

CITY OF STOCKTON
Department of Municipal Utilities

DELTA WATER SUPPLY PROJECT

**REQUEST FOR PROPOSALS
TO PROVIDE
CONSTRUCTION MANAGEMENT SERVICES
FOR THE
INTAKE AND PUMP STATION FACILITIES**

Due Date: January 11, 2008

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I. GENERAL INFORMATION

GENERAL DESCRIPTION OF SERVICES

The City of Stockton (City) intends to hire a qualified engineering firm (Firm) to provide construction management services for the construction of a raw water intake and pump station facility to supply water for the Delta Water Supply Project (DWSP). The Firm must demonstrate that it possesses, at the time of submission, the staff with the knowledge and expertise necessary to complete the work described herein.

RECEIPT OF PROPOSALS

TEN (10) copies and one unbound copy of Firm's proposal, signed by an officer of the Firm who is authorized to execute legally binding agreements, shall be delivered to:

**MICHAEL CALLAHAN
SENIOR CIVIL ENGINEER
CITY OF STOCKTON
MUNICIPAL UTILITIES DEPARTMENT
2500 NAVY DRIVE
STOCKTON, CA 95206**

on or before 4:00 p.m. on January 11, 2008.

In a separate sealed envelope, please provide the following:

- Fee Schedule and Cost Proposal to include:
 - Staff hourly rates and overhead rate (if applicable) for services not directly provided by your office
 - A "not to exceed" estimate for reimbursable expenses

Each proposal shall be clearly marked:

**CONSTRUCTION MANAGEMENT SERVICES
FOR THE DELTA WATER SUPPLY PROJECT
INTAKE AND PUMP STATION FACILITY**

Late proposals will be returned unopened to the respondent.

CONSEQUENCE OF SUBMISSION OF PROPOSALS

The City shall not be obligated to respond to any proposal submitted nor be legally bound in any manner by the submission of a proposal.

INFORMATION INQUIRIES

Firm shall visit the proposed intake site to acquaint Firm with the intended diversion location and review the applicable documents regarding the DWSP available at <http://www.deltawatersupplyproject.com> to determine what information and data is currently available and any other such condition which may affect Firm's performance and fee. Submission of a proposal shall be *prima facie* evidence that the Firm did, in fact, make an inspection of the intake location and is aware of and acknowledges all conditions, restrictions, and limitations affecting performance and cost. Should a Firm desire additional information prior to submitting a proposal, please contact:

**MICHAEL CALLAHAN
SENIOR CIVIL ENGINEER
MUNICIPAL UTILITIES DEPARTMENT
CITY OF STOCKTON
2500 NAVY DRIVE
STOCKTON, CA 95206
(209) 937-8994
(209) 937-8698 (FAX)
michael.callahan@ci.stockton.ca.us**

The City shall not be held responsible for any verbal instructions or information.

II. PROJECT INFORMATION

Background

The City of Stockton (City) is embarking on a project titled the Delta Water Supply Project (DWSP) to divert water from the San Joaquin River for treatment and distribution to the Stockton Metropolitan Area (COSMA) by 2011. The DWSP will consist of a raw water intake and pumping facility, raw water pipeline(s), a surface water treatment plant and treated water pipeline(s) to connect to the City's existing distribution system. The DWSP will be a phased project with the first phase delivering 30 mgd to the COSMA with an incremental expansion to 160 mgd. It is the intent that the intake and pump station will be designed and constructed with combined phasing in mind such that entry into the navigable waters of the San Joaquin River would only occur twice to achieve the ultimate intake and pumping capacity. The intake and pumping facility structure is envisioned to be designed and constructed in two 80 mgd increments. Only the first phase of 30 mgd pumping capacity is to be provided by this effort.

Purpose

This Request for Proposal (RFP) is for the selection of a Firm who will assume primary responsibility for construction management services of the intake and pumping facility. This RFP and additional background information on the DWSP is available at <http://www.deltawatersupplyproject.com>.

Project Description

This project consists of construction management services for the City of Stockton DWSP Intake and pumping Facility (Facility) along the San Joaquin River. The City selected HDR Engineering, Inc. to design the Facility using the design-bid-build method of project delivery. The Facility is a combined in-bank river intake and pumping plant to be connected to a 54-inch raw water supply line to be designed and constructed under a separate contract with the City. The current estimated construction cost is \$19,350,000.

