



REQUEST FOR PROPOSAL

TO PROVIDE:

**GRADING MITIGATION AND EROSION CONTROL DESIGN SERVICES TO THE
SAN LORENZO VALLEY WATER DISTRICT**

PROJECT TITLE:

Foreman Pipeline Access Trail Rehabilitation

RESPONSE DUE BEFORE 3:00 P.M.

ON

April 13th, 2021

**San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, CA 95006
(831) 338-2153**

I. INTRODUCTION

The Foreman Pipeline Access Trail was graded under emergency conditions in the immediate aftermath of the CZU Complex fires in August and September of 2020 to restore water service to the San Lorenzo Valley. The San Lorenzo Valley Water District (District or SLVWD) is soliciting proposals to provide design of necessary mitigation work and associated erosion control efforts.

The District's intent is to award a contract to an engineering firm qualified to perform grading design and layout complete with necessary geotechnical investigation, and erosion control system design; then contract separately for grading work and erosion control construction.

II. GENERAL INFORMATION

San Lorenzo Valley Water District is a water supplier established in 1941 and serves several communities within the 136 square-mile San Lorenzo River watershed. The District owns, operates, and maintains two permitted water systems. Each service area provides supplies from separate water sources. The North/South Service Area includes the unincorporated communities of Boulder Creek, Brookdale, Ben Lomond, Manana Woods, Scotts Valley and Lompico. The Felton Service Area was acquired by the District from California American Water in September 2008 and includes the town of Felton and adjacent unincorporated areas.

The District's legal boundaries encompass approximately 62 square miles. Land uses include timber, State and regional parks, water supply watersheds, rural residential, low-density urban residential, commercial, quarries, agriculture, and other open space. Within these boundaries, the District's two service areas have a combined area of approximately 29 square miles, made up of the North Service Area (26.7 square miles) and the Felton Service Area (2.2 square miles).

The District relies on both surface water and groundwater resources, including nine currently active stream diversions, one groundwater spring, and eight active groundwater wells. These sources are derived solely from rainfall within the San Lorenzo River watershed.

The scale and complexity of SLVWD's water distribution system reflect the San Lorenzo Valley's rugged topography, dispersed pattern of development, and widely distributed raw water sources. The District's three systems have limited above-ground storage capacity equal to a few days' average use and rely on groundwater for seasonal and year-to-year storage. The District produces and treats water based on relatively immediate water demand.

III. PROJECT SCOPE OF SERVICES

A. Project Description

The District proposes to mitigate the emergency grading performed immediately after the CZU fires. This grading was completed with no geotechnical investigation or engineered design in order to address the immediate need to restore surface water diversion from Foreman Creek into the Lyon Water Treatment Plant (WTP). The District has therefor prepared this Request For Proposals (RFP) to provide grading and erosion control design and layout, including geotechnical investigation of the project site. A survey of the location was completed in September of 2020 and is included as Attachment A. Longitudinal cracks have occurred in freshly placed soil along the pipe bench since that survey was completed; the survey should be considered as reference only.

All mitigation and erosion control designs should be prepared based on a 10-year design storm as per Santa Cruz County Design Criteria with $P60=2.4$ in/hr.

Deliverables for this project include the following:

1. Geotechnical investigation of, and report on, the area of interest;
2. Identification of required permitting for all designed work;
3. Obtain any required permits related to design of the project;
4. Identification of specific areas requiring earthwork or other mitigation to reduce the likelihood of further longitudinal cracking and/or trees falling due to loss of soil around the root structures;
5. Design of grading or other earthwork plans required to reduce the likelihood of future longitudinal cracking, sloughing, sluffing, or slope failures;
6. Identification of any trees requiring removal to complete the designed mitigations; and
7. An Erosion Control Plan.

Note: All plans shall be prepared, sealed, and signed by an Engineer licensed by the State of California to prepare such plans.

IV. PROJECT MANAGEMENT AND INFORMATION COLLECTION

Consultant shall provide overall project management. Consultant shall provide internal quality control and quality assurance procedures.

Consultant shall propose a project schedule that meets or exceeds the timeline provided in this Request for Proposals.

V. PROPOSAL REQUIREMENTS

The Proposal shall not exceed 20, 8.5" x 11" single-sided pages excluding resumes, cover letter, dividers, front and back covers. 11" x 17" pages are allowed and will count as two pages. The Proposal must use a font size of 11 or larger and be bound into a single document with the exception of the separately bound fee table. The Responses to this RFP shall include:

1. Contractual Scope of Services

- i. The Consultant shall provide a detailed scope of services to be provided. This should be responsive to the requested scope of services with additional detail as necessary.
- ii. Prepare a detailed schedule showing all facets of work that will meet the District's objectives and goals in a timely manner.
- iii. Both the Scope and Schedule are anticipated to become attachments to the Contract between the Consultant and the District.

