

RESOLUTION NO. \_\_\_\_\_

**REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL SERVICES FOR THE HATCHERY CREEK AND MARTIN SLOUGH CULVERT DESIGN PROJECTS**

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

**WHEREAS**, Skagit County is requesting additional assistance and expertise from Consultant firms interested in providing Professional Services for the Hatchery Creek and Martin Slough Culvert Fish Passage Projects; 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 Services for the following projects:

**Hatchery Creek and Martin Slough Culvert Fish Passage Projects**

The closing date for submittal of statements of qualifications is 5:00 p.m. on Thursday, December 19, 2024.

**PASSED** this 25<sup>th</sup> day of November, 2024.



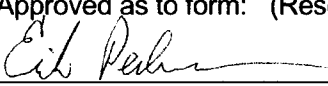
BOARD OF COUNTY COMMISSIONERS  
SKAGIT COUNTY, WASHINGTON

  
\_\_\_\_\_  
Peter Browning, Chair

  
\_\_\_\_\_  
Lisa Janicki, Commissioner

  
\_\_\_\_\_  
Ron Wesen, Commissioner

Attest:  
  
\_\_\_\_\_  
Kerrie Williams  
Clerk of the Board

Approved as to form: (Resolution only).  
  
\_\_\_\_\_  
Civil Deputy Prosecuting Attorney  
Erik Pedersen, Reviewed 11/21/2024

Approved \_\_\_\_\_  
Department Head

## **Legal Notice Request for Qualifications for Professional Services for Hatchery Creek and Martin Slough Culvert Design Projects**

**NOTICE IS HEREBY GIVEN** the Skagit County Public Works Department invites Consultants to submit Statements of Qualifications (SOQs) for Professional Engineering, Environmental Permitting, Right-of-Way acquisition, and related work for the following project:

### **Martin Slough Culvert & Hatchery Creek Fish Passage Projects**

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.

#### **ESTIMATED SCHEDULE**

Request for Qualifications Published	November 28, 2024
RFQ Advertised	November 28 and December 5, 2024
SOQs Due	December 19, 2024, by 5:00 PM PST
Review and score SOQs	By January 2, 2025
Consultant interviews	January 6 <sup>th</sup> through 9 <sup>th</sup> , 2025
Consultant selection	January 10, 2025
Execute contract	February 3, 2025
Notice to Proceed / Begin design	February 4, 2025
Complete Hatchery Creek	May 15, 2026
Complete Martin Creek	December 31, 2026
End contract	January 2027

#### **PROJECT DESCRIPTION**

Skagit County is seeking a statement of qualifications from interested and qualified Engineering firms to conduct an alternatives analysis and complete final design for the road crossings at Martin Road (IL26) and Hatchery Creek (RC1). IL26 and RC1 will be managed as two separate projects under the same contract.

The Skagit River System Cooperative is providing funding for these projects (C#20240582) with matching funding for IL26 coming from the Salmon Recovery Funding Board (Prism #23-1181). Deliverables shall meet NOAA and SRFB requirements for design and design reports. The goal of these projects is to improve fish passage and natural processes while maintaining transportation. The Consulting Firm is encouraged to review #C20240582 and #23-1181 for additional project information prior to submittal. All work shall accommodate future predicted high flows with consideration of climate change impacts, plus associated sediment and debris.

##### **MARTIN SLOUGH (IL6)**

This crossing is located on Martin Slough, a backwater slough located near the confluence of the Skagit River and Sauk River near Rockport, WA (PRISM #23-1181). Martin Slough is part of a complex of Skagit River side channels that receive inflow both from floodplain tributaries, hyporheic flow, and direct inflows from the Skagit River. The project will build on a previously completed study (PRISM #14-1264) that examined the site in the context of Skagit River erosion. The eastern portion of the road has been actively eroding; consideration of a prefabricated or modular crossing that can be removed should the road become jeopardized shall be considered during the alternatives analysis. This project shall also consider drainage improvements.

##### **HATCHERY CREEK (RC1)**

The crossing is located on Christian Camp Road approximately 300 feet upstream

of the Hwy 530 crossing. The culvert bisects a property owned by the Sauk-Suiattle Tribe (SSIT); the tribe manages a small hatchery consisting of remote site incubators just downstream. The alternatives analysis shall consider future expansion of this facility and changes to debris flows with climate change. See additional funding information at [www.skagitcounty.net/Departments/Rfp](http://www.skagitcounty.net/Departments/Rfp).

### **SCOPE OF WORK**

The Consultant's duties for each site include but shall not be limited to: preparation of PS&E (plans, specifications, and estimate) for a replacement culvert or bridge in compliance with local, state, and federal requirements; topographic surveying, hydrologic and hydraulic modeling, geotechnical engineering, and right-of-way acquisition. Environmental permitting will be included as an optional task. 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.

### **SUBMITTAL**

Include a cover letter with firm name, address, and contact information; Principal-in-Charge, Project Manager, and key personnel. The submittal package (cover letter plus SOQ) must not exceed seven (7) single-sided, letter size pages. Exceeding this limit will result in a five (5) point deduction per additional page. References will be contacted at random. Unresponsive references will receive zero (0) points. Cost proposals shall not be submitted with the SOQ.

Email Meghan MacMullen at [meghanm@co.skagit.wa.us](mailto:meghanm@co.skagit.wa.us) to be added to the Consultant Contact List (CCL) for this project. Any additional information will be distributed to all parties on the CCL. Please email a PDF copy of your SOQ with the subject line reading "**Martin and Hatchery Bundle – Firm Name**" to Emily Derenne at [emilyjd@co.skagit.wa.us](mailto:emilyjd@co.skagit.wa.us) by December 19, 2024, no later than 5:00 PM PST. No submittals will be accepted after that date and time.

### **EVALUATION OF QUALIFICATIONS (100 POINTS)**

Consideration during evaluation of qualifications will include, but not be limited to the following:

1. Technical qualifications and experience of the company/project team (25 points)
2. Experience with SRFB, NOAA, FBRB, and other fish passage funding (15 points)
3. Project approach and cost control measures (25 points)
4. Experience with culvert and road restoration projects (\$0.5 to \$4 million) (15 points)
5. Proposed Timeline (15 points)
6. Past performances (5 points)

### **PROPOSAL SELECTION**

A Selection Committee will review, evaluate, and rank the proposals. The Selection Committee will include, at a minimum, staff from Skagit County's Natural Resources and Engineering Divisions and a representative of the Skagit River System Cooperative (SRSC). Staff from SRSC's members Tribes may also participate. The top three firms will be contacted to schedule interviews once all SOQ's are assessed.

### **AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION**

Skagit County complies with the ADA and Section 504 of the Rehabilitation Act. Please contact Emily Derenne at [emilyjd@co.skagit.wa.us](mailto:emilyjd@co.skagit.wa.us) if you require this RFQ to be provided in an alternate format.


### **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 or withdraw this RFQ at any time.

A handwritten signature in black ink, appearing to read "Kari Williams", is written over a horizontal line.

Clerk of the Board

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Daily Journal of Commerce - November 28, 2024 and December 5, 2024