



REQUEST for PROPOSAL #884
PROFESSIONAL, TECHNICAL AND EXPERT SERVICES

Clark County Washington

RELEASE DATE: WEDNESDAY, FEBRUARY 14, 2024
DUE DATE: WEDNESDAY, MARCH 6, 2024 by 1:30 pm

Request for Proposal for:

2022 - 2024 GUARDRAIL and BRIDGE RAIL EVALUATION and DESIGN

SUBMIT:

One (1) Original
Four (4) Complete Copies
One (1) Complete Electronic Copy (USB Flash Drive with PDF Files)

of the Proposal to:

<u>Shipping Method of your Choice or Hand Delivery</u>	<u>United States Postal Service</u>
Clark County ATTN: Office of Purchasing 1300 Franklin Street, 6 th Floor, Suite 650 Vancouver WA 98660 564-397-2323	Clark County ATTN: Office of Purchasing PO Box 5000 Vancouver WA 98666-5000 564-397-2323

Office Hours: 8:00 am – 3:00 pm, Monday – Friday, except Legal Holidays.

No electronic submissions.

****Proposals must be delivered to the Purchasing office – No Exceptions**

****Proposals must be date and time stamped by Purchasing staff by 1:30 pm on due date.**

****Proposal shall be sealed and clearly marked on the package cover with RFP #, Title & Company Name**

Refer Questions to Project Manager:

Sara Hansen
Capital Project Manager – Public Works
Sara.Hansen@clark.wa.gov
564-397-4810

ADMINISTRATIVE REQUIREMENTS - Contractors shall comply with all management and administrative requirements established by Washington Administrative Code (WAC), the Revised Code of the State of Washington (RCW), and any subsequent amendments or modifications, as applicable to providers licensed in the State of Washington.

ALL proposals submitted become the property of Clark County. It is understood and agreed that the prospective Proposer claims no proprietary rights to the ideas and written materials contained in or attached to the proposal submitted. Clark County has the right to reject or accept proprietary information.

AUTHORSHIP - Applicants must identify any assistance provided by agencies or individuals outside the proposers own organization in preparing the proposal. No contingent fees for such assistance will be allowed to be paid under any contract resulting from this RFP.

CANCELLATION OF AWARD - Clark County reserves the right to immediately cancel an award if the contractual agreement has not been entered into by both parties or if new state regulations or policy make it necessary to change the program purpose or content, discontinue such programs, or impose funding reductions. In those cases where negotiation of contract activities are necessary, Clark County reserves the right to limit the period of negotiation to sixty (60) days after which time funds may be unencumbered.

CONFIDENTIALLY - Proposer shall comply with all applicable state and federal laws governing the confidentiality of information.

CONFLICT OF INTEREST - All proposals submitted must contain a statement disclosing or denying any interest, financial or otherwise, that any employee or official of Clark County or the appropriate Advisory Board may have in the proposing agency or proposed project.

CONSORTIUM OF AGENCIES - Any consortium of companies or agencies submitting a proposal must certify that each company or agency of the consortium can meet the requirements set forth in the RFP.

COST OF PROPOSAL & AWARD - The contract award will not be final until Clark County and the prospective contractor have executed a contractual agreement. The contractual agreement consists of the following parts: (a) the basic provisions and general terms and conditions, (b) the special terms and conditions, (c) the project description and goals (Statement of Work), and (d) the budget and payment terms. Clark County is not responsible for any costs incurred prior to the effective date of the contract. Clark County reserves the right to make an award without further negotiation of the proposal submitted. Therefore, the proposal should be submitted in final form from a budgetary, technical, and programmatic standpoint.

DISPUTES - Clark County encourages the use of informal resolution to address complaints or disputes arising over any actions in implementing the provisions of this RFP. Written complaints should be addressed to Clark County – Purchasing, P.O. Box 5000, Vancouver, Washington 98666-5000.

DIVERSITY IN EMPLOYMENT AND CONTRACTING REQUIREMENTS - It is the policy of Clark County to require equal opportunity in employment and services subject to eligibility standards that may be required for a specific program. Clark County is an equal opportunity employer and is committed to providing equal opportunity in employment and in access to the provision of all county services. Clark County's Equal Employment Opportunity Plan is available at <http://www.clark.wa.gov/hr/documents.html>. This commitment applies regardless of race, color, religion, creed, sex, marital status, national origin, disability, age, veteran status, on-the-job injury, or sexual orientation. Employment decisions are made without consideration of these or any other factors that are prohibited by law. In compliance with department of Labor Regulations implementing Section 504 of the rehabilitation Act of 1973, as amended, no qualified handicapped individual shall be discriminated against in admission or access to any program or activity. The prospective contractor must agree to provide equal opportunity in the administration of the contract, and its subcontracts or other agreements.

