



**REQUEST FOR PROPOSALS
PROFESSIONAL SERVICES
FOR THE**

**LOWER SACRAMENTO ROAD WIDENING
AND BRIDGE REPLACEMENTS**

Project No. WT19007

Issued by:

City of Stockton
Public Works Department
22 E. Weber Avenue, Room 301
Stockton, CA 95202

Date Issued: Wednesday, April 10, 2024

Written Questions Due: Wednesday, May 15, 2024

Proposals Due: Wednesday, May 29, 2024, by 3:00 PM

LATE SUBMITTALS WILL NOT BE ACCEPTED

Table of Contents

1.0	INTRODUCTION.....	4
2.0	BACKGROUND.....	4
3.0	PROJECT DESCRIPTION.....	5
4.0	SCOPE OF WORK.....	6
4.1	Background Research.....	7
4.2	Permitting/Environmental Services.....	8
4.3	Preparation of Precise Roadway Plan.....	9
4.4	Utility Coordination.....	9
4.5	Plans, Specifications, and Estimate (PS&E).....	11
4.6	Preparation of Project Study Report (PSR).....	13
4.7	Public Outreach.....	13
4.8	Coordination/Meetings.....	14
4.9	Design Support During Bidding and Construction.....	15
4.10	As-built Drawings.....	16
4.11	Preserving and Perpetuating Survey Monuments.....	16
4.12	Rights of Entry.....	16
4.13	Right of Way Acquisition.....	16
4.14	Funding and Grant Writing.....	17
5.0	PROJECT GENERAL INFORMATION.....	17
5.1	Proposal Submissions.....	17
5.2	Acceptance or Rejection of Proposal.....	17
5.3	Proposal Questions and Requests for Clarification.....	17
5.4	Causes for Disqualification.....	18
5.5	Licensing Requirements.....	18
5.6	Insurance Requirements.....	18
5.7	Department of Industrial Relations.....	19
5.8	Product Ownership.....	19
6.0	REQUIRED PROPOSAL CONTENT.....	19
6.1	Cover Letter.....	19
6.2	Table of Contents.....	20
6.3	Executive Summary.....	20

6.4	Project Team	20
6.5	Project Understanding	20
6.6	Detailed Work Plan	20
6.7	Examples of Experience with Similar Types of Work	21
6.8	References	21
6.9	Schedule.....	21
6.10	Cost Proposal	21
7.0	PROPOSAL EVALUATION	21
7.1	Timeline.....	21
7.2	Evaluation	21
7.3	Negotiations.....	22
	ATTACHMENTS.....	23

1.0 INTRODUCTION

The City of Stockton (COS) requests Technical Proposals from qualified consulting firms to provide professional engineering services to prepare a Precise Road Plan (PRP), Project Study Report (PSR), environmental documents, and final design documents for the **Lower Sacramento Road Widening and Bridge Replacements, Project No. WT19007**.

The City is seeking professional engineering services to determine the project phasing, widening measures, and preferred alternative that achieves the goals of this project.

2.0 BACKGROUND

This project was originally led by San Joaquin County, who took responsibility of widening Lower Sacramento Road (LSR) between Harney Curve and Pixley Slough to a four-lane facility. It was later decided that the City of Stockton would assume responsibility for tying in and completing the remaining southern improvements beginning from Pixley Slough to Royal Oaks Drive (See **Attachment A**).

LSR is a major north-south arterial connecting the City of Lodi to the City of Stockton and crosses the most northern city limits at Eight Mile Road. The project is mostly within Stockton City limits, with segments within unincorporated County limits, such as north of Eight Mile Road and between Marlette Road and Bear Creek. In 2017, San Joaquin County completed widening of LSR from Lodi to just north of Eight Mile Road at Pixley Slough. This project will continue the widening of LSR, over Pixley Slough, through the intersection of Eight Mile Road, over Bear Creek, and down to its southern limit at Royal Oaks Drive, a total distance of approximately 1.8 miles (See **Attachments A and D**).

Within the project limits, LSR is primarily a two-lane road with soft shoulders; it widens at the intersection with Marlette Road, and then again at the grade separation with the Union Pacific Railroad. The LSR Grade Separation was completed in 2014.

There are several established residential developments on the west side of LSR within the project limits, and primarily agriculture to the east. There are also several inactive residential developments currently in the planning stages along LSR. The City recently initiated a separate Rule 20A project along the same project limits on LSR. The Rule 20A project will provide for the undergrounding of overhead utilities along the LSR corridor. As development and road widening continues to progress, close coordination with developers and utility franchises will be required to determine the extent of responsibility each party will have in undergrounding or relocating their utilities.

