

ADVERTISEMENT / LEGAL NOTICE
Request for Qualifications
City of White Salmon Notice To Consultants
White Salmon Bluff Connector Trail Study

The City of White Salmon solicits interest from qualified consulting firms with expertise in civil and structural engineering and planning services related to pedestrian trails to lead a scoping and preliminary planning process for the Bluff Connector Trail Study.

This agreement will be for approximately nine (9) months with the option for the City of White Salmon to extend for additional time and money if necessary.

The City of White Salmon reserves the right to amend the terms of this Request for Qualifications (RFQ) and to notice addenda, or to withdraw the RFQ at any time, regardless of time and effort proposing consultants have spent on their response.

The City of White Salmon reserves the right to retain the services of the successful firm(s) for any subsequent phases (PE, RW, CN) associated with this project and/or its additional work.

Consultants will be considered for the following project:

Project Description

This project will consist of preliminary engineering and initial design for the proposed White Salmon Bluff Connector Trail. The primary objective of this study is an analysis to determine connection from SR 14 to SR 141.

The project site is a steep-grade connector to a larger pedestrian corridor. It is the most difficult section of the corridor due to land topography.

This section of the loop trail will link the City of White Salmon on the bluff above the Columbia River to pedestrian opportunities along the Columbia River waterfront, State Route 14, the City of Bingen, and the City of Hood River once the new Hood River-White salmon Interstate Bridge is complete.

The preliminary scoping and initial design process will identify project aspects that include both problematic incumbrances and creative opportunities.

Scope of Work and Deliverables:

- Preliminary stormwater needs
- NEPA (at least a draft review)

- Establishment of SR 14 location with WSDOT, to include the type of crossing (HAWK, signal, RRFB, etc.)
- Survey and preliminary schematics / evaluation route alignment
- Ecological review for any forms of endangered or protected species of flora or fauna
- Is the steep hill stable enough to build a walkway up it without major walls and footing?
- Trail connectivity to previously mentioned trail loop from SR 14 to SR 141
- Americans with Disabilities Act (ADA) requirements
- Minimizing potential for fire burn / fire fuel mitigation
- Minimizing disturbance and trespassing into adjacent private property(s)
- A thorough review of existing site features, including identification of project aspects that are both problematic incumbrances and potential opportunities
- Existing site features applicability to a fully functioning multi-modal connector trail
- Park benches for sitting / resting
- Potential service load relating to pedestrian & bike access
- Appropriate level of trash and waste disposal facilities
- Maintenance level and type of maintenance required

The City of White Salmon reserves the right to retain the services of the successful firm(s) for any subsequent phases associated with this project and/or its additional work.

Tentative Schedule for Section Process / Subject To Change:

RFQ Posted on City Website	Wednesday, April 3, 2024
Legal Advertisement Requirement in Paper of Record	April 3 & 10, 2024
Clarification Inquiries Deadline	Monday, April 22, 2024
Proposals Due	Friday, April 26 (3:00 pm)
Interviews (Tentative)	Week of May 6, 2024
Council Award (Tentative)	Wednesday, May 15, 2024
Formal Project Commencement (Tentative)	Week of May 20, 2024

Note: This is the City’s desired schedule but reserves the right to modify the tentative schedule.

Evaluation Criteria

Submittals will be evaluated and ranked on the follow criteria:

- A. Pre-Selection Scoring Criteria for All RFQ Responses Received / Internal Review**
 - Experience and qualifications of firm and individual assigned staff
 - Understanding of the project, comprehensiveness, and creativity to Scope of Work and deliverables
 - References from a similar project
- B. Post Selection Interview Criteria**

RFQ Response submitters' informational presentation and interviews will be ranked based on the following:

Criteria

- Consulting Firm and assigned staff's professional capabilities
- Understanding of Scope of Work, overall approach, and creativity to the project

The City reserves the right to modify or incorporate additional steps in the evaluation process in the interest of having a thorough and comprehensive body of information in order to make a recommendation to city council.

Submittal

The full RFQ is located on the City of White Salmon website:

<https://www.whitesalmonwa.gov/rfps>

Proposals shall be submitted in a sealed envelope, or other sealed container, which is clearly marked "**White Salmon Bluff Connector Trail Study / RFQ Response.**" Please provide one (1) digital copy, one (1) original hard copy, and six (6) hard copies printed one sided.

The original should be marked "Original" and must bear an original ink signature by an individual authorized to represent the proposing consultant team.

Proposals must be addressed to:

- **For Hand Delivery / UPS / FedEx**
City of White Salmon
Attention: Stephanie Porter, City Clerk & Recorder
100 N. Main Street
White Salmon, Washington 98672
- For Traceable, Regular Mail via United States Postal Service Delivery:
Attention: Stephanie Porter, City Clerk & Recorder
P.O. Box 2139
White Salmon, Washington 98672

Deadline for Submitting – Proposals shall be received by Friday, April 26, 2024, at 3:00 PM local time.

Regardless of cause or fault, late submissions will not be accepted.

No emailed or faxed materials will be accepted. Postmarks are not considered proof of delivery. Proposals received before or at the noted deadline will be date stamped by City Hall personnel.

Any addenda or amendments to his RFQ will be in writing and posted on the City website at <https://www.whitesalmonwa.gov/rfps>. It is the responsibility of potential proposers to check the website for addenda or amendments. No proposal will be considered that is not responsive to any issued amendments.

Again, the City of White Salmon reserves the right to retain the services of the successful firm(s) for any subsequent phases (PE, RW, CN) associated with this project and/or its additional work.

Americans with Disability Act (ADA) Information

The City of White Salmon, in accordance with Section 504 of the Rehabilitation Act and the American with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made in an alternate format by emailing City Administrator Troy Rayburn at administrator@ci.white-salmon.wa.us or by calling 509 493 1133 – X 202.

Title VI Statement

The City of White Salmon, 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 associated regulations, hereby notifies all bidders that it will affirmatively ensure that 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.

Washington State Department of Transportation Disadvantaged Business Enterprise Goal

The Washington State Department of Transportation applied required criteria and determined that setting a zero percent Disadvantaged Business Enterprise goal for consultants on this project is appropriate.

Contract Type and Method of Payment

The City will use a council approved cost plus fixed-fee project specific contract (23 CFR 172.9(a)1) to retain consultant services and payment will be via monthly invoices submitted by consultant to city. Submission of any requested cost proposals or elements of cost shall be in a concealed format and separate from technical / qualifications proposals, since these shall not be considered in the evaluation, ranking, and selection phase (23 CFR 172.9.12(a))

Publication:

Dates of publication in the Columbia Gorge News and the Daily Journal of Commerce : (Weeks of April 1, April 8, and April 15, 2024)