

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

IN THE MATTER OF:

RESOLUTION NO. 21-022

ISSUING A REQUEST FOR PROPOSALS (RFP) TO PROVIDE ANNUAL WETLAND AND STREAM SERVICES FOR PROJECTS INCLUDING FEDERAL HIGHWAY ADMINISTRATION (FHWA) FUNDED PROJECTS, FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FUNDED PROJECTS, AND LEWIS COUNTY TRANSPORTATION IMPROVEMENT PROGRAM (TIP) PROJECTS

WHEREAS, Lewis County Public Works anticipates needing annual wetland and stream services for various projects, including Federal Highway Administration (FHWA) funded projects, Federal Emergency Management Agency (FEMA) 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 wetland and stream services for these projects within the scheduled time; and

WHEREAS, Lewis County Public Works is soliciting proposals from consulting firms with expertise in wetland and stream services; and

WHEREAS, publication to solicit for professional services is needed to contract with a professional wetland and stream services consultant.

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

DONE IN OPEN SESSION this 25th day of January, 2021.

APPROVED AS TO FORM:
Jonathan Meyer, Prosecuting Attorney

BOARD OF COUNTY COMMISSIONERS
LEWIS COUNTY, WASHINGTON

Amber Smith
By: Amber Smith,
Deputy Prosecuting Attorney

Gary Stamper
Gary Stamper, Chair

ATTEST:



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

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

Sean D. Swope
Sean D. Swope, Commissioner

LEWIS COUNTY NOTICE TO CONSULTANTS FOR:

Request for Proposal (RFP) Annual Wetland and Stream Services

Lewis County Department of Public Works solicits interest from consultants who wish to be evaluated and considered to provide Countywide Annual Wetland and Stream Services. This will include but is not limited to upcoming Federal Highway Administration (FHWA) funded projects, Federal Emergency Management Agency (FEMA) funded projects, and Lewis County Transportation Improvement Program (TIP) projects. The agreement(s) will be for one (1) year in duration with an option to extend for an additional year. The agreement amount is not to exceed \$100,000. If necessary, the Agreement may be supplemented for additional time and/or money, by mutual agreement.

Project Description

Lewis County Public Works has four upcoming projects which will receive funds from FHWA. These projects (2021 County Safety Program – Phase II, Countywide Bridge/Road Bank Protection, Harrison Avenue Improvements, and Centralia Alpha Road Improvements) may require cultural resources surveys.

The 2021 County Safety Program – Phase II will include slope flattening, shoulder widening and installation and replacement of guardrail. Proposed work will occur along various County roadways where safety improvement are needed. These areas have not yet been determined.

Countywide Bridge/Road Bank Protection is anticipated to include various scour mitigation projects as well as a potential bridge replacement at Davison Rd MP 0.01. Areas of scour repair have not yet been determined.

The Harrison Avenue Improvements will include widening the roadway to accommodate future development. Proposed work will include roadway widening, installation of sidewalks, intersection improvements, and the installation and upgrade of signage and other traffic control devices as well as safety and drainage improvements. Work will occur along Harrison Avenue from MP 0.548 to 2.544; legal description Township 15 North, Range 2 West, Section 31 and Township 15 North, Range 3 West, Sections 25 and 36, Willamette Meridian (Figures 6 and 7).

The Centralia Alpha Road Improvements Project will include slope stabilization, improvements to the horizontal/vertical alignment, intersection improvements, roadway widening, resurfacing with hot mix asphalt, installation of guardrail, replacement of a fish barrier with a fish passable structure, stormwater improvements, and installation/upgrade of traffic control devices. This project is located from MP 10.6 to 11.85 on Centralia Alpha Road; legal description Township 13 North, Range 1 West, Sections 11 and 12, Willamette Meridian (Figure 8).

In addition to the known upcoming FHWA projects listed above additional FEMA projects as well as capital improvements or maintenance projects that may require wetland and stream 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 Lewis County, on unknown upcoming projects. All projects will include cooperative project development and management with Lewis County.

Scope of Work

The selected consultant is to provide Annual Wetland and Stream Services on public works projects. This may include but is not limited to providing wetland/stream reconnaissance, delineations, mitigation plans, and/or similar work.

Scope of Services for upcoming FHWA Projects:

The 2021 County Safety Program – Phase II, Countywide Bridge/Road Bank Protection, and Harrison Avenue Improvements Project are anticipated to require Wetland and Other Waters Delineations within the limits of the Study Areas which have not yet been determined.

The Centralia Alpha Road Improvements Project may require an amendment to the existing Centralia Alpha Road Improvements (MP 10.6 – 11.09) Wetland Delineation Report and Functional Assessment and/or permitting assistance. It is anticipated that the wetland amendment would include 1) updated buffer widths as the County Code was updated July 1, 2018; and 2) delineation of any additional areas should ongoing geotechnical analysis determined that the project area/study area need to be expanded. The County may request the consultant prepare JARPA drawings for permitting or provide assistance in answering any questions or collecting any data that may be requested by agencies reviewers.