Within the project bounds, there are three signalized intersections along LSR: at Eight Mile Road, Marlette Road, and Grider Way. There are also two 2-lane bridges at Pixley Slough and Bear Creek, and a large box culvert in Winedraw Slough located on the

southerly end of the intersection of Lower Sacramento Road and Eight Mile Road. The Pixley Slough Bridge(29C-137) was constructed in 1940 and the Bear Creek Bridge (29C-135) was built in 1963. In 2013, seventy-five percent plans were developed to replace Pixley Slough Bridge (See **Attachment E**). And in 2010, final plans, a foundation report, and a geotechnical report were developed to replace Bear Creek Bridge (See **Attachments F, G, and H**). Due to construction funding constraints both bridge projects were unable to move forward.

Similarly to LSR, there is a separate effort to widen Eight Mile Road. Recently, a PRP is currently being prepared for the Eight Mile Road Project between the I-5 and SR-99. The Eight Mile Road corridor was originally planned to be an 8-lane expressway per the 1994 Specific Plan (See **Attachment I**). However, the City’s plan for development has changed significantly and the Eight Mile Road PRP is expected to include six vehicle lanes and Class II bicycle lanes. As LSR and Eight Mile Road intersect, there will need to be coordination between the two projects as they continue to develop.

This project will eliminate a bottleneck along the LSR corridor and provide the widening necessary to accommodate future Stockton growth. It will also accommodate pedestrian and bicycle modes of transportation. In 2017, LSR and Eight Mile Road were identified as key backbone bicycle corridors within the City’s Bicycle Master Plan. In addition, the Envision Stockton 2040 General Plan identified that LSR was added to the list of Regional Congestion Management Program (RCMP) facilities. The Level of Service (LOS) standard for RCMP facilities is LOS D. It was identified that LSR between Bear Creek and Eight Mile is operating at LOS E. In 2018, The average daily traffic (ADT) along this segment of LSR was 16,340. The Roadway Operations Study in the City’s General Plan projected that in 2040 - given that LSR is widened to four lanes – the ADT would increase to 22,300 and the LOS would improve to level A.

3.0 PROJECT DESCRIPTION

The Lower Sacramento Road Widening and Bridge Replacements project will replace the existing two-lane LSR Bridges over Pixley Slough and Bear Creek with four- and six-lane bridge structures respectively. This project will also reconstruct the existing box culvert at the intersection with Eight Mile Road (See **Attachment D**).

The City is seeking professional engineering services to prepare a PRP to set the expectations and requirements on what will be constructed along the project limits including: identifying the roadway alignment, access restrictions, intersection controls, and provide a framework to protect, preserve, and require right-of-way dedications as development occurs. The purpose of the PRP is to explore options for potential phasing and cross sections, so that a preferred alternative plan can be set in place that accommodates future traffic demand and promotes the use of non-motorized travel. To accomplish this, the PRP will analyze and confirm lane requirements compliant with the City’s General Plan. In addition, the PRP will plan for the installation of Class II (buffered

bikeway) bicycle and pedestrian facilities, installing sidewalk, and modifying traffic signals and intersections at Eight Mile Road, Marlette Road, and Grider Way.

The Consultant will also prepare and submit at least three grant applications to fund the project. The Consultant will also provide support in the construction phase of the project.

Other project elements include, but are not limited to, the following:

- Planning and preparation of conceptual plans, estimates and schedules,
- Coordination with residents, property and business owners, developers, etc.
- Public Outreach with stakeholders.

4.0 SCOPE OF WORK

The Consultant shall provide preliminary and final engineering services leading to the completion of a PRP, PSR, environmental documents, traffic/transportation studies, soils and structural calculations, project plans, specifications, estimates (PS&E), and other deliverables as identified in this Request for Proposals (RFP). They will also provide planning, grant support, engineering studies, material testing, geotechnical report, surveys, topographic mapping, utility potholing and mapping, and right-of-way engineering and services. The Consultant will also provide design support services during the bidding and construction phase of the project. Design support will endure through the completion of construction.

Consultants shall prepare civil drawings in order to determine the amount of additional right-of-way needed for the project. As such, surveying and preparation of right-of-way acquisition documents including plats and legal descriptions, appraisals, negotiation and acquisition services shall be included in the proposal for approximately thirteen (13) parcels. Consultants are encouraged to include items that are thought necessary for this project that are not specifically mentioned in this RFP.

Each consultant shall prepare a detailed scope of services based, in part and at a minimum, on information presented in this RFP, and other available information. The Consultant shall provide a cost proposal (separate sealed envelope) and an anticipated schedule, which accomplishes the objectives of the project.

The Consultant must be familiar with the Caltrans Local Assistance Programs Guidelines (LAPG) and Local Assistance Procedures Manual (LAPM). Likewise, the Consultant and Consultant staff must demonstrate recent intersection, widening, culvert, and bridge design experience. The project will require the expertise of a multi-disciplined team to complete the required services. The Consultant is encouraged to team with local consultants as much as possible to accomplish all tasks necessary to complete the project. The subcontract must contain all required provisions of the prime contract.

