



KITTITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

Mark Cook, Director

REQUEST FOR STATEMENT OF QUALIFICATIONS

For Consulting Services Relating to Upper County Task Force Planning Services

ADVERTISEMENT: Thursday, February 7, 2019 through Thursday, February 14, 2019

All submittals received after 10:00 AM Thursday, February 21, 2019 will be discarded

PURPOSE:

Kittitas County is requesting Statement of Qualifications (SOQ) from qualified professionals for planning services relating to the Upper County Task Force and I-90 traffic modeling. The consultant(s) will provide an analysis and stimulation of current and future traffic conditions along the I-90 corridor and local network. The contract will be for one year (1) with an opportunity for one one-year extension if mutually agreed upon. The County will likely select one consultant to provide these services.

The County will need the services of hired consultants with expertise in the following areas:

- Outreach and public involvement activities
- GIS support
- Transportation Planning
- Traffic Modeling
- Traffic Simulation Tools
- Travel Demand Models
- INRIX Traffic Data
- Previous Kittitas County Projects
- Previous Kittitas County Plans
- Infographics
- Other technical planning documentation

SCOPE OF PROJECT:

1. Traffic Study

The traffic study will specifically include: Nelson Siding Road, Westside Road, Mohar Road, Lower Peoh Point Road, Upper Peoh Point Road, Thorp Prairie Road, I-90 from exit 74 to exit 93, SR 903, and Bullfrog Road, all within the Cle Elum area. The traffic congestion along I-90 has created serious safety problems for local County residents. I-90 drivers are diverting from I-90 during shut downs and slowdowns seeking alternative routes. Residents on the local roads listed above have seen a significant decrease in their quality of life due to this congestion. The Upper County Task Force was recently formed as an effort to address this issue. In monthly meetings, local residents, County employees, City representatives, and the public meet to discuss potential solutions to this problem. The Force has decided to proceed with the I-90 modeling study to help decision makers

understand the extent of these impacts. This study will provide an understanding of traffic flows in different mitigation scenarios: reducing access to Kittitas County roadways, imposing tolls, and widening I-90 to six (6) lanes from exit 74 to exit 85. The analysis will compare volumes and speeds on the previously mentioned roads, under each scenario.

The consultant must be able to provide specialized traffic research on the state road and local road systems. The consultant must be able to produce a final product that accurately and succinctly depicts the complexity of the problem.

These services may include and are not limited to traffic modeling, traffic simulation tools, infographics, GIS, INRIX traffic data, WSDOT data, impact analysis, mitigation scoping, public outreach, and public involvement activities.

The consultant must demonstrate competence and qualifications related to the services performed including:

- A. Successful experience in both large and small scale traffic modeling and evaluating mitigation measures.
- B. Successful experience in communicating complex traffic research to decision makers and the public.
- C. Possess a strong knowledge of traffic simulation tools, INRIX, GIS, and other modeling tools.
- D. Successful experience in evaluating traffic impacts on local road networks.
- E. Previous experience working with Kittitas County Public Works planning efforts.
- F. Familiarity with the Kittitas County local road network.

- G. Ability to respond to unexpected as well as regularly scheduled requests for services with minimal delay.
- H. Ability to work collaboratively with other agencies, interest groups, and the public.

2. Planning and Outreach Services

The consultant must be able to produce a variety of planning and outreach services to Kittitas County including but not limited to: transportation planning, public outreach, infographic production, community education and coordination, and project scheduling and coordination experience.

The consultant must demonstrate competence and qualifications related to the services performed including:

- A. The consultant must have extensive experience working with local governments on both current and long-range transportation planning projects.
- B. Demonstrated ability to conduct outreach efforts to engage community participation.
- C. Ability to communicate with non-technical people about traffic modeling functions and capabilities.
- D. Ability to respond to unexpected as well as regularly scheduled requests for services with minimal delay.
- E. Ability to work collaboratively with other agencies, interest groups, and the public.

PROCEDURES FOR SUBMITTAL:

If interested in providing planning services to the County, submit a sealed envelope to Taylor Gustafson, Planner III, Kittitas County Public Works, at 411 N. Ruby St. Suite 1, Ellensburg WA 98926 by 10:00 am on February 21, 2019 indicating your interest and which services, or any combination thereof which you would like to be considered for. Submittals shall include a one page cover letter, contact information, and list of the services you'd like to provide. Submittals shall also include three copies of your Statement of Qualifications describing the firm's or team's ability to professionally provide the aforementioned services.

For your records, the County will provide a confirmation email to the contacts provided in the submittal confirming receipt of your interest in the proposal. Submittals received after 10:00 AM on February 21, 2019 will be disregarded.

Kittitas County will build an internal interview committee, invite up to four firms to interview for the services as listed in this SOQ, and then provide recommendations to the Public Works Director for firm selections. Kittitas County encourages disadvantaged, minority and women owned consultant firms to respond.

The County reserves the right to reject any and all submittals.

SELECTION PROCESS AND PROPOSED SCHEDULE:

Kittitas County selection will be based upon:

1. The firm's or team's qualifications, experience and ability to perform the work (20 points);
2. Demonstrated experience with similar projects (20 points);
3. Ability to apply creative solutions to complicated projects (20 points);
4. Demonstrated ability to keep projects on time and within budget (20 points);
5. Demonstrated ability to communicate and work effectively with the public, staff, policy and review bodies (20 points);
6. The firm's ability to scale the work and allocate appropriate resources resulting in the most efficient use of County funds (20 points).
7. Experience working with Kittitas County travel demand model or similar sized counties (30 points).

Anticipated Dates	Tasks
February 21 st 2019	Deadline for SOQ submittals
February 28 th 2019	Selection of Firms to Interview
March 7 th 2019	Interviews and Reference Checks
March 13 th 2019	Select firms, negotiate, and prepare contracts
April 2 nd 2019	BOCC Award of Contracts

The above noted schedule is tentative and may be changed based on the number of proposals submitted. Proposals will be evaluated immediately with final selection targeted for the beginning of April, 2019.

AGREEMENT OF SERVICES:

The selected consultant(s) will be expected to enter into a standard Kittitas County Professional Services Agreement. Insurance requirements are included in that agreement. The contract period shall be for services for up to two (2) years.

Persons with disabilities may request this information be prepared and supplied in alternate forms by calling collect (509-962-7523).

Kittitas County reserves the right to accept or reject any and all proposals or any items or part thereof or to waive any information or irregularities in the proposals. Kittitas County shall have the sole discretion to determine the most responsible proposal.

Kittitas County 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 insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises 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.

INQUIRIES:

Direct all inquiries regarding this request for services to Taylor Gustafson, Planner III of Public Works at (509) 962-7523, or via e-mail:

Taylor Gustafson
Taylor.gustafson@co.kittitas.wa.us

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