

**REQUEST FOR PROPOSALS
FOR
CIVIL ENGINEERING CONSULTING FIRMS**

**CITY OF PORT TOWNSEND, WASHINGTON
LAWRENCE STREET CSO SEPARATION AND STREET RESTORATION**

Advertisement

The City of Port Townsend (City) is soliciting proposals from qualified civil engineering consulting firms for final design, bid support, engineering support during construction, and grant/loan administration support for the Lawrence Street CSO Separation and Street Restoration project. The City will receive proposals until **July 16, 2026 at 5:00 pm**. Responses delivered later will not be accepted. The City reserves the right to amend this RFP, issue addenda, or withdraw the RFP at any time.

Project Summary

The project will separate stormwater from the sanitary sewer along Lawrence Street from Harrison/Fillmore Street to Monroe Street, reduce wet-weather flow to the Monroe Street Lift Station, provide stormwater conveyance and treatment, rehabilitate or replace sanitary sewer, and restore the street corridor. Preliminary design and 30% design are complete; the selected consultant will advance the project through final PS&E, advertisement, construction support, and closeout support.

Anticipated Scope of Services

- 60%, 90%, and final PS&E for stormwater, sanitary sewer, roadway restoration, ADA/PROWAG, traffic control, and utility coordination.
- Ecology Stormwater Design Report, hydraulic checks, stormwater treatment sizing, and support for Ecology review comments.
- Permit and approval support, including SEPA, cultural resources/HPC coordination, Construction Stormwater General Permit/SWPPP support, and agency documentation.
- Bid support, including advertisement assistance, addenda, pre-bid meeting support, bid evaluation support, and recommendation support.
- Engineering support during construction, including submittal review, RFIs, field clarifications, field inspections, change order support, site visits, record drawings, contract management, and closeout.
- Grant/loan administration support for Ecology, Public Works Board, and applicable federal requirements, including reimbursement and audit-ready documentation.

Anticipated Project Schedule

Advertise RFP	June 24, 2026
Proposals due	July 16, 2026 at 5:00 pm
Evaluate / interview / select	July 17 - August 10, 2026
Negotiate agreement / Council award	August 11 – September 2, 2026
Begin remaining design	Summer/Fall 2026
60% Design and Ecology Storm Design Report	Winter 2026/Spring 2027
90% Design	Spring 2027
Final Design	Summer 2027
Ecology review / compliance period	Summer 2027
Construction advertisement / bid opening	Summer 2027
Construction NTP / substantial completion	Fall 2027
Physical completion / closeout	Spring 2028

Contract Type

The consultant contract is anticipated to be a professional services agreement negotiated after qualifications-based selection. The anticipated method of payment is Cost Plus Fixed Fee or another approved method consistent with applicable City, state, and funding-agency requirements.

Submittals

Submittals should include contact information; project manager, key personnel, and subconsultants; firm experience; project understanding and approach; schedule/availability; relevant project examples with owner contacts; and experience with Ecology, Public Works Board, and federally funded project requirements. Proposals must not include fees or costs, consistent with Chapter 39.80 RCW qualifications-based selection.

Evaluation Criteria

Submittals will be evaluated and ranked based on: (1) key personnel assigned to the project; (2) experience with sewer separation, sanitary rehabilitation, stormwater conveyance/treatment, roadway restoration, ADA/PROWAG, and constrained municipal corridors; (3) experience with Ecology, PWB, federal compliance, reimbursement, and audit documentation; (4) project understanding and approach for 60%, 90%, final PS&E, bid support, construction support, and closeout; (5) schedule, availability, and responsiveness; and (6) relevant references. Criteria will carry equal weight.

Proposal Format and Delivery

Submittals shall be limited to no more than 10 single-sided or 5 double-sided pages. Submit one (1) digital proposal by email to frontdesk@cityofpt.us. Subject line: Proposal for Lawrence Street CSO Separation and Street Restoration - Attn: Mike Connelly. The City encourages disadvantaged, minority, and women-owned firms to respond.

Title VI Statement

The City of Port Townsend, 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.

Americans with Disabilities Act (ADA) Information

The City of Port Townsend, in accordance with Section 504 of the Rehabilitation Act 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 Port Townsend ADA Coordinator, Alyssa Rodrigues at arodrigues@cityofpt.us or by calling collect 360-379-5083.

City Contact

Additional project information and preliminary design plans are available at <https://cityofpt.us/rfps>. Questions regarding this RFP may be directed to Mike Connelly, at mconnelly@cityofpt.us.