

**REQUEST FOR QUALIFICATIONS
(RFQs)**

**Grant Rd and Nile Ave Intersection
Improvement and Grant Rd
Resurfacing
Materials Sampling and Testing**

**County Road Project (CRP) #1004 – HSIP-5908(012)
County Road Project (CRP) #1023 – NHPP-5908(014)**

Issue Date: March 19, 2026



Submittals must be received on or before 4:00 pm on April 9, 2026

Contact Information:

Mike Neer, PE
mneer@co.douglas.wa.us
Capital Programs Manager

DOUGLAS COUNTY TRANSPORTATION & LAND SERVICES
140 19th Street NW, Suite A
East Wenatchee, WA 98802
(509) 884-7173

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Section 1 – Purpose

The Board of County Commissioners of Douglas County is soliciting interest from consulting firms with expertise in materials sampling and testing for construction of the Grant Rd and Nile Ave Intersection Improvement and the Grant Rd Resurfacing from N Quincy Ave to Urban Industrial Way projects. These projects are both located on Grant Rd an Urban Principle Arterial and a National Highway System (NHS) route.

The proposed Grant Rd and Nile Ave Intersection Improvement project will improve the intersection by installing a roundabout, utilities, pedestrian facilities, permanent signage, and illumination. Proposed work activities will include excavation, grading, crushed surfacing, storm water collection facilities, HMA paving, cement concrete pavement, roundabout curb and gutter, traffic curb and gutter, sidewalk, and other underground utilities. The project is scheduled to begin construction in the summer of 2026 and be physically complete by the winter of 2026.

Funding has been allocated through the Highway Safety Improvement Program (HISP). The project will comply with ADA requirements, Federal EEO requirements, and Civil Rights language for Douglas County.

The proposed Grant Rd Resurfacing from N Quincy Ave to Urban Industrial Way project will improve a segment of roadway by installation of 6,200 tons of HMA. Work also includes improvement of pedestrian facilities, curb and gutter, and channelization. The project is scheduled to begin construction in the summer of 2026 and be physically complete by the summer of 2026.

Funding has been allocated through the National Highway System (NHS) Asset Management Program. The project will comply with ADA requirements, Federal EEO requirements, and Civil Rights language for Douglas County.

Section 2 – Scope of Work

The scope of work to be completed under a contract executed for this RFQ includes, but is not limited to:

- Sieve Analysis
- Moisture Density Curve
- Unit Weight/ Moisture Content
- L.A. Abrasion
- Sand Equivalent
- Fracture Rate
- Dust Ratio
- Degradation
- Nuclear Densities of Asphalt and Soil
- Asphalt Cores
- Asphalt Mix Design Evaluation

Additional service(s) may be added-in future phases of the project.

The County shall designate the basic premises and criteria for the project. Materials sampling and testing shall follow the WSDOT Standard Specifications for Road, Bridge, and Municipal Construction M 41-10, the Local Agency Guidelines Manual M 36-63, WSDOT Construction Manual M 41-01, the WSDOT Materials Manual M 46-01, ASTM, AASHTO and be WAQTC certified.

Consultant must meet qualified tester requirements. Examples of qualified tester requirements are laboratories accredited by AASHTO/CCRL test methods for appropriate materials, laboratories accredited by the Laboratory Accreditation Bureau, L-A-B for Construction Materials Testing, or laboratories accredited by the Construction Materials Engineering Council's (CMEC) ISO 17025 program.

Consultant shall prepare and submit monthly progress reports and updated schedule to designated agency contact personnel.

2.1 GENERAL INFORMATION

The Consultant must submit a definite and specific proposal for the end results that are set forth in the RFQ. The proposal shall describe the qualifications of the Consultant, the intended performance of the Consultant on the activities prescribed, a list of qualified testers, and the resources required to perform the activities.

Subconsultants proposed to be used by the Consultant shall be listed in the proposal and shall be subject to approval of the County.

The proposal shall be submitted for Materials Sampling and Testing Services. An authorized representative of the Consultant shall sign the proposal.

2.2 REQUIRED STATEMENT OF QUALIFICATIONS AND PROPOSAL INFORMATION

For details concerning the below list of qualifications/information, refer to Section 3.4.

