

City of Carnation

Request for Qualifications

Spilman Avenue Walkway Project

1. General Information

The City of Carnation has received a grant from WSDOT Safe Routes to School Program to construct a paved walking path and drainage improvements on Spilman Avenue.

The City of Carnation is requesting statements of qualification from consultants as to their expertise in plans, specifications and estimates (PS&E) for survey, design, and cost estimating, bidding preparation and services during construction of the **Spilman Avenue Walkway Project**. The City will conduct interviews with 4-5 qualified consultants. The selected consultants should be knowledgeable about street and path way design, and storm water drainage utilizing swales and infiltration. The schedule for design and bid is accelerated due to a water main project on Spilman Ave. that will start construction in late July-early August.

This project is dependent on state funding. Council approval and Notice to Proceed will be dependent on the City receiving a commitment of funding from the state.

2. Project Description

The Spilman Avenue Walkway project will be constructed along the east side of Spilman between Entwistle Street and Morrison Street approximately 1,050 feet in length. Project will include construction of a paved pedestrian walkway separated from the roadway, drainage swales and crosswalks, including pedestrian crossing signage at Entwistle and at Morrison and a Rectangular Rapid Flashing Beacon (RRFB) and ramp improvements at Entwistle Street and improvements to street lighting along Spilman Avenue.

3. Project Schedule

The City will strive to conform to the following schedule, which should result in the execution of an engineering design contract in June, 2015.

Proposals Due: June 12, 2015 at 3:00 PM

Interviews and Selection: June 18, 2015

Design Contract Executed: June 23, 2015

Public Open House: July 15, 2015

Open Construction Bids: August 4, 2015

Completion of Construction: November 30, 2015

4. Requirements

RFQ proposals are to be sent to:

City of Carnation

4621 Tolt Avenue

PO Box 1238

Carnation WA 98014-1238

Please submit THREE paper copies of your Statement of Qualifications, no more than ten (10) pages, excluding resumes with type no smaller than 10-point to the above address by 3:00 PM June 12, 2015. No submittals will be accepted after that time. Any questions regarding this project should be directed to: Phillip Messina, City Manager at (425) 333 4192 or philm@carnationwa.gov). The City will not be liable for delays in delivery of proposals by the US Postal Service or any other type of delivery.

The following information must be included in all proposals:

Submittals shall include the following information: firm name, phone, email and fax numbers. Resumes of Principal in Charge, Project Manager and all key personnel who would be working on the project; number of employees and disciplines of the firm. Similar information shall be provided for any sub-consultants.

Approach: Describe your firms approach to this project. Provide any special ideas, techniques or suggestions that you think might help the project best coordinate with the Spilman Water Main Project that will be under construction.

5. Selection Criteria

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

- a. Key personnel experience
- b. Firm experience with storm drainage and street/sidewalk design and engineering;
- c. Ability to meet the project schedule
- d. Familiarity with relevant codes and standards
- e. Past performance/references for similar projects completed within the last five (5) years.

Factors:

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| 1. Ability to meet project deadline and project approach | 50% |
| 2. Firm experience and qualifications | 20% |
| 3. Local area knowledge and understanding the City's needs | 25% |
| 4. Experience with the WSDOT LAG manual | 5% |

Terms and Conditions

The City of Carnation reserves the right to reject any and all proposals and to waive irregularities and informalities in the submittal and evaluation process. This solicitation for consultant services does not obligate the City of Carnation to pay any costs incurred by respondents in the preparation and submission of a proposal. This solicitation does not obligate the City of Carnation to accept or contract for any expressed or implied services. Furthermore, the City of Carnation reserves the right to award the contract to the next most qualified consultant if the selected consultant does not execute a contract within thirty (30) days after the award of the proposal.

Though this project is on the funded project list the source of the funding has not yet been determined. If funding is provided by FHWA the following will apply:

The City of Carnation, 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.