MUNICIPAL RESEARCH and SERVICE CENTER - Clark County (WA) contracts with the Municipal Research and Service Center (MRSC) to maintain our Consultant, Small Works and Vendor rosters. To be eligible to participate in this Clark County public solicitation and the resulting contract, your business must be registered with the MRSC Rosters. Failure to register may result in your proposal being marked nonresponsive. Be sure to select Clark County in your application. If you have questions about the registration process, contact the MRSC Rosters at 206-436-3798 or <https://mrscrosters.org/businesses/business-membership/>

INDEPENDENT PRICE DETERMINATION - The prospective contractor guarantees that, in connection with this proposal, the prices and/or cost data have been arrived at

independently, without consultation, communication, or agreement for the purpose of restricting competition. This does not preclude or impede the formation of a consortium of companies and/or agencies for purposes of engaging in jointly sponsored proposals.

INTERLOCAL AGREEMENT - Clark County has made this RFP subject to Washington State statute RCW 39.34. Therefore, the proposer may, at the proposers option, extend identical prices and services to other public agencies wishing to participate in this RFP. Each public agency wishing to utilize this RFP will issue a purchase order (or contract) binding only their agency. Each contract is between the proposer and the individual agency with no liability to Clark County.

LIMITATION - This RFP does not commit Clark County to award a contract, to pay any costs incurred in the preparation of a response to this RFP, or to procure or contract for services or supplies.

LATE PROPOSALS - A proposal received after the date and time indicated above will not be accepted. No exceptions will be made.

ORAL PRESENTATIONS - An oral presentation may be required of those prospective contractors whose proposals are under consideration. Prospective contractors may be informed that an oral presentation is desired and will be notified of the date, time and location the oral presentation is to be conducted.

OTHER AUDIT/MONITORING REQUIREMENTS - In addition, auditing or monitoring for the following purposes will be conducted at the discretion of Clark County: Fund accountability; Contract compliance; and Program performance.

PRICE WARRANT - The proposer shall warrant that the costs quoted for services in response to the RFP are not in excess of those which would be charged any other individual or entity for the same services performed by the prospective contractor, in a similar socioeconomic, geographical region.

PROTESTS - Must be submitted to the Purchasing Department.

PUBLIC SAFETY - May require limiting access to public work sites, public facilities, and public offices, sometimes without advance notice. The successful Proposer's employees and agents shall carry sufficient identification to show by whom they are employed and display it upon request to security personnel. County project managers have discretion to require the successful Proposer's employees and agents to be escorted to and from any public office, facility or work site if national or local security appears to require it.

ACCEPTANCE or REJECTION OF PROPOSALS - Clark County reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with any or all prospective contractors on modifications to proposals, to waive formalities, to postpone award, or to cancel in part or in its entirety this RFP if it is in the best interest of Clark County to do so.

SUBCONTRACTING - No activities or services included as a part of this proposal may be subcontracted to another organization, firm, or individual without the approval of Clark County. Such intent to subcontract shall be clearly identified in the proposal. It is understood that the contractor is held responsible for the satisfactory accomplishment of the service or activities included in a subcontract.

VERBAL PROPOSALS - Verbal proposals will not be considered in making the award of any contract as a result of this RFP.

WORKERS COMPENSATION INSURANCE – The contractor shall comply with R.C.W. Title 51- with minimum coverage limits of \$500,000 for each accident, or provide evidence that State law does not require such coverage.

FOR ALTERNATIVE FORMATS
Clark County ADA Office: V: 564-397-2322
ADA@clark.wa.gov

Request for Proposals

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2022-2024 Guardrail and Bridge Rail Evaluation and Design

Part I Proposal Requirements

Section IA	General Information
1. Introduction	<p>The purpose of this Request for Proposal (RFP) is to obtain, in full and open competition, proposals required for surveying, civil, traffic, structural, and geotechnical engineering evaluation and design, and environmental documentation and permitting services for Guardrail and Bridge Rail revisions and/or improvements at various locations across Clark County.</p> <p>This RFP will serve three Clark County projects:</p> <ol style="list-style-type: none"> 1. The 2022 Preservation Guardrail and Bridge Rail Project (PRJ0002545) 2. The 2023 Preservation Guardrail and Bridge Rail Project (PRJ Project Code Pending) 3. The 2024 Preservation Guardrail and Bridge Rail Project (PRJ Project Code Pending) <p>These three projects are referred to collectively within this RFP as the Project.</p> <p>The Project will improve guardrail and bridge rail along roadways that were/are included in the 2022 through 2024 HMA Overlay preservation projects. The 2022 Preservation Guardrail and Bridge Rail project will also include one guardrail location deferred from the 2021 Preservation Guardrail Project (PRJ001258), and three bridge rail locations deferred following earlier years' HMA projects.</p> <p>Clark County (WA) contracts with the Municipal Research and Service Center (MRSC) to maintain our Consultant, Small Works and Vendor Rosters. To be eligible to participate in this Clark County public solicitation and the resulting contract your business must be registered with the MRSC Rosters. Failure to register may result in your proposal being marked nonresponsive. Be sure to select Clark County in your application. If you have questions about the registration process, contact the MRSC Rosters at 206-436-3798 or https://mrscrosters.org/businesses/business-membership/</p> <p>If your company contact details <i>are not</i> on the Plan Holder List at https://clark.wa.gov/internal-services/request-proposal-1 Attachment B, Letter of Interest must be submitted to participate in this RFP.</p> <p>Proposers shall respond to all sections to be considered.</p> <p>Clark County has made this Request for Proposal subject to Washington State statute RCW 39.34 Interlocal Cooperation Act. The proposer may opt to extend identical services and prices to qualified public agencies. Each contract is between the proposer and individual agency binding only their agency, with no liability to Clark County.</p>
2. Background	<p>Following the completion of annual HMA overlay projects, Clark County is required to bring guardrails and bridge rails along the project routes into compliance with current safety and design standards. This may include height or roadway offset adjustment, damage repair, deferred maintenance, replacing end treatments which do not meet current standards, and/or other guardrail work as necessary. Each segment of guardrail included in the Project must be evaluated to determine whether and to what extent adjustment(s), repair(s), replacement, or removal are necessary. Similarly, bridge rails and the transitions between bridge rail and guardrail are also in need of evaluation, at locations included in previous HMA overlay limits.</p> <p>This Project will primarily include locations which had (or will have) surfacing improvements completed in project years 2022, 2023, and 2024; additional bridge rail locations which were deferred from prior years' HMA overlay projects have also been included in the Project. Included</p>

