

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON**

IN THE MATTER OF:

RESOLUTION NO. 25-366

ISSUE A REQUEST FOR QUALIFICATIONS (RFQ)
TO PROVIDE 2026 ANNUAL HYDROLOGIC,
HYDRAULIC, AND GEOMORPHIC SERVICES FOR
PUBLIC WORKS PROJECTS

WHEREAS, Lewis County Public Works anticipates needing annual hydrologic, hydraulic, and geomorphic services for various projects, including Rural Arterial Program (RAP) funded projects, Federal Emergency Management Agency (FEMA) funded projects, US Department of Housing and Urban Development (HUD) funded projects, and Lewis County Transportation Improvement Program (TIP) projects; and

WHEREAS, Lewis County Public Works does not have the required resources to complete the hydrologic, hydraulic, and geomorphic services for these projects within the scheduled time; and

WHEREAS, publication to solicit for professional services is needed to contract with a professional hydrologic, hydraulic, and geomorphic services consultant; and

WHEREAS, Lewis County Public Works is soliciting statements of qualifications from consulting firms with expertise in hydrologic, hydraulic, and geomorphic services; and

WHEREAS, statements of qualifications (SOQs) are due electronically through OpenGov (<https://procurement.opengov.com/portal/lewiscountywa>) by 2 p.m. Feb. 6, 2026.

NOW THEREFORE BE IT RESOLVED that Lewis County Public Works is instructed to prepare an RFQ, evaluate responses, select a consultant, and negotiate a contract; and the Clerk of the Board of County Commissioners is instructed to proceed with all appropriate and necessary notifications, posting and publication as required by RCW 65.16.

DONE IN OPEN SESSION this 16th day of December, 2025.

APPROVED AS TO FORM:
Jonathan Meyer, Prosecuting Attorney

BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON

David Bailey
By: David Bailey,
Chief Civil Deputy Prosecuting Attorney

Scott J. Brummer
Scott J. Brummer, Chair

ATTEST:



Lindsey R. Pollock, DVM
Lindsey R. Pollock, DVM, Vice Chair

Rieva Lester, CMC
Rieva Lester, CMC,
Clerk of the Lewis County Board of
County Commissioners

Sean D. Swope
Sean D. Swope, Commissioner

LEWIS COUNTY NOTICE TO CONSULTANTS FOR:

Request for Qualifications (RFQ) 2026 Hydrologic, Hydraulic, and Geomorphic Services

Lewis County Department of Public Works (County) is soliciting Statements of Qualification (SOQs) from qualified consultant firms who wish to be evaluated and considered to provide Countywide Annual Hydrologic, Hydraulic, and Geomorphic Services. The consultant will provide professional services as County projects are scheduled or as circumstances emerge that require expertise in professional hydrologic, hydraulic, and geomorphic services.

This will include but is not limited to upcoming Rural Arterial Program (RAP) funded projects, Federal Emergency Management Agency (FEMA) funded projects, U.S. Department of Housing and Urban Development (HUD) funded projects, and Lewis County Transportation Improvement Program (TIP) projects. The agreement(s) will be for two (2) years in duration with an option to extend for an additional year by mutual agreement. The agreement amount is not anticipated to exceed \$350,000. If necessary, the agreement may be supplemented for additional time and/or compensation by mutual agreement. The selected CONSULTANT will be expected to enter into a Local Agency A&E Professional Services (Cost Plus Fixed Fee) Consultant Agreement.

Lewis County reserves the right to amend the 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 County has no scheduled projects requiring hydrologic, hydraulic, and geomorphic services, although we often have emergent projects as flooding occurs.

In addition to potential emergency projects, FEMA projects, RCO projects, and possible HUD projects, projects listed in our current Transportation Improvement Program (TIP) that may require hydrologic, hydraulic, and geomorphic services will be included in this request. The current Lewis County TIP is available for review at <https://lewiscountywa.gov/departments/public-works/transportation-improvement/>.

The successful consultant will provide the services listed under the General Scope of Services, and as determined appropriate by the County, on upcoming projects. All projects will include cooperative project development and management with the County.

Scope of Work

The selected consultant is to provide Annual Hydrologic, Hydraulic, and Geomorphic Services on public works projects. This may include but is not limited to providing hydrologic analysis, hydraulic analysis, geomorphic analysis, environmental permit assistance, and/or similar work.

General Scope of Services:

- A) Hydrologic Analysis –
 - perform floodplain studies and hydrologic analysis,
 - evaluate and design structures for stormwater retention, detention and/or treatment,

- provide analysis of drainage basins using various techniques and computer models to calculate streamflow,
 - delineate subbasin boundaries, develop hydrologic models, and run models to simulate existing condition flows for appropriate sizing of water crossing structures.
- B) Hydraulic Analysis –
- perform hydraulic analysis of bridges, including hydraulic conveyance floodplain impacts, foundation scour analysis, sediment transport analysis using one and two dimensional modeling -- depending on the application.
 - evaluate existing and proposed bridges and culverts,
 - design bank/scour protection, and river retraining structures,
 - evaluate channel improvement effects/impacts of scour/bank protection and river training structures,
 - perform zero rise analysis for proposed projects.
- C) Geomorphic Analysis –
- perform stream investigation and analysis using principles of fluvial geomorphology,
 - perform sediment transport analysis.
- D) Environmental Permit Assistance–
- conduct field inspections to examine the characteristics of creeks, culverts, and surrounding floodplain with respect to hydraulic, erosion, and scour processes,
 - identify reference reaches for water crossing structures and characterize sediment size, estimate channel/floodplain roughness, document lateral and longitudinal erosion, and other relevant information to aid in the assessment and design of water crossing structures,
 - provide conceptual design inputs for water crossing structures, including stream alignment, typical sections, bank full widths, profiles, streambed substrate, bank/channel stabilization elements, and other pertinent information to meet Lewis County, USACE, and WDFW design criteria,
 - prepare plans, reports and maps to assist Lewis County with environmental permit applications, engineering report requirements for maintenance and/or grant funded culvert projects, and pre-project meetings with various regulatory agencies.

