



CITY OF PORT ORCHARD

Public Works

216 Prospect Street, Port Orchard, WA 98366
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www.portorchardwa.gov

City of Port Orchard Request for A&E Professional Services Qualifications Services for Sidney Road Non-Motorized Improvements

Pursuant to RCW 39.80, the City of Port Orchard (CITY) is soliciting Statements of Qualification from qualified A&E Professional Services Consultants (CONSULTANT) with expertise in street design, sanitary sewer design, and construction phase consulting.

The City reserves the right to amend terms of this “Request for Qualifications” (RFQ) to circulate various addenda, or to withdraw the RFQ at any time.

Project Description

Sidney Rd SW is a developing corridor within the City of Port Orchard that lacks adequate pedestrian and bicycle facilities. Improvements are proposed for Sidney Rd SW from SW Hovde Rd to the end of existing sidewalk north of the SR 16 overpass. Street construction includes the addition of sidewalks, RRFBs at two crossing locations, and bike lanes along the corridor, stormwater improvements, and installation of new street lighting in front of Sidney Glen Elementary. This project will match into sidewalk improvements north of the proposed project that will be constructed in advance. Additionally, development along the corridor necessitates the construction of a sewer lift station at the proposed Kitsap Transit Park and Ride Site. A sanitary sewer force main is proposed from the future lift station to a manhole in front of Cedar Heights Middle School north of the project limits. A section of this force main will be constructed in advance of this project to SW Berry Lake Rd. This project will construct a portion of the force main from this location south to northern property line at 5058 Sidney Rd SW.

Street and stormwater design and construction is State funded through the Safe Routes to School Program. Sewer design and construction is locally funded. Construction is planned to start in the summer of 2025.

The City of Port Orchard reserves the right to retain services of the successful firm for any subsequent phases associated with this project.

Scope of Work

The Work to be performed by the CONSULTANT consists of providing to the City services including;

- 1) Roadway, stormwater, illumination, and sewer design (PS&E) including illumination modeling with AGI32 software, and stormwater drainage report.
- 2) Surveying
- 3) Environmental permitting including SEPA and local critical areas permits.
- 4) Construction administration and inspection in accordance with the LAG manual

Services include oversight on the CITY's behalf to be completed in accordance with the Washington State Department of Transportation (WSDOT) Local Agency Guideline Manual, and the CITY's approved Right of Way Acquisition Procedures.

Evaluation Criteria

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

1. Key Personnel Qualifications with Relevant Project Experience (15 points)
2. Qualifications of Proposed Project Manager (15 points)
3. Qualifications/Expertise of Firm (15 points)
4. Familiarity with WSDOT LAG Manual (30 points)
5. Approach to project (15 points)
6. Past Performance/References (10 points)

Submittal

Submittals should include the following information: Firm name, phone, email, and fax numbers; Name of Principal-in-Charge and Project Manager; and Number of employees in each firm proposed to project. Proposals should be limited to 10 sheets, double sided (if mailed or hand carried) excluding resume, cover sheet, and cover letter.

Please submit THREE paper copies and/or one electronic PDF copy of your Statement of Qualifications to: City of Port Orchard Public Works Department, *216 Prospect Street, Port Orchard, WA 98366*, and *Christian Williams, PE* no later than 2:00 p.m. on September 8, 2023. Submittals will not be accepted after that time and date. Any questions regarding this project should be directed to Christian Williams, at cwilliams@portorchardwa.gov and bidsandproposals@portorchardwa.gov.

Anticipated Selection Process/Dates

Issuance of Request for Qualifications	August 11, 2023
Qualifications Submittal Deadline	September 8, 2023
Interviews	September 13, 2023
Notify Selected Consultant	September 18, 2023

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 bidsandproposals@portorchardwa.gov or by calling collect (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 the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises 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 in the Kitsap Sun : **August 11, and August 18, 2023**

and the Daily Journal of Commerce: **August 11, and August 18, 2023.**