina Freedom of Information Act (FOIA), except as to information that may be treated as confidential as an exception to disclosure under the FOIA. If you cannot agree to this standard, please do not submit your bid. All information that is to be treated as confidential and/or proprietary must be CLEARLY identified, and each page containing confidential and/or proprietary information, in whole or in part, must be stamped and/or denoted as CONFIDENTIAL, 4 in bold, in a font of at least 12-point type, in the upper right-hand corner of the page. All information not so denoted and identified will be subject to disclosure by the City.

Proposers acknowledge and agree that the City will not be liable for any costs, expenses, losses, damages (including damages for loss of anticipated profit) or liabilities incurred by the respondent or any member of the respondent's organization as a result of, or arising out of, submitting a bid, negotiating changes, or due to the City's acceptance or non-acceptance of the proposal or the rejection of any and all proposals. Proposers are responsible for submission of accurate, adequate and clear descriptions of the information requests. Neither issuance of the RFB, preparation and submission of a response, nor the subsequent receipt and evaluation of any response by the City of Isle of Palms will commit the City to award a contract to any respondent even if all the requirements in the RFB have been met.

Proposers must have or be able to procure an Isle of Palms Business License.

The City of Isle of Palms reserves the right to accept or reject any and all proposals, or any parts thereof; to waive irregularities or informalities in any proposal received to allow the proposal to be considered; to negotiate terms and conditions with Proposers; and to select a Bidder or to cancel in whole or in part this RFB, if it is in the best interest of the City to do so. Those proposals determined not to be in compliance with provisions of this RFB and the applicable laws and or regulations will not be processed.

By signing its bid, Proposer certifies that it will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agrees to provide the City upon request any documentation required to establish either: (a) that Title 8, Chapter 14 is inapplicable both to Bidder and its subcontractors or sub-subcontractors; or (b) that Bidder and its subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." Bidder agrees to include in any contracts with its sub-

contractors language requiring its subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14 and (b) include in their contracts with sub-subcontractors, language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14.