

*State of Washington  
Department of Transportation  
Notice to Consultants  
I-5 East Fork Lewis River Bridge Archaeological Support*

The Washington State Department of Transportation (WSDOT) solicits interest from consultants who wish to be evaluated and considered to provide archaeological data recovery services. One (1) agreement may be awarded. The agreement will be approximately two (2) years in duration. The agreement amount will be approximately two million thirty-seven thousand five hundred dollars (\$2,037,500.00) with the option for WSDOT to supplement it for additional time and money. The agreement type will be Negotiated Hourly Rate.

WSDOT 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.

*Project Description*

The Washington State Department of Transportation (WSDOT), in coordination with the Federal Highway Administration (FHWA), is proposing to construct the Northbound Interstate 5 (I-5) East Fork Lewis River Bridge Replacement in Clark County. The undertaking consists of replacement of the existing northbound I-5 bridge over the East Fork Lewis River with a new bridge that meets current design and safety guidelines. FHWA has determined that the undertaking will have an adverse effect on archaeological site 45CL26, which is eligible for listing in the National Register of Historic Places under Criterion D and requires mitigative actions and has consulted with the Washington State Historic Preservation Officer (SHPO) pursuant to 36 C.F.R. part 800 of the regulations implementing Section 106 of the National Historic Preservation Act (54 U.S.C. 306108). As stipulated in the Memorandum of Agreement (MOA) prepared for the undertaking, archaeological data recovery of site 45CL26 will be completed per the Archaeological Data Recovery Plan prepared for the undertaking. The following Scope of Work is summarized from the Data Recovery Plan for the purposes of consultant selection. The full Data Recovery Plan will be provided to the selected consultant during contract negotiations. All archaeological operations completed under this agreement are performed under the direct supervision of a qualified individual who meets, at a minimum, the Secretary of the Interior’s *Professional Qualifications Standards* (48 FR 44738-44739, September 29, 1983) for Archaeology.

**Tribal Recognition and Involvement**

Recognizing their traditional connection, knowledge, insight, and understanding of the site, the project will welcome the participation of the affected Tribes’ cultural resource professionals, as well as others within the Tribal communities, such as advisory board members, spiritual leaders, elders, or others who may wish to either contribute their knowledge of the area and/or attend excavation activities.

This project also seeks to recognize the traditional connections to the people that originally lived at this site. As a component of the data recovery excavation efforts, daily pre-work activities will include a moment of reflection on who the people were that once lived at the site, their connection to the artifacts

and archaeological matrix of the site, and the importance of conducting work in a mindful and respectful manner.

Representatives from the Cowlitz Indian Tribe and Confederated Tribes of Grand Ronde will be afforded opportunities to view excavated artifacts while being held in any temporary field laboratory, and following fieldwork will be invited to participate in analysis and interpretation of collected artifacts and field records (e.g., artifact and feature analysis). WSDOT will assist in the coordination and scheduling of any post-fieldwork collection visits, interviews, temporary changes in artifact custody, and analysis. With permission, knowledge shared during these sessions will be incorporated into the data recovery report and/or National Register of Historic Places Nomination Form prepared by the consultant.

### **Research Design**

Salvage excavation of 45CL26 in 1968 recovered an extensive and diverse artifact assemblage, demonstrated there are possibly multiple components present, documented at least 20 probable cooking, storage, and potential structural features, and indicated that additional intact deeply buried cultural deposits still exist, thus demonstrating its potential to contribute to our understanding of the precontact archaeological record of the Pacific Northwest in general, and the Lower Columbia River in particular. To address questions about site age and function, and to meaningfully contribute to Lower Columbia Valley archaeology, six research domains have been initially identified: 1) Chronology; 2) Technology; 3) Land Use and Settlement Patterns; 4) Subsistence Patterns; 5) Site Formation Processes; and 6) Inter-Regional Connections. The fieldwork and analyses described below will be undertaken to address these themes.

### **Data Recovery Fieldwork**

The data recovery excavation will consist of removing deep overburden from above the site area and continuing with open excavation of the site area to be impacted by construction. Since the cultural deposit is covered by approximately 4 to 5 ft (1.25 to 1.5 m) of overburden, the initial stage of the data recovery operation will consist of mechanical stripping of surface material. The intention of the overburden removal is to expose the upper surface of the site within the data recovery area and a surrounding buffer to provide workspace at the elevation of the site. Shoring may be applied as needed both before and during data recovery excavation. Appropriate shoring will be installed for those locations where the open exposure cannot be adequately sloped or stepped to allow safe entry and egress.

Certain areas within the site area will be excluded from data recovery due to required buffers around existing bridge supports to retain structural integrity. Therefore, approximately 4,500 sq. ft (418 sq. m) will be excavated for data recovery. The overall volume to be excavated for data recovery is approximately 11,000 cu ft (311 cu m) based on a presumed average cultural deposit thickness across the site of 2.46 ft (0.75 m). All cultural deposits within the data recovery area will be removed down to sterile deposits.

After mechanical removal of the overburden, excavation will occur in 1- by 2-m units separated by 1-m bunks as needed to maintain stratigraphy and stability. Excavation of the units will occur by natural strata. Where a stratum exceeds 10 centimeters of depth, it will be excavated by 10-centimeter arbitrary

levels until another distinct stratum is contacted, wherein a new level will begin. All excavated sediments will be dry screened through nested screens as wide as 0.25-inch to a minimum of 0.125-inch mesh. The use of 0.125-inch mesh is designed to capture smaller artifacts, floral, and faunal remains. If any features are encountered during the data recovery effort, the sediments from within the feature will be screened separately from the unit's normal level sediments.

