



January 17, 2023

TULALIP PUBLIC WORKS

REQUEST FOR STATEMENTS OF QUALIFICATIONS

TULALIP BAY WATER SYSTEM IMPROVEMENTS, PHASES 2 and 3A & 3B

PROJECT DESCRIPTION

The Tulalip Public Works/Tulalip Utilities (Owner) is seeking qualified applicants for engineering services for Phases 2 and 3A & 3B of the Mission Beach, 88th Street, Fryberg Estates, Hermosa Beach, and Waterworks Road Water System Improvement project. Offerors must be local engineering firms with a background and experience in water system design and engineering. All designs, technical specification packages, and reports must be sealed by a civil engineer licensed to practice in the State of Washington.

GENERAL PROJECT INFORMATION AND SCOPE

The project is in cooperation with the Indian Health Service (IHS) (US Department of Health and Human Services) which is a funding partner and technical advisor. The Tulalip Tribes (Tribes) have entered into a 638 subpart J contract with the IHS, which allows the Tribes to solicit construction support and manage the project and contracting. The IHS has retained the right to review the progress drawings and construction documents supplied by the Offeror.

All homes served by this project are part of a public water system operated by the Tulalip Utility Authority (TUA). The system is a “consecutive system” that receives finished wholesale water from the City of Everett, sourced ultimately from Spada Lake. The regulatory authority for the Tulalip Utility Public Water System is the US Environmental Protection Agency.

This is the second of two phases of water system repair and replacement of aging and deteriorating infrastructure. The first phase was completed previously.

The water system supply is adequate and there are no supply deficiencies. The existing water system consists of asbestos cement (AC) water mains as well as galvanized steel and ductile iron mains. The galvanized steel mains are undersized for their service requirements, and all water mains referenced in this solicitation have reached the end of their useful service lifespans. The Hermosa Beach area also has high pressure issues and requires pressure release valves be retrofitted on each service so the overall system pressure can be increased.

If awarded the work, the Offeror shall provide engineering services to include the front-end and pre-construction deliverables, as well as support during the bidding and construction phase when the project is advertised for construction. The Owner may elect to release multiple bid

packages or pursue awarding all work under one contract. The approach will be determined based on schedule and availability of TERO Contractors.

STATEMENTS OF QUALIFICATIONS

Statements of Qualifications (SOQs) will be evaluated based on the Offeror's experience with projects of this type in similar environments and the quality and breadth of the proposed approach to complete the work. Interested firms should submit a project approach and identify those individuals, along with their expertise, that will be assigned to the project. Examples of relevant work are encouraged and should showcase the quality, breadth, and approach used in prior projects.

SOQs, prepared according to the following detailed instructions, must be received electronically via email to the project manager, Nicole Smith, Tulalip Tribes, Roads and Transportation Senior Project Manager, at nicolesmith@tulaliptribes-nsn.gov no later than **2:00 p.m. Pacific Standard Time, Wednesday, February 8, 2023**. No hardcopy SOQs will be accepted. Faxed submittals will not be accepted. If the file size is larger than 15 MB, contact the project manager for alternative submission options. It is the responsibility of the Offeror to ensure that electronic submissions are received by the established deadline. For questions about the electronic submittal process, contact Nicole Smith, Senior Project Manager.

Nicole Smith, Tulalip Tribes, Roads and Transportation Senior Project Manager
6406 Marine Drive
Tulalip, Washington 98271
nicolesmith@tulaliptribes-nsn.gov
360-716-4697

Offerors are responsible for verifying receipt of any documents.

The Tribes assumes no obligations of any kind for expenses incurred by any Offeror to this solicitation.

Contacts:

Questions regarding this proposal can be addressed to

Nicole Smith, Roads and Transportation Senior Project Manager, 360-716-4697;
nicolesmith@tulaliptribes-nsn.gov

Mike Leslie, Utilities Manager – Tulalip Utilities, 360-529-7497;
mikeleslie@tulaliptribes-nsn.gov

SOQ FORMAT

Offerors are asked to express their interest in this project by submitting an SOQ which demonstrates their ability and capacity to provide the services described.

1. Format – Each SOQ will be limited to no more than 8 pages including the cover page. A printed side constitutes one page. Printed means any printing of any kind except for the phrase “this page intentionally left blank.” Pages must be on 8.5-inch x 11-inch paper. Margins will be at least 1-inch top, bottom, left and right. Body type shall be 11-point font.

