

PADUCAH MCCRACKEN COUNTY RIVERPORT AUTHORITY

REQUEST FOR QUALIFICATIONS & PROPOSAL

FRESHWATER MUSSEL SURVEY

Invitation:

The Paducah McCracken County Riverport Authority (“Riverport Authority”) invites Statements of Qualification and Request for Proposals for Mussel Survey services necessary for a Kentucky Public Riverport Construction and Maintenance (KPRCM) Project with funding administered by the Kentucky Transportation Cabinet (KYTC). All respondents must be KYTC Pre-Qualified under the Environmental Archaeology and Other Services category. Prequalification can be obtained by contacting the KYTC Division of Professional Services at 502-564-4555.

The Riverport requires a mussel survey to be conducted associated with USACE dredge permit process prior to commencement of the Barge Cell Revitalization Project located on the Tennessee River in Paducah, KY. Services may include identifying any and all permits or approvals necessary to perform a mussel survey by various federal and state agencies included but not limited to the United States Army Corps of Engineers, Kentucky Department of Fish and Wildlife, Kentucky Energy and Environmental Cabinet - Division of Water, United States Coast Guard, and United States Fish and Wildlife.

Project Description:

The Riverport Authority has been awarded KPRCM funding from the State of Kentucky to accomplish a comprehensive survey and perform necessary repairs to nine marine cells located in the General Cargo Berth and Bulk Commodity Berth facilities on the Tennessee River at PMCR. This stage of the project includes a required mussel survey to be performed in conjunction with the application for USACE dredge permit.

Introduction:

PMCR is requesting bids from qualified contractors to conduct a freshwater mussel survey in the areas adjacent to the Paducah Riverport in the locations identified within Exhibit to determine species presence, distribution, and relative abundance in accordance with the U. S. Fish and Wildlife Service (USFWS guidelines). This survey is required for regulatory compliance under the Endangered Species Act and/or other applicable environmental laws.

Project Location:

- **Waterbody:** Cuba Towhead
- **Reach Coordinates or Boundaries:** 37.068533°, -88.580514°
- **County/State:** McCracken/Kentucky
- **Map/Survey Area Attachment:** See Attached Exhibits C1.0 and C2.0

Scope of Services:

The contractor shall be qualified to perform the following scope of services:

1. Survey Design & Permitting:

- Develop a detailed survey plan and submit for agency approval.
- Obtain all necessary permits (e.g., state collecting permits, federal endangered species permits).

2. Field Survey:

- Conduct reconnaissance and full mussel surveys using methods appropriate to site conditions (wading, snorkeling, SCUBA).
- Record species encountered, numbers, and location data (GPS).
- Identify and photograph all listed species and/or species of concern.
- Collect shell material as allowed.
- Adhere to safety protocols and governing regulatory practices

3. Data Recording & Reporting:

- Document all field data on standardized tables.
- Submit GIS shapefiles and maps of survey transects and mussel findings.
- Provide photographs of habitat and representative species.
- Submit a final report including methods, results, species lists, photos, survey data and recommendations for regulatory approval.
- Final report must be prepared and submitted to meet U. S. Army Corps of Engineers (USACE) regulatory requirements

4. Coordination:

- Coordinate with [USFWS, USACE, etc.], as needed.
- Provide updates and respond to agency feedback.

Deliverables:

- Draft and final survey plan – To be reviewed by PMCRA and then submitted to USFWS for approval prior to performing the mussel survey
- Copies of permits
- Field data sheets (digital only)
- GIS shapefiles and maps
- Draft and final report
- Species list with conservation status
- Photo log (digital images, labeled)

Schedule:

- Request for Qualifications Due Date: September 19, 2025
- Anticipated Award Date: September 24, 2025
- Project Start Date: October 1, 2025
- Field Work Completion Deadline: October 31, 2025
- Final Report Due: November 21, 2025

Content of Statements of Qualification:

Statements of Qualification should include the following:

- Certification of KYTC Pre-Qualified status.
- Have a qualified malacologist with demonstrable experience in mussel surveys.
- Possess current federal and/or state mussel survey permits for listed species.
- Demonstrate at least 10 years of experience conducting similar surveys.
- Have the capacity to complete the project within the specified timeline.

Receiving Proposals:

Statements of Qualification will be received by the Riverport Authority until September 19, 2025 at 4:00 pm CST. Statements of Qualification will be received by the Port Executive Director during normal operating hours at the Riverport Authority's office located at **2000 Wayne Sullivan Drive, Paducah, Kentucky 42003**. All documents shall be submitted in a sealed envelope or carton, plainly marked with the submitting firm's name, address, date, and Project Title: "Mussel Survey" on the outside. The Riverport Authority shall not be responsible for carrier failure. Late Statements of Qualification may be rejected.

All submissions will be publicly opened and read aloud at 3:00 p.m., CST on September 22, 2025, at the Riverport Authority's office located at 2000 Wayne Sullivan Drive, Paducah, Kentucky 42003.

Evaluation Criteria:

Statements of Qualification will be evaluated and ranked in order of their qualifications. The highest-ranking firm(s) will be interviewed by the Riverport Authority and be given an opportunity to seek clarification on the project and discuss their methods and approach for furnishing the required services. Thereafter, the Riverport Authority may enter into competitive negotiations with the most responsive firm. Evaluation and negotiations will be in compliance with KRS 45A.

Additionally, Bids will be evaluated based on:

- Technical expertise and qualifications

- Relevant experience and past performance
- Timeline and availability

Additional Information and Inspection:

Requests for additional information should be directed to Jimmie Garrett, Executive Port Director at 270-442-9326 during normal operating hours.

Notice to Responding Firms:

The Riverport Authority expressly reserves the right to reject any or all Statements of Qualification, and in particular, to reject any submittal that is in any way incomplete or irregular. The Riverport Authority may disregard typographical errors, obvious mathematical errors, or minor informalities in the proposal, and has the right to request new proposals or to postpone the proposal opening. **This is not a request for retainer services.**

Public Records Disclosure:

All proposals submitted to the Riverport Authority are subject to public disclosure pursuant to the Kentucky Open Records Act, as codified in KRS 61.870, *et seq.*

Notice:

The Riverport Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.