City of Pacific, Washington
Request for Qualifications
For Professional Services in Connection with
Right-of-Way Acquisition for the West Valley Highway Reconstruction Project

I. Purpose
The City of Pacific Public Works Department is requesting interested Professional Service Consulting firms to submit proposals for providing Right-of-Way Acquisition /Relocation Services for purchasing additional right-of-way from approximately 9 parcels relating to the reconstruction and improvement of West Valley Highway, from 1st Avenue West (City Limits) to County Line Road (King / Pierce County Line), all in the City of Pacific, King County, Washington. Approved right-of-way plans and project funding estimate (PFE) for the project have been developed by other consultants, and are attached to this RFQ.

Services will include:

A. Title Reports for each parcel.
B. Appraisals as necessary by a MIA appraiser. Appraisal Reviews as necessary by a MIA appraiser.
C. Negotiations with property owners.
D. Provide general support for condemnation proceedings, as necessary.

Appraisers/appraisal reviewers must be on the WSDOT approved appraiser list.

II. Requirements

A. Submittals must contain no more than 10 pages, double sided, including resumes (20 total).
B. Submit by 11:00 AM, Tuesday, June 30, 2020.
C. The following items must be included in all responses:
   1. Demonstrate experience in working with public organizations, federally funded transportation projects, other grant funding and permitting agencies.
   2. A statement describing demonstrable experience and expertise in providing the services described above.
   3. Identification of the individual(s) in charge of the team designated to perform the services described above. Identify the individual who will administratively manage the contract.
   4. Resumes for the individual(s) to be assigned to the team designated to provide the services described above.
   5. A representative list of no more than 5 completed contracts in Washington State within the last five (5) years with examples of work performed. For each of the contracts, include the name, title, and phone number of a responsible, local reference associated or familiar with the project.
   6. A proposed fee schedule for providing the services described above.

D. Please submit three (3) hard copies, or a PDF file of your response to:
   Pacific Public Works Department 100 3rd Avenue SE Pacific, WA 98047 Attention: Jim Morgan, Public Works Manager jmorgan@ci.pacific.wa.us.

IV. RFQ Evaluation Criteria

If an award is made as a result of this RFQ, it shall be awarded to the consultant whose submittal is most advantageous to the city with price and other factors including, but not limited to: previous successes on federally funded transportation projects, demonstrated technical ability and expertise, reference calls and/or recommendations, and any additional criteria deemed appropriate by the city which would lend itself to establishing the vendor’s viability to perform the work as outlined in this RFQ.

V. Selection Criteria:

A. The ability, capacity, and skill of the consultant to provide the service required.
B. Whether the recommended team is deemed adequate for the city’s needs.
C. Whether the consultant can perform the contract within the time specified.
D. History of success of similar projects.
VI. Items that may disqualify a consultant from consideration:

A. Evidence of collusion with any other respondents.
B. The consultant is not qualified for the work or to the full extent of the RFQ.
C. The consultant has been convicted of a crime arising from a previous public contract, excepting convictions that have been pardoned, expunged, or annulled.
D. At the time of RFQ opening, the consultant is not authorized to do business in Washington State, or otherwise lacks a necessary license, registration, or permit.
E. Any other reason deemed proper by the city.

VII. Tentative Schedule:

- June 5, 2020 Release of RFQ
- June 30, 2020 Submittals must be received by 11:00 am
- July 10, 2020 Consultant selected
- July 24, 2020 Agreement with selected consultant
- July 27, 2020 City Council Approval
- September 14, 2020 Begin acquisition process
- December 31, 2021 Anticipated completion

VIII. Terms and Conditions

A. The City reserves the right to reject any and all submittals, as well as to waive minor irregularities in any submittal.
B. The City reserves the right to request clarification of information submitted and request additional information from the consultant.
C. The City reserves the right to award the contract to the next most qualified consultant if the selected consultant does not execute the City’s contract within fifteen (15) calendar days after the contract is awarded.
D. The City will retain ownership of all documents, plans and prints produced by the consultant.
E. The contract resulting from acceptance of a proposal by the City shall be in a form supplied by the City.
F. The selected consultant will be required to provide a certificate of insurance conforming to requirements of the City’s form contract prior to beginning any work under the contract.
G. The City is not responsible for any costs incurred by the consultant in preparing, submitting, or presenting its submittal to the City.

