

Whatcom County
Request for Qualifications
RFQ #23-03

Notice is hereby given that sealed proposals will be received by Whatcom County Purchasing at its Office in the Administrative Services Finance Department located on the fifth floor of the Whatcom County Courthouse, 311 Grand Avenue, Suite 503, Bellingham WA 98225 for the following:

CONSULTANT ENGINEERING SERVICES FOR:
FOX ROAD/CALIFORNIA CREEK FISH PASSAGE PROJECT – CRP NO. 922007
UNTIL: 2:30 PM, Tuesday, February 7, 2023

At which time and place the responses will be publicly opened (live/virtual via GoToMeeting), and the names of the submitters read aloud. All interested people are invited to attend the live proposal opening via GoToMeeting. Late submittals will not be considered. Whatcom County reserves the right to reject any or all proposals and to waive any irregularities. Whatcom County encourages disadvantaged, minority, and women-owned consultant firms to respond.

Whatcom County is soliciting statements of qualifications for the Fox Road/California Creek Fish Passage Project, as further described in the RFQ document. The complete RFQ document can be downloaded at no charge from the Whatcom County Purchasing website at <http://www.co.whatcom.wa.us/Bids.aspx>, see “Related Documents” at the bottom of the RFQ posting page. If you are unable to download the pdf documents from this website, contact Purchasing at FN_Purchasing@co.whatcom.wa.us (preferred), or phone (360) 778-5330.

Please be advised that prospective consultants will be held to ADA requirements and civil rights language for Whatcom County. Whatcom County in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award. No otherwise qualified handicapped individual, by reason of their handicap will be excluded from participation, denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Persons with disabilities may request this information be prepared and supplied in alternate forms by contacting Purchasing at (360) 778-5330.

As required by law, the E-Verify System may be required on contracts that have Federal funding.

Publication Dates: January 18 and 25, 2023.

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Consultant Engineering Services for:
Fox Road/California Creek Fish Passage Project

Whatcom County Public Works (County) solicits Statement of Qualifications (SOQs) for the Fox Road/California Creek Fish Passage Project, CRP No. 922007. This project is currently locally funded through the Whatcom County Road Fund and additional funding sources may be sought for future phases of the project. The County reserves the right to amend terms of this RFQ, to circulate various addenda, or to withdraw the RFQ at any time.

Background and Purpose

California Creek crosses Fox Road approximately 1500-feet east of the Fox Road/Vista Road intersection (Township 39N Range 01E, Section 1) north of Ferndale, WA. Limited capacity of the existing 6-foot diameter culvert results in frequent overtopping of the roadway creating ingress/egress barriers for residents and emergency services as well as reoccurring damage to the road shoulder. In addition, the culvert is considered a fish barrier by the WA Dept. of Fish and Wildlife. In 2021 the County installed two (2) 3-foot diameter relief pipes at the crossing as a temporary measure to improve conveyance under the roadway and access for local residents. Permitting conditions for the temporary work require a permanent crossing solution to be implemented within five (5) years that meets current fish passage standards.