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	<p>in the Project is one location (NE Boutelle Road) which was deferred from the 2021 Preservation Guardrail project due to technical challenges outside the scope of that project.</p>
<p>3. Scope of Project</p>	<p>This Project includes the consultant's evaluation for guardrail and bridge rail compliance at all locations specified by the county, and the consultant's design of improvements at locations not being designed by the county (the consultant's design scope will at a minimum include the bridge rail locations). The guardrail improvements will consist of removing, raising, adjusting, repairing, or replacing all or part of each segment of existing guardrail, if obsolete, damaged, or otherwise in need of work. The bridge rail improvements will consist of replacing or modifying existing bridge rail if obsolete or damaged. Bridge rail designs will be required to accommodate any existing utilities which are attached to the bridge deck or rail; if utility relocation is required, Clark County will provide coordination between the utility owner(s), consultant, and construction contractor.</p> <p>One guardrail location at NE Boutelle Road requires evaluation for slope stability/geotechnical issues and surface drainage problems. If issues are identified, then geotechnical, erosion control, and/or structural design solutions may be required as part of this contract to address them.</p>
<p>4. Project Funding</p>	<p>The Project is funded through the County Road Fund.</p> <p><u>Title VI Statements</u> Clark County, 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 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.</p> <p>El Condado de Clark, de acuerdo con las disposiciones del Título VI de la Ley de Derechos Civiles de 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d a 2000d-4) y el Reglamento, por la presente notifica a todos los postores que se asegurará afirmativamente de que cualquier contrato celebrado de conformidad con este anuncio, las empresas comerciales desfavorecidas tendrán la oportunidad plena y justa de presentar ofertas en respuesta a esta invitación y no serán discriminadas por motivos de raza, color u origen nacional en consideración a un laudo.</p> <p>La póliza del condado de Clark es garantizar que ninguna persona por motivos de raza, color, origen nacional o sexo según lo dispuesto en el Title VI of the Civil Rights Act de 1964, según enmendada, sea excluida por participar en, ser negado los beneficios de, o ser discriminado por cualquier programa o actividad patrocinada por el condado. Para preguntas relacionadas con el programa de Title VI de Obras Públicas del condado de Clark, o para servicios de interpretación o traducción para personas que no hablan inglés. O para que los materiales estén disponibles en un formato alternativo, comuníquese con el coordinador del Title VI de Obras Públicas del condado de Clark por correo electrónico a CCPW-TitleVI@clark.wa.gov o por teléfono a 564-397-4944. Las personas con problemas de audición / habla pueden llamar a Washington Relay Center al 711.</p> <p>For questions regarding Clark County Public Works' Title VI Program, or for interpretation or translation services for non-English speakers, or otherwise making materials available in an alternate format, contact Clark County Public Works' Title VI Coordinator via email at CCPW-TitleVI@clark.wa.gov or phone at 564-397-4944. Hearing/speech impaired may call the Washington Relay Center at 711.</p>

