



**CITY OF SAMMAMISH  
DEPARTMENT OF PUBLIC WORKS**

**REQUEST FOR QUALIFICATIONS**

**SE 8<sup>th</sup> St – 218<sup>th</sup> Ave Corridor,  
from 212<sup>th</sup> Ave SE to Inglewood Hill Rd**

The City of Sammamish Department of Public Works (CITY) is soliciting interest from consultants who wish to be considered to provide services related initially to developing a conceptual design concept for improving the SE 8<sup>th</sup> St – 218<sup>th</sup> Ave Corridor. The Consultant selected will be participating with the CITY in concept plan development for this project. It is anticipated that most of this work will occur in 2019 and 2020. Funding for this initial study phase is up to \$500,000. While this solicitation does not include complete project design and construction phase services, the CITY reserves the option to retain the services of the selected firm(s) for any subsequent project phase associated with this project should funding become available. All subsequent work to this Scope of Work is dependent on the satisfactory performance of the Consultant team and mutually agreeable costs.

The CITY reserves the right to amend terms of this Request for Qualifications (RFQ), to circulate various addenda, or to withdraw the RFQ at any time, regardless of how much time and effort consultants have spent on their responses.

**PROJECT DESCRIPTION**

This multi-street corridor is comprised of three main segments; SE 8<sup>th</sup> Street from 212<sup>th</sup> Ave SE to 218<sup>th</sup> Ave SE; 218<sup>th</sup> Ave SE from SE 8<sup>th</sup> St to SE 4<sup>th</sup> St; and 218<sup>th</sup>/217<sup>th</sup>/216<sup>th</sup> Avenues SE and NE from SE 4<sup>th</sup> St to Inglewood Hill Rd. The segments are classified as collector arterials through primarily residential areas and connect to the west side entrance of the developing Town Center commercial zone (Zone A). The roadway cross sections along the corridor vary both in width and type, consisting of rural two lane cross sections with narrow shoulders and open ditches, and urban “half-streets” with curb, gutter and sidewalk. The past, present and future residential developments will have an impact on the corridor design.

This project will analyze the corridor for “best fit” of the City’s standard urban three (3) lane cross section with curb, gutter, sidewalk, bike lanes, landscape strips and a center left turn lane. The

work to be performed by the Consultant will consist of preliminary design efforts to investigate environmental, geotechnical, and topographical constraints; and collect traffic data for analysis. The Consultant will utilize this information to analyze and develop a “best-fit” roadway footprint; determine environmental mitigation needs, storm water treatment needs and possible storm water facility locations; and develop project design parameters and a project scoping estimate. The analysis will document any design deviations that may be necessary and will be the basis for future engineering design. The planning level total project cost estimate for this corridor is \$22.3 million. See Attachment A for a project site map.

This project includes special challenges and opportunities to balance the evolving importance of this corridor for vehicles and provide a safe inviting environment for pedestrian and bicyclists. This study will require coordination with the community, city council, and staff to develop a context sensitive plan that everyone can feel confident about.

### **PRELIMINARY SCOPE OF WORK**

This analysis will progress the project through the Project Planning and Endorsement Phase (10% Design). The primary purpose of this analysis is to evaluate vehicle capacity and safety improvements needed through this corridor to accommodate increasing traffic volumes.

The following is a preliminary list of tasks to be included in the scope of services which will be refined during contract negotiations with the selected Consultant. The scope of services will include all engineering services necessary for the preliminary engineering design, reports, and studies required to complete the project plan:

1. Finalize the Project Management Plan
2. Establish the key project design criteria, and assumptions.
3. Conceptual streetlighting analysis to determine design needs and equipment.
4. Coordinate with Utilities to determine existing facilities, identify potential relocation needs.
5. Evaluate stormwater needs to determine core stormwater requirements and treatment options.
6. Evaluate crash data and traffic volume data to determine intersection control needs and future roadway capacity needs.
7. Evaluate environmental impacts and determine permitting and mitigation needs and possibilities for mitigation.
8. Perform a basic pavement analysis to determine if existing pavement can be saved.
9. Perform a preliminary soils investigation to determine feasibility for stormwater infiltration, design parameters, and future needs for soil borings.
10. Develop the design concept, preliminary roadway footprint.
11. Develop a scoping level project estimate for design and construction.
12. Identify design deviations and the developed concept.

- 13. Determine preliminary right-of-way needs and develop a right-of-way cost estimate.
- 14. Community outreach, at least one public meeting and two meetings with council.
- 15. Develop basic construction traffic control strategies and alternatives.
- 16. Tree Assessment in areas of impact.
- 17. Supplemental Topographic Surveying.

Development studies for previous and current adjacent residential developments and As-Builts plans will be available to supplement analysis.

