



Request for Qualifications

Engineering Consulting Services for:

Harbour Reach Drive Extension Project

February 2016

Request for Qualifications

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Purpose for RFQ

The City of Mukilteo is requesting qualifications from interested and qualified consulting firms for the permitting and design of the extension of Harbour Reach Drive from Harbour Point Boulevard southerly to Beverly Park Road.

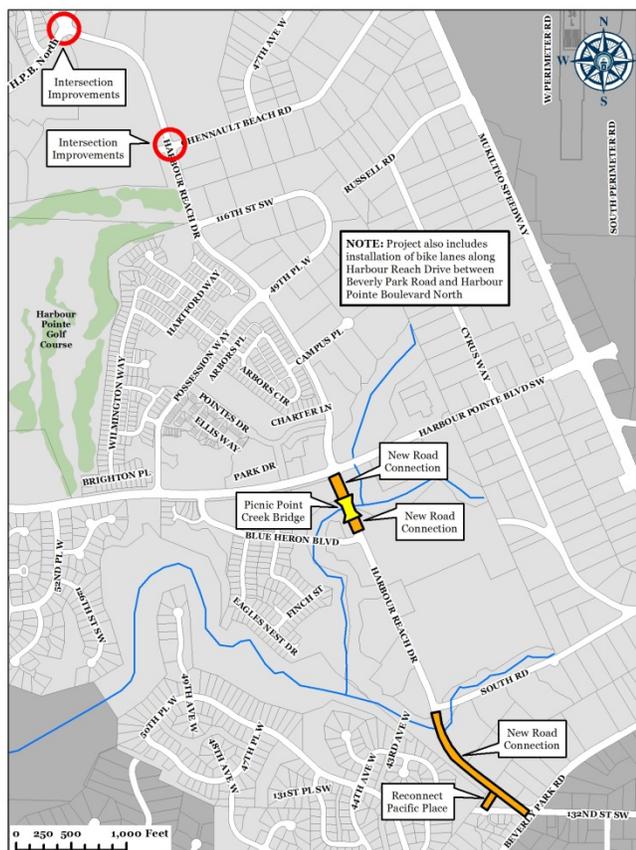
Background

Mukilteo is a mid-sized community, however due to its location and neighboring industry, it has significant transportation challenges compared to other Cities its size. State Route 525 borders the City to the east and continues north to the Mukilteo Ferry Terminal which is the busiest auto ferry terminal in the Washington State Ferry's entire system. To the northeast lies Boeing's Everett facility and to the south, separated by State Route 526, is Paine Field.

Project Description

The City of Mukilteo intends to design, permit and construct a new arterial connecting Beverly Park Road and Harbour Point Boulevard North. The new roadway shall be 2-lanes with curb, gutter and sidewalk on both sides and bicycle facility. The project will improve multimodal facilities and intersections at Chennault Beach Drive and Harbour Pointe Blvd. N. on the existing section Harbour Reach Drive. This new arterial will provide an alternate north-south alignment to heavily congested SR 525 (Mukilteo Speedway). The City recently purchased the remaining parcels of property that, combined with the right-of-way (ROW) Boeing dedicated to the City, now providing the ROW needed to make this connection.

This new road will relieve congestion on SR 525 and improve connectivity for vehicles and pedestrians in the south portion of the City. The new roadway is approximately 0.70 miles in length and was the subject of the Harbour Reach Extension Route Study prepared for the City in January 2005. The report can be found on the City website, www.mukilteowa.gov.



From south to north, the project will consist of four main segments: The first segment is approximately 1,400' in length and begins at the intersection with Beverly Park Road and 132nd Street SW. This segment crosses over a 700' wide ravine and an unnamed stream. The second segment is an existing section of South Road. South Road through this section is a 3-lane roadway with one lane in each direction and a two-way left turn lane. Curb, gutter and sidewalk are present as well as a tight-lined stormwater system and illumination. The third segment crosses a second ravine of approximately 300' in width and Picnic Point Creek. The final segment consists of the existing Harbour Reach Drive between Harbour Point Blvd South and Harbour Point Blvd North. This segment of street will be modified to include bike facilities and intersection improvements at Chennault Beach Drive and Harbour Pointe Blvd North.

Scope of Services

Services to be provided by the consultant include:

Preliminary Engineering

- Public involvement plan determined by SEPA
- Public outreach activities
- Design decision summary
- Project concept development and roadway cross sections and geometrics
- Traffic analysis
- VE Study
- ADA accessibility feature inventory
- Survey data and base map
- Geotechnical evaluation
- Traffic modeling and analysis report

Environmental Documentation and permitting

- Environmental documentation may require the following reports but not limited to: Critical Area Report, Wetland Inventory, Wetland Mitigation Report, Cultural Resources MOA
- The following environmental permit may be required but not limited to: SEPA Checklist/DNS, JARPA Permit Application, HPA, Corps Section 404 Permit, BA, Section 402 NPDES Permit, Section 401 Water Quality Permit, Critical Area Ordinance Permit, Archaeological Resources Protection Permit, Tribal Conciliation, reports:
- Public Outreach including participation in and providing materials for presentations to elected officials and the public.