2. Contractor's Expectations of Owner

- i. Provide a summary of items expected to be provided by the Owner.

3. Identification of Possible Extra Services

- i. Consultant should provide descriptions and costs for any additional services not identified in this RFP that may be necessary to properly characterize the site and design the required mitigations.

4. Exceptions to this RFP

- i. The Consultant shall certify that it has fully read the RFP and if the Consultant does take exception(s) to any portion of the RFP, the specific portion of the RFP to which exception is taken shall be identified and explained.

5. Insurance

- i. Without limiting Contractor's indemnification of District, and prior to commencing any Services required under this Agreement, Consultant shall purchase and maintain in full force and effect, at its sole cost and expense, the following insurance policies with at least the indicated coverages, provisions and endorsements:
- ii. Commercial General Liability Policy (bodily injury and property damage): Policy limits are subject to review, but shall in no event be less than, the following:
 1. \$1,000,000 Each Occurrence
 2. \$1,000,000 General Aggregate
 3. \$1,000,000 Products/Completed Operations Aggregate
 4. \$1,000,000 Personal Injury

5. Workers' Compensation Insurance Policy as required by statute and employer's liability with limits of at least one million dollars (\$1,000,000) policy limit Bodily Injury by disease, one million dollars (\$1,000,000) each accident/Bodily Injury and one million dollars (\$1,000,000) each employee Bodily Injury by disease.
 6. Comprehensive Business Automobile Liability Insurance Policy with policy limits at minimum limit of not less than one million dollars (\$1,000,000) each accident using. Liability coverage shall apply to all owned, non-owned and hired autos.
 7. Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of Consultant. Coverage shall be in an amount of not less than one million dollars (\$1,000,000) per claim/aggregate.
- iii. Prior to commencement of any services under this Agreement, Consultant, shall, at its sole cost and expense, purchase and maintain not less than the minimum insurance coverage with endorsements and deductibles indicated in this Agreement.
 - iv. The Consultant and its subconsultants are required to name the State, its officers, agents and employees as additional insured on their liability insurance for activities undertaken pursuant to this Agreement.
 - v. Consultant shall file with District all certificates for required insurance policies for District's approval as to adequacy of insurance protection. The District will require a professional liability insurance verification for coverage of not less than \$1,000,000.00.

6. Total Professional Fee and Fee Schedules

- i. Proposed fee shall be organized with appropriate breakdown into subtasks.
- ii. Proposed fee shall include an estimated timeline (Gantt Chart Format) for completion of each task and subtask as appropriate.
- iii. Proposed fee shall include the hourly rates of all staff that will charge directly to the project for project duration.

VI. CONSULTANT SELECTION

The District will review and evaluate each submittal to determine if it meets the requirements for the service described herein. Failure to meet the requirements of this RFP will be cause for eliminating the applicant from further consideration.

VII. SELECTION PROCESS

It is anticipated that a contract/contracts will be awarded with the superior firm being selected. However, the District reserves the right to consider other factors such as overall cost and may award contracts to any qualified applicant. The District will enter into negotiations with the selected firm. If the District can't negotiate an agreement that is fair and reasonable in the District's sole discretion, it reserves the right to select an alternate firm. At this time, the District contemplates the use of a Time and Materials with a Not-to-Exceed Total type contract for the services requested. Negotiations will cover: scope of work, work schedule, contract terms and conditions, office arrangements, attendance requirements and the proposed fee schedule.

VIII. SELECTION SCHEDULE

The District anticipates that the process for selection of firms and awarding of contracts will be according to the following tentative schedule:

Proposal Due Date	April 13th, 2021
Board of Directors Approval	April 22nd, 2021

IX. SPECIAL CONDITIONS / ATTACHMENTS

1. All bidders MUST contact the District Engineer, Josh Wolff, JWolff@SLVWD.com or (831) 430-4635 to schedule a site visit prior to bidding. No bids will be accepted from bidders who have not toured the project site prior to bid submittal.
2. Attachment A: September 2020 topographic survey of the emergency grading area.

X. DISTRICT CONTACT

Questions regarding this RFP should be submitted to the District Engineer, Josh Wolff, via email at JWolff@SLVWD.com by **5pm on March 31th, 2021**. A summary of all submitted questions and District responses will be posted to the Department's website, at <https://www.slvwd.com/doing-business/pages/bid-opportunities> not later than **5pm on April 2nd, 2021**.

