



# Franklin County

## Request for Qualifications

### ENGINEERING SERVICES for

**CRP 627 – GLADE NORTH ROAD PAVEMENT REHABILITATION I – STPR-Z911(001)**  
**and**  
**CRP 628 – HOLLINGSWORTH BRIDGE #460-6.25 REPLACEMENT – BROS-2011(054)**  
**and**  
**Miscellaneous County Projects**

Franklin County is soliciting interest from qualified consultant firms to provide geotechnical engineering services and cultural resource study. The selected consultant will be expected to perform geotechnical investigation services for both CRP 627 – Glade North Road Pavement Rehabilitation I and CRP 628 – Hollingsworth Bridge #460-6.25 Replacement projects and possibly other miscellaneous County project. In addition, a need has arisen for a Cultural Resource Survey to be performed at the site known as Hollingsworth Bridge.

*Funding for these projects are through Federal Highway Administration (FHWA) – BROS and STBG programs and must meet/follow FHWA requirements, INCLUDING a current Indirect Cost Rate (ICR) as issued by WSDOT's Audit Office or cognizant agency. All design work and documents shall be prepared in accordance with the current State of Washington Standard Specifications for Road, Bridge, and Municipal Construction, Local Agency Guidelines (LAG) Manual, WSDOT Design Manuals, and applicable state and federal regulations.*

### **PROJECT BACKGROUND**

**Glade North Road Pavement Rehabilitation I** is a federally funded project that aims to resurface approx. 1.7 miles of Glade North Road from the Pasco City Limits to Clark Road. The County is in need of assistance of a geotechnical evaluation of the existing roadway to better understand existing conditions at/beneath the surface and will request recommendations regarding remediation techniques. This project is expected to be in construction starting fall of 2024.

**Hollingsworth Bridge #460-6.25 Replacement** is a federally funded project that project aims to replace an existing structurally deficient bridge with a steel multi-plate arch structure. The County is in need of assistance of a geotechnical evaluation through the means of subsurface conditions by drilling, preparation of a geotechnical report relative to the proposed construction. This project is expected to be in construction starting fall of 2022.

**Miscellaneous County Projects** - The County is in need of assistance of a geotechnical evaluation of existing roadway to better understand existing conditions at/beneath the surface and will request recommendation regarding remediation techniques.

## **ANTICIPATED SCOPE OF WORK**

The anticipated scope of work under this RFQ is to assist the County with general geotechnical investigation and engineering including but not limited to, the following:

- Site investigation and characterization
- Subsurface exploration by boring
- Geotechnical Engineering Analyses
- Evaluation of site materials
- Determination of constructability and cost effectiveness
- General engineering consultation, including a cultural resource survey
- Preparation of a Geotechnical Report, if applicable

## **STATEMENT OF QUALIFICATION**

### **Selection Process**

Pursuant to state and federal regulations, a two-phase qualifications-based selection process will be used to evaluate and select the consultant for these projects. The first phase will be the scoring of the consultant submittals to establish a ranked list of qualified consultants to be short-listed for the second phase. The second phase will be interviews. Due to the COVID-19 crisis, interviews will most likely have to be conducted remotely.

The evaluation team will consist of Franklin County employees who have direct knowledge of the work to be performed and who will be directly impacted by the services provided under the agreement.

### *Submittal*

The following criteria will be used to score each firm's submittal.

- |   |                  |
|---|------------------|
| • Qualifications of Key Personnel and Staff   | 20 points        |
| • Familiarity with similar type of projects   | 20 points        |
| • Approach to project                         | 10 points        |
| • Past Performance/References                 | 10 points        |
| • <u>Past Experience with Franklin County</u> | <u>5 points</u>  |
| <b>Total</b>                                  | <b>65 points</b> |

### *Interview*

After the submittal review, firms will be short-listed and invited for an interview. The interview score will be based on the team's ability to demonstrate their combined experience, capabilities, and approach to deliver the project. The interviews will be scheduled following the submittal scoring.

## **Statement of Qualification (SOQ) Content**

Qualifications should be prepared as simply as possible and provide a straightforward, concise description of the firm's capabilities to satisfy the requirements of the RFQ. Expensive bindings, promotional material, etc. are not necessary or desired.

Emphasis should be concentrated on accuracy, completeness, and clarity of content.

## **SOQ SUBMITTALS**

Consultants are invited to submit their Statement of Qualifications (SOQ) at their own cost. Clearly label the RFQ cover and subject line in the letter of transmittal with "GEOTECHNICAL ENGINEERING SERVICES FOR CRP 6276 – GLADE NORTH ROAD PAVEMENT REHABILITATION I – STPR-Z911(001) and CRP 628 – HOLLINGSWORTH BRIDGE #460-6.25 REPLACEMENT – BROS-2011(054)". Responses shall be limited to ten (10) pages (single sided, minimum 11-pt font), excluding cover sheet, cover letter, table of contents, section dividers, client references, required submittals and staff resumes. Staff resumes shall be limited to one (1) page each. A list of recent similar project references shall be included. Project references to be included should be within the past three (3) years and shall include the agency name, contact person, phone number, and a brief description of the services provided. Client reference letters shall be limited to three (3) in number and shall be dated within the past three (3) years.

