



## **CITY OF FORT BRAGG**

### **REQUEST FOR PROPOSALS FOR ENGINEERING AND DESIGN SERVICES FOR THE 2022 STREETS REHAB PROJECT, STREET STRIPING, AND BOLLARD INSTALLATION**

The City of Fort Bragg is seeking proposals from qualified engineering consultants interested in contracting with the City of Fort Bragg to prepare complete construction documents for a street rehabilitation project including additional locations for street striping and bollard placement.

#### **SCOPE OF WORK**

##### **Project Description**

- 1. Street Rehabilitation.** The City has identified approximately one (1) mile of City streets that are scheduled for rehabilitation through the use of either overlay, dig-out repair, or full depth reconstruction. The design documents for this segment of the work shall include repair strategies for all eight (8) locations shown in (**Figure 1**) including sidewalk as needed for ADA compliance. The locations are based on priorities identified in the “City of Fort Bragg – 2017 Pavement Management Program Update” and other staff identified problem areas. All locations are based on priority need, resources, and funding.
- 2. Street Striping.** The city’s existing pavement markings need replacing in many locations (**Figure 2**); these will be replaced by thermoplastic and raised pavement markers. Nine (9) streets have been identified for such work. The street striping component of this project will remove and place all markings, decals, raised markers, and word pavement markings on approximately 3.5 miles of streets. The selected streets include arterials, collectors, and safe routes to school.
- 3. Bollard Placement.** A simple, effective, inexpensive way to tame and separate traffic, protect pedestrians, limit vehicle access and test roadway design. Bollards are a simple engineering tool to protect pedestrians and cyclists from vehicles, and designate pedestrian areas by blocking vehicular access while allowing pedestrians and cyclists to enter freely. The City wishes to install bollards in the downtown Central Business District (**Figure 3**) and is looking for a safe design which will facilitate the goals of the City while ensuring public safety access.

#### **Project Background, Purpose, and Need**

##### **Project Component 1) Street Rehabilitation**

As described in the “City of Fort Bragg – 2017 Pavement Management Program Update” (PMP), the City has implemented a multi-year street rehabilitation and maintenance program.

Using the Pavement Condition Indices developed in the PMP, the selected locations for pavement include a combination of arterial streets in good condition which are anticipated to have a lower cost to maintain in “good” condition as well as several streets that are already “failed” requiring full reconstruction. One street (West Fir St.) has design documents as it was an unfunded alternate from the 2019 Streets Project. In general, most of the project road segments selected for this project have received only nominal maintenance due to ongoing funding constraints and have been identified in the PMP as most in need. The one exception is Franklin Street, which is our busiest local street and is due for maintenance overlay to maintain its relatively good condition. The rehabilitation of the selected streets will restore a little over one mile of City streets. The City of Fort Bragg is in a period of stable population; significant growth is not expected at this time. The City’s streets have adequate capacity. The project will rehabilitate 5,730 linear feet of city street pavement. The proposed project includes significant removal and replacement of pavement on the selected streets, a plan to restore the curb and gutter in areas where it has failed or is nonexistent, and the installation of several new standardized ADA curb ramps. Approximately 250 homes and businesses will directly benefit from this project’s implementation.

### **Project Component 2) Street Striping**

On paved roads, road surface marking is essential in conveying direction and guidance to drivers and pedestrians. The uniformity of these markings and striping is absolutely imperative in avoiding confusion that can cause hazardous accidents. The standardization of these official road markings is a responsibility carried across all borders to help motorists and pedestrians understand the language of the road wherever they may be. In specified areas near schools and main thoroughfares where pavement condition has been maintained but markings have faded over time, it is important to maintain these markings. Today, road markings and striping continue to serve a very important role in daily traffic flows and road designations. Not only do they promote navigational ease and efficiency, they also enforce road safety and environmental awareness among many drivers and pedestrians.