XI. SUBMITTAL REQUIREMENTS

1. One (1) executed original marked "ORIGINAL" in red ink and three (3) copies of the proposal shall be submitted. Emailed proposals will not be accepted. Submit one electronic copy of the proposal in PDF format (on CD, DVD or Thumb Drive). The proposal shall be signed by an individual, partner, officer or officers authorized to execute legal documents on behalf of the Firm.
2. Proposals must be received no later than **3:00 p.m. local time, on or before April 13th, 2021** at the office of:

**San Lorenzo Valley Water District
13060 Highway 9
Boulder Creek, CA 95006**

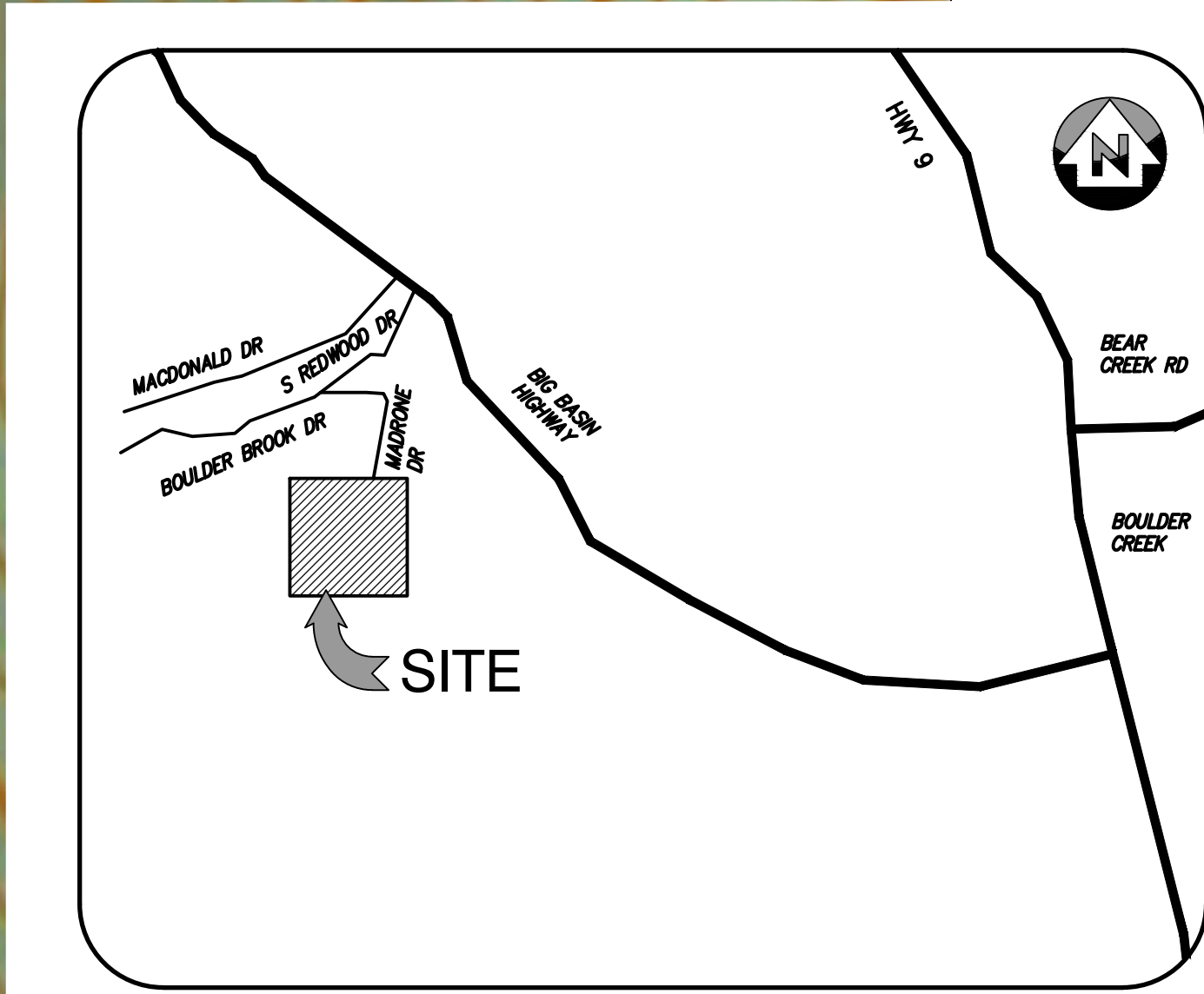
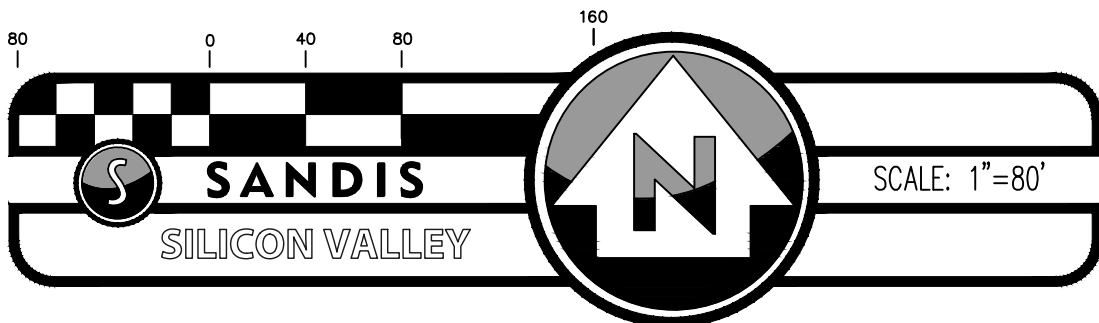
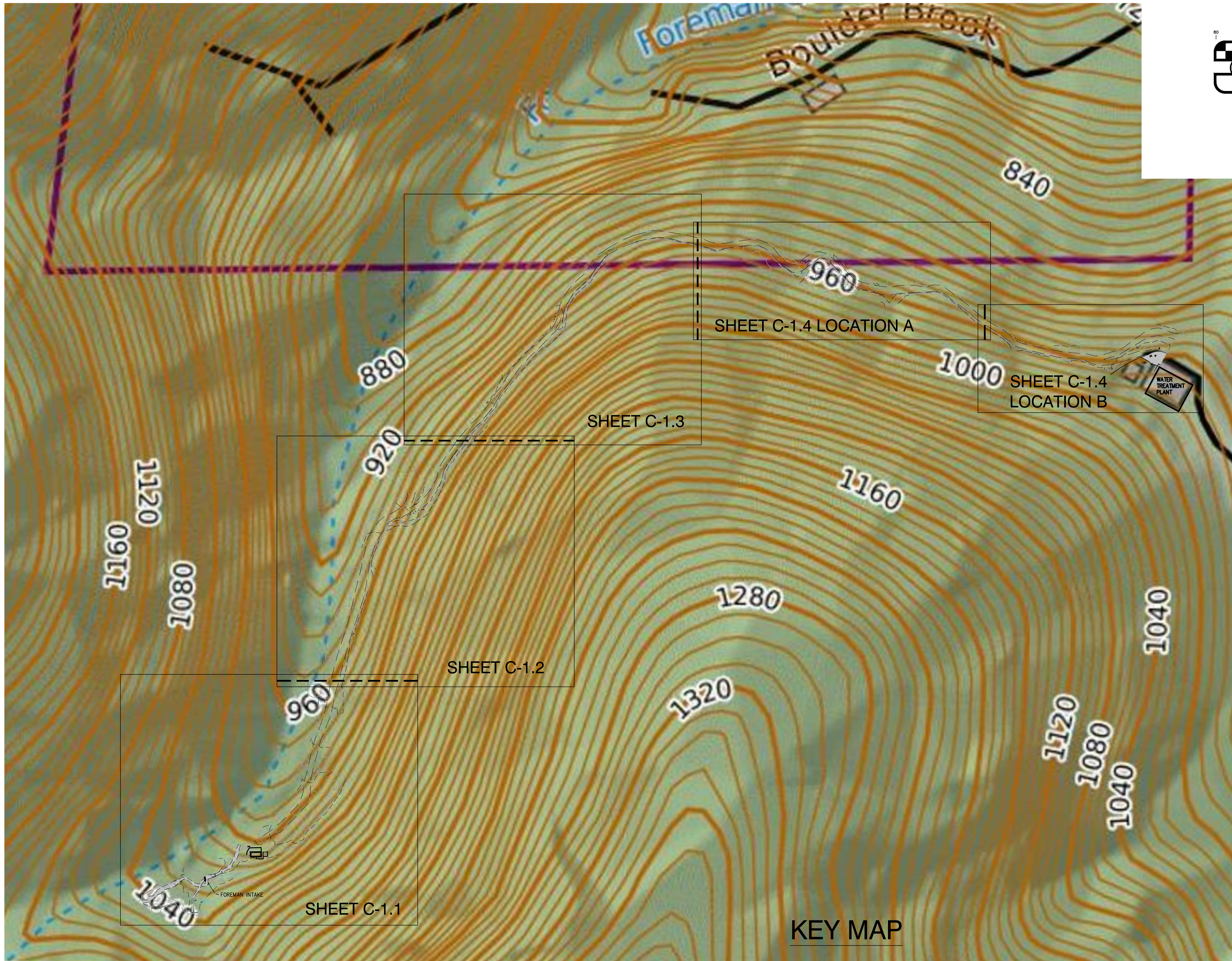
Attn: District Engineer (Foreman Intake Grading and Erosion Control)

Failure to comply with the requirements of this RFP may result in disqualification.

