



CITY OF PITTSBURG REQUEST FOR PROPOSAL

Professional Services For

Water Treatment Filter Rehabilitation Project

PROJECT DESCRIPTION

The City of Pittsburg is seeking proposals from qualified consultants to provide design, engineering and support required to provide a complete set of construction plans, specifications, and cost estimates and support the City during construction for the project—water treatment plant filter rehabilitation and conversion to sodium hypochlorite.

RESPONSES DUE:

2:00 p.m., Friday, August 12, 2022

City of Pittsburg
Public Works, Department
Engineering Division
Attn: William K. Faisst
65 Civic Avenue Pittsburg, CA 94565

And by email to:

bfaisst@pittsburgca.gov

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Water Treatment Filter Rehabilitation and Hypochlorite Conversion Project

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ATTACHMENTS (to be submitted with proposal)

- Attachment A - City of Pittsburg Disclosure Statement
- Attachment B - Equal Opportunity/Affirmative Action Statement
- Attachment C - Designation of Sub-consultants
- Attachment D - PUBLIC CONTRACT CODE SECTION 10162 QUESTIONNAIRE
- Attachment E - NONCOLLUSION AFFIDAVIT

- Exhibit A - City's Standard Professional Services Agreement
- Technical Exhibits (for the proposers to review) Please refer to www.pittsburgca.gov/business/current-bidding-opportunities

SECTION A
REQUEST FOR PROPOSALS
Professional Services For

Water Treatment Filter Rehabilitation Project

Sealed proposals (six bound copies) must be received **before 2:00 PM on Friday, August 12, 2022** by the City of Pittsburg, Public Works Department, Engineering Division, Attn: William K. Faisst, Ph.D., P.E., 65 Civic Avenue Pittsburg, CA 94565. Also submit by PDF to email address: bfaisst@pittsburgca.gov

1. Solicitation documents are available from the City. Please see the solicitation documents for complete details and proposal requirements and reference background documents available for download at: www.pittsburgca.gov/business/current-bidding-opportunities
2. Proposer shall honor proposal prices for one hundred twenty (120) days or for the stated contract period, whichever is longer.

Proposals must include this Request for Proposal form and be signed by the vendor's authorized representative. This signature acknowledges the proposer has read and understands the requirements contained in Pages 1 through 20, Attachments A, B, C, D and E, and Exhibit A

3. The last day for questions will be July 29, 2022 before 2:00 PM. Questions shall be submitted electronically via email to bfaisst@pittsburgca.gov. Answers will be provided at the sole discretion of the City and will be distributed electronically to all proposers.
4. The proposer is responsible for the accuracy and completeness of any solicitation form not obtained directly from the City.
5. The specifications in this notice shall be considered a part of any contract made pursuant thereto.

I have, read, understood, and agree to the terms and conditions on all pages of this proposal. The undersigned agrees to furnish the commodity or service stipulated on this proposal as stated above. I acknowledge receipt of addenda:

Summary of Addenda	
Number	Date
1	
2	
3	
4	
5	
6	

Company:	
Address:	
Name:	
Telephone number:	
Title:	
Signature:	
Date:	

SECTION B - PROPOSAL INSTRUCTIONS

Professional Services for Water Treatment Filter Rehabilitation and Hypochlorite Conversion Project

1. **ADDENDA.** The City will not accept responsibility for incomplete packages or missing addenda. It is the proposer’s sole responsibility to monitor the release of any addenda prior to submission of the proposal to make certain the package is complete, and all required addenda are included. Proposers are cautioned against relying on verbal information in the preparation of proposal responses. If you plan on proposing, please so notify bfaisst@pittsburgca.gov so that you will receive notification of any addenda.

2. **AWARDS.**
 - 2.1. The City reserves the right to waive any informality in any proposal.

