

**CITY OF CAMAS NOTICE TO CONSULTANTS FOR  
NW 38<sup>TH</sup> AVENUE STREET IMPROVEMENTS, PHASE 3  
CITY OF CAMAS PROJECT NO. T1024**

The City of Camas (City) solicits interest from consulting firms with expertise in Civil, Environmental and Geotechnical Engineering; Real Estate Services, Surveying, and Project Management for performing work under FHWA/WSDOT, and City requirements. This work shall consist of project management, preliminary engineering, environmental permitting, right-of-way acquisition, and construction management.

**PROJECT DESCRIPTION**

The project will complete the final phase (Phase 3) of street and frontage improvements within the SE 20th Street / NW 38th Avenue corridor. Scope of work will include reconstruction of approximately 2,360 linear feet of roadway and frontage improvements in NW 38th Avenue, beginning at the intersection of NW 38th Avenue and NW Parker Street and terminating at the existing frontage improvements at Grass Valley Park.

The existing roadway has two lanes and is approximately 22 feet wide with no shoulders.

The proposed roadway will be a three-lane minor arterial with a curb-to-curb width varying between 40 and 46 feet. It is anticipated that the finished roadway will have two 12-foot wide travel lanes and a center median/left turn lane of variable width. Bike lanes and sidewalks will be constructed on both sides of the roadway.

This project extends the Phase 2 improvements that were constructed in June 2016. Preliminary Phase 3 construction plans were developed to a 30 % level during the Phase 2 design process. A wetland delineation and a mitigation plan were approved for Phases 2 and 3, but the wetland delineation has since expired.

The major features and goals for this project are as follows:

- Gain right of entry to adjacent properties and communicate with property owners as needed.
- Prepare a Public Involvement Plan and work with City Staff to determine the level of outreach needed for the project.
- Re-Evaluate the expired wetland delineation and/or delineate wetlands within the project footprint.
- Prepare sound environmental solutions and documents for required USACE, USFW, FHWA, WSDOE, and City permits, as well as any other necessary permits.
- Prepare project prospectus, ECS and related backup documentation, studies, reports, and checklist requirements.
- Prepare City critical areas report.
- Perform land surveying as required for preliminary engineering, right-of-way related documents, R/W legal descriptions, construction staking, various illustrations, and construction.

- Prepare a right-of-way plan and Right of Way Funding Estimate.
- Prepare PS&Es for WSDOT and City approval.
- Prepare appraisals, appraisal reviews, acquisition journals, negotiations and offers, title searches, and other required documentation in compliance with FHWA right-of-way acquisition processes. Prepare and edit right-of-way certification as required.
- Provide construction management including surveying, pay estimates (including calculation and classification of various funding source eligibilities for City reimbursement requests), field inspections, daily inspection reports, coordination with City and WSDOT Local Programs staff as necessary, and other related tasks.
- Assist the City with WSDOT audit reviews.
- Complete NEPA and SEPA approval by June 30, 2021.
- Obtain Right-of-Way Certification by September 30, 2022.
- Obtain all permits and complete 100% PS&Es by November 30, 2022.

Federal Funds have been secured for Preliminary Engineering and Right-of-Way for Phase 3 work. Total estimated costs are as follows:

Remaining Preliminary Engineering = \$466,000

Right-of-Way = \$813,000

Construction = \$3,400,000

The only funding partner is currently the Federal Highway Administration via a Surface Transportation Block Grant (STBG). The City may pursue other funding sources for this project and may seek assistance in this effort from the consultant.

The work to be performed by the selected consultant is broken down into three major “stand-alone” tasks:

1) Preliminary Engineering, including, but not necessarily limited to: all environmental studies, reports, permit applications and documentation; preparation and implementation of the initial Public Involvement Plan, preparing and running an open house and Public Involvement processes, land surveying for various purposes, preparation of PS&Es, coordination with various agencies involved in the approval processes, utilization of WSDOT Diversity Management Compliance System (DMCS) payment tracking system (includes all Disadvantaged Business Enterprise classifications) throughout the project, and other project tasks that may assist the City of Camas to prepare for timely obligation of federal right-of-way funds.

2) Right-of-Way, including, but not necessarily limited to: preparation of a Right of Way Funding Estimate, plan preparation, coordination of necessary appraisals and appraisal reviews, facilitating and conducting negotiations, meetings, and conversations with property owners, preparing legal documents for acquisition, title searches, pursuit of partial releases, file organization, and other various related tasks to ensure federal acquisition and relocation regulatory compliance.

3) Construction Assistance and Project Management, including, but not necessarily limited to: land surveying, construction staking and monumentation, full-time construction inspection, on-going environmental and cultural resource monitoring, submittal reviews, preparation of Daily Inspection Reports, pay notes, pay estimate preparation, breakdown of eligible funding cost reimbursements for various funding sources, certified payroll reviews, verification of contractor's eligibility to perform work, DBE verification and documentation, file preparation in accordance with WSDOT format requirements, preparation of "As-built" drawings, and other general construction records preparation as required by various funding sources and the LAG Manual, utility coordination, and assistance and coordination with various agencies, companies, citizens, property owners, and contractors.