Artifacts will be collected by unit/level in bags with identifying information and according to material type. Each artifact will be given a bag number and logged into a field catalog. If there are cultural materials or samples bagged in bulk, such as FMR, they will be given one bag number per level/unit. An abundance of FMR is anticipated during the proposed data recovery. To limit curation requirements, up to 1kg/4L of FMR per level will be bagged as a representative sample following the counting and weighing of the full amount in the field. Charcoal or other dateable materials found in situ will be collected in foil and bagged separately from the rest of the collection to ensure its integrity. Furthermore, any artifacts selected for additional analyses (e.g., residue) will be minimally handled and separately bagged to ensure their integrity. If delicate materials, such as feathers or dog hair, are identified during data recovery, the unit excavation where the materials were recovered will halt and be reassessed with intention of fully recovering the remaining specimens.

Features, including 'shadows' of organics such as wood planks or feathers, encountered during excavation will be excavated as a unique entity and recorded on a separate feature form. Any cultural materials recovered from the feature, including FMR, will be bagged and documented separately on the artifact catalog separate from the unit/level. If the feature extends below the site surface, it will be bisected, and one half will be excavated stratigraphically so that the cross section can be analyzed in the field and documented with sketches and photographs. The second half of the feature will then be excavated stratigraphically, if appropriate. Any cultural materials from the feature that is designated for specialty analyses (e.g., flotation, micromorphological, microstratigraphical, botanical, and others) will be handled minimally and bagged accordingly, separate of the unit/level collection.

All aspects of fieldwork, including excavation progress, excavation operations, representative unit profiles, and all features, will be documented with digital photography.

Units will remain open upon completion unless they present a hazard to the overall operation. Plan view drawings will be made at the beginning, end, and at a significant portion of each relevant cultural/stratigraphic context. Representative stratigraphic profiles will be drawn per excavation unit by the excavation crew. A geoarchaeologist will supervise drawing of key stratigraphic units and complex/key site stratigraphy.

Soils removed by hand during excavation will initially be stockpiled outside of the exposed archaeological site boundary. The stockpiles will maintain, at minimum, 10 ft away from pile caps, spread footings, water lines or other utilities, to minimize potential for settlement of the existing bridges or to become hazardous to existing infrastructure. The stockpiles will maintain a height of less than 10 ft throughout their use period.

A field laboratory facility will be established on-site for any initial sorting, cataloging, organization, and analysis of artifacts recovered during the data recovery. Collected artifacts will not be field-cleaned (i.e.,

washed), although adhering loose matrix may be lightly removed through dry-brushing to allow for tidy transport and prevent cross-contamination as deemed necessary and prudent. Artifacts will be treated conservatively to avoid loss of evidence of original use, particularly prior to selection for special analyses. Final processing of artifacts including cataloging and detailed analysis will be conducted at the selected consultant's archaeological laboratory.

### **Laboratory Processing and Cataloging**

Laboratory processing and analysis will be completed at the selected consultant's laboratory facility. Once materials enter the laboratory, they will be sorted by artifact type (e.g., lithic, bone, organic) for each unique context. A context-based catalog number will be assigned to each artifact type. Catalog numbers will be recorded on a table, which will be maintained in the laboratory to track the artifacts. This table will include the context, artifact type, count, and whether it will be curated or discarded after analysis following the curation guidelines.

As a general protocol, laboratory methods and operations will treat artifacts conservatively to avoid loss of evidence of original use. The artifacts selected for special analyses, including lithics for blood-residue analysis, FCR blood- or organic-residue analysis, and organic/faunal materials, will be separated from the larger assemblage for the preparation of their submission to their relative studies. The lithics identified for blood-residue analysis, FCR residue analysis, or other special analyses concerning surface elements, will not be cleaned following their selection. This pertains specifically to lithics potentially used as tools, based on their identifiable characteristics, that may have been in direct contact with blood or other proteins, or which may retain microscopic wear. If intact lithic or organic materials remain after analysis, the selected artifacts will be returned to the overall collection.

After materials have been sorted and cataloged, they will only be minimally cleaned to remove sediment. All artifacts will be cleaned by dry brushing with a soft brush that will not damage the artifact. A wooden skewer or similar implement may be used to remove dirt when appropriate. Once artifacts have been cleaned, they will be placed in plastic, archival-quality bags.

Temporary artifact tags printed on acid-free paper will be included in each bag. These tags will include the site number, Project name, catalog number, context, artifact description, and count. These tags can be computer generated or written on with pencil. Before final curation, the temporary tags will be replaced by foil-backed labels or whichever type of label is requested by the curation facility. WSDOT will establish a curation agreement with the Burke Museum to curate the collection.

Artifacts recovered from archaeological excavations will be classified and analyzed to generate data that can be used to address Project research questions and for comparative purposes by other researchers. These data will be recorded in a Microsoft Access® database or other similar database programs.

### **Analytic Studies**

The site undergoing data recovery as described in this scope of work was previously subject to a salvage excavated in 1968. No formal analysis or reporting of the 1968 excavations has been completed to date. To the degree possible, the archaeological data salvaged in 1968 will be synthesized with the current data recovery. This effort will include:

- Analysis of the curated 1968 artifact collection (housed at the Burke Museum) consistent with the methods outlined below;
- Dating of a sample of acceptable/appropriate carbon samples from secure and assignable provenience(s);
- Synthesis of excavation units, features, artifact assemblage, and stratigraphy; and,
- Comparison and integration of 1968 results with current results.

