



Request for Qualifications: Shoreline Armor Removal Engineering Design Services

RFQ 26-HI-0001

INTRODUCTION

The Pierce Conservation District (PCD) invites submission of statements of qualifications for consultants or firms to provide engineering design services for shoreline armor removal for the purpose of habitat enhancement or restoration.

PCD seeks consulting expertise to design marine shoreline armor removal projects identified through the Shore Friendly Pierce program that will be implemented on privately-owned property in Pierce County, Washington. The successful candidate(s) will prepare shoreline armor removal and habitat restoration designs in collaboration with PCD staff and with input from landowners.

Submittals

Please email a digital copy of your submission to Keith Estes at keithe@pierced.org. Responses must be received by **10:00 am on Friday, February 13, 2026**. Fax or in-person proposal submission will not be accepted. Late applications will not be accepted.

Questions about this RFQ should be submitted via email to Keith Estes at keithe@pierced.org by Thursday, January 29, 2026. Please reference the project in the email subject line.

All proposals and accompanying documentation will become the property of the District and will not be returned. Costs for developing the proposal in response to the RFQ are entirely the obligation of the vendor.

All deliverables associated with the resulting contract must be completed before June 30, 2027.

RFQ Coordinator

Keith Estes
Shorelines Program Manager
Pierce Conservation District
Keith@pierced.org, (253) 358-0088
308 W. Stewart Avenue
Puyallup, WA 98371

Request for Qualifications: Shoreline Armor Removal Engineering Design Services

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I. PROJECT SUMMARY

The Pierce Conservation District (PCD) invites submission of statements of qualifications for consultants or firms to provide engineering design services for shoreline armor removal for the purpose of habitat enhancement or restoration.

PCD seeks consulting expertise to design marine shoreline armor removal projects identified through the Shore Friendly Pierce program that will be implemented on privately-owned property in Pierce County, Washington. The successful candidates will prepare shoreline armor removal and habitat restoration designs in collaboration with PCD staff and with input from landowners.

At this time, at least two project sites have been identified for shoreline armor removal: One parcel in Carr Inlet at 5107 157th Ave NW, Lakebay, WA 98349 and one parcel in Von Geldern Cove at 2313 B Street NW, Lakebay, WA 98249. **These sites will be divided between successful candidates.** Additional properties will be identified through the Shore Friendly Pierce program. The successful consultants or firms will be invited to complete designs for these additional properties as they are identified.

The selected consultants or firms will complete all necessary site assessments, surveys, and meetings with PCD and landowners to prepare design drawings and a design report for shoreline armor removal and habitat restoration.

The project design will integrate process-based restoration strategies to benefit nearshore process function and habitat, as well as elements for protection of primary residences or adjacent armor and beach access. Designs must be based on the scientific principles and strategies of the Puget Sound Nearshore Ecosystem Restoration Project (PSNERP), Marine Shoreline Design Guidelines (MSDG) and shoreline restoration experience. Design products will need to meet the design criteria outlined by the Recreation and Conservation Office (RCO) in their Manual 18, Appendix D-3: Final Design Deliverables (available at: <https://rco.wa.gov/wp-content/uploads/2019/05/SAL-Manual18.pdf>).

PCD requires consultants/firms with direct experience in coastal-geomorphological analysis, shoreline armor removal, and shoreline habitat restoration. The consultants/firms must have professional engineers licensed in the state of Washington on staff or on retainer. Submittals will be accepted from respondents that meet the requirements outlined in this RFQ and demonstrate their experience successfully completing similar work.

The anticipated scope of work for project design(s) may include: review and compile existing data on the site; field verify suitability of the proposed site and develop a site-specific armor removal and habitat restoration plan; prepare permit-ready and potentially final project designs that incorporate upland drainage management, beach access, planting, and end protection in the design as needed; prepare basis of design reports; and provide a construction cost estimates. Construction oversight may be required on armor removal projects progressing through construction. Limited assistance with permit application preparation may also be required.

All deliverables associated with the resulting contract must be completed before June 30, 2027, although there is potential (but no guarantee) of contract extension, at the District's sole and absolute discretion, through June 30, 2031.

II. ATTACHMENTS

- A. Draft Scope of Work Elements
- B. Project Site Details

III. SUBMISSION REQUIREMENTS

In total, submissions shall not exceed 11 pages.

