



CITY OF SARATOGA

13777 FRUITVALE AVENUE • SARATOGA, CALIFORNIA 95070 • (408) 868-1200

Incorporated October 22, 1956

COUNCIL MEMBERS:

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September 19, 2022

Subject: Subject: **Revised RFP per ADDENDUM #1:**

**Request for Proposal to Provide Professional Consultant Services for the 4th Street BRIDGE
WIDENING PROJECT- Environmental - Floodplain Report
FEDERAL PROJECT ID BRLS-5332(020)**

To Whom It May Concern:

The City of Saratoga is requesting proposals from qualified consulting professionals experienced in Caltrans Environmental NEPA Studies. The successful consultant shall perform the tasks as listed in the Project Description & Scope Of Work section listed below.

SUBMISSION DEADLINE

In order for your proposal to be considered, submit two (2) copies to:

Macedonio Nunez, PE
City Engineer
City of Saratoga
13777 Fruitvale Avenue
Saratoga, California 95070

Or you can e-mail the proposal to mnunez@saratoga.ca.us

Deadline for Questions and Clarifications: September 28th, 5:00 PM

Submission deadline: October 5th, 2022, 11:00 AM.

PROJECT DESCRIPTION & SCOPE OF WORK

This project is located at the City of Saratoga on 4th Street. The Project will widen the existing 4th Street Bridge (37C-0294) and approximate 50 ft of roadway approach on each side. The bridge will be widened to accommodate two lanes of traffic, lane shoulders and new sidewalk. The Project will replace the existing bridge deck and railings with no added lane capacity. The existing bridge structure shall remain and only the existing bridge deck will be widened.

The selected consultant shall prepare the required Environmental NEPA Studies in accordance with Caltrans' requirements. The Floodplain Report that will consist of:

- Hydraulic Study and,
- Summary Floodplain Report or Floodplain Evaluation Report

The proposal shall include a Floodplain Report proposal with the itemized task-based costs. This report will be submitted to Caltrans for review by the City. This scope assumes that there can be several rounds of review by Caltrans. Therefore, Consultant shall include cost proposal options for multiple rounds of review and meetings with the City and Caltrans.

Floodplain Report shall be prepared in accordance with Caltrans requirements and to the City of Saratoga Contract Documents.

CITY hereby notifies all Bidders that this project is federally funded, and particular attention should be paid to the Federal and State requirements. All Federal and State required information must be provided in order for the bid to be considered conforming. These sections are located in the back portion of the bid documents. The Disadvantage Business Enterprises (DBEs) goal for this project is 0%.

First draft of the completed Report is to be submitted to the City within sixty (60) working days from the date specified in the Notice to Proceed.

Background Documents:

1. Caltrans 5332 (020)- comment memo 03.11.2014
2. Caltrans 5332 (020)- Signed PES 03.12.2014
3. Field Review Signed 5332-022 2.20.14
4. PES Form-4th Street Bridge BRLS 5332-020 12.19.13
5. Field Review 4th St Bridge BRLS 5332-020 12.16.13
6. 4th Street Bridge Widening Preliminary Plan Views - Existing and Proposed
7. Revised City Contract Document (for reference only). Note Caltrans required Exhibits to the Contract

PROPOSAL REQUIREMENTS

1. *Background:* Provide a description of your firm's background and relevant qualifications. This shall include a description of experience on any related projects. Also, provide the following information:
 - a. The location of the offices where the work is to be performed. If the work is to be shared among firms and offices at different locations, indicate where each office is located and what work is to be performed in each office; and
 - b. A summary of the work to be performed by each sub consultant firm proposed for the project.
2. *Related Experience:* Provide a list of similar projects that your firm has completed in the last five years. For each project, include the name and phone number of the Client.
3. *Staff Experience:* Provide resumes describing the qualifications of the staff that will be working on this project. The City is interested in similar type projects completed by staff in the past five years.
4. *Organization Chart:* Show the proposed relationships between the key personnel and support staff who are expected to participate on the project, showing which aspects of the work each person will be responsible for performing.

5. *Listing of Sub consultants:* List all sub consultants to be used for this project. The City reserves the right to approve or reject the use of any such sub consultants.
6. *Cost of Providing Services:* Please include cost for providing services as described in this Document for an Environmental NEPA Studies - Floodplain Report that will consist of:
 - Hydraulic Study and,
 - Summary Floodplain Report or Floodplain Evaluation Report
7. *Proposal Format:* The entire Proposal is to be limited to 50 pages (8 ½ X 11”, single-sided) maximum.
8. *Included in Proposal:* Caltrans Exhibits to be included. This Contract DBE Goal is 0%.
 - Exhibit 10-O1 – Consultant Proposal DBE Commitment (Consultant to submit to City with Proposal)
 - Exhibit 15-H: Proposer/Contractor Good Faith Efforts. (Consultant to submit with Proposal if consultant does not meet City’s DBE goal.)

Each of these exhibits is available as a fillable form at this website:

<https://dot.ca.gov/programs/local-assistance/forms/local-assistance-procedures-manual-forms>

Where this Request for Proposal does not adequately define or include the tasks required for providing complete professional services, then describe your recommended additional services and programs.

CONSULTANT SELECTION PROCESS

The City will review all proposals. It is intended that a short list of consultants **may** be developed for interviews based upon the review of the proposals. A consultant will be selected following completion of the reviews of the proposal and interviews if any.

Project Schedule:

City releases RFP	09/14/22
Proposals due	10/05/22
Awards consultant contract	10/19/22

Floodplain Report: First draft of the completed Report is to be submitted to the City within sixty (60) working days from the date specified in the Notice to Proceed.

If you have any questions, please call me at (408) 868-1218 or e-mail me at mnunez@saratoga.ca.us

Sincerely,

Macedonio Nunez, PE
 City Engineer
 City of Saratoga