### *Lithic Analysis*

Based on the previous archaeological investigation, the proposed data recovery's assemblage will likely be composed primarily of chipped-stone and ground stone artifacts. Lithic analysis will therefore be a primary focus of the study. Methods of the lithic analysis for this Project will be structured to compare the site's assemblage to those within the vicinity and larger region. For regional consistency and contemporaneity, the classification, and the analysis of the lithics will be based on that devised by the investigation at the Meier site. Formed artifacts, a broad lithic classification that excludes debitage, will be assigned to technological and functional classes. Functional classes will be based on tool shape and use wear, if identified. To facilitate functional analysis, a binocular microscope will be used to study modified edges on formed artifacts to provide additional data beyond that identified from morphological analysis. Specialized use wear analysis will also be conducted on a sample of tools selected within each functional type.

Included in the recorded lithics data are metrical and nominal fields. The metrical recordation includes artifact dimensions of length, width, thickness, and weight. Nominal categories recorded will include stage of reduction (e.g., primary, secondary, tertiary), percent of cortex, material type, and presence or absence of patination. The data will be cataloged in a database such as Microsoft Office Access and implemented into statistical software as well as GIS programs to capture spatial variability.

The data generated from the lithic analysis will be used to provide useful statistical data to address questions posed in the research design and determine if there are statistically significant results regarding material distribution, types of materials, reduction strategies, and other related questions, both inter site and intra site. Furthermore, stylistic analysis of technological attributes such as stages of manufacture and use wear may allow for temporal placement based on comparative artifact forms from vicinity and regional sites as well as the greater Pacific Northwest chronologies.

### *Faunal Analysis*

Analysis of any animal remains found will be conducted by a specialist trained in zooarchaeology; faunal tool analysis will be conducted in concert with lithic analysis. All remains will be weighed and counted, and identifiable remains will be separated from the unidentifiable. If faunal remains include feathers, dog wool, or other delicate materials, appropriate methods will be implemented to ensure their preservation. Computations and calculations of species diversity and selective indices will be quantified, when these are appropriate, to estimate relative dietary importance. These quantification methods will include determining:

- NISP or Number of Identified Specimens, which calculates the relative abundance of any one species within the assemblage by calculating the maximum number of individuals present.
- MNI or minimum number of individuals determines how many of each animal is present within each unit by considering the most common element for each taxon.



- Identification to element, side of body or body segment which it originated, configuration (e.g., whole, proximal, and distal), age (juvenile or adult), finest taxon, or size class using a comparative skeletal collection.
- Noting of cultural (i.e., intentional burning and degree of burning) and non-cultural modifications (i.e., animal gnawing, weathering, and post-depositional breakage)
- Identification of butchery cuts and/or modification of the bone
- Analysis of bone and antler technological artifacts

#### *Fire-Modified Rock Analysis*

FMR recovered during the data recovery will be documented by count and weight, and discarded, unless the sample is associated with a discrete feature. The non-feature FMR will remain on site and reburied with the non-cultural materials following the completion of the data recovery, unless specifically set aside after its recovery for further analysis. If associated with a discrete feature, the FMR will be similarly counted and weighed and analyzed for its material type, fracturing, shape, color, presence of oxidization or surface contents such as ochre, and its potential as a sample for residue analysis. The feature FMR will then be cataloged with the other collected material from the feature and curated with the larger assemblage. To preserve potential residues on the FMR, any pieces collected in the field associated with a feature will be dry brushed of any remnant sediments.

#### *Specialty Studies*

To address research questions of this study using methods beyond the standard techniques, it is proposed that a range of specialty studies are performed. Specialty studies may include the following, as appropriate:

- Flotation (40 samples from representative strata and discrete features)
- Microfaunal, otoliths: (20 samples; subset of flotation samples with highest return)
- Radiocarbon (C-14) dating
  - Modern data recovery: 20 samples from representative strata/features
  - 1968 salvage: 5 additional well-provenienced samples
- Optically Stimulated Luminescence dating (10 sediment samples, bracketing cultural strata)
- Protein Residue Analysis (50 artifacts inclusive of representative artifact classes; 2 FMR/feature fill)
- Lithic Technological and Use Wear Analysis (50 artifacts inclusive of representative artifact classes)
- Soil Physical and Chemical Analyses (25 soil/sediment samples from continuous or near-continuous stratigraphic column of representative stratigraphy)
- Botanical Analysis (including plant macrofossil) (20 samples; subset of flotation samples with highest return)
- Environmental Pollen (20 samples; from stratigraphic column and/or discrete features)
- Micromorphology (12 samples; from within cultural strata and background control)
- Groundstone Starch and Pollen Analysis (20 samples; from representative artifact classes)
- Pumice Artifact Sourcing (10 samples; from the representative artifact class. Requires prior consultation due to the potential destruction of the sourced artifact)
- Tephrochronology (Samples of pumice/ash totaling >100 grams, from representative strata or bracketing cultural strata)

- Obsidian Sourcing (x-ray fluorescence and/or hydration rind measurement) (10 samples)

To qualify for these studies, adequate amounts of the materials must be recovered. As the fieldwork commences, the Field Director and Principal Investigator will determine which of the potential material samples collected maintain the integrity suitable for their related study and how much should be submitted to properly address the relevant research questions and aid in the site's interpretation. Prior to the submission of the samples to the labs, WSDOT will be provided the opportunity to approve and/or comment on the proposed tests.

### **Curation**

Artifacts will be prepared for curation following laboratory analysis, cataloging, and discarding (if applicable). WSDOT will establish a curation agreement with the Burke Museum to curate the collection. WSDOT's consultant will prepare the collection for curation in accordance with 36 CFR pt. 79. The collection will also meet the curation standards for the Burke Museum.