Prevailing wages will apply. The consultant shall also provide assistance during the environmental, right-of-way, and construction phases of the project.

The consultant shall prepare a comprehensive schedule to reflect the timeframe for each task of the proposed scope of work, utilizing the latest version of Microsoft Project. The project schedule shall show the tasks, duration, task relationships, milestones, and critical path. The project schedule shall be maintained and updated monthly throughout the project.

The work will include, but is not limited to the following tasks as well:

4.1 Background Research

The Consultant shall review and be familiar with the City of Stockton Bicycle Master Plan, 2040 City General Plan, Local Road Safety Plan / Systemic Safety Analysis Report, Transportation Impact Analysis Guidelines, and other adopted development plans including outside agency plans such as San Joaquin County adopted plans. The consultant shall visit the project site to conduct a field reconnaissance of the project area. The consultant shall research and review documents pertinent to existing topographic mapping, photos, right of way maps, “as-built” plans, record maps, surveys, assessor maps, local street improvement plans, collision reports, sight distance, approach speed, total pedestrians and vehicle volumes, public transit routes, truck volume, grade, need of advance warning signs and flashers, bridge plans, soils and foundation reports and other geometrical and operational characteristics for the project. Consultant shall also verify the location and type of existing improvements, equipment, bus zone locations, posted speed limit, bus route movements, truck routes, and underground utilities.

The Consultant shall work with all pertinent utilities to identify utility conflicts, coordinate utility plan reviews, conduct necessary coordination meetings, and locate designed improvements as required to facilitate utility relocations. The Consultant shall coordinate with all utilities in accordance with Caltrans “Manual on High and Low Risk Underground Facility within Highway Rights of Way.” The objective is to eliminate any conflicts encountered during construction, which would pose construction delays or claims. Consultant will need to prepare utility letters and project location exhibits; utility requests need to be on City letterhead to avoid paying fees for utility information. Consultant must show all existing utilities that will be impacted or cause impact by the proposed project.

Consultant shall coordinate utility relocation schedule with each utility company and include in specifications for construction coordination. Full documentation of all utility coordination and plan shall be provided to the City with regular updates of progress.

The Consultant shall identify required permits, prepare all permit applications, and assist the City with negotiations relative to permit conditions, if required. Permit fees will be paid by the City.

The Consultant shall provide recommendations for safe design and roadway improvements, including items such as:

- Engineering and Traffic Surveys, Warrant Analyses, Intersection Control Evaluation (ICE) including recommendations for intersection controls.
- Pavement analysis and assessment of existing roadway structural sections and recommendations for maintenance and/or reconstruction.
- Traffic Index calculations
- Hydraulic, catch basin, and storm drainage analysis and design along entire project limits per City Standards.
- ADA improvements.
- Lighting studies and streetlight design.
- Landscaping and irrigation design of median and sidewalk parkways.

4.2 Permitting/Environmental Services

The Project will potentially be federally funded, and therefore California Environmental Quality Act (CEQA) and National Environmental Quality Act (NEPA) compliance is required through Caltrans District 10 Office of Local Assistance.

This process may require a full Environmental Impact Report/Environmental Assessment (EIR/EA) for CEQA and NEPA compliance. The Consultant will be responsible for preparing Preliminary Environmental Study (PES) with necessary maps, documents, and attachments. The Consultant shall prepare environmental documents including technical studies, documents, and reports as required to obtain NEPA Clearance during the preliminary engineering phase. These environmental documents shall be optional tasks to clear NEPA including but not limited to: Initial Site Assessment (ISA), Noise Memo, or any other technical report/memo that may be required as part of the NEPA process. NEPA clearance must be secured before a Request for Authorization (RFA) for Construction can be submitted.

The Consultant shall be responsible for printing, mailing, delivering, and distributing to the appropriate Agencies and Stakeholders of all related documents in order to obtain environmental clearance. The Consultant will also be required to prepare all CEQA documents.

The Consultant will be responsible for identifying all required permits and completing all necessary paperwork to obtain them. The Consultant will also be responsible for project compliance with the San Joaquin County Multi-Species Habitat Conservation and Open Space Plan (SJMSCP) as provided by the San Joaquin Council of Governments

(SJCOG). The City will be responsible for paying any permit fees required.

4.3 Preparation of Precise Roadway Plan

The Consultant shall have experience in preparing a Precise Road Plan (PRP) with other local agencies. The PRP is a focused planning effort of a roadway and/or transportation corridor that conforms to the City's General Plan and all other City adopted plans. Its purpose is to identify and explore all feasible design options for future right-of-way, roadway alignment, lane configuration and cross sections, potential phasing, accommodations for multi-transportation, access restrictions, and intersection controls and modifications for all side streets or portions of a roadway and/or transportation in the LSR corridor.

