



## **CITY OF FORT BRAGG**

### **REQUEST FOR PROPOSALS FOR ENGINEERING DESIGN SERVICES FOR THE 2025 STREETS PAVEMENT PRESERVATION AND REHABILITATION PROJECT**

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 the upcoming street pavement preservation and rehabilitation project.

#### **SCOPE OF WORK**

##### **Project Description**

The City of Fort Bragg has identified over 6 miles of City streets that are scheduled for pavement preservation maintenance using seal coats, micro-surfacing, and/or mill and overlay. Work is proposed on 36 street segments listed in (Attachment 2). The prioritization of work on this project is the performance of the preservation maintenance locations first and then the inclusion of the locations requiring rehabilitation second as funds allow. The selected locations are based on scenarios identified in the "City of Fort Bragg – 2021 Pavement Management Program Update". All locations are based on priority needs, resources, and funding, as a result, project limits may be subject to change after the recommendations produced by the technical memorandum are considered.

Design elements of this project may also include the construction/reconstruction of sidewalks, curbs, and gutters following the Americans with Disabilities Act (ADA) where selected treatments necessitate such work. The design of this project should focus on a cost-effective approach to preserve/rehabilitate the most pavement possible, understanding the economic advantages of creating a project with the fewest treatment types to maximize savings. This may mean strategically recommending the removal of locations from the project or creating project alternates for those locations for which the specified treatment is not appropriate.

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

The City of Fort Bragg is in a period of stable population; significant growth is not expected at this time. The selected City streets have adequate capacity. All work will take place within the existing, developed public right of way so no new right of way or easements are expected.

The City of Fort Bragg has identified 36 street segments equivalent to 6.4 miles of City Street. The City used the 2021 Pavement Management Program (PMP) (Attachment 3) to identify the locations selected for treatment in this project. The locations listed in Attachment 2 and shown in the map (Figure 1) include a variety of treatments, mostly focusing on pavement preservation using slurry seals and micro-surfacing. The selected locations are those identified in the PMP as the recommended scenario given the expected existing funding available.

As described in the “City of Fort Bragg – 2021 Pavement Management Program Update” (PMP), the City has implemented a multi-year street rehabilitation and maintenance program. The selected locations for pavement preservation using slurry seal and/or micro-surfacing include a combination of arterial and local streets in “good” condition as well as several streets in “fair” or “poor” condition requiring mill and overlay or more extensive rehabilitation strategies. Those locations scheduled for seals or micro-surfacing are priority with mill and overlay being secondary depending on recommendations made in the existing conditions assessment.

## **Design Notes**

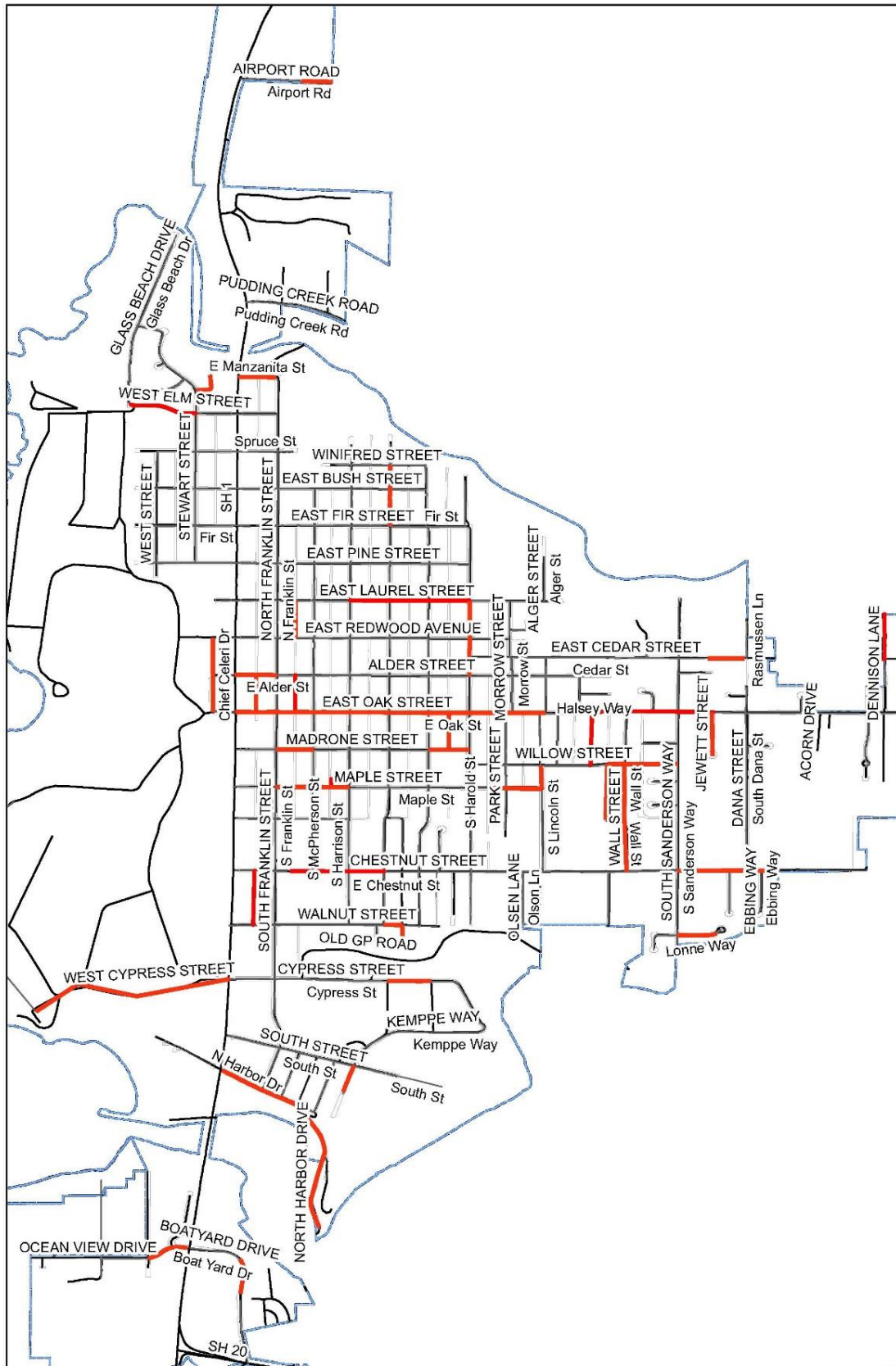
Key elements of the project should include an evaluation of the appropriateness of the PMP-suggested treatment options and include alternate construction methods for locations that will maximize the longevity of the streets while considering opportunities for cost savings.