**PROPOSED TIMELINE**

Schedule of Events	Date	Notes
Formal Solicitation	April 18 & 25, 2019	Advertised in the Seattle Times and Daily Journal of Commerce
Deadline for questions	April 29, 2019, 5PM	Submit questions in pdf form to City Project Manager by e-mail only. Questions will be answered as soon as possible.
City final response to questions	May 3, 2019	Questions and responses will be posted on the project website listed below under Questions & Answers
Proposals due	<b>Tuesday, May 14, 2019 at 4:00 PM</b>	
City selects successful consultant	May 23, 2019	Will be extended by two weeks if City decides to interview.
Complete contract negotiations	June 6, 2019	
Contract Awarded by City Council	June 18, 2019	Will be extended to next available Council Meeting if City decides to interview
Anticipated project start	June 24, 2019	

## **EVALUATION CRITERIA**

Submittals will be evaluated and ranked based on the criteria listed below. If scoring is close the top firms may be invited to an interview.

- Qualifications/Expertise of Firms on Team;
- Qualifications of Proposed Project Manager;
- Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
- Firm's Project Management System (Prime Consultant Only);
- Project Delivery Approach; and
- References/Past Performances (Prime Consultant Only)

The CITY intends to select based on evaluation of the RFQ's. The CITY reserves the right to ask for additional qualifying information and conduct interviews. If interviews are conducted an additional two weeks will be added to the schedule.

## **QUESTIONS/INQUIRIES**

Please direct any questions concerning this RFQ to the CITY's Project Manager and alternate contact listed in this RFQ. Responders may submit written questions, by e-mail only with a pdf attachment, to the Project Manager and alternate contact at any time prior to the question deadline identified in the Proposed Timeline. Unauthorized contact regarding this RFQ with other CITY employees may result in disqualification of a submittal. Any oral communications will be considered unofficial and non-binding on the CITY.

Project Manager: Jim Grueber, P.E.

Email Address: [jgrueber@sammamish.us](mailto:jgrueber@sammamish.us)

Alternate Contact: Andrew Zagars, P.E.

Email Address: [azagars@sammamish.us](mailto:azagars@sammamish.us)

Any questions will be answered in writing and posted on the project website's Advertisement page at: [www.sammamish.us/SE8th218th-Advertisement](http://www.sammamish.us/SE8th218th-Advertisement). It is the responsibility of individual firms to check this website for any amendments or Q & A's related to this RFQ.

## **SUBMITTAL INSTRUCTIONS AND REQUIREMENTS**

Consultants are invited to submit their Statement of Qualifications (SOQ) at their own cost. The submittal must be formatted as follows:



Please limit proposals to no more (10) sheets, 20 pages in length (not including front and back covers). Pages may be printed double sided.

- Submitted as an 8.5" x 11" sheet, single sided only, and with text (font) size no smaller than 12 points; and
- If charts and/or graphs are utilized text (font) size must be no smaller than 8 points.

Provide five (5) bound hard copies, and one (1) electronic CD copy of the RFQ response to the Project Manager. Proposals are due at the time listed above in the Proposal Timeline section.

All proposals must be in a sealed envelope and clearly marked:

***RFQ Submittal: SE 8th St – 218th Ave Corridor,  
from 212th Ave SE to Inglewood Hill Rd***

Faxed or e-mail proposals will not be accepted.

Include the following in your transmittal letter:

(Does not count toward page limit)

- e-mail address for the individual designated as the contact person for the proposal,
- Legal Company Name: Submit a certificate, copy of web-page, or other documentation from the Secretary of State (or Washington State Department of Revenue/Licensing if you are a sole proprietor) in which you incorporated that shows your legal name as a company. It can be verified through the State Corporation Commission in the state in which you were established, which is often located within that Secretary of State's Office. For the State of Washington, see <http://www.secstate.wa.gov/corps/>.

It is the obligation and responsibility of the Consultant to learn of addendums, responses, or notices issued by the CITY relative to this RFQ/PA.

**Deliver or Mail RFQ Submittals to:**

Jim Grueber, P.E., Project Manager  
City of Sammamish  
801 – 228<sup>th</sup> Avenue SE  
Sammamish, WA 98075  
[jgrueber@sammamish.us](mailto:jgrueber@sammamish.us)  
[www.sammamish.us](http://www.sammamish.us)



**Complete submittals are required to be delivered by the date and time (Pacific Standard) listed above in the Proposed Timeline section.**

All costs for developing RFQ response submittals are the obligation of the Consultant and are not chargeable to the CITY. All proposals and accompanying documentation will become the property of the CITY and will not be returned. Proposals may be withdrawn at any time prior to the published close date, provided notification is provided in writing to the CITY’s Project Manager listed in this RFQ. Proposals cannot be withdrawn after the published close date.

The CITY reserves the right to reject any or all proposals, and to waive any irregularities or information in the evaluation process. The final decision is the sole decision of the CITY, and the respondents to this formal request have no appeal rights or procedures guaranteed to them.

**Americans with Disabilities Act (ADA) Information**

This material can be made available in an alternate format by calling 425-295-0500.

**Title VI Statement**

The City of Sammamish, 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 RFQ responders that the City will affirmatively insure 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 proposals 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.

**Publication**

This RFQ will be published as follows:

Seattle Times	April 18, 2019 & April 25, 2019
Seattle Daily Journal of Commerce	April 18, 2019 & April 25, 2019