

City of Kelso

South Kelso Railroad Crossing Environmental Clearance Request for Consultant Proposal

The City of Kelso is seeking proposals from a full service consultant team to provide preliminary design and obtain environmental clearance services for a grade separated vehicle crossing of the Burlington Northern Santa Fe (BNSF) Railroad in South Kelso. Important is a thorough understanding of the entitlement process that this project will need to navigate.

Kelso has received funding of \$25 million, by means of the transportation package passed in the 2015 to 2017 Biennium, to permit, design and construct a grade separated crossing of the BNSF Railroad mainline. This project will allow the City to close two substandard at grade crossings and provide safe reliable access to the underdeveloped area of South Kelso that lies west of the railroad grade. \$900,000 has been budgeted for preliminary design and environmental clearance work including City administrative expenses.

Project Description

The area of South Kelso that lies east of the Cowlitz River and west of the railroad grade is isolated and currently served by two at grade intersections; one at Mill Street and the other at Yew Street. Both crossings have poor sight distance due to grades and are controlled by automatic crossing barriers. Yew Street has horizontal geometric constraints as well.

A new unrestricted crossing would improve access to approximately 265 acres of land that is surrounded by the railroad and the river. The railroad corridor between Kelso and Martin's Bluff has received the addition of a third rail through Kelso. The need for safe crossings becomes more important as the crossing length increased with the rail bed expansion.

The overall project is to construct a grade separated roadway crossing in South Kelso in the vicinity of Hazel Street per Option 2A as described in the *City of Kelso Railroad Crossing Study – Design Options Summary Report*, dated 3/4/2013. The railroad crossing configuration proposes an overcrossing structure that spans South Pacific Avenue and the BNSF tracks and right-of-way. It also includes roadway improvements extending to South River Road. This alignment and crossing configuration was approved by City Council in 2013.

The project's initial phase of work is to secure the required environmental clearances which would allow the project to move ahead with final design, land acquisition, and construction. The consultant selected for this initial phase of work may be asked to continue work with the City through final design, land acquisition, and construction.

Although current funding is through Washington State's 2015 Connecting Washington funding package, administered by the WSDOT Rail Division, additional funding if needed may contain federal or other funding sources. Consultants should be prepared to meet all applicable federal, state, and local requirements including all NEPA/SEPA related studies.

Scope of Services

Upon selection, the consultant will be required to prepare a project-specific scope of services to be approved by the City. The project assignment is intended to include all engineering and environmental consulting services necessary to obtain NEPA/SEPA environmental clearances included but not limited to all required discipline studies, project management, public involvement support, survey, railroad and utility coordination, cost estimating, geotechnical investigation, and structural and roadway engineering design services. The

initial phase of services would also include early budget-level cost analyses to affirm the overall project budget along with associated risks and potential risk mitigation. This initial work will require an assessment of right-of-way acquisition/relocation budget costs and strategy for integration into the overall project plan. The listed services are only provided as a guide but are not intended to be a comprehensive list.

Proposal Requirements

Proposals shall be limited to 30 (thirty) 8.5"x11" pages excluding covers, letter of interest, and resumes in 11-point font minimum. 11"x17" sheets will count as two pages. Each side of a sheet of paper is considered one page.

1. Letter of Interest (one page maximum) signed by a principal of the firm with a statement of availability to complete the work (Pass/Fail)
2. Team Qualifications (35 points maximum):
 - Experience with similar projects – Share how the experience of the firm(s) and proposed team members are well-suited to complete the assignment. Include examples of the project team members working together on prior projects.
 - Key staff qualifications – Provide a summary of qualifications and experience of key professional staff on your consultant team, including subconsultants. Work experience shall be specific to the individuals' actual tasks performed on other projects (abbreviated 1-2 page resumes are permitted in the Appendix) including delivery of projects with similar NEPA/SEPA documentation needs.
 - Key staff roles and responsibilities – Describe the specific roles and responsibilities of team members including all key subconsultant team members. Provide clear descriptions of responsibility, availability, and the proportion of their time they would spend on the project assignment. Indicate primary office location of key staff including subconsultants.
 - Dedication of staff – Describe how you will maintain continuity and availability of key staff for the duration of the project assignment.
3. Project Understanding and Approach (35 points maximum):
 - Project understanding – Communicate the team's understanding of existing conditions, project elements, and goals of this project assignment.
 - Project approach – Describe the team's approach to addressing key issues and successful delivery of the project assignment including how the team will address the projects challenges and constraints.
 - Answer the question: Why the City should select this firm?
This is the opportunity to explain why the firm's unique approach and superior capabilities would lead to selection by the City. Prior work experience with the City, and history of project excellence in other areas all can be presented in this section.
4. Schedule (20 points maximum):
 - Provide a schedule for completion of the project assignment work, based upon your team's availability, and understanding of the project scope, constraints, and challenges.
 - Discuss your team's strategy to stay on schedule commitments and work within the project assignment's budget.
5. References (10 points maximum):
 - Provide references, including names and telephone numbers, of at least four previous clients with similar projects.
6. Resumes (Not Required)

- Abbreviated resumes (1-2 pages each) for key team members are permitted in an Appendix.

Proposals that fail to comply with these requirements will be rejected. Clear, concise and creative responses are highly valued. The City encourages disadvantaged, minority, veteran, and women-owned consulting firms to respond.

The following information will be provided through the City of Kelso's website (<http://www.kelso.gov/document/city-kelso-railroad-crossing-study>):

- *City of Kelso Railroad Crossing Study – Design Options Summary Report*, prepared by David Evans and Associates, dated 3/4/2013.

Submittal Requirements

Please submit one unbound and four bound copies of the proposal along with a CD or DVD with one file that contains the complete proposal by 4:00 PM on May 19, 2017. Postmarks will not be accepted. Submittals received after the deadline will not be considered.

Submit in a sealed envelope that is plainly marked with "Proposal – South Kelso Railroad Crossing Environmental Clearance," and that bears the Proposer's name and address, addressed to:

City of Kelso
South Kelso Railroad Crossing Environmental Clearance
Attention: Michael Kardas, PE
203 S. Pacific, Ste. 205
Kelso, WA 98626

Selection of a consultant and contract negotiations are expected to be completed July 2017. The City expects to select three to five firms for project interviews at the City offices. Project interviews are tentatively scheduled for June 8th and/or June 9th. All consultants submitting a proposal will be notified of the selection. Please do not contact the City or its representatives for status on the selection process.

Questions regarding the project or this Request for Proposal may be directed to Tom Walsh, PE at 971.221.5158, or tom@walsh-cg.com.