



REQUEST for PROPOSAL #912
PROFESSIONAL, TECHNICAL AND EXPERT SERVICES

Clark County Washington

RELEASE DATE: WEDNESDAY, JANUARY 29, 2025
DUE DATE: WEDNESDAY, FEBRUARY 26, 2025 by 1:30 pm

Request for Proposal for:

PHILBROOK FARMS TRACT D STORMWATER FACILITY DESIGN

SUBMIT:

One (1) Original
Three (3) Complete Copies

of the Proposal to:

<u>Shipping Method of your Choice or Hand Delivery</u>	<u>United States Postal Service</u>
Clark County ATTN: Office of Purchasing 1300 Franklin Street, 6 th Floor, Suite 650 Vancouver WA 98660 564-397-2323	Clark County ATTN: Office of Purchasing PO Box 5000 Vancouver WA 98666-5000 564-397-2323

Office Hours: 8:00 am – 3:00 pm, Monday – Friday, except Legal Holidays.

No electronic submissions.

****Proposals must be delivered to the Purchasing office – No Exceptions**

****Proposals must be date and time stamped by Purchasing staff by 1:30 pm on due date.**

****Proposal shall be sealed and clearly marked on the package cover with RFP #, Title & Company Name**

Refer Questions to Project Manager:

Jeff Schnabel
Stormwater Infrastructure Manager, Clark County Public Works
Jeff.Schnabel@clark.wa.gov
564-397-4583

ADMINISTRATIVE REQUIREMENTS - Contractors shall comply with all management and administrative requirements established by Washington Administrative Code (WAC), the Revised Code of the State of Washington (RCW), and any subsequent amendments or modifications, as applicable to providers licensed in the State of Washington.

ALL proposals submitted become the property of Clark County. It is understood and agreed that the prospective Proposer claims no proprietary rights to the ideas and written materials contained in or attached to the proposal submitted. Clark County has the right to reject or accept proprietary information.

AUTHORSHIP - Applicants must identify any assistance provided by agencies or individuals outside the proposers own organization in preparing the proposal. No contingent fees for such assistance will be allowed to be paid under any contract resulting from this RFP.

CANCELLATION OF AWARD - Clark County reserves the right to immediately cancel an award if the contractual agreement has not been entered into by both parties or if new state regulations or policy make it necessary to change the program purpose or content, discontinue such programs, or impose funding reductions. In those cases where negotiation of contract activities are necessary, Clark County reserves the right to limit the period of negotiation to sixty (60) days after which time funds may be unencumbered.

CONFIDENTIALLY - Proposer shall comply with all applicable state and federal laws governing the confidentiality of information.

CONFLICT OF INTEREST - All proposals submitted must contain a statement disclosing or denying any interest, financial or otherwise, that any employee or official of Clark County or the appropriate Advisory Board may have in the proposing agency or proposed project.

CONSORTIUM OF AGENCIES - Any consortium of companies or agencies submitting a proposal must certify that each company or agency of the consortium can meet the requirements set forth in the RFP.

COST OF PROPOSAL & AWARD - The contract award will not be final until Clark County and the prospective contractor have executed a contractual agreement. The contractual agreement consists of the following parts: (a) the basic provisions and general terms and conditions, (b) the special terms and conditions, (c) the project description and goals (Statement of Work), and (d) the budget and payment terms. Clark County is not responsible for any costs incurred prior to the effective date of the contract. Clark County reserves the right to make an award without further negotiation of the proposal submitted. Therefore, the proposal should be submitted in final form from a budgetary, technical, and programmatic standpoint.

DISPUTES - Clark County encourages the use of informal resolution to address complaints or disputes arising over any actions in implementing the provisions of this RFP. Written complaints should be addressed to Clark County – Purchasing, P.O. Box 5000, Vancouver, Washington 98666-5000.

DIVERSITY IN EMPLOYMENT AND CONTRACTING REQUIREMENTS - It is the policy of Clark County to require equal opportunity in employment and services subject to eligibility standards that may be required for a specific program. Clark County is an equal opportunity employer and is committed to providing equal opportunity in employment and in access to the provision of all county services. Clark County's Equal Employment Opportunity Plan is available at <http://www.clark.wa.gov/hr/documents.html>. This commitment applies regardless of race, color, religion, creed, sex, marital status, national origin, disability, age, veteran status, on-the-job injury, or sexual orientation. Employment decisions are made without consideration of these or any other factors that are prohibited by law. In compliance with department of Labor Regulations implementing Section 504 of the rehabilitation Act of 1973, as amended, no qualified handicapped individual shall be discriminated against in admission or access to any program or activity. The prospective contractor must agree to provide equal opportunity in the administration of the contract, and its subcontracts or other agreements.

MUNICIPAL RESEARCH and SERVICE CENTER - Clark County (WA) contracts with the Municipal Research and Service Center (MRSC) to maintain our Consultant, Small Works and Vendor rosters. To be eligible to participate in this Clark County public solicitation and the resulting contract, your business must be registered with the MRSC Rosters. Failure to register may result in your proposal being marked nonresponsive. Be sure to select Clark County in your application. If you have questions about the registration process, contact the MRSC Rosters at 206-436-3798 or <https://mrsrosters.org/businesses/business-membership/>

INDEPENDENT PRICE DETERMINATION - The prospective contractor guarantees that, in connection with this proposal, the prices and/or cost data have been arrived at

independently, without consultation, communication, or agreement for the purpose of restricting competition. This does not preclude or impede the formation of a consortium of companies and/or agencies for purposes of engaging in jointly sponsored proposals.

INTERLOCAL AGREEMENT - Clark County has made this RFP subject to Washington State statute RCW 39.34. Therefore, the proposer may, at the proposers option, extend identical prices and services to other public agencies wishing to participate in this RFP. Each public agency wishing to utilize this RFP will issue a purchase order (or contract) binding only their agency. Each contract is between the proposer and the individual agency with no liability to Clark County.

LIMITATION - This RFP does not commit Clark County to award a contract, to pay any costs incurred in the preparation of a response to this RFP, or to procure or contract for services or supplies.

LATE PROPOSALS - A proposal received after the date and time indicated above will not be accepted. No exceptions will be made.

ORAL PRESENTATIONS - An oral presentation may be required of those prospective contractors whose proposals are under consideration. Prospective contractors may be informed that an oral presentation is desired and will be notified of the date, time and location the oral presentation is to be conducted.

OTHER AUDIT/MONITORING REQUIREMENTS - In addition, auditing or monitoring for the following purposes will be conducted at the discretion of Clark County: Fund accountability; Contract compliance; and Program performance.

PRICE WARRANT - The proposer shall warrant that the costs quoted for services in response to the RFP are not in excess of those which would be charged any other individual or entity for the same services performed by the prospective contractor, in a similar socioeconomic, geographical region.

PROTESTS - Must be submitted to the Purchasing Department.

PUBLIC SAFETY - May require limiting access to public work sites, public facilities, and public offices, sometimes without advance notice. The successful Proposer's employees and agents shall carry sufficient identification to show by whom they are employed and display it upon request to security personnel. County project managers have discretion to require the successful Proposer's employees and agents to be escorted to and from any public office, facility or work site if national or local security appears to require it.

ACCEPTANCE or REJECTION OF PROPOSALS - Clark County reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with any or all prospective contractors on modifications to proposals, to waive formalities, to postpone award, or to cancel in part or in its entirety this RFP if it is in the best interest of Clark County to do so.

SUBCONTRACTING - No activities or services included as a part of this proposal may be subcontracted to another organization, firm, or individual without the approval of Clark County. Such intent to subcontract shall be clearly identified in the proposal. It is understood that the contractor is held responsible for the satisfactory accomplishment of the service or activities included in a subcontract.

VERBAL PROPOSALS - Verbal proposals will not be considered in making the award of any contract as a result of this RFP.

WORKERS COMPENSATION INSURANCE – The contractor shall comply with R.C.W. Title 51- with minimum coverage limits of \$500,000 for each accident, or provide evidence that State law does not require such coverage.

