



PORT OF BREMERTON NOTICE OF REQUEST FOR QUALIFICATIONS

Port Orchard Marina Breakwater Replacement Project

NOTICE IS HEREBY GIVEN that the Port of Bremerton is seeking statements of qualifications for Architectural/Engineering professional services for design development related to the anticipated construction of the Port Orchard Marina North and East Breakwater Replacements.

BACKGROUND The Port of Bremerton (Port) is a junior taxing district in the state of Washington, organized in 1913 under provisions of the laws of the State, codified at RCW 53.04.010 et seq. It is governed by a three-person elected Board of Commissioners. The Board of Commissioners appoints the Chief Executive Officer who is responsible for the Port's day-to-day operations.

The Port owns and operates marine facilities which include two recreational marinas (Bremerton Marina and Port Orchard Marina), three boat ramps, two piers and four small public park areas. The Port is interested in receiving proposals for the design, engineering, permitting and construction management of the replacement for the Port Orchard Marina North and East breakwaters.

The existing Port Orchard Marina north and east breakwaters have protected vessels moored at the marina for more than 46 years. The existing breakwater consists of floats, guide piles, stake piles, and underwater mooring lines and was constructed in 1973 with additional elements installed in 1985. The Port Orchard Marina Breakwater project will replace 1500 linear feet of 12 feet wide public breakwater that protects the Port Orchard marina including moorage of 341 permanent saltwater slips and 100 guest saltwater slips for recreational, regional transit, commercial, and liveaboard boaters. The Port Orchard marina is located at 707 Sidney Parkway, Port Orchard, Washington, 98677.

REQUEST FOR QUALIFICATIONS (RFQ) A Request for Qualifications is the method of procurement used when elements such as experience, past performance, resources, method of approach, and other criteria are considered in addition to cost. The Port will review submitted proposals in accordance with the evaluation criteria set forth herein. After receiving proposals but prior to award of contract, the Port may engage in discussions with responsible submitters and allow or negotiate proposal revisions. Contents of proposals are not publicly disclosed until after contract award.

The Port solicits interest from consulting firms with expertise in the preparation of the Ad Ready Design (100% PS&E), Permitting, and Construction observation of improvements for the Port Orchard Marina Breakwater Replacement Project.

The Port hereby solicits interest from professional services consulting firms with expertise in architecture and engineering, marine breakwater design, and Washington State saltwater shoreline permitting. The Port reserves the right to amend terms of this Request for Qualifications (RFQ) to circulate various addenda, or to withdraw the RFQ at any time, regardless of how much time and effort consultants have spent on their responses.

PROJECT DESCRIPTION: The Work to be performed by the CONSULTANT shall consist of the 30% and 60% Conceptual Design, the 100% Ad Ready Design (Plans, Specifications & Estimate), full Construction Administration/Construction Management, and all associated Permitting needed for the future construction of the Port Orchard Marina Breakwater Replacement Project. The project includes replacement of 1500 linear feet of 12 feet wide North and East public breakwater located overwater at the Port Orchard Marina, 707 Sidney Parkway, near the intersection SR 166 (Bay Street) and Sidney Ave, Port Orchard, WA.

The Work to be performed will also include all necessary topographic surveying and mapping, geotechnical data gathering and analysis, Cultural Assessment, Biological Evaluation, mitigation analysis, structural design, utility design inclusion, and compliance with and Federal, State and Local Regulations. A pre-design report is available for this project.

RFQ REQUIREMENTS: Submittal information to include:

1. Statement of Interest- limited to one page
2. Organization chart and resumes for each team member outlined within the chart and their area of responsibility
3. Subconsultants organization chart and resumes for each subconsultant project team member and their area of responsibility
4. Team experience working with other public agencies performing design and engineering services for marine structures.
5. Team experience working on marine infrastructure projects with Washington State saltwater permit, State of Washington permit, and US Army Corps permit experience on similar scaled projects.
6. Specific experience of individuals relative to the proposed project
7. A minimum of two references with specific interest in public and private referrals

RFQ SUBMISSION REQUIREMENTS Submit proposals in a sealed envelope to: Port of Bremerton Project Manager, James Weaver, 8850 SW State Hwy 3, Bremerton, Washington, 98312 ATTN: Statement of Qualifications for Port Orchard Marina Breakwater Replacement. by 12:00 PM (noon), Wednesday, **June 17, 2020** for the project entitled "Port of Bremerton – Port Orchard Marina Breakwater Design and Permitting" Any proposal received after 12:00 PM (noon), Wednesday, **June 17, 2020**, will not be considered. Proposer shall assume full responsibility for timely delivery at location designated for receipt of proposals. Oral, telephonic, email, or other electronic delivery of proposals are invalid and will not receive consideration.

