



Request for Statement of Interest

Date: April 13, 2023

To: Interested Consultant

Subject: Parking and Boat Ramp Expansion
Spring Creek Recreation Area
Hughes County, South Dakota

The Department of Game, Fish and Parks (GFP) is soliciting Statements of Interest from firms interested in providing project design and construction administration services for a new boat ramp and parking lot construction project located at Spring Creek Recreation Area in Hughes County near Pierre, South Dakota.

Anticipated project timelines are as follows:

- Preliminary plan development completed by Fall 2023.
 - Clearance process completed during Winter of 2023-2024.
 - Final plans Spring 2024.
 - Spring 2024 bid letting.
 - Construction timeline Summer 2024.

The project design and construction administration services for the parking and boat ramp expansion shall include, but is not limited to:

- Site Survey/Investigation
 - Preliminary Walk-Through
 - Preliminary Site Planning
 - Aerial Imagery
 - Design quality topographic site survey including bathymetric survey.
 - May include legal boundary survey
- Locate State owned above and below ground utilities.
 - The Consultant shall provide ground paint and/or electronic files showing location of utilities within the project limits.
- Provide design information for project permitting. GFP will submit permit applications internally.
 - 404 Permitting
 - Environmental/Archaeology clearances
 - DANR Storm Water Pollution Prevention Plan (SWPPP)
- Project Design Services
 - Provide project design plans and technical specifications for the Spring Creek RA project.
 - This project may include but are not limited to the following scopes of work:
 - Boat Ramp Construction (Reinforced Cast-In-Place Concrete, Precast Concrete Plank)
 - Grading
 - Base Course/Gravel Surfacing
 - Asphalt Concrete Composite
 - Unclassified Excavation
- Administration Services



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- Prepare bid documents and answer contractor's technical questions prior to bid opening.
 - Bid opening and initial contract administration to be completed internally by GFP.
- Preconstruction meeting coordination.
- Regular coordination with Contractor regarding work schedule, activities, etc.
- Regular communication with Owner regarding project status.
- Addressing questions and issues that arise in the field and coordinating with GFP personnel on larger issues.
- Track and monitor project quantities. Create and process Contractor change orders.
- Verification of Contractor submitted pay applications.
- Inspection/Material Testing
 - Construction Staking
 - Regular density checks per SDDOT spec for subgrade and base course materials.
 - Aggregate testing. (per SD DOT requirements).
 - Asphalt, asphalt aggregate, asphalt concrete composite mix sampling, and PCC aggregate testing (where applicable)- obtained from production site (retain for testing should issues arise).
 - Obtain, verify, and submit material certifications and weigh tickets from Contractor (base course, AC mix design, asphalt, etc.).
 - Conduct Final Inspection, create punch list, oversee, and verify completion of punch list.
 - Consultant shall keep a daily journal and submit bi-weekly updates to GFP. At the end of the project and before final payment, a copy of the construction diary shall be submitted to GFP. The daily diary shall include at a minimum:
 - Name of Consultant representative(s) on-site and time on-site.
 - Date, weather, and temperatures.
 - Summary of construction activities for the day and equipment used.

The chosen Consultant will be asked to provide detailed invoices showing cost breakdowns billed to specific project codes in half hour increments.

Firms wishing to be considered for providing Administration/Inspection/Locate Services for this project should send a Statement of Interest that outlines their qualifications and experience relative to this project. Statements of Interest must include at a minimum:

- Specialized expertise, capabilities, and experience as demonstrated by the teams' capabilities, and the proposed approach and methodology to meet the project requirements. (30%)
- Resources available to perform the work, including any specialized services, within the specified time limits for the project. Include resumes of all personnel, including all sub-consultants who will be assigned to this project. (30%)
- Record of past performance, including price and cost data from previous projects, quality of work, ability to meet schedules, cost control, and contract administration. (10%)
- Availability to project locale. (5%)
- Ability and proven history in handling special project constraints. (15%)
- Proposed project management techniques. (5%)
- Familiarity with project locale. (5%)

The intention is for the selection to be made by the technical review committee, based upon the contents of the Statements of Interest received, though an interview process may be utilized for the final selection of the consultant.

The committee respectfully requests that statements of interest be limited to 25 pages or less. This is not a requirement, merely a request.



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Copies of the Statement of Interest must be submitted by 5:00 PM CT on May 4, 2023. Please send an electronic copy (media, FTP Site or e-mail attachment) to:

Tyler Ulrich
Department of Game, Fish, and Parks
523 E Capitol
Pierre, SD 57501-3182
Phone: 605-280-4731
Email: tyler.ulrich@state.sd.us

Those firms that desire additional information specific to the project may contact Tyler Ulrich at (605) 280-4731 or by email tyler.ulrich@state.sd.us

Thank you for your interest in this project. We look forward to working with you.

Sincerely,

Ryan Tobin

Ryan Tobin (Apr 13, 2023 11:47 CDT)

Ryan Tobin, PE
Engineering Supervisor
Game, Fish and Parks