The Consultant shall review Stockton Municipal Code Chapter 16.148 Precise Road Plan for the City's procedures and PRP application requirements. The Consultant shall coordinate with San Joaquin County as needed for the possibility of the City and County co-adopting the PRP. In addition, coordination with the Eight Mile Road PRP Project will be required during the design of the LSR and Eight Mile Road intersection.

The Consultant shall provide a set of plans in electronic format (PDF) in 24"x36" (full scale) when the plan is at 30%, 60%, and 100% completion to the City for review and comments. With each stage, the review comments from the previous stage shall be itemized and a written response to each shall be prepared in a comment matrix. The original red-line comments from the reviewing agency shall be addressed in the succeeding submittal.

After all edits have been made to the 100% plan, the Consultant shall submit a check print (at 100%) for review purposes prior to plotting on mylars. The final submittal shall include: one complete mylar plan set (24"x36") stamped and signed, and shall be delivered to the City, along with a CD disk/flash drive containing all electronic files, including AutoCAD drawing files.

4.4 Utility Coordination

The Consultant will be responsible for performing utility investigations and coordination with utility owners throughout the project development process. Utility coordination shall include use of PG&E's online web portal to assign the project to a PG&E project manager and coordinate all PG&E related work with the assigned project manager. The Consultant will be present at all necessary meetings with each utility owner. The consultant will be responsible for, but not limited to, the following services:

- Prepare a project limits map and request utility information from each utility owner within the area of work.

- The Consultant will provide copies of all utility correspondence and obtain existing records and map for City files.
- Prepare Utility Letter “A” during preliminary design phase to the affected utility owners for City to review and approve prior to transmitting to utility owners. Information on existing utilities obtained as a result of the “A” letter will be transferred to base maps in both plan and profile view. A copy of the utility data obtained from utility owners will be provided to the City and the originals will be filed in the project files.
- Consultant shall mark out for Underground Service Alert and pothole all utilities located in and near proposed improvements. The consultant will survey all utility locations and update utility information on the plans (plan and profile) based on information obtained by potholing. Consultant will provide the City a Utility Potholing report which will include the following information for each utility: picture, location, facility type, material, size, and depth.
- Prepare Utility Letter “B” during 60% design phase to the affected utility owners for City to review and approve prior to transmitting to utility owners. Two sets of half-sized 60% plans will be provided to each utility owner as an attachment to the letter. The letter will request that utility owners verify any utility conflicts with proposed improvements and indicate whether any future utilities are proposed in the area that may require accommodation through the improved area. Information on existing utilities obtained as a result of the “B” letter will be used to determine potential utility conflicts and to resolve the conflicts identified. A copy of the utility data obtained from utility owners will be provided to the City and the originals will be filed in the project files.
- Prepare Utility Letter “C” during 100% design phase to the affected utility owners for City to review and approve prior to transmitting to utility owners. Two sets of half-sized 100% plans will be provided to each utility owner as an attachment to the letter. The letter will indicate to the utility owners whether any changes have been made to the project plans since the Utility Letter “B” and will request written confirmation of utility relocations and utility relocation schedule. A copy of the utility data obtained from utility owners will be provided to the City and the originals will be filed in the project files.
- Consultant shall meet with utility companies as needed to ensure that conflicts are identified and relocations performed if necessary.

4.5 Plans, Specifications, and Estimate (PS&E)

The Consultant shall prepare complete PS&E documents, which include design improvement plans for demolition, grading, striping, electrical, drainage, paving, staging, erosion control, and other civil details as well as technical specifications, and engineer's estimate. The PS&E shall be prepared according to the City's and Caltrans' standards and current CA MUTCD, as appropriate. Consultant shall use modeling software to determine acceptable Level of Service (LOS) and geometric layout of the new intersections and submit recommendations to City for concurrence. Prepare a base map showing existing information to facilitate the design of all the necessary improvements. The base map limits shall be sufficient to cover all necessary improvements within the project area.

A. Design Process – Intermediate Reviews

Improvement plans for modifications, traffic signal, striping, roadway, drainage, electrical, lighting, bridges, landscaping, irrigation, erosion control, and water pollution prevention plans shall be submitted for review to the City at **30%, 65%, 95%, and 100%** completion stage. The Consultant will provide one electronic copy (PDF format) and two full scale (24x36) at each design stage to the City for review and comments. The original red-line comments from the reviewing agency shall be addressed in the succeeding submittal and provide a matrix tracking form.

Consultant shall provide project specifications, project estimates, project plans, and a **signed Quality Control Checklist** with each submittal. The Consultant shall provide one electronic (PDF format) copy at the 100% design stage for final review prior to the City Engineer's approval and provide final specifications and an Engineer's estimate.

The City will make all comments on design submittals via Bluebeam software. With each set of comments the Consultant shall review comments, incorporate changes into the following submittal, create a matrix to track all comments, and **provide a signed Quality Control Checklist**. Any comments not incorporated in the design must be responded to via Bluebeam software.