2. Cover Letter – A cover letter, which does not count as part of the page limit, should establish the firm’s interest in this project and may not exceed one page. The letter must be signed by an individual capable of committing the resources of the firm. Cover letter should include address of Offeror as well as contact information for the main point of contact.

SOQ CONTENT

Proposed Understanding and Approach to Meeting Project Objectives

- Describe how your firm will meet project objectives. Include a discussion of your approach, using elements listed in the “Scope of Services” as guidance.

Identify objectives/tasks that, in your opinion, are key to the success of the project; this may include items not already identified in this Statements of Qualifications. References for protocols and methods are encouraged. Include a proposed work schedule including the timing of various key tasks.

Qualifications

- Provide a description of your firm’s experiences in performing similar designs, addressing the elements listed under “Scope of Services” below.
- Identify and describe the relevant experience and qualifications of the pertinent individuals who would serve as key team members for this project.
- Identify other staff members and/or subcontractors that will contribute to the project and their relevant experience.

Quality Control

- Describe the standards and methods used by the firm to ensure useful quality designs of this nature to the client.

References

- Provide descriptions and references for five comparable projects that your firm has previously performed. Include contact name, address, email, and telephone number for each.

SELECTION PROCESS

An evaluation panel designated by the Tribes, in consultation with the IHS Engineer, will review all SOQs.

The evaluation panel may choose a short list of qualified consultants who will be invited to make a presentation to the evaluation panel. Presentations, if needed, will be arranged in mid-February 2023. Based on the SOQs and/or interviews/presentations, the selection panel will choose the Offeror, which, in its opinion, best meets the requirements set forth in this SOQ. The Offeror chosen will be requested to generate a contract proposal including:

- Contractual terms required by the Tribes.
- A detailed description of the proposed tasks based on the scope of services.
- An estimated cost schedule of line items consisting of tasks and deliverables (costs may be a mix of lump sum, unit cost, or hourly). The cost schedule shall be conservative and list the estimated maximum number of units or hours required to complete the work. These line item quantities and costs shall not be exceeded without a written change order signed by the Tribes.

The Tribes reserves the right to negotiate or refuse any proposed contract and to seek proposals from others if a contract proposal the Tribes concurs with cannot be reached.

INTENDED SELECTION SCHEDULE

SOQs due	February 8, 2023
Interviews (if needed)	Mid-February 2023
Negotiations with Finalist	Late February 2023
Final Review of Contract	March 2023
Finalize Contract	March 2023

BACKGROUND INFORMATION

Several zones within the Tulalip Utility Authority water district contain aging and dilapidated infrastructure within the water distribution system. Large segments of aging and failing AC water pipe and galvanized steel pipe require replacement. According to accounts from the TUA, the mains have suffered numerous breaks, including one as recent as the spring of 2019. Water outages and backflow contamination conditions are occasional occurrences. According to TUA, AC and galvanized pipes in the Tulalip Water District require repair as often as three to four times per year.

There are 12 primary areas of concern, 11 of which are on the west end of the utility district near Tulalip Bay, and one on the east side along 88th Street near Quil Ceda Village. There are

874 equivalent residential units (ERUs) served by the pipelines near Tulalip Bay, with 26 additional new homes to be constructed in the fall of 2023. The areas around Mission Beach Road and Hermosa Beach all contain significant stretches of aging and failing AC water pipe. Within the Hermosa Beach neighborhoods, there are several stretches of small diameter (2-inch) galvanized steel pipe, estimated to be at least 50 years old. Pipe failures are common in this area, and the TUA operators report that the pipe is extremely frail and degraded. On the east side near Quil Ceda Village on 88th Street, there is a segment of aged 2-inch water main that may consist of both polyvinyl chloride (PVC) and galvanized steel. Two homes east of the end of the water line on 88th Street are currently being served by the Quil Ceda Village utility district, through an agreement with the TUA. These two homes and two additional future homes are to be placed on the TUA water system with the replacement of the 2-inch pipeline along 88th Street. The current water pipes serving all of these homes are at high risk for additional failures, and many zones contain pipelines that do not meet current design standards for a residential water main.

The Waterworks Road pipeline alignment passes through three narrow wetland features: midway along Waterworks Road and close together, two riverine habitats; and to the north, near the looped road, one freshwater forested/shrub wetland habitat. They cross Waterworks Road from west to east in a perpendicular manner. These wetland features will require the Offeror to perform assessment, planning, and possibly permit applications for the proposed work to be completed.

