

LEWIS COUNTY NOTICE TO CONSULTANTS FOR:

Request for Proposal (RFP) Annual Cultural Resources Services

Lewis County Department of Public Works solicits interest from consultants who wish to be evaluated and considered to provide Countywide Annual Cultural Resources Services. This will include but is not limited to upcoming Federal Highway Administration (FHWA) funded projects, Federal Emergency Management (FEMA) funded projects, U.S. Department of Housing and Urban Development (HUD) funded projects, and Lewis County Transportation Improvement Program (TIP) projects. The agreement(s) will be for one (1) year in duration with an option to extend for an additional year by mutual agreement. The agreement amount is not anticipated to exceed \$100,000. If necessary, the agreement may be supplemented for additional time and/or money by mutual agreement.

Project Description

Lewis County Public Works has three upcoming projects which will receive funds from FHWA. These projects (2019 County Safety Program – Phase II, Harrison Avenue Improvements, and Centralia Alpha Road Improvements) may require cultural resources surveys.

The 2019 County Safety Program – Phase II will include slope flattening, shoulder widening and installation and replacement of guardrail. Proposed work will occur along Centralia Alpha Road from MP 0.01 to 0.17, along Rogers Road from MP 0.10 to 0.23, MP 0.66 to 0.74, and MP 1.20 to 1.35, and along Highway 603 from MP 0.36 to 0.40. The legal description is Township 14 N, Range 2 W, Section 16; Township 13 N, Range 2 W, Section 8; Township 13 N, Range 2 W, Sections 9, 16, and 17; and Township 13, Range 3 W, Sections 1 and 2, Willamette Meridian. (Figures 1-5).

The Harrison Avenue Improvements will include widening the roadway to accommodate future development. Proposed work will include roadway widening, installation of sidewalks, intersection improvements, and the installation and upgraded of signage and other traffic control devices as well as safety and drainage improvements. Work will occur along Harrison Avenue from MP 0.548 to 2.544; legal description Township 15 North, Range 2 West, Section 31 and Township 15 North, Range 3 West, Sections 25 and 36, Willamette Meridian (Figures 6 and 7).

The Centralia Alpha Road Road Improvements Project will include slope stabilization, improvements to the horizontal/vertical alignment, intersection improvements, roadway widening, resurfacing with hot mix asphalt, installation of guardrail, replacement of a fish barrier with a fish passable structure, stormwater improvements, and installation/upgrade of traffic control devices. This project is located from MP 10.6 to 11.85 on Centralia-Alpha Road; legal description Township 13 North, Range 1 West, Sections 11 and 12, Willamette Meridian (Figure 8).

The Lewis County Fire District #3 Fire and Emergency Facility Phase II Construction Project is partially funded through the Washington State Community Development Block Grant program with federal funds provided by HUD. Work will include the construction of a 55 foot (ft) by 55 ft building which would accommodate two offices, two restrooms, two firefighter sleeping rooms for 24/7 response, a kitchen, a storage room, and a community meeting/training room. The proposed project is located on Parcel 029346001001 at 238 Mossyrock Road E in Lewis

County, WA; legal description Township 12 North, Range 3 East, Section 18 of the Willamette Meridian (Figure 9).

In addition to the FHWA projects, FEMA projects, and HUD projects the projects listed in our current Transportation Improvement Program (TIP), that may require Cultural Resource services, will be included in this request. The current Lewis County TIP is available for review at <https://lewiscountywa.gov/departments/public-works/transportation-improvement/>.

The successful consultant will provide the services listed under the General Scope of Services, and as determined appropriate by Lewis County, on upcoming projects. All projects will include cooperative project development and management with Lewis County.

Scope of Work

The selected consultant is to provide Annual Cultural Resources Services on public works projects. This may include but is not limited to providing Cultural Resources Assessments/Surveys, Archaeological Excavation Permits, Project Specific Monitoring Plans, Construction Monitoring, and Monitoring Reports.

