



CITY OF SEATAC **REQUEST FOR QUALIFICATIONS**

34TH Ave S Phase 2 **(Public Works Capital Improvement Project ST-016)**

Submittal Deadline: February 27, 2023 at 5:00 PM

Deliver to: Pete Kang, Associate Civil Engineer, pkang@seatacwa.gov

The City of SeaTac is soliciting a Request for Qualifications from consulting firms with expertise in the design of street improvements, ADA compliant design, site planning, underground utility design, familiarity with the King County Stormwater Design Manual, Plans, Specifications, & Estimate preparation, and complying with federal funding requirements. This agreement will be approximately 2-years in duration with the option for the City of SeaTac to extend it for additional time and money if necessary. It is expected the contract will be executed and work will begin by May 2023. The City of SeaTac reserves the right to retain the services of the successful firm for any subsequent phases associated with this project. This project will be held to Federal EEO requirements.

PROJECT DESCRIPTION

The project scope consists of constructing new infrastructure along 34th Ave S between S 166th St and S 176th St that may include the following:

- Pedestrian pathway with curb/gutter on both sides
- Landscape buffer
- Bicycle facility on both sides
- On-street parking
- Curb extensions/bulb-outs at the following intersections: S 168th St, S 170th St, S 172nd St, S 173rd St, S 175th St
- 11' travel lanes
- Stormwater infrastructure
- Intersection improvements at S 170th St
- Pedestrian lighting on both sides of 34th Ave S
- Undergrounding of aerial utilities

SCOPE OF WORK

The work to be performed by the Consultant consists of preparing construction drawings, specifications, estimates and contract documents.

The Consultant will provide the following, in association with this scope of work:

1. Project management.
2. Survey services to support design.
3. Geotechnical services to support design.
4. Traffic engineering services to support design.
5. Right-of-way acquisition services.
6. Preparation and submittal of necessary permits and environmental clearances.
7. Coordination with utility providers regarding undergrounding or relocation of utilities associated with the project.
8. Prepare for and facilitate up to two open houses to present project scope and gather public input and perform public outreach.
9. 30% plans, alternatives analysis and estimates.
10. 60% plans, specifications, and estimate.
11. 90% plans, specifications, and estimate.
12. Final construction documents.
13. Bid and award support.

IMPORTANT PROJECT CONSIDERATIONS

- The project is funded with Federal Highway Administration funds.
- This project has a DBE goal of 20%.
- The City will manage the bid advertisement, bid opening, and award of the project.
- The Consultant is expected to coordinate the design with utilities providers (power, telecommunication, water, sewer) that have infrastructure within the project limits.
- The project is located on a collector arterial road with adjacent residential properties and a nearby school. Community engagement is a core task and essential to project's success.
- A constructability and biddability review of the plans, specifications, and construction estimate is required prior to advertisement for construction bids.

SUBMITTAL REQUIREMENTS

Statements of Qualifications shall be limited to ten (10) single sided pages, or five (5) double sided pages (8½ "x11") including cover letter and resumes. Statements of Qualifications must be received electronically via email to the project manager, Pete Kang at pkang@seatacwa.gov no later than the stated deadline (No hard copy proposals will be accepted.) If the file size is too

large to send via email, please coordinate with the project manager to submit electronically some other way.

Upon receipt of your documents, the City will send a confirmation email. Questions about the electronic submittal process can be directed to Pete Kang, Associate Civil Engineer, at pkang@seatacwa.gov.

As a minimum the following information shall be submitted:

- A proposed schedule for completing the work, including intermediate project stages and milestones leading to a final project and in sufficient detail to allow an assessment of the consultant's ability to provide the resources necessary to meet the schedule.
- A discussion of previous experience with similar projects
- The consultant's identification of the critical work elements and how the team would address these issues.
- A discussion of the consultant's overall approach to the project and plan to produce the required documents.
- An organizational chart and resumes for project team members, including all sub-consultants.
- A statement of the percentage of time the proposed key personnel will have available to devote to the project.

SELECTION CRITERIA

<u>Criteria</u>	<u>Points (100 Total)</u>
Organization of the project team along with qualifications of key personnel	20
Firm's recent experience designing similar projects	20
Project understanding and approach	20
Project management approach/coordination with City	10
Public information and outreach approach	10
Design experience in federally funded projects	10
Approach to meet the DBE goal	10

Following evaluation of the Statement of Qualifications, the City may interview up to three (3) firms. Those firms selected for interview will have the opportunity to present their experience in roadway design, project management and coordination, public involvement, and overall project approach.

QUESTIONS

Questions or requests for clarification regarding this RFQ shall be directed to the Pete Kang, Associate Civil Engineer, via email at pkang@seatacwa.gov. Questions must be received in by no later than 5:00 p.m. February 22, 2023. Questions will be answered via email and sent to all submitters.

