

February 2015

City of Pacific Grove
Local Water Project
Design-Build Project
Request for Qualifications

Table of Contents

1.0 NOTIFICATION OF QUALIFICATION REQUIREMENTS 1-1

1.1 INTRODUCTION 1-1

1.2 GENERAL DESCRIPTION OF THE PROJECT 1-2

1.3 GENERAL CONCEPT OF DESIGN-BUILD SCOPE OF WORK 1-3

1.4 MBR and UV EQUIPMENT..... 1-3

2.0 INSTRUCTIONS TO RESPONDERS 2-1

2.1 GENERAL 2-1

2.2 IDENTIFICATION OF RESPONDENT 2-1

2.3 SUBMITTAL RESPONSE FORMAT 2-2

2.4 AMENDMENTS TO THE REQUEST FOR QUALIFICATIONS 2-4

2.5 INTERPRETATION 2-4

2.6 LATE SOQ SUBMITTALS 2-5

2.7 SELECTIONS 2-5

2.8 PRE-SUBMITTAL CONFERENCE 2-5

2.9 ANTICIPATED SCHEDULE 2-6

2.10 ECONOMIC OUTREACH..... 2-6

2.11 SPECIAL CONDITIONS 2-6

3.0 BASIS FOR SHORT-LISTING..... 3-1

3.1 MANAGEMENT..... 3-1

3.2 EXPERIENCE SUMMARY 3-3

3.3 REFERENCE CHECKS..... 3-4

3.4 PERSONNEL RESUMES AND STAFFING PLANS 3-4

3.5 INSURANCE AND BONDING REQUIREMENTS..... 3-5

3.6 PARTICIPATION ELIGIBILITY 3-5

3.7 MISCELLANEOUS 3-5

4.0 PROJECT BACKGROUND INFORMATION 4-1

4.1 CITY OF PACIFIC GROVE BACKGROuND 4-1

4.2 CITY’S GOALS AND OBJECTIVES..... 4-2

4.3 PROJECT DESCRIPTION AND APPROACH..... 4-2

4.4 AVAILABLE REFERENCE DOCUMENTS..... 4-6

1.0 NOTIFICATION OF QUALIFICATION REQUIREMENTS

The City of Pacific Grove (City) is requesting competitive proposals for Design-Build services to construct the Pacific Grove Local Water Project (Project) in the City of Pacific Grove, Monterey County California. The City's competitive selection process will proceed in the following steps:

1. The qualification phase of the Design-Build Entity (Design-Build Entity).
2. The technical proposal from the Design-Build Entity. Only those Design-Build Entities that are selected in Step 1 will be allowed to participate in Step 2.

The City may solicit qualifications and proposals for a separate long-term Operations contract through a separate future procurement process. The current procurement process will only include operations during start-up, acceptance testing and training periods.

1.1 INTRODUCTION

The City is located in Monterey County, California, approximately 100 miles south of San Francisco, on the tip of the Monterey Peninsula on the Central California Coast. The City was founded in 1875, and has a current population of approximately 15,545. The City of Monterey, the Pacific Ocean, and the Del Monte Forest border the City.

The City provides a range of services including public safety, fire, sewer service, public works, community and recreation activities and events, and general administrative functions. The City owns the Pacific Grove Municipal Golf Links operated by contract. The City owns and maintains the El Carmelo Cemetery.

The purpose of this Request for Qualifications (RFQ) is for the potential procurement of a Design-Build Entity who can provide services required for implementation of the Project. The City seeks services of a Design-Build team that can provide design and construction services for the Project. Based on the submitted RFQs, professionals meeting the City's qualifications will be screened and a short-list of qualified teams identified. Short-listed teams may be invited to participate in an interview with the City. If the City determines to proceed with contracting for these services, a review panel might then interview the selected teams or individuals. It is the intent of the City to select Design-Build teams that are most qualified and that understand the needs of the City. It is the intent of the City to invite three teams or individuals to receive a project Request for Proposals (RFP) after completion of the RFQ process.