1. PS&E (30% Complete)

At a minimum the 30% design shall include a basic geometric configuration of roadway (including intersections) bridge, and culvert design, and cross sections of each of the major project elements. Consultant to consider in the overall design, turning radius of the various vehicles (including buses, trucks, semitrucks with trailers) used by various local agencies, including but not limited to: Lodi/Stockton Unified School District, Stockton Fire Department, San Joaquin Regional Transit District, and Stockton Waste Management.

Plans shall include all critical traffic factors for geometric and control design. Factors include but not limited to design speed, available right of way, terrain/topography, design vehicle, peak hour volumes, possible resolutions to traffic queuing along Eight Mile Road, roadway cross section, lane widths, and roadway camber.

2. PS&E (65% Complete)

At a minimum the design shall be developed far enough to identify locations of utilities, geometric features, and other design elements. Prepare the plans such that the environmental documents may be completed with the 65% submittal. Consultant to thoroughly consider in the overall design all critical elements, including but not limited to horizontal and vertical constraints, underground constraints (such as utilities and geotechnical conditions), right-of-way, environmental and overall project budget constraints. Provide a preliminary Engineer's Estimate and project schedule reflective of the 65% level of completion. Bridge structure estimate should reflect staging of construction with dewatering and site protection plans along with planned road closure and detours. Quantify road closure in calendar days both continuous and in phases. Site protection includes but not limited to measures preventing vandalism, graffiti, theft, and site disruption after work hours.

3. PS&E (95% Complete)

Project specifications shall be included at this stage and a detailed Engineer's Estimate including all project elements. Project Specifications shall include Contractor Pre-Qualification Requirements in compliance with Caltrans Procedures. One electronic (PDF format) copy via Bluebeam of PS&E shall be provided to the City review (see Item 4.4, Section A). The review comments from the 65% submittal shall be itemized and a written response to the comments shall be prepared in a comment matrix.

4. Final PS&E (100% Complete)

Complete roadway, culvert, and two (2) bridge structure design revisions from preliminary design. Detailed project estimates and specifications shall be included at this stage. This is the final design, including final construction staging, work zone traffic control, and utility coordination. Consultant shall provide the necessary final PS&E documents in a bid-ready form. Project files and the Project Engineer's/Resident Engineer's file will also be submitted with the Final PS&E.

Final PS&E submittal shall include: One complete plan set of reproducible

24"x36" on mylars (after editorial review of 100% plan check via Bluebeam), final cost estimate and specifications, AutoCAD and PDF format drawing files, Microsoft Word format specifications, and Excel format cost estimate delivered to the City.

B. Quality Control

The PS&E should be subject to quality control reviews before submittal. These reviews will ensure conformance to Caltrans and City Standard criteria as well as minimize typographical omissions. **The consultant will provide a signed Quality Control Checklist at the time of each deliverable submittal.**

4.6 Preparation of Project Study Report (PSR)

The Project Study Report (PSR) is a project initiation document (PID) that is required for any project applying for funding through the State Transportation Improvement Program (STIP). The PSR contains a report of preliminary engineering efforts that defines and justifies the project scope with regard to transportation deficiencies. It must also include a detailed alternatives analysis, preliminary cost estimate for all components, project schedule, description of the PS&E, and anticipated environmental compliance requirements.

The Consultant is to prepare a PSR and refer to Appendix L of the Caltrans Project Development Procedure Manual for report requirements with the California Transportation Commission.

4.7 Public Outreach

The Consultant shall include a Public Outreach Plan/Outline in their proposal identifying how they plan to approach the Public outreach task. The Consultant shall prepare a plan for a minimum of two (2) Public Information Meetings to present concepts and design features to neighboring residents and businesses, and to the general public. The Consultant in collaboration with City staff will determine a location near the project site to have the meeting. The meetings will be designed primarily to provide information on the project features, goals, and construction impacts.

The Consultant shall research and develop a coded database of potentially interested parties, which will be updated throughout the project with names from the public meetings sign-in; information from the project team; and from telephone, e-mail and personal contacts. The database will be coded according to interest and involvement with the project. Among the groups on the stakeholders list will be the following:

- District 1 Council member and other elected and appointed officials
- Residents and property owners adjacent to the proposed project area

- Businesses and other establishments adjacent to the project area
- Emergency responders
- Lodi Unified School District
- Public Transit
- Utility Companies
- Pertinent City staff
- San Joaquin County Public Works

The Consultant will schedule the meetings and make all meeting arrangements, write, design, and issue meeting notices by first-class mail to stakeholders and by third-class mail to nearby residents; prepare agendas, sign-in sheets, comment sheets, signage, and other print materials; facilitate meeting proceedings; venue coordination, prepare exhibits and a PowerPoint presentation for each meeting to illustrate concepts and plan elements; record public comments/assist with appropriate responses; and prepare a detailed meeting report. The consultant shall administer Title VI compliance documentation at the public meeting. The Consultant may need to arrange for a bilingual person as a translator. Following the meeting, the consultant shall develop a summary of the meeting which will include all feedback received and photography. The meeting should be scheduled after the 65% plans and environmental documents have been prepared.

