



Notice:

REQUEST FOR QUALIFICATIONS (RFQ#: 2023-ENG)

for

ENGINEERING DESIGN AND PUBLIC OUTREACH

for

LUMMI ISLAND RECREATIONAL PIER AND PUBLIC DOCK

for

LUMMI ISLAND COMMUNITY ASSOCIATION (LICA)

Lummi Island Community Association (LICA) is requesting Statements of Qualifications (SOQ) from qualified consultants to perform a Conceptual Engineering Design and Public Outreach for a site being proposed for a recreational pier and public dock. The property is owned by Whatcom County Parks & Recreation and is across the street from 2200 N Nugent Road, Lummi Island, WA 98262 (Parcel No. 13925). See site details on page 2.

LICA affirms it will not discriminate against or grant preferential treatment to any individual or group on the basis of race, sex, color, ethnicity, or national origin. LICA encourages disadvantaged, minority and women owned consultant firms to respond. This grant includes 100% state funding.

INTRODUCTION

The Lummi Island Community and Desire for a Public Dock

Lummi Island has a population of approximately 1,000 that can triple in the summer. We are served by a Whatcom County vehicle ferry that runs from Gooseberry Point, a 5-minute trip. But there is no public dock. As a small rural community, we rely on LICA to help identify and represent islander needs. Started in 1966, LICA is now incorporated by the state of Washington as a non-profit organization and is recognized by the IRS as a 501(c)(3). All islanders are automatic members of LICA, guided by its elected Board of Directors. Since Summer of 2021, LICA has sponsored a Public Dock Advisory Committee to explore options for building a public dock.

RCO Grant for a Feasibility Study

LICA received a Planning for Recreational Access grant from Washington State's Recreation and Conservation Office (RCO) to conduct a feasibility study to analyze the potential and determine next steps. [Refer to the RCO site for details on the project \(22-2489\).](#)

NOTE -- In addition to Engineering Design and Public Outreach, LICA will contract consultants to provide:

- A Cultural Resources Survey at the proposed site
- A marine assessment survey to determine presence of eelgrass and/or macroalgae at the proposed site

Contact Information

All questions regarding this RFQ should be directed to: **Lane Davis-Coury**, LICA's Public Dock Advisory Committee, at ldcoury@gmail.com (410 212-4360).

Submit an electronic copy of your SOQ in Adobe.pdf format to: **Lane Davis-Coury** at ldcoury@gmail.com **no later than 5PM PDT on November 26, 2023**. Submittals will not be accepted after this date and time. Please include a cover letter signed by a person authorized to bind the firm.

PROJECT DESCRIPTION AND GOALS

Description of the Project

Currently, there is no public recreational dock on Lummi Island. This project is a high priority for the community as it would provide public waterfront access, especially for those challenged by limited mobility. The proposed site is the Whatcom County Parks & Recreation Lummi Island Beach Access property across the street from 2200 N Nugent Road, Lummi Island, WA 98262. Lat/long 48° 43.361' N, -122° 40.987' E. Whatcom County Tax Assessor property ID 13925. Geo ID 3701045671370000.

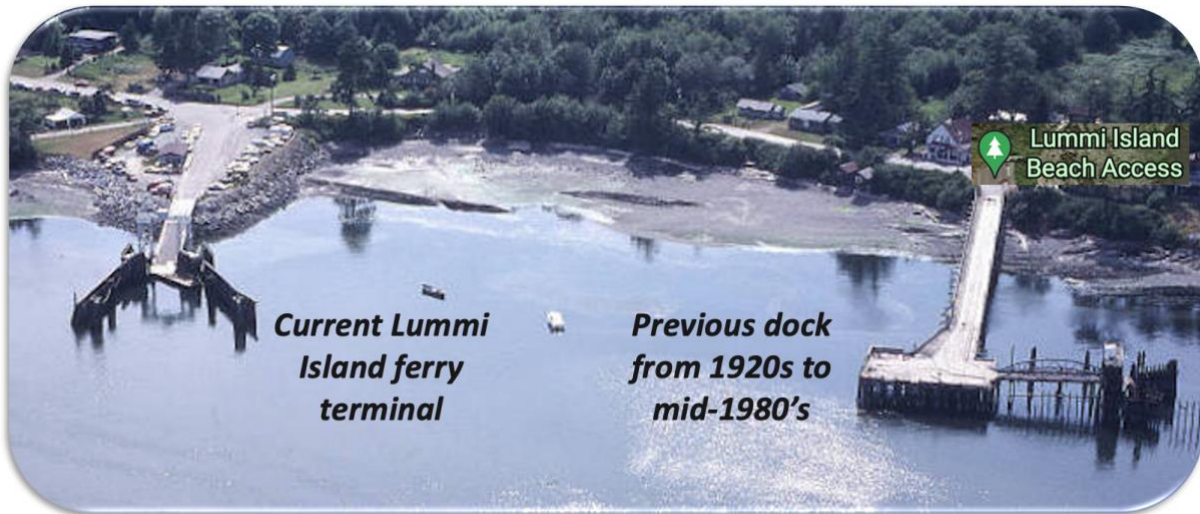


Background Information on this Site

Non-indigenous settlers began building near the proposed dock site in the late 1800s. The Beach Grocery (now Beach Store Café) was built around 1900-1905 and was a general store and the island post office for many years. Still in use as a restaurant, the building is on the Washington State Register of Historic Buildings.

