

LEWIS COUNTY NOTICE TO CONSULTANTS FOR:

Request for Qualifications (RFQ) 2025 Annual Cultural Resources Services

Lewis County Department of Public Works is soliciting Statements of Qualifications (SOQs) from qualified consulting firms with expertise who wish to be evaluated and considered to provide Countywide Annual Cultural Resources Services for the years 2025-2027. The consultant will provide cultural resources services as County projects are scheduled or as circumstances emerge that require professional cultural resources services.

This will include but is not limited to upcoming Rural Arterial Program (RAP) funded projects, Federal Emergency Management (FEMA) funded projects, U.S. Department of Housing and Urban Development (HUD) funded projects, and Lewis County Transportation Improvement Program (TIP) projects. The agreement(s) will be for one (1) year in duration with an option to extend for an additional year by mutual agreement. The agreement amount is not anticipated to exceed \$100,000. If necessary, the agreement may be supplemented for additional time and/or money by mutual agreement. The selected CONSULTANT will be expected to enter into a Local Agency A&E Professional Services (Cost Plus Fixed Fee) Consultant Agreement.

Lewis County reserves the right to amend the 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

Lewis County Public Works has 8 known upcoming projects which will receive funds from FEMA and/or state funding sources.

The Meade Hill Road 0.77 to 0.82 Slide Repair Project (46.51970, -122.13428) proposes to stabilize the failing embankment, through installation of a soldier pile wall with soil anchors. Additional construction will include the restoration of the roadway and removal and replacement of existing guardrail.

The Brim Rd MP 1.9 Culvert Replacement Project (46.5071487, -122.7096252) will receive funds from FEMA. The project will involve the replacement of the existing culvert, a fish passage barrier, with a minimum 20-foot span fish passable structure.

The Independence MP 2.95 Slide Repair Project (46.787598, -123.178830) will receive funds from FEMA. This project will involve stabilizing the failing embankment, through installation of segmentally installed logs with rootwads with riprap. Additional construction will include the restoration of the roadway and installation of native trees and shrubs.

The Rosebrook Rd MP 0.49 to 0.56 Slide Repair Project (46.602802, -122.843717) will receive funds from FEMA. This project will stabilize the roadway embankment by retrofitting the existing wall with tieback anchors, installation of lagging, and construction of a new soldier pile tieback wall. Additional construction will include restoration of the roadway and removal and replacement of existing guardrail.

The Spencer Rd MP 5.172 to 5.276 Slide Repair Project (46.491204, -122.727208) will receive funds from FEMA. The project proposes to stabilize the failing embankment with one of the following methods 1) installation of soldier piles beneath the roadway shoulder; 2) installation of soldier pile walls with tieback anchors; and/or 3) placement of quarry spall filled drilled shafts.

The Rogers Road MP 0.145 Slide Repair Project (46.626826, -122.964607) will receive funds from FEMA. The project proposes to stabilize the failing embankment with one of the following methods 1) installation of an interceptor trench drain; 2) placement of an infill buttress/heel shear key; and/or 3) installation of shear piles.

The Countywide Culvert Replacement Projects include various projects which receive funding from state fish passage programs such as the Fish Barrier Removal Board, Salmon Recovery Funding Board or Chehalis Basin Strategy's Aquatic Species Restoration Plan. Examples of these projects include the Spencer MP 5.38 to 5.52 Fish Habitat Restoration (PRISM 23-1138P) and the Clark Rd MP 0.182 Culvert Replacement (PRISM 24-1236P) Projects.

In addition to the upcoming FEMA projects and possible HUD projects, the projects listed in our current Transportation Improvement Program (TIP) that may require Cultural Resource services will be included in this request. The current Lewis County TIP is available for review at <https://lewiscountywa.gov/departments/public-works/transportation-improvement/>.

The successful consultant will provide the services listed under the General Scope of Services, and as determined appropriate by Lewis County, on upcoming projects. All projects will include cooperative project development and management with Lewis County.

Scope of Work

The selected consultant is to provide Annual Cultural Resources Services on public works projects. This may include, but is not limited to, providing Cultural Resources Assessments/Surveys, Archaeological Excavation Permits, Project Specific Monitoring Plans, Construction Monitoring, and Monitoring Reports.

General Scope of Services:

- A) Cultural Resources Assessment – compile background information on the natural and cultural setting of an area as well as review an overview of existing information provided by previous cultural resources investigations in the project

vicinity. This should include an assessment of potential project effects on cultural resources.