The City of Pacific encourages disadvantaged, minority and women-owned consulting firms to respond.

This project is Federally funded and Federal EEO requirements apply.

The City of Pacific, 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 Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all respondents that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit a proposal 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.

Questions may be directed to:
Jim Morgan, Public Works Manager Public Works Department 100 3rd Avenue SE Pacific, WA 98047 (253)-929-1113 jmorgan@ci.pacific.wa.us.
| Parcel ID | Assessor's Parcel Number | Owner | Just Compen. (Offer) | Appraisal Fee Costs | Appraisal Review Fee Costs | Negotiation Fee Costs | Title Escrow Costs | Prop Mgmt. Costs | Relocation Service Costs | Relocation Costs | Condem. Incidental Costs | Statutory Costs | Evaluation Allowance | Total Parcel Costs |
|-----------|--------------------------|-------|----------------------|---------------------|--------------------------|----------------------|---------------------|------------------|---------------------|-----------------------|-------------------|-----------------------|----------------|--------------------------|-----------------|
| 1         | 3521049076; 3521049013   | Union Property Investments, LLC | $110,500 | $3,000 | $900 | $4,500 | $450 | $0 | $0 | $0 | $48,360 | $750 | $163,460 | |
| 2         | 3521049022               | John & Janette Welch, TTEE       | $50,100 | $3,000 | $900 | $4,500 | $450 | $0 | $0 | $0 | $27,930 | $750 | $97,630 | |
| 3         | 3521049006; 3521049083; 353404150 | Alfred Leonards, Leonards Real Estate Holdings, LLC | $161,600 | $3,000 | $900 | $4,500 | $450 | $0 | $0 | $0 | $50,000 | $750 | $205,150 | |
| 4         | 3521049064               | City of Pacific                  | $350 | $0 | $0 | $4,500 | $450 | $0 | $0 | $0 | $0 | $653 | $750 | $6,703 | |
| 5         | 353404300                | Jerold D Eck & 411 Real Estate LLC | $7,000 | $3,000 | $900 | $4,500 | $450 | $0 | $0 | $0 | $3,645 | $750 | $16,345 | |
| 6         | 353404340                | Swamp LLC                        | $7,000 | $0 | $0 | $4,500 | $450 | $0 | $0 | $0 | $0 | $3,645 | $750 | $16,345 | |
| 7         | 353404350                | Alico Pacific Inc                | $10,700 | $0 | $0 | $4,500 | $450 | $0 | $0 | $0 | $0 | $5,310 | $750 | $21,710 | |
| 8         | 353404390                | Chuter & Joy Campbell            | $500 | $0 | $0 | $4,500 | $450 | $0 | $0 | $0 | $0 | $720 | $750 | $6,320 | |
| 9         | 353404400                | West Valley LLC                  | $16,500 | $0 | $0 | $4,500 | $450 | $0 | $0 | $0 | $2,000 | $8,570 | $750 | $37,270 | |
| TOTAL     |                         |                                 | $40,150 | $12,000 | $3,600 | $40,500 | $4,600 | $0 | $13,500 | $8,000 | $206,238 | $6,750 | $734,783 | | $741,933 |

