

CITY OF FERNDALE
REQUEST FOR QUALIFICATIONS FOR
Civil and Structural Engineering Services

The City of Ferndale, Washington solicits interest from consulting firms with expertise in Civil and Structural design for the Malloy Avenue/Whiskey Creek Culvert Replacement Project. Other phases of work may be added to the contract as funding becomes available.

The project will replace a failing culvert located within the 6300 block of Malloy Avenue with a fish passage structure and upgrade the existing roadway to full City roadway standards, including curb, gutter, sidewalk, lighting and accommodation for bicycle facilities within the project limits. Other improvements include extending the City's existing 12" water main to the northern most project limits, as well as the incorporation of a PSE provided street light system. The City of Ferndale is seeking qualification statements from Professional Engineering firms with experience providing design services, up to and possibly including: pre-design alternatives analysis; roadway, box culvert and/or bridge and structure design; surveying; geotechnical investigation, studies and services; permitting; right of way needs analysis and acquisition services; as well as the creation of plans, specifications and estimates; and construction management, construction engineering and inspection services for the Malloy Avenue/Whiskey Creek Culvert Replacement Project. Design and permitting is expected to be completed in 2021, with construction tentatively planned for summer 2022.

Interested parties are responsible for monitoring the website for information concerning the RFQ and any addenda issued at www.cityofferndale.org.

Questions regarding this Request for Qualifications should be directed to Katy Radder, Public Works Project Manager, (360) 685-2377 or via email at KatyRadder@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.
 - Project management, provide an organizational chart of the proposed consulting team and a short resume of all key people listed on the chart.
- 3. 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 single-sided pages (not including the cover page) and one original and four copies shall be submitted.

RFQ SUBMITTAL DEADLINE AND DELIVERY LOCATION

All responses shall be made in writing. **Responses by FAX will not be accepted.** Sealed responses will be received by the Project Manager of the City of Ferndale, Washington up to the hour of **5:00 p.m., Friday, August 21, 2020.** 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 Project Manager, City of Ferndale, P.O. Box 936, Ferndale, WA 98248. Hand-delivered responses will not be accepted due to ongoing restrictions due to COVID-19. All responses shall be placed in a sealed envelope clearly marked "MALLOY AVENUE/WHISKEY CREEK CULVERT REPLACEMENT PROJECT RFQ".

The selection process for this project will involve the following three steps:

1. Request for Qualifications.
2. After the City reviews the Statement of Qualifications received, up to three firms will be invited to interview.
3. After the City considers content and material provided as part of the interview process, the City will solicit a request for proposal from the most qualified firm.

This portion of the project does not contain federal funding however future portions of the project may be funded utilizing federal funds. Therefore the project in its entirety will be held to Federal EEO requirements.

The City of Ferndale 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 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 an award.

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

Published
July 29 and August 5, 2020
Ferndale Record Journal