- B) Cultural Resource Survey – perform a Cultural Resource Survey based on the APE or API approved by the Department of Archaeology and Historic Preservation (DAHP). Disseminate the field data to produce a Cultural Resources Survey Report that conforms to all the requirements of 36 CFR Part 800.11(d) and (e) adheres to DAHP's Survey and Inventory Standards and USACE 106 Standards. The report shall contain diagrams and plans illustrating the work and results of archaeological investigations, including maps of specific locations of field inspections and sampling showing shovel test locations, transect paths, surface cultural resources, and prominent features.
- C) State Archaeological Excavation Permit - work with the DAHP to obtain a State Archaeological Excavation Permit. This permit application shall follow the requirements stipulated by state law under RCW 27.44/27.53 and WAC 25-48-060. The proposed permit application must include at a minimum:
- 1) The required cover sheet provided on the DAHP website:
<http://www.dahp.wa.gov/archaeological-permitting>
 - 2) Sufficient background information and summary of previous field investigation, research, and data gaps about the site(s) proposed for excavation.
 - 3) The nature and extent of the work proposed.
 - 4) Summary of the environmental setting and depositional context.
 - 5) An artifact inventory plan detailing the character of the expected data categories to be recovered including proposed methods of inventorying, cleaning, stabilizing and curating recovered specimens consistent with the Secretary of the Interior's standards for archaeological curation in 36 C.F.R. Part 79.
 - 6) An unanticipated discoveries plan in the event that human remains are discovered.
 - 7) A professional, scientific research design.
 - 8) A list of those responsible for conducting monitoring/removal of artifacts as well as those responsible for carrying out the terms and conditions of the permit.
 - 9) Financial evidence of the applicant's ability to conduct the proposed work.
 - 10) A plan for site restoration following excavation activities.
 - 11) A site security plan to assure the protection of the site and its contents.
 - 12) A public participation plan detailing the extent of public involvement and dissemination of project results to the public.
 - 13) Disclosure by the applicant of any previous violation of this chapter or any federal or state law regulating archaeological objects or sites, historic archaeological resources, glyptic/painted records, or native Indian cairns or graves.
 - 14) Mention that if artifacts are found, they will be documented, recovered, prepared and curated at the Burke Museum.

- D) Project Specific Monitoring Plans – a monitoring and discovery plan shall be developed to assist Lewis County in responding to any archaeological materials unearthed during project construction. This plan shall include a brief description of the natural and cultural setting of the project, types of archaeological materials that might be encountered, a description of the role of the archaeological monitor, an assessment of potential discovery of archaeological and/or human remains, and notification protocols and setbacks to be implemented upon the discovery of either.
- E) Construction Monitoring – conduct archaeological monitoring for project-related ground disturbing activities. Archaeologist shall monitor project-related ground disturbance, record daily progress of the construction and monitoring work, and coordinate with the Public Works Project Manager or inspector regarding the construction schedule. If archaeological materials are encountered, the archaeologist shall implement the protocols and procedures outlined in the monitoring and discovery plan.
- F) Monitoring Reports – an archaeological monitoring report shall be prepared once construction monitoring is complete. This report shall include a project description, methods, results of archaeological monitoring, and any technical recommendations.

SUBMITTAL

CONSULTANTS desiring consideration shall electronically submit a complete SOQ packet for Cultural Resources Services RFQ in OpenGov <https://procurement.opengov.com/signup>. SOQs are limited to ten (10) pages, single sided, and must be submitted electronically (in OpenGov) **no later than 2:00 PM December 6, 2024**. Any questions regarding this project should be directed to Ann Weckback at 360-740-1440 or Ann.Weckback@lewiscountywa.gov.

Additional information regarding OpenGov Procurement is available at www.lewiscountywa.gov.

The following schedule has been established for the submission and evaluation of the SOQs and selection of the Consultant. These are tentative dates only and the County reserves the right to adjust these dates at its sole discretion:

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| • First advertisement of RFQ: | November 6, 2024 |
| • Second advertisement of RFQ: | November 13, 2024 |
| • SOQs due: | December 6, 2024 (2:00 PM Local Time) |
| • Interviews, if needed | December 16, 2024 |
| • Consultant selected | January 2, 2025 |

Submittals will be evaluated and ranked equal weight for the following criteria: 1) Qualification of key personnel; 2) Relevant experience; 3) Availability and response time; 4) Costs associated with Services; and 5) Overall SOQ Evaluation by the Lewis County selection team. Availability and response time should include response times after contact as well as typical turnaround times for document preparation and revisions. Cost breakdown should include hourly rates per Classification along with fixed fee and overhead.

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

For more information about the project and submittal requirements contact Ann Weckback at 360-740-1440 or Ann.Weckback@lewiscountywa.gov.

Americans with Disabilities Act (ADA) Information

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.

Title VI Statement

Lewis County, 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."

Dates of publication:

Lewis County's Newspaper of Record "East County Journal" 6-November-24, and 13-November-24

Seattle Journal of Commerce 7-November-24, and 14-November-24

Website Posting 6-November-24 through RFQ submittal date

Office of Minority and Women's Business Enterprises <https://omwbe.wa.gov>

Lewis County's website <https://lewiscountywa.gov>