### **Peer Involvement**

This data recovery effort recognizes it is uncommon to have highly qualified professionals with long-standing memory and knowledge of this specific site and region so long after initial excavations were conducted, in this case particularly Mr. David Munsell and Dr. Randall Schalk. Both individuals will be invited to visit the data recovery excavations to continue to draw upon their prior experiences at the site. In addition, both individuals will be invited to comment upon the results and analysis completed following the excavations.

### **Reporting**

#### Fieldwork Updates

When schedule and activity details are known, the consultant will provide notice to FHWA, WSDOT, DAHP, Confederated Tribes of Grand Ronde, and Cowlitz Indian Tribe of the anticipated start date and initial planned data recovery excavation actions. During the period of field excavations, the consultant will provide a weekly status report via a brief email to the listed parties summarizing fieldwork accomplished during the preceding week and the tentative schedule for the upcoming week.

#### Summary of Findings

No more than 90 days following data recovery field demobilization, the consultant will provide FHWA, WSDOT, DAHP, Confederated Tribes of Grand Ronde, and Cowlitz Indian Tribe a brief Summary of Findings for the data recovery excavation. At minimum, the Summary will provide preliminary description/details regarding the summary of field methods, excavated volume total, excavation unit total, special sample types collected, feature count(s) and type(s), approximate artifact count(s), description of unique or potentially significant individual artifacts, and preliminary observations on data recovery results.

#### Technical Report

After completing the field and laboratory work, the consultant will write a technical report presenting the results of the archaeological data recovery, including synthesis of the 1968 excavation records and analysis. The report will describe the goals and methods and present the findings and interpretations of

the study. The report will also synthesize the archival and archaeological data to address the research questions posed in the Data Recovery Plan. The Confederated Tribes of Grand Ronde and Cowlitz Indian Tribe will be afforded opportunities during the excavation and analysis phases to provide input and text for the technical report content. The report will be submitted to WSDOT and the Federal Highway Administration and will ultimately be filed with DAHP. The report will include the following key elements:

- Introduction and Project Description
- Environmental and Cultural Context
- Previous Studies
- Methods (field and laboratory)
- Results and Interpretations
- Recommendations
- References
- Appendices (including figures, maps, profiles, special studies, and artifact catalog)

#### National Register of Historic Places Nomination Form

After data recovery field operations and laboratory analysis, the consultant will prepare a NRHP Nomination Form for archaeological site 45CL26. The affected Tribes will be afforded opportunities to provide input and text for the NRHP Nomination Form content.

#### **Schedule**

WSDOT anticipates that data recovery excavations will occur over a period of up to three months, including mobilization, datum setting, screening setup, overburden removal, excavation, and backfilling. Fieldwork will be conducted during the dry season (approximately July – September); depending on weather and timing, two field seasons may be necessary to complete the work. Laboratory processing after the fieldwork will require approximately three months to complete. Standard and specialized analyses of artifacts and samples and associated Tribal coordination, research and analysis of the existing records and collection at the Burke Museum, and receipt of results reporting from specialist studies, are expected to require up to nine months to complete. Report preparation, analysis of results and associated Tribal coordination, and report review and completion are expected to require an additional nine months. The described schedule may be modified as necessary based upon final project schedule and actual data recovery results.

#### *DBE or MSWBE Participation*

WSDOT has an overall Disadvantaged Business Enterprise DBE Goal. The DBE goal for participation will be obtained through a combination race-neutral/race-conscious means as outlined in WSDOT's "Disadvantaged Business Enterprise Program Plan". The resulting Master Agreement (Agreement) from this RFQ will be subject to a 15% DBE goal. If the Consultant fails to meet the DBE goal attainment for the Agreement, good faith effort (GFE) documentation complying with the requirements of Appendix A of 49 CFR 26 shall be submitted to WSDOT for approval in lieu of meeting the goal.

The selected consultant will be required to submit DBE Commitment Forms for approval prior to agreement execution.

<https://wsdot.wa.gov/publications/fulltext/forms/226-016.pdf>

For more information about the DBE program:

<https://wsdot.wa.gov/business-wsdot/equal-opportunity-contracting>

WSDOT encourages disadvantaged, small, minority, veteran, and women-owned consultant firms to respond to this RFQ.

### Evaluation Criteria

Pursuant to state and Federal regulations, a qualifications-based selection process will be used to select consultants for each of these areas of expertise. The following information and criteria will be used to evaluate and rank responses:

1. Qualifications/Expertise of Firms on Team;
2. Qualifications of Proposed Project Manager;
3. Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
4. Firm's Project Management System (Prime Consultant Only);
5. Project Delivery Approach;
6. Contractor Certification - Workers' Rights (Prime Consultant and Sub-Consultants); and
7. References/Past Performances (Prime Consultant Only.)

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

After the submittal review, 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 program. Final selection from short listed firms shall be made based upon:

- Interview/additional qualifying information scoring only.
- Combined results of the submittal and the interview/additional qualifying information scoring. Note: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested.

### Submittals

Consultants are invited to submit their Statement of Qualifications (SOQ) at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal must be submitted as separate Adobe Reader compatible (pdf) files and formatted as follows:

- Submitted as an 8.5" x 11" sheet, single sided only, and with text (font) size no smaller than 12 points; and
- If charts and/or graphs are utilized text (font) size must be no smaller than 8 points.

Your SOQ must be broken into two (2) separate packets. Your SOQ "Packet A" must consist of:

- Your responses to scoring Criteria 1 through 5; and
- Packet "A" is limited to 30 pages, single sided only, not including the front and back cover.

Your SOQ “Packet B” must consist of:

- Your letter of transmittal;
- Your response to scoring criteria 6 and 7 (Performance Evaluations must be included in this packet);
- Your Consultant Information forms for both the Prime Consultant and all proposed Sub-Consultants; and
- Packet “B” has no page number limitations.

