



## **Permanent Repair of Landslide Damaged Clallam Bay Water Main REQUEST FOR QUALIFICATIONS NO. 220318**

The Public Utility District #1 of Clallam County (the District) is requesting a submittal of Statements of Qualifications from consulting firms to provide preliminary engineering, permitting, design and construction bid phase services to permanently repair the water main, approximately 3,500 ft. in length, on Highway 112, in Clallam Bay, Washington.

### **Project Description**

The Clallam Bay water main was damaged by a landslide in November 2021. A temporary by-pass pipeline of approximately 3,500 ft. was installed on the ground at the edge of the highway during initial emergency response and this Request for Qualifications is for the recovery phase of the emergency response. This project is to prepare bid documents for removing the by-pass pipeline and installing a permanent pipeline to be buried under the highway pavement.

### **Scope of Services**

Preliminary Engineering studies, land acquisition, environmental/cultural resource and other required local, State and Federal permitting, design and bid document preparation, and construction phase bid support for permanent replacement of the damaged water main, approximately 3,500 ft. in length, located along Highway 112, east of Middle Point, along Clallam Bay, Washington. The plans, specifications and estimates need to be reviewed and approved by FEMA before finalizing the bid documents.

Coordination with FEMA is necessary because it is assumed that they will be providing grant funding for this project. All FEMA requirements must be met. The consultant must strive to reduce the amount of permitting, design and construction effort by this coordination. Cost-saving construction methods shall be recommended, and the constructability of the designs shall be evaluated.

The submittal of a recommendation of construction contractor selection will be the final task of this project. The selected firm will be the project's Engineer of Record. Construction support services by the Engineer of Record will not be included in this project due to the uncertainty of the final design at this time.

### **Estimated Schedule**

- 11/9/2022 Statement of Qualifications due
- 11/22/2022 Award
- 12/15/2022 Notice to Proceed
- 5/15/2023 Project Completion

## **Statement of Qualifications Submittal and Evaluation**

The District assigns the following number of points to each section of the Statement of Qualifications as follows:

- 1.) Cover Letter (10 points):** The proposed manager and principal-in-charge must sign the cover letter. The cover letter should highlight the main items of the Statement of Qualifications that differentiates your firm from the competitors and provides the District with the greatest advantage.
- 2.) Project Understanding (15 points):** Project understanding should describe who is impacted by the project, what and who determines success and their expectations, and project limitations.
- 3.) Experience (25 points):** Experience should be demonstrated by brief descriptions of relevant projects, which were completed within the last 5 years, and the staff who worked on them and will be assigned a significant role on this project. Please provide a reference for each project and resumes of key staff. Projects and staff included in this section should show recent experience working with Department of Health (DOH), Federal Emergency Management Agency (FEMA), and Washington State Department of Transportation (WSDOT) on similar projects is preferred.
- 4.) Project Approach (40 points):** Your approach is to consist of a work plan for completing the specific tasks of interest listed in the District's solicitation. The plan must include an annotated work breakdown structure and a schedule (Gantt chart) and the level of effort (number of labor hours) for each task and labor category. Discuss major assumptions that you used to estimate the level of effort and schedule, such as agency review and comment response cycles, or number of pages of final document. Also, list staff members who will be making significant contributions to this project, identify their labor category, project role, and cross-reference a project(s) listed in Section 3 on which they worked.
- 5.) Client Service (10 points):** Describe your firm's client service quality program to provide your clients with the greatest value for the least level of effort. Also, identify quantifiable measures of project success and how they will be monitored and communicated throughout the life of the project.

## **Submittal Requirements**

The Statements of Qualifications must be submitted by November 9, 2022 by Noon, Pacific Time:

All submittals must be delivered in .pdf file format by E-Mail to:

[tomm@clallampud.net](mailto:tomm@clallampud.net)

[contracts@clallampud.net](mailto:contracts@clallampud.net)

Statement of Qualifications shall be a maximum of twenty (20) pages, excluding cover, cover letter, table of contents, and resumes of the project team. One page is equivalent to one side of an

8.5x11 sheet of paper. Pages are to be letter size (8.5x11) and printed double sided, and/or an 11x17 folded page containing a table and/or chart counting as one page. Font shall not be less than 11 point.

Submittals must be in the official name of the firm and are at the consultant's own cost. All submittals become property of the District. The District reserves the right to amend terms of the "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.

The District may choose not to accept a Statement of Qualifications due to any math error contained in a Statement of Qualifications.

Any questions regarding this project should be directed to Tom Martin at [tomm@clallampud.net](mailto:tomm@clallampud.net) or 360-565-3449. Clarifications may be provided, questions that may provide an advantage will not be answered.

### **Consultant Selection**

Following evaluation of the submitted statements of qualifications, the District will enter into cost negotiations with the top-ranked firm.