Notes:
1. Column 9 (Condemnation & Incidental Costs) calculated as follows: (49% of column 1) + (10% of column 2-8).
2. Fees to prepare AOS worksheets are included in Project Fund Estimate fee of $6,750. AOS worksheets, in lieu of Appraisals, do not require Appraisal Review.
3. Column 4 - Includes negotiations with property owners and administrative fees such as PFE coordination and input, sub consultant management, meeting attendance, progress reporting, parcel file closeout / escrow, plan reviews, coordination with design team, etc.
4. Subject to City approval, Administrative Offer Summary (AOS) worksheets may be prepared in lieu of appraisals for those parcels with estimated just compensation under $25K.
5. Appraisals may be required, upon property owner request, for those parcels with estimated amounts of just compensation over $10K and no more than $25K. This caveat could affect estimated Appraisal and Appraisal Review costs.

Preparation of the Project Funding Estimate (See Note 2)

TOTAL COST $741,933

Approval Recommended

Date: 10/23/19

By: [Signature]
Local Agency Coordinator
WSDOT Olympic Region
CITY OF PACIFIC
WEST VALLEY HIGHWAY ROAD IMPROVEMENT PROJECT
RIGHT-OF-WAY PLANS

SITE PLAN
1"=500'

City of Pacific
LOCATION MAP
The following Relocation Assistance Plan is submitted for your review and approval in accordance with Chapter 12 of the Washington State Department of Transportation (WSDOT) Right of Way Manual and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (the Uniform Act). This report is written with the understanding that State and Federal regulations will be followed.

The relocation services provided on this project will adhere to state and federal laws and regulations. Occupancy surveys will be completed by a qualified relocation consultant, once the City has been authorized to proceed with the right of way phase of the project.

1. Project Description:
Reconstruct West Valley Highway between the Pacific southerly City Limits and the City northerly limits. The section of the road from 3rd Avenue SW to the southerly City line will be widened to two 14-foot through lanes, two 5-foot wide bike lanes, a 5-foot wide sidewalk (east), storm drainage conveyance, water quantity and water quality facilities, landscaped areas, illumination and associated utility extensions. Low Impact Development (LID) design techniques including permeable concrete for the walk, and other LID techniques are proposed for the project as appropriate. The project will provide a new full pavement section in the areas where pavement failure is evident and an asphalt overlay of all other areas of the project.

2. Assurances:
The Agency, or its consultant, will inform all displaced parties of relocation payments and services that will be provided. No displaced person, lawfully occupying real property, will be required to move from the acquired dwelling or business without being provided a written assurance of at least ninety (90) days prior to the earliest date by which they could be required to vacate the property.

There are NO residential or business displacements on this project.

3. Number of Displacements:
There are four (4) displacees on Three (3) properties affected by this project and the acquisition(s) will result in the relocation of personal property only from the proposed right of way.

4. Inventory of Individual Needs:
The proposed acquisition of right of way for this project, at the time of this report, identifies the following Personal Property Only (PPO) displacements:
**Personal Property Only**

**Relocation Plan**

**Site Address:** 415 West Valley Hwy, Pacific WA 98047 – North End  
**Parcel Owner:** Alfred Leenstra, Leenstra RE Holdings LLC, Leenstra RE Holdings LLC  
**Parcel Number:** 352104-9026, 352104-9083, 335340-4150  
**Owner Contact:** Fred Leenstra 253-804-4177  
**Owner Address:** 7913 Yeazell Rd KPS, Longbranch, WA 98351  
**Displacee Number:** 1  
**Type of Displacee:** Personal Property Only  
**Displacee Name(s):** Roads Paving Washington, LLC  
**Mailing Address:** 12514 SE 270th St, Kent, WA 98030  
**Telephone/Email:** Jill Boulanger 253-630-5589  

**Summary:** Roads Paving is a residential, commercial, asphalt patch and seal coat company. The company has a small office trailer on site and they store their vehicles and equipment on the site. There are also a few stockpiles of miscellaneous materials. The move estimate is based on a lump sum of estimated hours.

