

## **CITY OF BREMERTON NOTICE TO CONSULTANTS**

### **Request for Proposals for the Joint Transportation Commuter Plan 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 two years 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 AND SCHEDULE**

The Joint Compatibility Transportation Plan is intended to outline regional transportation network improvements necessary to address the impacts of NBK commuters on the economic vitality of the City of Bremerton, and ensure NBK accessibility, critical mobility and quality of life are maintained. Success of this plan will ensure NBK meets its missions for national defense while supporting Bremerton’s long-range growth needs.

The plan will document the specific purpose and need for improvements, develop and screen a range of reasonable alternatives, and identify preferred alternatives for transportation improvements and parking solutions in the study area. It will build on background planning, studies, parking inventories, and other ongoing efforts including those prepared by the City, Kitsap Transit, NBK, Kitsap County, and other regional agencies, as well as supplemental data collected by the selected consultant.

The final Joint Compatibility Transportation Plan will identify short, mid, and long-term capital and operational improvements prioritized based on metrics determined during the course of the study that are clear, useful, and actionable. Proposed improvements may be located within the study area or outside of it, for example, a park-and-ride facility that would be served by transit service to NBK could be sited in a location outside of the study area. The plan will develop conceptual planning level cost estimates for select preferred alternatives for ROW, design, and construction.

Additional information regarding the scope of this study is available at <http://www.bremertonwa.gov/Bids.aspx>.

Selected consultant's work on study is to commence in August 2020 and 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 this process. Study should be completed within 18 months of NTP.

THIS PROJECT IS FUNDED THROUGH A FEDERAL GRANT FROM THE DEPARTMENT OF DEFENSE OFFICE OF ECONOMIC ADJUSTMENT. ALL FEDERAL GRANT GUIDELINES APPLY.

### **CRITERIA FOR EVALUATION OF SUBMITTAL**

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

- 1) General approach to the project** – Prospective firms should develop and articulate their approach and vision for the project. The City will favor submissions that demonstrate a cost effective project approach that utilizes an efficiently organized project team.
- 2) Understanding of the project** – Submittals should demonstrate a strong understanding of the project.
- 3) Familiarity with Bremerton**
- 4) Ability to meet schedule**
- 5) Demonstrated familiarity with federally funded projects** – Provide project references or staff level experience with federal funding regulations.
- 6) Past performance/references** – A brief discussion of relevant past project experience with analysis of how the studies' findings were implemented by jurisdictions is requested.
- 7) Key Personnel** – Resumes for key personnel may be included with the RFQ.
- 8) Public participation approach** – 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.

### **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 15 double sided pages (an additional 6 double sided pages is allowable for cover letter, cover page, and team member resumes).

The City of Bremerton encourages disadvantaged, minority, and women-owned consultant firms to respond.

Please submit FIVE copies of your Statement of Qualifications 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](mailto:Katie.Ketterer@ci.bremerton.wa.us) by June 5, 2020 not later than 4:00 p.m. Due to social distancing requirements in person delivery of

submittals will not be possible; prospective consultants should make alternative arrangements for proposal delivery. 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](mailto:Katie.Ketterer@ci.bremerton.wa.us).

The City of Bremerton will request firms responding to this request for qualifications 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](mailto:katie.ketterer@ci.bremerton.wa.us) or by calling (360)473-5334.

#### **TITLE VI STATEMENT**

The City of Bremerton 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.

Ad dates 5/13/20 and 5/20/20