



City of Turlock
Development Services Department
Engineering Division

Request for Proposals

Construction Management Services

For **SR-99/Fulkerth Road Interchange** **City Project #0828**

Submit Proposals to:
City of Turlock
Development Services Department
Interim Director
Attention: Nathan Bray, P.E.
156 South Broadway
Turlock, CA 95380

Proposal Submission Deadline:
Friday, August 22, 2018
5:00 p.m. PST

Direct questions with regard to this RFP to:
Nathan Bray, P.E.
Interim Development Services Director/
City Engineer
City of Turlock
156 South Broadway
Turlock, CA 95380
(209) 668-5520
nbray@turlock.ca.us

Introduction

The purpose of this Request for Proposals (RFP) is to seek proposals from qualified firms to provide construction management (CM) services, inspection and resident engineering services for City Project No. 0828, “SR-99/Fulkerth Road Interchange”.

A general work description is as follows: Roadway widening and ramp reconstruction, including grading, paving, retaining wall, signs, traffic stripes, landscape and irrigation, highway lighting and traffic signal modifications. The current construction cost estimate, not including contingencies or construction engineering, is approximately \$9,300,000.

The plans and specifications are available at the City’s website:

www.cityofturlock.org/capitalprojects/

The scope of work includes services prior to, during and after Construction. A Consultant Services Agreement will be executed for these services. It is the intent of the City to hire a consultant who will provide complete construction management including resident engineering, inspection and perform materials testing for the construction of the project with minimal support from City personnel.

Background

Route 99 extends south to north along the east side of the Central Valley passing through or near all major urbanized areas in the valley. Route 99 is a principal arterial, part of the freeway and expressway system, and is both a SHELL and a large truck route. Route 99 is also a Federal Aid Primary highway that serves as an important transportation route for the movement of agricultural products within the Central Valley. Route 99 is a four- to six-lane freeway within Stanislaus County. Six mainline lanes with standard shoulders and a 36 feet wide median is provided on Route 99 through the project location.

The Route 99 interchange with Fulkerth Road is a Caltrans Type L-1 compact diamond interchange. Freeway access is provided by single lane on- and off-ramps with the southbound off-ramp widening to two lanes at the ramp termini. Fulkerth Road crosses under Route 99 as a four-lane facility with center turn lanes. The northbound Route 99 intersection with Fulkerth Road is currently stop sign controlled on the off-ramp leg, while the southbound Route 99 intersection is traffic signal controlled. The two ramp intersections are spaced approximately 400 feet apart.

In 2014, Caltrans approved a Project Report (PR) for a special funded project to improve the Route 99/Fulkerth Road interchange in the City of Turlock. In May 2018, the CTC allocated \$3,009,000 in STIP Local partnership Competition Program Funds, additionally, the project has been allocated \$2,501,000 in STIP Local Partnership Formulaic funds. This additional STIP funding provided the amount necessary for a fully funded project. The City of Turlock is the implementing agency,

responsible for the cost and delivery of the project with Caltrans providing oversight.

General

The Consultant shall play an active role in the management of the project to maintain the project schedule and budget and to protect the City against defects and deficiencies on the part of the Contractor. Services provided during construction will, in general, consist of project management, construction contract administration, construction inspection, and materials testing including source inspection as needed. In doing so, the Consultant will serve as the focal point for coordination between the Contractor, the City, the Design Consultant, Caltrans, regulatory agencies, and utility companies.

These services shall be in accordance with Caltrans requirements, the City's Quality Assurance Plan (QAP) and Cooperative Agreement (COOP) #10-446 between Caltrans and the City.

The Consultant's work plan and expected level of effort should take into account the schedule imposed on the Contractor, including what can be reasonably expected for overtime inspection.

The Consultant will be responsible for their own office and administrative space including telephone, restroom and computer facilities. The City will not provide these facilities.

The Consultant must comply with Government Code Section 8355 in matters relating to providing a drug-free work place.

Business License – Any firm doing business shall obtain a City of Turlock business license, additional information can be found on the City's website at:

<http://ci.turlock.ca.us/doingbusinessinturlock/businesslicenses/newbusinesslicense.asp>

Requests for Information (RFI) must be addressed in writing and directed to the contact person specified on the front page of this RFP. An RFI sent to any other contact person may be subject to delay or may not be received at all.

If the City determines that a response to an RFI is necessary for clarification, then a response will be issued in writing as an addendum for the benefit of all interested consultants. The City will not respond to an RFI with verbal clarification; all City responses to an RFI shall be in writing.