This project is to be completed in two phases. The first phase has already been completed; the second phase encompasses Hermosa Beach Road, 88th Street, Mission Beach Road, and 78th Place Northwest, Hermosa Beach and Fryberg Estates, and Waterworks Road. Due to the condition of the existing system, the Owner may elect to bid the service line upgrades prior to the main line installation. The Owner may also elect to release multiple contracts to encourage TERO participation.

LOCATIONS AND PROPOSED SCOPE OF PHASES 2 AND 3A & 3B

The project locations in the figures below are the locations for the Work:



Figure 1a. Mission Beach Road and Mission Beach Lane, approximately 1,175 linear feet of 6-inch ductile iron or PVC.

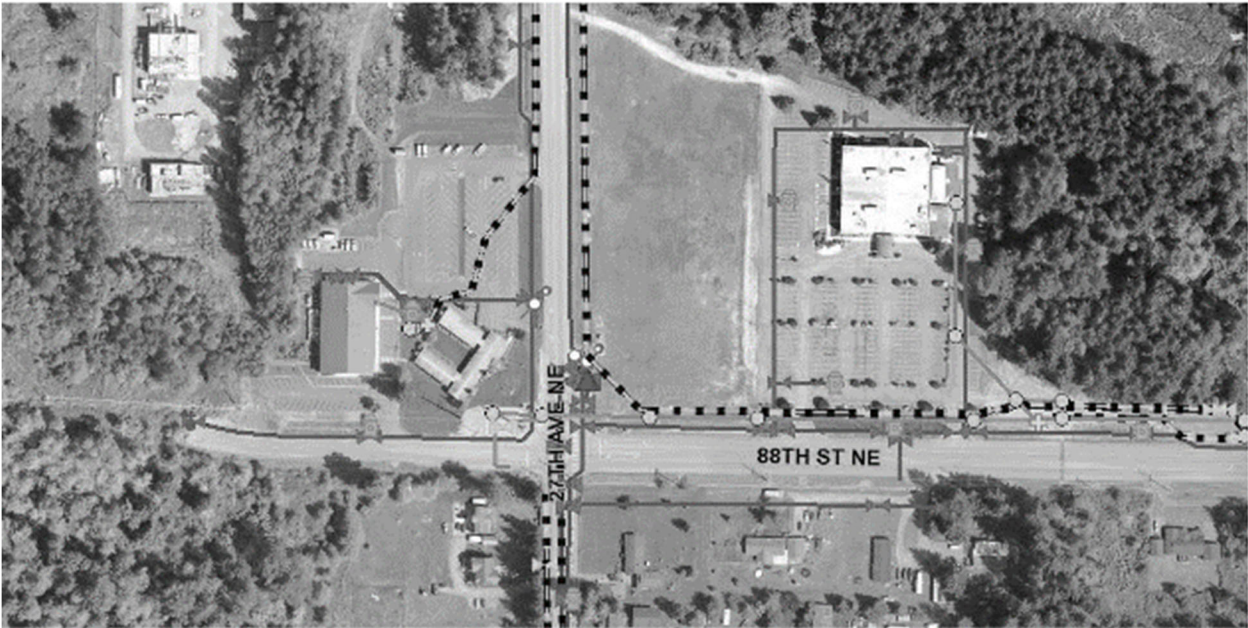


Figure 1b. 88th Street, approximately 1,280 linear feet of new 6-inch PVC.



Figure 1c. Hermosa Beach Road, approximately 1,200 linear feet of 6-inch PVC and 78th Place NW 1,250 linear feet of 6-inch PVC.



Figure 2. Water mains in Hermosa Beach and Fryberg Estates, lined in blue. Water mains outlined in blue with grey centers are AC. Water mains boxed in red have already been replaced with PVC. Approximately 10,000 linear feet of 6-inch PVC.

