



REQUEST FOR STATEMENTS OF INTEREST

Date: March 24, 2021

To: Interested Firms

Subject: Construction Administration/Inspection/Staking and Material Testing Services for the Campground Development project located at the Game, Fish, and Parks Palisades State Park in Minnehaha County, SD.
GFP Project No. Pali210b; OSE#G2121—09X/DEL

The Department of Game, Fish and Parks (GFP) is soliciting Statements of Interest for Construction Administration/Inspection/Staking and Material Testing services to be performed on the owner's behalf to ensure construction plan compliance on the above referenced project.

Construction Administration/Inspection/Staking and Material Testing services shall include, but are not limited to:

- Participation of an on-site pre-construction meeting.
- Provide on-site construction administration/inspection on the owner's behalf to provide assurance the Contractor completes the project according to plans and specifications.
 - Construction administration/inspection/staking to be performed by a Professional Engineer, Engineer-In-Training, or an experienced and certified Technician capable of managing a project of this type and magnitude.
 - At a minimum, construction administration/observation/staking on owner's behalf shall consist of:
 - 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; coordinating with GFP personnel on larger issues.
 - Construction staking of project limits. Coordinating construction staking needs with the Contractor and Owner.
- Aggregate testing for base course (per SDDOT requirements).
- Monitoring and testing subgrade compaction & base course compaction.
- Monitoring culvert installation and stabilization efforts.
- Monitoring hydroseeding/hydraulic straw mulch application.
- Obtain, verify and submit material certifications and weigh tickets from Contractor (base course, riprap, MSE Fabric, RCP, CMP, etc).
- Track and monitor project quantities. Create and process construction change orders.
- Verification of Contractor submitted pay applications.
- Conduct Final Inspection, create punch list, oversee and verify completion of punch list.
- Consultant shall monitor their billed hours relative to project progress and notify GFP should the two begin to deviate. Notification must also be given prior to any hour and cost overruns.



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- 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.

Please identify the employee(s) and their involvement you propose to use on this project and include their qualifications and experience with your proposal. Include resumes of all personnel, including all sub-consultants who will be assigned to this project.

The project completion date is December 1, 2021.

Chosen consultant will be asked to provide detailed invoices showing cost breakdowns billed to the specific project code in half hour increments.

Firms wishing to be considered for providing Construction Administration/Inspection/Staking & Material Testing 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 proposed approach and methodology to meet the project requirements. (20%)
- Resources available to perform the work, including any specialized services, within the specified time limits for the project. (25%)
- Record of past performance, including price and cost data from previous projects, quality of work, ability to meet schedules, cost control, and contract administration. (15%)
- Availability to project locale. (20%)
- Familiarity with project locale. (10%)
- Proposed project management techniques. (5%)
- Ability and proven history in handling special project constraints. (5%)

A technical review committee will select a firm based on the response to the criteria listed above.

The Statement of Interest must be received by **1:00 PM CDT, April 15, 2021**. Provide electronic copies by email attachment and or File Transfer Protocol capabilities to the following: tyler.ulrich@state.sd.us

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



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Thank you for your interest in this project.

Sincerely,

Ryan Tobin

Ryan Tobin (Mar 25, 2021 16:48 CDT)

Ryan Tobin, PE
Engineering Supervisor
Game, Fish and Parks