Tentative Schedule

Begin Circulation of RFP to Consultants	July 26, 2018
Deadline for Receipt of Questions (by 5:00 p.m.)	August 9, 2018
Addendum issued (if necessary)	August 13, 2018
Deadline to Submit Proposals	August 22, 2018
Evaluate Proposals	August 22 - August 24, 2018

Interviews consultants (if necessary)
Obtain City Council Approval
Construction Prof. Ser. Contract Notice to Proceed
Groundbreaking Ceremony

Week of August 27th
September 5, 2018
September 6, 2018
Week of September 17th

Scope of Services

The scope of services outlined below represents the minimum to be provided by the consultant. Consultants shall describe their approach to these tasks in a detailed proposed scope of services. Consultant shall describe any other tasks proposed for proper control of the work as per the consultant's experience, knowledge, and capabilities.

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I. SCOPE OF SERVICES PRIOR TO CONSTRUCTION

Quality Management Plan - Refer to COOP #10-446, items 12 and 13.

Source Inspection Quality Management Plan (SIQMP) - Refer to COOP #10-446, items 31.

Construction Zone Enhanced Enforcement Program (COZEED) - Establish a contract and manage coordination with the California Highway Patrol to provide COZEED services as required

by Caltrans for Freeway Lane Closures.

File Review – Review project files, including quantity calculations, Memorandums to Resident Engineer, geotechnical reports, hydraulic studies, discovery plans, plotted cross-sections, etc.

Schedule Review – Prepare a tentative schedule that identifies construction stages, utility relocations and all items that will be submitted by the Contractor for review and approval.

Pre-construction Conference – Organize a preconstruction conference with the Contractor, Subcontractors, City, and Caltrans to discuss the work involved, administrative matters, labor compliance, safety and accident prevention, answer questions from the contractors, and address issues that need to be resolved before work commences.

II. SCOPE OF SERVICES DURING CONSTRUCTION

Construction Meetings – Regularly scheduled coordination and status meetings to review project status and budget; facilitate decision making; and discuss issues that have the potential of adversely affecting the project budget, schedule, or product. Consultant shall prepare meeting agenda in consultation with City Engineer, distribute agenda prior to meeting, arrange for appropriate participants to attend, and distribute meeting notes for regular project status meetings and public meetings.

Coordination – Coordinate all administrative, inspection, and testing activities of the construction contract.

Contract Documents – Interpret the intent of the plans and specifications to protect the City against defects and deficiencies on the part of the Contractor, and maintain the project budget and schedule.

Labor Compliance – Perform labor compliance tasks, including verifying certified payrolls, subcontractor and apprentice utilization, and labor interviews.

Progress Reports – Prepare monthly progress reports and submit to the City. The reports will address the progress of the work, the project schedule, information/decisions required to maintain the schedule and complete deliverables, problems encountered that may affect schedule, budget, work products, anticipated work for the following week and month, and should contain photographs documenting the progress of the work.

Contract Change Orders – Prepare change orders in compliance with the specifications and City procedures for City's approval. Refer to COOP #10-446, item 24 for Caltrans coordination of change orders.

Progress Payments – Analyze Contractor's initial schedule of values for reasonableness. Reconcile and document items of work in compliance with the specifications and prepare monthly progress payments in compliance with City procedures for City's approval.

Project Schedule – Monitor and analyze Contractor’s schedule for compliance with the specifications and any permit requirements.

Project Budget – Monitor and analyze project expenditures, track earned value, forecast project costs, and develop strategies to keep project within budget.

Contractor Proposals – Evaluate Contractor’s cost-reduction proposals and provide recommendations to the City.

Utility Coordination – Coordinate with the appropriate utility companies for work that affects its specific utility.

Shop Drawings – Coordinate, document, and make engineering recommendations regarding shop drawings and their compliance with the plans and specifications for the City’s and design engineer’s approval.

Project Submittals – Coordinate, document, and make engineering recommendations regarding submittals and their compliance with the plans and specifications for the City’s and design engineer’s approval.

Materials Testing and Source Inspection – Coordinate, conduct, interpret, and supervise all required soils and material tests and inspections in accordance with Caltrans and the City’s QAP and the SIQMP.

Surveying – Inspect Contractor’s surveying and staking. Provide quality assurance. The design consultant will provide survey control and electronic project files as needed.

Construction Inspection – Provide daily inspection of the construction and the Contractor’s operations, and prepare daily and weekly inspection documentation.

Test Data – Review and make recommendations on manufacturers shop or mill tests (or reports from independent testing laboratories) relative to materials, equipment, performance ratings, and concrete data as necessary to ensure conformance with the project specifications.

Traffic Control – Review and make recommendations regarding all traffic control proposals, and inspect Contractor’s traffic control to ensure compliance with specifications, the Manual on Uniform Traffic Control Devices (MUTCD), and Caltrans standards. Coordinate COZEEP efforts between California Highway Patrol (CHP) and the Contractor during freeway lane closures. Coordinate Ramp and Freeway closures with Caltrans.

Safety – Conduct and document project safety meetings in accordance with the project requirements. Report all accidents, including property damage, and notify proper authorities. Document all incidents with photographs and written reports. Enforce Federal and State regulations for occupational safety and health standards for all construction activities.