The SOQ shall meet the following requirements or may be deemed non-responsive and may not be eligible for consideration of this work:

- Title of the RFQ and your firm clearly identified on the cover of the submittal Packets “A” and “B”, and the letter of transmittal;
- SOQ broken into “Packet A” and “Packet B” (two (2) separate documents) as indicated above;
- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date and time.

Faxed submittals will not be accepted. Submittals must arrive at the following email address no later than 4:00 p.m. PST on Wednesday, June 14, 2023. Submittal email address: [CSOSubmittals@wsdot.wa.gov](mailto:CSOSubmittals@wsdot.wa.gov)

Note: Submitters may want to consider setting your email to automatically receive a “Delivery/Read Receipt” for confirmation purposes, as WSDOT will not respond with notification of receipt.

Multiple emails are acceptable due to file size limitations of 20mb per email.

The Consultant, regarding the work performed during the resulting agreement, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-consultants, including procurement of materials and leases of equipment. The Consultant shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR Section 21.

The agreement for services is subject to provisions of Executive Order 11246 (Affirmative Action to Ensure Equal Employment Opportunity) and to the provisions of the Department of Transportation Regulations 49 CFR 26 (Disadvantaged Business Enterprise.)

Vaccine Mandate Statement:

To continue to address the spread of COVID-19, on 10/31/22, the Washington State Secretary of Transportation directed that the original vaccination requirements, from Washington State Governor Jay Inslee’s COVID-19 Proclamation, are to remain in place. This requirement extends to contractors who may be physically present on WSDOT owned, leased, or controlled property and right-of-way in the conduct of their work. Contractors will need to acknowledge, in writing, their acceptance of these terms as a condition of the contract. Please note that WSDOT has elected to implement the “Path Two” option within the Governor’s Vaccination Proclamation requirements. Under Path Two, contractors are required to assume responsibility for the vaccination verification and accommodation requirements set

forth in the Proclamation. Therefore, WSDOT contractors must certify that all employees of the contractor, and employees of any subcontractors, working “on site” comply with the terms and requirements of the Vaccine Mandate Proclamation. The mandate only applies to contract employees who are physically present on WSDOT property and does not apply to contractors working from locations which are not considered “on site.”

### Debriefing Procedures

#### A. Debrief Conferences

CSO offers, if requested, a debrief to all proposers. The request must be submitted in writing, within three (3) business days of official notification of selection. The request shall be sent to [WSDOTCSO@wsdot.wa.gov](mailto:WSDOTCSO@wsdot.wa.gov).

#### B. Debrief Protests

All debrief protests must be submitted in writing, within 5 business days of the debrief conference. The request shall be sent to [WSDOTCSO@wsdot.wa.gov](mailto:WSDOTCSO@wsdot.wa.gov).

### Protest Procedures

#### A. Form and Substance

All protests regarding any contents or portion of this RFQ must be submitted to WSDOT Headquarters Consultant Services Office (CSO). Protests must be received by CSO between the submittal due date, as shown on the last page of this RFQ, and no later than 3:00 PM PST, two (2) business days following the submittal due date. All protests must be in writing and signed by the Proposer/protestant or an authorized agent. Such writing must state all facts and arguments on which the Proposer/protestant is relying as the basis for its action. Such Proposer/protestant shall also attach, or supply on demand by CSO, any relevant exhibits referenced in the writing. Copies of all protests and exhibits shall be mailed or delivered by the Proposer/protestant to the Proposer against whom the protest is made (if any) at the same time such protest and exhibits are submitted to CSO. All protests shall be directed to:

[CSOSubmittals@wsdot.wa.gov](mailto:CSOSubmittals@wsdot.wa.gov)

#### B. Pre-Selection Protests

To allow sufficient response time, all pre-selection protests (i.e., prior to CSO’s official selection of the successful proposal(s)) must be received by CSO no later than 3:00 p.m. PST of the second business day after the Final Proposal Due Date. If the protest is mailed after the Final Proposal Due Date, and before the pre-selection protest deadline, the Proposer/protestant shall immediately notify CSO’s Manager by telephone, or some other means of rapid communication, that a protest has been made.

CSO shall consider all the facts available to it and issue a decision in writing within five (5) business days after receipt of the protest unless more time is needed. The Proposer/protestant and the Proposer(s) against whom the protest is made will be notified if a longer time is necessary and, if the additional time required affects the Final Proposal Due Date or the selection date, all Proposers shall be notified.

CSO's decision shall be final and conclusive. Selection of the successful Proposer, if any, will be postponed until after CSO has issued its decision.

C. Post-Selection Protests

CSO shall notify all unsuccessful Proposers of CSO's selection decision. To allow sufficient response time, all post-selection protests must be received by CSO no later than 3:00 p.m. PST of the second business day after receipt of a Non-Selection Notice. If the protest is mailed before the post selection protest deadline, the Proposer/protestant shall immediately notify CSO's Manager by telephone, or some other means of rapid communication, that a protest has been made.

CSO shall consider all the facts available to it and issue a decision in writing within five (5) business days after receipt of the protest unless more time is needed. The Proposer/protestant and the Proposer(s) against whom the protest is made will be notified if a longer time is necessary and, if the additional time required affects the Award Date, all Proposers will be notified.

CSO's decision shall be conclusive unless appeal from it is taken by an aggrieved firm to the Superior Court of Thurston County within five (5) calendar days after receiving notice of CSO's decision on the protest. The court shall hear any such appeal on CSO's administrative record for the project. The court may affirm CSO's decision, or it may reverse the decision if it determines the action of CSO was arbitrary and capricious.

Post-selection protests which do not comply with the above-specified procedures will not be considered.