General Scope of Services:

- A) Existing Conditions Reconnaissance - conduct reconnaissance-level investigation for the approximate location and potential extent of wetlands, streams, and fish and wildlife habitats. Investigation shall consist of an office review of existing documentation followed by a site investigation. Site investigations shall be in accordance with methodology specific to each critical area (wetlands, streams, and fish and wildlife habitats).
- B) Wetland and Other Waters Delineations - delineate wetlands and jurisdictional drainages with the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Western Mountains, Valleys, and Coast Region* (2010), the *2018 Western Mountains, Valleys, and Coast Regional Plant List*, *Field Indicators of Hydric Soils in the United States* (2018), the *Munsell Soil Color Book* (2017), U.S. Army Corps of Engineers (USACE) Regulatory Guidance Letter 05-05 (2008), and the Washington State Department of Ecology's (DOE) *Determining the Ordinary High Water Mark for Shoreline Management Act Compliance in Washington State* (2016), or the most current guidance; rate wetlands using the *Washington State Wetland Rating System for Western Washington* (2014 Update), or the most current guidance; assess who will regulate delineated wetlands and waters; and determine appropriate buffers of each wetland and jurisdictional drainage as per applicable sections of the Lewis County Code pursuant to Chapter 17.38 and/or appropriate City Code.

The boundaries of wetlands and OHW of jurisdictional drainages shall be flagged in the field, along with data plots, for survey and verification. A map shall be prepared depicting the delineated wetlands and jurisdictional drainages, along with data plots, on an aerial photo base map for use by the Environmental Planner and County Surveyors.

In the event that there are properties within the Wetland and Other Waters Study Area where right-of-entry has been denied approximate boundaries of potential wetlands and jurisdictional drainages shall be depicted on the aforementioned map along with estimated wetland ratings or stream types to determine appropriate buffer widths.

- C) Wetland and Stream Mitigation - design wetland and/or stream mitigation plans as per applicable sections of the Lewis County Code, appropriate City Codes, and the DOE guidance document *Selecting Wetland Mitigation Sites Using a Watershed Approach* (2009).
- D) Bank Use Plans – prepare a bank use plan for mitigation utilizing credits from a wetland mitigation bank as per the DOE *Bank Use Plan – Using Credits from Wetland Mitigation Banks: Guidance to Applicants on Submittal Contents for Bank Use Plans* (revised June 2020).

SUBMITTAL

Interested consultants shall provide a statement of qualifications, experience and extent of involvement for the assigned personnel on similar projects. The proposal shall include the project name, description and contact information for each project. The proposal shall be limited to ten (10) pages/sheets, double sided if needed.

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; and 4) Costs associated with Services. Cost breakdown should include hourly rates per Classification along with fixed fee and overhead (information required for Exhibit E-1 of the WSDOT Standard Consultant Agreement). Lewis County may request an interview from a short list to make the final selection.

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

Firms desiring consideration shall submit four copies of a complete proposal packet to Tim Fife, County Engineer at Lewis County Public Works, 2025 NE Kresky Avenue, Chehalis, WA 98532, by 1:00 PM February 8, 2021. Due to current COVID-19 health and safety measures proposals may be submitted in .pdf form instead of hard copies. If submitting RFPs through e-mail please send to Tim Fife at Tim.Fife@lewiscountywa.gov and cc Ann.Weckback@lewiscountywa.gov.

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

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 200D-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 insure that any contract entered into pursuant to this advertisement, disadvantaged enterprises as defined at 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.

Published: The Chronicle and Daily Journal of Commerce January 26 and February 2, 2021

BOCC AGENDA ITEM SUMMARY

Resolution:

BOCC Meeting Date: Jan. 25, 2021

Suggested Wording for Agenda Item:

Agenda Type: Legal Notice

Issuing a Request for Proposals (RFP) to provide annual wetland and stream services for projects including Federal Highway Administration (FHWA) funded projects, Federal Emergency Management Agency (FEMA) funded projects, and Lewis County Transportation Improvement Program (TIP) projects

Contact: Tim Fife

Phone: 360-740-2711

Department: PW - Public Works

Description:

A Request for Proposals (RFP) is to be issued to retain a professional consultant for annual wetland and stream services for projects including Federal Highway Administration (FHWA) funded projects, Federal Emergency Management Agency (FEMA) funded projects, and Lewis County Transportation Improvement Program (TIP) projects. The proposals must be received no later than 1:00 p.m. local time, February 8, 2021, at the Lewis County Public Works office (2025 NE Kresky Avenue, Chehalis, WA 98532).

Approvals:

User	Status
PA's Office	Pending

Publication Requirements:

Publications:

The Chronicle January 26, 2021 and February 2, 2021.

The Seattle Daily Journal of Commerce January 26, 2021 and February 2, 2021.

Additional Copies:

Ann Weckback, Tina Hemphill, Michelle Steepy, Kim Amrine, Rose Williams, PW

Cover Letter To: