

**REQUEST FOR PROPOSALS
FOR
HOLE 14 CULVERT REPLACEMENT
CONSTRUCTION SERVICES**



**District Contact:
RON GREENFIELD
Acting Director of Operations**

**Proposals Due By:
September 20, 2021 at 12:00 p.m.
Late proposals will NOT be accepted.**

RANCHO MURIETA COMMUNITY SERVICES DISTRICT

REQUEST FOR PROPOSALS FOR HOLE 14 CULVERTS REPLACEMENT CONSTRUCTION SERVICES

1. INTRODUCTION

2. GENERAL INFORMATION A. Rancho Murrieta Community Services District Background

Rancho Murrieta Community Service District (District) was formed in 1982 by the State Government Code 6100 to provide essential services in Rancho Murrieta. The District provides essential services to an area of 3,500 acres (covering roughly five and half square miles) located in the beautiful, wooded hills of eastern Sacramento County. The approved master plan calls for residential development on 1,920 acres with single-family residences, townhouses, apartments, and mobile homes for a total of 5,189 units. Current estimates indicate Rancho Murrieta has 2,700 households with population of approximate 6,000 persons. The community is a balanced blend of both custom and production homes, townhouses, mobile homes, and a thriving retail complex. In addition, an airport, office building, fire station, and equestrian center are located in the District.

The District is an independent Special District which provides the following services:

- Water supply collection treatment and distribution
- Wastewater collection, treatment, and reuse
- Storm drainage collection, disposal, and flood control
- Security
- Solid Waste collection

While each service maintains and operates under its own separate budget, a combination of taxes and fees fund these services.

The District is determined to deliver superior community services efficiently and professionally at a reasonable cost while responding to and sustaining the enhanced quality of life the community desires. Information about The Rancho Murrieta community and The District is available on the District website at <http://www.ranchohurrietacsd.com>

3. PROJECT NAME: HOLE 14 CULVERT REPLACEMENT

Rancho Murrieta Community Services District (District) is requesting proposals for construction services, to replace two existing 26x42 inches size corrugated metal pipes (CMP) located at the north golf course hole 14 green. Proposals shall specify all items as set forth in the attached scope of work (SOW). Any exceptions must be clearly specified in the proposal. Failure to set forth any item in the SOW without taking exception, may result in grounds for rejection of such proposal. The District reserves the right to reject any (or all) proposals and waive any informality thereof. ***The Golf Course has planned maintenance the week of October 25-30, 2021. The following two weeks have reduced traffic; therefore, we would like work to be coordinated during this timeframe.***

The District will not be liable for reimbursement incurred by contractor's expenses preparing this proposal.

Any inquiries concerning this proposal request, should be address to Ron Greenfield, Acting Director of Operations for RMCSd via email at: rgreenfield@rmcsd.com

4. PROPOSAL SUBMITTAL AND SELECTION

All proposals must be received no later than 12:00 p.m. on September 20, 2021. **Late or incomplete proposals will not be considered.**

Deliver proposals via email in pdf format to: rgreenfield@rmcsd.com

Rate Schedules (costs) via email in pdf format to: awilder@rmcsd.com

- A. This request does not constitute an offer of employment or to contract for services.
- B. All proposals submitted shall become District property.
- C. All proposals shall remain firm for ninety (90) days following the closing date for receipt of proposals.
- D. The District reserves the right to award the contract to the firm who represents the proposal which in the judgment of the District best accomplishes the desired results and shall include but not be limited to a consideration of the professional service fee.
- E. Selection will be made based on the proposals submitted.

5. PROPOSAL FORMAT

A qualifying proposal must address all the following points:

- A. Project Title
- B. Applicant or Firm Name, address, contact information and website
- C. Statement of the proposer's understanding of the work to be done
- D. Firm Qualifications
 - 1. Type of organization, size, and any other affiliations or certifications.
 - 2. Table of Contents identifying the materials submitted by section and page number. Cross-referencing to section and page number in the RFP would be helpful.
 - 3. Names and qualifications of personnel to be assigned to this project.
- E. Existing client references, minimum of three (3), from recent related projects including name, address, email, and phone number of individuals to contact for reference.
- F. Rates
 - 1. Send separately in pdf format to awilder@rmcsd.com

6. PROPOSAL REQUIREMENTS A. General Requirements

- 1. Inquiries concerning the RFP and the subject of the RFP shall be made to:

Ron Greenfield
Acting Director of Operations
P.O. Box 1050
Rancho Murieta, CA 95683
916-354-3700
rgreenfield@rmcsd.com

2. Submission of Proposal.

One (1) pdf electronic copy of the Proposal shall be received via email at rgreenfield@rmcsd.com and one (1) pdf of the rate schedule to awilder@rmcsd.com by 12:00 p.m. on September 20, 2021 for the proposal to be considered.

The proposal should address the items listed in the sections below.

During the evaluation process, the District reserves the right, where it may serve the District's best interest, to request additional information or clarification from Proposers, to allow corrections of errors or omissions, and to negotiate terms.

The District reserves the right to retain all proposals submitted and to use any idea(s) in a proposal regardless of whether that proposing firm is selected. Submission of a proposal indicates acceptance by the firm of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted, and confirmed in the contract between the District and the firm selected.

The District reserves the right to reject any or all proposals, to waive any non-material irregularities or information in any proposal, and to accept, negotiate, or reject any items or combination of items.

B. Format for Technical Proposal

1. Title Page showing the RFP subject; the firm's name; the name, address and telephone number and email address of the primary contact person, and the date of the proposal.
2. The commitment to perform the work within the time period; the name(s) of the person(s) authorized to represent the Proposer along with title, address, email address and telephone number.
3. Detailed proposal following the order set forth in Section C and 7 below.

C. Contents for Technical Proposal

The purpose of the Technical Proposal is to demonstrate the qualifications, competence and capacity of the firms seeking to undertake the project in conformity with the requirements of this Request for Proposals (RFP). As such, the Technical Proposal should demonstrate the qualifications of the firm and of the staff to be assigned to this engagement. It should also specify an approach that will meet the RFP requirements.

D. Insurance

Attached to the RFP is a blank copy of the District's Short Form Public Works Construction Contract (Attachment A, which contains the insurance requirements. These requirements include Commercial General Liability, Workers' Compensation, Automotive Insurance and Professional Liability or Error and Omissions.)

The selected firm will be required to maintain the minimum insurance requirements during the entire time of the engagement.

NO DOLLAR AMOUNTS SHOULD BE INCLUDED IN THE TECHNICAL PROPOSAL

E. Cost Proposal

1. Cost proposals must include a lump sum cost in an amount not to exceed for completion of the project.
2. Manner of Payment - Invoicing to follow completion of project and guidelines of District's Short Form Public Works Construction Contract.

F. Non-Disclosure and Disclosure of Proposals

Proposals will be held in confidence during the evaluation process until District staff issues the Notice of Intent to Award a contract for professional services. Thereafter, all proposals will be treated as documents subject to disclosure under the California Public Records Act (the "Act").

If proposer believes any portion of its proposal contains confidential or proprietary information that is exempt from public disclosure under the Act, proposer must submit that information with its proposal in a separate document labeled "Confidential Information." Except as compelled by court process, the District will not release any such documentation claimed to be exempt that is submitted in said manner without prior notice to the proposer.

Section 1 – Project Team

Identify each individual you expect to work on the project team, including who the main point of contact will be for the District functioning as the Project foreman, and subconsultants, if any.

Section 2 – Quality Assurance and Control; Conflicts

Describe your approach to Quality Assurance and Control for your firm's work product. Identify all current and reasonably foreseeable actual or potential professional conflicts that could hinder the provision of the requested services and propose means of managing any such conflicts.

Section 3 – Client References

Provide contact information, full name, email, and phone number, for representatives of three (3) former or current clients for whom your firm have performed similar services.

Section 4 – Contract Requirements

Provide evidence of acknowledgment and understanding that the services will be provided under and subject to the terms and conditions of the District's Short Form Public Works Construction Contract, (Attachment A). If the proposer is unable to execute the District's standard agreement without modification, suggested modifications to the standard agreement must be detailed in the proposal. The District will consider any proposed deviations to the standard agreement in the evaluation of the proposal.

Section 5 – Insurance Requirements

Provide a summary of the firm's insurance coverage being in compliance with District's Short Form Public Works Construction Contract. Summary should include a statement that the proposer's insurance meets or exceeds the District's requirements. Minimum limits and types of insurance that are required to be maintained throughout the term of the project are identified in District's Short Form Public Works Construction Contract.