Right of Way

- Determination of R/W needs
- R/W plan preparation
- R/W Acquisition

30% Design

- Project Management to include management of internal and external project team, coordination with the City and management of the project scope, schedule and budget.
- Geotechnical investigations, including evaluating existing structures, soils analysis and a comprehensive geotechnical report documenting findings and providing recommendations.
- Topographical survey including basemapping.
- Traffic Operations analysis including existing traffic conditions, traffic forecasts and adherence to the Mukilteo Transportation plan.
- Environmental Documentation and permitting.
- Development of TS&L report for applicable structures with justification for the preferred alternative
- Prepare supporting engineering reports to include a hydraulics report, scour analysis and a drainage report that includes flow control, water quality and quality enhancements meeting Department of Ecology 2012 Stormwater Management Manual for Western Washington.
- Development of 30% construction documents including contract plans, contract specification and engineer's estimate for construction.
- OPTIONAL SCOPE: Development of potential design alternatives/options – utilize the existing conditions and future function of the corridor to identify solutions in order to increase capacity, safety and mobility for all users.

Final Design and Construction

Services to be provided by the consultant include:

- Development of final construction documents including contract plans, contract specification and engineer's estimate for construction.
- Provide support to the City during the advertisement period and through award.
- OPTIONAL SCOPE: Construction Engineering and Construction Observation.

All design work and documents shall meet/follow City of Mukilteo Design Standards, Snohomish County Cadd Standards, WSDOT LAG Manual, ASSHTO Green Book, WSDOT/APWA Standard Specifications for Road Bridge and Municipal Construction and applicable state and federal regulations. Consultants should have proven experience in working with these standards and guidance documents.

Funding and Schedule

The City intends to maintain eligibility for Federal funding for all phases of the project and the consultant selected will be subject to Federal EEO requirements. Consultant services are expected to commence in Spring of 2016 with 30% design documents completed by Spring 2017. PS&E phase is expected to commence Spring of 2017 and be completed by Summer of 2018.

Requirements of Submittals

Provide the information in the following format:

- Submittals shall be limited to a total of twenty (20) single sided pages (excluding transmittal letter, front and back covers). Page size shall be 8.5x11-inches, except one page which may be 11x17-inches (if used, each side will count as a page). Submittals exceeding the maximum number of pages will be rejected.
- Five (5) copies of the proposal and a CD with on (1) PDF electronic copy shall be submitted.

The submittal shall contain the following:

- A letter of interest clearly labeled with the subject line signed by a principal of the firm, with a statement as to staff availability to complete the work.
- Experience, qualifications, and expertise of staff to be assigned to the project.
- A description of the suggested approach to the project.
- Experience of key staff working with NWR Local Programs and the WSDOT LAG Manual.
- Three references, including names and telephone numbers of previous clients with similar projects.

Proposals, which do not address the items listed in this section, will be considered incomplete and will be deemed non-responsive by the City.

Before receiving an award, the successful consultant will be required to provide the City of Mukilteo with copies of their current State of Washington business license and Certificates of Insurance.

Deadline and Information for Submittals

The deadline for submission of the statement of qualifications is **March 18, 2016 t 3:00 PM**
Deliver/Mail to:

City of Mukilteo
Attn: Robert McGaughey
11930 Cyrus Way
Mukilteo, WA 98275

Submissions received after 3:00 PM on March 18, 2016 will be disregarded.

Consultant Selection and Evaluation Process

Consultant selection will be based on a clearly stated understanding of the project, your suggested approach, the knowledge and expertise of individuals assigned to the project, similar project experience, and responses from references and interviews (interviews may or may not be conducted).

Evaluation and selection will be accomplished by reviewing the statements of qualification and scoring the selection criteria as follows:

<u>Selection Criterion</u>	<u>Maximum Points</u>
• Understanding of Project	20
• Suggested Approach	20
• Key Personnel Knowledge & Expertise	20
○ Project Manager	
○ Lead Structural Engineer	
○ Lead Environmental Consultant	
○ Lead Geotechnical Engineer	
• Demonstration of project delivery(schedule/budget/contract change orders)	20
• QC/QA practices/controls	10
• Knowledge multimodal facilities (Bike/Pedestrian/Transit/Freight)	10
Total	100

The top scoring two or three consultants may be interviewed by the City staff, at their discretion. If interviews are conducted, the above scores will be adjusted to reflect the results of the interviews and the highest scoring consultant will be selected for contract negotiations.

Schedule

- City will send request for statement of qualifications on February 24, 2016.
- Consultants shall submit statement of qualifications on or before March 18, 2016.
- City staff will evaluate the consultant's submittals, review responses from references and make a selection of two to three finalists for interviews by City staff by March 17, 2016.
- Interviews will be conducted the following week and the City staff will make a final selection, based on evaluation of the original submittals and the interviews by March 24, 2016.
- A detailed scope of work is to be submitted to the City by the selected Consultant by April 4, 2016.
- A draft contract will be negotiated by April 7, 2016.
- The draft contract will be submitted to the City Council for approval on April 18, 2016.
- The final contract will be executed by the City after Council approval and a notice to proceed provided to the selected Consultant by April 21, 2016.

The City of Mukilteo 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.