Submissions should include the following sections:

A. Qualifications: 4 pages maximum

Submittals will be ranked in this category on the qualifications of the respondent(s), as relevant. Joint ventures between firms will be considered if the partners' strengths indicate a clear advantage for the project or if the joint venture is needed to satisfy the bid requirements. Description of qualifications should include:

- a. Details on the consultant team member(s) and credentials. If multiple people will work on the project, please describe the specific role or tasks each team member will perform on the project. Identify the project manager and discuss their skills and experience in managing this type of project as well as their technical expertise.
- b. Overall experience working on this type of project or habitat restoration in general.

B. Relevant Project Experience: 3 pages maximum

Applicants should describe at least three (3) completed projects that demonstrate experience in:

- a. Designing shoreline armor removal and marine shoreline habitat restoration projects, residential setting preferred.
- b. Designing shoreline armor removal projects that incorporate end protection for adjacent armor.
- c. Developing multi-benefit restoration projects and incorporation of shoreline access needs and homeowner priorities.
- d. Communicating complicated shoreline processes with landowners and non-technical experts.
- e. Working within budget and completing work within required timeframes.
- f. Preparing accurate cost estimates for construction of similar projects.
- g. Coordinating construction oversight.
- h. Planning for and adapting to project contingencies.

Provide narrative description of any challenges that were creatively addressed or examples of problem solving in previous projects.

Provide references for these projects with current contact information.

C. Methodology and Approach: 2 pages maximum

Describe your general proposed approach for the tasks listed in “Attachment A” for either the Carr Inlet or Von Geldern Cove project site. The description should demonstrate a clear understanding of the work elements required to produce a final or permit-ready preliminary design and design report for a residential shoreline armor removal project.

D. Schedule: 2 pages maximum

Create a proposed schedule for the tasks included in your proposed approach for either the Carr Inlet or Von Geldern Cove project site. Include a delivery schedule for the deliverables described.

The contents of the submission will provide the basis for a more detailed contractual obligation if the consultant or firm is selected. Failure of the successful respondents to accept these obligations in a contract may result in cancellation of the contract.

IV. RFQ TIMELINE & SUBMISSION DEADLINE

Deadline: Submissions must be received by 10:00 am on Friday, February 13, 2026. Late applications will not be accepted.

Instructions: Email a digital copy of your submission to Keith Estes at keithe@pierced.org.
Fax or in-person proposal submission will not be accepted. Respondents shall label their response as follows: RFQ 26-HI-0001 - FIRM NAME

RFQ TIMELINE

Event	Date
RFQ Released	Friday, January 23, 2026
Deadline for RFQ questions (submit via email by 4:00 pm)	Thursday, January 29, 2026
Q&A addendum sent to all interested candidates	Monday, February 2, 2026
Deadline for submissions (submit via email by 10:00 am)	Friday, February 13, 2026
PCD notifies selected respondents	Wednesday, February 18, 2026
Selected firms prepare SOW & budget	February 18 – February 25, 2026
PCD reviews & negotiates SOW & budget	February 25 – March 6, 2026
Final contract including SOW & budget due to PCD Board	Monday, March 9, 2026
Contract executed (PCD March Board meeting)	March 2026
All deliverables associated with contract due	June 30, 2027

V. CONSULTANT SELECTION PROCESS

An RFQ evaluation committee will review and evaluate submissions received on or before the stated deadline. The committee may:

1. Request additional information from the consultants whose responses appear to have the greatest likelihood of success;
2. Invite two or more consultants whose responses appear to have the greatest likelihood of success to attend an interview/presentation to discuss their qualifications;
3. Make a recommendation to negotiate individual contracts with two or more consultants.

PCD reserves the right to conduct reference checks. In the event that information obtained from the reference checks reveals concerns about the consultant's past performance and their ability to successfully perform the contract to be executed based on this RFQ, PCD may, at its sole discretion, determine that the consultant is not the most qualified and may select the next highest-ranked consultant whose reference checks validate the ability of the consultant to successfully perform the contract to be executed based on this RFQ. In conducting reference checks, PCD may include itself as a reference if the consultant has performed prior work for the District, even if the consultant did not identify the CD as a reference.

PCD will evaluate responses and make contract award decisions based on the presented qualifications, methodology, and schedule. PCD will evaluate each submission and score it using the scoring categories below to assess the items submitted in response to the sections above. Ability to clearly define how the project goals and objectives will be met is desired. PCD values submissions as an indicator of respondent communication skills, work organization, and efficiency.