FOR ALTERNATIVE FORMATS
Clark County ADA Office: V: 564-397-2322
ADA@clark.wa.gov

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Philbrook Farms Tract D Stormwater Facility Design

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Philbrook Farms Tract D Stormwater Facility Design

Part I Proposal Requirements

Section IA	General Information
1. Introduction	<p>Clark County Public Works is seeking contracted project planning, stakeholder coordination and engineering design services to develop 100% design plans, cost estimate, and bid specs for a capital repair project at Philbrook Farms Tract D stormwater facility.</p> <p>The project site is located on county-owned tax lot #986040954, on NE 129th Street just west of NE 57th Avenue, in the Philbrook Farms subdivision.</p> <p>Clark County (WA) contracts with the Municipal Research and Service Center (MRSC) to maintain our Consultant, Small Works and Vendor Rosters. To be eligible to participate in this Clark County public solicitation and the resulting contract your business must be registered with the MRSC Rosters. Failure to register may result in your proposal being marked nonresponsive. Be sure to select Clark County in your application. If you have questions about the registration process, contact the MRSC Rosters at 206-436-3798 or https://mrscrosters.org/businesses/business-membership/</p> <p>If your company contact details <i>are not</i> on the Plan Holder List at https://clark.wa.gov/internal-services/request-proposal-1 Attachment B, Letter of Interest must be submitted to participate in this RFP.</p> <p>Proposers shall respond to all sections to be considered.</p> <p>Clark County has made this Request for Proposal subject to Washington State statute RCW 39.34 Interlocal Cooperation Act. The proposer may opt to extend identical services and prices to qualified public agencies. Each contract is between the proposer and individual agency binding only their agency, with no liability to Clark County.</p>
2. Background	<p>Philbrook Farms is a Planned Unit Development with several recreational open-space areas located on the surface of stormwater tracts that contain underground infrastructure, one of which is the Philbrook Farms Part 1 Tract D stormwater facility.</p> <p>The county owns Tract D and the storm infrastructure and is responsible for maintaining the infrastructure. The HOA owns and is responsible for the recreational amenities on the surface, including landscaping. Recreational amenities include a children’s play structure, swing-set, paved basketball court, benches, walking trail, and picnic area.</p> <p>The Philbrook Part 1 Tract D stormwater facility was installed in February 2017 and was released from development maintenance warranty in April 2019. The storm system on Tract D consists of a treatment vault containing 35 stacks of PerkFilter cartridges, leading to a StormTech infiltration gallery. The infiltration gallery sits in a closed depression, and is equipped with an overflow to the ground surface for temporary storage during extremely large rain events (25 – 100 year).</p> <p>In June 2021, the Philbrook Farms HOA Board approached Clark County with concerns about frequent flooding of the surface amenities. This flooding is occurring much more frequently than anticipated in the design documents, and results in surface water depths up to 18” persisting for 1-3 days post-rainfall.</p> <p>County and HOA concerns are two-fold: 1) public safety due to the attractive nuisance presented by flooded playground equipment, and 2) loss of recreational use multiple times each year.</p>

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Philbrook Farms Tract D Stormwater Facility Design

	<p>Under the requirements of Clark County’s Phase 1 Municipal Stormwater Permit, the county is obligated to address this issue through the Stormwater Capital Program.</p> <p>As a near-term solution, the county installed temporary fencing to restrict access to Tract D for the entirety of winter 2021, 2022, and 2023. In fall 2024, the county installed a longer-term fencing solution including code-controlled gates so the park can be used during non-flooded periods throughout the year.</p> <p>County staff and contracted consultants conducted groundwater and system monitoring over two winters to help determine the cause of ponding. The county plans to continue monitoring water levels within the infiltration system through at least June 2025.</p> <p>Analysis to date suggests groundwater mounding is occurring beneath the infiltration gallery, leading to overflow events during significant storms. Significant surface ponding occurs 7-10 times annually.</p> <p>Potential design solutions may include expanding storage capacity within the infiltration gallery, raising the surface grade of the tract to store additional water above current ground level, or other solutions not yet identified.</p> <p>Selected design information, photos, and monitoring results are included as exhibits to this RFP for reference.</p>
<p>3. Scope of Project</p>	<p>The successful proposer will enter into a Professional Services Contract with Clark County to provide the services and deliverables described below and in Section IB.</p> <p>The scope is expected to include:</p> <ul style="list-style-type: none"> • Project management • Stakeholder outreach and communications • Attendance/presentation at up to two (2) open houses for Philbrook Farms Homeowner’s Association • Groundwater modeling, mounding analysis, and/or data evaluation to determine system capacity and needs • Design report, including alternatives analysis • 50%, 90%, and final engineering designs, cost estimates, and specifications • Final bid package in accepted county format <p>Draft versions of designs, estimates, final bid package and Design report will be provided to the county for review, and feedback will be incorporated in final deliverable versions.</p>
<p>4. Project Funding</p>	<p>Qualifications based selection, do not submit pricing.</p> <p>Funding will be provided by the Public Works Clean Water Division.</p>

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<p>5. Title VI Statement</p>	<p>Title VI Statement</p> <p>Clark 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 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.</p> <p>El Condado de Clark, de acuerdo con las disposiciones del Título VI de la Ley de Derechos Civiles de 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d a 2000d-4) y el Reglamento, por la presente notifica a todos los postores que se asegurará afirmativamente de que cualquier contrato celebrado de conformidad con este anuncio, las empresas comerciales desfavorecidas tendrán la oportunidad plena y justa de presentar ofertas en respuesta a esta invitación y no serán discriminadas por motivos de raza, color u origen nacional en consideración a un laudo.</p> <p>La poliza del condado de Clark es garantizar que ninguna persona por motivos de raza, color, origen nacional o sexo según lo dispuesto en el Title VI of the Civil Rights Act de 1964, según enmendada, sea excluida por participar en, ser negado los beneficios de, o ser discriminado por cualquier programa o actividad patrocinada por el condado. Para preguntas relacionadas con el programa de Title VI de Obras Públicas del condado de Clark, o para servicios de interpretación o traducción para personas que no hablan inglés. O para que los materiales estén disponibles en un formato alternativo, comuníquese con el coordinador del Title VI de Obras Públicas del condado de Clark por correo electrónico a CCPW-TitleVI@clark.wa.gov o por teléfono a 564-397-4944. Las personas con problemas de audición / habla pueden llamar a Washington Relay Center al 711.</p> <p>For questions regarding Clark County Public Works' Title VI Program, or for interpretation or translation services for non-English speakers, or otherwise making materials available in an alternate format, contact Clark County Public Works' Title VI Coordinator via email at CCPW-TitleVI@clark.wa.gov or phone at 564-397-4944. Hearing/speech impaired may call the Washington Relay Center at 711.</p>																
<p>6. Timeline for Selection</p>	<p>The following dates are the intended timeline:</p> <table border="1" data-bbox="423 1285 1511 1785"> <tr> <td>Pre-submittal Meeting</td> <td>February 6, 2025</td> </tr> <tr> <td>Deadline for Questions and Answers</td> <td>February 19, 2025</td> </tr> <tr> <td>Final date for Addendum, if needed</td> <td>February 20, 2025</td> </tr> <tr> <td>Proposals Due</td> <td>February 26, 2025</td> </tr> <tr> <td>Proposal Review/Evaluation Period</td> <td>February 27 – March 7, 2025</td> </tr> <tr> <td>Selection Committee Recommendation</td> <td>March 14, 2025</td> </tr> <tr> <td>Contract Negotiation/Execution</td> <td>March 14 – May 6, 2025</td> </tr> <tr> <td>Contract Intended to Begin</td> <td>May 6, 2025</td> </tr> </table>	Pre-submittal Meeting	February 6, 2025	Deadline for Questions and Answers	February 19, 2025	Final date for Addendum, if needed	February 20, 2025	Proposals Due	February 26, 2025	Proposal Review/Evaluation Period	February 27 – March 7, 2025	Selection Committee Recommendation	March 14, 2025	Contract Negotiation/Execution	March 14 – May 6, 2025	Contract Intended to Begin	May 6, 2025
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<p>7. Employment Verification</p>	<p>The Proposer, if awarded the Contract, shall register and enter into a Memorandum of Understanding (MOU) with the Department of Homeland Security E-Verify program before execution of the Contract. The Contractor shall ensure all Contractor employees and any sub-contractor(s) assigned to perform work under this Agreement are eligible to work in the United States. The Contractor shall provide verification of compliance upon County request. Failure by Contractor to comply with this subsection shall be considered a material breach.</p> <p>(Sole Proprietors must submit a letter stating such.)</p>
<p>Section IB</p>	<p>Work Requirements</p>
<p>1. Required Services</p>	<p>The project requires production of engineering plans, modeling results, and design reports stamped by a professional engineer licensed in the State of Washington.</p> <p>The contractor must also communicate regularly with county staff and Homeowner's Association representatives, and attend/present information at up to two (2) Open House events.</p>
<p>2. County Performed Work</p>	<p>Clark County has performed stormwater system and groundwater monitoring for several years under professional services contracts and through internal staff. We do not anticipate further groundwater or stormwater system data collection is needed.</p> <p>Clark County has installed a perimeter fence and code-activated locks to allow residents access to the site during periods when surface ponding is absent.</p> <p>The county project team includes the Public Works Clean Water Division Infrastructure Manager, Public Works Road Maintenance and Operations Manager, and Public Works Road Maintenance and Operations Superintendent for Water Quality.</p> <p>Clark County will provide Open House facilitation services through the Public Works Community Engagement and Inclusion section.</p>
<p>3. Deliverables & Schedule</p>	<p>The contractor will provide a schedule for completing the deliverables, to include:</p> <ul style="list-style-type: none"> • Modeling results • Design report • 50%, 90% and 100% design plans, cost estimates, and specifications • Final bid package to county standard • Presentation materials for Open House(s) <p>Clark County intends to solicit construction bids in early 2027 for construction during summer/fall 2027.</p>
<p>4. Place of Performance</p>	<p>Contract performance will take place primarily at the Proposer's facility. Meetings with county staff may take place in the County's facility, the Proposer's facility, or a third-party location. Site visits and field meetings are also anticipated and will take place at the project location.</p>

