



Middle Georgia Regional Commission

175 Emery Highway, Suite C · Macon, Georgia 31217 · (478) 751-6160 · FAX (478) 751-6517 · www.middlegeorgiarc.org

Tom McMichael, Chairman

Ralph Nix, Executive Director

MEMORANDUM

TO: Qualified Firms

FROM: The Middle Georgia Regional Commission on behalf of the City of Warner Robins

SUBJECT: Request for Qualifications/Request for Proposals for the G-RAMP Environmental Assessment

DATE: January 26, 2010

The City of Warner Robins is seeking a qualified firm with extensive experience in environmental assessments/engineering to conduct the necessary assessment and analysis related to the Environmental Assessment of 91 +/- acres adjacent to Robins Air Force Base owned by the City of Warner Robins. Enclosed please find the Request for Qualifications/Request for Proposals.

Proposals are due no later than **10:00 a.m. on February 24, 2010** and should be sent to the Middle Georgia Regional Commission, Attn: Laura Mathis, 175 Emery Highway, Suite C, Macon, Georgia 31217. All proposals must be sealed and should be clearly labeled as "City of Warner Robins RFQ/RFP Response." Proposals received after the specified date will not be considered.

Please direct all questions to Laura Mathis, Middle Georgia Regional Commission, (478) 751-6160 or lmathis@mg-rc.org.

Enclosure

REQUEST FOR QUALIFICATIONS / REQUEST FOR PROPOSALS
ISSUED BY THE CITY OF WARNER ROBINS FOR THE G-RAMP ENVIRONMENTAL ASSESSMENT

Background

The City of Warner Robins currently owns property adjacent to Robins Air Force Base and intends to develop the property as the Georgia-Robins Aerospace Maintenance Partnership also known as G-RAMP. This project is intended to expand the capabilities of Robins Air Force Base by providing additional hangar facilities and runway access. The initial step in the development of G-RAMP is the completion of an Environmental Assessment consistent with the National Environmental Policy Act (NEPA). Therefore, the City of Warner Robins is seeking a qualified firm with extensive experience in environmental assessments/ engineering to conduct the necessary assessment and analysis related to the Environmental Assessment of 91 +/- acres adjacent to Robins Air Force Base owned by the City of Warner Robins.

The 91 +/- acres is part of a larger tract of land (total 544 acres) and has been identified as potentially the most suitable for the development of G-RAMP. A location map, plat of the entire property and topo of the site are attached for reference.

Upon receipt of a "Finding of No Significant Impact (FONSI)," the City of Warner Robins intends to construct the G-RAMP facilities and necessary infrastructure. At a later date, the City of Warner Robins (or an affiliated body) may seek the services of an engineering firm for the design and construction of the G-RAMP facilities and infrastructure.

Scope

Specifically, services are requested for completion of the Environmental Assessment in accordance with National Environmental Policy Act (NEPA) and the receipt of a "Finding of No Significant Impact (FONSI)" to the satisfaction of both the City of Warner Robins and Robins Air Force Base. The Environmental Assessment must address the following areas related to the 91 +/- acres owned by the City of Warner Robins:

- Topography
- Surface Waters
- Floodplains and Wetlands
- Storm Water
- Geology and Soils
- Groundwater
- Water Supply and Drinking Water
- Regional Air Quality and Air Emission Sources
- Wastewater
- Solid Waste
- Hazardous Materials and Hazardous Waste

- Toxic Materials
- Noise Environment
- Biological Environment (including flora, fauna, endangered, threatened, and sensitive species)
- Cultural Resources (historic buildings, archeological sites)
- Socioeconomic Environment
- Transportation and Safety

The completion of the Environmental Assessment will require coordination with officials from Robins Air Force Base, the City of Warner Robins and others throughout the process. The selected firm will be required to:

- Provide monthly progress reports throughout the term of the contract,
- Attend and/or conduct meetings regarding the Environmental Assessment,
- Provide written documentation of all project-related meetings and conferences,
- Compose/produce drafts of the Environmental Assessment document--both print and electronic format.
- Compose/produce the final Environmental Assessment document--both print and electronic format.