SCORING CRITERIA

1. QUALIFICATIONS (20 Points)
 - a. Project Team has appropriate professional qualifications to complete the project.
 - b. Project Team point of contact is identified and team roles are clear.
2. RELEVANT PROJECT EXPERIENCE (30 Points)
 - a. Project Team has the relevant experience, and qualifications to complete the project.
 - b. Submission provides comprehensive information regarding the track record of the Project Team in providing relevant services and specifically addresses experience with Puget Sound shoreline armor removal projects on residential properties.
 - c. Submission provides references (with contact names, affiliations, telephone numbers, and email addresses) for past projects with a similar scope completed by the consultant/firm.
3. METHODOLOGY & APPROACH (30 Points)
 - a. Submission provides a proposed scope of work that demonstrates an understanding of armor removal design development and compliance with relevant permitting requirements and Manual 18.
 - b. Submission provides a list and description of technical assessments and physical and biological studies needed to inform development of project designs.
4. SCHEDULE (10 Points)

- a. Submission presents a reasonable potential schedule and deliverable milestones that demonstrates how the consultant would complete a shoreline armor removal design by June 30, 2027.
- 5. PRESENTATION, ORGANIZATION AND CLARITY OF RFQ SUBMITTAL (10 Points)
 - a. Submission is clear, concise, well-organized, and free of errors.

TOTAL POSSIBLE POINTS: 100

VI. CONTRACT NEGOTIATIONS AND COMPENSATION

The selected respondents will be required to enter into a contract with PCD with duration of up to fifteen months on PCD's standard form professional services agreement. **All deliverables associated with the resulting contract must be completed before June 30, 2027.**

PCD shall negotiate a contract with the two most qualified respondents, as determined by evaluation of the responses and, if applicable, interviews. If PCD is unable to reach agreement with the two highest ranked respondents, it may negotiate with the subsequent highest ranked respondents, proceeding in turn to each respondent, in order of rank, until a Contract is executed.

A "not to exceed" total contract price will be negotiated prior to start of work.

Unless otherwise negotiated during contracting, PCD will disburse all payments after the invoices from the consultants have been reviewed and approved by the PCD and other project stakeholders. Payments will be distributed within no more than 60 days of receipt to provide for processing time.

VII. CONTRACTING PROVISIONS

All consultants, and any sub-consultants, must comply with any and all applicable laws, statutes, ordinances, rules, regulations, and/or requirements of federal, state, and local governments and agencies thereof, which relate to or in any manner affect the performance of this agreement. Those requirements imposed upon PCD as a pass-through recipient of state or federal funds are thereby passed along to the consultant and any sub-consultants.

All consultants and any sub-consultants must carry adequate insurance coverage and must affirm being an equal opportunity employer with an affirmative action plan. Consultant(s) shall further certify that it will comply with the provisions of the Americans with Disabilities Act. Disadvantaged Business Enterprises (DBE) is encouraged to apply.

Compliance with federal, state, and local laws and regulations governing the performance of the business or activity is required.

Compliance with Federal Order 12549: PCD will not award a contract to any consultant or sub-consultant that has been debarred or suspended or otherwise excluded from participation by Federal Order 12549. Contractors will be asked to state that they have not been debarred, suspended, or otherwise excluded.

PCD will not be considered liable or obligated to the selected consultant(s) for all phases of this project if the contract between PCD and the granting agencies is terminated for any reason.

VIII. PCD RIGHTS

All rights, titles to and ownership of data, material, and documentation resulting from this project and/or prepared for PCD pursuant to the contract shall remain with PCD and is subject to Chapter 89.08 RCW.

- A. PCD reserves the following rights for acceptance, modification, and/or rejection of submitted proposals such as:
- i. Rejection of any or all proposals if deemed to be in the best interest of the project and in consideration of the limited grant funds available.
 - ii. Rejection of any proposal not in compliance with proposal requirements.
 - iii. Providing of addenda, amendments, supplementary material or other modifications to the proposal specifications.
 - iv. Consider submissions or modifications received at any time before the award is made, if such action is in the best interest of PCD.
 - v. Seek clarification of each consultant's submission.
 - vi. Cancellation of this Request for Qualifications without issuance of another Request for Qualifications.
 - vii. Issuance of subsequent new Requests for Qualifications.
 - viii. Request for submission of further information by the respondent in order to complete evaluation.
 - ix. Determination to select one or more respondents for attempted negotiation of a final contract.
 - x. Work with the selected consultant to add/change tasks based on available funding.
 - xi. PCD will negotiate a final contract under which the compensation paid to the consultant is fair and reasonable as determined solely by the District and our funder(s).
 - xii. Decisions made by PCD will be final.

