

## **Request for Proposal for Construction Management Services: 2320 Pressure Zone Pipeline Reach 1 (Specification W-204)**

Western Municipal Water District (Western) is requesting proposals for construction management services associated with the 2320 Pressure Zone Pipeline Reach 1 Construction Project.

### **Project Description**

This project will replace approximately 6,250 feet of 14-inch diameter pipeline with 24" diameter pipeline and 2,000 feet of 30-inch diameter pipeline along Rolling Meadows Drive and Jansen Road easements. The project also includes constructing a pressure reducing station, surge tank, and other appurtenances. Project drawings and specifications are available at [www.wmwd.com](http://www.wmwd.com). Click on Doing Business with Us and select Bid Posting.

The original 14-inch diameter pipeline is made of tar-wrapped and concrete lined steel, and was constructed in 1966. The pipe has experienced numerous corrosion-related failures in recent years. This pipeline is the sole source of supply for the 2320' and 2450' pressure zones (nearly 5,000 customers). The pipeline alignment follows a steep rocky slope that would make rapid repair difficult should it fail.

Design is complete and it is anticipated that the construction contract will be awarded to the lowest responsive bidder on August 17, 2011. Western is soliciting proposals for construction management services related to this project.

### **Project Scope**

Requested Engineering Services at a minimum will include:

- Construction Management
  - Conduct and document preconstruction meeting and progress meetings;
  - Track construction progress and proactively recommend solutions to avoid project delays;
  - Use document processing software to route, track, and monitor all submittals (Design Engineer to review and approve design-related submittals);
  - Use document processing software to route, track, and monitor all Requests for Information (RFIs);
  - Track and archive all documents related to the project
  - Review contractor proposed change orders to evaluate merit and recommend approval or rejection with documentation of reasoning;
  - Track any contractor claims and recommend solutions to resolve problems that could lead to project delays;
  - Review progress payment requests to determine accurate progress claims and document recommendation for payment;
  - Coordinate system shutdown or impact with the District's Operations department;

- Prepare Storm Water Pollution Prevention Program (SWPPP) signed by a Qualified SWPPP Developer and maintain documentation as required by the State of California Water Board on behalf of the District.
- Construction Inspection
  - Inspect construction to verify adherence to construction contract specifications and drawings;
  - Notify the District of actual or proposed deviations to specifications and drawings so that changes can be evaluated by the Design Engineer;
  - Track all deviations to specifications and drawings for use in preparing As-built plans;
  - Develop a final punch list of required corrections at the project's substantial completion;
  - Immediately notify District if any safety violations are observed;
  - Monitor implementation of Storm Water Pollution Prevention Program (SWPPP) performed by a Qualified SWPPP Practitioner and maintain documentation as required by the State of California Water Board on behalf of the District.
- Other services
  - Provide construction staking (pre-construction general location and precise location at 50 foot intervals and all angle points, connections, and appurtenances);
  - Pre-construction survey and monitoring as required by CEQA document;
  - Coordination with adjacent utilities;
  - Coordination of SCE service connections;
  - Coordination with adjacent land owners.

## **Proposal Format**

The proposal shall include:

- Any proposed modifications to the project scope;
- A project team along with the resumes of key team members;
- A descriptions of the teams experience performing construction management for similar projects;
- A task list with a detailed task description;
- A task list with an estimate of the number of hours and assigned staff in order to complete each task (level of effort estimate); and
- A project schedule itemized by task including the date of submission of all project deliverables;

The cost estimate shall not be included with the proposal but shall rather be placed in a separate e-mail that is clearly marked "Cost Estimate" in the subject and pdf file name.

This cost estimate shall include:

- A project budget itemized by task and other project costs including a contingency of 10%; and
- A total not-to-exceed fee for the project.

## **Proposal Evaluation**

The proposals will be evaluated based upon the following criteria:

- Project Understanding (25%)
- Proposed Team Qualifications (25%)
- Team Experience (25%)
- Level of Effort (25%)

The primary evaluation criteria used by Western will be as outlined above. This is not a competitive bid process based on price alone. The review panel may review the cost estimate prior to ranking the proposal submissions. After selection of the prospective Consultant deemed most qualified, Western will initiate negotiations. If an acceptable contract cannot be reached with the prospective Consultant deemed most qualified, Western may then negotiate with the next most qualified prospective Consultant. Western reserves the right, after opening the proposals, to reject any or all proposals, or to accept proposal(s) that in its sole judgment are in the best interest of Western.

## **Proposal Submission**

Proposals will be accepted in pdf format by e-mail to [dkawaii@wmwd.com](mailto:dkawaii@wmwd.com) until 3:00 pm August 17, 2011. There is a 5 Megabyte limit to your proposal. Please contact Derek Kawaii at (951) 571-7230 with questions. Please call Derek Kawaii at the same number to verify receipt of proposal.

Attachments:

- Exhibit A – Project Drawings
- Exhibit B – Project Specifications
- Exhibit C – Project CEQA document (Negative Declaration)