

CITY OF WOODINVILLE
REQUEST FOR QUALIFICATIONS
ENVIRONMENTAL CONSULTING SERVICES FOR
SUSTAINABLE DEVELOPMENT PROGRAM
April 2006

I. Request

The City of Woodinville solicits requests for qualifications from consulting firms for:

- Review and analysis of environmentally critical areas in the City,
- Identification of potential impacts of development on such areas, and
- Recommendations for protection measures

pursuant to the Growth Management Act.

II. Project Description

Work to be performed by the consultant consists of professional services to review and analyze certain areas of the City for the presence of critical areas, rank these critical areas and make recommendations on the appropriate intensity of development to protect these areas, consistent with the requirements of the Growth Management Act (GMA) to: “protect the functions and values of critical areas” and “give special consideration to conservation or protection measures necessary to preserve or enhance anadromous fisheries” (RCW 36.70A.172).

It is anticipated that qualified consultants will have the expertise necessary to assess the status of, and implications of development on the City’s critical areas as identified in the Woodinville Critical Areas Ordinance (WMC 21.24), including the following: wetlands, streams, critical aquifer recharge areas, flood hazard areas, geologic hazard areas and fish and wildlife conservation areas. It is further anticipated that qualified consultants will have the following subject area expertise: hydrogeology, civil engineer, transportation engineer, land use planning, fisheries biology, wildlife biology, wetland biology, tree ecology and Geographic Information System technician. Additionally, qualified consultants will have the expertise to assess the impact of development on the conservation and protection of anadromous fisheries.

III. Background and Objectives

Protection of the natural environment has been identified by the City Council as an important component to the vitality and overall well being of the community. On March 20, 2006, the City Council imposed a building and land use moratorium in the R-1 zone area of the City to allow time for the subject environmental studies and protection measures to be adopted. The City Council has specific goals to work with other entities toward the recovery of the Puget Sound Chinook Salmon; a threatened specie under the Federal Endangered Species Act. On the other hand, the City has obligations and adopted policies to promote quality economic development and accommodate growth in housing, jobs and population. Balancing these goals and obligations is an increasingly important challenge for the City. This balance is seen as consistent with the City’s Comprehensive Plan vision for maintaining a high quality environment in the community, supporting a diverse and vital mix of businesses and is also a welcoming place for

families. The City has been pro-active in establishing policies and programs to carry-out GMA objectives to support growth, economic development and environmental protection.

In 2002 the City updated its major five-year update to its Comprehensive Plan to include an Environmental Element. In 2004 the City updated its Critical Areas Ordinance for enhancing protection of critical areas during land use development. In 2005, the City prepared a draft Economic Development Plan to encourage a vibrant and diverse mix of businesses. In 2006, the City has initiated an update of its Shoreline Master Program, under the new guidelines of the Department of Ecology.

The City is experiencing a steady rate of residential growth. The City Council wants to further study how the City can maintain its quality of life, improve its economic development and accommodate growth and development where adequate public facilities exist; while also protecting natural resources, especially anadromous fisheries, in a manner consistent with its adopted goals and policies and the requirements of the GMA. As part of this project, a Citizen's Advisory Panel (CAP) will be formed by the City to provide input to the process of creating the overall strategies for this plan. The CAP and staff will review findings of consultant work and make policy recommendations for the City's Planning Commission and City Council.

IV. Preliminary Scope of Services

The City and the selected consultant will develop a final scope of services. The following is a list of preliminary areas of interest to the City for this study. Consultant submittals should address these and any other areas they view as important qualifications.

- Assess certain specified areas of the City where there are known or potential critical areas as defined in the City's critical areas regulations (WMC 21.24). The City's defined critical areas include: streams, wetlands, steep slopes, geologic hazards, critical aquifer recharge areas, flood hazard areas, tree canopy preservation and fish and wildlife conservation areas. The assessments should evaluate environmental resources and potential impacts to environmental resources from development in a manner consistent with cases with relevant issues that have been ruled on by the Central Puget Sound Growth Management Hearings Board.
- Areas to be tested include known or potential critical areas in certain locations of the City that may have an effect on preserving or enhancing anadromous fish habitat or other identified critical areas The area in which most testing is contemplated will be certain areas of the City's R-1 zone, which totals approximately 1,100 acres. It is anticipated that other areas of the City should have some level of review and analysis. The City and consultant will determine which particular areas will be analyzed and the level of detail necessary.
- Assessment of other factors or other areas that are not presently defined as critical areas, but that may also have a significant effect on preserving and enhancing anadromous fish habitat. These factors include the relative amount of pervious versus impervious surfaces, amount of tree canopy cover, slope, soils and surface water run-off conditions and present land use patterns.
- Prepare a report of findings and recommendations for development intensities, potential revision to the City's land use policies, regulations and development practices to improve the City's ability to meet GMA requirements to preserve and

enhance anadromous fish resources while also allowing reasonable use of the affected lands and accommodating overall growth targets.

- Attend meetings and present information to aid public understanding and assist decision makers with policy choices.

V. Available Information

The City will provide to the selected consultant, existing and available studies, plans, and other information that the City has and that it determines would be useful for this project.

VI. Estimated Timeline

The timeline has been divided into two segments to emphasize the need to complete the environmental studies for the R-1 zone area within the 6 month (March 20 – September 20) moratorium period and allow time for work to be completed in the balance of the City (City-wide).

Publish Request for Qualifications	Apr 21, 2006
Responses (Qualifications) Due	May 5, 2006
Consultant Interviews and Selection	May 12, 2006
Final Scope of Services, Contract Execution and Notice to Proceed	May 26, 2006
Consultant Work and CAP Meetings	June 1-Oct 31, 2006
Draft R-1 Report from Consultant	Aug 1, 2006
City Review of Draft R-1 Area Report (staff, CAP, Planning Commission, legal)	Aug 11-Sept 6, 2006
Final Draft Report Report from Consultant	Aug 31, 2006
Planning Commission R-1 Area report & recommendation	Sept 6, 2006
City Council R-1 Area report and direction	Sept 18, 2006
Draft City-wide report from Consultant (staff, CAP, Planning Commission, legal)	Oct 13, 2006
Final City-wide Report from Consultant	Oct 31, 2006
Planning Commission City-wide report & recommendation	Nov 15, 2006
City Council City-wide report and direction	Dec 18, 2006

VII. Submittal Requirements

Please submit seven copies of your qualifications. Submittals should not exceed 20 pages, and address the following topics:

- A statement of your firm's understanding of this project, and how your firm is qualified to address them, including experience with cities comparable to Woodinville
- Key staff who will be involved with this project and their roles and experience
- A preliminary scope of services
- Previous examples of relevant experience
- Professional references
- Cost breakdown of budget expenditures by position title

VIII. Schedule & Contacts

Submittals will be received in the Department of Community Development until 5:00 pm on Friday, May 5, 2006. The City intends to select a consultant by May 17 and the target completion date for consultant services is September 20, 2006. The project budget is up to \$150,000, depending on final scope of services approved by the City. Your submittal may be mailed or hand delivered to: Ray Sturtz, Community Development Director, City of Woodinville 17301 133rd Avenue NE, Woodinville, WA 98072. If you have any questions, you may contact Ray Sturtz at (425) 489-2757, ext. 2281 or Catherine Borghes at ext. 2284.