State of Washington
Department of Transportation
Notice to Consultants
SR 99/148th St SW VIC to Evergreen Way – Corridor Improvement

The Washington State Department of Transportation (WSDOT) solicits interest from consultants who wish to be evaluated and considered to provide services related to the design, development, and delivery of SR 99/148th St SW VIC to Evergreen Way – Corridor Improvements. The main driver for this project is a business access and transit (BAT) lane for Community Transit’s Swift Blue line. The project includes one (1) fish barrier, widening and reconstruction of existing shoulders, providing concrete pads for planned transit stops, placing raised islands to improve operations and safety, adding curbed sidewalks/ADA improvements, paving, striping work, retaining walls/bridge structure, stormwater conveyance systems, stormwater treatment facilities, ITS, signal, and illumination.

The agreement will be approximately four (4) years in duration and will total a combined agreement amount of approximately $1.0 to $2.5 million with the option for WSDOT to supplement for additional time and money if necessary.

WSDOT reserves the right to amend terms of this “Request for Qualifications” (RFQ) to circulate various addenda, or to withdraw the RFQ at any time, regardless of how much time and effort consultants have spent on their responses.

The project scope outline of the initial project work (including assumptions regarding work WSDOT will provide, and expected Consultant elements of work) is attached to this advertisement as Attachment A.

Project Description

The Washington State Department of Transportation (WSDOT) solicits interest from consultants who wish to be evaluated and considered to provide services related to the design, development, and delivery of SR 99/148th St SW VIC to Evergreen Way – Corridor Improvements. The main driver for this project is a business access and transit (BAT) lane for Community Transit’s Swift Blue line. The project includes one (1) fish barrier, widening and reconstruction of existing shoulders, providing concrete pads for planned transit stops, placing raised islands to improve operations and safety, adding curbed sidewalks/ADA improvements, paving, striping work, retaining walls/bridge structure, stormwater conveyance systems, stormwater treatment facilities, ITS, signal, and illumination.

As directed by the legislature, this project will conduct engineering, right-of-way acquisition, environmental documentation, and construction activities to enhance traffic flow. Additional information can be found at:

Note: Additional material regarding this project is available at:
\wsdot\resources\Topics\Publish\FTP\Data\incoming\SR 99_148th St SW VIC to Evergreen Way
Phase 1 – Preliminary Engineering & Environmental Documentation

1. Project Management
   A. General Project Management
      a. Project Management Plan
      b. QA/QC Plan
   B. Subconsultant Management & Coordination
   C. Project Schedule
      a. Baseline Schedule
      b. Monthly Updates
   D. Invoicing & Progress Reports
      a. Monthly invoices
      b. Monthly progress reports
      c. Monthly aging tables
      d. Monthly earned value tables
   E. Project Coordination & Meetings
      a. Kick-off meeting w/ minutes
      b. Co-Location/Project management team check-in
      c. Monthly project coordination meetings w/ minutes
      d. Third party meetings w/ minutes
   F. Quality Management and Document Control

2. Communication
   A. General Communication Plan
   B. General Communication Support
      a. Project website
      b. Social media
      c. Public correspondence
   C. Public Briefings
      a. Open House
      b. City, County, public entities
   D. Optional: Public Engagement Events

3. Data Collection
   A. Existing conditions and review of previous completed work
      a. Survey
      b. Structures
      c. Geotechnical
      d. Environmental
      e. Hydraulic

4. Environmental Documentation & Permit Support
   A. Environmental documentation
      a. Endangered species act
      b. Wetland & stream assessment
      c. Noise analysis
d. Hazardous Materials
e. NEPA/SEPA documentation & support
f. Cultural resources

B. Permit support
   a. Federal and State permits
   b. City and Local jurisdiction permit

5. Right-of-Way
   A. Right-of-way plans
   B. Easement
      a. Temporary Easements
      b. Permanent Easements

6. Preliminary Engineering & Design Documentation
   A. Preliminary engineering plans & support
   B. Conceptual hydraulic report & support
   C. Preliminary structures plans & support
   D. Design documentation
   E. Cost estimate