Responders to this solicitation should provide **four (4)** copies of their statement of qualifications plus and electronic PDF copy of all documents. Emphasis should be on completeness and clarity of content. RFQ responses should be prepared simply and economically, providing straight forward, concise

description of provider capabilities to satisfy the requirements of this request. No faxed, electronic, or telephone statements will be accepted.

The Port point of contact for the RFQ project is: James Weaver Director of Marine Facilities, jweaver@portofbremerton.org (primary) or 360-813-0829 (secondary).	Port point of contact for this RFQ submission is: Taylor Korizon, taylork@portofbremerton.org (primary) or 360-813-0816 (secondary).
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CONTRACT ISSUES: The successful contractor will be required to execute an A&E Professional Services contract agreement with the Port. Among other requirements, professional services contracts are subject to the following:

1. Errors and Omissions Indemnification
2. Negotiation lump sum fixed price.
3. Specific timetable leading to project completion.
4. Equal Employment Opportunity compliance
5. Non-Discrimination and Civil Rights Act compliance

Any contracts awarded under this request for qualifications are expected to be funded in part by United States Federal and Washington State agency or department funds. The proposed contract will be under and subject to Executive Order 11246 of 24 September 1965, as amended (Affirmative Action to Ensure Equal Opportunity).

SELECTION PROCESS AND TIMELINE: Professional services will be procured using the Qualifications-Based-Selection (QBS) process as outlined in RCW 39.80. QBS is a competitive procurement process in which consulting firms submit qualifications and/or a non-cost proposal to the Port based on the criteria listed. Price is not used in the selection criteria. The Port assesses the expertise of competing firms and selects the most highly qualified firm to negotiate the project scope and associated fee.

Following this RFQ process, the Port will select the two or three most highly qualified candidates for an interview. The Port will select the most highly qualified firm based on selection criteria and interview. Once selected, a Professional Services contract scope, and fair and reasonable fee will be negotiated. Notice to proceed will occur once the Port Commissioners approve authorization for a contract for services. The Port expects this notice during the Month of August 2020.

If the Port is unable to negotiate a satisfactory contract with the selected firm within thirty days, negotiations with that firm may terminate at the Port's discretion and the Port may select another firm.

SELECTION CRITEREA: The Port will award a contract to the most highly qualified consultant using the following criteria:

1. The qualifications, ability, capacity, and expertise of the proposer or team and project manager to perform the contract and/or provide the service required.
2. The character, integrity, reputation, judgment, experience, and efficiency of the proposer.
3. References to the quality of performance of previous contracts performing similar development and design services.
4. Past Performance/References The previous and existing experience as it relates to this project.
5. Familiarity with Agency (DOE, WDFW, USACE, NMF, USCG, Tribal and City) Requirements
6. Ability to meet proposed schedule.
7. The convenience and availability of service.
8. Such other information that the Port may secure which has a bearing on the decision to award the contract.
9. Satisfactory check on Department of Labor and Industries Employer Account, current UBI Account, and cleared through debarring list.

Proposals will be evaluated by a Port evaluation committee, which shall have sole power and discretion to determine the qualifications, responsibility and capabilities of the submitters in relation to the project. The selection of the successful firm will be based upon:

- Evaluation of the experience and qualifications of those firms submitting statements under this announcement.
- Personal interviews and/or telephone interviews may be held at the discretion of the Port of Bremerton.

TERMS AND CONDITIONS:

1. The Port reserves the right to reject any and all RFQ's, and to waive minor irregularities in any RFQ.
2. The Port reserves the right to request clarification of information submitted, and to request additional information from any team.
3. The Port reserves the right to award any contract to the next most qualified team if the originally awarded team and the Port do not reach an agreement within thirty days.
4. The contract resulting from acceptance of an RFQ by the Port shall be in a form supplied or approved by the Port and shall reflect the specifications in this Request. The Port reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this Request and which is not approved by the Port's attorney.
5. The Port shall not be responsible for any costs incurred by the firm in preparing, submitting or presenting its response to the Request.
6. This RFQ represents the current status of the project; details may change as the conceptual planning continues; updates can be found on the Port's website at www.portofbremerton.org.

DATES OF PUBLICATION:

Kitsap Sun: May 27, 2020

Daily Journal of Commerce: May 27, 2020

Port of Bremerton Website: May 27, 2020