



COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF GENERAL SERVICES

COUNTY GOVERNMENT CENTER • SAN LUIS OBISPO, CALIFORNIA 93408 • (805) 781-5200

DUANE P LEIB, DIRECTOR

**REQUEST FOR PROPOSAL PS- #939
ON CALL CONSULTING ENGINEERING SERVICES**

December 4, 2006

The County of San Luis Obispo is currently soliciting proposals for professional services for ON CALL CONSULTING ENGINEERING SERVICES.

Each proposal shall specify each and every item as set forth in the attached specifications. Any and all exceptions must be clearly stated in the proposal. Failure to set forth any item in the specifications without taking exception, may be grounds for rejection. The County of San Luis Obispo reserves the right to reject all proposals and to waive any informalities.

If your firm is interested and qualified, please submit five (5) copies of your proposal by 5:00 p.m. on January 5, 2007 to:

County of San Luis Obispo
Jack Markey, Central Services
1087 Santa Rosa Street
San Luis Obispo, CA 93408

If you have any questions about the proposal process, please contact me. For technical questions and information contact Frank Honeycutt at (805) 781-5269.

JACK MARKEY
Supervising Buyer - Central Services Division
jmarkey@co.slo.ca.us

PROPOSAL SUBMITTAL AND SELECTION

1. All proposals, consisting of *five* (5) copies must be received by mail, recognized carrier, or hand delivered no later than 5:00 p.m. on January 5, 2007. Late proposals will not be considered.
2. All correspondence should be directed to:

San Luis Obispo County
Department of General Services
1087 Santa Rosa Street
San Luis Obispo, CA 93408
ATTENTION: JACK MARKEY
Telephone: 805-781-5200
3. Costs of preparation of proposals will be borne by the proposer.
4. It is preferred that all proposals be submitted on recycled paper, printed on two sides.
5. Selection of qualified proposers will be by an approved County procedure for awarding professional contracts.
6. This request does not constitute an offer of employment or to contract for services.
7. The County reserves the option to reject any or all proposals, wholly or in part, received by reason of this request.
8. The County reserves the option to retain all proposals, whether selected or rejected.
9. All proposals shall remain firm for one hundred and twenty, (120) days following closing date for receipt of proposals.
10. The County reserves the right to award the contract to the firm or firms who presents the proposal which in the judgment of the County, best accomplishes the desired results.
11. Selection will be made on the basis of the proposals as submitted. The Selection Committee may deem it necessary to interview applicants. The County retains the right to interview applicants as part of the selection process.
12. The proceedings of the Selection Committee are confidential. Members of the Selection Committee are not to be contacted by the proposers.

PROPOSAL FORMAT

A qualifying proposal must address all of the following points:

1. Project Title
2. Applicant or Firm Name
3. Firm Qualifications
 - a. Type of organization, size, professional registration and affiliations.
 - b. Names and qualifications of personnel to be assigned to this project.
 - c. Outline of recent projects completed that are directly related to this project. Consultant is required to demonstrate specific design and project expertise relating to the requirements of the Project Scope.
 - d. Qualifications of consultants, subcontractors, or joint venture firm, if appropriate.
 - e. Client references from recent related projects, including name, address and phone number of individual to contact for referral.
4. Understanding of and Approach to the Project
 - a. Summary of approach to be taken.
 - b. Description of the organization and staffing to be used for the project.
 - c. Indication of information and participation the proposer will require from County staff.
 - d. Indication of time frame necessary to complete the plan review once a Notice to Proceed is issued.
5. Fees and Insurance
 - a. Fees for services will be negotiated prior to the start of each project. Fees may be based upon fixed amount for a fixed scope of work or on a time-and-materials basis for a varying scope of work.
 - b. The selected Consultant will be required to provide insurance coverage in the amount of \$ 1,000,000 General Liability Insurance and \$ 1,000,000 of Professional Liability Insurance. This amount of insurance coverage shall be reflected in your estimated professional fee.

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- c. The Consultant shall provide within five (5) days after the Notice of Award is issued a certificate of liability insurance naming the County of San Luis Obispo and its employees and officers as additionally named insured. This shall be maintained in full force and effect for the duration of the contract and must be in an amount and format satisfactory to the County.

