

**CITY OF PORT ORCHARD NOTICE TO CONSULTANTS
MARINA PUMP STATION REBUILD PROJECT
AD READY DESIGN, CACM, & PERMITTING**

The City of Port Orchard solicits interest from consulting firms with expertise in the preparation of the Ad Ready Design (100% PS&E), Permitting, and full Construction Administration/Construction Management for the Port Orchard Marina Pump Station Rebuild Project. The Contract Agreement will be for FY 2018-2020, 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 Proposal” (RFP) to circulate various addenda, or to withdraw the RFP at any time, regardless of how much time and effort consultants have spent on their responses. This project is contingent on the acquisition of a funding package from the Department of Ecology and as such the City reserves the right to cancel this project and any associated contracts depending on the quality of said funding package, solely at the City’s discretion.

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), full Construction Administration/Construction Management, and all associated Permitting needed for the future construction of the Port Orchard Marina Pump Station Rebuild Project, located near the intersection SR 166 (Bay Street) and Orchard Ave, 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, and compliance with and State and Local Regulations. A pre-design report is available for this project with an estimated overall project cost of \$4 million. A current Engineering Report for the Marina Pump Station is available on the City’s website at <https://www.cityofportorchard.us/bids-and-proposals/>.

Funding Source

Water Quality Combined Financial Assistance 2019 – Department of Ecology

Evaluation Criteria

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

- 1) Qualification of Proposed Project Manager (15 points)
- 2) Qualifications/Expertise of Firm and/or Team (20 points)
- 3) Ability to meet Schedule (10 points)
- 4) Approach to the Project (25 points)
- 5) Familiarity with Agency (DOE, WDFW, COE, NMF, USCG, Tribal and City) Requirements (10 points)
- 6) Past Performance/References (10 points)
- 7) Utility Redesign Expertise (10 points)

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. Proposals shall be limited to 10 pages, double sided excluding resumes, cover sheet and cover letter.

Please submit THREE copies of your proposal to: City of Port Orchard, *RE: Marina Pump Station Rebuild Project, 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 January 12th 2018. 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.

If you would like to schedule a walk-thru of the facility, please contact Tony Lang at 360.535.2490 or email tlang@cityofportorchard.us.

To view the City’s terms and conditions, please refer to the draft contract for this project on the City’s website at <https://www.cityofportorchard.us/bids-and-proposals/>.

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.”

Dates of publication:	Port Orchard Independent:	December 15 th , 22 nd , 29 th editions
	Daily Journal of Commerce:	December 15 th , 22 nd , 29 th editions
	City of Port Orchard Website:	December 15 th