 - 2.2. This RFP does not commit the City to award any contract, nor to pay any amount incurred in the preparation of the proposal. The City reserves the right to accept or reject all proposals received in response to this request, to negotiate with any qualified consultant, or to cancel this RFP in part or in its entirety. The City may invite potential consultants to participate in interviews and will require that the selected consultant to participate in negotiations and to submit such technical, price, or other revisions of the proposal as may result from negotiations.

 - 2.3. The proposal may be awarded in its entirety as proposed; however, the City reserves the right to award elements of the work, independently, and to do portions “in-house.” Additionally, the City reserves the right to award subsequent work on this project based on information presented in this proposal, without recourse to a separate or subsequent RFP process, should it be in the City’s best interest to do so.

3. **BONDS.** No bonds are required for this project.

4. **COOPERATIVE BIDDING.** Other public agencies may be extended the opportunity to purchase off this solicitation with the agreement of the successful vendor(s) and the City of Pittsburg. The lack of

exception to this clause in vendor's response will be considered agreement. However, the City of Pittsburg is not an agent of, partner to or representative of these outside agencies and is not obligated or liable for any action or debts that may arise out of such independently negotiated "piggy-back" procurements.

DELIVERY. Six (6) bound copies of the proposal shall be delivered to the City by the date and time shown on the notice to proposers and also submitted electronically in pdf format to bfaisst@pittsburgca.gov.

5. **CITY BUSINESS LICENSE STATEMENT.** If awarded this Contract, the proposer, and each subcontractor employed in connection with this Contract, either has, or will obtain, a City of Pittsburg Business License prior to commencing any work under this Contract.
6. **INVOICES.**

Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for services performed and reimbursable costs incurred prior to the invoice date.

- A unique invoice number;
- The beginning and ending dates of the billing period;
- Detail of Charges including, where appropriate, labor (by subcategory), travel, materials, equipment, supplies, subcontractor charges, and miscellaneous expenses (include title, number of hours, and hourly rate billed).
- The Consultant's signature.
- Invoices shall be addressed to:

City of Pittsburg
Public Works Department
Engineering Division
Attn: Richard Abono
65 Civic Avenue Pittsburg, CA 94565

Invoices will reflect the purchase order number and service delivered in accordance with the terms of the contract. Invoice processing begins on receipt of invoice.

7. **STATE PREVAILING WAGE.** This contract is subject to the State prevailing wage requirements of the California Labor Code including, but not limited to, Sections 1770, 1771.5, 1773, 1776 and 1777.5. Pursuant to Section 1773 of the Labor Code, the general prevailing wage rates in the county, or counties, in which the work is to be done have been determined by the Director of the California Department of Industrial Relations. These wages are set forth in the General Prevailing Wage Rates for this project, available from the California Department of Industrial Relations' Internet web site at <http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm>. Future effective general prevailing wage rates which have been predetermined and are on file with the California Department of Industrial Relations are referenced but not printed in the general prevailing wage rates. A copy of the prevailing rate of per diem wages shall be posted at the job site. This contract is subject to SB 854 and SB-96. Contractor shall comply with California prevailing wage laws including, to the extent applicable, Labor Code Section 1720.9.