## SUBMITTAL

Submittals should include the following information: Firm name, phone and fax numbers and email address; Name of Principal-in-Charge, Project Manager, and personnel proposed for this project; and number of employees in each firm to be committed to the project. The project team must include at least one Underutilized Disadvantaged Business Enterprise (UDBE). The goal for UDBE involvement is a mandatory 9% and will be measured as a percent of total consultant fees.

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

- 1) Key available personnel/team experience with FHWA-funded project preliminary engineering = 20%;
- 2) Past performances/references/team experience with FHWA-funded project right-of-way = 20%;
- 3) Past performances/references/team experience with FHWA-funded construction project coordination and management = 20%;
- 4) Approach to project and ability to meet schedule = 30%;
- 5) Familiarity with relevant codes and standards as well as past performances/references = 10%;

Consultants are encouraged to submit their statements in the format and order of the above listed evaluation criteria. Please limit the size of submittals, including tables of contents, appendices, illustrations, charts, graphs, cover letters, and any other information, to 24 pages or up to 12 double-sided sheets with text no smaller than size 10 font on 8 ½ "x 11" paper. Two additional 11"x 17" sheets are allowed as part of submittal. **Please do not submit cost proposals at this time.**

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

Please submit FOUR identical copies of your Statement of Qualifications **and one copy on a thumb drive** to: City of Camas, attention Allen Westersund, P.E., Engineer III, 616 NE 4<sup>th</sup> Avenue, Camas, WA 98607 by **Thursday September 10, 2020, no later than 10:00 AM**. Hand-delivered submittals will be received by the City on regular working days between the hours of 9 a.m. and 5 p.m. No submittals will be accepted after that

date and time. Any questions regarding this project should be directed to Allen Westersund at awestersund@cityofcamas.us or 360-448-9903.

Consultants can obtain 30% design documents, including prior environmental documents and permitting from the following link:

[http://www.cityofcamas.us/filetransfer/NW38th\\_Ave\\_Street\\_Improvements\\_Ph3/Final%20Wetland%20Buffer%20and%20Mitigation%20Plan.pdf](http://www.cityofcamas.us/filetransfer/NW38th_Ave_Street_Improvements_Ph3/Final%20Wetland%20Buffer%20and%20Mitigation%20Plan.pdf)

These files are for informational purposes only and may no longer be valid.

Persons with disabilities may request that this information be prepared and supplied in alternate forms by calling collect 0-360-834-6864.

It is the intent of the City of Camas Staff to see the schedule for this project maintained as described above. With this in mind, consultants should evaluate their ability to add this project to their current workload before preparing a submittal. The selected consultant should be prepared to work quickly on this project, in partnership with city staff to meet the scheduled milestones.

Civil Rights Act:

The City of Camas is an Equal Employment Opportunity employer.

The Recipient, 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.

Indemnification:

Consultant shall defend, indemnify and hold the City of Camas, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City of Camas.

However, should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City of Camas, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

Insurance Requirements:

The Consultant shall maintain the following insurance limits:

Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000.00 per accident. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles.

Commercial General Liability insurance shall be written with limits no less than \$2,000,000.00 each occurrence, \$2,000,000.00 general aggregate.

Aviation Liability or Aircraft Liability insurance with limits not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate.

Professional Liability insurance appropriate to the consultant's profession. Professional Liability insurance shall be written with limits no less than \$2,000,000.00 per claim and \$2,000,000.00 policy aggregate limit.

Workers' Compensation coverage as required by Industrial Insurance laws of the State of Washington.

This document and all associated public records will be released where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the Contractor are needed for the City to respond to a request under the Act, as determined by the City, the Contractor agrees to make them promptly available to the City. If the Contractor considers any portion of any record provided to the City under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the Contractor shall clearly identify any specific information that it claims to be confidential or proprietary. If the City receives a request under the Act to inspect or copy the information so identified by the Contractor and the City determines that release of the information is required by the Act or otherwise appropriate, the City's sole obligation shall be to notify the Contractor (a) of the request and (b) of the date that such information will be released to the requester unless the Contractor obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the Contractor fails to timely obtain a court order enjoining disclosure, the City will release the requested information on the date specified.

Dates of Publication:

C/W Post-Record: 8/13/2020 and 8/20/2020

The Columbian: 8/13/2020

DJC Portland: 8/14/2020

Asian Reporter: 8/13/2020, or the first publication after that date

Office of Minority and Women Business Enterprise: post on website

City of Camas website [www.cityofcamas.us](http://www.cityofcamas.us)

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