

**CITY OF FERNDALE
REQUEST FOR QUALIFICATIONS
FOR**

Plans, Specifications, Engineering, and Construction Services

The City of Ferndale seeks Statements of Qualifications (SOQ) from firms with experience providing design and construction services associated with stormwater facility and stormwater retrofit design; Stormwater Management Action Plans (SMAP) and Stormwater Comprehensive Plans; surveying; geotechnical investigation, studies and services; phased contracts; permitting; the creation of plans, specifications and estimates; construction management and oversight; construction inspections; associated services, including subconsultant management, for the entirety of the Thornton Terrace Pond Enhancements project.

The project will redesign and repurpose an existing city-owned detention pond (<https://www.cityofferndale.org/DocumentCenter/View/1315/Stormwater-Management-Action-Plan?bidId=>) as a stormwater treatment wetland to provide detention and enhanced water quality treatment, improved habitat, and greater aesthetic value. The updated facility will meet current standards for flow control and treatment by providing new inlet and outlet structures and expanding the facility footprint to increase storage. Optional project elements may include redirection of existing upstream conveyance to increase total treated area; over-detaining to the extent feasible to facilitate removal of an in-stream stormwater facility located downstream which presents a barrier to fish passage; a walking trail, educational signs and placards to promote inclusion and watershed stewardship by Ferndale residents. The design phase of the project will be funded in part by a Department of Ecology grant for stormwater projects intended to improve the quality of receiving waters. Additional phases may be authorized as funding becomes available.

Questions regarding the RFQ should be directed to Stephen Murdock, Stormwater Program Manager, via telephone at (360) 685-2357 or via email at stephenmurdock@cityofferndale.org.

The City of Ferndale reserves the sole right to terminate this process, to not award a contract, and to cancel or modify this solicitation process at any time. In no event will the city or any of their respective agents, representatives, consultants, directors, officers, or employees be liable for, or otherwise obligated to reimburse the costs incurred in preparation of this RFQ or any related costs. The prospective consultant teams shall wholly absorb all costs incurred in the preparation and presentation of the submittals. The RFQ Submittals will become the property of the City of Ferndale.

Interested firms shall submit a Statement of Qualification that contains the following:

- 1. Cover Letter.**
- 2. Qualifications:** Outline the qualifications of the firm to perform this work.
- 3. Project management:** Provide an organizational chart of the proposed consulting team and a short resume of all key people listed on the chart.
- 4. References:** Provide a list of projects that were similar in scope. Project list should include year completed, budget, scope and reference contact.

The Statement of Qualification submittal shall be a maximum of 10 double-sided pages.

RFQ SUBMITTAL DEADLINE AND DELIVERY LOCATION

All responses shall be submitted via USB thumb drive in .pdf format. **Responses by FAX will not be accepted.** Responses will be received by the Public Works Department of the City of Ferndale, Washington up to the hour of **5 P.M., Friday, August 15, 2025.** Responses delivered later will not be accepted. The City of Ferndale is not responsible for delays in delivery.

All responses to this request that are mailed through the United States Postal Service shall be addressed to the Public Works Department, City of Ferndale, P.O. Box 936, Ferndale, WA 98248. Hand-delivered responses, or responses not set through the USPS, shall be delivered to the Public Works Department, 2nd floor front counter, City of Ferndale, 2095 Main Street, Ferndale, Washington 98248. The United States Postal Service will **NOT** deliver to the street address. All responses shall be placed in a sealed envelope, which is clearly marked “THORNTON TERRACE POND ENHANCEMENTS DESIGN RFQ”.

The City of Ferndale is committed to providing equal opportunities to State of Washington certified Minority, Disadvantaged and Women’s Business Enterprises in contracting activities (Section 4 of Chapter 56, Laws of 1975, 1st Ex. Sess. State of Washington.).

The City of Ferndale reserves the right to cancel this request or reject any and/or all responses submitted or to waive any minor formalities of this call if the best interest of the City would be served.