8. **LABOR COMPLIANCE.** This contract is subject to SB 854 and SB-96. Contractor shall comply with California prevailing wage laws including, to the extent applicable, Labor Code Section 1720.9. The Consultant is responsible for obtaining a current edition of all California statutes and regulations and adhering to the latest editions of such.
9. **PREPARATION.** Proposers must submit all proposals and required forms as instructed in the following document sections typed or written in black ink except signatures in blue ink. Errors may be crossed out and corrected in ink, then initialed in ink by the person signing the proposal. In compliance with City Council Resolution 93-9, all proposals and attachments must be submitted double-sided on recycled paper.
10. **REJECTION.** The City reserves the right to reject any or all proposals and to waive any informality in any proposal. The City may reject the proposal of any proposer who has previously failed to perform properly, or complete on time, contracts of a similar nature, or to reject the proposal of a proposer who is not in a position to perform such a contract satisfactorily. The City may reject the proposal of any proposer who is in default of the payment of taxes, licenses or other monies due to the City of Pittsburg.
11. **STATE CONTRACTOR'S LICENSE.** Is not required for this proposal.
12. **SUBCONSULTANTS.** For all projects, the proposer must list any subconsultants that will be used, the work to be performed by them, and total number of hours or percentage of time they will spend on the project.
13. **SUBMITTING PROPOSALS.**
Proposers' submittals shall conform to the following requirements:
 - 13.1. The response must be submitted on this form and include all forms provided or information requested or required by the scope of work or specifications.
 - 13.2. All documentation of unit pricing or other cost breakdowns as outlined in this proposal must be submitted to support the total proposed price.
 - 13.3. Proposals/corrections received after the closing time will not be accepted. The City will not be responsible for proposals not properly or timely submitted. Upon award, all submissions become a matter of public record.
14. **TERMINATION.** The City may terminate any purchase, service, or contract with or without cause either verbally or in writing at any time without penalty.
15. **SITE INSPECTION.** By submittal of this proposal the proposers acknowledge they have conducted a thorough inspection of the site of the proposed work and to their satisfaction is aware of the actual conditions that exist at the site of the proposed work which may affect the work involved in this Contract and the conditions thereof.
16. **LIMITATIONS.** All reports and pertinent data or materials shall be the sole property of the City of Pittsburg and may not be used or reproduced in any form without the explicit written permission of the City. The Consultant should expect to have access to only the public records and files of local government

agencies in preparing the proposal or reports. No City staff assistance (in the form of primary work effort) should be anticipated by the Consultant. Good business practices, such as the use of formal letters of request and the making of appointments should be followed.

SECTION C - SCOPE OF WORK

This section provides background on the City's water system, defines the proposed project in general terms, and lists expected services.

1. INTRODUCTION/BACKGROUND - The City is located in north central Contra Costa approximately 40 miles northeast of San Francisco. The City had a population of approximately 74,498 as of January 1, 2021 and covers approximately 19 square miles. The City was founded in 1849 and incorporated in 1903 as a general law city operating under a council/manager form of government. Land use in the City is primarily residential, with areas of commercial and industrial development. The City provides police protection, street construction and maintenance, housing and planning and building services, as well as parks and recreational programs and water, wastewater and stormwater service. The City contracts with the Contra Costa County Fire Protection District for fire protection services. The City has a large industrial and port complex on Suisun Bay and is accessible by water from the Pacific Ocean.

The City currently supplies potable water to approximately: (i) 17,588 single family residential customers; (ii) 545 multi-family residential and senior customers; (iii) 597 commercial customers; and (iv) 528 industrial, government, irrigation, institutional and other customers, all with metered connections.

The Water System includes groundwater wells, raw water pumping from the Contra Costa Canal, seven pump stations, eight potable water storage reservoirs with a cumulative storage capacity of approximately 19 million gallons, about 229 miles of water mains, about 3,600 distribution system valves and 1,300 fire hydrants.

The City has two sources of water: (i) untreated water that is imported from the Contra Costa Water District (CCWD), which has a contract to obtain Central Valley Project water from the United States Bureau of Reclamation and (ii) untreated groundwater extracted from two City-owned wells in the Pittsburg Plain Groundwater Basin.

The City provides retail water service to a service area that is roughly contiguous with City limits, with the exception of a small area that is served by a private water company. Land use in the City is predominantly residential, although the City also has a large industrial and port complex along Suisun Bay. The City is largely built out and significant development is not expected in the future with the exception of infill projects. New residents and businesses in the Water System service area are required to connect to the Water System.