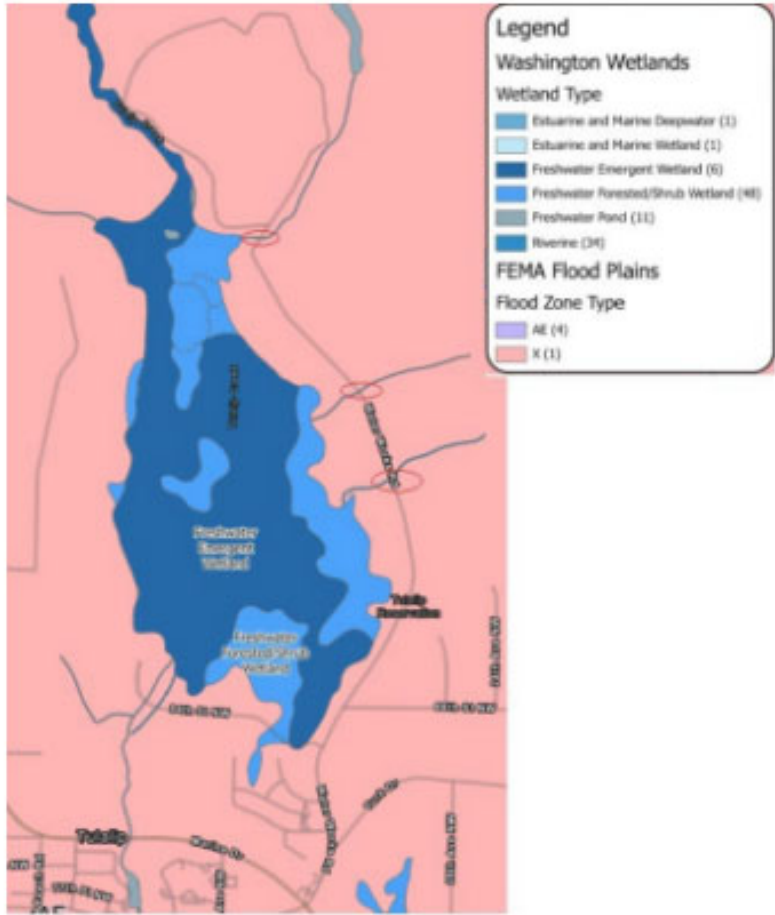


Figure 3. Water mains along Waterworks Road with red ellipses circling three wetlands features that cross the road and pipeline alignment (North is up page).

SCOPE OF SERVICES

The Offeror's scope of services is as follows:

Provide site surveying, environmental/archaeological surveying and reporting, soil borings and geotechnical engineering, civil engineering drawings, technical specifications, technical and contractual support during subsequent construction of the proposed facilities, including bid documents, review of submittals, and change orders, for *Tulalip Utility Authority 1 Mission Beach, 88th Street, Hermosa Beach, and Waterworks Road Water System improvements Project (Phases 2 and 3A & 3B)*.

The project involves replacement of dilapidated and undersized water mains in the following locations of the Tulalip reservation near Tulalip Bay and Hermosa Beach area of the Tulalip Reservation in Snohomish County, Washington State. The overarching effort shall be broken into two phases; this proposal relates only to Phases 2 and 3A & 3B. The other phase was completed previously.

All Project plans, design, and necessary appurtenances should, at a minimum, adhere to Standard Specifications for Road, Bridge, and Municipal Construction, as published by the Washington State Department of Transportation/American Public Works Association (WSDOT/APWA), latest edition, the Washington State Department of Health (WADOH) Water System Design Manual, latest edition, the Washington State Department of Ecology (WADOE), and the Standards of the American Water Works Association (AWWA).

The Offeror is expected to provide seven deliverables, in addition to general engineering support services during the bidding and construction process, such as responses to Requests for Information (RFIs), submittal review, and pre-bid/pre-construction conference attendance, as may be necessary. While conceptual waterline sizes have been provided in the Project summaries, the Engineer of Record shall be the responsible party for determining the appropriate diameter of the watermains.

Deliverables

Task	Due Within
1. Archaeological/Environmental Surveys and Reports*	8 weeks after the Notice to Proceed (NTP) effective date
2. Geotechnical Report*	9 weeks after the NTP effective date
3. Topographical and Legal Survey*	9 weeks after the NTP effective date
4. 60% Drawing and Technical Specification Package*	12 weeks after the NTP Owner/Government review period of 1 week after receipt
5. 90% Drawing and Technical Specification Package*	15 weeks after the NTP Owner/Government review period of 1 week after receipt
6. Engineer's Estimate of Probable Cost	15 weeks after the NTP
7. Construction documents*	18 weeks after the NTP effective date
8. Pre-Bid Conference	To be determined (TBD)
9. Submittal Review and Consultation	TBD
10. RFI Responses	TBD
11. Pre-Construction Conference	TBD

Task	Due Within
12. Site Inspections	TBD
13. Final Inspection	TBD
14. Record Drawings	4 weeks after the Contractor provides redlines

***Those tasks that are deliverable prior to the solicitation of Construction (pre-solicitation deliverables)**

The Offeror shall clearly state any likely or proposed deviations from the above deliverable schedule in their proposal. Deviations not acceptable to the Owner may result in rejection of the proposal.

