

CITY OF BREMERTON NOTICE TO CONSULTANTS

Request for Proposals for the West Kitsap Way Planning Study Bremerton, Washington

The City of Bremerton, Public Works and Utilities, solicits proposals from consulting firms with expertise in Transportation Planning and Civil and Structural Engineering Design. This agreement will be for approximately fifteen (15) months in duration with the option for the City of Bremerton to extend it for additional time and phases if necessary.

The City of Bremerton reserves the right to amend terms of this “Request for Proposals” (RFP), to circulate various addenda, or to withdraw the RFP at any time, regardless of how much time and effort consultants have spent on their responses.

PROJECT DESCRIPTION

The West Kitsap Way Planning Study is intended to outline transportation network improvements for West Kitsap Way from Chico/Northlake Way to SR 3. The study will identify a set of improvements for multimodal travel that includes transit, freight, cars, bicycles, pedestrians, and other active transportation modes. Technical requirements and qualifications for consultants include transportation planning, civil design, survey, public outreach, and an understanding of Complete Streets.

The planning study shall document the purpose and need for improvements, develop and screen a range of alternatives, identify a preferred alternative for transportation improvements for the corridor, and provide detailed conceptual plans and estimates for the selected alternative. Survey of the corridor will be required to understand the feasibility of proposed improvements and potential right of way needs.

Selected consultant’s work on the study must incorporate a public process. Consultant will be responsible for ensuring that low/moderate income persons, minorities, persons with disabilities, and non-English speaking members of the community are invited to participate in the process.

There is a thirteen percent (13%) mandatory Disadvantaged Business Enterprise (DBE) goal. THIS PROJECT IS FUNDED THROUGH A FEDERAL GRANT. ALL FEDERAL GRANT GUIDELINES AND FEDERAL EEO REGULATIONS APPLY.

CRITERIA FOR EVALUATION OF SUBMITTAL

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

- 1) **General approach to the project (20pts)** – Prospective firms should develop and articulate their approach and vision for the project. The City seeks an approach that demonstrates a cost-effective proposal that utilizes an efficiently organized project team.
- 2) **Understanding of the project (20pts)** – Submittals should demonstrate a strong understanding of the project.
- 3) **Familiarity with Bremerton (10pts)**
- 4) **Ability to meet schedule (10pts)**
- 5) **Demonstrated familiarity with WSDOT/federally funded projects (10pts)** – Provide project references or staff level experience with WSDOT Local Programs.
- 6) **Past performance/references (10pts)**
- 7) **Public participation approach (10pts)** – Successful firm will propose a public participation approach with strategies to engage low/moderate income persons, minorities, persons with disabilities, and non-English speaking members of the community.
- 8) **DBE approach (10pts)** - Approach to meet the DBE goal or SBE goal (DBE Participation Plan or SBE Plan) that complies with WSDOT’s DBE Program.

SUBMITTAL

Submittals should include the following information: Firm (or Firms) name(s), phone, and e-mail address; Name of Principal-in-Charge and Project Manager; Number of Employees in each firm proposed to work on the project; and the professional qualifications of the proposed project team. Submittals shall not exceed 12 double sided pages (an additional 3 double sided pages is allowable for cover letter, cover page, and team member resumes).

Please submit FIVE copies of your proposal by mail to: Katie Ketterer, 100 Oyster Bay Avenue, Bremerton WA, 98312 or, in pdf format, by email to: Katie.Ketterer@ci.bremerton.wa.us by Friday December 10, 2021 not later than 4:00 p.m. No submittals will be accepted after the specified date and time. Any questions regarding this project should be directed to Katie Ketterer, Project Manager at (360)-473-5334 or by email at Katie.Ketterer@ci.bremerton.wa.us.

The City of Bremerton will request firms responding to this RFP provide an oral presentation of their proposals, up to 4 firms may be selected for presentations. The City also reserves the right to contact any or all references or clients of the responding firms as listed in the proposal.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION

The City of Bremerton 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 Katie Ketterer at katie.ketterer@ci.bremerton.wa.us or by calling (360)473-5334.

TITLE VI STATEMENT

The City of Bremerton 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.”

Dates of publication in the Kitsap Sun: 11/15/21, and 11/22/21.