**CITY OF CAMAS NOTICE TO CONSULTANTS FOR**

**NW LAKE ROAD SAFETY IMPROVEMENTS**

**CITY OF CAMAS PROJECT STR24004**

**HSIP-7025(004)**

The City of Camas (City) solicits interest from consulting firms with expertise in Civil Engineering and Transportation Engineering for performing work under FHWA/WSDOT and City requirements. This work shall consist of project management, preliminary engineering, environmental permitting, and development of Plans Specifications and Estimate (PS&E) for safety improvements on NW Lake Road in Camas, Washington from NW Leadbetter Drive to NE Everett Street (SR-500). This project is federally funded through FHWA’s Highway Safety Improvement Program (HSIP). The Owner may choose to supplement the consultant agreement into future phases of work (RW and CN phases).

**PROJECT BACKGROUND**

NW Lake Road is a regionally significant transportation corridor with average daily traffic over 10,000 vehicles per day. The segment of NW Lake RD from NW Leadbetter Drive to NE Everett Street (SR-500) is a narrow, two lane, hilly, curvy, and tree-lined roadway connecting lakeside residential properties to SR-500 (*to the east*) and Vancouver (*to the west*). From 2018 to 2022 there has been twenty-two collisions including three fatalities along this road segment.

City of Camas has developed a Local Road Safety Plan (LRSP) with assistance from the Regional Transportation Council (RTC). The LRSP allows the city to apply for FHWA Highway Safety Improvement Program (HSIP) funding administered by WSDOT Local Programs.

In September of 2024, the City of Camas submitted a City Safety Program grant application for NW Lake Road from NW Leadbetter Drive to NE Everett Street. In October 2024 the City was notified that the application had been selected for grant funding through the HSIP program.

**PROJECT DESCRIPTION**

This project will improve traffic safety on NW Lake Road by installing safety countermeasures that address the most frequent collision types for this segment of roadway (roadway departure). Countermeasures will include but not limited to horizontal curve signing, no passing zone signing, profiled pavement markings, and roadway illumination.

**PROJECT FUNDING:**

Federal Funds have been secured for Preliminary Engineering and Construction. The city does not intend to purchase any right of way for this project. Total estimated costs are as follows:

Preliminary Engineering = $279,000 (Includes Local Agency costs)

Right-of-Way = $0.00

Construction = $930,000

**Total Project Cost = $1,209,000**

**ANTICIPATED PROJECT SCHEDULE:**

|  |  |
| --- | --- |
| Project Added to STIP  | Completed |
| Project Agreement Signed with WSDOT | Completed |
| Begin PE Phase (phase authorized by FHWA through WSDOT) | Completed |
| RFQ Advertisement Date | 7/21/2025 |
| RFQ Submittal Date | 8/20/2025 |
| Anticipated Interview Date | 8/27/2025 |
| Anticipated Consultant Selection Date | 9/2025 |
| Anticipated Consultant Agreement Execution Date | 10/2025 |
| Environmental Documents approved by WSDOT | 1/2026 |
| Begin Right-of-Way (phase authorized by FHWA through WSDOT) | N/A |
| Community/Stakeholder Engagement complete | N/A |
| Right-of-Way Completed (Certification by FHWA through WSDOT) | N/A |
| Final PS&E completed | 4/2026 |
| Contract Documents Advertised | 5/2026 |
| Construction Contract Awarded | 7/2026 |
| Construction Complete\* | 7/2027 |

**WORK TO BE PERFORMED:**

The work to be performed by the selected consultant is broken down into three major “stand-alone” tasks:

**1) Preliminary Engineering (PE)** including, but not necessarily limited to: all environmental studies, public involvement, reports, permit applications and documentation (if applicable), land surveying for various purposes, traffic study, preparation of PS&Es, coordination with various agencies involved in the approval processes, utilization of WSDOT Diversity Management Compliance System (DMCS) payment tracking system (includes all Disadvantaged Business Enterprise classifications) throughout the project, and other project tasks that may assist the City of Camas to prepare for timely obligation of federal funds for future phases.

**2) Right-of-Way (RW)**, At this time no right of way acquisitions or temporary easements are expected to be needed for this project.

**3) Construction Assistance and Project Management (CN)**, including, but not necessarily limited to: land surveying, construction staking and monumentation, on-going environmental and cultural resource monitoring, construction inspection, submittal reviews, pay notes, pay estimate preparation for Local Agency, breakdown of eligible funding cost reimbursements for various funding sources (if applicable), verification of contractor’s eligibility to perform work, DBE verification and documentation, file preparation in accordance with WSDOT format requirements, preparation of “As-built” drawings, and other general construction records preparation as required by various funding sources and the WSDOT LAG Manual, utility coordination, and assistance and coordination with various agencies, companies, citizens, property owners, and contractors.

**This Contract will award only Preliminary Engineering Work (PE Phase).** The City reserves the option to add right-of-way (RW) and Construction Management (CN) phases to contract via future supplement.

**SUBMITTAL:**

Submittals should include the information shown below.

Submittals will be evaluated and ranked based on the following criteria:

1. Qualification of Proposed Project Manager (15%)
2. Qualifications and expertise of firm (15%)
3. Ability to meet schedule (20%)
4. Approach to project (20%)
5. Familiarity with WSDOT/FHWA Standards (10%)
6. Past Performance/References (10%)
7. Voluntary SBE goal (10%)

**This Contract has been assigned a 0% DBE goal for the PE Phase** **however there is a voluntary 10% SBE Goal on this project.**

**This Contract will be negotiated by hourly rate. Responders to the RFQ shall not submit cost proposals with the qualifications package. If any cost proposals are submitted, they must be in a separate sealed envelope, or the qualifications package will be rejected by the City of Camas.**

Consultants are encouraged to submit their statements in the format and order of the above listed evaluation criteria. Please limit the size of submittals, including tables of contents, appendices, illustrations, charts, graphs, cover letters, and any other information, to eight pages or up to four double-sided sheets with text no smaller than size 10 font on 8 ½ “x 11” paper. Two additional 11”x 17” sheet is allowed as part of the submittal for purpose of graphical representations or illustrations.