1. Project Technical Requirements
   A. Technical Requirements
      a. Survey
      b. Geotechnical
      c. Pavement
      d. Environmental
      e. Communications
      f. Utility Conflicts
      g. Roadway
      h. Project Documentation
      i. Bridge and Structures
      j. Hydraulics and Drainage
      k. Roadside Restoration
      l. Illumination
      m. Intelligent Transportation Systems (ITS)
      n. Signing
      o. Pavement Marking
      p. Traffic Operations
      q. Maintenance of Traffic
      r. Right-of-Way
      s. Control Materials
      t. Quality Management Plan
      u. Maintenance during Construction
      v. All other analyses and/or design activities necessary to complete contract documents.
Note: A portion of this work may be performed by, or in conjunction with, WSDOT staff. Further details regarding division of work will be discussed with WSDOT during detailed scoping. This scope outline provides WSDOT’s preliminary estimate for anticipated level of effort for this project. This scope outline is subject to change based on further review of existing conditions, materials and documentation and further refinement of the detailed scope.

Additional information can be found at:

\wsdot\resources\Topics\Publish\FTP\Data\incoming\SR 99_148th St SW VIC to Evergreen Way

**DBE or MSVWBE Participation**

This agreement will be subject to a voluntary 26% MSVWBE goal. The selected consultant will be required to submit a MSVWBE Plan for approval prior to commencement of work.

For Plan Guidelines:
http://www.wsdot.wa.gov/EqualOpportunity/MSVWBE.htm

WSDOT encourages disadvantaged, small, minority, veteran, and women-owned consultant firms to respond to this RFQ.

**Evaluation Criteria**

Pursuant to state and Federal regulations, a qualifications-based selection process will be used to select consultants for each of these areas of expertise. The following information and criteria will be used to evaluate and rank responses:

1. Qualifications/Expertise of Firms on Team;
2. Qualifications of Proposed Project Manager;
3. Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
4. Project Delivery Approach; and
5. References/Past Performances (Prime Consultant Only.)

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

After the submittal review, firms will be short-listed and invited to interview. The interview score will be based on the team’s ability to demonstrate their combined experience, capabilities, and approach to deliver the program. Final selection from short listed firms shall be made based upon:

☑ Interview/additional qualifying information scoring only.

☐ Combined results of the submittal and the interview/additional qualifying information scoring. Note: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested.

The WSDOT intends to interview the top scoring firms during the week of September 12, 2022.
Note: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested.

Submittals
Consultants are invited to submit their Statement of Qualifications (SOQ) at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal must be submitted as separate Adobe Reader compatible (.pdf) files and formatted as follows:

- Submitted as an 8.5" x 11" sheet, single sided only, and with text (font) size no smaller than 12 points; and
- If charts and/or graphs are utilized text (font) size must be no smaller than 8 points.

Your SOQ must be broken into two (2) separate packets. Your SOQ “Packet A” must consist of:

- Your responses to scoring Criteria 1 through 4; and
- Packet “A” is limited to 30 pages, single sided only, not including the front and back cover.

Your SOQ “Packet B” must consist of:

- Your letter of transmittal;
- Your response to scoring criteria 5 (Performance Evaluations must be included in this packet);
- Your Consultant Information forms for both the Prime Consultant and all proposed Sub-Consultants; and
- Packet “B” has no page number limitations.

The SOQ shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the RFQ and your firm clearly identified on the cover of the submittal Packets “A” and “B”, and the letter of transmittal;
- SOQ broken into “Packet A” and “Packet B” (two (2) separate documents) as indicated above;
- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date and time.

Faxed submittals will not be accepted. Submittals must arrive at the following email address no later than 4:00 p.m. PST on August 12 2022.

Submittal email address: CSOSubmittals@wsdot.wa.gov

Note: Submitters may want to consider setting your email to automatically receive a “Delivery/Read Receipt” for confirmation purposes, as WSDOT will not respond with notification of receipt.