ATTACHMENT A

- September 2020 Topographic Survey

NO PART OF THIS DOCUMENT MAY BE REPRODUCED IN ANY FORM INCLUDING PHOTOCOPY, RECORDING OR ANY INFORMATION RETRIEVABLE AND STORAGE SYSTEM, WITHOUT PERMISSION IN WRITING FROM SANDIS.



VICINITY MAP
N.T.S.

KEY MAP



SANDIS

CIVIL ENGINEERS
SURVEYORS
PLANNERS

636 Ninth Street | Oakland, CA 94607 | P. 510.873.8866 | www.sandis.net

SILICON VALLEY TRI-VALLEY CENTRAL VALLEY EAST BAY/SF

DATE: 11/17/2020
SCALE: 1"=80'
DRAWN BY: A.P.
APPROVED BY: C.B.
DRAWING NO.: 220566

No.	REVISION/ISSUE	DATE	BY
1	AS-BUILT	01/04/21	JW

FOREMAN PIPELINE
TOPOGRAPHIC SURVEY

SAN LORENZO VALLEY WATER
DISTRICT

BOULDER CREEK

CALIFORNIA

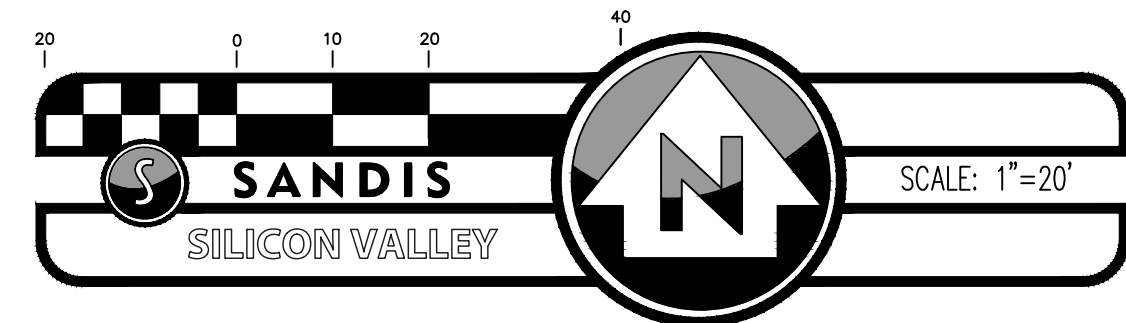
SHEET

C-1.0

NO PART OF THIS DOCUMENT MAY BE REPRODUCED IN ANY FORM INCLUDING PHOTOCOPY, RECORDING OR ANY INFORMATION RETRIEVABLE AND STORAGE SYSTEM, WITHOUT PERMISSION IN WRITING FROM SANDIS.



MATCHLINE - SEE SHEET C-1.2



LEGEND

ALL DISTANCES AND DIMENSIONS ARE SHOWN IN FEET AND DECIMALS THEREOF.

	PAVEMENT
	WATER
	CONCRETE
	FENCE
	CURB LINE
	RETAINING WALL, HEIGHT AS INDICATED
	CONTOURS
	SURVEY BENCHMARK
	WATER VALVE
	COMMUNICATIONS VAULT / PULLBOX
	GROUND
	PAVEMENT
	REDWOOD TREE
	TOP OF CURB
	TOP OF BERM
	TOP OF WALL
	SPOT ELEVATION
	TREE, SIZE AS INDICATED

SURVEY NOTES

- ALL ELEVATIONS ARE SHOWN IN FEET AND DECIMALS THEREOF.
- DATE OF FIELD SURVEY: 9/17/2020

BENCHMARK

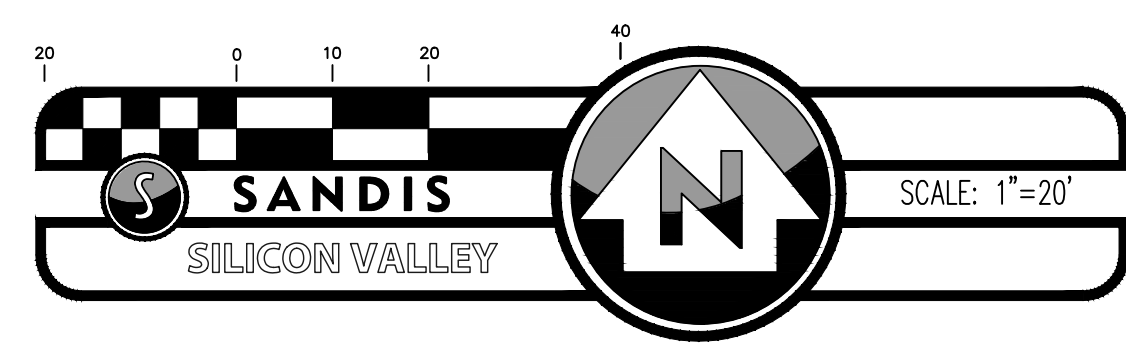
THE ELEVATION REFERENCE FOR THIS SURVEY IS A MAG NAIL WITH YELLOW WASHER SET FLUSH IN ASPHALT AT THE BASE OF THE LYON TANK.