The Project is partially financed with funds from California Clean Water State Revolving Fund (CWSRF or SRF). The selected Design-Build Entity must therefore also meet the requirements of the following:

- California Senate Bill No. 785, CHAPTER 931

- California State Revolving Fund Requirements including the American Iron and Steel (AIS) Provisions and Davis Bacon Act.

It is the intent of the City to shortlist three qualified Design-Build Entities based on the criteria presented in Section 3.0 of this RFQ. Shortlisted entities will be invited to submit Design-Build cost proposals in response to a Request for Proposals to be issued by the City at a future date. The Design-Build cost proposals will be evaluated on a “Best Value” basis as defined in SB-785.

Throughout this document the term “short-listed firms” refers to those firms or entities that are invited by the City to submit a proposal based on the City’s review of their Statement of Qualifications.

1.2 GENERAL DESCRIPTION OF THE PROJECT

The Project will result in the construction of a Satellite Reclaimed Water Treatment Plant facility with a design flow capacity of 0.25 million gallons per day (MGD). The new facilities include the following:

- Sewage diversion structure;
- Sewage diversion pipeline;
- Headworks (including flow metering, fine screens, and grit removal);
- Combined biological filtration treatment, using a Membrane Bioreactor (MBR);
- Ultraviolet disinfection (UV);
- Solids management, odor control;
- Retrofit of existing clarifier and sludge digestion tanks to serve as recycled water reservoirs;
- Recycled water pump station and related appurtenances;
- Recycled water pipelines and related appurtenances;
- Potable water pipelines and related appurtenances; and,
- Waste sewage pump station, force main pipeline and related appurtenances.

Design of the waste sewage pump station and force main pipeline will be completed by others; however, construction of these facilities will be included in the Project. Design plans for the waste sewage pump station and force main pipeline will be included as part of the RFP.

The estimated design-construction budget of the Project has been projected at approximately \$5.3 million. The City will be open to all appropriate methods of reducing costs without sacrificing quality or timeliness of project completion. The City is offering to share a portion of the savings with the successful proposer.

The detailed technical requirements for the Project are being developed and will be presented in the RFP. The presentation of technical requirements in the RFQ is to convey to interested Design-Build Entities a general understanding of the Project only and is not necessarily indicative of the final RFP requirements. Additional background information for the Project is included in Section 4 of this RFQ.

The City has retained Brezack & Associates Planning, LLC (B&AP) as the owner's representative to assist in the evaluation of the Qualification Documents and development of the preliminary engineering concepts and specification for the RFP.

1.3 GENERAL CONCEPT OF DESIGN-BUILD SCOPE OF WORK

The successful Design-Build Entity will be required to develop the completed design from the following documents that will be provided to the short-listed Design-Build Entities during the proposal stage of the procurement process:

- City of Pacific Grove: "Local Water Project Facility Plan Report", June 23, 2014
- City of Pacific Grove: "Local Water Project Draft Environmental Impact Report", September 16, 2014
- City of Pacific Grove: "Local Water Project Final Environmental Impact Report", November 2014
- City of Pacific Grove: "Local Water Project Preliminary Site Configuration", February 2015
- Topographic Survey of Point Pinos WWTP, April 2013.
- Requirements presented in the RFP

The documents provided are for informational purposes only. It is estimated that the design level of completion of these documents is approximately 10% unless otherwise indicated.

The Design-Build Entity will be responsible for all Design-Build services comprising this project, including, but not limited to, design, construction, surveying, geotechnical investigations, scheduling, quality control, inspection, laboratory testing, permitting, and any other services that can be generally identified through start-up and acceptance by the City.