D. Post-Debrief Protests

To allow sufficient response time, all post-debrief protests must be received by CSO no later than 3:00 p.m. PST of the second (2<sup>nd</sup>) business day following the debrief. If the protest is mailed before the post-Debrief protest deadline, the Proposer/protestant shall immediately notify CSO's Manager by telephone, or some other means of rapid communication, that a protest has been made.

CSO shall consider all the facts available to it and issue a decision in writing within five (5) business days after receipt of the protest unless more time is needed. The Proposer/protestant and the Proposer(s) against whom the protest is made will be notified if a longer time is necessary and, if the additional time required affects the Final Proposal Due Date or the selection date, all Proposers shall be notified.

CSO's decision shall be final and conclusive. Selection of the successful Proposer, if any, will be postponed until after CSO has issued its decision.

*System for Award Management (SAM) Excluded Parties Records*

- A. Per federal regulations, CSO is required to ensure, to the best of its knowledge and belief, that none of the principals, affiliates, third party Contractors and subcontractors are suspended, debarred, ineligible or voluntarily excluded from participation in federally assisted transactions or procurements. Federal regulations require CSO to review records of excluded parties in the federal System for Award Management (SAM) before entering any third-party Contracts exceeding \$25,000.00.

- B. Prior to award of a federally funded Contract, CSO will search the SAM system to ensure that excluded parties do not participate in covered transactions.
- C. To learn more about the federal SAM, go to [www.sam.gov/portal/public/SAM/](http://www.sam.gov/portal/public/SAM/) .

#### Public Records

Submittals received because of this RFQ, and the resulting score sheets may be posted to CSOs web page.

To the extent consistent with chapter 42.56 RCW, the Public Disclosure Act, WSDOT shall maintain the confidentiality of Consultant's information marked confidential or proprietary. If a request is made to view Consultant's proprietary information, WSDOT will notify Consultant of the request and of the date that the records will be released to the requester unless Consultant obtains a court order enjoining that disclosure. If Consultant fails to obtain the court order enjoining disclosure, WSDOT will release the requested information on the date specified.

WSDOT's sole responsibility shall be limited to maintaining the above data in a secure area and to notify Consultant of any request(s) for disclosure for so long as WSDOT retains Consultant's information in WSDOT records per state law. Failure to so label such materials or failure to timely respond after notice of request for public disclosure has been given shall be deemed a waiver by the Consultant of any claim that such materials are exempt from disclosure.

#### Title VI Notice to Public

It is the Washington State Department of Transportation's (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT's Office of Equity and Civil Rights (OECR). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OECR's Title VI Coordinator at (360) 705-7090.

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

This material can be made available in an alternate format by emailing the Office of Equity and Civil Rights at [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) or by calling toll free, 855-362-4ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

#### Español

#### **Notificación de Título VI al Público**

La política del Departamento de Transporte del Estado de Washington (Washington State Department of Transportation, WSDOT) es garantizar que ninguna persona, por motivos de raza, color u origen nacional, según lo dispuesto en el Título VI de la Ley de Derechos Civiles de 1964, sea excluida de la participación, se le nieguen los beneficios o se le discrimine de otro modo en cualquiera de sus programas y actividades. Cualquier persona que considere que se ha violado su protección del Título VI puede presentar una queja ante la Oficina de Equidad y Derechos Civiles (Office of Equity and Civil Rights, OECR) del WSDOT. Para obtener más información sobre los procedimientos de queja del Título VI o información sobre nuestras obligaciones contra la discriminación, comuníquese con el coordinador del Título VI de la OECR al (360) 705-7090.

*Información de la Ley sobre Estadounidenses con Discapacidades (ADA, por sus siglas en inglés)*

Este material puede estar disponible en un formato alternativo al enviar un correo electrónico a la Oficina de Equidad y Derechos Civiles a [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) o llamando a la línea sin cargo 855-362-4ADA(4232). Personas sordas o con discapacidad auditiva pueden solicitar la misma información llamando al Washington State Relay al 711.

*한국어-Korean*

## **제6조 관련 공지사항**

워싱턴 주 교통부(WSDOT)는 1964년 민권법 타이틀 VI 규정에 따라, 누구도 인종, 피부색 또는 출신 국가를 근거로 본 부서의 모든 프로그램 및 활동에 대한 참여가 배제되거나 혜택이 거부되거나, 또는 달리 차별받지 않도록 하는 것을 정책으로 하고 있습니다. 타이틀 VI에 따른 그/그녀에 대한 보호 조항이 위반되었다고 생각된다면 누구든지 WSDOT의 평등 및 민권 사무국(OECR)에 민원을 제기할 수 있습니다. 타이틀 VI에 따른 민원 처리 절차에 관한 보다 자세한 정보 및/또는 본 부서의 차별금지 의무에 관한 정보를 원하신다면, (360) 705-7090으로 OECR의 타이틀 VI 담당자에게 연락해주시시오.

## **미국 장애인법(ADA) 정보**

본 자료는 또한 평등 및 민권 사무국에 이메일 [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) 을 보내시거나 무료 전화 855-362-4ADA(4232)로 연락하셔서 대체 형식으로 받아보실 수 있습니다. 청각 장애인은 워싱턴주 중계 711로 전화하여 요청하실 수 있습니다.

