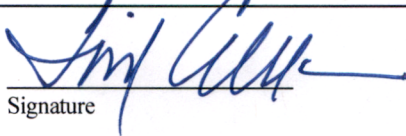


**COMMISSIONER'S AGENDA ITEM COMMENTARY**

<b><u>SUBMITTED BY</u></b>	Public Works Department	 Signature
<b><u>AGENDA DATE</u></b>	December 20, 2022	
<b><u>SUBJECT</u></b>	<u>ADA Transition Plan REVISED - Consultant</u>	
<b><u>ACTION REQUESTED</u></b>	<u>Approve 2<sup>nd</sup> Call for Request for Qualifications (RFQ)</u>	

**SUMMARY/BACKGROUND**

To maintain federal funding, Skamania County is required to develop an ADA transition plan to bring our existing inventory into compliance with ADA standards. Skamania County advertised from November 16, 2022, to December 8, 2022, for a consulting firm to complete this plan, and didn't receive any Statements of Qualification. We narrowed the scope to apply updates only to public rights-of-way on the county's road network.

**FISCAL IMPACT**

The consultant costs should not exceed \$25,000-\$50,000 to assist in developing a plan. However, the ability to meet the requirements averts the fiscally devastating loss of federal funding.

**RECOMMENDATION**

That the Board of County Board of Commissioners, by motion action, approves Skamania County Public Works to solicit a Revised Request for Qualifications (RFQ) for engineering consultant services related to the ADA Transition Plan Project.

**LIST ATTACHMENTS**

Skamania County Notice to Consultants ADA Transition Plan



## *Skamania County Notice to Consultants*

### *ADA Transition Plan*

Skamania County (COUNTY) solicits interest from consulting firms with expertise in Americans with Disabilities Act (ADA) program and transportation engineering. This agreement will be for **approximately three (3) months to nine (9) months** in duration with the option for the COUNTY to extend it for additional time and money if necessary. Consultants will be considered for Skamania County's ADA Transition Plan.

The COUNTY 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. **This RFQ has a revised project description listed below.**

#### **Project Description**

The work to be performed by the CONSULTANT consists of updating the County's Title VI plan to meet the federally mandated Americans with Disabilities Act (ADA) program for **publics rights-of-way within the county's road network.** The plan should describe in detail the method, schedule, etc. to provide and improve appropriate pedestrian facilities along and across sections of county roads. The goal is to address that no person with a disability shall be excluded from participation in, denied the benefits of, or be otherwise discriminated against under any of its federally funded programs and activities. The scope of services include with this update is outlined below:

- Project Management
- Plan Background
- Code and Policy Review
- Field Inventory
- ADA Responsibilities and Roles
- Public Participation & Outreach
- Facilities Inventory and Priority
- Transition Plan
- Code Updates

The COUNTY requires the successful respondent will commence work immediately upon contract issuance and that the consultant will diligently pursue implementation of the plan components. The COUNTY encourages disadvantages, small, minority, veteran, and women-owned consultant firms to respond to this RFQ.

#### **Evaluation Criteria**

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

- 1) Qualification of Proposed Project Manager
- 2) Qualifications / Expertise of Firm
- 3) Ability to meet schedule
- 4) Approach to plan



**Skamania County Notice to Consultants**  
**ADA Transition Plan**

- 5) Familiarity with the FHWA ADA standards and program
- 6) Past Performance / References

After the COUNTY reviews the submittals, consultant firms will be short-listed and invited to interview. The interview score will be based on the team's ability to demonstrate their combined experience, capabilities, and approach to deliver the project. Final selection from the short-listed firms shall be made based upon a combined results of the submittal and the "Live" Interview / additional qualifying information scoring. The COUNTY is substituting Zoom or Teams meetings for In-Person meetings.

**Submittal**

Consultants are invited to submit their Statement of Qualifications at their own cost. The COUNTY assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The Statement of Qualifications shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the RFQ: "Skamania County's ADA Transition Plan"
- Firm clearly identified (Firm name, phone, and fax number).
- Name of Principal-in-Charge and Project Manager.
- Name of employees in each firm proposed on the project.

Please submit FOUR copies of your Statement of Qualifications to:

Tim Elsea, P.E., County Engineer  
Skamania County Department of Public Works  
PO Box 1009, Stevenson, WA 98648-1009  
170 NW Vancouver Ave., Stevenson, WA 98648

Submittals must arrive no later than **10:00 A.M. Thursday, January 19th, 2023**. Submittal will not be accepted after that time and date.

Any questions regarding this project should be directed to Sadi' Pettenger at 509-427-3910 or [pwengineering@co.skamania.wa.us](mailto:pwengineering@co.skamania.wa.us). All questions submitted to the email by January 11<sup>th</sup>, 2023, 5:30 P.M. will receive a reply via the COUNTY's website on January 12<sup>th</sup>, 2023, at the following link:

[Link to ADA RFQ Revised web page.](#)

**Americans with Disabilities Act (ADA) Information**

The COUNTY in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with 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 Sadi Pettenger at [pwengineering@co.skamania.wa.us](mailto:pwengineering@co.skamania.wa.us) or by calling collect at 509-427-3910.



*Skamania County Notice to Consultants*  
*ADA Transition Plan*

**Title VI Statement**

The 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 enterprise 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.

Date of publication in the Skamania County Pioneer: Wednesday, December 28<sup>th</sup>, 2022, Wednesday, January 4<sup>th</sup>, 2023, and Wednesday, January 11<sup>th</sup>, 2023.

Dated this 20<sup>th</sup> day of December 2022.

ATTEST:



**BOARD OF COMMISSIONERS  
SKAMANIA COUNTY, WASHINGTON**

A handwritten signature in blue ink, appearing to be "Richard Mahar".

Richard Mahar, Chairman

A handwritten signature in blue ink, appearing to be "Thomas R. Lannen".

T.W. Lannen, Commissioner

A handwritten signature in blue ink, appearing to be "Robert Hamlin".

Robert Hamlin, Commissioner

A handwritten signature in blue ink, appearing to be "Lisa Sackos".

Lisa Sackos, Clerk of the Board

Approved as to form only:

A handwritten signature in blue ink, appearing to be "Adam Kick".

Adam Kick,  
Skamania County Prosecuting Attorney

Aye 3  
Nay 0  
Abstain 0  
Absent 0