Environmental and Stormwater – Inspect the Contractor’s operations for conformance with the

environmental documents that apply. A Categorical Exemption will be prepared for this project pursuant to the California Environmental Quality Act (CEQA).

Claims Management – A separate task and an allowance of \$10,000 should be included in the fee proposal to analyze, coordinate, administer, and make recommendations regarding potential claims submitted by the Contractor.

Final Inspection – Make final inspection of all construction, and provide written documentation indicating conformance with the plans and specifications and approved change orders.

III. SCOPE OF POST CONSTRUCTION SERVICES

Claim Resolution - As needed.

As Built Plans – Refer to COOP #10-446, item #34 for detailed requirements. Provide red-lined plans to design firm for completion of final project As-Built.

Contract Records – Provide the City with the original set of construction documents cataloged in accordance with the Caltrans filing system, including all documentation, correspondence, diaries, contract documents, labor compliance, etc. Hard copy documents are to be boxed and indexed in storage boxes. All files shall be submitted electrically via a flash drive.

Quality Control - The Consultant has total responsibility for the accuracy, completeness, and timeliness of all meeting notes, contract change orders, progress payments, labor compliance documentation, reports, and all other work performed under this contract.

Proposal Submittal Requirements

Proposals should provide a straight forward and concise presentation adequate to satisfy the requirements of this RFQ. Pages in the proposal shall be typed and double-sided with the maximum number of pages of the proposal information (excepting cover sheet, cover letter, resumes, blank pages, and table of contents) to be limited to twenty (20) pieces of paper (40 pages). The consultants shall hand-deliver or mail three printed, bound copies of their proposal as well as one electronic copy (in PDF format) of their proposal on CD, DVD, or USB flash drive to the City at the address listed on the front page of the RFQ so that the proposal is received no later than the date and time specified. The City does not recognize the U.S. Postal Service, its postmarks or any other organization as its agent for purposes of receiving proposals. All proposals received after the deadline will be rejected. All materials submitted will become property of the City and returned only at the City's option.

Each proposal must contain a statement of qualifications that includes the following information:

- **Cover/Transmittal Letter** – Letter must be signed by a member of the organization having the authority to enter into contracts on behalf of the organization and acknowledge receipt of all addenda, by number (if any were issued).

- **Qualifications** – Of the services described, indicate which ones your firm specializes in or is particularly qualified to perform.
- **Scope of Services** – The Scope of Services should be concise but must be broad enough to include all the work necessary to successfully accomplish all the tasks described in this RFP. The Scope of Services must follow the outline and order as shown in this RFP. Note any changes or additions to the work descriptions that may have been overlooked or that help clarify the work tasks. Additional services may be suggested provided it can be shown that they will benefit the City and are itemized in the fee proposal. The Scope of Services will be the basis for the scope of services in the consultant and professional services contract.
- **Related Experience** – Include all projects in progress or completed over the last five (5) years by your firm that are comparable to this project. Highlight designated personnel and their roles on these projects. Indicate the specific relationship to the project if other than the principal firm. Include agency references with names, addresses, and current phone numbers.
- **Responsible Personnel** – List the Principal-in-Charge, Project Manager, and key project staff who will be directly involved in this project. Professional qualifications, registration numbers, and applicable experience of each person is required. Indicate the role this person had on the projects listed in the Related Experience section above, if any. Include all anticipated sub-consultants, listing names, addresses, telephone numbers, key staff personnel, and the expected hours to be committed to the project. A project organizational chart of key personnel shall be included. Every person whose resume is provided shall be shown on the organization chart. Resumes of people who are not shown on the organization chart will not be considered. Personnel in responsible charge of the construction engineering and administration shall be registered engineers in the State of California.
- **Consultant Fee** – In a separate, sealed envelope present an estimated fee for engineering services as described in the Scope of Work. Provide a total cost per task and a total not-to-exceed amount for the entire scope of work. Break down the fee into labor, personnel classifications, subcontractor fees, and expenses per task (i.e., the scope of work, principal, senior engineer, staff engineer, inspector, clerical, etc.) Include the costs that can be reasonably expected for overtime inspection given the type of work imposed on the contractor. Fees shall include all markups, overhead, and profit.

Selection Criteria

It is the City's intention to select a firm that has sufficient expertise to complete the work on time and within budget. However, the City reserves the right to reject all proposals.

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, for 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 (20 pts)
 - b. Record of the Consultant in accomplishing similar work within the required time, and within any established budget (10 pts)
 - c. Technical approach (10 pts)
 - d. Financial responsibility [years in business, number of projects completed, annual volume of work in dollars, etc.] (5 pts)
 - e. Extent of Consultant's organization (5 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.

Attached to this RFP is a sample agreement that will be entered into between the Consultant and the City. Please review the sample agreement, paying close attention to the City's insurance requirements.