7. Fees

A. Provide a sum of costs in an amount not to exceed in the contract bid schedule below.

CONTRACT BID SCHEDULE

HOLE 14 DRAIN CONTRACT BID SCHEDULE				
Item	Description	Qty	Unit	Unit Cost
A	Pipe Removal: remove two parallel pipes of 200 feet buried corrugated culvert metal pipe.	1	LS	\$ _____
B	New Drainpipe: Install 30-inch diameter double wall HDPE S Type pipes to RMCCSD standards. This will include extended new HDPE pipe sections, excavation, import backfill fill material and landscape finish grade as required	520	Feet	\$ _____
C	Concrete Structures: Construct two monolithic concrete headwall and apron 6-foot structures, one each per inlet/outlet.	2	Each	\$ _____
D	Riprap: Installed 20-foot long slope both side bank protection, starting from headwall to upstream and downstream	2	Each	\$ _____
E	Handrail: Install 42-inch-high pedestrian handrail on top of two head walls structures.	2	Each	\$ _____
F	Irrigation system: Work with Rancho Murieta Country Club (RMCC) Excavate, expose all irrigation/electrical lines to RMCC satisfaction. RMCC will remove and clear before contractor proceeds. After drainage pipe is installed Contractor will work with RMCC to install all irrigation/electrical lines to their satisfaction. Test of all irrigation functions per RMCC and receive their final approval.	1	LS	\$ _____
G	Lawn Area: Regrade area to RMCC satisfaction. using filter fabric between rock and earth. RMCC specs require subgrade with a sand layer(to be installed by Contractor) and their re-installed of all lawns and their final product approval.	1	LS	\$ _____
H	Asphalt Cart pathway: remove asphalt and concrete curb, regrade lawn area to meet asphalt pathway per RMCC satisfaction. Replace all damaged asphalt.	1	LS	\$ _____
I	Secondary Drain: Remove small south steel drain. Re-install drain system same function with 6" PVC pipe and new storm drain DI box with metal grate lid with 16" concrete apron around DI box.	1	LS	\$ _____

J	Inlet and Outlet collective field drains: Install main drains as drain collectors to connect to all secondary drains and maintenance storm drain DI box collection. Connect main drains to new HDPE pipes drains	1	LS	\$ _____
K	Golf green Monuments: Salvage and replace to original location, any Golf play monuments.	1	LS	\$ _____
Total Bid Schedule Cost				\$ _____

Respectfully Submitted:

Signature

Title

Company

Address

City, State

Date

Phone Number

SEAL (If Bidder is a Corporation)

Number Type Exp. Date Contractor License

Federal Tax ID # _____

8. TIME REQUIREMENTS

A. Proposal Calendar

Following are the key dates:

Date	Time	Event
August 18, 2021		RFP Reissue Date
September 16, 2021	4:00 p.m.	Deadline for Questions
September 20, 2021	12:00 p.m.	Proposal Due Date
October 6, 2021		Anticipated Award Date
October 21, 2021		Anticipated Notice to Proceed
October 25, 2021		Anticipated Beginning of Work

The dates in this RFP are subject to change at the District's discretion, posted as addenda on the District's website. You may contact Ron Greenfield, Acting Director of Operations at rgreenfield@rmcsd.com with any questions related to the RFP.

9. EVALUATION PROCEDURES

A. The District will evaluate proposals based on but not limited to the following criteria:

1. Understanding of the Scope of Work to be performed.
2. Demonstrated understanding of the project objectives within given timeframe.
3. Consultant's approach to accomplishing the scope of work.
4. Costs for completing the scope of work. Consideration will be given to demonstrated ability of completing the work in a timely manner.
5. Experience and performance on projects of a similar nature.
6. Information obtained from reference checks.

The District will evaluate all proposals received before the submittal deadline and select a consultant based on the contents and costs of the proposal. A recommendation from District staff will be presented to the District Board of Directors for consideration and final approval.