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<p>5. Timeline for Selection</p>	<p>The following dates are the intended timeline:</p> <table border="1" data-bbox="423 247 1513 747"> <tr> <td>Deadline for Questions and Answers</td> <td>February 28, 2024</td> </tr> <tr> <td>Final date for Addendum, if needed</td> <td>February 29, 2024</td> </tr> <tr> <td>Proposals Due</td> <td>March 6, 2024</td> </tr> <tr> <td>Proposal Review/Evaluation Period</td> <td>March 11 – 22, 2024</td> </tr> <tr> <td>Interviews</td> <td>March 25 – 28, 2024</td> </tr> <tr> <td>Selection Committee Recommendation</td> <td>March 29, 2024</td> </tr> <tr> <td>Contract Negotiation/Execution</td> <td>April 1 – May 29, 2024</td> </tr> <tr> <td>Contract Intended to Begin</td> <td>June 10, 2024</td> </tr> </table>	Deadline for Questions and Answers	February 28, 2024	Final date for Addendum, if needed	February 29, 2024	Proposals Due	March 6, 2024	Proposal Review/Evaluation Period	March 11 – 22, 2024	Interviews	March 25 – 28, 2024	Selection Committee Recommendation	March 29, 2024	Contract Negotiation/Execution	April 1 – May 29, 2024	Contract Intended to Begin	June 10, 2024
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<p>6. Employment Verification</p>	<p>To be considered responsive to this formal Clark County RFP, all proposers shall submit before, include with their response or within 48 hours after submittal, a recent copy of their E-Verify MOU or proof of pending enrollment. The awarded contractor shall be responsible to provide Clark County with the same E-Verify enrollment documentation for each sub-contractor (\$25,000 or more) within thirty days after the sub-contractor starts work. Contractors and sub-contractors shall provide a report(s) showing status of new employees hired after the date of the MOU. The status report shall be directed to the county project manager at the end of the contract, or annually, whichever comes first. E-Verify information and enrollment is available at the Department of Homeland Security web page: www.dhs.gov/E-Verify</p> <p>How to submit the MOU in advance of the submittal date:</p> <ol style="list-style-type: none"> 1. Hand deliver to 1300 Franklin St, Suite 650, Vancouver, WA 98660, or; 2. E-mail: koni.odell@clark.wa.gov or priscilla.ricci@clark.wa.gov <p><i>Note : Sole Proprietors shall submit a letter stating exempt.</i></p>																
<p>Section IB</p>	<p>Work Requirements</p>																
<p>1. Required Services</p>	<p>Clark County is seeking a consultant team to provide professional services for survey; civil, traffic, structural, and geotechnical engineering evaluation and design; environmental permitting and documentation services; plans and specifications preparation and assistance; construction estimating; bidding support; and design support services during construction.</p> <p>The consultant’s team will work closely with designated county personnel on the Project. Subcontracting by the consultant is permitted; however, a single firm must be identified as the “prime” contractor and subcontracts must include the necessary clauses from the Clark County Contracts.</p> <p>Services include but may not be limited to:</p> <ul style="list-style-type: none"> • Visit the project sites (locations are listed in Attachment D) to review site conditions and the environmental contexts in which the project is taking place. • Evaluate existing guardrail and bridge rail for compliance with current design standards, including structural engineering evaluations for bridge rail. Provide design recommendations for replacements, adjustments, or upgrades to all identified non- 																

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	<p>compliant guardrail and bridge rail, based on current WSDOT design standards.</p> <ul style="list-style-type: none"> • Evaluate slope stability and surface drainage at one location (NE Boutelle Road) and provide design options for mitigation, should stability improvements be required in order to construct compliant guardrail at this location. • Summarize all evaluations and preliminary design recommendations in a report. Submit the report as a Draft for comment by the County, prior to submitting a Final report. The County will use the report to finalize the design scope for the consultant (See Section IB.2, County Performed Work, below). • Provide Surveying services: <ul style="list-style-type: none"> ○ Topographic, Utility, and boundary surveys ○ Coordination with Clark County, and/or utility potholing may be required. ○ Prepare Legal Descriptions for any required easements or property acquisitions. ○ Develop Right-of-way plans. • Identify potential Utility Conflicts at guardrail and bridge rail locations <ul style="list-style-type: none"> ○ If utility conflicts cannot be eliminated as part of the design, then Clark County will work with Utility owner(s) for potholing and relocation. • Environmental documentation and permitting support may be needed, depending on design near Critical Areas. Permitting tasks may include: <ul style="list-style-type: none"> ○ Critical Areas Delineation ○ SEPA Checklist ○ JARPA narrative and drawings ○ Storm Water Pollution Prevention Plan • Update Bridge Load Ratings as required, based on proposed bridge rail design(s). • Provide Plans, specifications and estimates for 50%, 90%, 99%, and Final design package submittals as appropriate. • Provide design support services during bidding and construction. • Provide inspection services during construction. • Provide Traffic Control Plans as needed.
<p>2. County Performed Work</p>	<p>The scope of the County's Ongoing Projects program includes evaluation to determine the necessity of adjustment/upgrades, and then design and construction of the adjustments/upgrades. Work previously performed by Clark County Staff on this project includes:</p> <ul style="list-style-type: none"> • Identification of guardrail/bridge rail segments that are located within the project limits of previous HMA Overlay work and have not previously been evaluated or adjusted/upgraded. • Determination of the engineering disciplines required to evaluate the need for, and provide design for, adjustments or upgrades at the identified guardrail/bridge rail segments. <p>The work to be performed by Clark County Staff as part of this project going forward includes:</p> <ul style="list-style-type: none"> • Management of the overall project including the internal and consultant teams • Assist with the development and review of specifications and other bid documents