Multiple emails are acceptable due to file size limitations of 20mb per email.
The Consultant, with regard to the work performed during the resulting agreement, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-consultants, including procurement of materials and leases of equipment. The Consultant shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR Section 21.

The agreement for services is subject to provisions of Executive Order 11246 (Affirmative Action to Ensure Equal Employment Opportunity) and to the provisions of the Department of Transportation Regulations 49 CFR 26 (Disadvantaged Business Enterprise.)

**Debriefing Procedures**

A. Debrief Conferences
   CSO offers, if requested, a debrief to all proposers. The request must be submitted in writing, within 3 business days of official notification of selection. The request shall be sent to WSDOTCSO@wsdot.wa.gov.

B. Debrief Protests
   All debrief protests must be submitted in writing, within 5 business days of the debrief conference. The request shall be sent to WSDOTCSO@wsdot.wa.gov.

**Protest Procedures**

A. Form and Substance
   All protests regarding any contents or portion of this RFQ must be submitted to WSDOT Headquarters Consultant Services Office (CSO) as soon as possible after the Proposer/protestant becomes aware of the reason(s) for the protest. All protests must be in writing and signed by the Proposer/protestant or an authorized agent. Such writing must state all facts and arguments on which the Proposer/protestant is relying as the basis for its action. Such Proposer/protestant shall also attach, or supply on demand by CSO, any relevant exhibits referenced in the writing. Copies of all protests and exhibits shall be mailed or delivered by the Proposer/protestant to the Proposer against whom the protest is made (if any) at the same time such protest and exhibits are submitted to CSO. All protests shall be directed to:

   Manager, Contract Services Office
   Washington State Department of Transportation
   7345 Linderson Way SW
   Tumwater, WA  98501

B. Pre-Selection Protests
   To allow sufficient response time, all pre-selection protests (i.e., prior to CSO’s official selection of the successful proposal(s)) must be received by CSO no later than 3:00 p.m. PST of the second business day after the Final Proposal Due Date. If the protest is mailed after the Final Proposal Due Date, and before the pre-selection protest deadline, the Proposer/protestant shall immediately notify CSO’s Manager by telephone, or some other means of rapid communication, that a protest has been made.

   CSO shall consider all the facts available to it and issue a decision in writing within five (5) business days after receipt of the protest, unless more time is needed. The Proposer/protestant and the
Proposer(s) against whom the protest is made will be notified if a longer time is necessary and, if the additional time required affects the Final Proposal Due Date or the selection date, all Proposers shall be notified.

CSO’s decision shall be final and conclusive. Selection of the successful Proposer, if any, will be postponed until after CSO has issued its decision.

C. Post-Selection Protests
CSO shall notify all unsuccessful Proposers of CSO’s selection decision. To allow sufficient response time, all post-selection protests must be received by CSO no later than 3:00 p.m. PST of the second business day after receipt of a Non-Selection Notice. If the protest is mailed before the post selection protest deadline, the Proposer/protestant shall immediately notify CSO’s Manager by telephone, or some other means of rapid communication, that a protest has been made.

CSO shall consider all the facts available to it and issue a decision in writing within five (5) business days after receipt of the protest, unless more time is needed. The Proposer/protestant and the Proposer(s) against whom the protest is made will be notified if a longer time is necessary and, if the additional time required affects the Award Date, all Proposers will be notified.

CSO’s decision shall be conclusive unless appeal from it is taken by an aggrieved firm to the Superior Court of Thurston County within five (5) calendar days after receiving notice of CSO’s decision on the protest. The court shall hear any such appeal on CSO’s administrative record for the project. The court may affirm CSO’s decision, or it may reverse the decision if it determines the action of CSO was arbitrary and capricious.

Post-selection protests which do not comply with the above-specified procedures will not be considered.