**русский-Russian**

## **Раздел VI Общественное заявление**

Chính sách của Sở Giao Thông Vận Tải Tiểu Bang Washington (WSDOT) bao gồm việc loại trừ bất kỳ trường hợp phân biệt đối xử dựa trên chủng tộc, màu da, hoặc nguồn gốc quốc gia, theo quy định trong Mục VI của Đạo Luật Dân Quyền năm 1964. Bất cứ ai tin rằng quyền bảo vệ trong Mục VI của họ bị vi phạm, đều có thể nộp đơn khiếu nại cho Văn Phòng Bảo Vệ Dân Quyền và Bình Đẳng (OECR) của WSDOT. Muốn biết thêm chi tiết liên quan đến thủ tục khiếu nại Mục VI và/hoặc chi tiết liên quan đến trách nhiệm không kỳ thị của chúng tôi, xin liên lạc với Phó Trưởng Mục VI của OECR số (360) 705-7090.

### **Zakon США о защите прав граждан с ограниченными возможностями (ADA)**

Thông tin này có thể được cung cấp dưới dạng thay thế, bằng cách gửi email cho Văn Phòng Bảo Vệ Dân Quyền và Bình Đẳng [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) hoặc gọi điện thoại miễn phí số, 855-362-4ADA(4232). Người điếc hoặc khiếm thính có thể yêu cầu bằng cách gọi cho Dịch vụ Tiếp âm Tiểu bang Washington theo số 711.

### *tiếng Việt-Vietnamese*

### **Thông báo Khoản VI dành cho công chúng**

Chính sách của Sở Giao Thông Vận Tải Tiểu Bang Washington (WSDOT) là bảo đảm không để cho ai bị loại khỏi sự tham gia, bị từ khước quyền lợi, hoặc bị kỳ thị trong bất cứ chương trình hay hoạt động nào vì lý do chủng tộc, màu da, hoặc nguồn gốc quốc gia, theo quy định trong Mục VI của Đạo Luật Dân Quyền năm 1964. Bất cứ ai tin rằng quyền bảo vệ trong Mục VI của họ bị vi phạm, đều có thể nộp đơn khiếu nại cho Văn Phòng Bảo Vệ Dân Quyền và Bình Đẳng (OECR) của WSDOT. Muốn biết thêm chi tiết liên quan đến thủ tục khiếu nại Mục VI và/hoặc chi tiết liên quan đến trách nhiệm không kỳ thị của chúng tôi, xin liên lạc với Phó Trưởng Mục VI của OECR số (360) 705-7090.

### **Thông tin về Đạo luật Người Mỹ tàn tật (Americans with Disabilities Act, ADA)**

Thông tin này có thể được cung cấp dưới dạng thay thế, bằng cách gửi email cho Văn Phòng Bảo Vệ Dân Quyền và Bình Đẳng [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) hoặc gọi điện thoại miễn phí số, 855-362-4ADA(4232). Người điếc hoặc khiếm thính có thể yêu cầu bằng cách gọi cho Dịch vụ Tiếp âm Tiểu bang Washington theo số 711.



العنوان 6 إشعار للجمهور  
تتمثل سياسة وزارة النقل في ولاية واشنطن (WSDOT) في ضمان عدم استبعاد أي شخص، على أساس العرق أو اللون أو الأصل القومي من المشاركة في أي من برامجها وأنشطتها أو الحرمان من الفوائد المتاحة بموجبها أو التعرض للتمييز فيها بخلاف ذلك، كما هو منصوص عليه في الباب السادس من قانون الحقوق المدنية لعام 1964. ويمكن لأي شخص يعتقد أنه تم انتهاك حقوقه التي يكفلها الباب السادس تقديم شكوى إلى مكتب المساواة والحقوق المدنية (OECR) التابع لوزارة النقل في ولاية واشنطن. للحصول على معلومات إضافية بشأن إجراءات الشكاوى و/أو بشأن التزاماتنا بعدم التمييز بموجب الباب السادس، يرجى الاتصال بمنسق الباب السادس في مكتب المساواة والحقوق المدنية على الرقم 705-7090 (360).

#### معلومات قانون الأمريكيين ذوي الإعاقة (ADA)

يمكن توفير هذه المواد في تنسيق بديل عن طريق إرسال رسالة بريد إلكتروني إلى مكتب المساواة والحقوق المدنية على [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) أو عن طريق الاتصال بالرقم المجاني: (4232) 855-362-4ADA. يمكن للأشخاص الصم أو ضعاف السمع تقديم طلب عن طريق الاتصال بخدمة Washington State Relay على الرقم 711.

#### 中文 – Chinese

##### 《权利法案》 Title VI公告

<華盛頓州交通部(WSDOT)政策規定，按照《1964年民權法案》第六篇規定，確保無人因種族、膚色或國籍而被排除在WSDOT任何計畫和活動之外，被剝奪相關權益或以其他方式遭到歧視。如任何人認為其第六篇保護權益遭到侵犯，則可向WSDOT的公平和民權辦公室(OECR)提交投訴。如需關於第六篇投訴程式的更多資訊和/或關於我們非歧視義務的資訊，請聯絡OECR的第六篇協調員，電話 (360) 705-7090。

##### 《美国残疾人法案》 (ADA) 信息

可向公平和民權辦公室發送電子郵件[wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov)或撥打免費電話 855-362-4ADA(4232)，以其他格式獲取此資料。听力丧失或听觉障碍人士可拨打711联系 Washington州转接站。

#### Af-soomaaliga – Somali

##### Ciwaanka VI Ogeysiiska Dadweynaha



Waa siyaasada Waaxda Gaadiidka Gobolka Washington (WSDOT) in la xaqiijiyo in aan qofna, ayadoo la cuskanaayo sababo la xariira isir, midab, ama wadanku kasoo jeedo, sida ku qoran Title VI (Qodobka VI) ee Sharciga Xaquuqda Madaniga ah ah oo soo baxay 1964, laga saarin ka qaybgalka, loo diidin faa'iidooyinka, ama si kale loogu takoorin barnaamijyadeeda iyo shaqooyinkeeda. Qof kasta oo aaminsan in difaaciisa Title VI la jebiyay, ayaa cabasho u gudbin kara Xafiiska Sinaanta iyo Xaquuqda Madaniga ah (OEER) ee WSDOT. Si aad u hesho xog dheeraad ah oo ku saabsan hanaannada cabashada Title VI iyo/ama xogta la xariirta waajibaadkeena ka caagan takoorka, fadlan la xariir Iskuduwaha Title VI ee OEER oo aad ka wacayso (360) 705-7090.

