

Allentown Community & City of Tukwila Public Works Dept.

Monthly Coordination Meeting Tukwila Community Center

April 26, 2022



Meeting Agenda

- 5:30pm** Welcome & Introductions
- 5:35pm** Review Meeting Agenda, Shared Goals and Guiding Principles
- 5:40pm** Updates on 42nd Ave S Bridge Reopening -
Hari Ponnekanti/Adam Cox
- 5:45pm** Truck Reroute EIS updates – Mark Hafs
- 5:55pm** Breakout Q&A sessions:
- 1) Alt. Access Study
 - 2) 42nd Ave S Bridge Replacement Updates
 - 3) Allentown Traffic Study
- 6:30pm** Adjourn Meeting



Shared Goals

- Work together to get the trucks out of the Allentown neighborhood
- Neighborhood receives timely, relevant information on the alternative access project
- Community members understand the process, next steps and timeline
- City is transparent throughout process
- Neighborhood has a regular opportunity to directly speak with City staff on the project; provide timely, relevant feedback
- Continue to forge relationships between community members and City staff to incorporate neighborhood feedback and understand neighborhood expectations
- Opportunity to provide information to neighborhood on other projects affecting Allentown



Guiding Principles

- Assume others are acting with good intent
- Be honest and transparent, but kind; empathize with others
- Step up and step back, depending on personality type
- Remain open-minded
- Respect differing views
- Learn from each other
- Think about who's not at the table
- Promote a culture of participation
- Once a decision is made, work towards shared goals



Request for Proposals (RFP)



RFPs – The Basics

- Begin with a public announcement that Tukwila is starting a new project and needs the services of a Consultant.
- Advertised in a specific timeframe in the Seattle Times and Daily Journal of Commerce.
- States the type of project (EIS), the type of EIS (NEPA & SEPA compliant).
- Describes the project area (location, land uses, natural resources).
- Describes why the EIS is needed (adverse effects from heavy truck traffic).
- Provides access to past studies for background.
- Outlines form of proposal (format, required information, maximum page number)
- Specifies a timeframe for responding.
- The RFP should be concise, clear, and give consultants the basic information they need to demonstrate their capabilities.



RFPs – Consultant Qualifications

For Companies

- Examples of past successful projects similar to the Allentown EIS (transportation planning & design, environmental planning, public engagement).
- Are the staff who worked on past projects bringing their experience to this project?
- Experience must be recent (within 5 years).



RFPs – Consultant Qualifications

For Key Personnel

- Expertise and experience of each person proposed for project team.
- Detailed background information for proposed project manager.
- Are the staff who worked on featured past projects working on this project too, and have they worked with each other before?
- Experience must be on projects that have elements that are significantly similar to those of our project.
- Experience must be recent (5 years or newer).



RFPs – Proposal Part of RFP

Asks consultants to demonstrate their approach to our project

- Prepare a work plan for the project showing important project elements.
- How will the project management guide the project?
- Describe how scope, schedule, and budget will be tracked and managed.
- Engineering planning and design, regulatory documentation, regulatory processes.
- Communicating – both with Tukwila and within the project team.
- Approach to and methods for engagement with stakeholders, tribes, agency staff, and particularly the public - *especially with populations that are diverse and/or that have barriers to participation.*



RFPs – Review of Proposals

Does the proposal...

- Provide all the information asked for, in the required format and schedule?
- Commit experienced, talented, top-notch professionals to the project?
- Demonstrate that the consultant team understands the project background, concerns, and challenges?
- Show a project approach that is thorough, well-considered, accurate, and creative?
- Detail successful public engagement with diverse communities, and a commitment to listening to and incorporating input from Allentown?



RFPs – Selecting Consultant Team

- Select the most highly rated proposals.
- Invite up to four consultants to interviews (in-person presentation of qualifications, project understanding and approach).
- Select most highly rated team.
- Negotiate contract for the project team and begin work!



Community Input

On the RFP

- What do you want the consultant team to know about Allentown?
- What features of the Allentown community – that will or might be affected by truck traffic – should we tell consultants to include in their project approach?

In General

- What are some good ways – in addition to public meetings – for the City to get a fuller understanding of the Allentown?