THE ELEVATION OF THE BASE OF THE LYON TANK AS SHOWN ON PLANS RECEIVED FROM SPH ASSOCIATES PROJECT NO. 92101, DATED MARCH 1993 IS 848.70' ELEV.=848.70' FEET

NO PART OF THIS DOCUMENT MAY BE REPRODUCED IN ANY FORM INCLUDING PHOTOCOPY, RECORDING OR ANY INFORMATION RETRIEVABLE AND STORAGE SYSTEM, WITHOUT PERMISSION IN WRITING FROM SANDIS.



MATCHLINE - SEE SHEET C-13



LEGEND

ALL DISTANCES AND DIMENSIONS ARE SHOWN IN FEET AND DECIMALS THEREOF.

	PAVEMENT
	WATER
	CONCRETE
	FENCE
	CURB LINE
	RETAINING WALL, HEIGHT AS INDICATED
	CONTOURS
	SURVEY BENCHMARK
	WATER VALVE
	COMMUNICATIONS VAULT / PULLBOX
	GROUND
	PAVEMENT
	REDWOOD TREE
	TOP OF CURB
	TOP OF BERM
	TOP OF WALL
	SPOT ELEVATION
	TREE, SIZE AS INDICATED

SURVEY NOTES

- ALL ELEVATIONS ARE SHOWN IN FEET AND DECIMALS THEREOF.
- DATE OF FIELD SURVEY: 9/17/2020

BENCHMARK

THE ELEVATION REFERENCE FOR THIS SURVEY IS A MAG NAIL WITH YELLOW WASHER SET FLUSH IN ASPHALT AT THE BASE OF THE LYON TANK.

THE ELEVATION OF THE BASE OF THE LYON TANK AS SHOWN ON PLANS RECEIVED FROM SPH ASSOCIATES PROJECT NO. 92101, DATED MARCH 1993 IS 848.70' ELEV.=848.70' FEET

MATCHLINE - SEE SHEET C-11



SANDIS

CIVIL ENGINEERS
SURVEYORS
PLANNERS

636 Ninth Street | Oakland, CA 94607 | P. 510.873.8866 | www.sandis.net

SILICON VALLEY TRI-VALLEY CENTRAL VALLEY EAST BAY/SF

DATE:	11/17/2020
SCALE:	1"=20'
DRAWN BY:	A.P.
APPROVED BY:	C.B.
DRAWING NO.:	220566

No.	REVISION/ISSUE	DATE	BY
1	AS-BUILT	01/04/21	JW

FOREMAN PIPELINE
TOPOGRAPHIC SURVEY

SAN LORENZO VALLEY WATER
DISTRICT

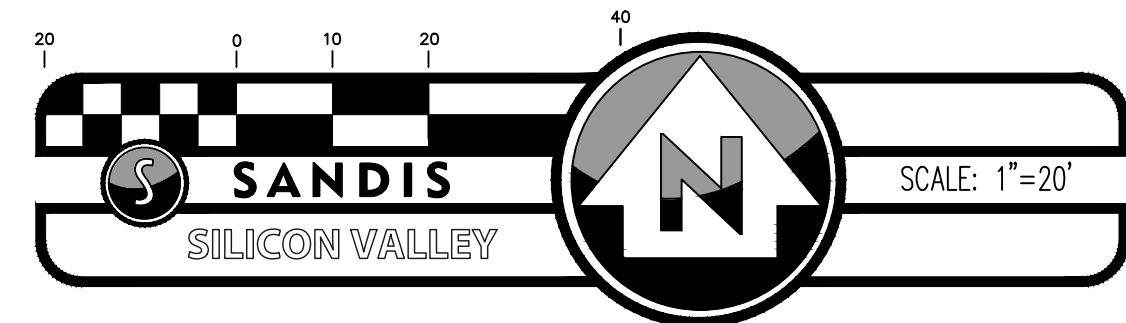
BOULDER CREEK

CALIFORNIA

SHEET

C-1.2

NO PART OF THIS DOCUMENT MAY BE REPRODUCED IN ANY FORM INCLUDING PHOTOCOPY, RECORDING OR ANY INFORMATION RETRIEVABLE AND STORAGE SYSTEM, WITHOUT PERMISSION IN WRITING FROM SANDIS.