- a) Limited to **Ten (10)**, single-sided pages (does not include the cover or submittal information form).
- b) Experience and qualifications related to this scope of work.
- c) Professional references from recently completed work.
- d) Professional qualifications of assigned staff/project team and sub consultants.
- e) Capacity to accomplish work on time/within budget.
- f) Clarity of roles and responsibilities and ability to coordinate effectively with County staff.

2.3 FEDERAL SMALL BUSINESS ENTERPRISE (FSBE) GOAL

A FSBE goal of zero (0%) percent has been established for consultants on this project. The consultant agreement will include a voluntary Ten (10%) SBE goal.

2.4 CLOSING DATE FOR SUBMITTAL OF PROPOSALS

Proposals are due **Thursday, April 9, 2026 on or before 4:00 pm** Pacific Standard Time, to Douglas County Transportation and Land Services.

2.5 RIGHT OF AWARD OR REJECTION

Proposals shall specifically stipulate all terms and conditions contained in the RFQ. It is understood that all proposals will become a part of the public record on this matter without obligation to the County. The County reserves the right to reject any or all proposals. The County reserves the right to move on to the next most qualified consultant if a satisfactory contract cannot be negotiated within twenty-one (21) calendar days of award letter date.

2.6 COSTS

The County is not liable for any costs incurred by the Consultant in the preparation or presentation of the statement of qualification and proposal.

2.7 INQUIRIES

Questions that arise during preparation of the proposal shall be handled through the project coordinator by 4:00 p.m. Pacific Standard Time **April 6, 2026**.

Project Coordinator: Mike Neer email: mneer@co.douglas.wa.us

Riley Haug email: rhaug@co.douglas.wa.us

2.8 TECHNICAL PROPOSAL FORMAT

ONE (1) electronic pdf format document shall be sent to:

Mike Neer e-mail: mneer@co.douglas.wa.us

cc: eguerrero@co.douglas.wa.us

Subject Line: Grant Rd and Nile Ave Intersection Improvement & Grant Rd Resurfacing Project – Materials Testing RFQ

Proposals will be received until **4:00 pm** Pacific Standard Time on **April 9, 2026**. Proposals received after this time and date will not be considered. The proposal shall include, at a minimum, the information listed in subsection 3.4 and 4.4.

2.9 PROTEST OF CONTRACT AWARD

Protests concerning the consultant selection process must be delivered in writing to the County Engineer, Transportation and Land Services within fourteen (14) days of the award announcement. The Engineer will review the protest and recommend appropriate action to the Douglas County Board of Commissioners. The Commissioner's decision will be the final County position. The final decision will be presented to all interested parties within thirty (30) calendar days of receipt of the protest.

Section 3 – Proposal Evaluation

3.1 GENERAL INFORMATION

The County will award the contract to the most qualified Consultant whose proposal is deemed to be in the best interests of the County. A Selection Committee will be appointed to evaluate the proposals received. The committee for the purpose of ranking proposals will evaluate each of the criteria listed in subsection 3.4 and 4.4. The Consultant selection process

will be carried out under Washington State Local Program Guidelines and Douglas County procedures.

3.2 TECHNICAL PROPOSAL EVALUATION

The Consultant selection process will consist of a panel of reviewers who will individually review all submittals using a set of review criteria. The review panel will meet to finalize the selection ranking. Their findings will be forwarded to the County Engineer or his or her designee to make the final selection based on their own review, the review panel’s recommendations. Additionally, oral interviews may be conducted.

3.3 REVIEW CRITERIA

The following information and criteria will be used to evaluate and rank responses:

Evaluation Criteria	Weight
1. Experience and qualifications related to this scope of work	20
2. Professional references from recently completed work	15
3. Professional qualifications of assigned staff/project team, including sub consultants	20
4. Capacity to accomplish the work on time/within budget	15
5. Clarity of roles and responsibilities and ability to coordinate effectively with County staff.	15

3.4 CRITERIA EXPLANATION

a) Experience and qualifications related to this scope of work.

