

KITTITAS COUNTY
DEPARTMENT OF PUBLIC WORKS

AGENDA STAFF REPORT

AGENDA DATE: December 7, 2010

ACTION REQUESTED: Resolution to Authorize Public Works to Advertise a Request for Qualifications (RFQ) for Gladmar Embankment Repair project.

BACKGROUND: Public Works is requesting qualifications from consultants to provide services required for the project will include completion of the 8-Step Flood Plain Management Process as required by Executive Order 11988 and in accordance with 44 Code of Federal Regulations Part 9, Floodplain Management Services.

INTERACTION: Public Works

RECOMMENDATION: Board of County Commissioners to approve the Resolution to Authorize Public Works to Advertise the Request for Qualifications and direct Board staff to advertise as requested.

HANDLING: Return one original to Public Works

ATTACHMENTS: Resolution and RFQ.

LEAD STAFF: Douglas D'Hondt
County Engineer

**BOARD OF COUNTY COMMISSIONERS
COUNTY OF KITTITAS
STATE OF WASHINGTON**

RESOLUTION NO. _____

**TO ADVERTISE A REQUEST FOR QUALIFICATIONS FOR THE
GLADMAR EMBANKMENT.**

WHEREAS: Gladmar embankment was severely damaged during the flooding event of January 2009; and

WHEREAS: FEMA requires a process to complete the 8-Step Flood Plain Management Process as required by Executive Order 11988 and in accordance with 44 Code of Federal Regulations Part 9, Floodplain Management Services; and

WHEREAS: Funding for this project will include 75% reimbursement from FEMA, 12.5% from EMD and 12.5% from local funds; and

WHEREAS: Construction is planned for 2011 once Consultant Selection and design is completed.

NOW, THEREFORE BE IT RESOLVED the Kittitas County Board of County Commissioners declares it be in the best interest of the public, and does hereby authorize the Director of Public Works to Prepare and Advertise an Request for Qualifications for the 8-Step Flood Plain Management Process for the reconstruction of the Gladmar Embankment.

DATED this 7th day of December, 2010, at Ellensburg, Washington.

**BOARD OF COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**

Mark McLain, Chair

Paul Jewell, Vice-Chair

Alan Crankovich, Commissioner

ATTEST:

Clerk of the Board

Public Notice
Kittitas County, Ellensburg WA

Kittitas County Public Works Department
Request for Proposal
Gladmar Park Embankment Repair Project

Kittitas County Public Works Department hereby announces a request for proposal (RFP) for professional engineering and environmental services associated with the Gladmar Park embankment repair project. Gladmar Park is located near Thorpe and bordered by the Yakima River. The project generally includes repairs to the existing embankment damaged during the January 2009 flooding event.

Consultant services required for the project will include completion of the 8-Step Flood Plain Management Process as required by Executive Order 11988 and in accordance with 44 Code of Federal Regulations Part 9, Floodplain Management.

In addition to relevant qualifications presented in the RFP, submittals received by Kittitas County Public Works Department will be evaluated on the basis of completeness, available resources, local experience and practical approach to the project. Interviews will be conducted for consultants to present their submittals and, with the RFP, shall constitute the basis for selection.

Interested parties are invited to contact Douglas P. D'Hondt, P.E., Kittitas County Engineer at (509) 962-7690 for additional information. The deadline for submission of proposals is January 4, 2011 at 4:00 p.m. PDT. Firms qualifying for an interview will be contacted following review of all submittals. Disadvantaged and minority business enterprises are encouraged to respond.

Publish: Daily Journal of Commerce: December 9 and 16, 2010
Ellensburg Daily Record: December 9 and 16, 2010

Qualification documents may be submitted until 4:00pm January 4, 2011 to Kittitas County Public Works, 411 N. Ruby St, Ste 1, Ellensburg, WA. 98926.

More information is online at <http://www.co.kittitas.wa.us/notices/>.

Clerk of the Board

Publish: Daily Journal of Commerce: 12/09/2010; 12/16/2010
Daily Record: 12/09/2010; 12/16/2010

Submit statements of qualifications and performance data to County Engineer Doug D'Hondt at Kittitas County Public Works, 411 N. Ruby Street, Suite 1, Ellensburg, WA 98926. Telephone (509) 962-7523.

For more information, contact Public Works

Firms are encouraged to submit annually a statement of qualifications and performance data.

Kittitas County shall evaluate current statements of qualifications and performance data on file with the agency, together with those that may be submitted by other firms regarding proposed projects. Following the evaluation, the county invites one or more firms to meet with county officials to discuss the project and the relative benefits of various methods of providing the desired services. The county then selects from among those firms the one "most highly qualified" to provide the required services. County procedures and guidelines are to include a plan to ensure that women and minority (WMBE) firms have the maximum opportunity to compete for the contract. The level of WMBE firm participation should be consistent with their availability within the relevant professional community. Counties are not to consider cost when determining which firm is the most highly qualified.

After choosing the most qualified firm, the county then negotiates with that firm for a contract at a price the county determines is fair and reasonable, considering the estimated value of the services to be rendered, as well as the scope and complexity of the project. If a satisfactory contract cannot be negotiated, the county formally terminates the negotiations with that firm and attempts to negotiate a contract with the next most qualified firm. The process continues until an agreement is reached or the search is terminated.

In emergency situations, the process outlined above for procuring architectural or engineering services maybe dispensed with upon a finding by the county that an emergency requires the immediate execution of the work involved.