City staff has prepared a GIS shape file which includes all the marking types, locations, and recommended treatments for this component of the project. The primary function of the Design Engineer will be to check and incorporate the city prepared documents into the plan sets prepared for the project. Additionally, several of the locations originally scheduled for street striping overlap with locations now scheduled for pavement treatment, so the striping plan for some of the locations referenced in component 1 street rehab are covered by this city staff work done to date.

### **Project Component 3) Bollard Placement**

The Central Business District (CBD) is the hosting area for many temporary pedestrian-centric activities such as the Farmers Market, Parades, Car Shows, and other events, and the City desires a temporary way to demarcate this area in an effective, safe, functional way to ensure vehicular circulation is appropriately designated around the area. Currently the City uses a combination of human patrolled intersections and temporary A-frames to block off sections of the CBD, in an effort to reduce potential dangers to pedestrians and allow them to give their full attention to the event and their surroundings, the City is requesting design of temporary/removable bollard placement to provide that extra layer of protection pedestrians need. With the help of bollards in the area, the police personnel needed would be greatly reduced allowing more City patrol during these event times.

Figure 1- Street Rehab



Figure 2- Street Striping

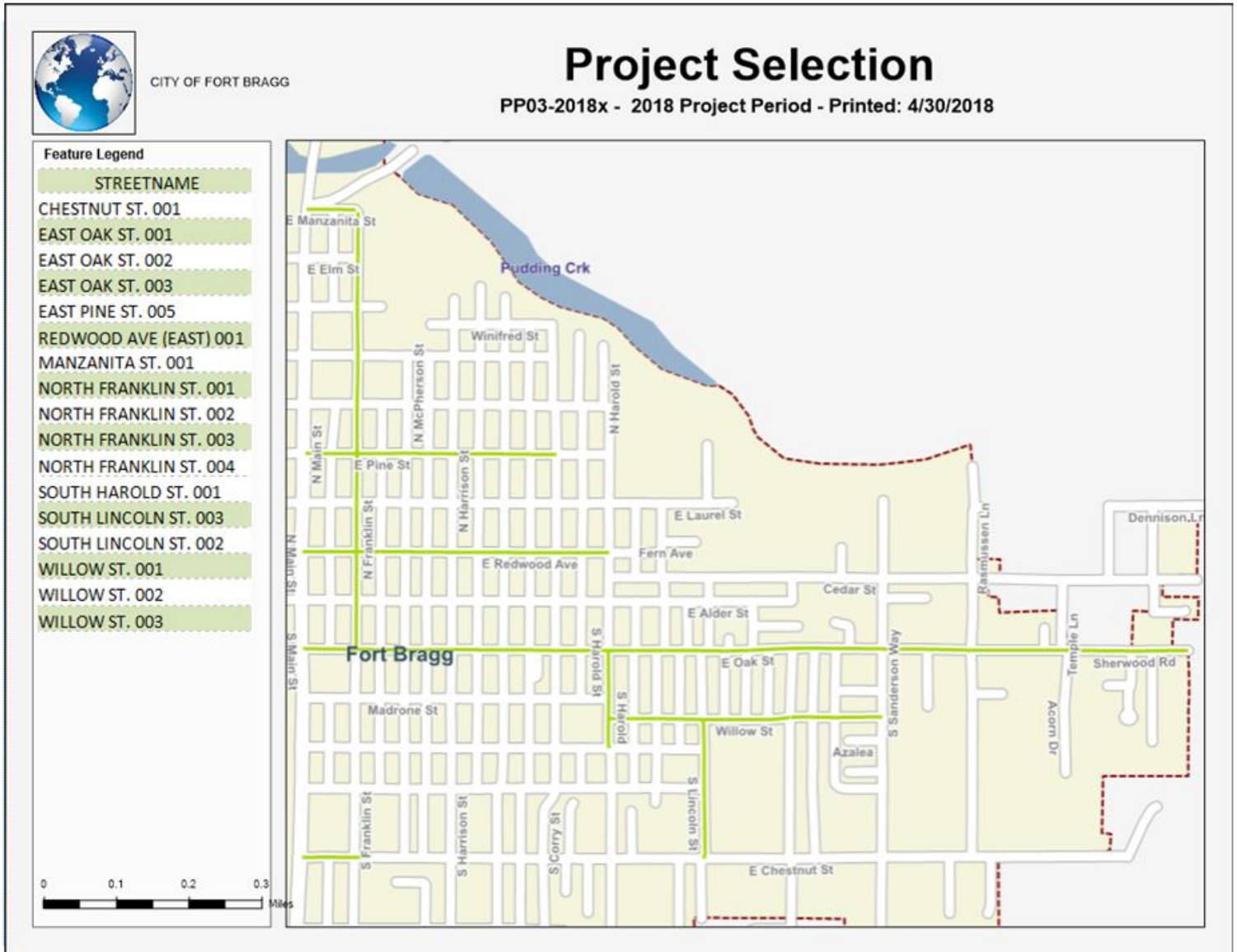


Figure 3- Bollard Placement



## **Design Notes**

As always, a key element of the project should include an investigation into design options aside from those listed in Figure 1 and alternate construction methods for each location that will maximize the longevity of the streets, while considering our financial limitations.

The project shall be designed utilizing approved City of Fort Bragg Standard Specifications in combination with the most current Caltrans Standard Specifications where applicable. The City will provide maps of its existing underground infrastructure (water, stormwater, and wastewater), maintenance holes, water meters, existing street striping documents mentioned above, and existing specs for specialty stamped crosswalks and existing bollards as available. As is typical, mapping may be incomplete or incorrect.

### **This contract consists of the following tasks:**

#### **1. Project Management**

- A. Up to three (3) meetings with City staff for information gathering, review and approval of contract plans and specifications, and general coordination with the City staff during all phases of the work.