General Scope of Services:

- A) Cultural Resources Assessment – compile background information on the natural and cultural setting of an area as well as review an overview of existing information provided by previous cultural resources investigations in the project vicinity. This should include an assessment of potential project effects on cultural resources.
- B) Cultural Resource Survey – perform a Cultural Resource Survey based on the APE or API approved by the Department of Archaeology and Historic Preservation (DAHP). Disseminate the field data to produce a Cultural Resources Survey Report that conforms to all the requirements of 36 CFR Part 800.11(d) and (e), adheres to DAHP's Survey and Inventory Standards and USACE 106 Standards. The report shall contain diagrams and plans illustrating the work and results of archaeological investigations, including maps of specific locations of field inspections and sampling showing shovel test locations, transect paths, surface cultural resources, and prominent features.
- C) State Archaeological Excavation Permit - work with the DAHP to obtain a State Archaeological Excavation Permit. This permit application shall follow the requirements stipulated by state law under RCW 27.44/27.53 and WAC 25-48-060. The proposed permit application must include at a minimum:
 - 1) The required cover sheet provided on the DAHP website:
<http://www.dahp.wa.gov/archaeological-permitting>
 - 2) Sufficient background information and summary of previous field investigation, research, and data gaps about the site(s) proposed for excavation.
 - 3) The nature and extent of the work proposed.
 - 4) Summary of the environmental setting and depositional context.
 - 5) An artifact inventory plan detailing the character of the expected data categories to be recovered including proposed methods of inventorying, cleaning, stabilizing and curating recovered specimens consistent with the Secretary of the Interior's standards for archaeological curation in 36 C.F.R. Part 79.
 - 6) An unanticipated discoveries plan in the event that human remains are discovered.
 - 7) A professional, scientific research design.
 - 8) A list of those responsible for conducting monitoring/removal of artifacts as well as those responsible for carrying out the terms and conditions of the permit.

- 9) Financial evidence of the applicant's ability to conduct the proposed work.
 - 10) A plan for site restoration following excavation activities.
 - 11) A site security plan to assure the protection of the site and its contents.
 - 12) A public participation plan detailing the extent of public involvement and dissemination of project results to the public.
 - 13) Disclosure by the applicant of any previous violation of this chapter or any federal or state law regulating archaeological objects or sites, historic archaeological resources, glyptic/painted records, or native Indian cairns or graves.
 - 14) Mention that if artifacts are found, they will be documented, recovered, prepared and curated at the Burke Museum.
- D) Project Specific Monitoring Plans – a monitoring and discovery plan shall be developed to assist Lewis County in responding to any archaeological materials unearthed during project construction. This plan shall include a brief description of the natural and cultural setting of the project, types of archaeological materials that might be encountered, a description of the role of the archaeological monitor, an assessment of potential discovery of archaeological and/or human remains, and notification protocols and setbacks to be implemented upon the discovery of either.
- E) Construction Monitoring – conduct archaeological monitoring for project-related ground disturbing activities. Archaeologist shall monitor project-related ground disturbance, record daily progress of the construction and monitoring work, and coordinate with the Public Works Project Manager or inspector regarding the construction schedule. If archaeological materials are encountered, the archaeologist shall implement the protocols and procedures outlined in the monitoring and discovery plan.
- F) Monitoring Reports – an archaeological monitoring report shall be prepared once construction monitoring is complete. This report shall include a project description, methods, results of archaeological monitoring, and any technical recommendations.

SUBMITTAL

Interested consultants shall provide a statement of qualifications, experience and extent of involvement for the assigned personnel on similar projects. The proposal shall include the project name, description and contact information for each project. The proposal shall be limited to ten (10) pages (sheets of paper), double sided if needed.

Submittals will be evaluated and ranked equal weight for the following criteria: 1) Qualification of key personnel; 2) Relevant experience; 3) Availability and response time; and 4) Costs associated with Services. Cost breakdown should include hourly rates per Classification along with fixed fee and overhead.

Lewis County is an equal opportunity and affirmative action employer. Disadvantaged, minority, and women-owned firms are encouraged to submit proposals.

Firms desiring consideration shall submit four copies of a complete proposal packet to Josh Metcalf, Director at Lewis County Public Works, 2025 NE Kresky Avenue, Chehalis, WA 98532, by 5:00 PM on May 29, 2020.

For more information about the project and submittal requirements contact Ann at 360-740-1440 or Ann.Weckback@lewiscountywa.gov.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.