



REQUEST FOR PROPOSALS (RFP)

**Engineering Services for Sewer Lift Stations and
Pipeline Rehabilitation**

May 2024

San Andreas Sanitary District
675 Gold Oak Rd
P.O. Box 1630
San Andreas, CA 95249
Phone (209) 754-3281
office@sasanitary.org

Proposals Due By:

Thursday, June 11, 2024
3:00 p.m.

Introduction:

San Andreas Sanitary District (SASD) is seeking Proposals from qualified consultants to provide engineering services for the rehabilitation of sewer lift stations and sewer pipelines. The selected consultant shall provide a full range of services in providing the Scope of Work, described below.

Purpose:

The purpose of the RFP is to select a consultant that has the requisite skills and sufficient capacity to conduct condition assessments, develop preliminary engineering reports, provide budget cost estimates, assemble contract documents suitable for competitive bidding, and requisite construction management services.

Background:

SASD (San Andreas) is located approximately 60 miles southeast of Sacramento on Highway 49. The district provides wastewater services to about 3000 residents, as well as its commercial businesses. SASD's average dry weather flow is rated at 0.33 MGD, with typical dry weather flow at 0.2 MGD. During wet weather, due to inflow/infiltration in the community, flows can reach an hourly peak of 1.8 MGD. The plant is staffed Mon-Fri, 0700-1530, and has an on-call Operator assigned 24/7.

There are four (4) lift stations in the community: Sunset LS, Mountain Oaks LS, Oak Shadows LS, and Highway 49 LS. Of these, Sunset and Mountain Oak LS's are considered reliable, as rehabilitation of both these stations was completed in 2022. The Oak Shadows and Hwy. 49 LS's are next in line for rehabilitation.

From time to time, various sewer pipelines need urgent and timely repairs or replacement. These pipelines are mostly 6" up to 10" in diameter, but District sewers range from 6" to 14".

Scope of Services:

The following are the types of services that the consultant may need to perform:

- Comprehensive Condition Assessment, including mechanical, civil, electrical, structural, and instrumentation. A detailed, written technical report is typical.
- Preliminary Engineering Report (PER) based on the USDA Rural Development template, and suitable for submittal to USDA RD for grant application.
- Coordination with Calaveras County Public Works and/or California Department of Transportation for permitting of work in their respective roadways.
- Compile contract documents suitable for competitive bidding, in accordance with SASD standards, California Contract Code, USDA RD, and/or California Clean Water Programs.
- Provide construction management services, inclusive of inspection onsite.
- Presentations to the public, staff, and elected Board as requested.

All inquiries regarding the proposal should be directed to Hugh Logan, District Manager by telephone at (209) 754-3281, or by email at hlogan@sasanitary.org.

Interpretations and Addenda

No interpretation made to any respondent as to the meaning of the RFP shall be binding on the District unless repeated in writing and distributed as an addendum by SASD. Interpretations and/or clarification shall be requested in writing.

Proposal Format and Content:

The proposal shall be brief, precise, and shall not include unnecessary promotional material. The proposal should contain the following elements:

1. *Cover Letter* – Describe your firm or team’s interest and commitment in providing Consultant Services to the District. The letter shall be signed by a person authorized to negotiate a contract with the District.
2. *Staffing, Team Experience and Understanding of Project & Objectives* - Describe the qualifications and experience of the team members expected to be assigned to this project.
3. *Resumes* – Include single page resumes of the key personnel to be assigned to the project. If sub-consultants are used, then include those specific resumes.
4. *References* – Provide three references (name, agency, title, address, and telephone number) for recent, related work.

Evaluation and Selection Process:

Qualifications will be screened, and the top candidates will be reviewed by District staff. The qualifications for the top candidates will be verified and references will be checked. The District will carefully weigh:

- Consultant’s understanding of the District’s desires and general approach to completing the work – 30 POINTS
- Consultant’s experience with similar complexity and magnitude – 30 POINTS
- Demonstrated ability of the Consultant to perform high quality work, to control costs and to meet time schedules – 25 POINTS
- Ability to work effectively with District staff – 15 POINTS

Submittal Requirements:

Consultant to submit an electronic copy of their proposal via email to San Andreas Sanitary District at office@sasanitary.org by **June 11, 2024 at 3:00 p.m.** **Optional: Hard copy submissions will be accepted at the District Office at 675 Gold Oak Rd., San Andreas, CA 95249.**

The District reserves the right to revise or withdraw this RFP at any time and for any reason. The District will not pay costs incurred in the proposal preparation including the costs for printing, mailing, etc. All costs for the preparation of the proposal shall be borne by the proposing firm.

Right to Reject Proposals:

The District reserves the right to reject all proposals or any part of any proposals, to waive minor defects or technicalities, or to solicit new proposals on the same project or on a modified project that may include portions of the originally proposed project as the District

may deem necessary in its best interest. The District also reserves the right to negotiate with any firm, all or part of any proposal that is in the best interest of the District.

Project Schedule:

Issue Request for Proposal	May, 2024
Receive Proposals by	June 11, 2024 at 3:00 p.m.
Review Proposals	June 14, 2024
Select Consultant	June 19, 2024
Notice to Proceed (estimated)	June 24, 2024

Award of Contract:

A cost proposal will be requested from the selected consultant after notification is made. The District General Manager will be responsible for, and will be the sole point of contact for, all contractual matters.

The final contract including Scope of Services will be negotiated. If contract negotiations with the first selected firm are unsuccessful, SASD will begin negotiations with the second selected firm, and so on.

END