The Consultant should plan for at least two public outreach meetings and a public hearing near the project completion phase. The consultant will also be required to attend planning commission meetings, public hearing meetings, and meetings with stakeholders as required for the duration of the project.

4.8 Coordination/Meetings

The Consultant shall provide project management services to meet the project scope, schedule and budget as set forth in the accepted proposal. It is anticipated that the Consultant will establish a clear and consistent communication framework for the duration of the project. The Consultant shall attend meetings with City staff, public, businesses, and individuals as needed. The proposed scope of work should include an effective project management approach that includes regular project updates and coordination between the Consultant and City staff.

The Consultant shall attend meetings with City and Caltrans staff and other agencies when necessary to discuss and finalize the design. Deliverables include but are not limited to meeting agendas and minutes.

The Consultant shall prepare and provide a comprehensive schedule to reflect the timeframe for each stage/task of the proposed scope of work, utilizing Microsoft Project. The project schedule shall show a base line, tasks, duration, milestones, assignments, critical paths, and other relevant data. The project schedule shall be maintained and updated monthly throughout the PS&E phase of the project.

The Consultant is responsible for coordinating and meeting with all utility companies and impacted agencies, Regional Transit District (RTD), Union Pacific Railroad, Fire Department, Waste Collection, and Lodi/Stockton Unified School District as needed for the project to resolve all project issues. Coordination with all utility companies must include sending them utility plans and letters for their use and making sure that any conflicts are addressed.

The consultant shall attend one (1) project kickoff meeting and meet and assist staff during construction as required.

The consultant shall meet with City staff to go over Consultant Performance Evaluation at the contract close out.

4.9 Design Support During Bidding and Construction

As part of the Proposal, the Consultant shall include bid support services that consist of assisting the City in addressing inquiries submitted during bidding and design support during construction phases of the project.

Consultant shall include bid support services that consist of assisting the City in responding to all Requests for Information (RFI) during the project advertisement phase as well as preparing any Letters of Clarification (LOC) that are needed.

Consultant shall also include services for design support during construction. These services include responding to all RFIs, submittal reviews and approvals, altering project plans to address any design changes necessary during construction or inconsistencies (at no additional cost to the City), assist City staff in reviewing Contract Change Orders, attend construction and field meeting if necessary, assist the City Inspector with specific design-related issues during construction and any needed consultation with the construction contractor, construction manager, and/or the City Project Manager throughout construction.

Deliverables include but are not limited to the following: letters of clarification, contract addenda, conform drawings, requests for clarifications, and clarification sketches.

4.10 As-built Drawings

The consultant should prepare as built drawings upon receipt of red-lines from the contractor. Consultant should produce one complete set of as built drawings in Auto Cad. Changes should be reflected on the mylars either by hand or a new printed sheet.

4.11 Preserving and Perpetuating Survey Monuments

The Consultant shall identify, list, and show existing survey monuments on construction plans. Consultant shall file a Corner Record or Record of Survey with San Joaquin County for monuments within the project limits that have not been previously recorded and submit a copy to the City. The Consultant shall include language in the PS&E package to preserve all monumentation affected by the work being performed in accordance with Section 8771 of the Professional Land Surveyors Act in the Business and Professionals Code of the State of California.

4.12 Rights-of-Entry

The Consultant will need to prepare and provide all right-of-entry letters to access private properties during field reconnaissance. All access and coordination to residential neighborhoods will be acquired by the Consultant. The Consultant will need to identify impacts to all residences and businesses and present mitigation measures on the design improvement plans. This includes but is not limited to: service interruptions, property encroachments, access restrictions, potential damage to property, etc. Consultant shall send out letters to property owners with a right-of-entry form (provided by the City) and any exhibits needed to adequately portray the work to be done. These documents are meant for minor conform work that is needed to conform the adjacent properties to the final project. The Consultant will provide copies of all utility correspondence, public notices, and right-of-entry (ROE) letters for City files.

The Consultant will also acquire ROE for improvements during construction. This will need to be acquired and incorporated into the design phase. The consultant will need to prepare a radius map to determine the residents that must be included in a public outreach list.

4.13 Right-of-Way Acquisition

Right-of-Way will need to be acquired as part of this project as well as all necessary or required permitting. Consultants shall perform surveying and preparation of right-of-way acquisition documents including plats and legal descriptions, appraisals, negotiation, and acquisition services. These services shall be included in the proposal for approximately thirteen (13) parcels.

4.14 Funding and Grant Writing

The Lower Sacramento Road Widening and Bridge Replacements project design phase is currently funded with Measure K local funds; however, the City plans to pursue federal and state funding opportunities for the right-of-way (ROW) and construction phases.