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	<ul style="list-style-type: none"> • Coordinate public outreach and involvement • Acquire all property rights necessary for the project • Coordinate all environmental permitting submittals and correspondence with federal, state and local agencies • Coordinate construction contract document assembly and printing • Administer the bid process • Manage construction of the project and provide inspection (with assistance from the consultant) <p>In addition, the County intends to perform the design and plan production work for some of the guardrail locations. The specific County-designed locations are yet to be finalized (See Attachment D for notes on project sites) but will be accounted for during contract scoping, potentially with a contingent scope item. However, the county does not have the resources or expertise to complete the design for the bridge rail locations or the Boutelle Road location; these will be in the consultant scope of work.</p>								
<p>3. Deliverables & Schedule</p>	<table border="1"> <thead> <tr> <th data-bbox="427 911 846 961">Deliverable Item</th> <th data-bbox="846 911 1510 961">Estimated Timeline</th> </tr> </thead> <tbody> <tr> <td data-bbox="427 961 846 1010">Design and Permitting</td> <td data-bbox="846 961 1510 1010">June 2024 to August 2025*</td> </tr> <tr> <td data-bbox="427 1010 846 1058">Construction</td> <td data-bbox="846 1010 1510 1058">September 2025 to January 2026</td> </tr> <tr> <td colspan="2" data-bbox="427 1058 1510 1140">*Environmental permitting for the Boutelle Road location may require long lead time permits, and this location may be bid for construction separately.</td> </tr> </tbody> </table>	Deliverable Item	Estimated Timeline	Design and Permitting	June 2024 to August 2025*	Construction	September 2025 to January 2026	*Environmental permitting for the Boutelle Road location may require long lead time permits, and this location may be bid for construction separately.	
Deliverable Item	Estimated Timeline								
Design and Permitting	June 2024 to August 2025*								
Construction	September 2025 to January 2026								
*Environmental permitting for the Boutelle Road location may require long lead time permits, and this location may be bid for construction separately.									
<p>4. Place of Performance</p>	<p>Contract performance may take place in the County's facility, the Proposer's facility, a third-party location or any combination thereof.</p>								
<p>5. Period of Performance</p>	<p>A contract awarded as a result of this RFP will be for thirty (30) months and is intended to begin on June 10, 2024 and end December 31, 2026.</p> <p>Cost for additional option year(s) shall be reviewed prior to extension of the contract. The county also reserves the right to terminate the contract, with thirty (30) days written notice, at any time if the requirements of the contract are not being met satisfactorily, solely in the county's judgment."</p> <p>Clark County reserves the right to extend the contract resulting from this RFP for a period of two (2) additional years, in one (1) year increments, with the same terms and conditions, by service of a written notice of its intention to do so prior to the contract termination date.</p>								
<p>6. Prevailing Wage Applicable to all public work as defined in RCW 39.04.010(4) Public Works Definition</p>	<p>Pursuant to Washington State RCW 39.12 PREVAILING WAGES ON PUBLIC WORKS all work identified in this project as a public work requires the contractor to pay Washington State prevailing wages and file all affidavits of intent to pay with the WA State Dept of Labor & Industries.</p>								

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	<p>Contractors shall meet the requirements for Prevailing Wage and public works requirements, per RCW 39.04.350 BIDDER RESPONSIBILITY CRITERIA – SWORN STATEMENT – SUPPLEMENTAL CRITERIA.</p> <p>For this project select the Clark County rates that apply on the proposal closing date from either of these sites:</p> <p>http://www.wsdot.wa.gov/Design/ProjectDev/WageRates/default.htm http://www.ini.wa.gov/TradesLicensing/PrevWage/WageRates</p> <p>Before payment is made by the Local Agency of any sums due under this contract, the Local Agency must receive from the Contractor and each Subcontractor a copy of "Statement of Intent to Pay Prevailing Wages" (Form L & I Number 700-29) approved by the Washington State Department of Labor and Industries.</p> <p>A fee of \$45.00 per each "Statement of Intent to Pay Prevailing Wages" and "Affidavit of Wages Paid" is required to accompany each form submitted to this Department of Labor and Industries. The Contractor is responsible for payment of these fees and shall make all applications directly to the Department of Labor and Industries. These fees shall be incidental to all the proposed items of this contract.</p>
<p>7. Debarred/Suspended</p>	<p>Federally or Washington State debarred or suspended suppliers may not participate in this Request for Proposal.</p> <p>All proposer’s must fill out, sign and submit the “Certification Regarding Debarment, Suspension, and Other Responsibility Matters” form with their proposal to be eligible to participate.</p>
<p>8. Americans with Disabilities Act (ADA) Information</p>	<p>Clark County in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing ADA@clark.wa.gov or by calling 564-397-2322.</p>
<p>9. Public Disclosure</p>	<p>This procurement is subject to the Washington Public Records Act (the “Act”), chapter 42.56 RCW. Once in the County’s possession, all of the RFP Submittals shall be considered public records and available for public records inspection and copying, unless exempt under the Act.</p> <p>If a Respondent or Proposer considers any portion of an RFP Submittal to be protected under the law, whether in electronic or hard copy form, the Respondent or Proposer shall clearly identify each such portion with the word “PROPRIETARY”. The County will notify the Respondent or Proposer in writing of the request and allow the Respondent or Proposer ten (10) days to obtain a court order enjoining release of the record(s). If the Respondent or Proposer does not take such action within the ten (10) day period, the County will release the portions of the RFP Submittal deemed subject to disclosure. All Respondents and Proposers who provide RFP Submittals for this procurement accept the procedures described above and agree that the County shall not be responsible or liable in any way for any losses that the party may incur from the disclosure of records to a third party who requests them.</p>

