



KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

Mark Cook, PE, Director

STATEMENT OF QUALIFICATIONS

2021-2022 KITTITAS COUNTY WATER BANKING PROGRAM SUPPORT SERVICES

**All submittals received after 5:00 pm local time on March 5, 2021 will
be discarded**

PURPOSE:

Kittitas County Department of Public Works is seeking qualified firms providing support services to the County's water banking program. Key services being sought are provided below:

- Hydro-geotechnical and groundwater-surface water assessments.
- Water consumptive use studies
- Water right extent and validity review
- Water right transfer and change support including mitigation strategies
- Water resource comprehensive planning
- Water resource policy development, evaluation, and support

SCOPE OF PROJECT:

Public Works is offering a Task Order contract to the selected service provider. Individual task orders will be negotiated for scope content prior to authorization to proceed. The selected service provider will then formalize the task order and pricing structure. Once authorized to proceed, the County's project manager will work directly with the service provider ensuring task delivery. The initial contract period is for two years. The potential for a third-year extension is allowed if mutually agreed upon in writing prior to the end of the second contract year.

PROCEDURES FOR SUBMITTAL:

If you wish to be considered for work under this Statement of Qualifications (SOQ), you must be a registered consultant on the Municipal Research and Service Center of Washington – Shared Small Works and Consultant Roster (www.mrscroster.org).

If interested in providing "2021-2022 Kittitas County Water Banking Program Support Services", submit a sealed envelope to Ms. Arden Thomas, Water Resources Manager, Kittitas County Department of Public Works, at 411 N. Ruby St. Suite 1, Ellensburg WA 98926. Submittals shall include four copies of your SOQ response.

For your records, the County will provide a confirmation email to the contacts provided in the submittal confirming receipt of your interest in this solicitation. **Submittals received after 5:00 PM local time on March 5, 2021 will be disregarded.** The County reserves the right to reject one or more submittals.

SELECTION PROCESS AND PROPOSED SCHEDULE:

Kittitas County selection will be based upon:

1. The firm's experience in hydrogeology investigations (20 points).
2. The firm's experience working with the Washington State Department of Ecology water rights division securing water rights and transfers for clients (20 points).
3. Water resource policy development (20 points).
4. Water resources comprehensive planning experience (20 points).
5. The firm's experience and understanding of Kittitas County's water banking program (10 points).

The selection process shall be 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 any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit statements 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.

Anticipated Dates	Tasks
March 5, 2021	Deadline for SOQ submittals
March 24, 2021	Selection of Firms to Interview
April 12-15, 2021	Interviews and Reference Checks
April 16, 2021	Selection of firms and prepare contracts
May 4, 2021	BOCC Award of Contracts

The above noted schedule is tentative and may be changed based on the number of statements received. Statements will be evaluated immediately with final selection targeted for mid-April 2021.

AGREEMENT OF SERVICES:

The selected consultant 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 an initial two-year period with a possible third year if mutually agreed.

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 one or more statements or any items or part thereof or to waive any information or irregularities in the provided response. Kittitas County shall have the sole discretion to determine the most responsible responder.

INQUIRIES:

Direct all inquiries regarding this Statement of Qualifications to Arden Thomas, Department of Public Works at (509) 962-7523, or via e-mail:

Arden Thomas
arden.thomas@co.kittitas.wa.us

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