### Macluumaadka Xeerka Naafada Marykanka (ADA)

Agabkaan ayaad ku heli kartaa qaab kale adoo iimeel u diraaya Xafiiska Sinaanta iyo Xaquuqda Madaniga ah oo aad ka helayso [wsdotada@wsdot.wa.gov](mailto:wsdotada@wsdot.wa.gov) ama adoo wacaaya laynka bilaashka ah, 855-362-4ADA(4232). Dadka naafada maqalka ama maqalku ku adag yahay waxay ku codsan karaan wicitaanka Adeega Gudbinta Gobolka Washington 711.

### **Translation Services**

If you have difficulty understanding English, you may, free of charge, request language assistanceservices by calling (360) 705-7230 or email us at:

[hqdesignadminteam@wsdot.wa.gov](mailto:hqdesignadminteam@wsdot.wa.gov).

### Español - Spanish

### servicios de traducción

Aviso a personas con dominio limitado del idioma inglés: Si usted tiene alguna dificultad en entender el idioma inglés, puede, sin costo alguno, solicitar asistencia lingüística con respecto a esta información llamando al (360) 705-7230, o envíe un mensaje de correo electrónico a: [hqdesignadminteam@wsdot.wa.gov](mailto:hqdesignadminteam@wsdot.wa.gov).

### **中文 – Chinese**

### 翻译服务

如果您难以理解英文，则请致电：(360) 705-7230，或给我们发送电子邮件：[hqdesignadminteam@wsdot.wa.gov](mailto:hqdesignadminteam@wsdot.wa.gov)，请求获取免费语言援助服务。

### tiếng Việt-Vietnamese

### các dịch vụ dịch thuật



Nếu quý vị không hiểu tiếng Anh, quý vị có thể yêu cầu dịch vụ trợ giúp ngôn ngữ, miễn phí, bằng cách gọi số (360) 705-7230 hoặc email cho chúng tôi tại: [hqdesignadminteam@wsdot.wa.gov](mailto:hqdesignadminteam@wsdot.wa.gov).

### 한국어-Korean

번역 서비스

영어로 소통하는 것이 불편하시다면, (360) 705-7230으로 전화하시거나 다음 이메일로 연락하셔서 무료 언어 지원 서비스를 요청하실 수 있습니다: [hqdesignadminteam@wsdot.wa.gov](mailto:hqdesignadminteam@wsdot.wa.gov).

### **Af-soomaaliga - Somali**

Adeegyada Turjumaada

Haddii ay kugu adag tahay inaad fahamtid Ingiriisida, waxaad, bilaash, ku codsan kartaa adeegyada caawimada luuqada adoo wacaaya (360) 705-7230 ama iimayl noogu soo dir: [hqdesignadminteam@wsdot.wa.gov](mailto:hqdesignadminteam@wsdot.wa.gov).

### **русский-Russian**

Услуги перевода

Если вам трудно понимать английский язык, вы можете запросить бесплатные языковые услуги, позвонив по телефону (360) 705-7230 или написав нам на электронную почту: [hqdesignadminteam@wsdot.wa.gov](mailto:hqdesignadminteam@wsdot.wa.gov).

### **العربية - Arabic** خدمات الترجمة

إذا كنت تجد صعوبة في فهم اللغة الإنجليزية، فيمكنك مجانًا طلب خدمات المساعدة اللغوية عن طريق الاتصال بالرقم (360) 705-7230، أو مراسلتنا عبر البريد الإلكتروني: [hqdesignadminteam@wsdot.wa.gov](mailto:hqdesignadminteam@wsdot.wa.gov).

WSDOT reserves the right, if it deems action to be in the best interest of WSDOT, to reject all submittals or to waive any irregularities or informalities therein. Any incomplete, false, or misleading information provided by or through the Consultant shall be grounds for non-consideration. If submittals are rejected, WSDOT further reserves the right to investigate and negotiate with the next ranked Consultant in order of ranking or to reject all Consultants and re-solicit for additional firms.

Faxed submittals will not be accepted. Submittals must arrive at the following email address no later than 4:00 p.m. PST on Wednesday, June 14, 2023.

Submittal email address: [CSOSubmittals@wsdot.wa.gov](mailto:CSOSubmittals@wsdot.wa.gov)

Note: Submitters may want to consider setting your email to automatically receive a “Delivery/Read Receipt” for confirmation purposes, as WSDOT will not respond with notification of receipt.

Multiple emails are acceptable due to file size limitations of 20mb per email.

Any questions regarding this RFQ should be directed to WSDOT’s Headquarters Consultant Services Office at [CSOSubmittals@wsdot.wa.gov](mailto:CSOSubmittals@wsdot.wa.gov).

Questions will be accepted through 4:00pm PST on Wednesday, June 7, 2023. Questions and answers will be posted in the form of a Q&A document on the advertisement webpage. Questions are posted on the webpage anonymously.

Dates of publication in the Seattle Daily Journal of Commerce: Tuesday May 30, 2023, and Tuesday June 6, 2023.

Dates of publication in WEBS: Tuesday May 30, 2023.

Submittal Due Date and Time: 4:00 p.m. PST on Wednesday June 14, 2023.