

## **CITY OF OCEAN SHORES NOTICE TO CONSULTANTS FOR SAFE ROUTES TO SCHOOL POINT BROWN SOUTH PROJECT**

The *City of Ocean Shores* solicits interest from consulting firms with expertise in Civil and Structural Engineering Design. This agreement will be for approximately *two years* in duration with the option for the *City of Ocean Shores* to extend it for additional time and money if necessary. Consultants will be considered for the following state funded project.

### **Project Description**

The work to be performed by the CONSULTANT consists of preparing preliminary engineering, PS&E, and Construction Management for the Engineering Component of our Safe Routes to School Point Brown South Project. The major features of this project are as follows: Construct 4,300 LF of 10' wide bicycle and pedestrian shared use path adjacent to Pt. Brown Avenue south of Ocean Lake Way. The project will include crosswalks, signs, illumination, pavement markings, and pedestrian activated solar flashing school beacons. The project will be separated from Pt. Brown Ave. by an approximate 30' buffer.

Other features of the project are as follows:

- Environmental planning and preparation of permit applications
- General shared-use path design
- ROW determination and support
- Preparation of the project manual and plan sets
- Construction management
- Inspection
- Materials testing

The *City of Ocean Shores* reserves the right to retain the services of the successful firm(s) for any subsequent phases (R/W, CN) associated with this project.

### **Terms and Conditions**

The *City of Ocean Shores* 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. This solicitation does not obligate the City to pay any costs incurred by the respondents in the preparation and submission of the RFQ, nor accept or contract for any expressed or implied services.

### **Evaluation Criteria**

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

- Qualifications of Project Manager
- Qualifications/Expertise of Firm with SRTS Projects
- Familiarity with "Complete Streets Concepts"
- Ability to meet schedule
- Approach to project
- Familiarity with WSDOT/FHWA standards
- Past performance/references
- Ability to provide M/WBE participation
- ROW Expertise

### **Submittal**

Submittals should include the following information: Firm name, phone and fax numbers; Name of Principal-in-Charge and Project Manager; and Number of employees in each firm proposed to project.

Please submit four copies of your Statement of Qualifications via UPS, FedEx, or Hand Delivery to: *City of Ocean Shores, Purchasing Coordinator, 800 Anchor Ave., Ocean Shores, WA 98569* no later than **Thursday November 17, 2016** at 3:00 PM. Submittals will not be accepted after that date and time nor accepted if submitted through United States Postal Service. Consultants will be notified by **November 21, 2016** of the City's evaluation decision. Consultant will be selected based on the qualifications they submit and by Telephone Interview as per LAG 31.13.2. Any questions regarding this project should be directed to *Karla R. Roberts* at *360.940.7487*.

### **Confidentiality**

The City of Ocean Shores is subject to RCW 42.56, the Public Records Act. Any Confidential materials submitted by *Consultant* must be clearly marked. Marking the entire RFQ as confidential will not be honored. Any marked Confidential materials submitted by the Consultant shall be maintained as confidential until a contract is signed with a Consultant or for ninety (90) days from date of receipt, whichever is sooner, and thereafter shall be considered as available to the public under RCW 42.56.

### **Americans with Disabilities Act (ADA) Information**

This material can be made available in an alternate format by emailing (*City of Ocean Shores, Karla R. Roberts*) at (*kroberts@osgov.com*) or by calling (*360.940.7487*).

### **Title VI Statement**

The (*City of Ocean Shores*) 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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