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10. Insurance/Bond	<p>The firm awarded this contract will be required to have insurance in effect as specified in the contract under Section XII Legal Relations and can be viewed at:</p> <p>https://wsdot.wa.gov/sites/default/files/2021-10/LP_AEPS-NegotiatedHourlyRate.pdf</p>
11. Plan Holders List	<p>All proposers are required to be listed on the plan holders list.</p> <ul style="list-style-type: none">✓ Prior to submission of proposal, confirm your organization is on the Plan Holders List below: <p>To view the Plan Holders List, click on the link below or copy and paste into your browser. Clark County RFP site: https://clark.wa.gov/internal-services/purchasing-overview</p> <ul style="list-style-type: none">• If your organization is NOT listed, submit Attachment B - Letter of Interest to ensure your inclusion.• Proposals received by Clark County by proposers not included on the Plan Holders List may be considered non-responsive.

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Part II Proposal Preparation and Submittal

Section IIA	Pre-Submittal Meeting / Clarification
1. Pre-Submittal Meeting	<p>There are no plans to hold a pre-submittal meeting.</p> <p>A site visit has not been scheduled for this project.</p>
2. Proposal Clarification	<p>Questions and Requests for Clarification regarding this Request for Proposal must be directed in writing, via email, to the person listed on the cover page.</p> <p>The deadline for submitting such questions/clarifications is February 28, 2024 by 4:00 pm.</p> <p>An addendum will be issued no later than February 29, 2024 to all recorded holders of the RFP if a substantive clarification is in order.</p> <p>The Questions & Answers/Clarifications are available for review at the link below. Each proposer is strongly encouraged to review this document prior to submitting their proposal.</p> <p>Clark County RFP site: https://clark.wa.gov/internal-services/request-proposal-1</p>
Section IIB	Proposal Submission
1. Proposals Due	<p>Sealed proposals must be received no later than the date, time and location specified on the cover of this document.</p> <p>The outside of the envelope/package shall clearly identify:</p> <ol style="list-style-type: none"> 1. RFP Number and; 2. TITLE and; 3. Name and Address of the Proposer. <p>Responses received after submittal time will not be considered and will be returned to the Proposer - unopened.</p> <p>Proposals received with insufficient copies (as noted on the cover of this document) cannot be properly disseminated to the Review Committee and other reviewers for necessary action, therefore, may not be accepted.</p>
2. Proposal	<p>Proposals must be clear, succinct and not exceed six (6) pages, excluding resumes, E-Verify, coversheet and debarment form. Proposer's who submit more than the pages indicated may not have the additional pages of the proposal read or considered.</p> <p>For purposes of review and in the interest of the County, the County encourages the use of submittal materials (i.e. paper, dividers, binders, brochures, etc.) that contain post-consumer recycled content and are <u>readily recyclable</u>.</p> <p>The County discourages the use of materials that cannot be readily recycled such as PVC (vinyl) binders, spiral bindings, and plastic or glossy covers or dividers. Alternative bindings such as</p>

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	<p>reusable/recyclable binding posts, reusable binder clips or binder rings, and recyclable cardboard/paperboard binders are examples of preferable submittal materials.</p> <p>Proposers are encouraged to print/copy on both sides of a single sheet of paper wherever applicable; if sheets are printed on both sides, it is considered to be two pages. Color is acceptable, but content should not be lost by black-and-white printing or copying.</p> <p>All submittals will be evaluated on the completeness and quality of the content. Only those Proposers providing complete information as required will be considered for evaluation. The ability to follow these instructions demonstrates attention to detail.</p> <p>Additional support documents, such as sales brochures, should not be included with each copy unless otherwise specified.</p>
Section IIC	Proposal Content
1. Cover Sheet	<p>This form is to be used as your proposal Cover Sheet. See Cover Sheet - Attachment A</p>
2. Project Team	<p>Provide a summary describing the joint team organization, including the prime contractor and any subcontractors. The summary should contain an organizational chart showing areas of responsibilities, professional titles of pertinent positions and which team member will “Lead” in each area (e.g. survey, structural, geotechnical). If the team includes members from different firms, please include any past experience working together.</p> <p>Provide a resume for each key team member. Also include a list of all other team members who will work on the project, including their technical expertise, title, years of experience and relevant project work.</p>
3. Management Approach	<p>Describe how the team will be managed internally as well as within the overall County/ Consultant project team. Include information about QA/QC processes. How will County review comments be addressed, and the responses communicated back to the project team?</p>
4. Respondent's Capabilities	<p>Provide three (3) reference projects that demonstrate experience and competence in performing the type of work requested. Include name of project owner, contact person, and phone number.</p>
5. Project Approach and Understanding	<p>Describe the team's approach to the work to be performed, paying particular attention to designing replacement bridge rail for existing bridges, based on the Required Services described in Section 1B. Include a description of key issues and challenges anticipated to be addressed during the execution of the project.</p>
6. Proposed Cost	N/A

