

**CITY OF DES MOINES
ENGINEERING SERVICES DIVISION
REQUEST FOR QUALIFICATIONS: CIVIL ENGINEERING SERVICES
TRANSPORTATION GATEWAY PROJECT
Submittal Date: February 12, 2009**

The City of Des Moines, Washington is requesting statements of qualifications (SOQ) from firms interested in providing Professional Civil Engineering Services for the above project to expand roadway capacity on S. 216th St. between I-5 and 19th Avenue S and 24th Avenue S. between S 216th St. and S. 208th St. The selected consultant(s) shall be responsible for preparing design reports, traffic engineering studies, preparing and/or reviewing civil engineering surveys, plans, specifications, and estimates (PS&E), associated environmental documentation and permits, right-of-way plans, property negotiations, and other reports and permits. Engineering work will be phased depending upon the outcome of design report recommendations. It is anticipated that design work will be completed within 18 months of NTP. The consultant(s) may be considered for construction administration and inspection services upon satisfactory performance on prior work.

Detail regarding this RFQ, including the submittal requirements and evaluation criteria, along with other supportive project information is available on the city's Gateway Project web site located at http://www.desmoineswa.gov/dept/pub_works/projectgateway.html.

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, the City of Des Moines hereby notifies all interested parties that it will affirmatively ensure that in any contract or agreement entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit 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.

Oral interviews may be conducted if deemed necessary by the City. Six (6) copies of the response to this RFQ must be delivered to the City of Des Moines, 21650 11th Avenue South, Des Moines, WA 98198; Attention: Dan Brewer, PE, by **4:00 PM on February 12, 2009**.

Questions regarding this project and request for SOQ's must be in writing via **e-mail only**, subject "Gateway Project RFQ", to Leonard Madsen, Project Manager, at lmadsen@desmoineswa.gov not later than 4:00 PM on February 3, 2009. Questions and responses will be shared via e-mail with all firms who express written interest. Unauthorized contact regarding this RFQ with any other City employees will affect the proposal score and may result in disqualification.

Published in the Seattle Daily Journal of Commerce: January 20, 2009 and January 27, 2009

Details
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1.1 Project Description

The City of Des Moines is requesting statements of qualifications (SOQ) from firms/consultant(s) interested in providing Professional Civil Engineering Services for the above project. The project consists of street widening improvements in three individual and separate segments: S. 216th St. between I-5 and 24th Ave. S. (Segment 1), S. 216th St. between 24th Ave. S. and 19th Ave. S. (Segment 2), and 24th Ave. S. between S. 208th St. and S. 216th St. These projects are adopted as part of the [City's 2009 CIP](#). The [2009-2014 City of Des Moines TIP](#) includes these projects as well as other improvements related to the city transportation network.

Major developments are evolving or planned in the S. 216th St. vicinity and readers are encouraged to examine web linkages noted in this document to gain an appreciation of the scale of land use changes and impacts on the transportation infrastructure. Included is an [overall map of current and proposed developments](#). The [proposed Des Moines Creek Business Park](#) is a development proposed on Port of Seattle property as mutually supported by a development agreement with the City. The [traffic study for the business park](#) may be useful for understanding the potential impacts on the existing transportation infrastructure. In addition, the City has approved an incentive program for the revitalization of the Pacific Ridge neighborhood, including a development agreement for [the Water View Crossing development](#). A PUD application is currently being processed.

The City has also drafted an update to its Comprehensive Transportation Plan providing for significant development in the vicinity. To adequately serve the business park (potentially including the addition of big box retail on or near the site), warehousing, and housing/hotel and office uses, plus provide for freight mobility, the arterials must be

widened from the current two to three lane roadway to five and six lanes. The resulting urban arterials will accommodate growth in both peak period and daily traffic expected with the collective developments on the order of 35,000 daily trips. Eventually, the 24th /28th Avenue South corridor is planned by the City of Seatac and the City of Des Moines to connect S. 200th St. and S. 216th St. This corridor will also tie into the proposed SR509 corridor with connections to I-5.

An analysis of the development planned above is being incorporated into the draft comprehensive transportation plan suggesting an increase in roadway, pedestrian, and bicycle capacity needs in the area. These capacity improvements are generally shown on the attached [draft S. 216th Street Improvement layout](#) in the project area.

Three Synchro view plots for the volumes expected on S 216th St. & 24th Ave. S. were prepared for the draft plan and are referenced in the following links: [Synchro 2008](#); [Synchro 2030 - NO509](#); [Synchro 2030 - Yes509](#)). These volumes reflect a hefty amount of growth from the planned developments – even though a bit of fine tuning may be required (especially in the design for the south leg of 24th Ave. S.). This information is preliminary and alternatives need to be evaluated during the design process including, but not limited to, traffic control, access, alignments and right-of-way.

1.2 Scope of Work

The selected consultant(s) shall be responsible for preparing a preliminary and final design report, drainage and traffic engineering studies, preparing and/or reviewing civil engineering surveys, plans, specifications, and estimates (PS&E), associated environmental documentation and permits, right-of-way plans, ROW procedures and negotiations, and other reports and permits.

A design report will be prepared evaluating alternatives, costs, financing, and potential phasing of overall capacity improvements required to support future development. Based upon the evaluation and input from public and private stakeholders, the design report will finalize project phasing at the preliminary engineering stage (30%) including completion of the survey and base maps for each segment. Based upon direction from the City, the consultant shall advance one or more phases and/or project segments through a PS&E process including preparation and timely execution of a right-of-way plan. The consultant shall support the City in securing project funding, coordinating with utilities, and meeting local, regional, state, and federal requirements. Plans may be subject to a value engineering exercise to enhance the project's cost effectiveness. The City may choose to use the consultant(s) to provide construction engineering, construction management, and inspection during project construction based on satisfactory performance.