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<p>5. Period of Performance</p>	<p>A contract awarded as a result of this RFP will be for approximately eighteen (18) months and is intended to begin on May 6, 2025 and end October 31, 2026.</p> <p>The anticipated contract value is \$150,000 including extensions. Final contract value will be determined by approved funding.</p> <p>Clark County reserves the right to extend the contract resulting from this RFP for a period of one (1) additional year, with the same terms and conditions, with the exception of cost, by service of a written notice of its intention to do so prior to the contract termination date. Cost for an additional option year shall be reviewed prior to extension of the contract.</p> <p>The county also reserves the right to terminate the contract, with thirty (30) days written notice, at any time if the requirements of the contract are not being met satisfactorily, solely in the county's judgment.</p>
<p>6. Prevailing Wage Applicable to all public work as defined in RCW 39.04.010(4) Public Works Definition</p>	<p>Pursuant to Washington State RCW 39.12 PREVAILING WAGES ON PUBLIC WORKS all work identified in this project as a public work requires the contractor to pay Washington State prevailing wages and file all affidavits of intent to pay with the WA State Dept of Labor & Industries.</p> <p>Contractors shall meet the requirements for Prevailing Wage and public works requirements, per RCW 39.04.350 BIDDER RESPONSIBILITY CRITERIA – SWORN STATEMENT – SUPPLEMENTAL CRITERIA.</p> <p>For this project select the Clark County rates that apply on the proposal closing date from either of these sites:</p> <p>http://www.wsdot.wa.gov/Design/ProjectDev/WageRates/default.htm http://www.ini.wa.gov/TradesLicensing/PrevWage/WageRates</p> <p>Before payment is made by the Local Agency of any sums due under this contract, the Local Agency must receive from the Contractor and each Subcontractor a copy of "Statement of Intent to Pay Prevailing Wages" (Form L & I Number 700-29) approved by the Washington State Department of Labor and Industries.</p> <p>A fee of \$45.00 per each "Statement of Intent to Pay Prevailing Wages" and "Affidavit of Wages Paid" is required to accompany each form submitted to this Department of Labor and Industries. The Contractor is responsible for payment of these fees and shall make all applications directly to the Department of Labor and Industries. These fees shall be incidental to all the proposed items of this contract.</p>
<p>7. Debarred/Suspended</p>	<p>Federally or Washington State debarred or suspended suppliers may not participate in this Request for Proposal.</p> <p>All proposer's must fill out, sign and submit the "Certification Regarding Debarment, Suspension, and Other Responsibility Matters" form with their proposal to be eligible to participate.</p>
<p>8. Americans with Disabilities Act (ADA) Information</p>	<p>Clark 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 ADA@clark.wa.gov or by calling 564-397-2322.</p>

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<p>9. Public Disclosure</p>	<p>This procurement is subject to the Washington Public Records Act (the "Act"), chapter 42.56 RCW. Once in the County's possession, all of the RFP Submittals shall be considered public records and available for public records inspection and copying, unless exempt under the Act.</p> <p>If a Respondent or Proposer considers any portion of an RFP Submittal to be protected under the law, whether in electronic or hard copy form, the Respondent or Proposer shall clearly identify each such portion with the word "PROPRIETARY". The County will notify the Respondent or Proposer in writing of the request and allow the Respondent or Proposer ten (10) days to obtain a court order enjoining release of the record(s). If the Respondent or Proposer does not take such action within the ten (10) day period, the County will release the portions of the RFP Submittal deemed subject to disclosure. All Respondents and Proposers who provide RFP Submittals for this procurement accept the procedures described above and agree that the County shall not be responsible or liable in any way for any losses that the party may incur from the disclosure of records to a third party who requests them.</p>
<p>10. Insurance/Bond</p>	<p>A. <u>Waiver of Subrogation</u> All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against County, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of subrogation prior to a loss. Contractor hereby waives its own right of subrogation against County and shall require similar written express waivers and insurance clauses from each of its subcontractors.</p> <p>B. <u>Proof of Insurance</u> Proof of Insurance shall be provided prior to the starting of the contract performance. Proof will be on an ACORD Certificate(s) of Liability Insurance, which the Proposer shall provide to Clark County. Each certificate will show the coverage, deductible and policy period. Policies shall be endorsed to state that coverage will not be suspended, voided, canceled or reduced without a 30-day written notice by mail to the County. It is the Proposer's responsibility to provide evidence of continuing coverage during the overlap periods of the policy and the contract.</p> <p>C. <u>Worker's Compensation</u> As required by the industrial insurance laws of the State of Washington.</p> <p>D. <u>Automobile</u> If the Proposer or its employees use motor vehicles in conducting activities under this Contract, liability insurance covering bodily injury and property damage shall be provided by the Proposer through a commercial automobile insurance policy. The policy shall cover all owned and non-owned vehicles. Such insurance shall have minimum limits of \$1,000,000 per occurrence, combined single limit for bodily injury liability and property damage liability with a \$1,000,000 annual aggregate limit. If the Proposer does not use motor vehicles in conducting activities under this Contract, then written confirmation to that effect on Proposer letterhead shall be submitted by the Proposer.</p> <p>E. <u>Commercial General Liability (CGL) Insurance</u> Written under ISO Form CG0001 or its latest equivalent with minimum limits of \$2,000,000 per occurrence and in the aggregate for each one-year policy period. Personal and Advertising Injury \$1,000,000 and General Aggregate \$1,000,000. This policy must renew annually. This coverage may be any combination of primary, umbrella or excess liability coverage affording total liability limits of not less than \$1,000,000 per occurrence and in the aggregate. However, if other policies are added they must be a follow-form policy in language, renewal date, and have no more exclusions than the underlying coverage. Products and Completed Operations coverage shall be provided for a period of three years following Substantial Completion of the Work. The deductible will not be more than \$50,000 unless prior arrangements are made with Clark County on a case-by-case basis; the criterion is the Contractor's liquidity and ability to pay from its own resources regardless of coverage status due to cancellation, reservation of rights,</p>

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	<p>or other no-coverage-enforce reason. Coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Contractual Liability or Cross Liability. Clark County needs to be listed as additional insured.</p> <p><u>F. Professional Liability (aka Errors and Omissions)</u> The Proposer shall obtain, at Proposer's expense, and keep in force during the term of this contract Professional Liability insurance policy to protect against legal liability arising out of contract activity. Such insurance shall provide a minimum of \$1,000,000 per occurrence. The deductible will not be more than \$25,000 unless prior arrangements are made with Clark County on a case-by-case basis; the criterion is the Proposer's liquidity and ability to pay from its own resources. It should be an "Occurrence Form" policy. If the policy is "Claims Made", then Extended Reporting Period Coverage (Tail coverage) shall be purchased for three (3) years after the end of the contract.</p> <p><u>G. Umbrella Liability Coverage</u> Umbrella Coverage in the amount of \$1,000,000 shall be provided and will apply over all liability policies without exception, including Commercial General Liability and Automobile Liability.</p> <p><u>H. Additional Insured</u> Clark County, its officers, employees and agents, will be named on all policies of contractor and any subcontractors as an additional insured, with no restrictions or limitations concerning products and completed operations. This coverage shall be primary coverage and noncontributory to any coverage maintained by Clark County. The contractor shall provide Clark County with verification of insurance and endorsements required by this agreement. Clark County 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.</p> <p>All policies must have a Best's Rating of A-VII or better.</p>
<p>11. Plan Holders List</p>	<p>All proposers are required to be listed on the plan holders list.</p> <ul style="list-style-type: none"> ✓ Prior to submission of proposal, confirm your organization is on the Plan Holders List below: <p>To view the Plan Holders List, click on the link below or copy and paste into your browser. Clark County RFP site: https://clark.wa.gov/internal-services/purchasing-overview</p> <ul style="list-style-type: none"> • If your organization is NOT listed, submit Attachment B - Letter of Interest to ensure your inclusion. • Proposals received by Clark County by proposers not included on the Plan Holders List may be considered non-responsive.

Request for Proposal # 912
Philbrook Farms Tract D Stormwater Facility Design

Part II Proposal Preparation and Submittal

Section IIA	Pre-Submittal Meeting / Clarification
1. Pre-Submittal Meeting	<p>A pre-submittal meeting will be held on Thursday, February 6, 2025 at 1:00 pm, via Microsoft Teams.</p> <p>Attendees shall email Jeff Schnabel at jeff.schnabel@clark.wa.gov to request the meeting invite.</p>
2. Proposal Clarification	<p>Questions and Requests for Clarification regarding this Request for Proposal must be directed in writing, via email, to the person listed on the cover page.</p> <p>The deadline for submitting such questions/clarifications is February 19, 2025 by 5:00 pm.</p> <p>An addendum will be issued no later than February 20, 2025 to all recorded holders of the RFP if a substantive clarification is in order.</p> <p>The Questions & Answers/Clarifications are available for review at the link below. Each proposer is strongly encouraged to review this document prior to submitting their proposal.</p> <p>Clark County RFP site: https://clark.wa.gov/internal-services/request-proposal-1</p>
Section IIB	Proposal Submission
1. Proposals Due	<p>Sealed proposals must be received no later than the date, time and location specified on the cover of this document.</p> <p>The outside of the envelope/package shall clearly identify:</p> <ol style="list-style-type: none"> 1. RFP Number and; 2. TITLE and; 3. Name and Address of the Proposer. <p>Responses received after submittal time will not be considered and will be returned to the Proposer - unopened.</p> <p>Proposals received with insufficient copies (as noted on the cover of this document) cannot be properly disseminated to the Review Committee and other reviewers for necessary action, therefore, may not be accepted.</p>
2. Proposal	<p>Proposals must be clear, succinct and not exceed fifteen (15) pages, excluding resumes, coversheet and debarment form. Proposer's who submit more than the pages indicated may not have the additional pages of the proposal read or considered.</p> <p>For purposes of review and in the interest of the County, the County encourages the use of submittal materials (i.e. paper, dividers, binders, brochures, etc.) that contain post-consumer recycled content and are <u>readily recyclable</u>.</p> <p>The County discourages the use of materials that cannot be readily recycled such as PVC (vinyl) binders, spiral bindings, and plastic or glossy covers or dividers. Alternative bindings such as</p>