10. NATURE OF SERVICES REQUIRED

a) General contractor/ underground utilities

11. PROJECT SCOPE AND WORK DESCRIPTION

For best intended purposes, the District assumes the contract bid and itemized schedule presented below, includes all project material, labor and all associated project cost, required to complete this job under full compliance to District approved construction standards specs. The District will make NO further monetary concessions to contractor or its subcontractor (s) thereof, therefore, it is the contractor's sole responsibility to ensure their Bid Schedule proposal is total complete turnkey project inclusive.

Job description: Excavate remove and dispose of approximately two parallel pipes 200-feet-long corrugated storm drain culvert metal pipes. Install approximately two parallel pipes 200-feet long plus an additional two parallel pipes 30-feet long at each end of the parallel pipes 200-feet long replacement pipe, which will be new corrugated double wall 30-inch HDPE S-type pipes. Use District stock of available 140-foot replacement pipe, contractor will provide the remainder of same HDPE type pipe. Filter fabric will be installed between rock and dirt. Contractor shall excavate, regrade import (if necessary) approved backfill material to regrade all areas, including all new extended HDPE pipe areas. Extended pipe areas will be backfilled to accommodate new finish top grade new landscape areas slope and level with all existing green areas as per RMCC satisfaction.

Contractor will work with RMCC who will remove existing sod, all irrigation and its electrical lines within the contract area. Contractor will conduct all pipe digging and exposing to easily access all relative pipes in the area, then RMCC will remove/salvage (unless damaged by contractor) their pipe and other underground equipment.

After large drains HDPE pipes are installed and fields regraded to subgrade level, contractor will contact RMCC to mark the field re-install of its irrigation and electrical lines, so that contractor does all pipe trenches as necessary per RMCC. After trenches are done, contractor is to contact RMCC once more to insure installation of all pipes and any ground equipment by Contractor meets RMCC standards. When all irrigation equipment is installed and after contractor has backfilled irrigation lines per RMCC specs, contractor will do its final subgrade per RMCC satisfaction then lay a surface sand layer in all lawn areas per RMCC specs. After contractor's work is complete, RMCC will lay and finish all lawn installation.

Contractor shall construct one concrete structure at each end of drainpipes at inlet and at outlet site. Concrete structures shall be composed of a headwall and bottom concrete apron six-feet from face of the headwall. Head Walls shall finish 6-inches above landscape finish Grade to conform with the surrounding near landscape areas.

Exiting Asphalt Cart Pathway will be removed per contractor's needs and reinstalled per RMCCSD specs. Pathway concrete curb will be removed and disposed of, and not reinstalled here. Instead, in its place, contractor will regrade the lawn area and refinish along the exposed edge of the lawn. Contractor will regrade this area to match the rest of the southwest asphalt pathway along the hole 14 fairway. Contractor will coordinate this work with owner RMCC and RMCCSD districts for final approval.

Existing secondary drains are built downstream and upstream of the common large drain, here contractor will resolve drain issue by installing a PVC SCH 40 of appropriate pipe size and create a common main drain collector that will run and connect to all new smaller storm drain DI boxes for maintenance service, run pipe to pass headwall/riprap at downstream case, and run into the HDPE pipes on the upstream side. Upstream site will have two common DI boxes as well as two main drainpipes one per channel side. Single 6-inch steel drainpipe near asphalt pathway, will be removed and reinstalled with a same size PVC pipe SCH 40 then run to the nearest HDPE pipe. Contractor will install a storm drain DI box and steel grate as a catch basin, surrounded by a 16-inch concrete band around the DI box drain lid opening.

Additionally, place 20 feet of Sierra limestone rock on upstream/downstream, bottom of ditch to crown of ditch from new headwalls using Caltrans "facing class" rock size. New wall structures (all) shall include a 42-inch pedestrian handrail fall protection.

12. MATERIALS

Contractor will utilize 140 feet of District 30-inch HDPE Type S stock pipe 20-foot sections located in district facility nearby. Contractor will be responsible for pickup and delivery of pipe to the project site. In addition, contractor shall purchase gaskets and/or parts needed as necessary for existing District owned pipe to assure district's own HDPE pipe's proper installation. Furthermore, as a matter of quality assurance, the contractor shall inspect approve or disprove of district pipe material to determine if it is suitable to use in Hole 14 Drain. Final resolution to District pipe use in this project shall untimely be District's decision.