PCD shall not be liable for any cost incurred by proponents prior to issuance of a contract, including, without limitation, any costs or claims related to a bid protest or an award to a bidder other than the claimant.

IX. QUESTIONS ABOUT THIS RFQ

Questions about this RFQ should be submitted via email to Keith Estes at keithe@pierced.org by Thursday, January 29, 2026.

Answers to questions about this RFQ will be provided in writing to all interested parties who have been issued an RFQ packet.

If it becomes necessary to revise any part of this RFQ, addenda will be provided to all interested parties who have been issued an RFQ packet.

The primary contact for this RFQ is:
Keith Estes, Shorelines Program Manager
Pierce Conservation District
308 W Stewart Ave, Puyallup, WA 98371
253-358-0088, keithe@pierced.org



Attachment A: Draft Scope of Work Elements

PCD is seeking submissions that define how each prospective consultant or firm would approach a marine shoreline armor removal and habitat restoration project. As such, the following draft scope of work is provided as a suggestion of work elements that may be involved. The firm will be expected to work closely with PCD staff during each of these tasks.

Note: PCD staff will contract separately for Cultural Resource review, assessment, and survey as needed.

Project Goals:

- a. Remove shoreline armor to restore coastal process including bank sediment erosion and sediment deposition.
- b. Restore native shoreline and nearshore vegetation to provide slope stability and indirect habitat benefits.
- c. Design low impact, sustainable beach access for landowners to launch human powered watercraft.
- d. Minimize impact to neighboring residential parcels and adjacent bulkheads.
- e. Design limited protection (such as soft or hard armor) for primary residence as needed.
- f. Incorporate upland drainage management in the restoration design.
- g. Optimize habitat enhancement opportunities along the marine shoreline.

Key Deliverables:

1. Preliminary (60%) Design Drawings
 - a. Design documents must meet the drawing requirements of the relevant permitting agencies.
 - b. Design documents must meet criteria outlined in RCO Salmon Recovery Grants Manual 18.
2. Preliminary Design Report
 - a. The preliminary design report will include a brief physical suitability analysis, ecological suitability, cost evaluation, and other elements.

Key Tasks:

Task 1: Project management

Task 2: Site assessments

- a. Complete or subcontract geologic investigations, survey, delineations, and site assessments as needed for the proposed project.
- b. Collect, review, and document relevant existing data and reports pertaining to the project site. Data may include but is not limited to site elevation (LIDAR), geomorphology, water quality, water quantity, biology (i.e. fish use), FEMA floodplain maps, historical aerials, soils, and wetlands data etc.

Task 3: Preliminary design & report

- a. Generate preliminary (60%) engineering design drawings and design report which incorporates upland drainage management, nearshore plantings, and provides initial cost estimates.
- b. Allow for one round of reviews by PCD and the landowner before finalizing design and report.

Task 4: Landowner & stakeholder engagement

- a. Complete on-site meetings with PCD, landowners, adjacent neighbors, and permitting agency staff, as needed.
- b. Support PCD staff in incorporating design materials into permit applications.

Submissions may deviate from these Key Tasks or suggest additional tasks with explanation.

Attachment A: Project Site(s) Details

Carr Inlet Site

- Site Address: One parcel in Carr Inlet at 5107 157th Ave NW, Lakebay, WA 98349
- Tax parcels: 0021134001
- Shoreline condition: The site shoreline is about 230 feet long and is partially armored by hard shoreline structures consisting of creosote-treated timber piles, rockery bulkheads, and a timber boat ramp, in various levels of disrepair.
- Landowner participation: The parcel is owned by Donald Greetham and he is very supportive of shoreline habitat restoration. Due to him being in a memory care facility, his children are also involved and supportive of the project. They will be included in on-site meetings and participate in design draft review.



Image: WA Dept. Of Ecology Shoreline Obliques (2016)

Von Geldern Cove Site

- Site Address: One parcel in Von Geldern Cove at 2313 B Street NW, Lakebay, WA 98349
- Tax parcels: 0021253002
- Shoreline condition: The parcel is fully armored by timber piles in various stages of degradation, with a wooden staircase leading to beach access.
- Landowner participation: The parcel is owned by Michael Misner and Sara McDonald, who are both supportive of the shoreline restoration project. They will be included in on-site meetings and participate in design draft review.



Image: WA Dept. Of Ecology Shoreline Obliques (2016)