In order to achieve the goals of the City, the Facility shall meet the following criteria:

- Design Capacity – The Facility shall be capable of delivering 30 mgd of raw surface water from the San Joaquin River to the proposed surface water treatment plant.
- Fish Screens – Withdrawals from the San Joaquin River shall protect juvenile fish from entrainment or possible screen impingement. Specifically, the screens shall be designed to meet current regulatory agency (National Oceanic and Atmospheric Administration Fisheries, U.S. Fish and Wildlife Service and California Fish and Game) fish screen criteria for salmon fry, steelhead fry and Delta smelt. Specific

criteria on adequate screen area, maintenance features and facility hydraulics are mandated for compliance.

- All Season Access and Operation – The Facility shall be vehicle-accessible at all times for operation and maintenance. The Facility shall be capable of diverting water up to the Facility’s maximum flow capacity under all possible river hydraulic conditions.
- Flood Impacts – The Facility shall not significantly impact San Joaquin River flood levels or flood protection.
- Environmental Impacts – The Facility shall comply with all mitigation measures identified in the Mitigation Monitoring and Reporting Program adopted by the Stockton City Council in conjunction with certification of the Final Environmental Impact Report.
- Design Criteria – The Facility design should take into consideration the remote location and include in the design, any and all safety and security elements necessary, including but not limited to fencing and surveillance.

Construction Management Services

The Firm shall be responsible for performing all tasks necessary to perform construction management services for the Facility.

Prospective Firms should identify any additional scope items that have not been enumerated herein but would add value to their proposal.

Firm shall provide an experienced Project Manager and a knowledgeable and experienced project team for providing construction management services for the Facility. The Firm shall manage the construction management tasks, under direction of the City. The Project Manager must have specific experience in the construction of large river intake facilities and pumping plants.

An Engineer’s Field Office will be provided by the contractor to include 2 offices, a conference room area, furnishings and equipment.

The Firm shall become familiar with studies performed to date relative to the Delta Water Supply Project, particularly the Facilities.

In particular, the following tasks are required to meet the intent of this effort:

1. Pre-Construction Tasks:

- Provide comment on estimated construction schedule.
- Review and comment on construction bids.
- Provide comment on the Facility start up and testing plan.

2. Construction Management Tasks

- Maintain all project records including daily diaries.
- Monitor contractor's work for compliance with the plans and specifications.
- Monitor contractor's rate of progress and schedule.
- Review contractor's materials submittals in conjunction with the design consultant.
- Respond to requests for information and clarification in conjunction with the design consultant.
- Coordinate materials testing.
- Coordinate with all permitting and approval agencies regarding construction activities.
- Provide all City responsibilities specified in the various permits, approvals, environmental documents and mitigation measures, including reporting.
- Monitor contractor's public information efforts.
- Make recommendation relative to progress pay estimates, change order requests, time extensions, etc.
- Process contractor's certified payroll records.
- Assemble supporting documentation as required for submittal by City.
- Make recommendation to City for project acceptance.
- Project closeout.

3. Inspection Tasks

- Monitor contractor's work for compliance with the plans and specifications.
- Monitor contractor's work for compliance with conditions of the various permits, approvals, environmental documents, and mitigation measures.
- Ensure contractor provides for appropriate testing (materials, welding, soils, pressure, electrical, etc).

CITY RESPONSIBILITIES

City staff will assist the Firm where possible, and may undertake some of the above functions with its own staff resources, but the Firm shall anticipate and be prepared to be completely self-reliant in accomplishing its tasks. City will manage both the design and construction management services contracts and provide direction in all other areas where required.

III. PROPOSAL REQUIREMENTS

The City does not require a specific format for proposals. The Firm may prepare their proposals in a manner most suited to their particular organization. However, all requirements set forth in this Request for Proposal must be addressed. Proposals shall be concise and shall not exceed thirty (30) pages, excluding covers, tabs, references, experience and resumes. Preprinted and prepared general company advertising literature such as color brochures are discouraged unless they are specifically related to the services requested and referenced as such.

