

NOTICE TO ARCHITECTURAL AND ENGINEERING CONSULTANTS REQUEST FOR QUALIFICATIONS

Provide Urban Bridge Planning and Feasibility Study Services, Alternatives Analysis, Surveying, Preliminary Civil Engineering Design, Public Outreach and Engagement, and Interagency Coordination and Collaboration for the Division Street / State Route 536 Bridge Feasibility and Planning Project,

**Procurement
2025-RFQ-015**

Submission for this Request for Qualifications must be received through the City's e-Procurement Portal no later than: 4 PM Pacific Daylight Time (PDT) on April 24, 2026.

The City of Mount Vernon solicits interest from consulting firms with expertise in urban bridge planning and feasibility studies and related professional services. The agreement for this project is anticipated to extend from approximately July 2026 through December 2027 with the option for the City of Mount Vernon to extend it for additional time and money if necessary.

The City of Mount Vernon reserves the right to amend terms of this "Request for Qualifications" (RFQ) to circulate various addenda, or to withdraw the RFQ at any time, regardless of how much time and effort consultants have spent on their responses.

As this project, or aspects of a future effort that build upon the execution of this project, may be funded in the future with federal aid funds, all prospective consultant firms must comply with federal Equal Employment Opportunity (EEO) requirements.

Study Description

For this study, the City seeks to engage the services of a qualified consultant team to undertake all elements of leading, developing, and delivering a planning and feasibility study that will provide preliminary planning, goals, guidance, and focus for a future bridge project. The future bridge project will entail either providing full Active Transportation mobility and accessibility for all transportation modes at the location of the existing Division Street / State Route 536 Bridge over the Skagit River or provide alternative means to facilitate full Active Transportation mobility and accessibility for all transportation modes at a suitable, nearby location. The key goal for this study is to support planning for the long-term community transportation needs and the financial preparations required to deliver on one or more future capital improvement projects for the bridge's long-term future. Ideally, this study will be used to either accelerate long-range planning and programming of a bridge project by WSDOT or provide the City with the planning tools needed to consider a future City-led bridge project.

As part of this process, the study will include identification of reasonable alternatives for the existing conditions and the anticipated future land uses and transportation needs for the bridge. The consultant team will develop and lead an alternatives analysis to identify and characterize important planning and decision factors; and to provide momentum for eventual funding, permitting, and design processes.

The consultant team will also develop, organize, and lead public involvement and key stakeholder engagement efforts to facilitate the input and use of public input into this planning and feasibility study. Engagement is anticipated to require multiple methods in order to effectively implement, particularly as multiple public and private agency and organization partners of the City are significantly affected by both current bridge conditions and future options, as well as the general public both within and outside of the City. Public outreach and engagement methods will need to incorporate measures for providing language accessibility meeting current State of Washington standards for Limited English Proficiency (LEP) members of the public.

More information on project background and desired scope for this planning and feasibility study is provided in the full RFQ document.

Submittal

Interested parties can access the full RFQ document electronically through the City's e-Procurement Portal at the following website: <https://secure.procurenow.com/portal/mountvernonwa>

Please submit your Statement of Qualifications electronically through the City's e-Procurement Portal.

Interested parties can register on the City's e-Procurement Portal. Once registered, Companies may view and click "Follow" to be a prospective bidder for this solicitation and will appear on the Follower's list. Companies that fail to follow this project procurement in this fashion will not receive automatic addenda notifications.

If prospective candidates require assistance with either access or registration for the e-Procurement Portal, please use the online help features, such as the contact information or the chat function located in the lower right corner of the webpage. City staff are unable to provide technical assistance or support for the e-Procurement Portal.

Please submit qualifications demonstrating your firm's ability to perform this work outlined in the RFQ. Submittals should include the following information: Firm name, phone and fax numbers; Name of Principal-in-Charge and Project Manager; and Number of employees in each firm proposed to project.

Questions and answers will be received and responded to using the City's e-Procurement Portal.

Evaluation Criteria

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

*Qualifications and Experience of the Consultant (0 – 25 points possible): including qualifications of proposed project manager, qualifications/expertise of the overall consultant firm and proposed key personnel, qualifications/expertise of key subconsultants; as demonstrated through resumes submitted with the SOQ and past project performance references for projects of a similar nature.

*Proposed Project Delivery Strategy (0 – 25 points possible): including demonstrations of an understanding of project and City goals and objectives, an approach to project requirements for successful delivery, identification and sequencing of key milestones for successful delivery, maintaining delivery schedules, and management approach.

*Demonstration of Team Readiness (0 – 25 points possible): including availability of key staff and subconsultants, readiness to meet the City's schedule needs for the project, responsiveness to project scope changes, proposed staff and team coordination methods, and quality control strategies appropriate for this type of project; demonstrations are encouraged to address applicable, anticipated demands and challenges, as well as requirements.

*Demonstration of Familiarity with City and Subarea Planning, Public Engagement Needs, and Applicable Regulatory Requirements and Needs (0 – 25 points possible): including demonstrated familiarity through documentation of recent, applicable, and successful projects similar to this planning and feasibility study; familiarity with public outreach and engagement for transportation planning studies incorporating language accessibility for LEP members of the public; also demonstrated, successful, previous experience with applicable regulatory requirements and their particular and unique impacts on alternatives analysis, risk analysis, and similar feasibility practices.

Evaluated submittals will be used to short-list finalist candidates for a selection interview anticipated during June 2026. Interviews are anticipated to be in person at City Hall in the City of Mount Vernon. The approximately one-hour interview will comprise of a presentation by the candidate, followed by questions asked by an interview panel of City staff. Interview scoring will provide the final basis for selection of a preferred candidate for this project.

Americans with Disabilities Act (ADA) Information

The City of Mount Vernon 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 the City of Mount Vernon Public Works Department (ATTN: Chris Phillips) engineering@mountvernonwa.gov by calling (360) 336-6204.

Title VI Statement

The City of Mount Vernon, 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, City's Antaged 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.

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