CITY OF YAKIMA
COMMUNITY DEVELOPMENT DEPARTMENT
TECHNICAL SERVICES
REQUEST FOR PROPOSALS

Publication Advertisement

The City of Yakima Engineering Division is requesting proposals from qualified firms interested in providing a signal warrant analysis of the Longfibre Road and West Washington Avenue intersection and a geometric analysis of South 1st Street and East Washington Avenue intersection. The complete Request for Proposals (RFP) may be found here: https://www.yakimawa.gov/services/engineering/.

The City reserves the right to amend the terms of this "Request for Proposals" (RFP), and to circulate various addenda.

Proposals shall be limited to twelve (12) pages and shall follow the guidance in the complete RFP information found at the web address above. Proposals will be evaluated on a competitive basis using the criteria listed in the complete RFP. The City will score the proposals received and may conduct interviews.

Proposals shall be received by 2:00 p.m., October 9th, 2025, **by email** to Dana.kallevig@yakimawa.gov. Questions regarding the RFP should be directed to Dana Kallevig, Chief Engineer at the above listed email or by phone at 509-575-6048.

The City of Yakima in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA), commits to nondiscrimination on the basis of disability, in all of its programs and activities. This material can be made available in an alternate format by emailing or calling Dana Kallevig at the information provided above.

The City, in accordance with Title VI of the Civil Rights Act of 1964, (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Qualified disadvantaged, minority, and women-owned consultants are encouraged to respond. The City of Yakima is an equal opportunity employer.

Background

Traffic Study #1 - Longfibre Road

Longfibre Road has seen increased traffic due to ongoing commercial development to the south in the Valley Mall Blvd. area. More traffic is anticipated soon as there is a proposed large apartment complex accessing Longfibre Road.

Longfibre Road currently has congestion problems at Washington Avenue as left-turning traffic frequently creates backups. This congestion will continue and become more of an issue as anticipated development continues.

Traffic Study #2 – South 1st Street

The intersection of South 1st Street and Washington Avenue has been identified on the City of Yakima's Transportation Benefit District list of projects to be funded for improvements. A traffic study is required to determine improvements that can be made to the intersection to improve traffic operations and safety for foot, bike, and motor traffic.

Anticipated Scope of Work

The City is soliciting proposals from firms to perform data collection, perform an analysis of the data and prepare the necessary reports for these areas.

The scope of work will generally consist of data collection and analysis and final reports for each intersection. For Longfibre and Washington, the final report will provide a signal warrant and geometric analysis. For S. 1st and Washington, the final report will provide a geometric analysis as well as recommended signal upgrades if needed.

Anticipated Schedule

Proposals Due	October 9th, 2025
Shortlist Consultants (if necessary)	October 14th, 2025
Interviews (if necessary)	October 21st, 2025
Select Consultant	October 24th, 2025
Consultant Agreement to City Council	November 4th, 2025
Notice to Proceed	November 7th, 2025
Longfibre and Washington Field Work Completion	January 31, 2026
Longfibre and Washington Report Completion	March 31, 2026
S. 1st and Washington Field Work Completion	April 31, 2026
S. 1st and Washington Report Completion	June 31st, 2026

Submittal Requirements

Submit your Proposal by email to Dana.kallevig@yakimawa.gov by 2:00pm October 9th.
The Proposal should include the following:

1. Cover Letter describing the submitting firm and relevant experience, 1 page maximum.

2. Description of the project team, including any sub consultants, 3 pages maximum.
3. Summary of 3 similar projects with references, 3 pages maximum.
4. Description of the firm's project approach, 5 pages maximum.
5. Total cost

Selection Process

Consultant selection will be based on the Proposals using the following criteria and weighting:

Criteria	Points
1. Project Team Qualifications & Organization	0-20
2. Similar Projects/Experiences	0-15
3. Project Approach	0-40
4. Cost	0-25
Max Points	**100**

Staff will review the proposals received based on the evaluation criteria. If necessary, staff will shortlist the prospective consultants for an interview. Short-listed consultant teams will be ranked after the interview. The City may choose to contact officials from other jurisdictions regarding the consultant, their prior work experience and their ability to successfully complete the work.

The City intends to enter into an agreement with the Consultant who provides a proposal that, in the opinion of the City, best meets all the listed evaluation criteria as determined by the City's selection committee and ranks the highest. The City Engineer will submit a final recommendation to the City Manager and the City Council for approval. Upon selection of a Consultant, the City intends to enter into an agreement using its standard Professional Services Agreement, which shall be used to secure these services.

All communication with the City and/or questions related to this RFP shall be directed to Dana Kallevig, Chief Engineer, at Dana.kallevig@yakimawa.gov or by phone at 509-575-6048.