



*City of Stevenson*  
**Public Works Department**

(509)427-5970

7121 E Loop Road, PO Box 371  
Stevenson, Washington 98648

CITY OF STEVENSON  
RFQ FOR CONSULTING ENGINEER SERVICES  
FOR

a project that would include 1) pavement grinding and asphalt overlay 2) sidewalk improvements 3) storm water system improvements 4) downtown beautification.

The City of Stevenson solicits a statement of qualifications from consulting firms with expertise in Civil, Design and Construction Engineering experience for the following project.

**Project Description**

The engineer would prepare final engineering and bid ready documents for the following improvements:

- Asphalt grinding and overlay of approximately .09 road miles
- Reconstruction of approximately 700 linear feet of sidewalk
- Installation of approximately 100' of underground stormwater line.
- Installation of approximately 140' of 8" ductile iron waterline
- Provide on site construction inspection in coordination with the City Public Works Department. Prepare as built. Coordinate final reviews.

Total project cost not to exceed \$1,100,000 with Federal, State, and City funding sources. Completed applications will be accepted until 3:00 PM on Monday, July 9, 2018 at City Hall, PO Box 371 or 7121 E. Loop Road, Stevenson, WA 98648.

The City encourages disadvantaged, minority, and women-owned consulting firms to respond. Persons with disabilities may request this information be prepared and supplied in alternate forms by calling (509) 427-5970 (collect outside Stevenson area) or TDD: 1-800-833-6388.

CONTACT PERSON

Eric Hansen, Public Works Director  
City of Stevenson  
PO Box 371  
7121 E. Loop Road  
Stevenson, WA 98648  
(509) 427-5970 telephone  
(509) 427-8202 fax  
eric@ci.stevenson.wa.us

### PROJECT COST

The project is funded by grant funding from the Federal Highway Administration, with estimated funds of \$850,000 as well as potential grant funding from the Washington State Transportation Improvement Board of \$115,000. The remainder represents city funding for an estimated total project cost of \$1,100,000.

### CONSULTANT SELECTION

Your proposal should state specifically which personnel will be available for the life of the project, both design and construction, and how accessible your firm will be to the City. Proposal shall be limited to 6 pages. Consultants will be evaluated on the following qualifications:

- Firm experience and key personnel experience and expertise
- Past performance in similar projects (street design & utilities work).
- Familiarity with Standard Specifications for Road, Bridge and Municipal Construction
- Previous experience working with a small city
- Public engagement
- Familiarity with DBE, Prevailing wages, affirmative action, and other State standards for public works projects
- Ability to begin work immediately
- Washington State Certification

City staff members, elected officials, and other interested parties will evaluate all submittals.

The (Local Agency) 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 bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprise as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids 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.

APPLICATION INSTRUCTIONS

All applicants must complete and return the application sheet provided by the city and any other materials they choose to present to the City in response to the Request for Qualifications.

Completed applications will be accepted until 3:00 PM on Monday, July 9, 2018 at City Hall, PO Box 371 or 7121 E Loop Road, Stevenson, WA 98648. **Please submit three copies.**

REQUEST FOR QUALIFICATIONS  
APPLICATION FOR ENGINEERING CONSULTANT SERVICES  
RUSSELL AVENUE REBUILD

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ email: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Members of the firm who will be assigned to this project:

Name: \_\_\_\_\_

Professional background: \_\_\_\_\_

Name: \_\_\_\_\_

Professional background: \_\_\_\_\_

Name: \_\_\_\_\_

Professional background: \_\_\_\_\_

Please list three projects and references that reflect similar experiences. (Emphasis should be placed on street projects). List Firm, Project, Contact Person and phone.

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**Statement of Applicant:**

I have read the Request for Qualifications Application Package and understand the project's scope of work and time frame. I have provided proof of the firm's experience and have included a brief resume for key employees who will be involved with the project. I understand that by providing the contact person for the references this will constitute a release. I understand the City of Stevenson's time frame and the staff I have selected to work on the project will be available during the specified time period.

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Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\* The City of Stevenson is an Equal Opportunity Employer and Affirmative Action Employer. Small, disadvantaged, minority and women owned firms are encouraged to apply.

\*\* The City of Stevenson reserves the right to reject any and all applicants and to waive formalities and irregularities in the solicitation process.

\*\* The City published this request in accordance with the requirements of RCW 39.80 and 24 CFR, Part 85.36. Contracts with selected firms will be negotiated in accordance with RCW 39.80.

\*\* The City of Stevenson reserves the right to select different consulting firms for projects based on experience and qualifications.