D. Post-Debrief Protests
To allow sufficient response time, all post-debrief protests must be received by CSO no later than 3:00 p.m. PST of the second (2nd) business day following the debrief. If the protest is mailed before the Post-Debrief protest deadline, the Proposer/protestant shall immediately notify CSO’s Manager by telephone, or some other means of rapid communication, that a protest has been made.

CSO shall consider all the facts available to it and issue a decision in writing within five (5) business days after receipt of the protest, unless more time is needed. The Proposer/protestant and the Proposer(s) against whom the protest is made will be notified if a longer time is necessary and, if the additional time required affects the Final Proposal Due Date or the selection date, all Proposers shall be notified.

CSO’s decision shall be final and conclusive. Selection of the successful Proposer, if any, will be postponed until after CSO has issued its decision.

System for Award Management (SAM) Excluded Parties Records
A. Per federal regulations, CSO is required to ensure, to the best of its knowledge and belief, that none of the principals, affiliates, third party Contractors and subcontractors are suspended, debarred,
ineligible or voluntarily excluded from participation in federally assisted transactions or procurements. Federal regulations require CSO to review records of excluded parties in the federal System for Award Management (SAM) before entering into any third-party Contracts exceeding $25,000.00.

B. Prior to award of a federally funded Contract, CSO will search the SAM system to ensure that excluded parties do not participate in covered transactions.

C. To learn more about the federal SAM, go to https://sam.gov/content/home.

**Public Records**

The SOQ Packet A(s) received as a result of this RFQ, and the resulting score sheets may be posted to CSOs web page.

To the extent consistent with chapter 42.56 RCW, the Public Disclosure Act, WSDOT shall maintain the confidentiality of Consultant’s information marked confidential or proprietary. If a request is made to view Consultant’s proprietary information, WSDOT will notify Consultant of the request and of the date that the records will be released to the requester unless Consultant obtains a court order enjoining that disclosure. If Consultant fails to obtain the court order enjoining disclosure, WSDOT will release the requested information on the date specified.

WSDOT’s sole responsibility shall be limited to maintaining the above data in a secure area and to notify Consultant of any request(s) for disclosure for so long as WSDOT retains Consultant’s information in WSDOT records per state law. Failure to so label such materials or failure to timely respond after notice of request for public disclosure has been given shall be deemed a waiver by Consultant of any claim that such materials are exempt from disclosure. WSDOT reserves the right, if it deems action to be in the best interest of WSDOT, to reject any and all submittals or to waive any irregularities or informalities therein. Any incomplete, false or misleading information provided by or through the Consultant shall be grounds for non-consideration. If submittals are rejected, WSDOT further reserves the right to investigate and negotiate with the next ranked Consultant in order of ranking or to reject all Consultants and re-solicit for additional firms.

Any questions regarding this RFQ should be directed to WSDOT’s Headquarters Consultant Services Office at CSOSubmittals@wsdot.wa.gov or 360-704-6397.

**Title VI Statement to Public**

It is the Washington State Department of Transportation’s (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its programs and activities. Any person who believes their Title VI protection has been violated, may file a complaint with WSDOT’s Office of Equal Opportunity (OEO). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OEO’s Title VI Coordinator at (360) 705-7090.

**Americans with Disabilities Act (ADA) Information**
This material can be made available in an alternate format by emailing the WSDOT Diversity/ADA Affairs team at wsdotada@wsdot.wa.gov or by calling toll free, 855-362-4-ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

Notificación de Titulo VI al Público
Es la política del Departamento de Transportación del Estado de Washington (WSDOT, por sus siglas en inglés) asegurarse que ninguna persona, por razón de raza, color, u origen nacional, según provee el Titulo VI de la Ley de Derechos Civiles de 1964, pueda ser excluido de la participación, negado los beneficios de o ser discriminado de otra manera bajo cualquiera de sus programas y actividades. Cualquier persona que crea que su protección bajo el Titulo VI ha sido violada, puede presentar una queja o reclamacion ante la Oficina de Igualdad de Oportunidades (OEO, por sus siglas en inglés) del Departamento de Transportación del Estado de Washington (WSDOT, por sus siglas en inglés) . Para obtener información adicional sobre los procedimientos de quejas y/o reclamaciones bajo el Titulo VI y/o información sobre nuestras obligaciones anti-discriminatorias, pueden contactar al coordinador del Titulo VI en la EEOC 360-705-7090.