Task 1 – Archaeological/Environmental Surveys and Reports

Consult with the Washington State Historical Preservation Officer and the Tulalip Tribal Cultural Resource Officer in order to complete an environmental review to satisfy the requirements of the National Environmental Protection Act as it relates to the proposed work and potential impacts on items of historical significance.

Deliverables:

- i) An archaeological assessment report that encompasses the following (including but not limited to): archaeological survey report and construction restriction and monitoring requirements.
- ii) An environmental report assessing environmental impacts of the project on wetland and water resources incorporating information necessary for permit applications and draft permit applications as necessary for the Owner’s review. Recommended Best Management Practices (BMPs) will be included for incorporation into Storm Water Pollution Prevention Plans (SWPPPs).

Task 2 – Geotechnical Report

Provide a report describing the soil profile along the proposed pipeline alignments. The report shall provide recommendations for backfilling and compaction for the proposed pipeline replacement work.

Deliverable: Geotechnical Report

Task 3 – Topographical and Legal Survey

Provide topographical survey of proposed alignments. Survey shall include line work clearly showing legal boundaries for Rights-of-Way (ROWs), easements, property, existing below- and above-ground utilities, soil boring locations with summary results, and other pertinent data necessary for the production of an engineering plan set to be included in the contract bid package. Make data available electronically for export into computer-aided (CAD) design software program, AutoCAD Civil 3D, as a .dwg file type.

Deliverables: Topographic map of sewer main alignment with plan and profile views including existing utilities, ROWs and easements. Sewer main alignment construction drawings. Electronic CAD files of survey data.

Task 4 – 60% Drawing and Technical Specification Package

Provide professional engineering services to provide 60% water main plan and profile drawings of each of the water main alignments. Mark soil boring location on the plan sheets. Provide detailed drawings of each element of the design and construction specifications of specialized materials or design elements.

Deliverable: 60% plan and profile drawings for the proposed water main replacement for review.

Task 5 – 90% Drawing and Technical Specification Package

Provide professional engineering services to provide 90% water main plan and profile drawings of each of the water main alignments. Mark soil boring location on the plan sheets. Provide detailed drawings of each element of the design and construction specifications of specialized materials or design elements.

Deliverables: 90% plan and profile drawings for the proposed water main replacement.

Task 6 – Engineer’s Estimate of Probable Cost

The Engineer of Record shall provide an estimate of probable construction cost for the Owner to budget the Project.

Deliverables: Engineer’s Estimate of Probable Construction Cost.

Task 7 – Construction Documents

Provide professional engineering services to supply sealed construction drawings and specifications for the water main plan and profile drawings of each of the water main alignments.

Deliverable: Sealed Plan Set.

Bidding and Construction Support

Once the project is solicited for construction, the Offeror shall provide support in the form of submittal review, responses to RFIs, review of submittals, attendance to pre-bid and preconstruction conferences, site inspections, and final inspection walkthrough.

Task 8 – Pre-Bid Conference

The Engineer of Record shall attend a pre-bid conference after the construction project is solicited and before bids are awarded to a construction contractor and provide answers to contractor queries, as necessary.

Deliverables: Pre-bid conference meeting minutes. Addendum or amendments to contract package, if needed.

Task 9 – Submittal Review and Consultation

Review construction submittals from the construction contractor and determine their compliance with the plans, specifications, and contract terms. Provide consultation to the project manager regarding the submittal requirements, as necessary.

Deliverable: Written responses to all contractor submittals.

Task 10 – RFI Responses

Deliverable: Respond to all RFIs from the prime construction contractor during the construction contract period.

Task 11 – Pre-Construction Conference

Attend a pre-construction conference and site walkthrough. Provide answers to contractor queries as necessary.

Deliverable: N/A

Task 12 – Site Inspections

The Engineer of Record shall attend at least two site inspections to ensure adherence to the design specifications.

Deliverables: Site visit reports.

Task 13 – Final Inspection

The Engineer of Record shall attend the final walkthrough with the Contractor, Owner, Funding Agency, and Project Manager. Generate a punch list of items requiring completion as necessary.

Deliverable: Final inspection report.

Post-Construction Deliverables

Task 14 – Record Drawings

Provide a set of sealed record drawings denoting the locations, size, and materials of installed facilities after construction is completed by third-party construction contractor hired by the Tribes.

Deliverable: Record Drawings.