In 1951 the City originally constructed the WTP with Filters 1, 2, 3 and 4. In the 1970s, the City expanded the WTP to eight filters by adding Filters 5, 6, 7 and 8. In the late 1980s, the City upgraded and expanded WTP capacity by adding a fifth flocculation/sedimentation unit and other upgrades. In the last decade, the City added chlorine dioxide pre-oxidation, upgraded the sedimentation basins for solids removal, added sludge thickening and upgraded sludge dewatering/drying ponds. Proposers can find and download digital copies of scanned drawings, technical memoranda, and other pertinent information

such as geotechnical reports on the City's website at:

www.pittsburgca.gov/business/current-bidding-opportunities

Located at **300 Olympia Drive in Pittsburg, CA 94596**, the WTP, currently has a name-plate capacity of 32 million gallons per day and provides full conventional treatment using pre-oxidation, flash mixing, hydraulic flocculation, sedimentation, and conventional dual media (granular activated carbon) over sand (GAC). Due to leaky piping and worn valves and pneumatic operators, the City previously engaged a Consultant to assess the filter gallery piping and valve condition. The assessment identified the need to replace all the valves and valve operators. It also identified the 1951 pipes to be in acceptable condition but likely are approaching the end of their useful life. The 1970s pipes are in poor condition and need replacement soon. The City cannot rehabilitate any existing pipes without taking the entire filter system out of service for an extended period. Since the WTP is the City's primary water source, an extended outage is infeasible. To avoid this scenario, the City developed a preliminary plan to add two new filters that can operate independent of the existing filters. Bringing two new filters into operation would allow the WTP to maintain considerable water production during existing filter rehabilitation.

CCWD water supplies come from the Delta and can be affected by seawater intrusion during periods of low fresh water inflow (typically between late summer and mid-winter), which increases the mineral content of the water. Water from the Delta can also be impacted by drainage or runoff from areas under agricultural production. To sustain distribution system water quality, the City conducts a regular water main flushing program to remove accumulated sediment.

Water extracted from the City's wells occasionally can have elevated concentrations of manganese, iron and dissolved solids. In particular, total dissolved solids in water extracted from the City's Rossmore well have been recorded at concentrations in excess of a recommended standard relating to water aesthetics. The City routes well water to the WTP where it combines with lower salinity water purchased from CCWD, to dilute salinity to an acceptable concentration. The WTP processes remove iron and manganese to levels in regulatory compliance.

2. PROPOSED PROJECT- The proposed project includes design and installation of two new dual media filters and rehabilitation of existing dual media filters. Additionally, replace or rehabilitate segments of existing piping that have deteriorated and install new yard piping to connect and serve the new facilities. The City will consider other proposed approaches to WTP upgrade that will deliver at least 12 mgd during rehabilitation and result in rehabilitated or new facilities with a service life of at least 50 years and water production capacity of 28 mgd. The City directs that proposers who offer an alternative approach develop capital costs for both the approach developed for the City previously and the new alternative so that City can compare them based on capital costs. The project also includes converting the gaseous chlorine system to sodium hypochlorite.

The Consultant shall review all available information including previous studies and evaluate all pertinent factors. Items requiring further evaluation during design include:

1. Number of existing or new filters and allowable filtration rate for rehabilitated filters
2. Filter-to-waste requirements
3. System hydraulics

4. Structural condition of existing filters and filter gallery
5. Condition of and rehabilitation or replacement strategy for existing buried and/or encased piping
6. Filter control system and integration with existing system including likely operation without filter consoles using instead human/machine interfaces
7. Site geotechnical conditions and seismic risks

Based on work already completed, the City anticipates that the total construction budget will range from about \$20 to \$40 million based on 2022 winter/spring cost levels but the City recognizes that the Consultant under this project's initial work will define the project cost more accurately and that such costs may differ from past estimates.

3. OBJECTIVES - The purpose of this RFP is to obtain the services of a well-qualified Consultant familiar with the work required under this RFP and capable of providing design services and supporting the City with engineering services during construction. The City is seeking a Consultant to perform design services in connection with the design and construction phases of this WTP. Services will include design development, preparation of construction plans, specifications and cost estimates, construction support, and record drawings preparation.