Proposals shall include, at a minimum, the following information:

- 1) Indication that the proposer has a clear understanding of this project. This should include a description of how the project tasks will be accomplished and the problems that are expected to be encountered.
- 2) Name, project responsibilities, and experience of designated personnel that will be assigned to work on the project, the amount of time they can be expected to give to the project, and their availability to the City.
- 3) Resumes of designated personnel, where appropriate.
- 4) A statement outlining proposer's ability to complete the work in a timely and professional manner.
- 5) A statement of the unique capabilities of the proposer to perform the work required.
- 6) List of all subconsultants or subcontractors proposed to be used by the FIRM.
- 7) The proposed organizational structure under which the FIRM will provide services to the City.
- 8) Sufficient evidence as to the FIRM's qualifications to perform the work. This information shall disclose and include all pertinent facts as may be appropriate and shall include at least a description of past performance on projects of similar type, scope and size; reference for each project who can be contacted by the City; project team members who worked on each project and their roles and percentage commitment of time on the project; and any other pertinent information to demonstrate experience on similar assignments.
- 9) A description of all projects which the FIRM is currently working on which could pose a potential conflict of interest with the City's DWSP.

IV. SELECTION PROCEDURES

FIRM SELECTION PROCEDURES

Proposals received by the City will be reviewed by the Selection Committee and up to four firms will be selected for oral interviews. The proposals will be evaluated based upon, but not limited to, the following criteria:

1. Experience and qualifications of the project manager;
2. Experience and qualifications of key project staff, previous experience and qualifications related to the proposed functions they would perform;
3. Proposer's related experience;
4. Cost

If a teaming approach is used, the lead Firm must demonstrate that it possesses the technical and management experience to manage the work. Firm must demonstrate the advantages of a teaming approach. Provide brief descriptions of completed work of similar scope and complexity that incorporated a team approach. Project examples should emphasize budgeting and control of all personnel resources for one or more subfirms.

The City will then negotiate a specific scope of services, fee and schedule with the selected Firm.

If agreement cannot be reached with the selected Firm, the City will terminate negotiations with that firm and open negotiations with the next ranked firm. The compensation discussed with one firm will not be disclosed or discussed with another firm.

When a Firm has been selected and negotiated a fee and terms for the Work, the Municipal Utilities Department will recommend a Master Services Contract Amendment with the selected Firm to the City Council. Authorization to perform under the terms of the Contract is subject to the approval of the City Council. No work shall begin until the Firm has been given written authorization to proceed.

The probable schedule for selection of the preferred Firm and initiation of work is generally outlined below:

ACTION ITEM	DATE
Issue Request for Proposals	December 6, 2007
Receive Proposals	January 11, 2008
Establish Short-List of Firms	January 25, 2008
Conduct Oral Interviews and Select Firm	Early February
Complete Contract Amendment Negotiations	February 15, 2008
City Council Award of Contract Amendment	March 4, 2008
Execute Contract Amendment	March 7, 2008
Issue Notice to Proceed	March 10, 2008
Anticipated Construction Start	May 20, 2008
Anticipated End of Construction	Fall 2009

This solicitation does not commit the City to pay any costs incurred by respondents in the preparation and presentation of their submittals, nor to select any firm who responds. This solicitation covers only the work described herein and does not commit to any work beyond that described.

Brochures or other presentation material, beyond that requested herein, shall not be submitted.

LEGAL REQUIREMENTS AND GENERAL CONDITIONS

Interpretation of Documents

A Firm contemplating submitting a proposal for this Contract who is in doubt as to the true meaning of any part of this Request or finds discrepancies in or omissions from this Request may submit to City a verbal or written request for interpretation or correction thereof. Any interpretation or correction of the documents will be made only by addendum. A copy of such an addendum will be mailed or delivered to each Firm receiving this Request. City will not be responsible for any explanations or interpretations of the documents other than written addenda.

Rejection of Proposal

The City reserves the right to reject any and all proposals, to negotiate with one or more Firms, to award to other than the Firm with the lowest cost responsible proposal, to waive any informality in a proposal, to delete or add items of work prior to award, and to make awards in the interest of City.