

Whatcom Council of Governments
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Whatcom Council of Governments Request For Qualifications (RFQ)
Consultant Engineering Services for:

SR 547/Kendall Road Non-Motorized Multi-Use Facility

The Whatcom Council of Governments (WCOG) solicits Statements of Qualifications (SOQ) for the **SR 547/Kendall Road Non-Motorized Multi-Use Facility** Project. WCOG will review the SOQ's and select the top rated firms who will be invited for an in-person interview and presentation.

It is anticipated that the selection process will be completed by September 2, 2016. The project must be completed by June 30, 2017.

The Whatcom Council of Governments reserves the right to amend terms of this "Request for Qualifications" (RFQ) to circulate various addenda, or to withdraw the RFQ at any time, regardless of how much time and effort consultants have spent on their responses.

Statement of Qualifications Submittal Requirements

Consultants that submit proposals in response to this RFQ must have the capability of providing the products and services described in the **RFQ Criteria attached as Exhibit "A"**. Joint ventures or sub-consultants may be used. WCOG assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. **Responses to this RFQ should be no more than twenty (20) sheets (ten double-sided pages), submitted on 8.5" x 11" paper with type size no smaller than 12 point.**

Ten (10) copies of the Statement of Qualifications must be submitted no later than 10:00 A.M., Monday August 1, 2016.

Whatcom Council of Governments
Kendall Road RFQ
Attn: Mary Anderson
314 E Champion Street
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Late submittals will not be accepted. Fax or email submittals will not be considered. WCOG accepts no responsibility for misdirected or lost documents. WCOG reserves the right to reject any or all proposals and to waive any irregularities and/or informalities.

All questions regarding this matter should be directed in writing via email to Mary Anderson, at Mary@wcog.org, 360-685-8388.

EXHIBIT A

REQUEST FOR QUALIFICATIONS (RFQ) CRITERIA

SR 547/Kendall Road Non-Motorized Multi-Use Facility

Project Background

State Route 547/Kendall Road is located in eastern Whatcom County; it currently has no separated facilities for non-motorized users. A conceptual non-motorized multi-use plan has been developed by the Kendall/Columbia Valley Connectivity Plan Association (KCVCPA), however cost estimates for right-of-way, design and construction still need to be determined.

Available Reports

Upon request, the *Kendall/Columbia Valley Connectivity Plan* completed in March 2016.

Upon request, *Reconstruction of Kendall Road* right of way plan, completed in June 1983

General Scope of Work

The work to be performed by the CONSULTANT consists of preparing cost estimates for non-motorized improvements alongside SR 547 – Kendall Road from the junction of SR 542 to North County Christ the King Church, as conceptualized in the Kendall/Columbia Valley Connectivity Plan.

The selected consultant's scope of work will include the following items:

- Determination of environmental documentation needed
- Determination of environmental mitigation
- Determination of R/W needs and R/W plan preparation
- Total estimated project cost and construction schedule
- Project alternatives and costs
- Identification of project risks
- Public outreach

Evaluation Criteria

The selection of a consultant for this project will be made from the list of qualified consultants responding to this Request for Qualifications (RFQ.) All firms responding will be evaluated, scored and ranked. The top evaluated firms will be invited for an in-person interview to allow the Whatcom Council of Governments to select the most qualified firm.

- 1) Proposed project approach and vision (30 Points)
- 2) Qualifications and resumes of the project team (20 Points)
- 3) Demonstrated ability to meet schedules and references/past performance (10 Points)

4) Experience with similar projects involving preliminary engineering and public outreach (25)

5) Familiarity with Washington State Department of Transportation (WSDOT) and Federal Highways Administration (FHA) standards (15)

The SOQ shall include information for each evaluation criteria listed above and a 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 will be deemed non-responsive and may not be eligible for further consideration. All submittals become the property of the Whatcom Council of Governments and will not be returned.

Americans with Disabilities Act (ADA) Information

This material can be made available in an alternate format by emailing Mary Anderson at mary@wcog.org or by calling 360-685-8388.

Title VI Statement

The Whatcom Council of Governments in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 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.”

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