Request for Proposal # 912
Philbrook Farms Tract D Stormwater Facility Design

	<p>reusable/recyclable binding posts, reusable binder clips or binder rings, and recyclable cardboard/paperboard binders are examples of preferable submittal materials.</p> <p>Proposers are encouraged to print/copy on both sides of a single sheet of paper wherever applicable; if sheets are printed on both sides, it is considered to be two pages. Color is acceptable, but content should not be lost by black-and-white printing or copying.</p> <p>All submittals will be evaluated on the completeness and quality of the content. Only those Proposers providing complete information as required will be considered for evaluation. The ability to follow these instructions demonstrates attention to detail.</p> <p>Additional support documents, such as sales brochures, should not be included with each copy unless otherwise specified.</p>
<p>Section IIC</p>	<p>Proposal Content</p>
<p>1. Cover Sheet</p>	<p>This form is to be used as your proposal Cover Sheet. See Cover Sheet - Attachment A.</p>
<p>2. Project Team</p>	<p>Include the title and a short summary of each project team member expertise and capabilities, with the option to attach resumes for key team members.</p>
<p>3. Management Approach</p>	<p>Successful proposers will include clear, logical methodologies and timelines for completing the scope of work. To achieve this, the project team should outline their approach including important technical considerations, and an idea of how to achieve key tasks and deliverables in the designated time frame.</p>
<p>4. Respondent's Capabilities</p>	<p>Please describe your team's readiness to proceed on this scope of work including the expertise and capabilities of the project team, necessary partnerships, or subcontractors to successfully complete this work.</p>
<p>5. Project Approach and Understanding</p>	<p>Describe how you understand the project and your approach to successfully completing the project.</p>
<p>6. Proposed Cost</p>	<p>This is a qualifications-based selection process, do not submit cost with proposal.</p>

Request for Proposal # 912
Philbrook Farms Tract D Stormwater Facility Design

Part III Proposal Evaluation & Contract Award

Section IIIA	Proposal Review and Selection								
1. Evaluation and Selection:	Proposals received in response to this RFP will be evaluated by a Review Committee. The committee may require an interview or presentation.								
2. Evaluation Criteria Scoring	<p>Each proposal received in response to the RFP will be objectively evaluated and rated according to a specified point system.</p> <p>A one hundred (100) point system will be used, weighted against the following criteria:</p> <table border="1" data-bbox="402 653 1479 1087"> <tr> <td data-bbox="407 659 1406 806">Technical Merit: This criterion evaluates the technical merit of the proposal, and the applicant's comprehensive understanding of planning and designing capital projects involving retrofit and repair of failing stormwater facilities. The proposal addresses stakeholder coordination, meetings, communications, and design considerations.</td> <td data-bbox="1411 659 1474 806">50</td> </tr> <tr> <td data-bbox="407 812 1406 932">Project Team Capabilities: This criterion evaluates readiness to proceed on the scope of work. This includes an evaluation of the expertise and capabilities of the consultant team. Work history, examples, and references will be considered.</td> <td data-bbox="1411 812 1474 932">25</td> </tr> <tr> <td data-bbox="407 938 1406 1024">Quality of the Proposal Submittal: A clear, concise proposal that addresses the RFP and demonstrates understanding of the requested work.</td> <td data-bbox="1411 938 1474 1024">25</td> </tr> <tr> <td data-bbox="407 1031 1406 1087" style="text-align: right;">Total Points</td> <td data-bbox="1411 1031 1474 1087">100</td> </tr> </table>	Technical Merit: This criterion evaluates the technical merit of the proposal, and the applicant's comprehensive understanding of planning and designing capital projects involving retrofit and repair of failing stormwater facilities. The proposal addresses stakeholder coordination, meetings, communications, and design considerations.	50	Project Team Capabilities: This criterion evaluates readiness to proceed on the scope of work. This includes an evaluation of the expertise and capabilities of the consultant team. Work history, examples, and references will be considered.	25	Quality of the Proposal Submittal: A clear, concise proposal that addresses the RFP and demonstrates understanding of the requested work.	25	Total Points	100
Technical Merit: This criterion evaluates the technical merit of the proposal, and the applicant's comprehensive understanding of planning and designing capital projects involving retrofit and repair of failing stormwater facilities. The proposal addresses stakeholder coordination, meetings, communications, and design considerations.	50								
Project Team Capabilities: This criterion evaluates readiness to proceed on the scope of work. This includes an evaluation of the expertise and capabilities of the consultant team. Work history, examples, and references will be considered.	25								
Quality of the Proposal Submittal: A clear, concise proposal that addresses the RFP and demonstrates understanding of the requested work.	25								
Total Points	100								
Section IIIB	Contract Award								
1. Consultant Selection	<p>The County will determine the most qualified proposer based on the evaluation criteria listed using predetermined weights, the attributes of the Proposers and the overall responsiveness of the Proposal. If the County does not reach a favorable agreement with the top Proposer, the County shall terminate negotiations and begin negotiations with the next qualified Proposer. If the County is unable to reach agreeable terms with either Proposer, they may opt to void the RFP and determine next steps.</p> <p>Clark County reserves the right to accept or reject any or all proposals received, to negotiate with any or all prospective contractors on modifications to proposals, to waive formalities, to postpone award, or to cancel in part or in its entirety this RFP. Clark County reserves the right to award the contract based on the best interests of the County.</p>								
2. Contract Development	<p>The proposal and all responses provided by the successful Proposer may become a part of the final contract.</p> <p>The form of contract shall be the County's Contract for Professional Services.</p>								
3. Award Review	<p>The public may view Request for Proposal documents by submitting a public records request at www.clark.wa.gov.</p>								
4. Orientation/Kick-off Meeting	<p>A kick-off meeting will be scheduled shortly after the final contract is executed.</p>								

**Request for Proposal # 912
Philbrook Farms Tract D Stormwater Facility Design**

Attachment A: COVER SHEET

General Information:

Legal Name of Proposing Firm	
Street Address	
City State Zip Code	
Contact Person Title	
Phone	
Program Location (if different than above)	
Email Address	
Tax Identification Number	

ADDENDUM:

Proposer shall acknowledge receipt of Addenda by checking the appropriate box(es).

None 1 2 3 4 5 6

NOTE: Failure to do so, shall render the proposer non-responsive and therefore be rejected.

I certify that to the best of my knowledge the information contained in this proposal is accurate and complete and that I have the legal authority to commit this agency to a contractual agreement. I realize the final funding for any service is based upon funding levels, and the approval of the Clark County Council and required approvals.

Authorized Signature of Proposing Firm

Date

Printed Name

Title

**Request for Proposal # 912
Philbrook Farms Tract D Stormwater Facility Design**

Attachment B: LETTER OF INTEREST

Legal Name of Proposing Firm	
Street Address	
City State Zip Code	
Contact Person Title	
Phone	
Program Location (if different than above)	
Email Address	

- All proposers are required to be included on the plan holders list.
- If your organization is NOT listed, submit the ‘Letter of Interest’ to ensure your inclusion.

Email Letter of Interest to: Koni.Odell@clark.wa.gov and Priscilla.Mason@clark.wa.gov

Clark County web link: <https://clark.wa.gov/internal-services/request-proposal-1>

This document will only be used to add a proposer to the plan holders list. Submitting this document does not commit proposer to provide services to Clark County, nor is it required to be submitted with proposal.

Proposals may be considered non-responsive if the Proposer is not listed on the plan holders list.

**Request for Proposal # 912
Philbrook Farms Tract D Stormwater Facility Design**

Attachment C



Clark County, Washington

**Certification Regarding
Debarment, Suspension and Other Responsibility Matters**

The prospective participant certifies to the best of its knowledge and belief that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State or local department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