LEGEND

ALL DISTANCES AND DIMENSIONS ARE SHOWN IN FEET AND DECIMALS THEREOF.

	PAVEMENT
	WATER
	CONCRETE
	FENCE
	CURB LINE
	RETAINING WALL, HEIGHT AS INDICATED
	CONTOURS
	SURVEY BENCHMARK
	WATER VALVE
	COMMUNICATIONS VAULT / PULLBOX
	GROUND
	PAVEMENT
	REDWOOD TREE
	TOP OF CURB
	TOP OF BERM
	TOP OF WALL
	SPOT ELEVATION
	TREE, SIZE AS INDICATED

SURVEY NOTES

- ALL ELEVATIONS ARE SHOWN IN FEET AND DECIMALS THEREOF.
- DATE OF FIELD SURVEY: 9/17/2020

BENCHMARK

THE ELEVATION REFERENCE FOR THIS SURVEY IS A MAG NAIL WITH YELLOW WASHER SET FLUSH IN ASPHALT AT THE BASE OF THE LYON TANK.

THE ELEVATION OF THE BASE OF THE LYON TANK AS SHOWN ON PLANS RECEIVED FROM SPH ASSOCIATES PROJECT NO. 92101, DATED MARCH 1993 IS 848.70' ELEV.=848.70' FEET

MATCHLINE - SEE SHEET C-14

MATCHLINE - SEE SHEET C-12



SANDIS

CIVIL ENGINEERS
SURVEYORS
PLANNERS

636 Ninth Street | Oakland, CA 94607 | P. 510.873.8866 | www.sandis.net

SILICON VALLEY TRI-VALLEY CENTRAL VALLEY EAST BAY/SF

DATE:	11/17/2020
SCALE:	1"=20'
DRAWN BY:	A.P.
APPROVED BY:	C.B.
DRAWING NO.:	220566

No.	REVISION/ISSUE	DATE	BY
1	AS-BUILT	01/04/21	JW

FOREMAN PIPELINE
TOPOGRAPHIC SURVEY

SAN LORENZO VALLEY WATER
DISTRICT

BOULDER CREEK

CALIFORNIA

SHEET

C-1.3

NO PART OF THIS DOCUMENT MAY BE REPRODUCED IN ANY FORM INCLUDING PHOTOCOPY, RECORDING OR ANY INFORMATION RETRIEVABLE AND STORAGE SYSTEM, WITHOUT PERMISSION IN WRITING FROM SANDIS.

