

## **PORT OF PORT TOWNSEND**

### **Request for Qualifications (RFQ) for Boat Haven Stormwater System Improvement – Port Townsend Boatyard**

The Port of Port Townsend is requesting a Statement of Qualifications (SOQs) from qualified engineering firms interested in preparing the preliminary and final design for stormwater system improvements to serve the Port of Port Townsend’s Boat Haven Boatyard property (the “Boatyard”). The Boatyard is Washington State’s largest open and publicly accessible yard, and hosts businesses that employ more than 400 skilled marine trades workers. The selected firm will survey the Port’s existing stormwater collection and treatment system, identify appropriate management and operational changes, and prepare a final design for a cost-effective stormwater infrastructure system to be owned and maintained—all with an eye towards compliance with the reissued NPDES Boatyard General Stormwater Permit anticipated to be issued later this spring.

The Port received funding for a stormwater system improvement constructed of a centralized and automated chemically enhanced sand-filtration treatment or an equivalent treatment technique to serve the approximately 30-acre Port Townsend Boatyard. The original stormwater system was built in 1996 as conveyance only without treatment. Since then, there have been a number of improvements. Presently, the boatyard’s existing stormwater system employs a combination of vaults, in-traffic and perimeter sand filters, presettling tanks with Chitosan, StormwaterRx Aquip® treatment units, and experimental biochar downspout units and in-ground treatment trenches before discharging to Port Townsend Bay. Devising a reconfigured and improved stormwater system is critically necessary in order to achieve regulatory compliance and to safeguard the jobs that depend upon this infrastructure.

The engineering firm retained for this project will be expected to:

- Assess the existing stormwater system serving the Port Townsend Boatyard. As noted above, even with source controls and improved Best Management Practice (BMP) enforcement, the current system appears incapable of achieving the anticipated benchmarks established for copper and zinc that will be included in the upcoming Boatyard Stormwater General Permit.
- Prepare a combination of management and operational recommendations, as well as the preliminary design for stormwater management system modifications (or alternative modifications) suited to the Port Townsend Boatyard topography, anticipated flow volumes and contaminant loading, and system affordability. Careful analysis is needed to determine which combination of management, operational and infrastructure changes represent the most suitable, cost-effective, and environmentally beneficial suite of modifications.
- Advise the Port on lifecycle costs for the greatest cost-effectiveness for operational and maintenance of the new system.
- Prepare final design and contract documents for solicitation of competitive bids for construction.

- Other services may include bid support and construction support.

The Port of Port Townsend reserves the right to retain the selected firm at the Port's sole discretion. This Project is funded through the State's 2021-2023 Capital Budget utilizing Coronavirus State and Local Fiscal Recovery Funds (SLFRF) from the federal American Rescue Plan Act (ARPA) stimulus funds through the US Treasury.

### **Submittal of Statement of Qualifications**

Statements of Qualifications (SOQ) submitted in response to this RFQ must include the following information:

- Consultant or firm name, phone numbers, postal, and email addresses.
- Identification of project team including prime and key subconsultants (max. 2 single-sided 8.5x11 pages).
- Résumés of key personnel (max. 5 single-sided 8.5x11 pages).
- List of past projects with a brief description and reference contact information for each (max. 5 single-sided 8.5x11 pages).
- A one-page cover letter (optional).

Please submit an electronic copy of your SOQ in Adobe.pdf format to: Karen Erickson, Port Executive Assistant, at karen@portofpt.com no later than 2:00 PM on May 10, 2022. Please also submit five (5) printed copies of your SOQ post marked no later than May 10, 2022, mailed to Port of Port Townsend, c/o Karen Erickson, PO Box 1180, Port Townsend, WA, 98368, or hand-delivered to 2701 Jefferson St. in Port Townsend. Hand-delivered SOQs must be received by 4:30 PM. Submittals will not be accepted after the identified times and dates.

If there are any questions with respect to this Request for Qualifications, please contact Matt Klontz, Director of Capital Projects at matt@portofpt.com; PO Box 1180, Port Townsend, WA, 98368; or by phone at 360.685.0656 ext. 112.

### **Evaluation Criteria**

Submittals will be evaluated and ranked based on the following criteria:

- 1) Qualifications (Expertise/Capacity of Firm(s), including any subconsultants);
- 2) Key personnel, including point of contact for task orders and any sub-consultants;
- 3) Relevant project professional engineering experience, specifically contract experience with municipalities or other government entities;
- 4) Relevant experience designing stormwater facilities for boatyards to meet NPDES permit standards.

### **Americans with Disabilities Act Information**

The Port of Port Townsend in accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act 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 Karen Erickson at karen@portofpt.com or by calling (360) 385-0656.

### **Title VI Statement**

The Port of Port Townsend in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC §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 enterprises as defined in 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.

### **Limitations**

The provisions of this solicitation may be altered in any of its terms by the Port of Port Townsend. No part of this solicitation is to be considered as part of a consultant contract, nor is any provision contained herein to be binding on the Port of Port Townsend unless expressly included by reference or adoption in a subsequent written agreement executed by both the Port of Port Townsend and the consulting firm.

If there are any changes in the Request for Qualifications, or should it be determined that additional information exists which is substantively beyond the scope of the information provided herein, and that this information will be of value in preparation of a response to this Request, the changes or additional information will be posted and made available on the Port of Port Townsends website. Firms are responsible for checking for Request for Qualification updates.

*Publication dates (April 11, April 15, April 25, 2022)*