Company Name

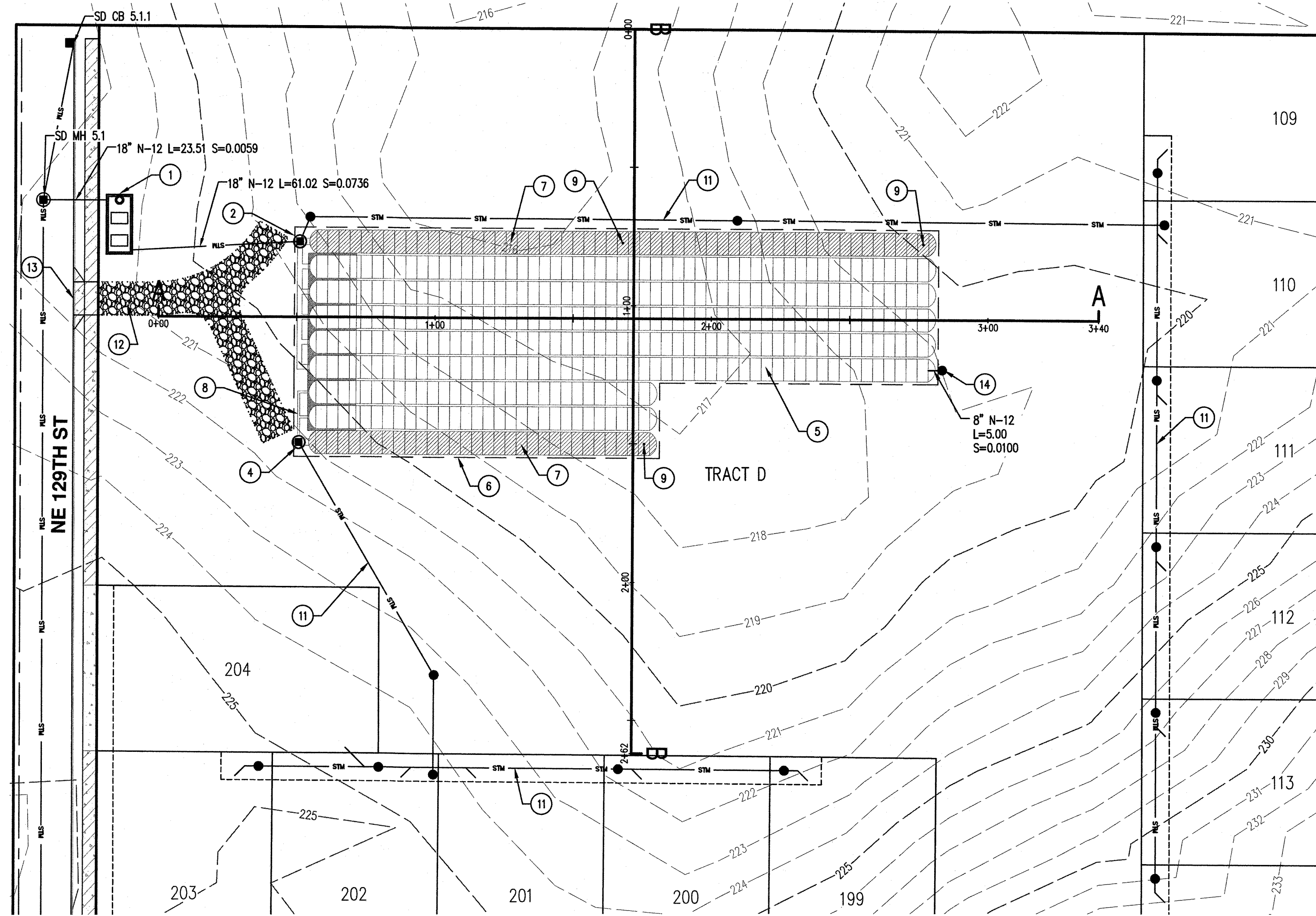
Typed Name & Title of Authorized Representative

Signature of Authorized Representative

Date

I am unable to certify to the above statements. My explanation is attached.

AS-BUILT



LEGEND

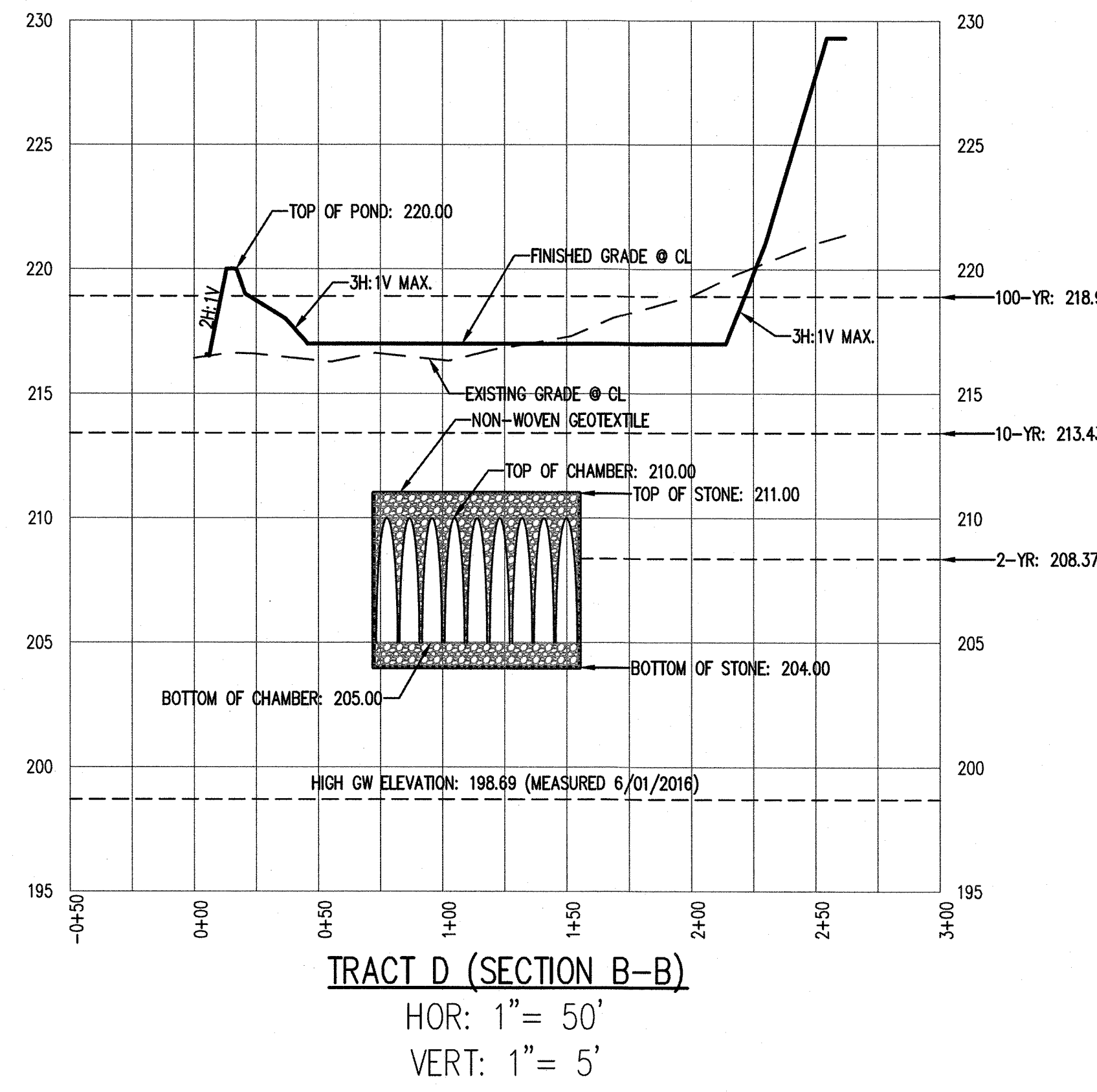
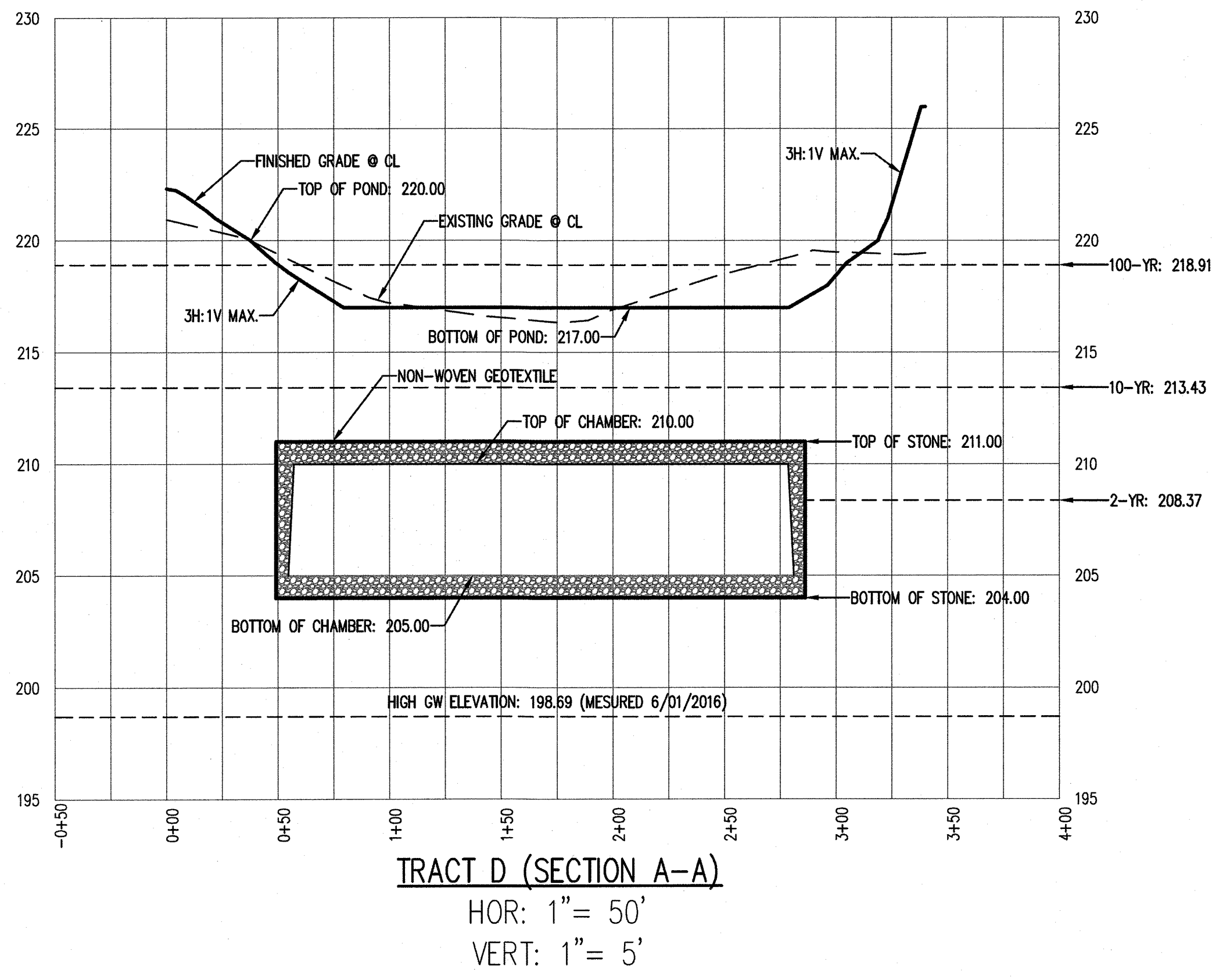
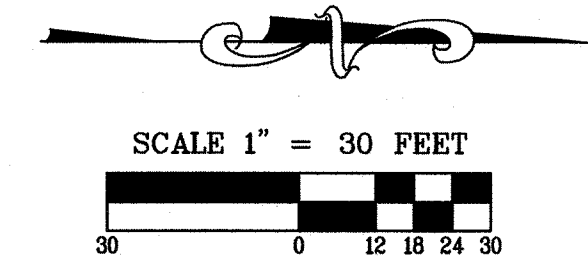
CB - CATCHBASIN	
DI - DITCH INLET	
DS - DOWNSTREAM	
EG - EXISTING GRADE	
FG - FINISHED GRADE	
MH - MANHOLE	
WQ - WATER QUALITY	
EXISTING GROUND CONTOUR (1 FT) ---	
EXISTING GROUND CONTOUR (5 FT) ---	
FINISHED GRADE CONTOUR (1 FT) ---	
FINISHED GRADE CONTOUR (5 FT) ---	