Información de la Ley sobre Estadounidenses con Discapacidades (ADA, por sus siglas en inglés)
Este material está disponible en un formato alternativo, que puede ser solicitado al enviar un un correo electrónico a la Oficina de Igualdad de Oportunidades (OEO, por sus siglas en inglés)/ wsdotada@wsdot.wa.gov o llamando gratis al siguiente número de teléfono: 855-362-4ADA (4232). Personas sordas o con discapacidad auditiva pueden solicitar la misma información llamando al Washington State Relay al 711.

한국어-Korean
제 6 조 관련 공지사항
1964년 민권법 제6조의 규정에 따라, 누구도 인종, 피부색, 출신 국가 이유로 프로그램 및 활동에 대해 참여 배제, 혜택 거부 또는 그 밖의 차별을 받지 않도록 하는 것이 워싱턴주 운수국(WSDOT)의 정책입니다. 제6조에 따른 보호를 위반했다고 판단될 경우 누구든지 WSDOT의 평등 기회 사무국(OEO)에 불만을 제기할 수 있습니다. 제6조에 따른 불만 처리 절차 및/또는 차별금지의무 내용에 관한 추가 정보는, (360) 705-7090을 통해 OEO의 제6조 조정관에게 문의하십시오.

미국 장애인법(ADA) 정보
해당 자료는 평등 기회 사무국 이메일 wsdotada@wsdot.wa.gov 또는 수신자부담전화 855-362-4ADA (4232)를 통해 요청하시면 대체 형식으로 받아보실 수 있습니다. 청각 장애인은 워싱턴주 중계 711 로 전화하여 요청하실 수 있습니다.

русский-Russian
Раздел VI Общественное заявление
Политика департамента транспорта штата Вашингтон (WSDOT) — в соответствии с разделом VI Закона о гражданских правах 1964 года, обеспечить всем лицам вне зависимости от расы, цвета кожи, национальности право пользоваться всеми муниципальными программами департамента, участвовать в муниципальных мероприятиях, проводимых департаментом, и не подвергаться дискриминации. Любое лицо, считающее, что по отношению к нему не соблюдается раздел VI, может подать жалобу в управление по обеспечению равных возможностей WSDOT (OEO). Для дополнительной информации о процедуре подачи жалобы по поводу несоблюдения раздела VI, а также об информации о наших обязательствах по борьбе с дискриминацией, пожалуйста, свяжитесь с координатором OEO по разделу VI по телефону (360) 705-7090.

Закон США о защите прав граждан с ограниченными возможностями (ADA)
Данный материал может быть предоставлен в другом формате. Отправьте электронное письмо в управление по обеспечению равных возможностей WSDOT по адресу wsdotada@wsdot.wa.gov или позвоните на бесплатную горячую линию по номеру 855-362-4ADA (4232). Глухие и слабослышащие лица могут сделать запрос, позвонив в специальную диспетчерскую службу штата Вашингтон по номеру 711.

tiếng Việt-Vietnamese
Thông báo Khoản VI dành cho công chúng

Thông tin về Đạo luật Người Mỹ tàn tật (Americans with Disabilities Act, ADA)
Bạn có thể yêu cầu cung cấp tài liệu này dưới dạng khác bằng cách gửi email đến Văn phòng Cơ hội Công bằng theo địa chỉ wsdotada@wsdot.wa.gov hoặc gọi đến số điện thoại miễn phí 855-362-4ADA(4232). Người điếc hoặc khuyết tính có thể yêu cầu bằng cách gọi cho Dịch vụ Tiếp giúp tiếng Washington theo số 711.

