



CITY OF
MUKILTEO

Public Works Department

REQUEST FOR STATEMENT OF QUALIFICATIONS
88th Street SW Road Pavement Preservation project

Deadline: April 12, 2018

Purpose

The City of Mukilteo is requesting qualifications (RFQ) from qualified professionals or firms to provide professional services for the design and engineering of the 88th Street SW Road Pavement Preservation project, with the option of construction management and inspection services. It is anticipated that this agreement will be for approximately six (6) months in duration with the option for the City of Mukilteo to extend it for additional time and money, if necessary. The consultant will be expected to prepare contract plans, specifications and estimates (PS&E) to resurface 88th Street SW with HMA, as well as retrofit existing curb ramps to comply with the ADA standards. The design and construction phases of this project will be funded through a Federal Surface Transportation Program (STP) grant and local funds. Therefore, all aspects of this project will need to comply with the requirements of the funding agencies, including FHWA.

Background

In 2007, The City of Mukilteo adopted a street preservation policy that established an annual program for street preservation using seal coats, HMA overlays and full depth reconstruction (FDR). With the use of pavement management software, the City assigns numerical values to characterize a street's current pavement condition (PCI) and trigger pavement preservation treatments before costly reconstruction becomes unavoidable. This enables the City to "keep good roads in good condition". Arterial streets, like 88th Street SW, have priority for preservation maintenance because of the traffic volumes and connectivity to regional manufacturing and community centers.

88th Street SW is federally classified as an Urban Collector in the City of Mukilteo. Within the project limits, 88th Street SW exists as a two-lane road between the intersection of SR525 (Mukilteo Speedway) at the east end of the project, and a residential dead-end, 0.57 miles west of SR525. This section of 88th Street SW primarily serves adjacent residents, with driveways (paved and unpaved) connecting to the edge of traveled way throughout the majority of the project limits. With the lack of shoulder treatment, vegetation abuts the edge of traveled way pavement. Parallel roadside ditches run along each side of the roadway, with mailboxes and roadway signs positioned just beyond the edge of traveled way.

The existing pavement currently reveals widespread areas of distress and deterioration from fatigue cracking and rutting. An HMA overly will preserve and provide structural integrity to the existing pavement. This project is a high priority for the City of Mukilteo, as it aligns with its pavement preservation mission to "keep good roads in good condition" while balancing cost efficiency with longevity.



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Project Description

This project will resurface the existing pavement of 88th Street SW with HMA from SR525 (Mukilteo Speedway) to a residential dead-end, approximately 0.57 miles west of SR525. This section of 88th Street SW is a two-lane roadway, with a typical roadway width ranging between 18 to 19 feet. Roadway shoulder treatments do not exist beyond the edge of traveled way (fog line) throughout the majority of the project limits, with the exception of a short length of curb, gutter and sidewalk on the north side of the roadway between 54th PL W and 56th PL W, approximately 675 feet. This project may also evaluate and repair deeper structural section distress prior to the HMA overlay. Pavement feathering may also need to be considered at driveway locations. Existing roadway pavement markings will be replaced and utility lids (sewer, water, gas) are expected to be adjusted to grade. In addition, the project will retrofit existing curb ramps to comply with the 2010 ADA Standards for Accessible Design (ADAAD) and 2011 Public Right of Way Accessibility Guidelines (PROWAG). It is anticipated that the environmental documentation under NEPA will be Categorical Exclusion (CE). Although Right of Way acquisition is not needed for this project, the design shall evaluate the need for temporary construction easements.

Scope of Work

The consultant should have the capability to complete the entire design, develop preliminary and final contract plans, specifications and estimates (PS&E) and complete the environmental permitting and documentation needed for NEPA approval. The consultant, at the option of the City, may be contracted to provide construction management and inspection support services.

The Scope of Work will include, at a minimum, the following elements:

1. Project Management
2. Public Outreach (Optional)
3. Site Assessment
 - Pavement Evaluation and Design
4. Environmental Permitting and Documentation (NEPA)
5. Right of Way – Temporary Construction Easements (if required)
6. Engineering and Design
 - Surveying and Basemapping
 - Utility and WSDOT Coordination
 - Plans Specifications & Estimate with review at 30%, 60% and 90%
 - Final Construction Documents
7. Bidding Support
8. Construction Management & Inspection (Optional)

The selected firm will need to have the resources that will enable it to complete tasks quickly and be extremely responsive. The firm will need to be able to accomplish this work independent of City staff support, other than oversight by the City's project manager. The City's project manager will lead the overall process and will be the nexus through which all public involvement and agency coordination occurs.