The selected Consultant shall work closely with the City's Project Manager when preparing the preliminary site plan and design of the items included in the work statement below. The Consultant will work closely with City staff to complete the project successfully on schedule and on the budget established during the BODR preparation and protect the interests of the City.

The City also intends to engage a construction management firm to manage the construction phase of this project. The City at that time will negotiate a contract amendment with the design firm for technical support services.

4. WORK STATEMENT - Requested consulting services shall hereby consist of all items of work necessary to finalize the project approach and design and complete detailed Construction Plans, Specifications, and Cost Estimates. It is anticipated that the Consultant will provide the following services (this list is not intended to be all-inclusive or limiting):

- a. Geotechnical investigation and recommended design parameters for all existing facilities evaluation and new construction
- b. Civil engineering including site planning with surveying and mapping, grading, and drainage
- c. Outside piping, duct banks, and roadways
- d. Mechanical and plumbing Engineering
- e. Monitoring and control systems
- f. Electrical Engineering
- g. Structural Engineering

5. DESIGN REQUIREMENTS - The building design shall conform to the latest City's Zoning Ordinance, 2019 California Building Code, 2019 California Mechanical and Plumbing Code, 2019 California Electrical Code, 2019 California Energy Regulations, Green Building Standards, American Water Works Association (AWWA), the City of Pittsburg's Adopted City Amendments, and the

Americans with Disabilities Act as appropriate to WTP operational requirements.

Consultant activities during design and construction shall at a minimum include the general tasks listed below. The Consultant may add or expand upon these tasks to present a comprehensive list of activities suitable to attach to a contract as a scope of work.

TASK 1: PROJECT MANAGEMENT

Project management activities shall include:

- 1.1 Develop a Project Development Team (PDT) – subject to City approval. Members of the PDT shall include the Consultant and subconsultants as required, City and other agency representatives, as necessary.
- 1.2 Schedule and conduct a kick-off meeting and Monthly PDT meetings. Prepare and circulate agendas well ahead of meetings (at least three business days) and prepare and circulate meeting minutes after meetings (five business days).
- 1.3 Prepare Monthly Progress reports and supporting data. The progress report shall include accomplished tasks for the month, anticipated progress for the next month, pending issues and schedule completion target dates and earned value calculation and supporting information.
- 1.4 Prepare and implement a quality control plan in effect during the entire course of the project; the QC plan shall include technical writing, calculations, plans, specifications, schedules and cost estimates.

TASK 2: PRELIMINARY INVESTIGATION AND DESIGN

Preliminary design activities shall include:

- 2.1 Meet with the City initially to discuss the scope, purpose, and pertinent details of the project.
- 2.2 Obtain and review available reports, maps, data, and previous studies.
- 2.3 Conduct a field reconnaissance to assess existing conditions of the project site and facilities, focusing on factors that could potentially affect the project.
- 2.4 Research all existing underground and overhead utilities within the project areas.
- 2.5 Survey utilities and other existing improvements as needed.
- 2.6 Pothole various locations to confirm information discovered through investigation above.
- 2.7 Provide the City with a copy of all collected survey and utility information, as well as any related correspondence. The City will supply copies of ACAD drawings from recent work on site including the beat available mapping of buried piping and duct banks.
- 2.8 Prepare a Basis of Design Report (BODR) for review and approval of the City and to include detailed list of improvements and required approvals. Present the draft BODR in a meeting with City representatives and explain and support the recommended plan.
- 2.9 As part of the BODR, develop and submit key drawings to define the project to 35 percent completion level; also submit a specification outline (CSI 50 division organization) for the complete design. Prepare and submit a cost estimate to AACE International (AACEI) Class 4 accuracy level, conforming to AACEI standards. Prepare and submit a MS Project schedule for all planned bidding, construction and start up.
- 2.10 Facilitate appropriate presentation to City council subcommittee at its regular meeting.