Time is of the essence for this project. The selected firm should be able to deliver all final design related work within 18 months of notice to proceed should the City decide to expedite the design phase, thus enabling the City to advertise for construction on one or more phases of the project.

Separate consultant task orders may be considered for each project segment and phase (e.g., one for preliminary engineering and another for construction engineering). Work on scoping, and/or preparation of the individual work tasks, is not reimbursable. The consultant agreement for engineering will state that the consultant may be considered for subsequent phases upon satisfactory performance on prior work and upon negotiation of an agreement for the subsequent phase(s). The City of Des Moines is not obligated to use the same consultant firm for all phases or tasks.

1.2.1 Duration of Services

Engineering design services for the proposed Gateway Project are expected to start in late March 2009 and be completed by October, 2010. The City suggests that consultants consider the potential of meeting the following timeline for project milestones. Included shall be a process for involving key stakeholders in the project. It is anticipated that survey of all segments will begin immediately and be completed by August 2009. The preliminary design report is expected to be completed by May 2009. Coordination of utilities and key stakeholders shall be initiated to address and resolve potential conflicts. The report shall be finalized by June, 2009 detailing the phasing, scope and schedule, and costs of the overall project, and shall be approved by the City. Upon approval of the design report, it is anticipated that one or more segments will advance into final design with the 60 percent plans being completed by December 2009. The consultant shall propose ROW plans and procedures for approval by the City and begin ROW negotiations as directed. The consultant will develop a schedule and assist the City in resolving utility conflicts.

1.2.2 Performance Expectations

A Professional Services Agreement in accordance with the Washington State LAG Manual will be executed to complete engineering design services described herein. As this work shall comply with FHWA requirements, Federal EEO and Washington State Local Agency Guidelines, the Consultant Agreement shall conform to the Local Agency Standard Consultant Agreement and applicable attachments.

Design and construction of the improvements shall follow the City of Des Moines Municipal Code, Washington State Department of Transportation Design Manual, current edition, FHWA regulations, including Federal Aid Provisions, [Washington State Public Works Trust Fund Loan requirements](#) and Washington State Local Agency Guidelines, current edition. Consultants shall assist the City in performing work consistent with Federal EEO requirements as well as the Americans with Disabilities Act.

Professionals who are responsible for the preparation of the PS&E shall be currently licensed or registered in the State of Washington and qualified by experience and education in the technical areas required for the engineering discipline involved.

The consultant shall prepare and adhere to an approved project schedule ensuring completion of the engineering design, right-of-way certification, and utility coordination and permitting. This work shall include working with City staff to secure necessary

environmental approvals, permits, utility agreements, easements, right-of-way, and temporary construction licenses. This work is subject to WSDOT Highways and Local Programs and City of Des Moines reviews and approvals.

The Consultant shall exercise sound professional judgment, identify opportunities for engineering and construction innovation, and recommend performance improvement measures. The consultant shall provide well developed recommendations and seek appropriate direction from the City.

1.2.3 Budget

The project budget for design engineering, right-of-way acquisitions, and construction of all segments is estimated at \$26.4 million. A number of funding sources for right-of-way and construction are unconfirmed at this time. The consultant will provide assistance to the City in securing construction funding.

1.2.4 Timeline

Submittals shall include a timeline showing when major milestones for tasks and subtasks will be completed.

1.3 Local, State and Federal Requirements

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, the City of Des Moines hereby notifies all interested parties that it will affirmatively ensure that in any contract or agreement entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit 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 project has received funding obligations from the Washington State Public Works Trust Fund Board and the consultant will be obligated perform work meeting the commitments for those funds as well as City commitments for future private, federal, and state funding as it becomes available.

1.4 RFQ Submittal Requirements and Evaluation Criteria

Statements of Qualifications (SOQ's) responding to this RFQ must be type written on 8-1/2" x 11" paper, with a minimum twelve (12) point font for all basic text of the entire submittal. Any charts, graphs, timelines, table of organization, etc. must be of readable size. The SOQ shall be brief and succinct. A minimum of three references pertaining to the requested services must be listed, with current phone numbers and contact persons as

a part of the SOQ. The City may contact these references and other parties who may have had similar relationships as part of the evaluation process. In addition, the consultant may submit a brief brochure describing the general capabilities of their firm along with the SOQ.

The SOQ's will be evaluated by consensus of a Selection Committee established by the City for this RFQ (preliminarily scheduled for February 18, 2009). If deemed necessary by the Committee, oral interviews may be conducted of top firms who succinctly and concisely respond to this RFQ occurring as early as February 25, 2009.

The Selection Committee will consider the following criteria in evaluating the SOQ:

- Experience: Consultant's specialized experience and technical competence in performing the type of work requested in the general scope of work. The proposal should list work experience specific to the consultant's staff and resources who would work for the City under this contract. (20 points)
- Understanding of the project, its components, organization to perform work, and responsiveness to the RFQ (20 points)
- Responsiveness: Completeness and conciseness of the SOQ and demonstrated ability to schedule and manage work and provide deliverables in a timely manner within budget. (20 points)
- Demonstration of past experience and success in securing grants and loans and other funding for large scale construction projects (15)
- Municipal Work: Demonstrated ability to successfully work with communities, municipalities, and regulatory agencies including assisting the City in meeting local, state, and national requirements including meeting Federal EEO requirements (15 points)
- Experience with environmental, cultural and historic assessments, and clearing right-of-way for construction. (10 points)

Total maximum points: 100

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1.5 Questions and Responses

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