SCHEDULE

RFQ Advertisement	February 6, 2023 & February 13, 2023
Questions due	February 22, 2023, by 5:00 p.m. PST
Proposals due	February 27, 2023, by 5:00 p.m. PST
Preliminary Selection of Firms and Notification	By March 10, 2023
Interviews	Week of March 13, 2023
Final Selection	March 24, 2023
Contract scoping and negotiations	April 7, 2023
City Council Action on Contract	April 25, 2023

PREPARATION COSTS

The City of SeaTac shall not be responsible for proposal preparation costs, nor for costs including attorney fees associated with any (administrative, judicial or otherwise) challenge to the determination of the highest ranked proposer and/or award of contract and/or rejection of proposal. By submitting a proposal, each proposer agrees to be bound in this respect and waives all claims to such costs and fees.

REJECTION OF PROPOSALS

The City of SeaTac reserves the right to reject any or all proposals if determined to be in the best interest of the City, and to accept or reject immaterial defects or minor irregularities in any submittal.

GENERAL TERMS AND CONDITIONS

The following terms and conditions apply to all proposals to provide services to City of SeaTac:

- A.** City of SeaTac expressly reserves the following rights:
 - a. To reject any and/or all irregularities in the proposals submitted.
 - b. To reject any or all proposals or portions thereof.
 - c. To base awards with due regard to quality of services, experience, compliance with specifications, and other such factors as may be necessary in the circumstances.
 - d. To make the award to any vendor or combination of vendors whose proposal(s), in the opinion of the City, is in the best interest of the City.
- B.** In the event negotiations are not completed with the top-ranked consultant team, negotiations may proceed with the next most qualified team or teams.

- C. Any proposal or modification received after the hour and date specified will not be accepted. Receipt time is deemed to be the email's receipt as logged by City's email system.
- D. All documents, reports, proposals, submittals, working papers, or other materials prepared by the consultant pursuant to this proposal shall become the sole and exclusive property of the City, and the public domain, and not the property of the consultant. The consultant shall not copyright, or cause to be copyrighted, any portion of said items submitted to the City because of this solicitation.
- E. Insurance - The consultant shall procure and maintain insurance as outlined below for the duration of this Agreement. Any Commercial General Liability and Automobile Liability insurance policies obtained shall be underwritten by insurance companies which have an A.M. Best's rating of A VII or better, licensed to do business in the State of Washington. Liability insurance policies shall specifically name the City, its elected or appointed officials, officers, employees and volunteers as Primary-Non-Contributory Additional Insureds of said policies.
- F. The consultant shall not begin work under the Agreement until all required insurance has been obtained and until such insurances have been received by the City. The consultant shall file with the City a certificate of insurance evidencing that the policies are in force. The certificate shall be accompanied by policy endorsements as are necessary to comply with these requirements.

The types and limits of insurance are as follows:

COMMERCIAL GENERAL LIABILITY-Comprehensive Form

\$1,000,000 per occurrence liability /\$2,000,000 annual aggregate.

Coverage to include Premise and Operations Liability

Blanket Contractual

OCP for subcontractors' liability

Product and Completed Operations Liability

Stop Gap Liability-\$1,000,000/\$1,000,000/\$1,000,000

Primary-Non Contributory Additional Insured coverage for the City et.al.

AUTOMOBILE LIABILITY

\$1,000,000 per accident bodily injury and property damage liability, including any owned, hired, or non-owned automobile.

WORKER'S COMPENSATION

Employees of Contractor and Subcontractors are to be insured under Washington State Industrial Insurance.

The General Aggregate provision of the Contractor's insurance policies shall be amended to show that the General Aggregate Limit of the policies applies separately to this contract.

Failure of the Contractor to fully comply with the requirements regarding insurance will be considered a material breach of contract and shall be cause for immediate termination of the contract.

ADDENDA

If at any time the City changes, revises, deletes, clarifies, increases, or otherwise modifies the RFQ, the City will issue a written addendum to the RFQ and post on the City website. It is the Proposer's responsibility to check for addenda and other new documents online.

LANGUAGE ACCOMODATION STATEMENT

The City is committed to ensuring equal access to this document. For Limited English Individuals who need further assistance, please contact Pete Kang at pkang@seatacwa.gov.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION

The City of SeaTac 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 Pete Kang at pkang@seatacwa.gov, or by calling collect (206) 973-4821.

TITLE VI STATEMENT

The City of SeaTac 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 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.

The City of SeaTac encourages disadvantaged, minority, women-owned consultant, and veteran owned firms to respond.

Dates of publication in the Seattle Times: February 6th, 2023 & February 13th, 2023