- B. Field work to determine topography, elevations, stationing, limits, and quantities for construction. Survey data shall be detailed enough to accurately predict and preserve drainage and linear connections between adjacent private properties and existing sidewalks, streets, and alleys. Special attention will be required to capture drainage issues including cross drains and under sidewalk drains.
- C. Coordination with City-forces potholing of locations where utility conflicts are probable based on existing data. Potholing data shall be used to design the relocation of shallow and conflicting utilities.
- D. Project shall be designed to meet Post Construction Stormwater Management Measures established by the Phase II Municipal Separate Storm Sewer System (MS4) and/or the State Construction General Permit (CGP) as appropriate.

#### **2. Plans, Specs and Estimates**

- A. Investigation and preparation of a memo or report including recommendations for alternate designs to increase facility longevity and ease of construction, including an engineer's cost estimate for rehabilitation of all locations prior to the start of plan preparation.
- B. Preparation of construction specifications containing State and local requirements and contract language that meets labor compliance provisions. The City shall prepare the contract portion of the bid documents, and the consultant shall prepare the technical specifications and special provisions sections.
- C. Preparation of plans, technical specifications and engineer's estimate for construction. Deliverables shall include 60% design; 90% design, and 100% final plans and specifications complete and ready to bid for construction.
- D. The 100% deliverable shall include one (1) stamped and signed original set of plans and two (2) copies of plans and technical specifications. Project shall be designed utilizing approved City of Fort Bragg Standard Specifications where applicable.
- E. Submittal of an electronic copy of all finished products and deliverables in pdf, AutoCAD, Microsoft Word, and/or Excel (as applicable).
- F. Preparation of cost estimates for construction and alternates. Unit prices on individual items shall incorporate bid results for recent local projects.

- G. Coordination and approval/clearance through the State Architect's Office for final plans and specifications as needed.

**3. Bid Period Services and Construction Support**

- A. Completion of PS&E construction documents in a timely fashion to allow advertisement for construction in late spring for competitive bidding environment.
- B. Provide support to staff during the bid advertisement period as it relates to bidders' questions and the preparation of technical or design-related addenda as needed. This is anticipated to include one round of contractor-generated questions.
- C. Construction support services. These services are expected to be minor and incidental, as the City typically hires a Construction Management firm, however there is a small budget included for question, answer, and minor plan amendments to address unknowns and compare solutions throughout the construction phase.