13. CONSTRUCTION REGULATIONS

Contractor shall follow all rules and regulations governing this project, including District's and Sacramento County standard construction specs regulations. In the case of any regulatory specs conflict between the two, the most stringent regulation will govern the construction proceeding after District approval. Prior to bidding, Contractor(s) shall bring forward any specification discrepancy findings at the earliest possible opportunity for the District to resolve. Upon failure to proceed with this discovery the District will assume the contractor is aware of the approved construction proceedings and its cost when submitting his contract bid document.

For all irrigation and landscaping matters, Contractor shall follow Rancho Murieta Country Club (RMCC) construction procedures and standards specification. For more information here is RMCC website <https://www.ranchomurieta.com/login.aspx>

Contractor shall familiarize himself with all Rancho Murieta Community Services District and Sacramento County and RMCC standard specification to Bid and Build this job. As a matter of reference to the contractor(s) but limited to NOT ALL-INCLUSIVE INFORMATION, the following District specs section are relative to the construction elements described here by this document. Any further related question shall be directed to the District personal in charge and will be answered in the matter and in the order that best suit the District.

RANCHO MURIETA COMMUNITY SERVICES DISTRICT STANDARD SPECIFICATION APPLICABLE SECTIONS (Attachment B)

SS-2 MOBILIZATION
SS-3 CLEARING AND GRUBBING
SS-12 TRENCH BEDDING AND BACKFILL
SS-13 IMPORTED SELECTIVE MATERIALS
SS-14 SURPLUS MATERIAL DISPOSAL
SS-29 CLASS "A" PORTLAND CEMENT CONCRETE STRUCTURES
SS-31 BAR REINFORCING STEEL
SS 54 CORRUGATED POLYETHYLENE PIPE (CPEP), DRAINAGE
SS-65 PIPE INSTALLATION (SEWER AND DRAINAGE) SS
-14 SPRINKLER HEADS
SS -117 POLYVINYL CHLORIDE PIPE (PVC) SCHEDULE 40 (3/4"-1-1/2" SIZE) SS-
127 PROTECTION OF EXISTING TREES

DISTRICT STANDARD DRAWINGS (Attachment C)

R-17 PIPE INLET STRUCTURE
R-4A PIPE BEDDING AND INITIAL BACKFILL DRAINAGE

PIPE'S INLET

Conform trench embankment as necessary to accommodate new pipe extensions

Extended pipes backfill final grade to conform to natural slopes and grades to integrate onto Hole 14 green landscape shape

Install one 6-inch sch-40 PVC pipe drain on each side of channel, then connect each 4-inch drain to the 6-inch drain to connect to DI clean up box than into the New HDPE pipes.

Existing culvert

4-inch drains

Extend new HDPE pipes 30-feet upstream following same % slope

New pipe headwall with 4-foot-wide apron. Top of headwall 6-inch above finish grade and 42-inch-tall handrail

Riprap 20 foot upstream of headwall
Ditch bank and bottom

PIPE'S OUTLET

Extended pipes backfill final grade to conformed, slopes and grades to integrate onto Hole 14 green landscape shape

Side channel drains to be installed on to new main drain and carry water to downstream new headwall and riprap.

New pipe headwall with 4-foot-wide apron. Top of headwall 6-inch above finish grade and 42-inch-tall handrail

Asphalt Cart pathway

End of culverts

Extend 30-feet and side west angle two new HDPE pipes downstream following same % slope

Conformed trench embankment as necessary to accommodate new pipe extensions

GOLF CART PATHWAY

Golf Cart Pathway

6-inch drain and catch basin to be replaced by new Storm drain DI box

Approximate area to be regrade

Remove and dispose all broken concrete curb sections.

Regrade slope lawn area to accommodate storm drain DI box/metal grate plus a 16-inch-wide concrete band around DI box. Lawn area w/o concrete curb, will meet asphalt edge in form as shown here in this picture.

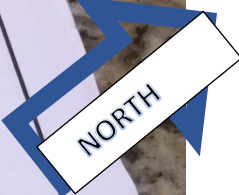
HOLE 14 GREEN BIRDS VIEW

Trinidad CT.

Project temporary storage area

Project limited vehicle access

200-foot pipe culvert



Pipe's outlet 30-foot extended pipe section

Pipe's Inlet 30-foot extended pipe section