On behalf of the City of Warner Robins, the Middle Georgia Regional Commission has the following documents available for review and inspection by firms interested in responding to this RFQ/RFP:

- Archeological Survey of upland portions of the G-RAMP property (dated November 1996)
- Preliminary Subsurface Investigations (dated July 2006)
- Wetlands Delineation (dated July 2006 and updated January 2009)
- Phase I Environmental Site Assessment (dated July 2006)

To review the documents, questions related to this solicitation or the G-RAMP project should be directed to:

Ms. Laura Mathis
 Middle Georgia Regional Commission
 175 Emery Highway
 Suite C
 Macon, Georgia 31217
 (478) 751-6160 (phone)
 (478) 751-6517 (fax)
lmathis@mg-rc.org

Schedule

To be considered, proposals must be received by **10:00 a.m. on February 24, 2010** at the Middle Georgia Regional Commission, Attn: Laura Mathis, 175 Emery Highway, Suite C, Macon, Georgia 31217. All proposals must be sealed and should be clearly labeled. Any proposals received after February 24, 2010 will not be considered.

The City of Warner Robins intends to select a firm at a regularly scheduled meeting on March 1, 2010. The selected firm is expected initiate work no later than 15 days after notification and to complete the work under the contract within 365 days of the start.

Proposal Contents

Five copies of the proposal should be provided. At a minimum, the engineer's proposal should also provide the following information:

1. A cover letter.
2. A description of the firm's experience within the completion of an environmental assessment in accordance with NEPA – including a general description of the project area covered by the environmental assessment and the length of time required to secure a FONSI.
3. A brief history of the firm and its principal personnel including resumes of the principals.
4. The length of time the firm has been providing the specific kind of services requested herein.
5. The name(s) and professional experience of the firm's key personnel who will be assigned to this project. Firm must also state how much direct experience the personnel assigned to this project has with NEPA compliance.
6. The firm's knowledge and experience with the G-Ramp project as well as prior experience with the City of Warner Robins, the Redevelopment Agency of Warner Robins and Robins Air Force Base related to environmental work.
7. Detailed cost proposal and fee schedule for reimbursable expenses (if applicable).
8. A proposed plan to implement the project, including project milestones and timelines.
9. A written release authorizing any and all investigations necessary to validate information in the proposal.