Your submittal must be accompanied by the required Prime Submittal Information Form and the Sub Submittal Information Form. These forms must be completed in their entirety for the Prime and all sub-consultants. These forms are located at:

<http://www.co.franklin.wa.us/publicworks/rfp-rfq.php>

Information supplied by these forms will not count toward the total number of pages required for the submittal.

*Consultant shall certify in writing that that they and their applicable subconsultant(s) have a current Indirect Cost Rate (ICR) as issued by WSDOT's Audit Office or cognizant agency.*

Materials submitted in response to this competitive procurement shall become the property of Franklin County and will not be returned. All submittals received will remain confidential until Franklin County and the successful Consultant sign the agreement resulting from this advertisement. All submittals are deemed public records as defined in the RCW 42.17.250 to 42.250.340.

## **SUBMITTAL OF STATEMENT OF QUALIFICATION**

### **Delivery of Submitted Process**

Submit one (1) original (containing original signatures) and one (1) electronic copy in PDF format on CD or Flash Drive of the RFQ packet shall be submitted in a sealed package marked “*GEOTECHNICAL ENGINEERING SERVICES FOR CRP 627 – GLADE NORTH ROAD PAVEMENT REHABILITATION I – STPR-Z911(001) and CRP 628 – HOLLINGSWORTH BRIDGE #460-6.25 REPLACEMENT – BROS-2011(054)*”. Proposals will be received at the prescribed location no later than **3:30 pm Pacific Standard Time on Wednesday, March 23<sup>rd</sup>, 2022**. Proposals received after the response deadline will not be considered and will be returned unopened to the proposer. Package shall be delivered to the County in person or by mail at the following location:

Franklin County Public Works Department  
Attn: Craig Erdman, Director/County Engineer  
3416 Stearman Avenue  
Pasco, Washington 99301

## **QUESTIONS, UPDATES, AND REVISIONS**

Direct questions and inquiries regarding this SOQ shall be in writing and directed to:

Kathleen Neuman, Project Manager  
Phone: 509-545-3514 ext 2804  
[kneuman@franklincountywa.gov](mailto:kneuman@franklincountywa.gov)

### **Revisions to RFQ**

Franklin County reserves the right to modify this request and/or cancel this request in whole or part, prior to execution of a contract. In the event it becomes necessary to revise any part of the RFQ, it shall be the responsibility of the interested firms to obtain a copy of the addendum.

Addendums, revisions, updates, or Q&A's will be posted on the County's web page at

<http://www.co.franklin.wa.us/publicworks/rfp-rfq.php>  
or by contacting our office at 509-545-3514 ext 2804.

## **CONTRACT NEGOTIATION PROCESS**

Negotiation of the scope of services and terms of the agreement for project will follow the guidelines provided in Chapter 31.3 of the LAG Manual. It is expected that these agreements will be “Cost plus Fixed Fee A/E Consultant Agreement” contracts. Also, each individual federally funded project will require a project specific agreement.

## **GENERAL NOTICES**

### **Equal Business Opportunity**

Discrimination in all phases of contracted employment, consultant activities, contracting activities, and training is prohibited by Title VI of the Civil Rights Act of 1964, Section 162(a) of the Federal-Aid Highway Act of 1973, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Justice System Improvement Act of 1979, the American with Disabilities Act of 1990, the Civil Rights Restoration Act of 1987, 49 CFR Part 21, the Washington State Law Against Discrimination, RCW 49.60, and other related laws and statutes. The referenced legal citations establish the minimum requirements for affirmative action efforts and define the basic nondiscrimination provisions required by this RFQ.

### **Title VI Statement to Public**

Franklin County will act in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 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 award. No otherwise qualified handicapped individual, by reason of their handicap will be excluded from participation, denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

It is the Contractor's responsibility to comply with all state, local, and federal laws in performing all tasks undertaken with this contract. All contracts awarded for this project shall contain the following provisions as applicable by federal and state law. Federal regulations are contained in the Code of Federal Regulations 44CFR. The following sections are included for informational purposes, and are not professed to include all relevant laws. It is the contractor's responsibility to comply with all laws.

### **Americans with Disabilities Act (42 U.S.C. 12101, et seq.)**

The Applicant shall comply with the provisions of the Americans with Disabilities Act, 42 U.S.C. 12101, et. seq. That Act provides a comprehensive national mandate to eliminate discrimination against individuals with disabilities. The Act may impose requirements on the Applicant in four principle ways: 1) with respect to employment; 2) with respect to the provision of public services; 3) with respect to transportation; 4) with respect to existing facilities and new construction.

### **Law Against Discrimination, Chapter 49.60 RCW**

The Applicant shall comply with the provisions of Chapter 49.60 RCW in all activities relating to this Grant Agreement.

### **Debarment and Suspension (E.O.s 12549 and 12689)**

No contract shall be made to parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Non-procurement Programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension." This list contains the names of parties debarred, suspended, or otherwise excluded by agencies, and contractors declared ineligible under statutory or regulatory authority other than E.O. 12549. Contractors with awards that exceed the small purchase threshold shall provide the required certification regarding its exclusion status and that of its principal employees.

### **Restriction of the Use of Federal Funds for Lobbying**

Section 319 of Public Law 101-121 prohibits federal funds from being expended by consultant or sub-consultants who receive a federal contract, grant, loan, or cooperative agreement to pay, any person for influencing or attempting to influence a Federal Agency or Congress in connection with awarding any of the above.