GENERAL NOTES

1. STORM SEWER PIPE MATERIALS SHALL BE N-12 OR PVC C900 PIPE WITH BEDDING AND BACKFILL PER DETAIL D14, SHEET C231 UNLESS OTHERWISE SPECIFIED.
2. ALL STORM SEWER MANHOLES SHALL BE 48" TYPE 3 (FLAT TOP) MANHOLES PER DETAIL D1.3 ON SHEET C230 UNLESS OTHERWISE SPECIFIED. IMPACT SLABS PER DETAIL SHEET C230, SHALL BE PROVIDED ON MANHOLES WHERE TOP SLAB INTRUDES WITHIN BASE ROCK.
3. AS BUILTS SHALL BE PROVIDED TO INSPECTOR AND ENGINEER PRIOR TO PAVING.
4. USE BOLT DOWN MANHOLE COVERS PER DETAIL D1.7, SHEET C230 FOR ALL MANHOLES LOCATED OUTSIDE OF THE RIGHT-OF-WAY.
5. USE STANDARD MANHOLE COVERS PER DETAIL D1.6, SHEET C230 FOR ALL MANHOLES EXCEPT WHERE NOTED.
6. DUCTILE IRON PIPE IS AN ACCEPTABLE ALTERNATE TO PVC C900 PIPE.
7. ALL CATCH BASINS GRATES SHALL BE HERRING BONE GRATES PER DETAIL D4.3, SHEET C231, EXCEPT WHERE NOTED.
8. ALL PROPOSED STORMWATER FACILITIES ON SITE ARE TO BE PUBLICLY OWNED AND MAINTAINED BY CLARK COUNTY UNLESS OTHERWISE NOTED.
9. ALL PIPE LENGTHS AND ASSOCIATED SLOPES ARE COMPUTED RUNNING FROM THE CENTERLINE OF THE MANHOLES AT EACH END OF THE PIPE.
10. ALL STORM SEWER CLEANOUTS SHALL BE 6" AND CONSTRUCTED PER DETAIL D15 ON SHEET C231.
11. ROOF DRAINS FOR LOTS 1-7, 61-69, 109-204, AND 131-144 SHALL DRAIN TO PRIVATE UNDER GROUND STORM COLLECTION SYSTEMS AND ROUTED INTO TRACTS B, A, D, AND C RESPECTIVELY.
12. ALL LOT DRIVEWAYS AND LANDSCAPED AREAS APPROXIMATELY 20' BACK FROM SIDEWALK SHALL DRAIN TO STREET AS SHOWN ON GRADING PLANS.
13. TRACTS A, B, & D OPEN SPACE SITE FURNISHINGS AND LANDSCAPE TO BE PRIVATELY OWNED AND MAINTAINED. SEE LANDSCAPE PLAN L100 FOR TRACT AND OPEN SPACE LOCATIONS AND DETAIL.

STORM SEWER CONSTRUCTION NOTES

1. INSTALL OLDCASTLE PERK FILTER 8'x20' (ID) WATER QUALITY VAULT WITH 2 4'x6' RECTANGULAR ACCESS HATCHES OVER CARTRIDGE BAY WITH SPRING-LOADED LIFT ASSIST, AND WITH 35 CARTRIDGES, STACKED 12 & 18" SEE DETAIL SHEET C233. 100-YR STORM PEAK FLOW RATE = 18.57 CFS. WATER QUALITY FLOW RATE REQUIRED = 1.292 CFS (1.327 CFS PROVIDED)
RIM= 222.50
IE IN (S)= 215.50
IE OUT (N)= 213.95
2. INSTALL 48" MANHOLE TYPE 3 WITH SOLID LID, MINIMUM 24" SUMP PER DETAIL D1.3, SHEET C230.
RIM= 219.04
IE (S)= 209.46
IE (NW)= 209.36
IE (E)= 207.45
IE (N)= 205.19
3. NOT USED
4. INSTALL 48" MANHOLE TYPE 3 WITH SOLID LID, MINIMUM 24" SUMP PER DETAIL D1.3, SHEET C230.
RIM= 219.35
IE (N)= 205.19
IE (W)= 207.45
IE (NE)= 215.35
5. INSTALL STORMTECH MC-4500 UNDERGROUND DETENTION SYSTEM (420-CHAMBERS) PER DETAIL SHEET C234. SEE CROSS SECTION DETAILS THIS SHEET.
6. EXTENT OF GALLERY ROCK/STONE SECTION
7. ISOLATOR ROW
8. 8" ADS N-12 TOP MANFOLD, INVERT 0.29' ABOVE CHAMBER BASE
9. INSPECTION PORT
10. 18" ADS N-12 TOP MANFOLD, INVERT 2.45' ABOVE CHAMBER BASE.
11. SEE REAR YARD PLAN AND PROFILE SHEET C224.
12. 12' WIDE GRAVEL (1,540 SQ.FT.) STORMWATER FACILITY ACCESS DRIVE. SEE STORMWATER FACILITY ACCESS ROAD DETAIL SHEET C232.
13. 12' WIDE CEMENT CONCRETE APPROACH PER DETAIL F14 SHEET C121. 8" MINIMUM THICKENED (COMMERCIAL) SIDEWALK.
14. INSTALL 24" NYLOPLAST DRAIN BASIN WITH GRATED LID, MINIMUM 6" SUMP PER DETAIL SHEET C232. DRAIN BASIN IS FOR OVERFLOW CONVEYANCE TO AND FROM UNDERGROUND INFILTRATION FACILITY DURING STORM EVENTS LARGER THAN THE 10-YR STORM.
RIM=217.00
IE (S)= 214.00



AS-BUILT DISCLAIMER:
AS-BUILT INFORMATION IS BASED ON A COMBINATION OF FIELD SURVEY INFORMATION, SPOT INSPECTION INFORMATION, AND CONTRACTOR-PROVIDED INFORMATION. THE ENGINEER ONLY CERTIFIES INFORMATION WHICH COULD BE FIELD-VERIFIED AFTER CONSTRUCTION WAS COMPLETED.