TASK 3: DETAILED DESIGN

Detailed design will include the following:

- 3.1 Upon approval of the BODR by the City, prepare detailed plans, specifications, and cost estimates (PS&E) for the proposed improvements. For the design phases listed below, prepare detailed design submittals including plans and specifications and appropriately classed AACEI cost estimates, together with an updated schedule. Hold kickoff meetings for the 60 and 90 percent designs that will address any comments from the previous design phase and bring forward any remaining issues for resolution. At the 60 and 90 percent phase conclusions hold a workshop to present the design and solicit City comments and resolve outstanding issues. The 100 percent shall be ready to bid. Holding a meeting to brief City representatives on any changes since the 90 percent design submittal. The Consultant shall use the City standard front end, modified as required for this assignment.
 - a. 60 percent
 - b. 90 percent
 - c. 100 percent

TASK 4: REGULATORY REQUIREMENTS AND PERMITS

The Consultant shall assist the City in obtaining all permits and regulatory approvals.

- 4.1 The Consultant shall assist the City with the acquisition of all permits, including the City's Building & Safety Division and Engineering Services Division.
- 4.2 The Consultant shall assist City staff to obtain any required Federal and State regulatory approvals and permits, in particular coordination with State of California State Water Resources Control Board Division of Drinking Water and applications required for review and approval of design documents especially any special approvals required by proposed processes.

TASK 5: BID

During bidding the Consultant shall:

- 5.1 Attend pre-bid meeting.
- 5.2 During bid phase, respond to bidder questions regarding PS&E and prepare addendum(s). The Consultant shall assume that bidder questions require preparation of two addenda.

6. PROPOSAL EXPECTATIONS

The City expects the Consultant to prepare a comprehensive proposal with recommendations, actions, and procedures to accomplish the objectives set forth above. The City seeks a consultant who is committed to providing high-quality work in a reasonable timeframe that meets all applicable state and

federal regulations.

The City will provide all relevant data in its possession that pertains to this project in support of the Consultant's professional services. The City assumes no responsibility whatsoever with respect to the sufficiency or accuracy of any information supplied. The Consultant shall be responsible for evaluation of all information supplied by the City.

- 7. SCHEDULE** - The below dates are goals and subject to adjustment. However, the City intends to stay close to this timeline.

Table 1. Initial Schedule for City of Pittsburg Water Treatment Plant Filter Rehabilitation		
Activity	Date	Comments
RFP released	7/12/22	
Proposal to City of Pittsburg	8/12/22	Delivered/received electronically by 4 p.m., PTD
Interviews	8/22/2022	If needed
Consultant Selection	8/31/22	
City Council Award	9/19/22	
Notice to Proceed	10/03/22	Dependent upon City receipt of all consultant paper work.
Basis of Design Report Submittal	1/04/23	Includes 35 percent drawings and cost estimate
City Review of BODR and drawings	1/18/22	
90% PS&E for Packages 1 and 2	3/31/23	
60 percent Design Submittal for Package 3	4/07/23	Plans, specifications, and cost estimate
City Review of Bid Packages 1 and 2, and 3	4/21/23	
City Review of Bid Package 3	4/28/23	
100% PS&E for Bid Package 1	5/31/23	
City Advertises for Package 1 Bids	6/7/23	
100% PS&E for Bid Package 2	6/12/23	
City Advertises for Package 2 Bids	6/19/23	
90 percent Design Submittal for Bid Package 3	7/28/23	Plans, specifications, and cost estimate
City Review of 90 percent Submittal (Bid Package 3)	8/18/23	
100 percent Design Submittal (Bid Package 3)	9/22/23	Plans, specifications, and cost estimate
City Advertises for Package 1 Bids	10/4/2023	
City Opens Bids	11/8/2023	
Package 3 Contractor NTP	12/15/2023	

SECTION D - RESPONSE FORMAT AND SELECTION CRITERIA

This section defines proposal requirements and describes the evaluation and selection process.