- Similar projects that have been performed within last three years.
- Similar projects the firm has done with other government agencies.

b) Professional references from recently completed work.

- List contact person, agency, phone number, address, and project.

c) Professional qualifications of assigned staff.

This criterion relates to the project principal, the project manager, key staff and subconsultants. The basic question is how well the team’s qualifications, experience and time allocation relate to this specific project. The response will address the following:

- Extent of principal involvement.
- Key Personnel meeting the qualified tester requirements of the Local Agency Guidelines Manual M 36-63.
- Extent of project manager involvement.
- Key member experience on similar or related projects.
- Qualifications and relevant individual experience.
- The team’s expertise in relation to all phases of the project.
- Project managers’ experience with project requirements.
- Approximate number of people to be assigned to the project.
- Quality assurance review responsibility.

- A stipulation that Key Personnel will not be removed from the contract without prior approval of Douglas County.

d) Capacity to accomplish work on time and within budget.

This criterion relates to the firm’s capacity to accomplish work on time/within budget. The response should address the following:

- Availability of resources to perform the work for the duration of the project.
- Other current ongoing projects.
- Internal procedures and/or policies associated or related to work quality and cost control.
- Management and organizational capabilities.
- A description of additional services required implementing a strategic plan of selected alternate recommendations, preparation of design documents and soils analysis.
- A table summarizing the amount of effort (hours or days) assigned to each task. In addition, the proposal should include a work schedule showing date of completion of listed tasks.

e) Clarity of roles and responsibilities and ability to coordinate effectively with County staff.

- A clear and concise explanation of the information needed by the Consultant to be provided by the County.
- Ease and ability to coordinate with County staff and the role as extended staff of Douglas County.
- The firm’s experience with the County, if any.

3.5 PRE-CONTRACT CLARIFICATION

The apparent selected Consultant will be required to review the proposal with the County. The County reserves the right to require any clarification or alterations it deems necessary in the Consultant’s work plan, assignment or resources, or the project cost to clarify the Consultant’s approach to the scope of work and the County’s needs and expectations. This review and any changes will be made prior to contract execution and will become part of the final Consulting contract.

Section 4 – General Information

4.1 CONSULTANT'S RESPONSIBILITIES

The selected Consultant firm will be responsible for all services outlined in the proposal whether the Consultant or their representative produces them. The Consultant shall be responsible for any and all contractual matters.

It is anticipated that the Consultant will, at a minimum, furnish the following:

- a) All materials testing results.
- b) All equipment necessary to perform materials sampling and testing.

4.2 DOUGLAS COUNTY RESPONSIBILITIES

Douglas County will furnish the following:

- a) A complete set of the as-advertised plans and specifications.
- b) All change orders that will effect materials testing
- c) Douglas County will assign a project coordinator from the Transportation Department who will assist in the contract. This individual will assist in contract management to ensure State & Federal requirements are met and who shall act as the liaison with local jurisdictions and permitting agencies.
- d) The County will arrange an orientation meeting with the Consultant as soon as possible following selection.

4.3 PROJECT SCHEDULE AND PROGRESS REPORTS

The successful Consultant shall begin work by attending an orientation meeting provided by the County following the execution of the contract. The Consultant will develop and maintain a comprehensive schedule for the project. This schedule will be used to coordinate activities with the County, other local and state agencies and ensure delivery of the project in accordance with the planned schedule and granting agency requirements. The work has been preliminarily scheduled for completion by November of 2026 as detailed in the following schedule:

March 19, 2026	Call for RFQ
April 6, 2026	Deadline for Inquiries for RFQ
April 9, 2026	Deadline for submitting RFQ
April 17, 2026	Final selection of Consultant
April 20, 2026	Begin Contract Negotiations
April 28, 2026	Final Contract Execution by Board of Douglas County Commissioners
May, 2026	Project Start Date
November, 2026	Project Completion Date

4.4 INSURANCE REQUIREMENTS

- a) The Consultant will certify worker's compensation coverage for all employees of the firm at the statutory minimum amount.
- b) Professional liability insurance (errors and omissions) shall be required for the project. Limits shall be a minimum of \$1,000,000 for each occurrence.