The Consultant will work with the City to identify eligible grants to apply for during each proposed phasing. The Consultant will prepare and submit three grant applications to acquire funding for construction of the project. Grant applications may include but are not limited to Highway Safety Improvement Program (HSIP), Active Transportation Program (ATP), and Congestion Mitigation and Air Quality (CMAQ), among others.

Please note that the above tasks are listed as a general framework for this project. You are encouraged to include additional tasks into your proposal.

5.0 PROJECT GENERAL INFORMATION

5.1 Proposal Submissions

Proposals shall be submitted **no later than 3:00 PM on May 29th, 2024**, to:

LISZET BURGUENO
CITY OF STOCKTON
22 E. WEBER AVENUE, ROOM 301
STOCKTON, CA 95202

The proposal should be firmly sealed in an envelope which will clearly be marked on the outside with “**LOWER SACRAMENTO ROAD WIDENING AND BRIDGE REPLACEMENTS**” for the City of Stockton (Project WT19007). The cost proposal must be in a sealed envelope separate from the proposal. Late Proposals will not be accepted. An electronic copy of the proposal should be emailed to Lizet Burgueno at Lizet.Burgueno@stocktonca.gov. This electronic submittal should not include the cost proposal.

5.2 Acceptance or Rejection of Proposal

The City reserves the right to negotiate an agreement with the firm submitting the highest-ranking proposal. Also, the City reserves the right to reject any and all proposals or to waive any irregularity in a proposal if it is deemed to be in the best interest of the City. Failure to submit all requested information could be grounds to reject the proposal.

5.3 Proposal Questions and Requests for Clarification

Any question or request for clarification shall be submitted in writing to:
Lizet.Burgueno@stocktonca.gov.

Requests for clarification shall be submitted at least ten (10) business days prior to the proposal due date. If a response warrants an addendum to the RFP, such an addendum will be posted on the City's Bid Flash website at least two days prior to the proposal due date. It is the proposer's responsibility to check the website for any addendums or responses to questions. The website address is as follows: www.stocktonca.gov/pwbid

5.4 Causes for Disqualification

Any of the following may be considered cause to disqualify a proponent without further consideration:

- A. Evidence of collusion among proponents.
- B. Any attempt to improperly influence any member of the evaluation panel;
- C. Any attempt to communicate in any manner with a City of Stockton elected official during the RFP/bid process will, and shall be, just cause for disqualification/rejection of proponent's proposal/Proponent's bid submittal and considered non-responsive.
- D. A proponent's default in any operation of a professional services agreement which resulted in termination of that agreement; and/or
- E. Existence of any lawsuit, unresolved contractual claim, or dispute between proponent and the City.
- F. No person, firm, or corporation shall be allowed to make or file or be interested in more than one bid for the same supplies, services, or both; provided, however, that subcontract bids to the principal bidders are excluded from the requirements of this section: Section 3.68.120 of the Municipal Code.

5.5 Licensing Requirements

Any professional certifications or licenses that may be required are the sole cost and responsibility of the proposer. A City of Stockton business license is required. Please contact the City of Stockton Business License Customer Service at (209) 937-8313.

5.6 Insurance Requirements

The proposer must obtain and maintain the required insurance. Proposer should review **Attachment B**, Instructions to Proposers for information regarding insurance, indemnification, Disadvantaged Business Enterprises, prevailing wages, etc. Failure to comply with the Instructions to Proposers may be grounds for rejection.

5.7 Department of Industrial Relations

Please refer to **Attachment B**, Instructions to Proposers, for registration requirements with the Department of Industrial Relations.

5.8 Product Ownership

Any documents resulting from the performance of work in the contract will become property of the City. This includes all work performed by subconsultants.

6.0 REQUIRED PROPOSAL CONTENT

The proposal shall contain the following, at a minimum:

- Cover Letter
- Table of Contents
- Executive Summary
- Project Team
- Project Understanding
- Detailed Work Plan
- Examples of experience with similar types of work
- References
- Schedule (Microsoft Project Schedule with key dates, milestones, and critical path)
- Cost Proposal (Separate Sealed Envelope)

The body of the technical proposal shall not exceed **35 single-sided pages (8 ½” x 11”)** with a minimum font size of 12, with each page numbered. Proposer shall submit six (6) bound sets of the proposal and an electronic pdf copy of the proposal. The maximum allowable length is exclusive of any folder, cover, section dividers and separate sealed cost proposal. Proposal shall be no more than fifty (50) pages, including resumes and cover letter.

6.1 Cover Letter

The letter shall be signed by an official with the authority to negotiate and contractually bind the firm with the City of Stockton. Provide name, title, address, email, and telephone number for this officer. Describe any subcontract arrangements or licensing agreements. Include any potential conflict of interest.

6.2 Table of Contents

The proposal should include a table of contents.

6.3 Executive Summary

The Executive Summary shall include a summary of the proposal, emphasizing the approach to be taken and including a work plan, schedule, and description of the capabilities of the Consultant and sub consultants. The summary should convey an understanding of the purpose of the project and the services required for performance.