AKS

AKS ENGINEERING & FORESTRY, LLC
 650 N.E. 135TH AVE. STE 2520
 VANCOUVER, WA 98682
 P: 360.882.0419
 F: 360.882.0426
 akse-eng.com

PHILBROOK FARMS

SUBDIVISION

CLARK COUNTY

WASHINGTON

PARCELS: 198805-000, 198794-000 & 198805-000

NW 1/4 SECTION 30 T3N R2E W4

TRACT 'D' DETENTION

DETAIL

AS-BUILT

DESIGNED BY: CC

DRAWN BY: MWJ

CHECKED BY: JMM

SCALE: AS NOTED

DATE: 9-8-16

REVISIONS

JOB NUMBER

4851

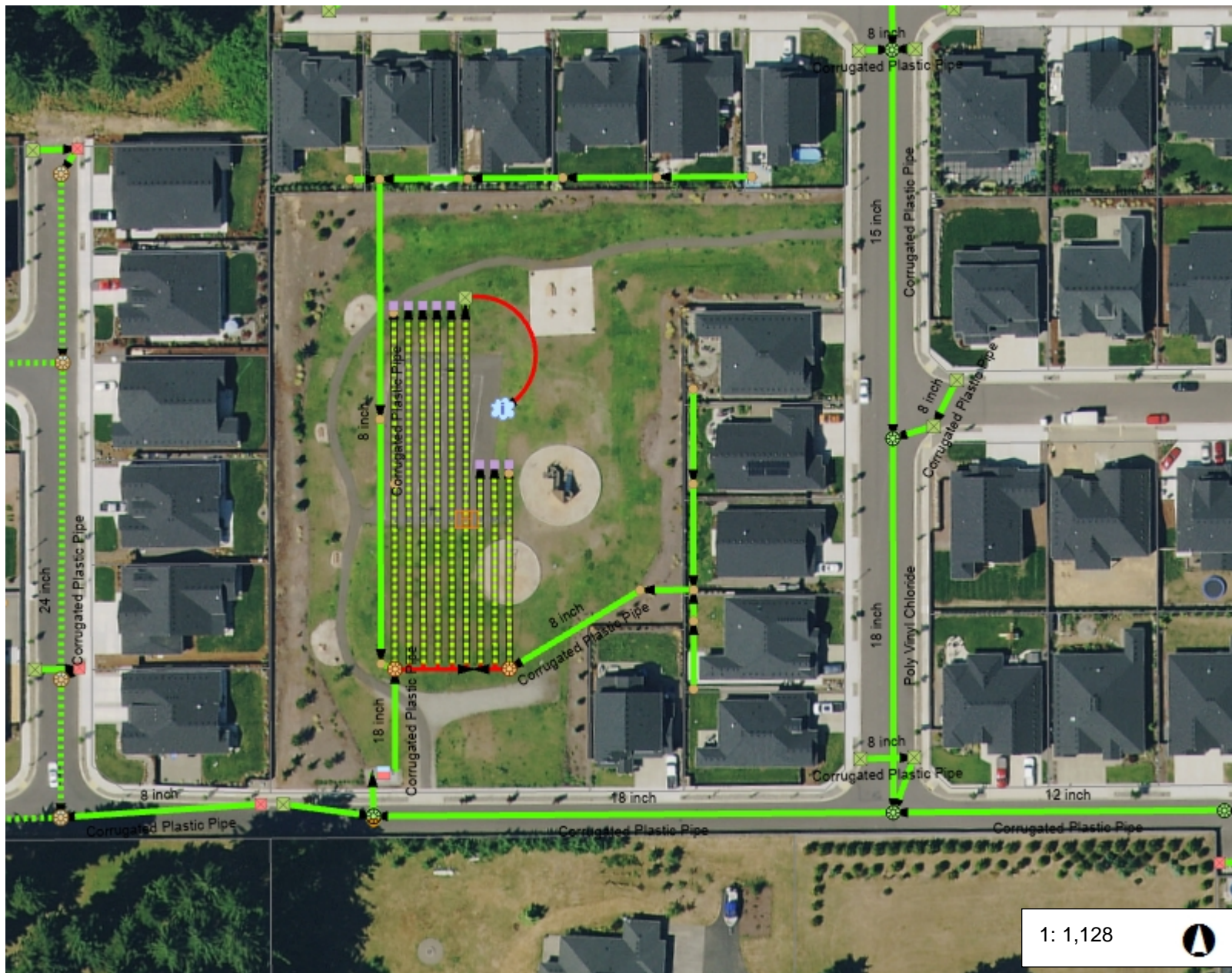
SHEET

C221

Clark County, VA
Approval Construction Plan
SEP 26 2016
Page 6 of 107



Philbrook Tract D storm2



Legend

Inlet/Outlet

- Unspecified
- Catch Basin
- Curb Inlet
- Combination Inlet
- Field inlet
- Area Drain
- Downspout
- Linear Inlet
- Bioretention Riser
- Curb Cut
- Special Inlet
- Outlet Bubbler
- Other

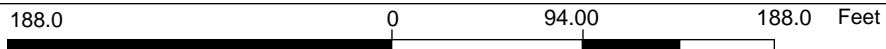
Discharge Point

- Discharge Point
- Inlet
- Manhole
- Orifice Plate
- Weir
- Other

Storage Treatment

- Coalescing Plate Oil/Water Separat
- Filterra Box

Notes:

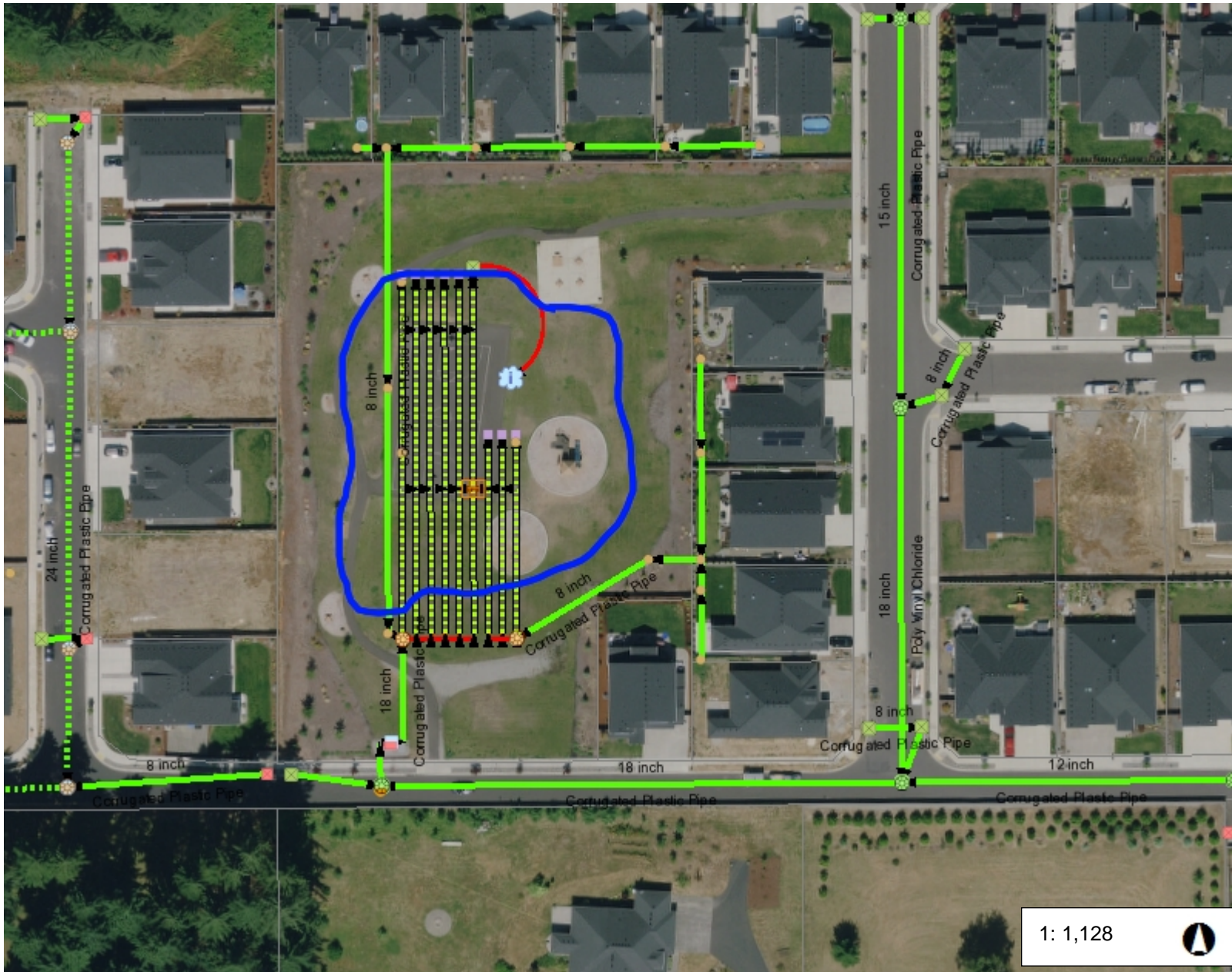


WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information. Taxlot (i.e., parcel) boundaries cannot be used to determine the location of property lines on the ground.



