

Request for Qualifications (RFQ) and Proposals (RFP)
Requested by the Shoalwater Bay Indian Tribe
For Geotechnical Drilling Services
Shoalwater Bay Tribe – Tokeland Tsunami Evacuation Tower
Intersection of Kindred Avenue and Wye Drive
Tokeland, Washington

Proposal Due Date: May 24, 2019 by 3:30 p.m. Pacific Time

Proposal Submission: Via e-mail, U. S. mail (proposal must be received by May 24, 2019 postmarks not accepted) other delivery services and/or hand delivery. Email submission subject line should read **Soil Sampling for the Geotechnical Evaluation.**

Proposal Address: Lee Shipman, Director
Emergency Management Department
Shoalwater Bay Indian Tribe
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Phone: 360-267-8120

Project Dates: Professional Services Contract: Executed: before June 14, 2019
Project Start Date: ***TBD****
Project Completion Date: ***TBD****

Proposal Requirements:

Proposal must contain the following components. Additional information that may prove beneficial to the Tribe during the rating and awarding process is welcomed. Proposers are asked to refrain from submitting proposals that will not be easily duplicated such as those with spiral binding, photos and fold-out or other larger than letter-sized paper. Proposals in excess of 10 pages will not be reviewed excluding detailed pricing estimate, resumes and certifications.

1. Contact name, address, telephone number, fax number and e-mail address. A main Point of Contact must be included.
2. Detailed description of skills, experience and ability to meet project requirements including identification and designation of roles/responsibilities of key project staff. Provide resumes of key staff with an organizational chart for key staff on the project team.
3. Detailed project timeline.
4. Statement of acceptance to perform services in compliance with FEMA's Pre-disaster Mitigation and Shoalwater Bay tribal policies and procedures as well as any other grantor and/or tribal requirements.
5. Statement addressing minority, women, Native American business ownership.
6. Must meet the requirements detailed above and below. Proposal should clearly demonstrate how the proposer meets or exceeds these requirements.

The tribe reserves the right to select the successful contractor based on an evaluation of qualifications, pricing, availability, and/or duration of work.

Scope of Services:

The following geotechnical drilling Contractor services are required to support the geotechnical engineering evaluation of the proposed Shoalwater Bay Indian Tribe's Tsunami Evacuation Tower project.

- Contractor shall provide the Tribe with a bid that includes an estimate of the cost to complete the scope of work provided below.
- Contractor shall obtain an environmental permit from the Shoalwater Bay Indian Tribe (Tribe) Natural Resources Department prior to the start of work on the project.
- Contractor shall provide a schedule confirming the anticipated start date and anticipated timeline to complete the required fieldwork, closeout the site, and deliver a Well Logs report to the Tribe.
- Contractor shall provide the Tribe with proof of insurance with proposal. Minimum insurance coverages requirements are:

Without in any way limiting contractor's liabilities under this AGREEMENT, Contractor shall procure and maintain, at its sole cost and expense, the following insurance:

- (a) Workers' Compensation and Employers' Liability Insurance as prescribed by applicable law;
- (b) Comprehensive General Liability Insurance (Personal Injury and Property Damage), the limits of which shall not be less than \$1,000,000 per occurrence;
- (c) Automobile Liability Insurance (including coverage for owned, leased, used, hired, or borrowed vehicles) with a combined single limit for both bodily injury and property damage of \$1,000,000 per occurrence; and
- (d) Pollution Liability Insurance that provides coverage for personnel injuries, property damages and regulatory cleanup costs arising out of or related to the presence, release, or threatened release of hazardous substances or pollutants in amounts not less than \$1,000,000 per occurrence. Alternatively, if Contractor cannot procure and maintain the above pollution liability insurance, then Contractor shall provide the Tribe with a written statement warranting that reasonable inquiries were made within the insurance market and it was concluded that fairly and reasonably priced pollution liability insurance was not generally available.

All insurance coverage shall be through a company or companies acceptable to the Tribe.
Certificates of insurance evidencing the above coverages, shall be issued to the Tribe prior to

commencement of work, and shall include the Shoalwater Bay Indian Tribe as additional insureds with respect to work to be performed under this Contract. The certificates must specify that Shoalwater Bay Indian Tribe must be given, in writing, thirty days' advanced notice of cancellation, termination or alteration of the policies evidenced by the certificate. Insurance coverages similar to the above will be required from any and all subcontractors or sub consultants that may perform in Contractor's behalf.

- Contractor will work with and share information and results with our design team. Contractor is expected to execute plans based on the design team's recommendations.
- Contractor shall provide all materials, equipment, and supplies necessary to complete the required drilling, sampling, and abandonment of the borehole.
- The proposed drilling site will be demarcated by others and the Tribe will provide a utility locate ticket to the Contractor. The contractor is liable to review and abide by the locates.
 - During drilling the Contractor shall: Drill one boring to depth up to 250 feet below ground surface (bgs) using hollow-stem auger techniques until groundwater is encountered, then using mud rotary techniques thereafter (Assumed depth to groundwater 20 feet or less
 - Collect standard penetration test (SPT) or Dames and Moore split-spoon samples at 5-foot intervals from the ground surface to 50 feet bgs, then on 10-foot intervals thereafter;
 - Collect up to five thin-walled push samples using Osterberg sampling methods at depths to be determined during drilling; and
 - Employ drilling techniques that ensure maintenance of stable borehole sidewalls and base.
- Upon completion of drilling, the Contractor shall:
 - Abandon borehole in accordance with Washington State Department of Ecology regulations;
 - Consolidate soil and drilling mud spoils at a single location on the project site, to be determined by the Tribe; and Contractor shall provide a separate price estimate to consolidate soil and drilling mud spoils into 55-gallon drums and haul the drums from the site. Spoils become the property of the Contractor and shall be disposed of off-site in a legal manner.
 - Restore disturbed ground surface by filling ruts and raking surface, and then spread straw and grass seed on disturbed areas and spoils pile.

Assumptions

The above scopes of work for Contracted drilling services are based on the following assumptions.

- Contractor shall pay Federal Prevailing Wages (Davis Bacon).

- The proposed exploration locations will be marked by others for One-call Utility Locates. A One-call ticket number will be provided to the Contractor for their reference at least 3 days ahead of exploration work.
- The exploration locations are accessible by truck-mounted, wheeled vehicles. Work must be completed during dry conditions to ensure minimal ground disturbance effects from vehicles.
- No asphalt coring or patching will be required for the explorations.
- No contaminated soils will be encountered. If contaminated soils are encountered, then additional charges will be incurred for equipment decontamination, testing, and soil disposal.
- Contractor is responsible for providing water for their work. A local Tribal water supply is only available from private homes approximately 500' away. The contractor is responsible for contacting the Tribal Water Department to inquire if additional water resources are needed and arranging use.
- The Tribe will provide a right-of-access to the proposed exploration locations.
- Field work is expected to be performed during normal business hours. If the Tribe requires off-hours work, it will notify the Contractor. A quote for the cost of off hours work must be provided with this proposal.