1. PROPOSAL REQUIREMENTS

Proposers shall submit a concise proposal clearly addressing all of the requirements outlined in the RFP. Proposers shall submit electronically a proposal containing 8-1/2" x 11" sheet sizes for the text and 11" x 17" sheet sizes for any fold-out drawings. Proposals shall not exceed 20 pages, including resumes and the cover letter. Double sided pages will count as two pages. The proposal must include, at a minimum, the following information:

A. Proposal

- a. Cover letter signed by the project manager and a company principal committing the Consultant to the Project and performance on the Project. Note that the proposed project manager shall have a home office no more than 100 miles from City of Pittsburg for the duration of the project.
- b. A summary of the Consultant's understanding of the project as a whole with presentation of the Consultant's unique capabilities to perform the services required and its approach to completing the project including innovative ideas to improve the overall project and manage costs to the City.
- c. The Consultant's qualifications, experience and history in performing this type of work. List at least four similar projects completed in the last 15 years, include references for persons, firms, or agencies that the City may contact to verify the experience of the Consultant and key staff members. Also list any subconsultants with their experience and special expertise that contributes to overall value delivered.
- d. A description of the Consultant's implementation plan with quality control procedures and a proposed project schedule including a list of tasks and deliverables.
- e. An identification of any modifications to the attached Professional Services Agreement (Exhibit A) the Consultant will request prior to entering into an agreement with the City.
- f. Proposals shall remain effective for one hundred twenty (120) days beyond the submittal date.

B. Fees

Fee Schedule (shall be submitted in a separate sealed envelope; or shall be submitted in a separate PDF file for electronic submittals). Separately submitted information does not count against the page total limitation listed above. With the proposal also submit the level of effort and categories by task but without costs, on a page which will not count against the 20-page limit.

- a. Consultant fee schedule for the duration of the project, including proposed level of effort (in hours and cost) for each major task, proposed level of effort for optional tasks as requested in this RFP (if any) and additional optional tasks proposed by the Consultant. Costs and effort shall be broken down by task and shall provide the proposed cost by task and an overall proposed cost. The estimated effort and fee shall only extend through the bid phase. The City and the Consultant will negotiate the level of effort and the fee for engineering support during construction after the design completion.
- b. A fully loaded hourly rates schedule for key staff and subconsultants, in force through completion of design and bidding.

2. CONSULTANT SELECTION PROCEDURE

The City will implement the evaluation process described below to select the Consultant best suited to implement this project. The Consultant must be an Equal Opportunity Employer and have all insurance required by the City. The Consultant must be otherwise qualified and eligible to receive an award under all applicable laws and regulations. The City will select one firm with which to negotiate an agreement for services, and notify the selected firm by letter

of the City's decision. If the City cannot reach a contractual agreement cannot be reached with the first selection, the City may elect to negotiate with other qualified participating firms. The City reserves the right to select a Consultant based on the review of the proposals, or to request the top candidates to participate in an oral interview for this project. The City reserves the right to make a selection solely on the basis of the proposals without further contact. The City will notify all respondents to the RFP of the results of the selection process.

A. EVALUATION CRITERIA

The City will evaluate proposals evaluated based on the following factors, with maximum points listed for each category:

1. Firm Qualifications (10 points): Technical experience in performing work of a similar nature, experience working with public agencies, record of completing work on schedule, strength and stability of the firm, and assessments of client references.
2. Team Qualifications (30 points): Experience of and references for key team members on assignments, similar in complexity and requirements.
3. Demonstrated Understanding of the Project Requirements (25 points): Familiarity with available construction methods, limitations and benefits and recognition of potential project challenges. Potential value added through innovative approaches to the final project organization and functionality.
4. Defined Scope, Approach, and level of effort (25 points): Appropriate tasks and deliverables in scope of work. The proposed schedule is responsive and realistic.
5. Overall Responsiveness to the RFP (10 points)

The Consultant must be willing to execute the City's Standard Professional Agreement without any revision.

