

RESOLUTION NO.

**Request for Qualifications for
Professional Engineering, Environmental, and Right of Way Services for the
North Osterman Creek Crossing
Project No. EO212-318; FEMA Project No. 4593DR-WA-188906**

WHEREAS, RCW 39.80.030 requires that agencies publish in advance the agency's requirement for professional services; and,

WHEREAS, Skagit County requires additional assistance and expertise to complete Professional Engineering, Environmental, and Right of Way Services, and other related work for the North Osterman Creek Crossing Project #EO212-318; and,

NOW THEREFORE, BE IT RESOLVED, that the Board of Skagit County Commissioners hereby instructs the Clerk of the Board to issue a Request for Qualifications for **Professional Engineering, Environmental, and Right of Way Services** for the following project:

North Osterman Creek Crossing Project No. EO212-318

The closing date for submittal of statements of qualifications is 4:00 p.m. on November 7, 2024.

PASSED this 14 day of October, 2024.

BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON



Peter Browning, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

Attest:

Linda Hanuma
Clerk of the Board

Approved as to Form:

[Signature]
Deputy Prosecuting Attorney

10/7/24

Approved as to Content:

p.p. Michael See
Department Head

Legal Notice
Request for Qualifications for
Professional Engineering, Environmental, and Right of Way Services for the
North Osterman Creek Crossing
County Project No. EO212-318; FEMA Project No. 4593DR-WA-188906

NOTICE IS HEREBY GIVEN that the Skagit County Public Works Department invites the submittal of written statements of qualifications from Consultants interested in providing Professional Engineering, Environmental Permitting, Right of Way Services, and other related work for the design of the North Osterman Creek Crossing, County Project No. EO212-318.

PROJECT DESCRIPTION

In January of 2021, high winds toppled a 42-inch cottonwood that had roots wrapped around the 60-inch North Osterman concrete culvert. The downed tree, combined with high stream flows, caused three of the concrete culvert sections to fail allowing the road to erode. Additional storms caused further destabilization of the culvert and eventually led to a full failure of the culvert and road.

The work to be performed by the selected Consultant may include but is not limited to; preparation of the PS&E including design of the project, preparation of project plans and specifications in compliance with local, state, and federal requirements, an estimate of construction costs, right of way acquisition and certification, environmental permitting, surveying, geotechnical design, and cultural resource investigation. Skagit County reserves the right to retain the services of the successful firm for any subsequent phases, including Right of Way, and Construction, for pre-bid support and construction services such as: submittal reviews, RFIs, change orders, on-site inspections, contract close out, and other construction-related tasks.

DISADVANTAGED BUSINESS ENTERPRISE GOAL

Consultants are alerted that this is a FEMA funded project subject to Stafford Act requirements. This project currently has a mandatory Disadvantaged Business Enterprise (DBE) goal of zero percent (0%); however, Skagit County encourages all perspective Consultants to utilize DBE firms.

SUBMITTAL

Cover letter shall include the following information: Firm name, phone number, and email address; Name of Principal-in-Charge, Project Manager, and Key Personnel. The Submittal package shall not exceed a total of seven (7) pages (single-sided, letter size) stating qualifications. Skagit County is not requesting a cost proposal or any element of cost to be submitted with the Statement of Qualifications (SOQ) at this time. Cost information shall not be submitted with your SOQ. *Please email Bethany Zimmerman at bethanyz@co.skagit.wa.us to be added to the Consultant Contact List for this project. Any questions or additional information related to this project will be distributed to all parties on this list.*

CONSULTANT EVALUATION CRITERIA (100 Points Total)

Submittals will be evaluated and ranked based on the following criteria:

1. In-house expertise and key personnel assigned to this project for its duration. (20 pts)
2. Experience with WSDOT PS&E, Federal Highway Administration Standards and Requirements, and Skagit County Standards, Specifications, and Requirements as well as the FEMA Public Assistance Program. (20 pts)
3. Experience as a Design Consultant on emergent road repair and fish passable stream crossing projects – valued between \$0.5 to \$5.0 million. (15 pts)
4. Approach to the project. (20 pts)
5. Ability to meet schedule. (15 pts)
6. Past performance/references. (10 pts)
7. Submittals must not exceed seven (7) pages. Submittals exceeding seven (7) pages will be deducted five (5) points per additional page. (-5 pts per add'l. page)

Selection will be made on a “best value” basis determined by the qualifications submitted. The three (3) highest ranking firms will be called for interviews. The highest-ranking firm from the interview round will be invited into contract negotiations with the County. Skagit County reserves the right to award the contract to a firm other than the one offering the lowest price.

CONTRACT TYPE AND PAYMENT METHOD

Skagit County will use WSDOT’s Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement for the contract with the selected Consultant. The Consultant and any subconsultants are required to provide a current, approved Indirect Cost Rate letter or Safe Harbor Rate letter from WSDOT to be incorporated into the agreement. Invoices from the Consultant shall be paid by check issued by Skagit County.

ESTIMATED PROJECT SCHEDULE

Advertise RFQ	October 17, 24 & 31
Deadline for questions	October 29, 2024
Deadline for SOQs	November 7, 2024, by 4:00 p.m.
Review and rank SOQs	November 14 – November 21, 2024
Consultant selection interviews	December 09 – December 12, 2024
Consultant selection / Begin negotiation	December 13, 2024
FEMA approval / Execute contract	February 2024
Begin work with Consultant	March 2025
Begin construction	May 2027
Complete work / End contract	December 2027

Please email a PDF copy of your Statement of Qualifications with the subject line reading “**North Osterman Creek Crossing E0212-318**” to David Walde, Project Manager, at davidw@co.skagit.wa.us by Thursday, November 7, 2024, no later than 4:00 PM PST. No submittals will be accepted after that date and time. Any questions regarding this project shall be directed to David Walde at (360) 416-1400, or by email at davidw@co.skagit.wa.us by October 29, 2024. All SOQ’s will be reviewed within two weeks of the submittal deadline. The top three (3) firms will be contacted to schedule interviews once all SOQ’s are assessed. Negotiations will proceed with the most qualified firm once all interviews have been completed and scored. Skagit County anticipates having an executed contract with the selected Consultant by March 2025.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION

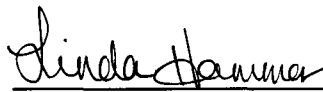
Skagit County in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing David Walde at davidw@co.skagit.wa.us or calling (360) 416-1400.

TITLE VI STATEMENT

The Skagit County, 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 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.

For questions regarding Skagit County’s Title VI Program, you may contact the Public Works Department’s Title VI Coordinator, Michael See, at (360) 416-1400.

Skagit County reserves the right to amend terms of this “Request for Qualifications” (RFQ) to circulate various addenda, or to withdraw the RFQ at any time.



Clerk of the Board

Published: Skagit Valley Herald – October 17, 24, and 31
Daily Journal of Commerce – October 17, 24, and 31

Posted: Washington State Office of Minority & Women’s Business Enterprises (OMWBE)
– Bids & Contracting Opportunities webpage – October 17, 2024
<https://omwbe.wa.gov/small-business-assistance/bids-contracting-opportunities>

Skagit County Website on October 17, 2024
www.skagitcounty.net/rfp