

Request for Qualifications
Environmental Impact Statement
Central Conveyor and Pier Project
Jefferson County, WA
January 26, 2005

1. INTRODUCTION

The Jefferson County Department of Community Development (DCD) is seeking statements of qualifications from professional environmental firms to assist in preparing an Environmental Impact Statement (EIS). The EIS will address DCD decisions regarding the Development Application for the Central Conveyor and Pier Project, referred as the Pit-to-Pier (MLA 03-155). The project, proposed by Fred Hill Materials, Inc. (FHM, or the “applicant”), would include an approximate 4-mile conveyor connecting to an approximately 1,000 foot long pier to be built on the western shore of Hood Canal. The proposed Pier would be located approximately five miles southwest of the Hood Canal Bridge, 1.25 miles southwest of South Point, and one mile northeast of Thorndyke Bay. The Pier would be used to load sand and gravel onto barges and ships.

Barges and ships would be used to supply sand and gravel to regional, intrastate and interstate markets currently not served by FHM. FHM identifies these markets as Seattle, Tacoma, Everett and other Greater Puget Sound urban centers (regional); Vancouver, Washington (intrastate); and Oregon and California (interstate). In addition, FHM plans to deliver sand and gravel to Port Angeles by barges, rather than by truck, as they do under current operations. Regional markets would likely be primarily supplied by barges, while intra- and interstate markets would be primarily served by ships.

To support decisions regarding the application, DCD has the responsibility to prepare an EIS in accordance with the requirements of the State Environmental Policy Act (SEPA) and Section 8 of the Jefferson County Unified Development Code. DCD will prepare the EIS using a third-party consultant to provide technical support in review of applicant-supplied studies and reports and to prepare the draft and final EIS for public review. Several environmental studies have already been completed for the project, paid for by the applicant.

The third-party consultant shall provide DCD with review of these studies and, if necessary, suggested revisions or requests for additional studies and/or information. DCD envisions that the primary task of the consultant will be to conduct a thorough, unbiased review for technical accuracy and adequacy of the studies, with special emphasis on conclusions regarding significant adverse impacts on the environment. The consultant will prepare the public Draft EIS and Final EIS.

2. PURPOSE

The purpose of this procurement is to select a consultant to assist DCD in preparing a well-documented, thorough, and accurate EIS that complies with SEPA. It is the intent of the DCD to hire an independent, technically proficient consultant who will be able to assist the DCD in preparing the EIS in an efficient and cost effective manner while maintaining a high-degree of credibility, validity and defensibility in the final products.

3. PROJECT DESCRIPTION

The proposed Central Conveyor and Pier project includes five primary components:

1. Increase extraction rates of mining to up to 6.75 million tons per year for marine transportation.
2. Reconfigure the existing Operations Hub to handle increased processing.
3. Build a four-mile Central Conveyor connecting the Operations Hub to a newly constructed Pier on Hood Canal.
4. Build a load-out Pier facility on Hood Canal.
5. Annually transport 6.75 million tons of sand and gravel by barges (4 million tons), and ships (2.75 million tons), subject to market demand.

Application materials further describing the project are available at DCD's offices but are not necessarily needed to prepare an adequate Statement of Qualifications. DCD's primary concern is that the third-party consultant be qualified to provide independent, credible review of applicant-supplied data and to ensure that the EIS is unbiased, adequate and accurate. Additional information is available on DCD's web site.

4. ENVIRONMENTAL REVIEW HISTORY

A FHM application to mine within a portion of a newly designated MRL is already being reviewed by DCD as a separate project. FHM objective to mine in that area is to continue its existing truck-based operations, regardless of the Central Conveyor and Pier Project. The Central Conveyor and Pier EIS will consider the increased rates in mining that would occur should the project be approved.

5. ENVIRONMENTAL ISSUES

The consultant will review information for all environmental resource impact topics identified in SEPA and through scoping. A preliminary list of topics to be addressed is as follows:

- Air
- Earth
- Water
- Marine Physical Environment
- Marine Plants and Animals
- Terrestrial Plants and Animals
- Land and Shoreline Use
- Light, Glare, and Aesthetics
- Noise and Vibration
- Marine Transportation and Safety
- Ground Transportation
- Historic and Cultural Preservation
- Environmental Health and Safety
- Public Services and Utilities
- Energy and Natural Resources
- Local and Regional Economics

DCD will select a consultant prior to public scoping and the consultant will be involved in identifying the specific issues to be addressed in the EIS.

6. PERIOD OF PERFORMANCE

The EIS process is expected to take approximately one year with additional time required for final review, hearings, decisions, and appeals.

The preliminary schedule is as follows:

Scoping	March-April 2005
DEIS	September 2005
FEIS	February 2006

The consultant will be required to provide additional support through the public hearing and appeals processes, including expert testimony and/or additional information.

7. PROCUREMENT AND CONTRACTING

Contract Type and Administration

The consultant will answer directly to the DCD. The County through applicant-supplied funding will pay fees to the consultant.

