

**Port of Grays Harbor Planning Department
REQUEST FOR QUALIFICATIONS (RFQ)
Consultant Services for**

TERMINAL 4 EXPANSION & REDEVELOPMENT: T4 DOCK FENDER & STORMWATER UPGRADES

PUBLICATION DATES: Seattle Daily Journal of Commerce: 7/19/2022, 7/20/2022

The Daily World: 7/19/2022, 7/20/2022

SUBMITTAL DEADLINE: 3:00 PM on Wednesday, August 10, 2022

NUMBER OF COPIES: One electronic copy (PDF by email)

SUBMIT TO: Kris Koski, Port Engineer – kkoski@portgrays.org

REQUEST FOR QUALIFICATIONS: The Port of Grays Harbor (the “Port”) is soliciting statements of qualifications (“SOQs”) from qualified firms to provide engineering and design services (“Services”) for the T4 Dock Fender & Stormwater Upgrades (the “T4 Dock Upgrades”) portion of the Terminal 4 Expansion & Redevelopment Project (the “Project”). The Project is described below and with detailed information available at <https://www.portofgraysharbor.com/pidpfy22>. SOQs shall be received by the Port no later than 3:00 PM on Wednesday, August 10, 2022. It is the responsibility of the firms to ensure that SOQs are received by the Port on-time.

SUBMITTAL REQUIREMENTS: SOQs shall include the following parts.

1. **Cover Letter** (one 8.5x11 page maximum)
2. **SOQ Body** (ten 8.5x11 pages maximum)
 - Project Understanding – Describe your understanding of the area, the need for the project, and the goals of this scope of work.
 - Project Team – List the project team members that will be working on this project, including subconsultants (if any). Indicate each individual’s availability and what each person’s active role will be.
 - Experience – Describe the experience of your firm in performing this type of work, including the team members that will be working on the project and any subconsultants.
 - Project Approach – Outline and describe how you intend to manage the project and work with the Port.
 - References (minimum three)
3. **Resumes** (limit one 8.5x11 page per individual, no total page limit)

APPLICABLE LAWS, REGULATIONS AND COMPLIANCE: The selection of the firm will be made pursuant to the provisions of chapter 39.80 RCW entitled “Contracts for Architectural and Engineering Services.” In addition, the Port has applied for a Port Industrial Development Grant (“PIDP”) awarded and administered by the U.S. Maritime Administration (“MARAD”).

Anticipating that the Port will be awarded the PIDP grant, the selected firm will be required to comply with applicable provisions of the Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards found at 2 CFR Part 200 (the “Uniform Grant Rules”). These rules are promulgated by the Office of Management and Budget (the “OMB”). Without limiting the foregoing, interested firms should review §§200.317, 318, 319 and 321. The selected consultant will be required to comply with the Uniform Grant Rules and reasonably cooperate with the Port in its

compliance with the Uniform Grant Rules. The Port reserves the right to reject any subconsultants that are not in compliance with the Uniform Grant Rules.

It is noted that the selected consultant will be required to take affirmative steps to, the extent subconsultants are used, recruit minority businesses (MBE), women's business enterprises (WBE), and labor surplus area firms as the terms are defined in the Uniform Grant Rules.

SCORING AND FIRM SELECTION: SOQs will be reviewed and scored by a project team consisting of Port staff including the Executive Director; the Director of Health, Safety, and Environment; and the Port Engineer. The three highest-scoring firms will be selected for interviews and discussions regarding anticipated concepts and the relative utility of alternative methods of approach for furnishing the required services, and then the firm deemed to be the most highly qualified to provide the services required for the project shall be selected therefrom.

Scoring Criteria: Project Understanding 20 points; Project Team & Experience 25 points; MBE/WBE/Veteran Firm Participation 5 points; Project Approach 30 points; References 10 points; Resumes 10 points

PROJECT DESCRIPTION: The overall Project is a multimodal project that uses the existing, dual-berth Terminal 4 and adjacent, Port-owned uplands to improve cargo flow into and through the international shipping complex. The preliminary budget for the overall Project is \$46.85 million. The services requested with this RFQ are for the T4 Dock Upgrades portion of the overall Project. The preliminary budget for the T4 Dock Upgrades is \$5.4 million. The T4 Dock Upgrades will replace the existing timber pile fender system with a modern dock-mounted system, and it will retrofit the dock surface to provide for collection of stormwater and conveyance to upland areas. Elements of the work may include demolition of an existing wood pile fender system, construction of a new fender system, structural modifications to the dock, resurfacing the dock, stormwater systems, stormwater permitting, and related work. Background information concerning the overall Project can be found in the PIDP Application on the PIDP grant website listed above.

SCOPE OF SERVICES: The selected consultant will provide engineering and other professional services as needed to complete the project tasks. Specific tasks are anticipated to include:

- Project Management & Administration
- Geotechnical Exploration & Analysis
- Concept Analysis
- Environmental & Permitting Services
- Civil, Structural, & Marine Engineering
- Preparation of Plans, Specifications, & Estimates
- Construction Support Services
- Coordination with SEPA-NEPA Consultant

Preparation of SEPA documents, and preparation of NEPA documents if the PIDP grant is awarded, are not part of this work and will be provided under separate contract. The selected consultant, however, will coordinate the delivery of information to the SEPA-NEPA lead as part of this work.

PRELIMINARY SCHEDULE:

- Consultant Selection 8/10/22-8/16/22
- Contract Negotiation 8/17/22-8/23/22

- Begin Scope of Services 8/24/22

TITLE VI NOTICE TO PUBLIC: It is the Port's policy to assure that no person shall, on the grounds of race, color, national origin, or sex, 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.

MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, LABOR SURPLUS AREA, AND VETERAN OWNED FIRMS: The Port encourages minority businesses, women's business enterprises, labor surplus area firms, and veteran-owned firms to apply or to team with another firm.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The consultant will be held to the Port's ADA language. The Port in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act commits to nondiscrimination on the basis of disability in all of its programs and activities. This invitation can be made available in alternate format by contacting the listed project contact by email or by calling collect.

SUBSEQUENT PHASING: The consultant may be retained for subsequent phases of the project depending upon the consultant's satisfactory performance and upon negotiation of an agreement for subsequent phases. Subsequent phases may include design, permitting, data collection, soil analysis, environmental analysis, project management, public outreach, financing, construction management, inspection, and any other phase of the planning and construction for the project.

Contact: Kris Koski, Port Engineer | 360-533-9545 | kkoski@portgrays.org

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