A ferry dock was built in front of the Beach Store in the early 1920s and ferry service was operated privately. In 1924, Whatcom County purchased the Hale Passage ferry route, including island and mainland docking sites.

The “new” ferry terminal was built south of the old dock site in the mid-1970s and operated in parallel with the old dock for a period. The picture below shows a time when both docks were operational. The old dock extended approximately 300 feet from the shore.



Many islanders lobbied to keep the old dock, which had become a popular pier for fishing and boat landing. However, Whatcom County decided that the dock was too expensive to repair and had it dismantled in 1985. Local divers report that there are some pilings still in the ground.

The park was acquired by Parks & Recreation in 1979 and is .16 acre, including 125 feet of waterfront. The current 20 ft x 24 ft platform at the Lummi Island Beach Access site was built in 1994. A set of stairs down to the beach was added more recently. The estimated mean low low tide line is approximately 200 feet from the bottom of the platform stairs.



SCOPE OF WORK AND RELATED TASKS / DELIVERABLES

Tasks and deliverables should include the following **at a minimum**. Provide staffing plans and estimated dates of completion based on milestones listed in the [Anticipated Timeline](#) section below.

Task – 1: Public and Agency Engagement

1. Plan and put in place a strategy for community and agency engagement and outreach support.
2. Include plans to facilitate at least three opportunities through the design process for the community to attend a town hall/open house. Each session should allow detailed responses to concerns, thoughts on potential designs, impact on residents, etc.
3. Outline steps to include Tribal Nations, relevant public agencies, and additional stakeholders/potential partners in meetings, presentations, and the evaluation process.

Task – 2: Site Investigation, Alternative Designs, and Estimated Costs

1. Review existing shoreline, geotechnical, and natural resources feasibility and impact assessments for the proposed project site, and identify future required assessments.
2. Develop and get feedback on conceptual designs:
 - a. Include two or three conceptual design alternatives for a pier, gangway, and dock floats.
 - b. Identify options for pedestrian safety, ADA access, and safe pull-out and parking.
 - c. Conduct public and agency meetings to discuss options, then assist LICA in selecting a preferred alternative based on public and stakeholder input.
3. Prepare a conceptual site design plan for the preferred alternative, including:
 - a. Descriptive narrative.
 - b. Results of environmental investigations, including the Cultural Resources Study and Marine Assessment to be conducted by other consultants.
 - c. Conceptual site design including in-water infrastructure and uplands improvements for pedestrian access and parking.
 - d. Outline of probable project costs and anticipated schedule.
 - e. Permitting requirements, illustrated by a critical path diagram.

Task – 3: Final Report and Suggested Next Steps

1. Prepare a final report including project background, results of the site investigation, presentation of design alternatives, and details on the preferred design with cost/schedule estimates.
2. Provide guidance on potential funding sources and suggestions for the next project phase.

Anticipated Timeline

<i>Milestone</i>	<i>Estimated Due Date</i>
SOQ responses due to LICA	November 26, 2023
Evaluation and selection complete	7 days after bids close
Contract work to begin	By December 15, 2023 or as negotiated
Public and Agency Engagement Plan	4 weeks after project start (<i>estimate mid-January</i>)
Draft conceptual designs complete	8 weeks after first public meeting (<i>estimate end March</i>)
Public/agency meetings and input on alternatives	2 weeks (<i>estimate mid-April</i>)
Preferred alternative selected by LICA	2 weeks (<i>estimate end April</i>)
Refined conceptual design of preferred alternative	8 weeks (<i>estimate end June</i>)
Final report and planning for future phases	4 weeks (<i>estimate end July</i>)
Presentation of findings / project complete	August 31, 2024

Grant Budget for Engineering Design and Public Outreach: Not to exceed \$85,000.

Scheduling and Other Issues Affecting the Project

The grant period runs from July 1, 2023 through December 31, 2024. All deliverables must be finalized well in advance of any LICA deadlines. Penalties for non-performance will be applicable.

Any site work is highly tide dependent. Access to the tidelands varies dramatically based on tide levels.

Engineering design and public outreach tasks must be completed no later than August 31, 2024.

RESPONSE REQUIREMENTS

Responses must address the following:

- The consultant's approach to the project
- A project timeline with due dates for key deliverables
- The consultant's expertise and experience with previous projects of similar scope
- The structure of the proposed team, detailing roles and responsibilities
- Resumes for key personnel that will be actively involved in the project
- The consultant's ability to meet project deadlines

Provide project summaries and contact information for references on similar projects in this region within the last five years. Specifically, cite experience and references from projects involving:

- Whatcom County Parks & Recreation Department
- The Lummi Nation and/or the Nooksack Indian Tribe or other Tribal Nations in the PNW region
- Design and construction of piers and docks in Puget Sound

SELECTION CRITERIA

Selection of a consultant for this project will be made from qualified consultants responding to this RFQ. The top-ranking firms may be invited for an interview with LICA to select the most qualified firm. All firms responding will be evaluated, scored, and ranked using a point system:

- Qualifications and experience (35 points possible)
- Proposed project plan and outline of key tasks and milestones (35 points possible)
- References and familiarity with project stakeholders (15 points possible)
- Availability to meet proposed timelines and deliverable due dates (15 points)

NOTE: LICA assumes no obligation of any kind for expenses incurred by any respondent to this solicitation.