

**CITY OF PORT ORCHARD NOTICE TO CONSULTANTS
ANNAPOLIS CREEK CULVERT REPLACEMENT PROJECT
AD READY DESIGN & PERMITTING**

The City of Port Orchard solicits interest from consulting firms with expertise in the preparation of the Ad Ready Design (100% PS&E) and Permitting for the Annapolis Creek Culvert Replacement Project. The Contract Agreement will be for FY 2017-2018, with the option for the City of Port Orchard to extend for additional time if necessary. Consultants will be considered for the Project specific below. The City of Port Orchard 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.

Project Description

The Work to be performed by the CONSULTANT shall consist of the 30% and 60% Conceptual Design, the 100% Ad Ready Design (Plans, Specifications & Estimate) and all associated Permitting needed for the future construction of the Annapolis Creek Culvert Replacement Project, located near the intersection of Bay Street East and Arnold Avenue East, Port Orchard, WA. The Work to be performed will also include all necessary topographic surveying and mapping, geotechnical data gathering and analysis, Cultural Assessment, Biological Evaluation, structural design, utility relocation and/or design inclusion, interface coordination with the currently designed Bay Street Pedestrian Pathway Project and compliance with and State and Local Regulations.

Evaluation Criteria

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

- 1) Qualification of Proposed Project Manager
- 2) Qualifications/Expertise of Firm and/or Team
- 3) Ability to meet Schedule
- 4) Approach to the Project
- 5) Familiarity with Agency (DOE, WDFW, COE, NMF, USCG, Tribal and City) Requirements
- 6) Past Performance/References
- 7) Utility Redesign 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 THREE copies of your Statement of Qualifications to: City of Port Orchard, 216 Prospect Street, Port Orchard, WA 98366, and Mark R. Dorsey, P.E., Public Works Director/City Engineer no later than 2:00 p.m. on September 8, 2017. Submittals will not be accepted after that time and date. Any questions regarding this project should be directed to Mark R. Dorsey, P.E., (360) 876-4991 or publicworks@cityofportorchard.us.

Americans with Disabilities Act (ADA) Information

The City of Port Orchard 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 the Public Works Department at publicworks@cityofportorchard.us or by calling (360) 876-4991.

Title VI Statement

The City of Port Orchard 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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