Philbrook Tract D



Legend

Inlet/Outlet

- Unspecified
- Catch Basin
- Curb Inlet
- Combination Inlet
- Field inlet
- Area Drain
- Downspout
- Linear Inlet
- Riser
- Curb Cut

Discharge Point

Flow Control

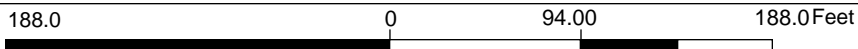
- Inlet
- Manhole
- Orifice Plate
- Weir

Storage Treatment

- Full Dispersion
- Coalescing Plate Oil/Water Separat
- Filterra Box
- Sand Filter Open
- Modular Detention System
- Media Filter Drain

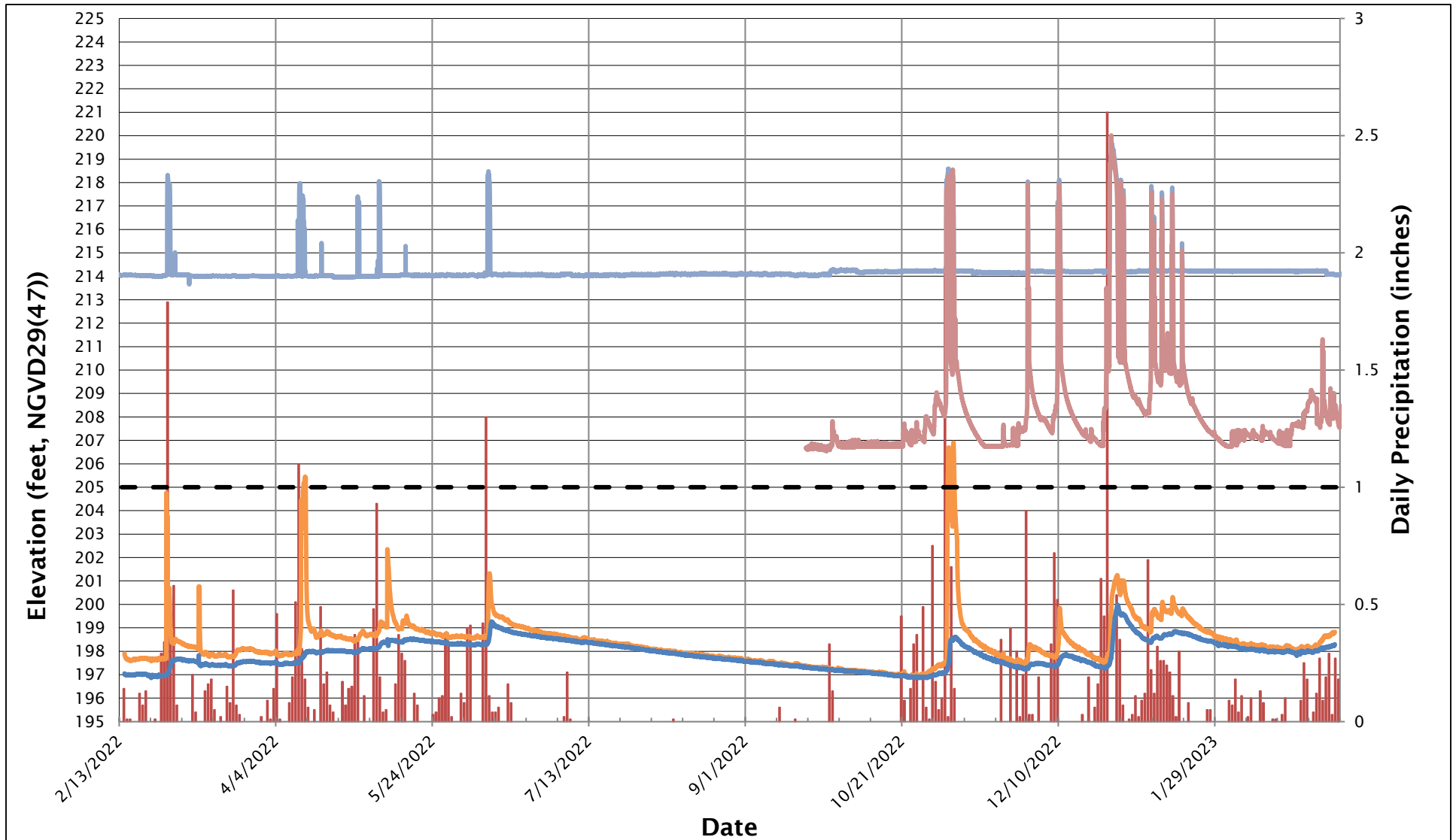
Notes:

1: 1,128



WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information.



Rainfall reported at Weather Station GHCND:USW00094298 VANCOUVER PEARSON AIRPORT, WA US (45.62102 N, 122.65421 W), located about 6.8 miles south of the project site.
 NGVD29(47) elevations were determined by subtracting 3.6 feet from NAVD88 contours.

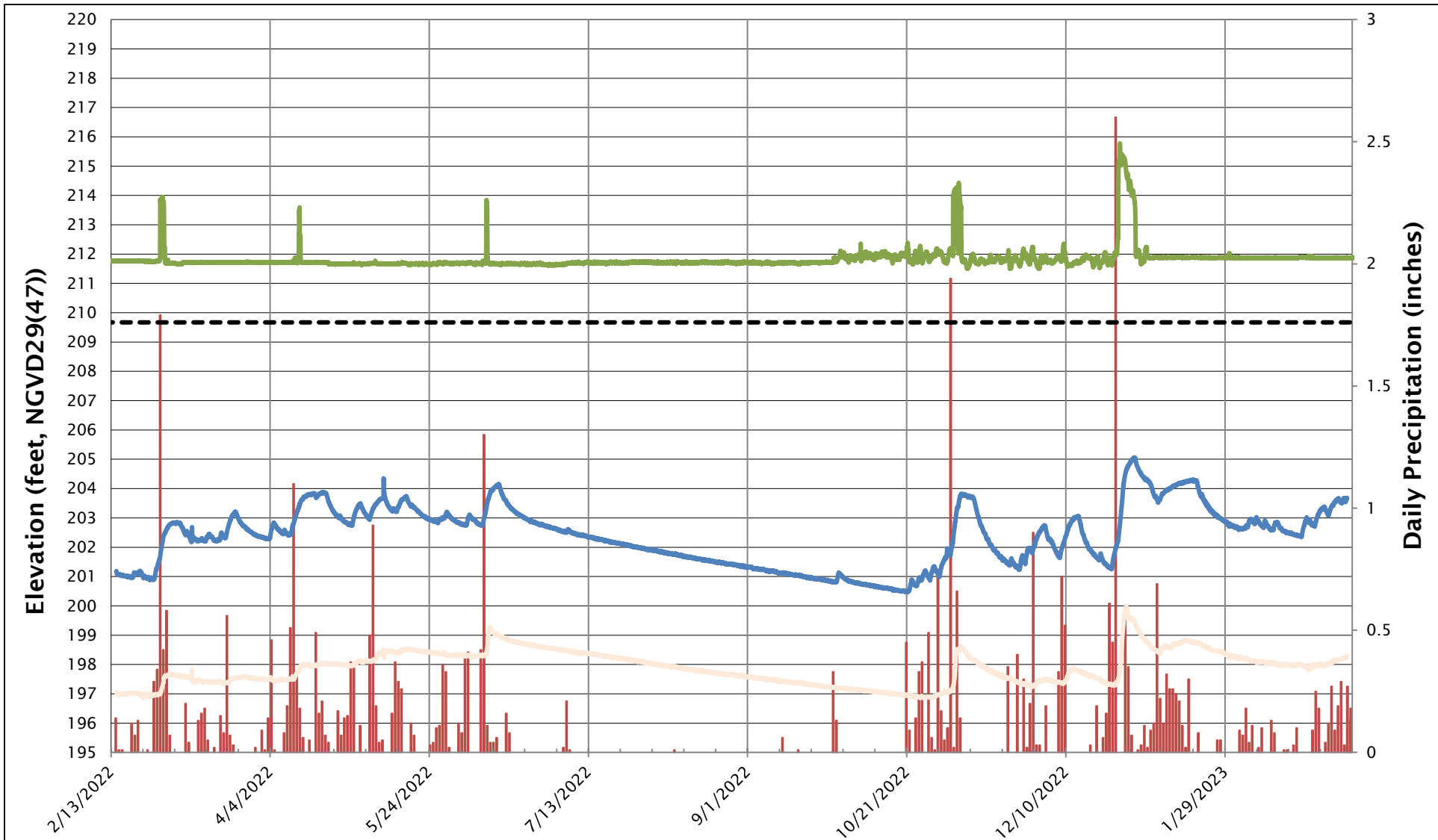
- █ Daily Precipitation
- █ MW-1 Water Level Readings (Transducer)
- █ MW-2 Water Level Readings (Transducer)
- Bottom of Chamber
- █ Tract D Sump Overflow Water Level Readings
- █ Tract D Bottom of Chamber

FEATURE ELEVATIONS:
 Basketball Court = 217 feet
 Top of Chamber = 210 feet
 Top of Gravel = 211 feet
 Base of Chamber = 205 feet
 Base of Gravel = 204 feet

STORM DESIGN ELEVATIONS:
 100-year storm = 218.91 feet
 10-year storm = 213.43 feet
 2-year storm = 208.37 feet

FIGURE C1
 Tract D Groundwater Elevations and Rainfall

APRIL 2023



Rainfall reported at Weather Station GHCND:USW00094298 VANCOUVER PEARSON AIRPORT, WA US (45.62102 N, 122.65421 W), located about 6.9 miles south of the project site.
 NGVD29(47) elevations were determined by subtracting 3.6 feet from NAVD88 contours.

Date

- █ Daily Precipitation
- MW-3 Water Level Readings (Transducer)
- - - Bottom of Chamber
- Tract B Sump Water Level Readings
- MW-2 Water Level Readings (Tract D)

FEATURE ELEVATIONS:
 Field/Pond = 213 feet
 Top of Chamber = 211 feet
 Top of Gravel = 211.5 feet
 Base of Chamber = 209.67 feet
 Base of Gravel = 209.17 feet

STORM DESIGN ELEVATIONS:
 100-year storm = 214.75 feet
 10-year storm = 212.75 feet
 2-year storm = 210.89 feet

FIGURE C2
 Tract B Groundwater Elevations and Rainfall

APRIL 2023

EXHIBIT E

Example Photos:



Philbrook Farms Tract D dry



Philbrook Farms Tract D 11122021 event



Philbrook Farms Tract D 11122021 west extent



Philbrook Farms Tract D 11122021 east extent



Philbrook Farms Tract D 11122021 north extent