



**Garner R. Reynolds**  
REGULATORY AFFAIRS MANAGER  
greynolds@turlock.ca.us



**MUNICIPAL SERVICES DEPT**  
ADMINISTRATION

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156 S. BROADWAY, SUITE 270 | TURLOCK, CALIFORNIA 95380 | PHONE 209-668-5590 | FAX 209-668-5695

**ADDENDUM #1**

REQUEST FOR PROPOSAL

NO. 18-039

FOR

PROGRAM MANAGEMENT SERVICES FOR DESIGN, ENGINEERING SERVICES DURING  
CONSTRUCTION, AND CONSTRUCTION MANAGEMENT SERVICES  
FOR  
SURFACE WATER DISTRIBUTION SYSTEM IMPROVEMENTS

DATED ISSUED: August 22, 2018

**1. Will biological monitoring be required by the selected consultant?**

Yes.

**2. The paragraph below is modified as shown in red text to read as follows:**

- Firm Experience – Describe the experience of the firm. Specifically note experience in conducting similar projects of this nature.

The consultant's experience shall, at a minimum, include representative projects with a similar scope of work. For the prime consultant, and any sub-consulting firms, please provide the following information:

- Length of time in business
- Names of principal(s) indicating their academic training, experience, and any professional registrations or certifications
- Office address(es) from which services are expected to be provided, including available manpower, which general tasks, and percentage of work to be performed
- Listing of a minimum of three (3) completed projects of a similar nature ~~Integration or Corrosion Mitigation studies~~ over the last ten (10) years including

- the general scope, consultant fee, completion date, along with the name, address, and phone number of a knowledgeable owner or client representative
- Key issues, unique circumstances, or challenges for each project, and how they were resolved
- Specialty areas addressed and sub-consultant involvement

**3. The paragraph below is modified as shown in red text to read as follows:**

- References – Provide three or more references for three or more separate projects that can supply information on the quality of ~~construction project~~ management services provided by your firm within the last eight (8) years. Provide the name or title of the projects, the location of the projects, the name of the contracting agencies, the total project budget, a brief project description, and agency contact information.

**4. The paragraph below is modified as shown in red text to read as follows:**

### Selection Criteria

It is the City's intention to select a firm or firms that has sufficient expertise to complete the work on time and within budget. However, the City reserves the right to reject all proposals or select and contract with more than a single firm for the specified services.

City staff will exercise discretion and judgment in evaluating proposals. Qualifying proposals will be scored based on the following factors, with a maximum scoring potential for each factor as shown, and a maximum potential score of 50 points.

1. Select proposals which qualify based on the following factors, with a maximum scoring potential for each factor as shown, for a maximum potential score of 50 points:
  - a. Experience of the Consultant and staff selected to provide the specified services (15 pts)
  - b. Record of the Consultant in accomplishing similar work within the required time, and within any established budget (15 pts)
  - c. Technical approach (10 pts)
  - d. Financial responsibility [years in business, number of projects completed, annual volume of work in dollars, etc.] (3 pts)
  - e. Extent of Consultant's organization (3 pts)
  - f. Cost (4 pts)
2. City staff will review and rank the all proposals received from consultants for the work type specified within this RFP.

Once submitted, all proposals become public records and subject to disclosure, either in part or in whole, under the California Public Records Act.

The City may hold interviews with top ranking consultants. These interviews will be held solely at the discretion of the City and after the initial proposal scoring. The interviews, if held, are to be attended by representatives of the City as well as the consultant's team proposed to be utilized on this project. Interviews, if held, will be used to gain further insight into the consultant's capabilities for the purpose of making a selection recommendation to the City Council. Tentative placeholder date for interviews if held is September 14, 2018 ~~the week of September 3-7, 2018.~~

**5. The paragraph below is modified (added to) as shown in red text to read as follows:**

### **Scope of Services**

The scope of services outlined below (Phase 1 and Phase 2) represents the minimum to be provided by the consultant. ~~Consultants shall describe their approach to these tasks in a detailed proposed scope of services and a separate schedule and cost breakdown for each phase shall be included.~~ Consultants shall provide a detailed scope and fee for Phase 1. Consultant should also include a rough estimate for Phase 2 work by the consultant, though the City will enter into an agreement with the consultant for Phase 1 only at the outset of the project. The scope and budget for Phase 2 work will be further refined and negotiated between the contractor and the consultant once key decisions regarding delivery method and scope have been made as part of the Phase 1 process. A contract amendment may be created to add the scope of work of Phase 2 to consultant's contract. **Consultants shall describe any other tasks proposed in order to provide a more thorough and complete Project as per the consultant's experience, knowledge, and capabilities.**

**6. The following reports and information is available to proposers at <https://ci.turlock.ca.us/capitalprojects/projectsouttobid/>:**

- City of Turlock Water Master Plan Update 2009
- West Yost Associates SRWA Phase 2 Scope of Work
- Surface Water / Groundwater Integration Study by Confluence Engineering Group for City of Turlock, Scope of Services
- Technical Memorandum dated March 16, 2017 - Sensitivity Analysis for Recommended Improvements for the Cities of Ceres and Turlock Local Distribution Systems to Integrate the Stanislaus Regional Water Authority Surface Water Supply Project
- Technical Memorandum dated November 22, 2016 - Recommended Improvements for the Cities of Ceres and Turlock Local Distribution Systems to Integrate the Stanislaus Regional Water Authority Surface Water Supply Project
- 3500 N. Quincy property appraisal dated April 2017 by Associated Right-of-Way Services