

City of Port Angeles
Public Works and Utilities



Request for Qualifications
(RFQ)

Professional Consulting Services for:

SR 117 Truck Route at US 101 Interchange
Improvements
TR1799

Qualifications Due:
Monday, May 11th, 2026 by 5:00 p.m.

City of Port Angeles
Department of Public Works - Engineering
Attn: Timothy Hayes, P.E., Engineer III
321 E 5th Street
Port Angeles, WA 98362
thayes@cityofpa.us
360.417.4827

STATEMENT OF PURPOSE

The City of Port Angeles (City) is seeking qualified firms to perform engineering and design services for the retrofit of the SR 117/US 101 interchange to a bi-directional configuration. The project aims to enable direct US 101 access for heavy trucks traveling to and from the international Port of Port Angeles, thereby removing approximately 1,400 freight vehicles per day from the historic downtown street grid. The selected consulting firm will be responsible for a comprehensive scope of work including a project constraints study, community and tribal engagement, interchange alternatives analysis, and the preparation of NEPA/SEPA environmental documentation. Furthermore, the consultant will provide geotechnical engineering, utility coordination, and right-of-way engineering to support the development of a 90% Plans, Specifications, and Estimates (PS&E) package.

BACKGROUND INFORMATION

The project will directly benefit freight movement by eliminating a current bottleneck in the transportation network that affects freight and all other traffic in downtown Port Angeles. Today, although a defined truck route (SR 117) runs north-south through Port Angeles and connects to the main east-west highway (US 101), the existing interchange only allows movement to and from the west. Freight traffic to and from the east, where the Port serves many markets, is forced through downtown Port Angeles. It will improve system-wide connectivity and reliability by enabling regional freight to use the higher capacity cross-town SR 117 truck route. This will provide freight traffic a faster route between Port facilities and other destinations while keeping these large vehicles separate from non-freight transportation activities. The primary focus of this WSDOT-oversight project is to enhance freight mobility and bolster the long-term economic resilience of the North Olympic Peninsula.

The City has obtained a grant for funding through the Freight Mobility Strategic Investment Board (FMSIB). Utilizing this grant funding along with City funding will enhance mobility for freight moving to and from the Port of Port Angeles.

SCOPE OF WORK

The selected firm will be responsible for all aspects of the interchange design and the PS&E package, including surveying, engineering, assistance with securing necessary R/W, completion of environmental documentation and any necessary permits, and coordinating all disciplines of engineering with WSDOT. Work may also include construction inspection or management during the construction phase. The PS&E package must adhere to WSDOT standards.

Under the general direction of the City Engineer or designee, qualified firm(s) shall be responsible for, but not limited to the following tasks:

- Project Management
- Surveying and Existing Conditions Studies
- Community Engagement and Agency Coordination
- Interchange Alternatives Development and Analysis

- Environmental Services and Documentation
- Preferred Alternative Selection Support and Development
- WSDOT Coordination and Local Agency Approvals
- Geotechnical Services
- Utility Coordination
- Grant Funding Support
- Right of Way Engineering and Documentation
- Plans, Specifications, and Estimates (PS&E) to 90% Design
- Project Documentation

The City of Port Angeles reserves the right to retain the services of the successful firm for any subsequent phase (Right of Way Acquisition, Construction) associated with this project.

SCHEDULE

Advertised: Friday, April 10th, 2026 and Friday, April 17th, 2026
 RFQ issued: Friday, April 10th, 2026
 Questions Due: Friday, April 24th, 2026 by 5:00 p.m. PST
 The City will not respond to any inquiries submitted after this date/time.
 Due date: Monday, May 11th, 2026 by 5:00 p.m. PST

Anticipated Design Schedule & Deliverable Dates

Begin Preliminary Engineering	July 2026
Finalize Existing Conditions & Constraints	October 2026
Begin Community/Stakeholder Engagement	November 2026
Preferred Alternative Selection	April 2027
Begin ROW and Environmental	May 2027
30% Design Submittal	June 2027
60% Design Submittal	November 2027
90% Design Submittal	April 2028

REQUEST FOR QUALIFICATIONS CONTENT

The cost of developing the statement of qualifications for the project shall be included in the consultants cost of doing business and the City is not responsible for any costs associated with preparing it.

Submittals must clearly demonstrate an understanding of the City’s objectives. The proposal shall be limited to 10 pages (double-sided), resumes can be included in an appendix and do not count towards the page limit. The proposal should not include unnecessary promotional material, and shall be brief, precise, and organized as follows:

1. Cover Letter

Please include:

- Firm name, address, telephone, email.

- A single point of contact for the RFQ process.
- General introduction of your firm with a brief summary of general qualifications and areas of expertise.

2. Statement of Qualifications

Please include:

- Description of firm
 - Type of ownership – individual, partnership, municipality, corporation, etc.
 - Size of firm.
 - Number of years in business.
 - Description of qualifications in areas of expertise and services provided.
 - Information relating your philosophy and general approaches to the work to be performed
- A list of projects that demonstrates your firm's experience in transportation and interchange design, specifically the tasks listed in the Scope of Work above.
 - Include relevant background information on the projects (timeframe, major milestones, cost, firm's role and relevant staff).
 - Maximum of 10 project examples.

3. Key Personnel

Please identify:

- Key personnel for each service provided.
 - Include resumes and certifications for key personnel and their experience on relevant projects and contracts (as noted above, resumes can be included in an appendix and do not count towards the page limit).
 - Identify potential project managers and any personnel that would interact with City staff and/or the public.

4. References

Please include:

- List up to five people whom the City staff may contact for professional references regarding the past performance of the firm, including name, email and phone number.

SELECTION PROCESS

Submit an electronic copy (PDF) of the full RFQ via email or USB drive no later than Monday, May 11th, 2026 by 5:00 p.m. to:

City of Port Angeles
Department of Public Works - Engineering
Attn: Timothy Hayes P.E., Engineer III
321 E 5th Street
Port Angeles, WA 98362
thayes@cityofpa.us

The maximum file size that can be emailed is 20MB. Please include “First/Front/Marine Drive Ped Enhancements” on the envelope, if mailed, or in the subject line, if emailed. All submittals received by the specified deadline will be reviewed by the City for content, completeness, and experience. After the firms deemed most qualified are selected, further evaluation and interviews of the short-listed firms may be conducted as part of the final selection process. However, the City reserves the right to complete the selection process without proceeding to an interview phase, and may choose to select the firm based upon information supplied in the proposer’s qualification statement. The following criteria will be used to evaluate responses to this RFQ:

1. Responsiveness to the RFQ, breadth and depth of response.
2. Reputation of the company, its subcontractors and key personnel.
3. Qualifications of the Proposed Project Manager.
4. Ability to meet schedule.
5. Approach to Project.
6. Familiarity with WSDOT/FHWA standards.
7. Satisfaction of prior and current clients (references).

For further information, please contact Timothy Hayes at 360.417.4827, or thayes@cityofpa.us

CONTRACT PROCESS

The City intends to execute a cost plus fix fee agreement with the most qualified firm. The Agreement will be awarded at the discretion of the City of Port Angeles City Council. The City of Port Angeles reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified source, or to cancel in part or in its entirety this RFQ. Proposals and materials submitted will become the property of the City and will not be deemed confidential or proprietary and are subject to public record laws and will be released upon request.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION

The City of Port Angeles 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 Lucy Hanley, Contract Specialist III, at contracts@cityofpa.us or by calling (360)417-4541.

TITLE VI

The City of Port Angeles, 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 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.