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, and existing specs for locations where existing conditions have specialty treatments applied. As is typical, the mapping maintained by the City may be incomplete or incorrect and it is the design engineer's responsibility to field verify assumptions before completing 100% plans.

This project is funded in part with Local Partnership Program (LPP) monies as such all proposed treatment plans and specifications shall comply with the requirements of the funding entity. This also includes the design of construction/reconstruction of sidewalks, curbs, and gutters following the Americans with Disabilities Act (ADA) where selected treatments necessitate such work.

Value-added suggestions for cost savings, treatment selections, and opportunities for inclusion of other project elements spelled out in existing City Plans (Complete Streets, Roadway Safety Plans, Storm Drain Master Plan, etc.) are encouraged.

Figure 1- Street Rehab



0.200 Feet

### Street Rehab 2025

10-19-2022



Feature and boundary locations depicted are approximate only.

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

**1. Project Management**

- A. Up to three (3) meetings with City staff for information gathering, general coordination during all phases of the work, and review and approval of contract plans and specifications.
- B. Fieldwork 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. Potholing 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. Presentation of Existing Conditions Assessment Technical Memorandum at one (1) City Council or Public Works and Facilities Committee Meeting (virtual attendance okay) to discuss recommendations of any significant changes from the initial project scope. This meeting will be held to receive procedural direction if there are substantial changes in locations or costs.

**2. Plans, Specs and Estimates**

- A. Preparation of an Existing Conditions Assessment Technical Memorandum. This report shall assess the current existing conditions of the proposed streets, include recommendations for alternate rehabilitation strategies to reduce costs and increase facility longevity, assess ease of construction, and include cost-driven scenarios to aid in determining the best probable project scope. The memo should include an engineer's cost estimate for the suggested treatments, including various funding scenarios needed to rehabilitate all locations, and include possible recommendations for which streets would be better bid as alternates. The goal of the memo is to ensure the most cost-effective treatments are recommended to competitively bid on the project. This task shall be completed before the starting plan sheets.
- B. Preparation of construction specifications containing State and City Standard Specifications and contract language that meets labor compliance provisions and funding source requirements. The City will prepare the contract portion of the bid documents, and the consultant will 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, electronic plans, and technical specifications. Submittal of an electronic copy of all finished products and deliverables in PDF, AutoCAD, Microsoft Word, and/or Excel (as applicable).
- E. Preparation of engineers probably estimate of cost for construction and alternates at the 100% phase. Unit prices on individual items shall consider bid results for recent local projects.

### 3. Bid Period Services and Construction Support

- A. Plans, Specifications, and Estimates (PS&E) construction documents shall be completed in a timely fashion to allow advertisement for construction in late winter to ensure a competitive bidding environment.
- B. Provide support services during the bid advertisement period as it relates to bidders' requests for information (RFI's) and the preparation of technical or design-related addenda as needed. This is anticipated to include one round of contractor-generated questions before the bid opening.
- C. Construction support services. These services are expected to be minor and incidental, as the City typically hires a Construction Management firm, however, there should be 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	February 27, 2024
Deadline for Written Questions	March 21, 2024
Proposals Due	March 29, 2024– 2:00 p.m.
Selection	April 22, 2024

#### **PROPOSAL SUBMITTAL REQUIREMENTS**

- 1. Proposers should send a complete digital proposal, collated into one PDF document and three (3) printed copies of the completed proposals so that it is received by the City no later than 2:00 p.m. on March 29, 2024, to:
  - City of Fort Bragg
  - Attention: Diana Sanchez, City Clerk
  - 416 North Franklin Street
  - Fort Bragg, CA 95437
  - [dsanchez@fortbragg.com](mailto:dsanchez@fortbragg.com)
- 2. Format: The 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: The 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 using the specified treatment technologies 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, and Travel Reimbursement Costs. 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. It is the City’s intent that 100% of plans, specifications, and estimates for this project will be completed by December 1, 2024, to ensure a competitive bid environment.
- 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 outlined in Section 5.0 of Exhibit A which is attached hereto and incorporated by reference herein. Any requests for a 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 based on 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 selection process.

Proposals will be reviewed and evaluated by the City of Fort Bragg and a recommendation for the award of the 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 a contract, pay any costs incurred in the preparation of proposals, or 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**

Attachment 1. Selected Street Segments List

Attachment 2. Exhibit A – City's Standard Professional Services Agreement

Attachment 3. [Pavement Management Program 2021](#) (use the following electronic link:  
<https://www.city.fortbragg.com/home/showpublisheddocument/3779/638024000124370000>)