

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

Consultant Services for

TERMINAL 4 EXPANSION & REDEVELOPMENT: SEPA-NEPA PROCESS

PUBLICATION DATES: Seattle Daily Journal of Commerce: 6/23/2022, 6/25/2022

The Daily World: 6/23/2022, 6/25/2022

SUBMITTAL DEADLINE: 3:00 PM on Monday, July 18, 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 personal services (“Services”) for 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 Monday, July 18, 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. Experience must include expertise in integrated SEPA-NEPA processes and preparation of environmental documentation for federally funded projects.
 - 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 53.19 RCW entitled “Personal Services Contracts.” In addition, the Port has applied for a Port Industrial Development Grant (“PIPD”) awarded and administered by the U.S. Maritime Administration (“MARAD”).

Anticipating that the Port will be awarded the PIPD 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 sub consultants 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 and invited project partners and consultants. Port staff reviewing the SOQs will include 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.

Scoring criteria:

- Project Understanding 20 points
- Project Team & Experience 25 points
- MBE/WBE Participation 5 points
- Project Approach 30 points
- References 10 points
- Resumes 10 points

PROJECT DESCRIPTION:

The 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 Project is \$46.85 million.

Critical construction elements of the Project include: construction of an additional 50,245 feet of rail for efficient unit train offloading, railcar storage, and unit train assembly; repurposing a 50-acre brownfield into cargo laydown area for breakbulk cargo yard relocation; construction of secured site access and

roadway improvements for the safe, secure and efficient flow of vehicles into and through the site; and replacing marine terminal fendering system upgrades and related site improvements.

Ag Processing, Inc. (“AGP”) recently approved a major expansion of its export facilities at the Port. The plans include the addition of a new state-of-the-art ship loader at Terminal 4 (the “AGP Project”). Terminal 4 is a deep-water berth with quick access to the open ocean. The AGP Project will enable AGP to load multiple ships up to and including Panamax-sized vessels.

The Project will require State Environmental Policy Act (SEPA) review. A MARAD PIDP grant was applied for in May 2022, and if awarded the grant, a NEPA process will also be required following MARAD’s requirements. It is the Port’s intent to begin an integrated SEPA-NEPA process this summer. Beginning with preparing a SEPA review and documentation and then utilize SEPA documentation for NEPA if awarded the PIDP grant. The SEPA/NEPA review of the Project may have to address the AGP Project.

SCOPE OF SERVICES:

The selected consultant will provide professional services as needed to complete the project tasks. Specific tasks are anticipated to include:

- Preparation of SEPA checklist and associated documentation
- If applicable, preparation of NEPA checklist and associated documentation in accordance with MARAD requirements for the PIDP grant program
- Preparation of environmental documentation for integrated SEPA-NEPA process to include sections covering the following plus any identified as necessary by the selected consultant:
 - Soil, geology, seismicity
 - Air quality (general conformity, climate change, and GHG)
 - Hazardous materials and waste management
 - Noise and Vibration
 - Climate Change and GHG Social Justice
 - Public Services and Utilities
 - Water Quality
 - Surface and Ground Waters
 - Wetlands and Waters of the US
 - Floodplains
 - Fish and Wildlife
 - T&E species and critical habitat
 - DOT Section 4(f) and parks/recreational resources
 - Cultural and Tribal resources
 - Environmental Justice
 - Traffic and safety
 - Land Use and visual impacts
- Conduct appropriate coordination with the AGP Project
- Lead management, coordination, and communications of the SEPA-NEPA process

Design and permitting of individual improvements will happen by separate procurement and contracts. However, the selected consultant may be tasked with the preparation, submittal, and coordination of certain permits for the Project.

PRELIMINARY SCHEDULE:

- Consultant Selection 7/18/22-7/22/22
- Contract Negotiation 7/25/22-7/29/22
- Begin Scope of Services 8/1/22

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, AND LABOR SURPLUS AREA FIRMS:

The Port encourages minority businesses, women's business enterprises, and labor surplus area firms are encouraged 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

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