Submittal

CONSULTANTS desiring consideration shall electronically submit a complete SOQ packet for Hydrologic, Hydraulic, and Geomorphic Services in OpenGov <https://procurement.opengov.com/signup>. SOQ are limited to ten (10) pages, single sided. Material submitted in excess of this limit (cover page, additional maps, additional resumes', etc.) will not be forwarded to Lewis County's selection committee for evaluation. SOQs must be submitted electronically (in OpenGov) **no later than 2:00 PM February 6, 2026**.

Additional information regarding OpenGov Procurement is available at www.lewiscountywa.gov.

The following schedule has been established for the submission and evaluation of the SOQs and selection of the Consultant. These are tentative dates only and the County reserves the right to adjust these dates at its sole discretion:

- First advertisement for RFQ: January 8, 2026
- Second advertisement for RFQ: January 15, 2026
- SOQs due: February 6, 2026 (2:00 PM Local Time)

- Short list for interviews: February 17, 2026
- Interviews (Zoom or Teams): February 20, 2026

Submittals will be evaluated and ranked equal weight for the following criteria: 1) Qualification of key personnel; 2) Relevant experience; 3) Availability and response time; 4) Costs associated with Services; and 4) Overall proposal alignment with needs of County. Availability and response time should include response times after contact as well as typical turnaround times for document preparation and revisions.

- **Qualifications:** Demonstrate competence and qualifications related to services performed including:
 - Successful experience delivering technical reports and recommendations for an array of the services as they relate to bridges, culverts, roads, trails, and other public works projects.
 - The consultant must demonstrate the ability to manage projects and coordinate with other design team members, and Lewis County staff, to ensure the projects as a whole are delivered on time and within budget, with potential risks and opportunities identified.
 - The consultant must demonstrate the ability to respond to unexpected requests (emergencies) for services with minimal notice and delay.
 - The consultant must demonstrate the ability to work collaboratively in a regulatory environment with other agencies, interest groups, and permit applicants.
- **Experience:** List previous work experience that describes and demonstrates that the firm and team members have recent experience in performing hydrologic, hydraulic, and geomorphic services around bridges, culverts, roads, trails, and other public works projects. At a minimum, the following information should be included:
 - Provide an organizational chart of the proposed consulting team and a short resume of all key personnel listed on the chart, including their availability and involvement with the work.
 - Reference: The consulting firm's demonstrated expertise in performing hydrologic, hydraulic, and geomorphic services, the dates in which the work was completed, and the project contact information
 - Any particular aspect of the consulting firm's organization, by way of background, experience, unique qualifications, or other basis, that sets it apart from the competition in its ability to accomplish the identified services.

Lewis County is an equal opportunity and affirmative action employer. Disadvantaged, minority, and women-owned firms are encouraged to submit SOQs.

For more information about the project and submittal requirements contact Ann Weckback at 360-740-1440 or Ann.Weckback@lewiscountywa.gov.

Americans with Disabilities Act (ADA) Information

Lewis 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 Zelma Hammer at Zelma.hammer@lewiscountywa.gov or by calling 360-740-1123.

Title VI Statement

Lewis 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 in 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.

Dates of publication:

Lewis County's Newspaper of Record "The Chronicle" January 8, and January 15, 2026

Seattle Journal of Commerce January 8, 2025

Office of Minority and Women's Business Enterprises <https://omwbe.wa.gov>

Lewis County's website <https://lewiscountywa.gov>

BOCC AGENDA ITEM SUMMARY

Resolution: **BOCC Meeting Date:** Dec. 16, 2025

BOCC Meeting Date: Dec. 16, 2025

Suggested Wording for Agenda Item: **Agenda Type:** Legal Notice

Agenda Type: Legal Notice

Issue a Request for Qualifications (RFQ) to provide 2026 Annual Hydrologic, Hydraulic, and Geomorphic Services for public works projects

Contact: Ann Weckback **Phone:** 360-740-1440

Phone: 360-740-1440

Department: PW - Public Works

Description:

A Request for Qualifications (RFQ) is to be issued to retain a professional consultant for annual hydrologic, hydraulic, and geomorphic services for projects including Rural Arterial Program (RAP) funded projects, Federal Emergency Management Agency (FEMA) funded projects, US Department of Housing and Urban Development (HUD) funded projects, and Lewis County Transportation Improvement Program (TIP) projects. The agreement(s) will be for two (2) years in duration with an option to extend for an additional year by mutual agreement. The statement of qualifications must be submitted electronically in OpenGov no later than 2:00 p.m. local time, February 6, 2026.

Approvals: _____ **Publication Requirements:** _____

User	Status	Publications:
		The Chronicle; January 8, 2026, and January 15, 2026, The Daily Journal of Commerce (Seattle); January 8, 2026, OMWBE; January 8, 2026,

Publication Requirements:

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The Chronicle; January 8, 2026, and January 15, 2026,

The Daily Journal of Commerce (Seattle); January 8, 2026.

OMWBE; January 8, 2026,

Additional Copies: _____ **Cover Letter To:** _____

Ann Weckback, Wes Anderson, Robin Saline,
Geoff Soderquist, PW

Cover Letter To: