



**City of Anacortes
REQUEST FOR
QUALIFICATIONS (RFQ):
12th St and K Ave
Intersection
Improvements, Fed Aid
#9929(003)**

The City of Anacortes ("City") solicits interest from consulting firms with expertise in civil and structural engineering design to provide services related to the following project: 12th St and K Ave Intersection Improvements #26-066-TRN. This agreement will be for one year in duration with the option for the City to extend it for additional time and money if necessary. Compensation will be made based on specific rates of compensation subject to a maximum contract amount. The City 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.

Project Description. The work to be performed by the Consultant consists of preparing preliminary engineering design for improvements to the 12th St and K Ave Intersection. The proposed improvements may include, but are not limited to, traffic signals or roundabout features, crosswalks, cement concrete curb and gutter, sidewalks, sidewalk ramps, rectangular rapid flashing beacon, pedestrian safety features, and traffic calming features. Consultant will also lead NEPA approval process. This project is funded by CRPUS #9929(003). The project will be held to Federal EEO requirements. The City of Anacortes reserves the right to retain the services of the successful firm(s) for any subsequent phases (R/W, CN/CM) associated with this project. There is a 0% FSBE goal with a voluntary 10% SBE goal for this project phase. Future phases will be evaluated for a DBE goal or it's 10% voluntary SBE goal.

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

1. Qualification of proposed project manager (15%)
2. Qualifications/expertise of firm (15%)
3. Ability to meet schedule (15%)
4. Approach to project (15%)
5. Approach to possible future phases (R/W, CN/CM) (10%)
6. Familiarity with WSDOT/FHWA standards (15%)
7. Past Performance/References (10%)
8. Approach to meet the SBE goal and SBE Plan (5%)

Interviews and presentations by Consultant individuals or teams will be conducted with the most highly qualified consultants following submission and evaluation of proposals. The interview sessions will be evaluated in a manner similar to the evaluation of written qualifications.

Submittals. Submittals must be signed and are limited to 20 pages, excluding resumes, and should include the following information: Firm name; phone number; email address; name of principal-in-charge and project manager; and number of employees in each firm proposed to project. **DO NOT submit any cost/hourly rates with your submittal.**

Submittals must be received by 3:00pm PST on May 13, 2026. Submittals may be emailed to contracts@anacorteswa.gov with "RFQ 12th St and K Ave Intersection Improvements #26-066-TRN" as the subject line and shall be in PDF format with all other RFQ constraints remaining in place (e.g., page limit, required sections, etc.). Hardcopy submittal may be mailed and must be ONE unbound (i.e. no staples, comb bindings, presentation folder binding, etc.) signed original of the response mailed to the Clerk-Treasurer, Municipal Building, P.O. Box 547, 904 6th Street, Anacortes, WA 98221, in a sealed envelope that is plainly marked with "RFQ 12th Street and K Avenue Intersection Improvements #26-066-TRN" and the name and address of the responder.

Submittals will not be accepted after that time and date. The City assumes no responsibility for delays caused by any delivery service. Responses by fax will not be accepted. Any questions regarding this project should be directed to Logan Lee at loganl@anacorteswa.gov or (360) 588-8068.

The City is not responsible for any equipment or software failure that may cause delay or non-delivery of an electronic submittal, or for electronic submittals containing viruses that cannot be eradicated, or that are corrupted as a result. The official submission time of an electronic submittal will be as marked by Outlook in the City staff's email inbox.

Estimated Procurement Schedule

Advertise RFQ April 22nd & April 29th
Deadline for Questions May 13th
Receive SOQ's May 20th
Review and Rank SOQ's June 3rd
Consultant Selection Interviews June 10th
Consultant Selection/Award June 11th
Scoping and Contract June 2026
Begin Work July 2026
Complete Work/End Contract July 2027

Contract Type

Contract type (method of payment) will be Negotiated Hourly Rate utilizing WSDOT's Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement.

American with Disabilities Act (ADA) Information.

The City 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 contacting Logan Lee at loganl@anacorteswa.gov or (360) 588-8068.

Title VI Statement.

The City in accordance with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC 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 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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