The City of Camas encourages disadvantaged, minority, and women-owned consultant firms to respond.

Please submit one electronic copy of your statement of qualifications via USB flash drive to: City of Camas, attention Justin Monsrud, P.E., 616 NE 4th Avenue, Camas, WA 98607 by **August 20, 2025 before 5:00 PM.** No submittals will be accepted after above noted date and time. Any questions regarding this project should be directed to Justin Monsrud at jmonsrud@cityofcamas.us or 360-817-7232.

A copy of this Request for Qualifications (RFQ), Amendments, and other documents will be posted to the City’s website at <https://www.cityofcamas.us/rfps> as they become available. The posting will include the following documents:

* Washington State Department of Transportation Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement.
* Project background information as identified in this RFQ (see below).

**BACKGROUND INFORMATION:**

The following documents are provided to consultants as project background information.

* 2022 Local Road Safety Plan (PDF)

It is the intent of the City of Camas Staff to see the schedule for this project maintained as described above. Consultants should evaluate their ability to add this project to their current workload before preparing a submittal. The selected consultant should be prepared to work quickly on this project, in partnership with city staff to meet the scheduled milestones.

Civil Rights Act:

The City of Camas is an Equal Employment Opportunity employer.

Persons requesting assistance or to request that this information be prepared and supplied in alternate forms by calling collect to the main office number at Camas City Hall, 0-360-834-6864.

Americans with Disabilities Act (ADA) Information

The City of Camas 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 Jennifer Hertz at jmonsrud@cityofcamas.us or by calling collect 360-817-7256.

Title VI Statement

The City of Camas, 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.”

This Information is available in an alternate form by request by contacting 360-834-6864. Spanish: La información está disponible en un idioma alternativo a pedido

Chinese Simplified: kě gēn jù yāo qiú tí gòng tì dài yǔ yán de xìn xī

Japanese: Rikuesuto ni ōjite,-betsu no gengo de jōhō o nyūshu dekimasu

Korean: jeongboneun yocheong si daeche eon-eolo jegongdoebnida

Vietnamese: Thông tin có sẵn bằng ngôn ngữ thay thế theo yêu cầu

Romanian: Informațiile sunt disponibile într-o limbă alternativă la cerere

Russian: Informatsiya dostupna na drugom yazyke po zaprosu

Ukranian: Informatsiya dostupna inshoyu movoyu za zapytom

Indemnification:

Consultant shall defend, indemnify and hold the City of Camas, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City of Camas.

However, should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City of Camas, its officers, officials, employees, and volunteers, the Consultant’s liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant’s negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant’s waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

The Consultant shall obtain and keep in force during the terms of this agreement, or as otherwise required, the following insurance with companies or through sources approved by the State Insurance commissioner to Title 48 RCW.

Insurance Requirements:

1. Workers compensation and employers liability insurance as required by the State.
2. Commercial general liability insurance written under ISO for CG 00 01 12 04 or its equivalent with minimum limits of one million dollars ($1,000,000) per occurrence and two million dollars ($2,000,000) in the aggregate for each policy period.
3. Business auto liability insurance written under ISO form CG 00 01 10 01 or equivalent providing coverage for any “Auto” (Symbol 1) used in an amount not less than a one million dollar ($1,000,000) combined single limit for each occurrence.

Excepting the Worker’s Compensation Insurance and any Professional Liability Insurance, the STATE and AGENCY, their officers, employees, and agents will be named on all policies of CONSULTANT and any subconsultant and/or subcontractor as an additional insured (the “AIs”), with no restrictions or limitations concerning products and completed operations coverage. This coverage shall be primary coverage and noncontributory and any coverage maintained by the AIs shall be excess over, and shall not contribute with, the additional insured coverage required hereunder. The CONSULTANT’s and the sub-consultant’s and/or subcontractor’s insurer shall waive any and all rights of subrogation against the AIs. The CONSULTANT shall furnish the AGENCY with verification of insurance and endorsements required by this AGREEMENT. The AGENCY reserves the right to require complete, certified copies of all required insurance policies at any time. All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. The CONSULTANT shall submit a verification of insurance as outlined above within fourteen (14) days of the execution of this AGREEMENT.

This document and all associated public records will be released where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the Contractor are needed for the City to respond to a request under the Act, as determined by the City, the Contractor agrees to make them promptly available to the City. If the Contractor considers any portion of any record provided to the City under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the Contractor shall clearly identify any specific information that it claims to be confidential or proprietary. If the City receives a request under the Act to inspect or copy the information so identified by the Contractor and the City determines that release of the information is required by the Act or otherwise appropriate, the City’s sole obligation shall be to notify the Contractor (a) of the request and (b) of the date that such information will be released to the requester unless the Contractor obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the Contractor fails to timely obtain a court order enjoining disclosure, the City will release the requested information on the date specified.

*Publications*

*C-W Post-Record: 7/21/2025, 7/24/2025, and 7/31/2025*

*Oregon DJC: 7-17-2025, 7-21-2025, and 7/28/2025*

*Office of Minority and Women’s Business Enterprise: 7/21/2025*

*City of Camas website <https://www.cityofcamas.us/rfps> : 7/21/2025*

*MRSC Rosters: emailed to participants 7/21/2025*