

Whatcom County  
REQUEST FOR QUALIFICATIONS  
RFP 10-13

NOTICE IS HEREBY GIVEN that sealed proposals will be received by Purchasing at their office in the Whatcom County Administrative Services Finance Department on the fifth floor of the Whatcom County Courthouse, 311 Grand Ave Suite 503, Bellingham WA 98225, for the following:

ENVIRONMENTAL IMPACT STATEMENT PREPARATION  
SEMIAHMOO WEST

UNTIL: 2:30 pm Tuesday March 23, 2010

At which time and place they will be publicly opened and the names of the submitters identified. All interested people are invited to be present. Late submittals will not be accepted. Whatcom County Planning & Development Services is seeking proposals from qualified firms interested in preparing EIS documents for Semiahmoo West, as further described in the RFQ documents. Additional information may be obtained from Purchasing, phone (360) 676-6733. Whatcom County reserves the right to reject any or all proposals and to waive any irregularities.

Dated: 24 February 2010

**Whatcom County RFQ 10-13  
Request for Qualifications  
Environmental Impact Statement Preparation**

**Introduction**

Whatcom County is requesting Letters of Interest and Statements of Qualifications from firms qualified to conduct Environmental Impact Statement (EIS) preparation, for the application commonly know as Semiahmoo West, submitted by Trillium Corporation, a Planned Unit Development (PUD2009-00002) for 1246 residential units and up to 60,000 square feet of commercial space and a Preliminary Long Subdivision (LSS2009-00005) for 28 residential lots, 6 open space tracts and 5 phased residential development tracts.

**Services Desired**

Preparation of a Draft and Final EIS and associated environmental documents for Semiahmoo West, a Planned Unit Development (PUD2009-00002) and a Preliminary Long Subdivision (LSS2009-00005) located at the 8200 block of Birch Point Drive, Blaine, WA, within Section 22, 23 and a portion of 15, Township 40N, Range 1 West, W.M.

Scoping for the Environmental Impact Statement has not yet occurred. The consultant will be expected to facilitate the scoping process for this project. The initial scope of issues the County believes will be required to be studied include land use, transportation, public services and utilities, cultural resources, stormwater, fish and wildlife habitat. The scoping of the project will also address reasonable alternatives to the proposed action.

**Submittal Requirements**

After reviewing this RFQ, any firm that determines it has the necessary expertise and experience to successfully perform the required services may submit a Letter of Interest and Statement of Qualifications (SOQ) addressing the items set forth herein. Women and minority businesses are encouraged to apply. All firms will need to indicate any past work done with or associated with Trillium Corporation, to verify that there is not a conflict of interest in entering into an agreement to perform the outlined services.

A Letter of Interest is required to be submitted along with a Statement of Qualifications. The Letter of Interest shall be no more than two (2) pages long and may contain any other information not shown elsewhere in the submittal.

The entire submittal, including the Letter of Interest and Statement of Qualifications, shall be no more than fifteen (15) pages long excluding cover sheet and table of contents.

Responses must be submitted only on typed, 8½-inch by 11-inch paper, and with type size no smaller than 12-point (excluding text in charts, diagrams, tables, etc.). The 12-point type size applies to all sheets in the response:

Submit one original and three copies include the following:

1. Resume of the proposed Project Manager
2. Name of the Principal responsible for the work
3. Previous experience on similar projects
5. Present workload (ability to respond)
6. References
7. For the prime consultant and all sub consultants listed in the submittal, provide:
  - Name of contact person
  - Address
  - Phone number

Whatcom County RFQ 10-13  
Request for Qualifications  
Environmental Impact Statement Preparation

**Submittal**

Submit **one (1) original** and **three (3) copies** of a complete and concise response using the requested format. Submit proposals in a sealed package no later than 2:30 pm, **Tuesday March 23, 2010** to:

Administrative Services Finance/Purchasing  
Whatcom County Courthouse  
311 Grand Avenue Suite 503  
Bellingham WA 98225

Late submittals will not be accepted. Submittals transmitted directly to Whatcom County government electronically or by fax machine will not be considered. All proposals received will be retained.

It is the submitter's responsibility to deliver the proposal to the proper address by the assigned time. Whatcom County accepts no responsibility for misdirected or lost submittals.

**Questions**

Please direct all questions to:

Alex Cleanthous, Planner  
(360) 676-6907, email: [acleanth@co.whatcom.wa.us](mailto:acleanth@co.whatcom.wa.us)

For further information on the project please visit:

<http://www.whatcomcounty.us/pds/plan/current/projects/semiahmoowest/index.jsp>

**Selection Process**

Documents submitted in response to this RFQ will become the property of the County and be considered public documents under applicable Washington State laws. All costs incurred in the preparation of a submittal and participation in the RFQ process shall be borne by the participating firms. The County reserves the right to reject any and all submittals.

The Planning & Development Services Director/SEPA Official will evaluate the submittals and assemble the roster. The selection process will be based on the firm's past EIS work, familiarity/knowledge of Whatcom County, including:

- Whatcom County Comprehensive Plan
- Public facility and service plans in the Birch Bay and Blaine community
- City of Blaine plans and development regulations

As well as a shown ability to prepare environmental documents with the specific focus on the following elements of the environment:

- Natural Environment
  - Plants and animals
    - Fish or wildlife migration routes
  - Water
    - Surface water movement/quantity/quality
    - Runoff/Absorption
  - Earth
    - Geology
    - Accretion

Whatcom County RFQ 10-13  
Request for Qualifications  
Environmental Impact Statement Preparation

- Built Environment
  - Land and Shoreline Use
    - Relation to existing land use plans and to estimated population
    - Historic and cultural preservation
  - Public services and utilities;
    - Fire, Schools, Water, Sewer
  - Transportation systems
    - Vehicular traffic

The County intends to select firms from the roster and will conduct interviews with the selected firms prior to a final decision. The selected firms will be selected by mutual agreement of the County and Trillium Corporation; provided, if agreement cannot be reached the applicant shall select a consultant from a list of no less than three qualified consultants supplied by the County.

The Planning & Development Services Director/SEPA Official will then negotiate a scope of services and fee schedule with the selected firm. If selected, the consultant shall provide an estimated total cost of project review that may include the following three phases:

- 1) Scoping
- 2) Draft EIS
- 3) Final EIS

Various projects may be contracted to various firms as is appropriate based on qualifications and availability.