Estimated Moving Cost 10 hours @ $50/hour = $500.00

**Total Estimated Relocation Cost:** $500.00
**Personal Property Only**

**Relocation Plan**

**Site Address:** 415 West Valley Hwy, Pacific WA 98047 – South End

**Parcel Owner:** Alfred Leenstra, Leenstra RE Holdings LLC, Leenstra RE Holdings LLC

**Parcel Number:** 352104-9026, 352104-9083, 335340-4150

**Owner Contact:** Fred Leenstra 253-804-4177

**Owner Address:** 7913 Yeazell Rd KPS, Longbranch, WA 98351

**Displacee Number:** 2

**Type of Displacee:** Personal Property Only

**Displacee Name(s):** Pro Truck and Equipment, Inc

**Mailing Address:** 985 West Valley Highway, Pacific, WA 98047

**Telephone/Email:** Robert Mader 253-863-8782

**Summary:** Pro Truck and Equipment sells an assortment of used commercial trucks, trailers, and equipment. The 415 site is used to store their excess vehicles and equipment. There are also a few stockpiles of miscellaneous materials.

Estimated Moving Cost 3 trailers @ $150/each $450.00
Estimated Moving Cost 2 Semi Cabs @ $125/each $250.00
Estimated Moving Cost 20 hours @ $50/hour $1,000.00

**Total Estimated Relocation Cost:** $1,700.00
Personal Property Only
Relocation Plan

Site Address: 411 West Valley Hwy, Pacific WA 98047
Parcel Owner: Jerald D Eck 411 Realestate LLC
Parcel Number: 335340-4200
Owner Contact: Burt Gilleland 253-358-8473
Owner Address: 411 West Valley Hwy, Pacific WA 98047
Displacee Number: 1
Type of Displacee: Personal Property Only
Displacee Name(s): Valley Recycling, Inc.
Mailing Address: 411 West Valley Hwy, Pacific WA 98047
Telephone/Email: Burt Gilleland 253-358-8473

Summary: Valley Recycling is a metal recycling and consulting firm. They receive a variety of metal materials for recycling with minimal processing. There are a multiple piles of miscellaneous metal materials adjacent to the ROW which will need to be relocated for construction activities. The move estimate is based on a lump sum of estimated hours.

Estimated Moving Cost 10 hours @ $50/hour = $500.00

Total Estimated Relocation Cost: $500.00
Site Address: 301 West Valley Hwy, Pacific WA 98047
Parcel Owner: West Valley LLC
Parcel Number: 335340-4090
Owner Contact: Thomas Dickson 253-358-8473
Owner Address: 1200 E D St, Tacoma, WA 98421
Displacee Number: 1
Type of Displacee: Personal Property Only
Displacee Name(s): Gless Trucking
Mailing Address: 1519 192nd St, SeaTac, WA 98
Telephone/Email: Bill Kuhn 206-695-2746

Summary: Gless Trucking operates a facility at 1519 192nd St in SeaTac, WA. This organization primarily operates in the Trucking, except Local business / industry within the Motor Freight Transportation sector. The site is used for the storage of commercial semi-trailers. There appear to be three trailers in the area of proposed right of way acquisition at the current time.

Estimated Moving Cost 3 trailers @ $150/each = $450.00

Total Estimated Relocation Cost: $450.00
5. **Decent, Safe, & Sanitary Requirements:**
Not Applicable-Personal Property Only Displacement(s)

6. **Analysis of Available Property:**
Not Applicable-Personal Property Only Displacement(s)

7. **Last Resort Housing Discussion:**
Not Applicable-Personal Property Only Displacement(s)

8. **Sources of Information:**
   - Information Gathering: City of Pacific
   - Other:

9. **Relocation Assistance Office Address:**
Relocation specialists will be part of the Right of Way acquisition team.

10. **Summary-Estimated Personal Property Only Relocations Costs:**
Personal Property Only:
   - **Estimated Moving Costs Up to $3,150.00**