The consultant will perform all work under a master contract with the County that establishes hourly rates and general contract requirements. DCD will subsequently issue task orders for specific work assignments, tied to the master contract. Each task order will be budgeted, scheduled and contracted on time and materials, not-to-exceed limit.

DCD will select the consultant, direct the preparation of the EIS, and be the sole source of direction to the consultant. DCD will initiate and coordinate scoping and ensure that the consultant receives all substantive information submitted through the scoping process. Unless otherwise directed by DCD, any and all work performed by the consultant and its sub-consultants in preparation of the EIS shall be submitted directly to DCD and no others, unless approved by DCD.

This arrangement is being instituted to ensure that the technical assistance received by DCD is developed and presented in a way that is not biased either toward or against the project. All communications and procedures must not carry even the appearance of bias. It is imperative that the consultant remains impartial and objective. The consultant shall neither “rubber stamp” applicant-supplied data nor deliberately attempt to discredit it; rather, the consultant shall apply professional and accepted standards to their review.

Conflict of Interest

Prior to beginning work, the consultant and any sub-consultants shall sign a “Disclosure Statement” specifying that the firms and all individuals involved have no interest in the outcome of the project other than meeting contractual obligations within budget and schedule and ensuring that the EIS is accurate, adequate and defensible.

8. QUALIFICATION SUBMITTAL REQUIREMENTS

In response to this request, interested firms shall submit written qualification statements along with one (1) original and two (2) copies. The original shall be marked as such. The qualification submittal shall be no more than 20 pages, 8-1/2” x 11” sheet size. Detailed resumes and detailed relevant project descriptions may be included in two (2) attached appendices as part of the qualification statement (Appendix A- Resumes, and Appendix B – Project Profiles). The appendices shall be limited to no more than 15 pages each.

DCD is primarily interested in retaining a firm that has the credentials to oversee third-party review of environmental studies and to provide impartial, objective and expert advice and testimony regarding environmental topics and SEPA compliance. To be qualified, firms need not show experts in all environmental topics, but should show the ability to manage teams that have addressed issues associated with mining and especially shoreline development.

At DCD’s discretion, the consultant may subsequently add sub-consultants to their team if needed to address certain technical issues, and/or the DCD may issue separate contracts

for specific tasks. At all times, DCD will have the ability to approve or decline additional sub-consultants.

We request that Statement of Qualifications contain the following information, presented as sections, in the following order:

(A) Team Introduction

Provide a short introduction to the team being proposed and why it is qualified to provide DCD with defensible, third-party support for SEPA compliance.

(B) General Approach

Describe a general approach that demonstrates an understanding of SEPA and preparation of EISs, including the firm's opinion on the top five components of a strong EIS, and how your firm would ensure that the EIS encompasses each of those components.

(B) Project Team Organization, Roles, and Credentials

Describe the overall project team organization. Identify the project role of each of the proposed key staff/team members and sub-consultants and their credentials for serving that role. Also include any specialized experience or other credentials related to applicable technical disciplines, demonstrated writing skills and experience with SEPA.

Include special emphasis to describing the role and credentials of the project manager that would be committed to the project. The project manager described must be the person actually leading the project on a day-to-day basis.

Submitting firms should also identify and describe any additional management support or key junior staff who might serve on the project team as part of the firm's overall approach (e.g. assistant manager, technical writer, editor, project coordinator, administrative secretary).

(D) Team Availability

Address the time availability and commitment of the project manager and key staff/sub-consultants relative to their involvement with other ongoing or expected project. Demonstrate an ability and commitment to undertake this work immediately and dedicate the necessary personnel and resources to the project to meet the proposed schedule. Demonstrate prior ability to complete projects on time, while maintaining deliverable quality.

(E) Project Experience

Provide a list and brief description of relevant environmental studies performed within the last five (5) years of similar nature and specific level of involvement of your firm and team members. For each project, include the period of performance, professional references and the fees charged by your firm and sub-consultants. Indicate the issues addressed with relevance to this proposed project.

(F) Hourly Rates

Provide hourly rates for each key staff member and other staff positions (e.g. junior staff, word processing, editing).

(G) Work Sample

Provide one copy of an Environmental Impact Statement representative of your ability to prepare EISs that your firm has prepared. The EIS example can be provided in an electronic form, preferably a CD, in either Acrobat or Word.

(H) Disclosure Statement

Provide information regarding work completed for FHM or as a Sub-Consultant.

10. SCHEDULE AND SOLICITATION POINT OF CONTACT

Consultant selection will be based on review of proposal, short listing and interviews. Please provide copies of the Statement of Qualifications to Greg Ballard, Associate Planner, Jefferson County Department of Community Development, 621 Sheridan Street, Port Townsend WA, 98368 by 5 p.m. February 18, 2005. All questions should be directed to Greg Ballard at (360) 379-4492.