4.5 CONTRACT REQUIREMENTS

- a) The Consultant will be required to enter into a contract with Douglas County using the WSDOT's Local Agency A&E Professional Services Cost Plus Fixed Fee Consultant Agreement. A copy can be downloaded at the following address:

<https://wsdot.wa.gov/business-wsdot/support-local-programs/delivering-your-project/consultant-agreements-indirect-cost-rate-information>

- i) The Consultant will be required to enter into two separate contracts for each respective project.

- b) Federal regulations require the following:
 - i) Audit evaluation prior to negotiation of proposals for which the total costs exceed or are expected to exceed \$250,000.
 - ii) Audit evaluation of proposals of less than \$250,000 when there is inadequate knowledge concerning the prospective consultant's accounting policies, cost systems, and/or previous unfavorable experience or as requested by Douglas County, WSDOT or FHWA. An audit conducted by another agency will satisfy this requirement if the audit criteria used by the other agency conforms to 48 CFR 31.
- c) It is in the nature of engineering and construction that unanticipated tasks or events will occur from time to time, despite the best effort to scope projects accurately. For this reason, the partners agree to develop and maintain effective communication and a thorough project understanding so that these issues can be accommodated with minimal impact to project quality, schedule, and budget.

Americans with Disabilities Act (ADA) Information

The Agency, Douglas 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 Mike Neer at mneer@co.douglas.wa.us or by calling collect 509-884-7173.

Title VI Statement

The Agency, Douglas 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 in 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.

APPENDIX A - NOTICE TO CONSULTANTS

BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON

Resolution No. 26-20A

Request for Qualifications (RFQ))	DOUGLAS COUNTY
Grant Rd and Nile Ave Intersection Improvements and Grant Rd Resurfacing)	TRANSPORTATION AND LAND SERVICES
Materials Testing and Sampling)	

NOTICE is hereby given by the Board of County Commissioners of Douglas County are seeking Requests for Qualifications (RFQ) from consultants for the Grant Rd and Nile Ave Intersection Improvement and the Grant Rd Resurfacing – N Quincy Ave to Urban Industrial Way projects. The consulting firm shall have expertise in materials sampling and testing. The consultant is expected to begin work immediately upon contract approval with work lasting until November 2026. Funding has been allocated through the Highway Safety Improvement Program and National Highway System (NHS) Asset Management Program. The project is federally funded and will comply with ADA requirements, Federal EEO requirements, and Civil Rights language for Douglas County.

Project Description: The scope of work includes, but is not limited to, sieve analysis, moisture density curves, unit weight/moisture content, L.A. abrasion, sand equivalency, fracture rate, dust ratio, degradation, nuclear density of asphalt and soil, asphalt cores and asphalt mix design evaluation.

Consultant must meet qualified tester requirements. Examples of qualified tester requirements are AASHTO/CCRL test methods for appropriate materials, accredited by the Laboratory Accreditation Bureau, L-A-B for Construction Materials Testing, or accredited by the Construction Materials Engineering Council's (CMEC) ISO 17025 program.

Submittal Requirements: Refer to additional information regarding this RFQ, including Submittal Requirements and Evaluation Criteria located on the Douglas County website: <https://www.douglascountywa.net/bids.aspx>. All submittal will be evaluated based on: specialized experience related to this project, comprehensive/unique methodology & action plan, professional references from recently completed work, professional qualification of assigned staff/project team, including sub consultants, capacity to accomplish the work on time/within budget, and clarity of department role in project & ease and ability to coordinate with County staff.

A FSBE goal of zero (0) percent has been established for consultants on this project. A voluntary SBE goal of ten (10) percent will be included in the agreement for this project.

Questions regarding the project, solicitation and selection process should be directed to Mike Neer, PE at (509) 884-7173, mneer@co.douglas.wa.us. Proposals are due **Thursday, April 9, 2026 on or before 4:00 pm**, to the Douglas County Transportation and Land Services. Email one (1) electronic pdf format document to Mike Neer, PE at mneer@co.douglas.wa.us.