CITY OF PITTSBURG DISCLOSURE STATEMENT

The following information must be disclosed:

1. List the names of all persons having a financial interest in the Request for Qualifications

2. If any person identified pursuant to No. 1 above is a corporation or partnership, list the names of all individuals owning more than ten percent of the shares in the corporation or owning any partnership interest in the partnership.

3. If any person identified pursuant to No. 1 above is a non-profit organization or a trust, list the names of any persons serving as a director of the non-profit organization or as a trustee or beneficiary or trustor of the trust.

4. Has the offeror had more than \$250.00 worth of business transacted with any member of the City of Pittsburg staff, boards, commissions, committees, and Council within the past twelve months? If yes, please indicate the person(s) with whom you have conducted business.

NOTE: Attach additional pages as necessary.

Signature of Offeror

Print or Type Name of Offeror

Date

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

The offeror hereafter described will not discriminate against any employee or applicant for employment because of race/color, national origin, sex, sexual preference, religion, age, or handicapped status in employment or the provisions of services.

Signature

Typed Name and Title

DESIGNATION OF SUB-CONSULTANT, SUPPLIER AND VENDOR

Listed below are the names and locations of the places of business of each sub-subconsultant, supplier, and vendor who will perform work or labor or render service in excess of ½ of 1 percent, or \$10,000 (whichever is greater) of the prime CONTRACTOR’s total bid. The bidder shall list all subconsultants (both DBE and non-DBE) in accordance with Section 2-1.054 of the Standard Specifications and per Title 49, Section 26.11 of the Code of Federal Regulations.

Sub-consultant Name: _____ Age of Firm: _____ Annual Gross Receipts: < \$1million___; <\$5million___; <\$10million ___; <\$15million___; >\$15million___		Portion of Work & Dollar Value: DBE certified? Yes/No: If YES, list DBE #:
Location and Place of Business (include business address)		
LICENSE NO. DIR NO.	EXP. DATE: / /	PHONE: ()
Sub-consultant Name: _____ Age of Firm: _____ Annual Gross Receipts: < \$1million___; <\$5million___; <\$10million ___; <\$15million___; >\$15million___		Portion of Work & Dollar Value: DBE certified? Yes/No If YES, list DBE #:
Location and Place of Business: (include business address)		
LICENSE NO. DIR NO.	EXP. DATE: / /	PHONE ()

ATTACHMENT D

PUBLIC CONTRACT CODE SECTION 10162 QUESTIONNAIRE

In accordance with Public Contract Code Section 10162, the Bidder shall complete, under penalty of perjury, the following questionnaire:

Has the Bidder, any officer of the Bidder, or any employee of the Bidder who has a proprietary interest in the Bidder, ever been disqualified, removed, or otherwise prevented from bidding on, or completing a federal, state, or local government project because of violation of a law of safety regulation?

YES _____ NO _____

If YES, explain the circumstances in the following space:

(Attach additional sheet, if necessary.)

GOVERNMENT CODE SECTION 10232 STATEMENT

In accordance with Government Code Section 10232, the Bidder hereby states, under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Bidder within the immediately preceding two (2) year period due to the Bidder's failure to comply with an order of a federal court which orders the Bidder to comply with an order of the National Labor Relations Board.

Note: The above Statement and Questionnaire are part of the Proposal. Signing this proposal on the signature portion thereof shall also constitute signature of this Statement and Questionnaire.

Bidders are cautioned that making false certification may subject the certifier to criminal prosecution.

ATTACHMENT E
NONCOLLUSION AFFIDAVIT
(Public Contract Code Section 7106)

NONCOLLUSION DECLARATION TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly, or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on

_____ [date], at _____ [city], _____ [state].

Note: The above Noncollusion Affidavit is part of the proposal. Signing this proposal on the signature portion thereof shall also constitute signature of this noncollusion Affidavit.

Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

**Exhibit A – City’s Standard Professional
Services Agreement**