- Arabic

العنوان 6 إشعار للجمهور

تلتمي جائزة إدارة النقل بولاية واشنطن (WSDOT) في ضمان عدم استبعاد أي شخص على أساس العرق أو اللون أو الأصل القومي أو الجنس، وفقاً للقانون الأمريكي للحقوق المدنية (1964)، من المشاركة في، أو الحفاظ على، أو التعرض للتمييز في أي من برامجها وأنشطةها. ويمكن ل fasjش fahshj حمايته يُعتقد بأنه قد تم الانتهاك به، أن يقدم شكوى إلى مكتب تكافؤ الفرص التابعة لإدارة النقل بولاية واشنطن (OEO) للحصول على معلومات إضافية. (WSDOT) بشأن أفراد الشكوى المتعلقة بالعنوان 6 من القانون سالف الذكر أو/و الحصول على المعلومات المتعلقة بالعونان ذات الصلة بعدم التمييز. يرجى الاتصال بالمنشأ المعين يشترط العنوان 6 من القانون سالف الذكر في مكتب تكافؤ الفرص على الرقم (360) 705-7090.
Mعلومات قانون الأمريكيين ذوي الإعاقة (ADA)

يمكن طلب توفير هذه المواد في تنسيق بديل عن طريق إرسال بريد إلكتروني إلى مكتب تكافؤ الفرص على عنوان البريد الإلكتروني ADA@wsdot.wa.gov أو عن طريق الاتصال على الرقم المجاني (4232)4-362-365-855. يمكن للأشخاص الصم أو ضعاف السمع تقديم طلب عن طريق الاتصال بخدمة Washington State Relay على الرقم 711.

Translation Services
If you have difficulty understanding English, you may, free of charge, request language assistance services for this Department information by calling (360) 705-7090, or email us at: TitleVI@WSDOT.WA.GOV.

Aviso a personas con dominio limitado del idioma inglés: Si usted tiene alguna dificultad en entender el idioma inglés, puede, sin costo alguno, solicitar asistencia lingüística con respecto a esta información llamando al (360) 705-7090, o envíe un mensaje de correo electrónico a: TitleVI@WSDOT.WA.GOV.

các dịch vụ dịch thuật

Nếu quý vị không hiểu tiếng Anh, quý vị có thể yêu cầu dịch vụ trợ giúp ngôn ngữ, miễn phí, bằng cách gọi số (360) 705-7090 hoặc email cho chúng tôi tại: TitleVI@WSDOT.WA.GOV.

번역 서비스

영어로 소통하는 것이 불편하시다면, (360) 705-7090으로 전화하시거나 다음 이메일로 연락하시셔도 무료 언어 지원 서비스를 요청하실 수 있습니다: TitleVI@WSDOT.WA.GOV.

Услуги перевода

Если вам трудно понимать английский язык, вы можете запросить бесплатные языковые услуги, позвонив по телефону (360) 705-7090 или написав нам на электронную почту: TitleVI@WSDOT.WA.GOV.

- Arabic
خدمات الترجمة

إذا كنت تحترس اللغة الإنجليزية، فيمكنك مجانا طلب خدمات المساعدة اللغوية عن طريق الاتصال بالرقم 705-7090 . TitleVI@WSDOT.WA.GOV.

WSDOT reserves the right, if it deems action to be in the best interest of WSDOT, to reject any and all submittals or to waive any irregularities or informalities therein. Any incomplete, false or misleading information provided by or through the Consultant shall be grounds for non-consideration. If submittals are rejected, WSDOT further reserves the right to investigate and negotiate with the next ranked Consultant in order of ranking or to reject all Consultants and re-solicit for additional firms.

Any questions regarding this RFQ should be directed to WSDOT’s Headquarters Consultant Services Office at CSOSubmittals@wsdot.wa.gov. Questions will be accepted through 4:00pm PST on August 1, 2022. Questions and answers will be posted in the form of a Q&A document on the advertisement webpage. Questions are posted on the webpage anonymously.

Dates of publication in WEBS: June 30, 2022.

Submittal Due Date and Time: 4:00 p.m. PST on August 12, 2022.