6.4 Project Team

Describe your team organization including the qualifications of the prime consultant and any subconsultants. Provide an organizational chart of the proposed team structure.

The following should be addressed:

- Demonstrate the firm's experience in each of the areas of expertise needed to successfully complete the project. This should include a description of prior experience in working with public agencies, including working with City staff.
- The project team must be made up of a carefully chosen collection of specialists capable of delivering the highest quality design in an efficient manner.
- Ability for project team to perform the proposed work within the time limits of the project, considering their current and projected workload and assignments.
- Identify a Quality Control Officer (QCO) to provide a Quality Control Checklist for all deliverables and be responsive to all issues in a timely manner. The QCO will be responsible for maintaining and coordinating the project's critical issues with the City and consultant's project engineer in order to remain on schedule.
- Provide project team resumes.

6.5 Project Understanding

Describe your understanding of the needs of the LOWER SACRAMENTO ROAD WIDENING AND BRIDGE REPLACEMENTS Project for the City of Stockton (Project No. WT19007).

6.6 Detailed Work Plan

Provide a proposed work plan for development and implementation of the program as described in the Scope of Work. Describe the proposed approach and the activities to be accomplished. Describe how the team will complete each task. Alternative approaches to the project can be submitted if a rationale is given for the suggested changes. Information on software which will be used to prepare all working documents and final documents shall be provided to the City.

6.7 Examples of Experience with Similar Types of Work

Provide examples of projects similar in scope and size to this project.

6.8 References

Provide three client references for the firm, two of which are familiar with the project manager and key personnel. This shall include the name, company, contact information, and description of related work that was provided to the client.

6.9 Schedule

Provide a Microsoft Project Schedule with key dates, milestones, and critical path.

6.10 Cost Proposal

Proposer shall submit a cost proposal as part of their overall proposal. Identify all key members, including subconsultants, in a work chart, including their name, title, hours per task, hourly rate, total hours, direct labor, overhead, and percentage of work by task. Include total fees for all costs to complete all the tasks.

The cost proposal must be in a sealed envelope separate from the proposal.

7.0 PROPOSAL EVALUATION

7.1 Timeline

The Consultant Selection process will follow the anticipated timeline shown below:

<u>Event</u>	<u>Date</u>
Post Request for Proposals	April 10, 2024
Written Questions submitted by	May 15, 2024
Response to Written Questions	May 22, 2024
Proposals Due	May 29, 2024, by 3:00 PM
Interview for short listed firms	Week of June 24, 2024
City Council Approval	October 2024

*All dates are tentative.

7.2 Evaluation

This Request for Proposal is not an offer by the City to contract but is an invitation to interested parties to submit a proposal which the City may accept or reject at its sole

discretion. The City will invite the Proposers for an interview upon evaluation of all proposals received. Proposers shall be prepared to present their proposal. Only key personnel (limited to 4 members) will be permitted to attend the interview.

The selection committee will evaluate all proposals. This is a qualification-based selection, so ranking will be in accordance with the attached Evaluation Scoring Worksheet (See **Attachment C**). Evaluation of the proposals will be performed by a Selection Committee consisting of in-house staff and other department staff who will assess the qualifications, experience, strength of the Consultant and ability to perform the work. Please allow for at least three weeks for City to review and rank the proposals.

Pending successful negotiations, the Consultant will enter into a Professional Services Contract with the City of Stockton.

7.3 Negotiations

City staff will begin negotiations with the highest ranked firm. If an agreement cannot be reached after a reasonable period of time, as determined by the City, then the City will terminate negotiations with the highest ranked-firm and proceed with the second-ranked firm, and so on. The compensation discussed with one prospective Consultant will not be disclosed or discussed with another Consultant.

The selected Consultant will be expected to enter into a Professional Services Contract with the City. Proposers should direct their attention to **Attachment B**, Instructions to Proposers for the most current insurance and indemnification language. It is expected that the successful proposer will accept these terms without modification.

The contract shall not be in force until the Council approves the contract and the City Manager signs it. Work performed before the issuance of a Notice to proceed cannot be paid by the City.

ATTACHMENTS:

Attachment A – Vicinity Map

Attachment B – Instructions to Proposers – Locally Funded Contracts

Attachment C – Evaluation Scoring Sheet

Attachment D – Location Map

Attachment E – 75% Submittal – Pixley Slough Bridge

Attachment F – 2010 Lower Sacramento Road/Bear Creek Bridge Replacement Project
No. 05-17

Attachment G – 2010 Foundation Report – Lower Sacramento Road Bridge at
Bear Creek (Replace)

Attachment H – 2010 Geotechnical Report Lower Sacramento Road/Bear Creek Bridge
at Bear Creek (Replace)

Attachment I – 1994 Eight Mile Road Specific Plan