

LEWIS COUNTY NOTICE TO CONSULTANTS FOR:

Request for Qualifications (RFQ) Cultural Resources Services

**Berwick Creek at Logan Hill Fish Passage Construction Project, CRP 2159S
Federal Aid Project No. PROTECT-2021(076)
Federal Aid Agreement No. LA 10730**

Lewis County is soliciting Statements of Qualifications (SOQs) from qualified consulting firms with expertise in providing professional cultural resources services for the construction of the Berwick Creek at Logan Hill Fish Passage Project, a federally funded barrier removal and realignment project in Lewis County, Washington. All work is required to comply with all federal provisions, WSDOT, AASHTO, Lewis County requirements and regulations.

Lewis County is interested in entering into a professional services contract with one professional cultural resources services firm to provide consulting services, and subsequently be asked to prepare a specific proposal (task order) for the project and negotiate based on an Actual Costs Plus a Fixed Fee Agreement. Cost proposals, if included in the SOQ, shall be in a concealed format and separate from the technical/qualifications of the proposal and will not be considered in the evaluation, ranking, and selection phase.

Lewis County Public Works 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.

Lewis County is an equal opportunity and affirmative action employer. Disadvantaged, minority, and women-owned firms are encouraged to submit proposals.

Project Description

The Berwick Creek at Logan Hill Road Fish Passage Construction Project is located at milepost 0.103 of Logan Hill Road in Lewis County, WA. Lewis County proposes to replace a bridge with a concrete floor that is 0 percent fish passable with a 24-ft wide by 11-ft tall fish passable structure, 60 feet in length. Additional construction will include the regrade and realignment of approximately 620 feet of channel, placement of streambed within the culvert and channel regrade area and incorporation of a low flow notch, construction of meander bars within the culvert, construction of large woody debris features upstream and downstream of the proposed structure, construction of an overflow channel for the Armstrong Rd Ditch, regrading of roadway slopes to improve roadway safety, and planting of a riparian buffer.

The Consultant will provide archaeological monitoring and reporting services in accordance with a Contracting Agency provided Archaeological Monitoring Plan during construction of the project. The consultant will provide on-site monitoring for up to 30 days and prepare an archaeological monitoring report describing the methods and results of monitoring. Project construction is anticipated to be completed between July 1, 2024, and February 28, 2025. Anticipated maximum total value of contract: \$100,000. The project has a 0% DBE goal. At the sole option of Lewis County Public Works, the contract amount may be increased to meet ongoing needs of Lewis County Public Works.

The following estimated schedule has been established for the submission and evaluation of the SOQs and selection of the Consultant.

- SOQs due: March 1, 2024 (2:00 PM Local Time)
- Short list for interviews: March 8, 2024
- Interviews (Zoom or Teams): March 13, 2024

Evaluation

Submittals will be evaluated and ranked for the following criteria:

1. Staffing expertise consistent with contract needs – 25%
2. Experience with similar types of work and familiarity with WSDOT/FHWA Standards – 25%
3. Demonstrated ability to meet schedules/commitments given by key staff personnel – 15%
Availability and response time should include response times after contact as well as typical turnaround times for document preparation and revisions.
4. Overall Proposal evaluation by the Lewis County selection team – 35%

Consultant Proposals will be evaluated by Lewis County's review panel for accuracy, clarity, readability, and concise information along with consultant suggestions/comments for Lewis County's included scope of work, construction timeline, environmental outline, and other potential project complications. Following evaluation of the SOQs, the highest-ranking firms will be invited to participate in an interview process.

Submittal

Firms desiring consideration shall submit a complete statement of qualifications packet, not to exceed eight (8) pages. Submittals should include the following information: Cover letter stating firm name, project manager, title mailing address, e-mail address and phone number; demonstrated qualifications and experience as listed in the RFQ. Firms desiring consideration shall electronically submit a complete proposal packet for Berwick Creek at Logan Hill Fish Passage Cultural Resources Services in OpenGov <https://procurement.opengov.com/signup>. SOQs must be submitted electronically (in OpenGov) **no later than 2:00 PM March 1, 2024**. Any questions regarding this project should be directed to Ann Weckback, Environmental Planner at Ann.Weckback@lewiscountywa.gov.

A complete Request for Qualifications can be viewed and downloaded from the Lewis County Web Site <https://lewiscountywa.gov/departments/information-technology/procurement-resources/>. For more information about the project and submittal requirements contact Wesley Anderson at 360-740-2695 or Wesley.Anderson@lewiscountywa.gov.

Lewis County, 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 Zelma Hammer at Zelma.hammer@lewiscountywa.gov or by calling collect 360-740-1123.

The Lewis County Public Works Department 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.

PUBLISH: The Chronicle – February 6 and February 13, 2024
Daily Journal of Commerce (Seattle, February 6, 2024)
OMWBE Website – February 6
Lewis County Web Site <https://lewiscountywa.gov/departments/information-technology/procurement-resources/>