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7. Employment Verification	Refer to section 1A.6. – E-Verify IMPORTANT NOTE: Include this portion of the response immediately AFTER the cover page, if not already on file with Clark County. Current vendors on file can be viewed at: https://clark.wa.gov/internal-services/purchasing-overview
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Part III Proposal Evaluation & Contract Award

Section IIIA	Proposal Review and Selection												
1. Evaluation and Selection:	<p>Proposals received in response to this RFP will be evaluated by a Review Committee. Committee review results and recommendations may be presented to an appropriate advisory board prior to the consent process with the Clark County Council.</p> <p>The county plans to conduct interviews based on proposal review results and recommendations. A minimum of 3 consultant teams will be invited for interviews as part of the final selection process. The interview alone will determine the final consultant selection. Points from this proposal review are not carried over to the interview phase.</p>												
2. Evaluation Criteria Scoring	<p>Each proposal received in response to the RFP will be objectively evaluated and rated according to a specified point system.</p> <p>A one hundred (100) point system will be used, weighted against the following criteria:</p> <table border="1" data-bbox="399 806 1421 1184"> <tr> <td>Project Team (Experience/Expertise)</td> <td>25</td> </tr> <tr> <td>Management Approach</td> <td>15</td> </tr> <tr> <td>Capabilities / Reference Projects</td> <td>25</td> </tr> <tr> <td>Project Approach and Understanding</td> <td>25</td> </tr> <tr> <td>Proposal Organization / Quality</td> <td>10</td> </tr> <tr> <td style="text-align: right;">Total Points</td> <td>100</td> </tr> </table>	Project Team (Experience/Expertise)	25	Management Approach	15	Capabilities / Reference Projects	25	Project Approach and Understanding	25	Proposal Organization / Quality	10	Total Points	100
Project Team (Experience/Expertise)	25												
Management Approach	15												
Capabilities / Reference Projects	25												
Project Approach and Understanding	25												
Proposal Organization / Quality	10												
Total Points	100												
Section IIIB	Contract Award												
1. Consultant Selection	<p>The County will determine the most qualified proposer based on the evaluation criteria listed using predetermined weights, the attributes of the Proposers and the overall responsiveness of the Proposal. If the County does not reach a favorable agreement with the top Proposer, the County shall terminate negotiations and begin negotiations with the next qualified Proposer. If the County is unable to reach agreeable terms with either Proposer, they may opt to void the RFP and determine next steps.</p> <p>Clark County reserves the right to accept or reject any or all proposals received, to negotiate with any or all prospective contractors on modifications to proposals, to waive formalities, to postpone award, or to cancel in part or in its entirety this RFP. Clark County reserves the right to award the contract based on the best interests of the County.</p>												
2. Contract Development	<p>The proposal and all responses provided by the successful Proposer may become a part of the final contract. Contract execution is subject to Clark County Council approval.</p> <p>The form of the contract shall be the Washington State Department of Transportation's Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement Template.</p> <p>https://wsdot.wa.gov/sites/default/files/2021-10/LP_AEPS-NegotiatedHourlyRate.pdf</p>												

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3. Award Review	The public may view Request for Proposal documents by submitting a public records request at www.clark.wa.gov .
4. Orientation/Kick-off Meeting	Clark County intends to hold a project kick-off meeting shortly after contract execution.

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Attachment A: COVER SHEET

General Information:

Legal Name of Proposing Firm	
Street Address	
City State Zip Code	
Contact Person Title	
Phone	
Program Location (if different than above)	
Email Address	
Tax Identification Number	

ADDENDUM:

Proposer shall acknowledge receipt of Addenda by checking the appropriate box(es).

None 1 2 3 4 5 6

NOTE: Failure to do so, shall render the proposer non-responsive and therefore be rejected.

I certify that to the best of my knowledge the information contained in this proposal is accurate and complete and that I have the legal authority to commit this agency to a contractual agreement. I realize the final funding for any service is based upon funding levels, and the approval of the Clark County Council and required approvals.

Authorized Signature of Proposing Firm

Date

Printed Name

Title

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Attachment B: LETTER OF INTEREST

Legal Name of Proposing Firm	
Street Address	
City State Zip Code	
Contact Person Title	
Phone	
Program Location (if different than above)	
Email Address	

- All proposers are required to be included on the plan holders list.
- If your organization is NOT listed, submit the ‘Letter of Interest’ to ensure your inclusion.

