

# ***RFQ – 112th St SW – Lake Louise Elementary School Sidewalk – Farwest Dr to Holden Rd***

## **Request for Qualifications**

### ***City of Lakewood***

City of Lakewood (City) is requesting statements of qualifications from firms qualified and interested in providing topographical survey and right-of-way mapping services to assist the City with the 112th St SW – Lake Louise Elementary School Sidewalk project.

### **Project Description**

The City of Lakewood has received Safe Routes to School (SRS) grant funding for the design of the 112th St SW – Lake Louise Elementary School Sidewalk Project.

This is a sidewalk project along 112th St SW between Holden Rd SW to Farwest Dr SW consisting of curb, gutter, sidewalk, and bike lanes, limited stormwater facilities, street lighting, excavation and resurfacing of the roadway.

The City of Lakewood will complete the civil design with in-house staff and will contract separately for other professional services including environmental as necessary.

This project will include all necessary aspects of topographical survey services including horizontal and vertical control, surface generation and base map preparation. The surveyor shall also be able to map out right-of-way lines, parcel lines, and parcel information.

The City requests that statements of qualifications include the ability to provide all of the above services. The City reserves the right to negotiate a reduced scope of services with the successful consultant and obtain other consultants for specific project elements.

### **Project Schedule**

The following is an estimate of the project milestones:

Consultant Interview December 2024

Consultant Selection and Award December 2024

Consultant Notice to Proceed January 2025

Consultant Completes and submits topographic survey March 2025

## Qualifications

Qualified consultant teams shall show experience with the following:

1. Demonstrated experience in conducting topographical surveys for capital improvement projects including roadways, sidewalks and public infrastructure.
2. Proficiency in using surveying equipment and software tools (e.g., total stations, GPS, laser scanners) and software (e.g., AutoCAD, Civil 3D).
3. Strong track record of completing projects on time and within budget constraints.
4. Proof of professional qualifications and licenses.
5. Experience with projects of similar size and scope.

## Evaluation Criteria

The statements of qualification will be evaluated based on the following criteria:

1. Project team experience and qualifications including key personnel.
2. Understanding of the project requirements.
3. Project team's experience with topographical survey and right-of-way mapping.
4. Familiarity with WSDOT and FHWA Standards and requirements.
5. Approach to project.
6. Past Performance and references.

The RFQs will be evaluated by a committee comprised of City staff. The top two (or more) consultants will be invited to interview with the evaluation committee. Interview format will be determined and shared after the RFQ's are reviewed. Final selection for this project will be based on a combination of interview results, RFQ's, and past performance and references.

## Qualification Requirements

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

The City of Lakewood 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 activities. This material can be made available in an alternate format by contacting Steve Stewart ([ssewart@cityoflakewood.us](mailto:ssewart@cityoflakewood.us), 253-983-7853).

The City of Lakewood, 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 ensure 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.

The statement of qualification shall be limited to 10 single-sided or 5 double-sided, 8 ½" by 11", 11 pt. font pages not including the cover. Please submit .pdf of your RFQ to via email to [sstewart@cityoflakewood.us](mailto:ss Stewart@cityoflakewood.us) no later than **4:00 PM, Tuesday, December 3, 2024.**

Please direct all questions to Steve Stewart, P.E. (253) 983-7853 or [sstewart@cityoflakewood.us](mailto:ss Stewart@cityoflakewood.us).

CITY OF LAKEWOOD  
Briana Schumacher  
City Clerk

Publish

**The Tacoma News Tribune: November 8, and 15, 2024**