**CITY OF SOAP LAKE NOTICE TO CONSULTANTS FOR
DAISY STREET (SR 17) SIDEWALK IMPROVEMENTS, PHASE I**

The City of Soap Lake solicits interest from consulting firms with expertise in Civil and Structural Engineering Design. This agreement will be for approximately 1-3 years in duration with the option for the City of Soap Lake to extend it for additional time and money if necessary. Consultants will be considered for the following project.

The City of Soap Lake 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.

# Project Description

The work to be performed by the CONSULTANT consists of preparing preliminary engineering design for improvements to Daisy Street (SR 17). The proposed improvements include but are not limited to the construction of curb, gutter, sidewalk, and storm drainage facilities. The project is funded in part by STBG TA-Set aside funds. The major features of the project are as follows:

• Approximately 0.18 miles of curb, gutter, and sidewalk construction.

• Storm drainage improvements.

• Environmental documentation and preparation of permit applications.

• Determination of R/W needs.

The City of Soap Lake reserves the right to retain the services of the successful firm for any subsequent phases associated with this project.

# Evaluation Criteria

Submittals will be evaluated and ranked based on the following criteria:

1. Qualifications of Key Personnel
2. Qualifications/Expertise of Firm
3. Familiarity with WSDOT/FHWA standards
4. Knowledge of, and past relationship with, the City of Soap Lake, or other similar municipalities
5. References

# Submittal

Submittals should include the following information: Firm name, phone and fax numbers; Name of Principal-in-Charge and Project Manager; and Number of employees in each firm proposed to project.

Submit four copies of the firm’s Statement of Qualifications to Nic Tijerina, City Administrator, City of Soap Lake, 239 2nd Avenue SE, Soap Lake, WA 98851. Submittals are due by December 3, 2021 not later than 4:00 PM. No submittals will be accepted after that date and time. Any questions regarding this project should be directed to Nic Tijerina at (509)246-1211. City Hall hours are Monday-Thursday, 9:00 a.m. – 4:00 p.m. City Hall is currently closed to walk-ins.

# Americans with Disabilities Act (ADA) Information

The City of Soap Lake in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing Nic Tijerina (City Administrator)at nict@soaplakewa.gov or by calling 509-246-1211*.*

# Title VI Statement

The City of Soap Lake, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

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