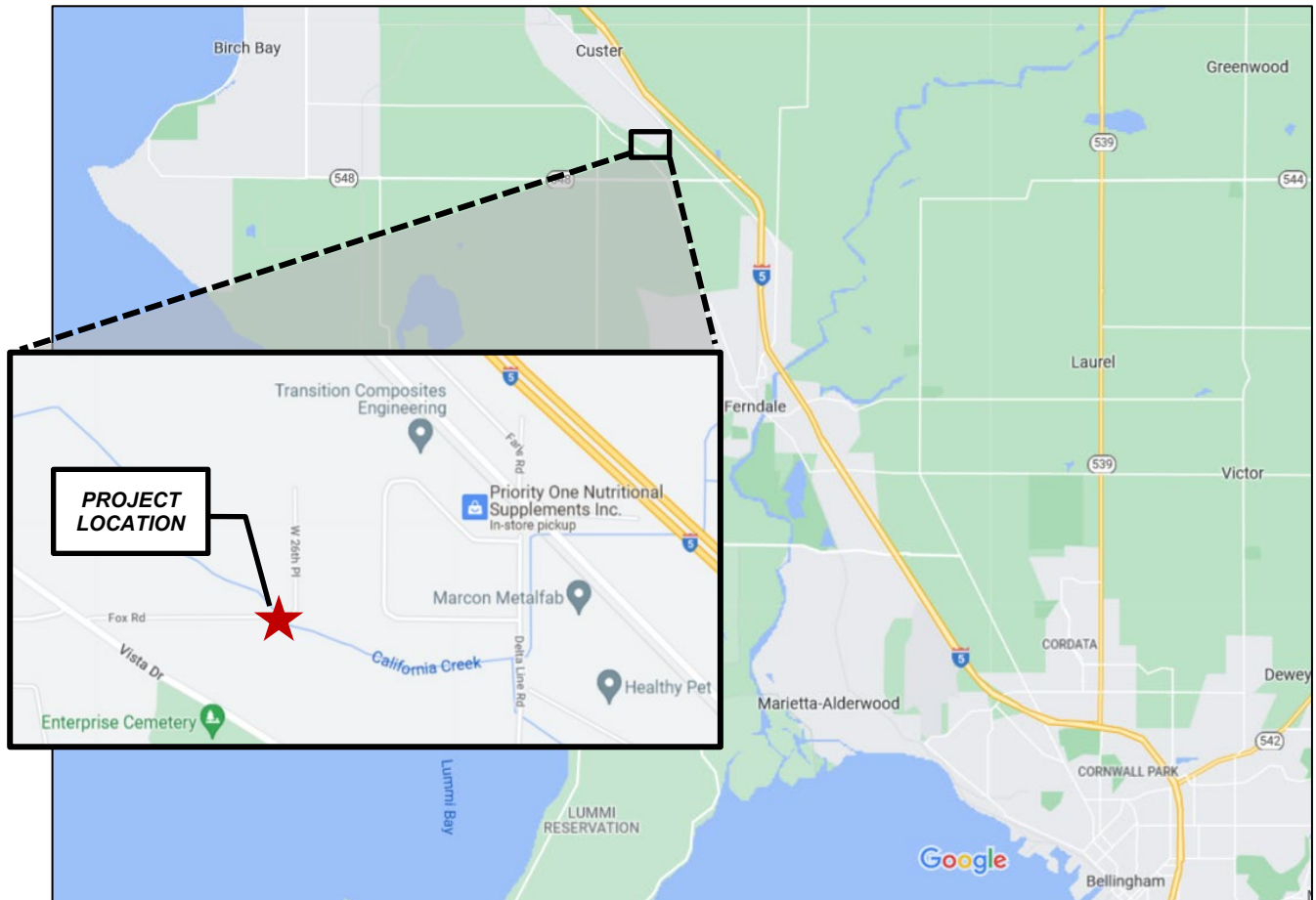


Figure 1 - Vicinity Map

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Project Timeline

The project is broken out into the following phases and anticipated timeline:

- Phase 1 – Feasibility Study and Preliminary Engineering Analysis (2023)
- Phase 2 – Detailed Design, Permitting, and Right-of-Way (2024)
- Phase 3 – Construction (July 2025)

This contract encompasses Phase 1 of the project. At the County’s discretion, the contract may be extended to encompass subsequent phases of the project. It is anticipated that the selection process will be completed by March 2023, with contract scoping and negotiations to follow immediately thereafter. The term for this contract is anticipated to be 7 months for the initial feasibility study, however, the time for completion will be negotiated after contract award based on a negotiated scope specific to each project task.

General Scope of Services

The County is seeking a feasibility study considering different crossing options such as culverts, bridges, or other alternatives to meet commitments and project goals. The Consultant’s scope of work for Phase 1 of the project will include an alternatives analysis to aid the County in selecting a preferred alternative. The alternatives analysis should consider applicable roadway and/or bridge design standards, Right-of-Way, environmental, and fish passage requirements. All plans, specifications, estimates, reports, calculations, and reports developed by the consultant will require the stamp and signature by the respective engineer, surveyor, landscape architect, or other qualified professional licensed in the State of Washington, in accordance with the WAC and RCW. The following is a general list of likely key items of work. Consultants are encouraged to demonstrate their specific knowledge of the project site and to include any additional issues/ideas that may be appropriate to success of this project.

- Initial kick off meeting with Consultant and County personnel to define alternatives to be analyzed.
- Development of preliminary designs for the selected alternatives. This work should address the following:
 - Pre-design work including field investigations/research
 - Hydrologic/Hydraulic investigations
 - Geotechnical investigations
 - Preliminary structural analysis (as needed)
 - Traffic and transportation impacts
 - Salmonid species and life-stages evaluated for passage (as needed)
 - Environmental/permitting considerations
 - Cultural resource/Archaeological support (as needed)
- Development of concept plans and detailed cost estimates, including lifecycle costs, for the selected alternatives.
- Preparation of final technical memorandum with plans and cost estimates for selected alternatives and recommendation of preferred alternative.

