

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

**IN THE MATTER OF:**

Publishing of Lewis County's On-Call Consultant  
Roster and appoint the Public Works Director as  
approving authority for category changes

)  
)  
) Resolution No. 18- 039  
)

**WHEREAS**, in accordance with annual publishing requirements, Lewis County is opening the On-Call Consultant Roster to include interested businesses for possible consideration for projects requiring architectural, engineering and/or professional services. On-Call Consultant projects shall be awarded from the On-Call Roster in accordance with the requirements of RCW 39.80; and

**WHEREAS**, the following are categories of the On-Call Consultant roster:

1. Archeological Investigation – National Historical Preservation Act Section 106
2. Architectural Services
3. Biological Assessment
4. Bridge and Retaining Wall Structural Design and Analysis
5. Construction Inspection and Materials Testing
6. Economic Development
7. Environmental Engineering and Services
8. General Civil Engineering
9. Geotechnical Engineering
10. Heating, Ventilation and Air Conditioning (HVAC)
11. Hydrology, Hydraulic, and Geomorphology Analysis
12. Master and Utility Planning Services
13. Mechanical Engineering
14. Real Estate Appraisals
15. Surveying
16. Testing Analysis
17. Transportation Engineering
18. Water and Wastewater
19. Wetland Delineation and Mitigation
20. Right of Way Services; and

**WHEREAS**, the Public Works Director and/or County Engineer shall be the approving authority for changes to the consultant categories on the roster; and

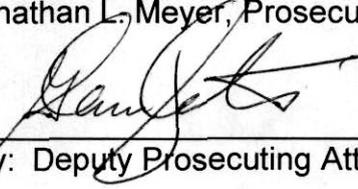
**WHEREAS**, consultants will be added to the On-Call Roster at any time throughout the year after submitting a completed questionnaire, a company brochure listing qualifications, a valid Washington State Business license, and references from a minimum of three public agencies. Applications can be requested and submitted at Lewis County Public Works, Attn: On-Call Consultant Roster, 2025 N.E. Kresky Ave, Chehalis, WA 98532. Fax (360) 740-1479. Phone (360) 740-2612. The consultant notice and questionnaire can be downloaded from the Lewis County website, <http://lewiscountywa.gov/publicworks/contracting-consultants-rosters-bids>. The consultant list will be updated throughout the year as consultant information is received or deleted.

**NOW THEREFORE BE IT RESOLVED** that the On-Call Consultant roster categories listed above shall be published, and the Public Works Director is authorized to change categories if needed.

PASSED IN REGULAR SESSION this 29<sup>th</sup> day of January, 2018.

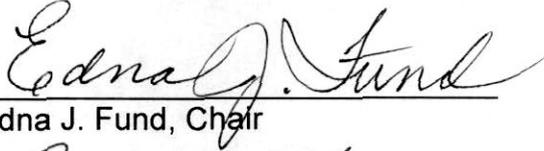
**APPROVED AS TO FORM:**

Jonathan L. Meyer, Prosecuting Attorney



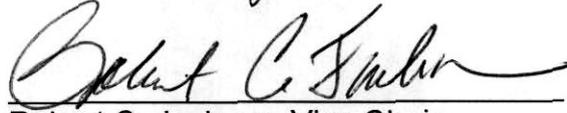
By: Deputy Prosecuting Attorney

**LEWIS COUNTY BOARD OF COUNTY COMMISSIONERS**

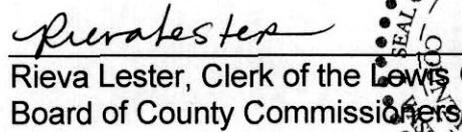


Edna J. Fund, Chair

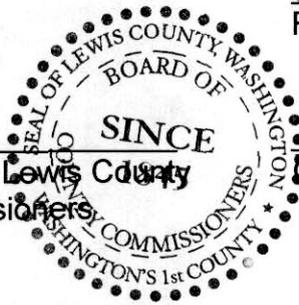
**ATTEST:**



Robert C. Jackson, Vice Chair



Rieva Lester, Clerk of the Board of County Commissioners



Gary Stamber, Commissioner

## NOTICE OF A CONSULTANT ROSTER

NOTICE IS HEREBY GIVEN that, in accordance with annual publishing requirements of RCW 39.80.030, Lewis County is opening the On-Call Consultant Roster to include interested businesses for possible consideration for projects requiring architectural, engineering and/or professional services. On-Call Consultant projects shall be awarded from the On-Call Roster in accordance with the requirements of RCW 39.80; and

The following are categories of the On-Call Consultant roster:

1. Archeological Investigation – National Historical Preservation Act Section 106
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17. Transportation Engineering
18. Water and Wastewater
19. Wetland Delineation and Mitigation
20. Right of Way Services

Consultants will be added to the On-Call Roster at any time throughout the year after submitting a completed questionnaire, a company brochure listing qualifications, a valid Washington State Business license, and references from a minimum of three public agencies. Questionnaires can be requested from and submitted to Lewis County Public Works, Attn: On-Call Consultant Roster, 2025 N.E. Kresky Ave, Chehalis, WA 98532. Fax (360) 740-1479. Kim Amrine at (360) 740-2612 or email [Kim.Amrine@lewiscountywa.gov](mailto:Kim.Amrine@lewiscountywa.gov). The consultant notice and questionnaire can also be downloaded from the Lewis County website, <http://lewiscountywa.gov/publicworks/contracting-consultants-rosters-bids>. The consultant list will be updated throughout the year as consultant information is received or deleted.

“Lewis County in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-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 in any contract entered into pursuant to this advertisement, disadvantaged business 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.”

# BOCC AGENDA ITEM SUMMARY

**Resolution:**

**BOCC Meeting Date:** Jan 29, 2018

**Suggested Wording for Agenda Item:**

**Agenda Type:** Notice

Publishing of Lewis County's On-Call Consultant Roster and appointing the Public Works Director as approving authority for category changes.

**Contact** Erik Martin

**Phone:** 2697

**Department:** Public Works

**Action Needed:** Approve Resolution

## Description

The attached resolution will allow the opening of the On-Call Consultant Roster to obtain applications from businesses interested in having their business placed on one or more of the rosters. The On-Call Consultant Roster allows the County to consider consultants for projects requiring architectural, engineering and/or professional services. On-Call Consultant projects shall be awarded from the On-Call Roster in accordance with the requirements of RCW 39.80.

## Approvals:

User	Group	Status
Martin, Erik	Public Works	Pending
Fife, Tim	Public Works	Pending



## Additional Copies

Kim Amrine, PW