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Schedule

Date	Task
April 12, 2018: 4:00 PM	Deadline for RFQ Submittals
April 20, 2018	City Selection of short-listed firms to interview
May 1-4, 2018	Interviews and reference checks
May 7, 2018	Selection of firm
May 7-June 1, 2018	Negotiation of Contract
June 18, 2018	City Council award of contract
June 25, 2018	Notice to proceed

The above noted schedule, except the deadline for the RFQ Submittals, is tentative and may be changed based on the number of RFQ's submitted.

Procedures for Submittal

If you, or your team, wish to be considered for this RFQ, you must be a registered consultant on the Municipal Research and Service Center (MRSC) of Washington – Shared Small Works and Consultant Roster (<http://mrscrosters.org/>). In lieu of preparing project specific Statement of Qualifications (SOQ) for this project the City will be reviewing firm's existing SOQ's on the MRSC roster. If interested in responding to this RFQ, submit an email to Randall Roberts, Capital Projects Engineer, at rroberts@mukilteowa.gov, no later than 4:00 pm on April 12, 2018 indicating your interest in the project. Emails shall include:

1. Email Body Text:
 - a. Firm name as listed on the MRSC website;
 - b. Contact Information;
 - c. A list of any firms which you may be teaming with;
 - d. A link to your website;
2. Email Attachments:
 - a. A cover letter that briefly describes your interest and approach to the project (limited to 2 pages).
 - b. A list, with a short description, of at least three projects which closely relate to the above described project, including references (limited to 4 pages)

For your records, the City will provide a confirmation email confirming receipt of your interest in the proposal. Emails received after the deadline, and all hard/paper copy submittals will be disregarded.

To clarify, it is not our intent for you to create customized Statement of Qualifications (SOQ) for this request, but to review your existing SOQ's online from the MRSC website. Any clarifications or project specific information can be included in your two page cover letter if needed.



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Selection Process

A committee of City personnel will evaluate and rate the proposals using the following criteria:

1. Experience of Project Manager/Team Leader
2. Demonstrated ability to keep projects on time and within budget
3. Responsiveness and effectiveness
4. Project team experience with pavement overlay projects;
5. Project team experience with federally funded projects;
6. Project team member qualifications;
7. Environmental Permitting and Documentation
8. Familiarity with FHWA standards and the WSDOT LAG Manual;
9. Ability to apply creative solutions to complicated projects and the approach to this project; and,
10. Demonstrated ability to communicate and work effectively with the public, City staff, and regulatory agencies.

Following evaluation of the RFQ's, the City will short-list 3 to 4 firms to interview for the project. Those firms will have the opportunity to present their past experience with the design of and contract development for pavement preservation projects, the Federal environmental documentation process, construction management and inspection services (optional), and deliver their overall project approach. Additional information regarding the interview process will follow the selection process.

Contract negotiations will take place with the top-rated consultant. If negotiations are unsuccessful, the City reserves the right to terminate negotiations and open discussion with the next-highest rated consultant. This process will continue until successful contracts are negotiated or the City terminates the process.

Inquiries

Direct all inquiries regarding this request for qualifications to Randall Roberts, Capital Projects Engineer at 425.263.8084, or Andrea Swisstack, P.E., Assistant City Engineer at 425.263.8081.

Americans with Disabilities Act (ADA) Information

The City of Mukilteo 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 Margo Lawler at mlawler@mukilteowa.gov or by calling 425-263-8170.

Equal Employment Opportunity

The City of Mukilteo 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 insure that in any contract



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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.

The City of Mukilteo encourages disadvantaged, minority, and women owned consultant firms to apply.

Reservations

The City of Mukilteo reserves the right to reject any and all RFQ's and to waive irregularities and informalities in the submittal and evaluation process. This solicitation for Consultant Services does not obligate the City of Mukilteo to pay any costs incurred by respondents in the preparation and submission of a RFQ. This solicitation does not obligate the City of Mukilteo to accept or contract for any expressed or implied services. Furthermore, the City of Mukilteo 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.