At the County’s discretion the contract may be supplemented following selection of a preferred alternative to encompass subsequent phases of the project including but not limited to detailed design including bid-ready plans, design reports, specifications, environmental/cultural permitting and ROW support, cost estimates, as well as construction engineering services. The County reserves the right to include a portion of the items listed above, self-perform tasks depending on resource availability, or retain other additional services as necessary to complete this project.

County Provided Items

- The County will provide survey and an existing conditions base map with site features, topographic surface, and right-of-way information in PDF and Autodesk Civil3D format.
- The County will be the lead for permitting activities with support from the consultant.
- The County will be the lead for Right-Of-Way activities with support from the consultant.
- The County will be the lead for public outreach efforts.

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Submittal Requirements

The intent of this RFQ is to obtain professional services from a qualified firm or team who have the capability of providing the products and services described above. There should be no mention of the cost or hours required to perform the work in the submittals, as the selection is based on qualifications. **The total length of the RFQ shall not exceed (10) pages (10 single-sided or 5 four pages double-sided)**, not including a cover page, table of contents page, and resumes (limited to 1 page per individual) attached as an appendix.

Submit **one (1) unbound original** of the completed Statement of Qualifications in a sealed package plainly marked on the outside as follows:

- [Name of Submitter]
- RFQ #23-03, Fox Road/California Creek Fish Passage Project; CRP 922007

Send or deliver the proposal to:

Attn: Sara Winger, Purchasing Coordinator
Whatcom County, AS Finance/Purchasing
311 Grand Avenue, Suite 503
Bellingham WA 98225

The proposal must be received **no later than 2:30 PM, Tuesday, February 7, 2023**. Late submittals will not be considered. Responses transmitted directly to Whatcom County electronically or by fax will not be considered.

Proposals shall be deposited at the designated location prior to the date and time for receipt of proposals as indicated in the Invitation, or such revised date as may be specified by an addendum.

No oral, telephone, or electronically submitted proposals or modifications will be considered.

It is the submitter's responsibility to deliver the document to the proper address by the assigned time. Whatcom County accepts no responsibility for lost or misdirected submittals.

All proposals, received on time, will be opened in a public format via GoToMeeting, immediately following collection of all submittals received by the deadline time. All interested people are invited to attend the live solicitation opening via GoToMeeting as follows:

Please join my meeting from your computer, tablet, or smartphone.
<https://meet.goto.com/273232365>
You can also dial in using your phone.
(For supported devices, tap a one-touch number below to join instantly.)
United States: +1 (571) 317-3129
- One-touch: <tel:+15713173129,273232365#>
Access Code: 273-232-365
Get the app now and be ready when your first meeting starts:
<https://meet.goto.com/install>

Questions

All questions regarding this matter shall be directed in writing via email to:

Ben Floyd, bfloyd@co.whatcom.wa.us

Evaluation and Selection

The selection of a consultant for this work will be made from the list of qualified consultants responding to this RFQ. All firms responding will be evaluated, scored, and ranked. The County reserves the right to conduct interviews with one or more of the top-ranked firms as necessary to complete its evaluation of selecting the most qualified firm. Upon selection, the County intends to enter into contract using the WSDOT Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement. The County will award one (1) agreement.

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Consultant's SOQs will be evaluated and ranked based on the following criteria areas:

1. Proposed project approach and vision (20 Points)
2. Experience performing structural, hydrologic/hydraulic, geotechnical and civil design on projects of similar size and scope (25 Points)
3. Experience with fish passage barrier removal projects (20 Points)
4. Qualifications and resumes of the key staff who will be involved (15 Points)
5. Quality of Proposal (10 Points)
6. Past Performance/References (10 Points)

Total number of points possible = 100

The SOQs shall include information for each of the evaluation criteria listed above. For item 6 above, please provide a brief list of clients who may be contacted and for whom similar work has been completed in the past five years. If the SOQ does not include these items, is not submitted on time, or exceeds the specified page length limit, it may be deemed as non-responsive and may not be eligible for further consideration.

Please note that a current WSDOT audited Indirect Cost Rate or Safe Harbor approval will be required for the prime and all subs involved with this project. All submittals become the property of the County and will not be returned. The County assumes no obligation of any kind for expenses incurred by any respondent to this solicitation.

Federal Requirements

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