Email Letter of Interest to: Koni.Odell@clark.wa.gov and Priscilla.Ricci@clark.wa.gov

Clark County web link: <https://clark.wa.gov/internal-services/request-proposal-1>

This document will only be used to add a proposer to the plan holders list. Submitting this document does not commit proposer to provide services to Clark County, nor is it required to be submitted with proposal.

Proposals may be considered non-responsive if the Proposer is not listed on the plan holders list.

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Attachment C



Clark County, Washington

**Certification Regarding
Debarment, Suspension and Other Responsibility Matters**

The prospective participant certifies to the best of its knowledge and belief that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

Company Name

Typed Name & Title of Authorized Representative

Signature of Authorized Representative

Date

I am unable to certify to the above statements. My explanation is attached.

Site ID	Location	Type of rail	Notes
1	NE Boutelle Road	Guardrail	Location was deferred due to concerns about slope stability and shoulder space available to install new guardrail. Existing guardrail is unpinned K-Rail and appears to be sitting at an unstable angle. Will most likely require environmental, geotechnical evaluations. Culvert 35-40 ft beneath the road.
2	NE Rock Creek Rd east of SR503	Bridge Rail	Rock Creek Bridge No. 96. Has curb with w-beam; utilities on both sides. WSDOT constructing a roundabout at 503 & Rock Creek Rd, const. summer 2024.
3	NE JA Moore Rd near 4103 NE JA Moore Rd	Bridge Rail	JA Moore/ Heitman Bridge No. 108. Has curb with w-beam; utilities on one side.
4	NE JA Moore Rd over unnamed stream	Bridge Rail	JA Moore Bridge No. 107. Has curb with w-beam; utilities on one side. Bridge needs other significant/overall upgrades, but need to proceed with bridge rail upgrade for now.
5	NE 50th Ave, at Salmon Creek bridge	Guardrail and Bridge Rail, with transitions	Guardrail on north and south (quadrants NW NE SW & SE) for Pleasant Valley Bridge No. 33 – 4 guardrail segments, with 4 possible bridge anchors. Bridge rail is concrete with metal tubing; has utilities on both sides. Potential R/W issues on the SW quadrant if railing must extend >50 ft south from south bridge deck joint.
6	NE 72nd Ave, near 18901 NE 72nd Ave, southbound side	Guardrail	1 segment of guardrail, it wraps into what appears to be private road. Marshy area. Potentially County designed.
7	NE 78th/76th St, at east side of bridge over I-205	Guardrail	3 segments of guardrail; 2 segments wrap into what appears to be private road, 2 segments transition to/anchored to concrete bridge rail.
8	NE 76th St at NE 142nd Ave	Guardrail	Appears not built to any standard, should be removed ? (County decision, potentially County design)
9	NE 217th Ave near NE 68th St	Guardrail with transitions to bridge rail.	Guardrail on north and south (quadrants NW NE SW & SE) for Lacamas Creek Bridge No. 167 (Vancamp 167) 4 guardrail segments, with 4 transitions to bridge rail. (No action needed on bridge rail; has already been upgraded)

10	NE Vernon Rd, at Washougal River Bridge	Guardrail and Bridge Rail with transitions	Guardrail on north and south (quadrants NW NE SW & SE) for Washougal River Bridge No. 196. South guardrail segments are short, if they are even considered separate from the bridge rail. Bridge deck mill & overlay in summer 2023. The bridge rail is unlikely to need improvements but we want to have evaluated.
11	NE Cramer Road, near 10805 NE 189th St	Guardrail	Potentially County designed. 2 guardrail segments: -SB at intersection with NE 189th St and NE 109th Ave -Sharply curving segment at Cramer and NE 109th Ave
12	Columbia St., near 4612 NW Columbia St.	Guardrail	At the north end of the street. More of a roadblock. Likely County designed.
13	NE Plantation Rd, southwest of NE 18th Ave	Guardrail	1 guardrail segment at the southwest curve. Potentially County designed.
14	NW Lakeshore Dr, near Woodland WA	Guardrail	1 guardrail segment on the southbound side, protecting from south end of Horseshoe Lake. Continuous with Cowlitz County road/guardrail. Potentially County designed.
15	NE 72nd Ave near NE 113th Cir	Guardrail	1 segment of guardrail on the northbound side. Potentially County designed.
16	NE 182nd Ave, about 350 feet north of NE 169th Ave	Guardrail and Bridge Rail, with transitions	4 segments of guardrail, or possibly these are just bridge rail transitions/end treatments. Morgan Creek Bridge No. 213
17	NE 182nd Ave, about 450 ft south of NE Risto Rd	Guardrail and Bridge Rail with transitions.	4 segments of guardrail, or possibly these are just bridge rail transitions/end treatments. Salmon Creek/JC Ward Bridge No. 212