MATCHLINE - SEE SHEET C-13

MATCHLINE - SEE ABOVE



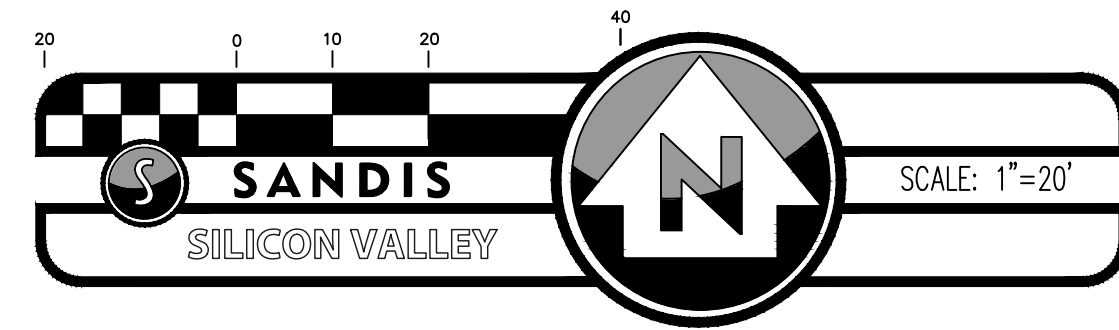
LOCATION A

MATCHLINE - SEE ABOVE

MATCHLINE - SEE BELOW

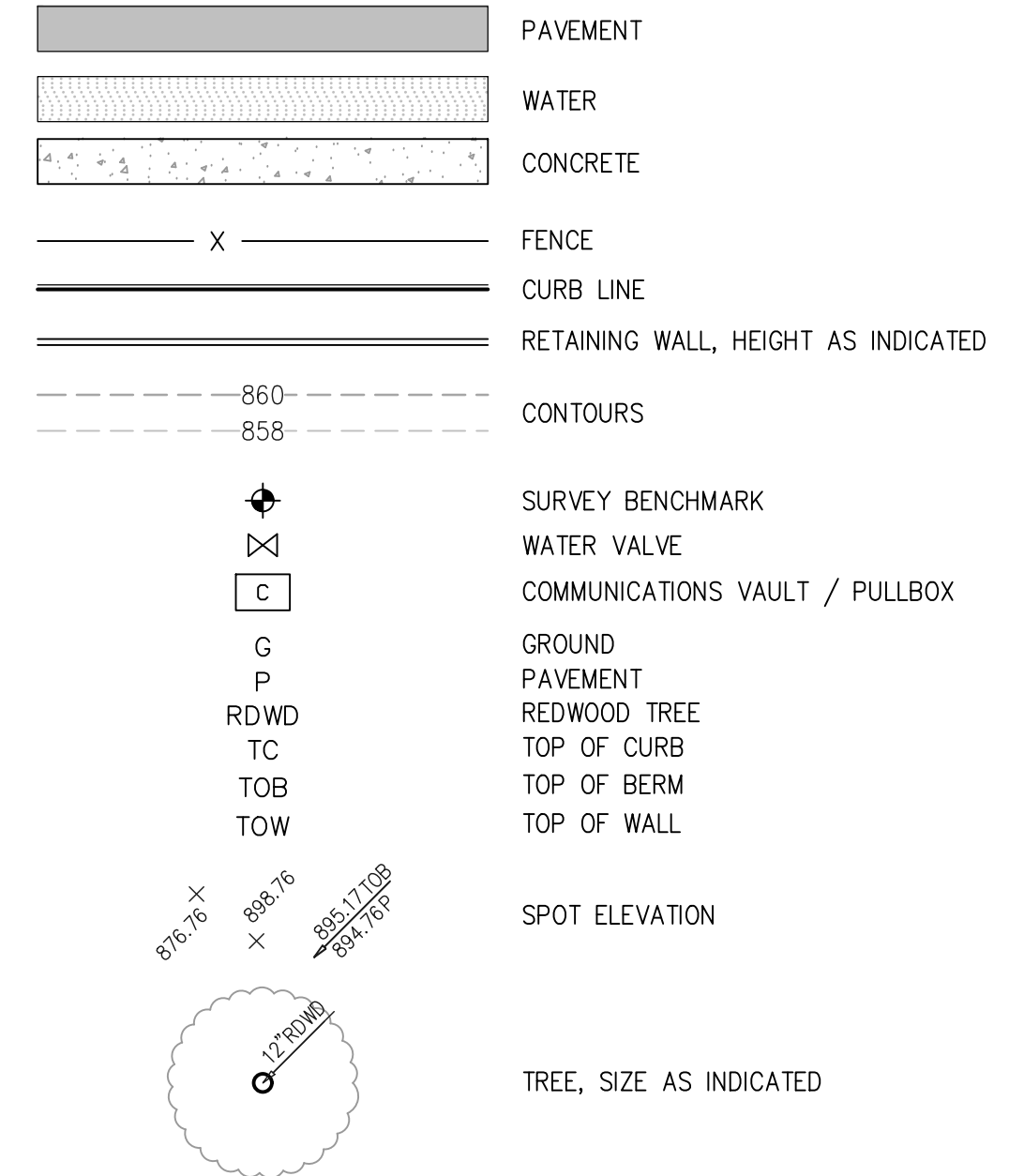


LOCATION B



LEGEND

ALL DISTANCES AND DIMENSIONS ARE SHOWN IN FEET AND DECIMALS THEREOF.



SURVEY NOTES

- ALL ELEVATIONS ARE SHOWN IN FEET AND DECIMALS THEREOF.
- DATE OF FIELD SURVEY: 9/17/2020

BENCHMARK

THE ELEVATION REFERENCE FOR THIS SURVEY IS A MAG NAIL WITH YELLOW WASHER SET FLUSH IN ASPHALT AT THE BASE OF THE LYON TANK.

THE ELEVATION OF THE BASE OF THE LYON TANK AS SHOWN ON PLANS RECEIVED FROM SPH ASSOCIATES PROJECT NO. 92101, DATED MARCH 1993 IS 848.70' ELEV.=848.70' FEET



SANDIS

CIVIL ENGINEERS
SURVEYORS
PLANNERS

636 Ninth Street | Oakland, CA 94607 | P. 510.873.8866 | www.sandis.net

SILICON VALLEY TRI-VALLEY CENTRAL VALLEY EAST BAY/SF

DATE: 11/17/2020
SCALE: 1"=20'
DRAWN BY: A.P.
APPROVED BY: C.B.
DRAWING NO.: 220566

No.	REVISION/ISSUE	DATE	BY
1	AS-BUILT	01/04/21	JW

FOREMAN PIPELINE
TOPOGRAPHIC SURVEY

SAN LORENZO VALLEY WATER
DISTRICT

BOULDER CREEK

CALIFORNIA

SHEET

C-1.4