6. Indemnification:

- a. Design Professional Consultant shall defend, indemnify and hold harmless the County, its officers and employees from all claims, demands, damages, costs, expenses, Judgments, attorney fees, liabilities or other losses that may be asserted by any person or entity, and that arise out of or are made in connection with the acts or omissions, relating to the performance of any duty, obligation, or work hereunder. The obligation to indemnify shall be effective and shall extend to all such claims and losses, in their entirety, even when such claims or losses arise from the comparative negligence of the County, its officers and employees. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of the County, its officers and employees.
- b. The preceding paragraph applies to any theory of recovery relating to said act or omission, by Design Professional Consultant, or its agents, employees, or other independent contractors directly responsible to Design Professional Consultant, including, but not limited to the following:
 1. Violation of statute, ordinance, or regulation.
 2. Professional malpractice.
 3. Willful, intentional or other wrongful acts, or failures to act.
 4. Negligence or recklessness.
 5. Furnishing of defective or dangerous products.
 6. Premises liability.
 7. Violation of civil rights.
 8. Violation of any federal or state statute, regulation, or ruling resulting in a determination by the Internal Revenue Service, California Franchise Tax Board, or any other California public entity responsible for collecting payroll taxes, when the Design Professional is not an independent contractor.

- c. It is the intent of the parties to provide the County the fullest indemnification, defense and "hold harmless" rights allowed under the law. If any word(s) contained herein are deemed by a court to be in contravention of applicable law, said word(s) shall be severed from this contract and the remaining language shall be given full force and effect.

PROJECT SCOPE

SUMMARY

The San Luis Obispo County Public Works Department seeks to create a pool of qualified, professional, as needed, engineering consultants to provide civil engineering design and design support services for a variety of public works projects. The purpose of this Request for Proposal process is to establish the ability to obtain timely and efficient consultant assistance to supplement the County's design forces. To minimize response time and to meet legal deadlines, all-inclusive Lump Sum contracts or Specific Rates of Compensation (time and materials) contracts will be negotiated proactively and thus consultant help will be available to meet such needs as they arise.

The professional services shall include, but not be limited to, the following: land surveying, hydrologic and hydraulic analysis, landscape design, roadway design, drainage design, or other similar engineering services. These services may result in the preparation of engineering reports or the preparation of plans, specifications, and estimates suitable for the public bidding process.

Consulting contracts will be awarded among firms by the County Department of Public Works or Board of Supervisors during this period only. Only consultants participating and qualified under this Request for Proposal No. 939 will be considered. Any project started within this period will continue through completion. All proposals shall remain firm through June 30, 2009, the time period for which this Consultant Pool is valid.

To qualify for admission to the pool, consultant teams must demonstrate knowledge and experience in preparing engineering studies and preparing plans, specifications and estimates for County public works projects. Preference will be given to firms with experience in Low-Impact-Development.

Once competitively selected from this qualifications based selection process for the as-needed consultant pool, the best qualified consultants will negotiate contracts to provide professional services for each specific project.

County may expend as much as \$2,000,000 during the term in which the qualified pool is valid. No single firm will be awarded more than \$250,000 total with this contract. Individual contracts exceeding \$50,000 will require approval of the Board of Supervisors. The County assumes no obligation to expend the entire amount or to award work equally among the consulting firms in the pool.

TYPICAL PROJECTS

The following is a current list of projects that are being considered for consulting services. Not all of these projects will necessarily be awarded and other projects may be added to this as they arise:

1. Pedestrian Improvements on Florence Avenue
2. Drainage Improvements on F Street
3. Left turn channelization on El Camino Real at Carmel Road
4. Left turn channelization on El Camino Real at Santa Clara Road
5. Left turn channelization on Pomeroy at Camino Caballo
6. Left turn channelization on Los Berros at Dale Road
7. Left turn channelization on Nacimiento Lake Drive at Adelaide Road
8. Left turn channelization on Orchard Avenue at Nelson Road
9. Vertical Curve correction on Templeton Road
10. Vertical Curve correction on Orcutt Road
11. Re-align the intersection of Nacimiento Lake Dr. and Chimney Rock Road
12. Re-configure the intersection of Los Osos Valley Rd at Foothill Blvd
13. Re-configure the intersection of Neal Springs Road at South River Road
14. Widening of Buckley Road in San Luis Obispo
15. Widening of Orchard Road in Nipomo
16. CSA10A (Cayucos) New Water Tank and Water Distribution System Improvement.
17. County Operation Center Waterline Replacement.
18. CSA23 (Santa Margarita) Water Tank Replacement
19. CSA23 (Santa Margarita) Water Line Replacement
20. Cambria Flood Control Pump Station
21. Miscellaneous Projects

The scope of the work involved in each of these projects shall include, but not be limited to the following tasks:

1. Preliminary Engineering Phase: Depending upon the project, Consultant may provide a topographic survey, boundary survey, drainage analysis, initial landscape design assessment, alternatives analysis, or preliminary design services.

2. Construction Document Phase: Consultant will prepare construction plans, specifications, and estimates (PS&E) for use in the public bidding process. The PS&E will be prepared in accordance with the County's standard practices which generally follows CalTrans format and standards.
3. Construction Support: Consultant may provide support services during project construction. These services may include attending construction meetings, responding to requests for information, reviewing contract submittals, and evaluating design changes during construction. Resident engineer, Inspection, materials testing and construction contract administration will not be included in this contract.