**RFP Schedule**

RFP Release	November 09, 2021
Deadline for Written Questions	November 23, 2021
Proposals Due	December 03, 2021 – 2:00 p.m.
Selection	December 13, 2021

**PROPOSAL SUBMITTAL REQUIREMENTS**

- 1. Proposers should send a complete digital proposal, collated into one PDF document, three (3) printed copies of the completed proposals and cost bid so that it is received by the City no later than 2:00 p.m. on December 3, 2021 to:  
City of Fort Bragg  
Attention: June Lemos, CMC, City Clerk  
416 North Franklin Street  
Fort Bragg, CA 95437  
[jlemos@fortbragg.com](mailto:jlemos@fortbragg.com)
- 2. Format: Printed proposal should be 8 ½ x 11 inches, printed two-sided on recycled and recyclable paper with removable bindings, bound in a single document and organized in sections following the order specified under Contents.
- 3. Contents: Proposal shall contain the following information:
  - A. Firm Description  
Provide a description of your firm and list relevant information about capabilities, size, rate of services, and length of time in existence.
  - B. Relevant Experience  
Describe relevant experience designing street construction projects and preparing technical specifications for public works projects for other public agencies.
  - C. Key Personnel Qualifications  
Identify key personnel who would work on the project as assigned, their respective roles, and a synopsis of relevant experience.
  - D. References  
List of public agencies or clients for whom similar work has been performed, with the name, title and phone number of a contact person. The City may request a copy of a similar report prepared previously by the firm for another agency.

- E. Scope of Work  
Provide an explanation of tasks associated with the project, including how you propose to complete each task.
- F. Budget and Schedule of Charges  
Provide a “Not to Exceed” amount and a list of Personnel Rates, Equipment Charges, Travel Reimbursement Costs, and Job Descriptions for Personnel. Please be aware that prevailing wage rates apply to preconstruction work, such as inspection and land surveying, for public works projects.
- G. Work Schedule  
Provide a time schedule for completion of work.
- H. Insurance  
The individual or firm receiving the contract shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, employees or subcontracts as set forth in Section 5.0 of Exhibit A which is attached hereto and incorporated by reference herein. Any requests for reduction in the insurance amount shall be included in the proposal. The cost of such insurance shall be included in the consultant’s proposal.
- I. Consultant Agreement  
The City’s standard consultant services agreement is attached as Exhibit A. Please identify if your firm would have any issues with the provisions of the City’s standard consulting services agreement. All requests for amendments to language in the agreement **must** be included in the proposal.

### **EVALUATION CRITERIA**

Proposals will be evaluated on the basis of the following criteria:

- Understanding of the work to be completed
- Experience with similar kinds of work
- Capabilities and resources of the firm
- Qualifications and experience of project personnel
- Schedule for completion of work

The above selection criteria are provided to assist proposers and are not meant to limit other considerations that may become apparent during the course of the selection process.

Proposals will be reviewed and evaluated by the City of Fort Bragg and a recommendation for award of contract will be presented to the Fort Bragg City Council.

### **OTHER CONSIDERATIONS**

The City of Fort Bragg reserves the right to reject any and all proposals. This Request for Proposals does not commit the City to award contract, pay any costs incurred in the preparation of proposals, or to procure or contract for supplies or services.

The City of Fort Bragg reserves the right to negotiate with any qualified source or to cancel, in part of or in its entirety, this Request for Proposals, if it is in the best interest of the City to do so. The City may require the selected consultant to participate in negotiations, and submit such price, technical or other revisions of the proposal that may result from negotiations.

### **QUESTIONS**

Questions should be directed to:



Chantell O'Neal  
City of Fort Bragg  
416 North Franklin Street  
Fort Bragg, CA 95437  
(707) 961-2823 ext. 133  
Email: [coneal@fortbragg.com](mailto:coneal@fortbragg.com)

**ATTACHMENTS**

Exhibit A – City's standard Professional Services Agreement