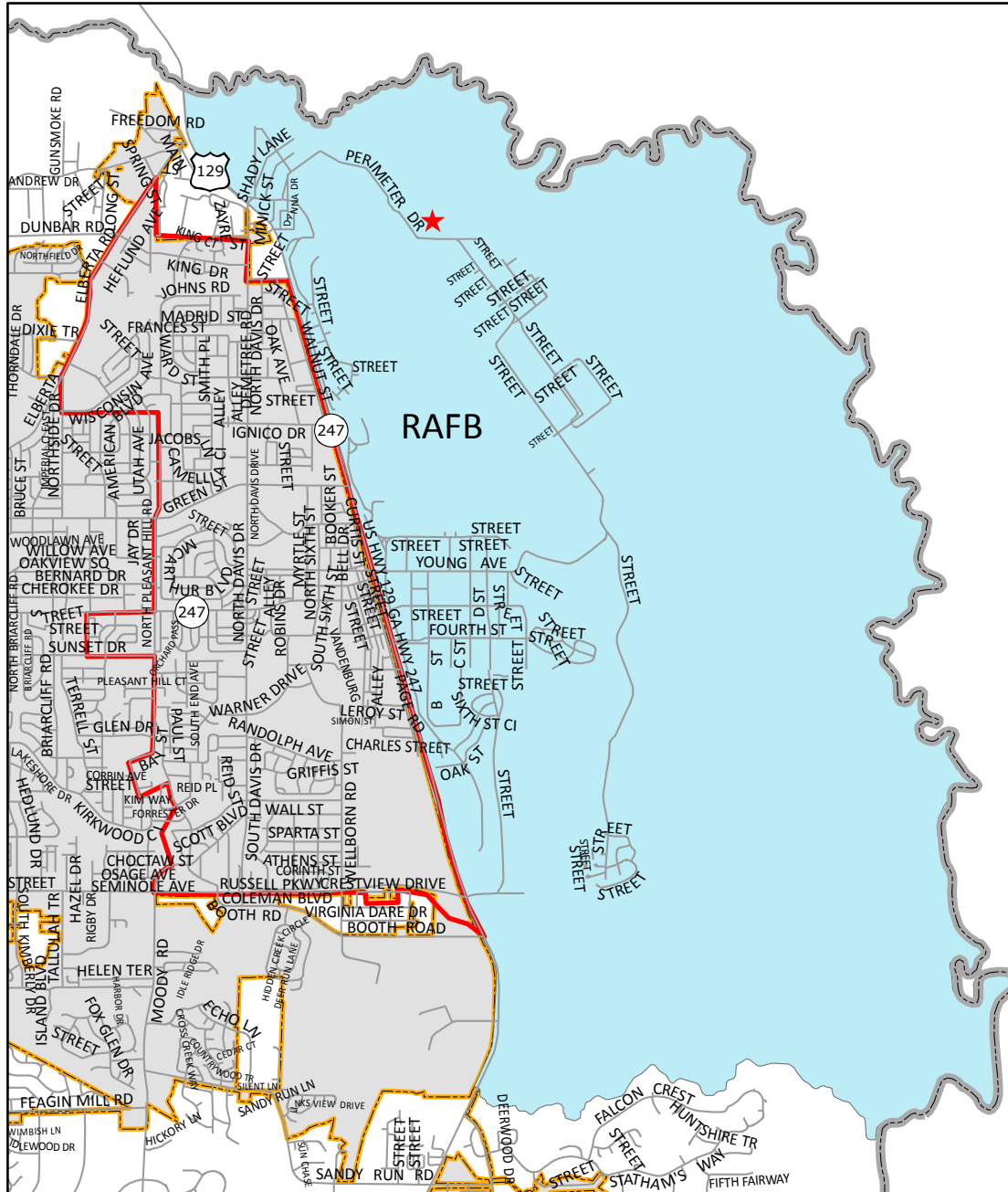
Selection

Responses are to be returned to the Middle Georgia Regional Commission office where an initial evaluation of the proposals will be completed. All qualifications will be evaluated in terms of project approach, quality of work, experience, capacity to perform, mobility, project familiarity, and cost. Past performance on other projects may also be assessed in terms of timeliness, completing within budget, and other factors. Evaluations will be submitted to the City of Warner Robins for final selection.

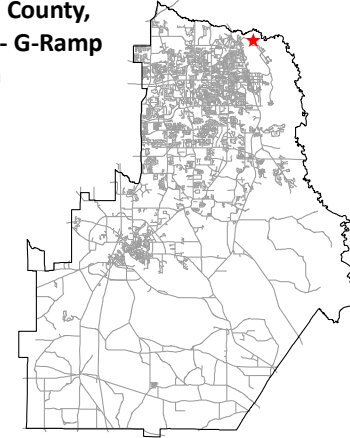
Disclaimer

The City of Warner Robins reserves the right to accept or reject any or all proposals. The City of Warner Robins is an Equal Opportunity Employer.

City of Warner Robins - G-RAMP: Project Location Map and Driving Directions



Houston County, Georgia - G-Ramp Location



1. Take I-75/85 S (signs for Macon/I-75) 90 miles
 2. Take exit 160A to merge onto GA-247/Pio Nono Ave/US-41 toward Warner Robins
- Continue to follow GA-247 14 miles
3. Turn left at 9th St

Houston County, Georgia



June 3, 2009



0 2 4 Miles

Prepared by:



[illegible]

Prepared by:

**ADDENDUM 1 TO THE
REQUEST FOR QUALIFICATIONS / REQUEST FOR PROPOSALS
ISSUED BY THE CITY OF WARNER ROBINS FOR THE G-RAMP ENVIRONMENTAL ASSESSMENT**

Background

1. Original RFQ/RFP Date: January 26, 2010
2. Addendum Date: February 2, 2010

Details

1. The City of Warner Robins will conduct a mandatory pre-proposal conference on Wednesday, February 10, 2010, at 10:00 a.m. in the large conference room of Warner Robins City Hall.
2. The City of Warner Robins will conduct a mandatory pre-proposal site visit on Wednesday, February 10, 2010, at 2:00 p.m. in the large conference room of Warner Robins City Hall. Individuals are responsible for their own transportation.
3. Proposals from firms that fail to participate in both the pre-proposal conference and site visit will not be considered by the City of Warner Robins.
4. Prior to the execution of a contract for services between the selected firm and the City of Warner Robins, a performance bond in the amount of ten percent of the contract shall be provided by the contractor.
5. All questions regarding the project shall be submitted in writing (email is acceptable) to lmathis@mg-rc.org. Copies of all questions and responses will be provided to all known proposers. All questions must be received by 4:00 p.m. February 17, 2010.
6. In addition to the proposal requirements in the original RFQ/RFP, proposals must also include the following:
 - a. List of all subcontractors to be utilized for the completion of the work.
 - b. List and description of relevant work experience.
 - c. Timeline for completion of the project and cost proposal with the City of Warner Robins providing lidar photography.
 - d. Timeline for completion of the project and cost proposal with the contractor providing lidar photography.