

**CITY OF KENMORE**

**REQUEST FOR QUALIFICATIONS FOR  
PROFESSIONAL ENGINEERING & ENVIRONMENTAL/PERMITTING  
SERVICES**

**No. 15-C1471**

**Title:** On-Call services for Traffic Engineering with a multi-modal focus, Capital Project Development and Execution, Environmental Review, and Permitting.

**Due Date:** Submittals must be received no later than 5:00 p.m., Tuesday, October 13, 2015. Submittals received after this time and date will not be considered.

**Scope:** The City of Kenmore is requesting Statements of Qualifications (SOQ) from interested and qualified firms/teams to provide professional services to 1) prepare for and attend a Lakepointe Development technical charrette to: evaluate multimodal traffic circulation needs, perform a multimodal infrastructure needs assessment, capital project scoping and cost estimates and 2) general traffic engineering assistance including signal timing, signal warrant, stop sign warrants, channelization evaluation 3) Capital Project cradle to grave work 4) review and provide technical environmental support, 5) grant writing.

The assistance need includes (but is not limited to): comprehensive multimodal roadway design (including pedestrian and bicycle facilities, structures, surface water, illumination, irrigation, etc.), trail design, survey, traffic modeling, traffic data collection, signal timing evaluation, geotechnical evaluation, landscape architecture, right of way acquisition, local and regional transit planning, engineering services during construction, utility design and coordination, construction management/inspection, materials testing, and community education/coordination, grant writing, and WSDOT coordination (ability to implement projects with federal aid). The environmental support services includes (but is not limited to): Shoreline management evaluations in accordance with Kenmore and Washington State Department of Ecology's regulations; Critical area evaluations in accordance with Kenmore and Washington State Department of Ecology's regulations; State Environmental Policy Act (SEPA) evaluations in accordance with Kenmore and Washington State Department of Ecology's regulations; Washington Department of Fish and Wildlife's Hydraulic Project Approval; US Army Corps of Engineers' Section 10 and Section 404 permits and Dredged Material Evaluation and Disposal Procedures; Washington State Department of Natural Resources Permits; Muckleshoot Indian Tribes requirements; and Other technical environmental support as needed.

The projects may include, but are not limited to: Lakepointe Development Project support and review (charrette, multimodal traffic circulation, channelization, WSDOT and King County coordination, transit planning), 68<sup>th</sup> Avenue queue jump project implementation, SR 522 underpass/overpass investigation/evaluation and implementation, downtown Kenmore multimodal traffic circulation evaluation.

The City intends to create an on-call agreement for the bulk of the work, but may create individual project agreements from this RFQ to utilize Federal funds.

The City encourages disadvantaged, minority, and women-owned consultant firms (or teams) to respond.

Telephone calls or any other inquires seeking additional information about the work included in this request will NOT be accepted or returned.

The contract will be for 3 years with the option to extend at the City's discretion.

**Submittal:** Interested parties shall submit 1) four copies of their SOQ. SOQ submittals shall not exceed 20 single sided pages in 12 point font. Submittals shall be addressed to:

Kris Overleese, Public Works Director  
City of Kenmore  
P.O. Box 82607  
Kenmore, WA 98028-0607

**Selection Process:** Submittals will be evaluated and ranked based on the following criteria (total of 100 points):

1. Team experience evaluating multimodal circulation, multimodal transportation system needs, WSDOT coordination, and Capital Project identification, scoping and cost estimating (40) and 3. Team experience reviewing environmental, shoreline, and critical areas permitting as well as coordination with other permitting/review agencies (40 points); 3. Experience with Capital Project Management design, right of way, permitting, SEPA/NEPA, LAG Manual implementation, grant writing, construction management and WSDOT Northwest Region Local Programs coordination (20 points).

The City intends to review and evaluate the SOQs, then select and interview up to four firms. While the City intends the interview to be less formal, firms will be evaluated based on 1) ability to communicate (25 points), 2) demonstrated ability provide the requested technical assistance (25 points), 3) demonstrated ability to manage projects and meet commitments (25 points), 3) ability to work together as a team (25 points).

The City will check references for up to two firms and reserves the right to select the firm/team that the City believes best meets its needs. The City reserves the right to select different sub-consultants than those proposed by the prime and the City reserves the right to hire more than one consultant/team from the RFQ selection process.

***The Recipient (the City), 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 23 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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Patty Safrin, City Clerk