Right to Accept or Reject:

The Board of County Commissioners shall reserve the right to reject any or all proposals and the right to waive any irregularities or information in any proposal, subject to the Laws of the State of Washington as pertaining to public works, as may be deemed in the best interest of the County.

Douglas County reserves the right to retain services of the successful firm(s) for any of the subsequent phases associated with this project.

The Agency, Douglas 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 Mike Neer at mneer@co.douglas.wa.us or by calling collect 509-884-7173.

The Agency, Douglas County, in accordance with 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 submitters/bidders that it will affirmatively ensure that in 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.

Submitters/Bidders are advised to read all pertinent documents prior to submitting a proposal.

Dated this 17th day of March 2026 in Waterville, Washington.

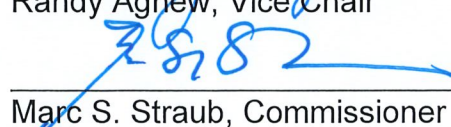
BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON



Dan Sutton, Chair



Randy Agnew, Vice Chair

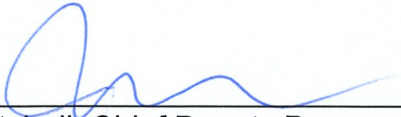


Marc S. Straub, Commissioner

ATTEST:

Carlye Baity, Clerk of the Board

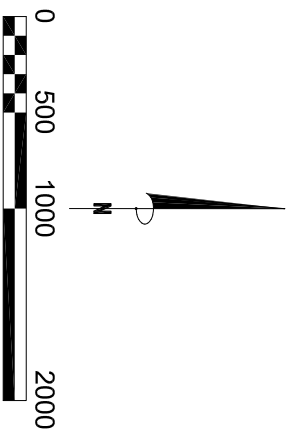
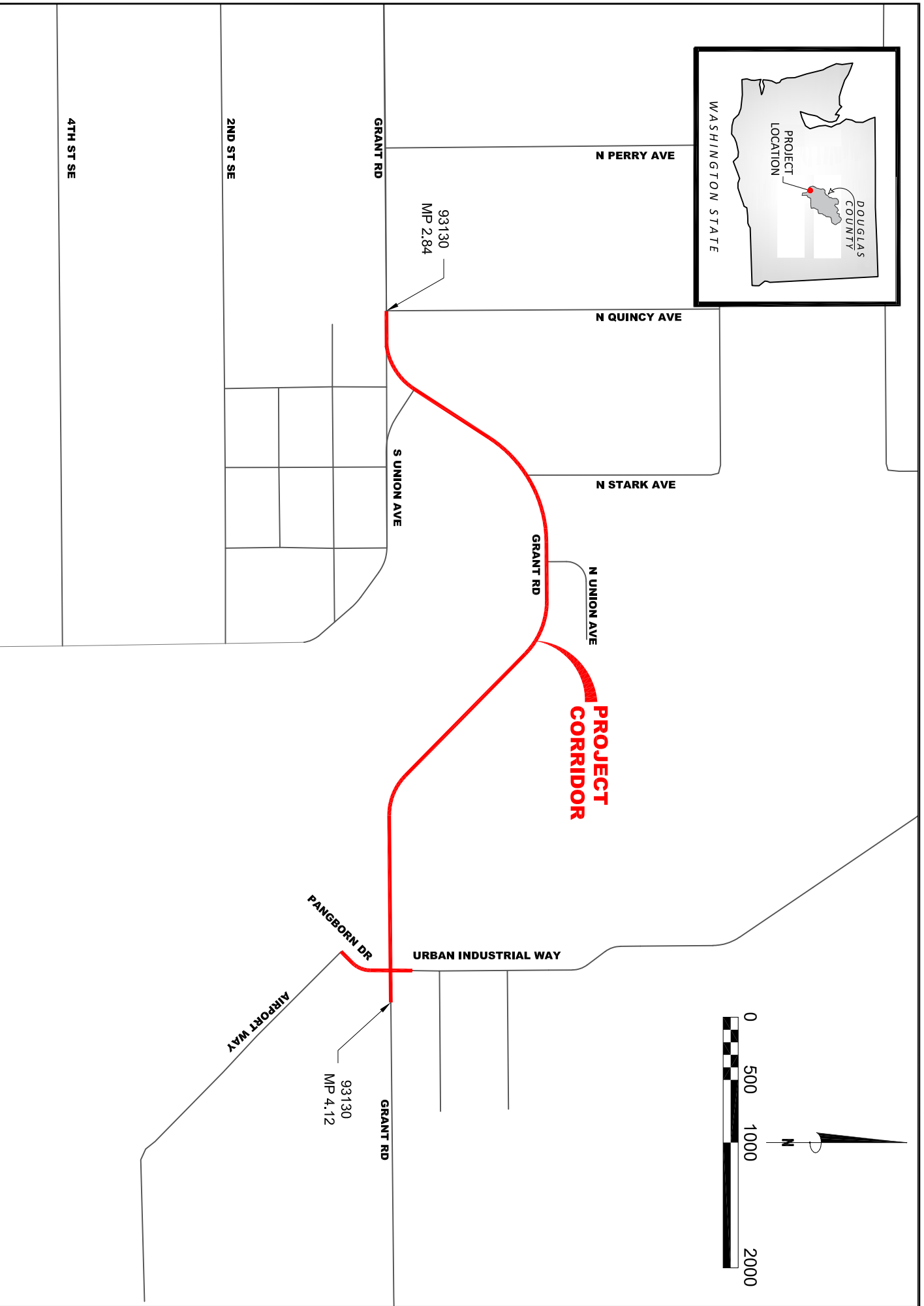
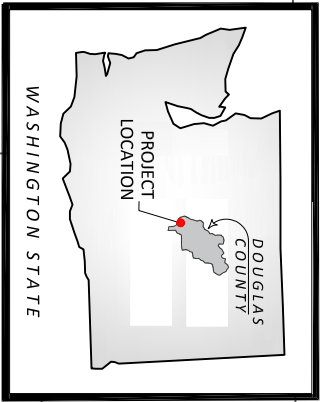
Approved as to form:



Jim Mitchell, Chief Deputy Prosecuting Attorney
WSBA #31031

Publish twice in The Wenatchee World on March 19th and March 26th 2026
Publish twice in The Seattle Daily Journal of Commerce on March 19th and March 26th
2026

APPENDIX B - EXHIBITS



**Grant Rd Resurfacing -
North Quincy Ave to
Urban Industrial Way**



DOUGLAS COUNTY
TRANSPORTATION & LAND SERVICES
140 8th St. NW, E. Wenatchee, WA 98802 PH: (509) 845-2725

VICINITY MAP

DRAWING NAME:
1023_VMI_2026
PROJECT NO.
CRP 1023

APPENDIX C – SUBMITTAL FORM



Submittal Information Form

(Please fill out one information form for the prime consultant and one for each sub consultant)

1004 & 1023 Grant Rd & Nile Ave Intersection and Grant Rd Resurfacing - Material Testing

Firm Name:		
Address:		
City, State, Zip:		
Phone:	Fax:	Company Web Site:
Fed. Tax ID Number:	Unified Business Identifier Number:	D/M/WBE Certification Number:
Year Firm Established:	SIC Code (Name):	NAICS Code (Name):
Contact Person Regarding This Submittal's Information:		

Firm Type:

- Sole Proprietor Partnership C – Corp. Limited Partnership Subchapter S Corp.
- Limited Liability Company

Services Offered (check all that apply):

- Right-of-Way Appraisal
- Right-of-Way Acquisition Negotiation
- Environmental & Biological Assessment
- Geotechnical Engineering
- Construction Inspection
- Survey
- Structural Engineering
- Traffic & Transportation Engineering
- Hydrology/Hydraulic Engineering
- GIS
- Material Sampling & Testing

Other Services (please specify): _____

Note:

Firm Name: Please ensure that the firm name listed is the same that is legally assigned to the federal tax ID number. Please do not use: DBAs – Doing Business As; Combination names when two firms are working together; derivatives of your legal name; Acronyms; etc.

Unified Business Identifier (UBI) Number: If your firm does not have a UBI number for Washington State, please put pending in the box. You will be required to acquire a UBI number if you are awarded the contract.