1.4 MBR and UV EQUIPMENT

The Design-Build Entities are advised that during the subsequent proposal phase, only MBR systems with proven records of successful applications will be considered. Acceptable MBR membranes are those identified in Attachment B "Historically Conditionally Accepted Polymeric Membrane Filters" of the California State Water Resources Control Board's report entitled "Alternative Treatment Technology Report for Recycled Water" dated September 2014, available on the Internet at the following address:

http://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/documents/dwdocuments/Alternative%20Treatment%20Technology%20Report%20for%20RW%2009_2014.pdf.

The UV disinfection system shall have been tested and validated in accordance with the California Title 22 Guidelines – Reference “Alternative Treatment Technology Report for Recycled Water” September 2014.

2.0 INSTRUCTIONS TO RESPONDERS

2.1 GENERAL

One original paper and two paper copies must be submitted along with a DVD containing the electronic files of the Statement of Qualifications shall be submitted to the City no later than 12:00 Noon, PDT on March 16, 2015, to the following:

Mr. Daniel Gho
City of Pacific Grove, Public Works Superintendent
c/o City Clerk
300 Forest Avenue
Pacific Grove, California 93950
Phone: (831) 648-5722

Submittals shall be made in a sealed envelope marked **“Statement of Qualifications for the Pacific Grove Local Water Project Design-Build Project”**. The City will date and time stamp all envelopes when they are received. Envelope(s) shall show the Proposer’s name and address in the upper left hand corner. Submittals will be opened immediately following the submittal closing time at the location mentioned above and the names of all Proposers publically announced by posting to the City’s Internet website at <http://www.ci.pg.ca.us> and in a local newspaper.

Submittals must be made in strict accordance with the requirements of this RFQ. SOQs not submitted in accordance with the requirements outlined herein shall be deemed as unresponsive and will not be considered further. Following the City’s evaluation of SOQs, the City may invite the short-listed Design-Build Entities to receive an RFP for design/build services.

2.2 IDENTIFICATION OF RESPONDENT

2.2.1 ENTITY DESIGN-BUILD CONTRACT

It is the City’s intent to issue one Design-Build contract for all survey, utility location, permitting, design, construction, quality control, and start-up services necessary to construct the Pacific Grove Local Water Project Design-Build Project. This entity will designate an individual to be the single point of contact with the City who will have contractual responsibility for all Design-Build services contracted by the City for the Project.

2.2.2 DESIGN-BUILD ENTITIES

The City understands that several possibilities exist for a legally qualified Design-Build Entity to structure itself. Therefore, the City acknowledges and will accept proposals from the following types of Entities:

- **Constructor / Engineer:** Under this Design-Build organizational format, the Prime Proposer is a Class 'A' General Engineering Contractor who retains an engineering sub-consultant to perform necessary design services and retains pertinent subcontractors to complete Design-Build of the Project facilities.
- **Engineer / Constructor:** Under this Design-Build format, the Design Engineer is the Prime Proposer and subcontracts with a Constructor and subcontractors to complete Design-Build Project facilities.
- **Limited Partnership / Joint Venture:** Under this format, separate entities of Designer or Constructor form a limited partnership or a joint venture (a general partnership) and the combined entity is the Prime Proposer. The Prime Proposer retains subcontractors to complete the Design-Build of the Project facilities.
- **Existing Design-Build Corporations:** Under this format, existing or currently formed and active entities are structured such that the corporation is licensed to perform Design-Build services and the engineering and construction expertise is already contained within the firms operating organizational format. The entity would become the Prime Proposer and retain pertinent subcontractors for completion of the Design-Build facilities.

2.3 SUBMITTAL RESPONSE FORMAT

The Statement of Qualifications shall be limited to a maximum of 20 pages, excluding items stipulated as appendices. One original paper and two paper copies must be submitted along with a DVD containing the electronic files of the submittal. Electronic files must be provided in Microsoft Word or Adobe Acrobat PDF format. The following information must be provided:

- 1. Executive Summary:** A concise executive summary of the Statement of Qualifications, identifying the entity being presented for qualification. The summary should include a brief history of the organization, its organizational structure, background, and experience as a Design-Build entity. This executive summary must be limited to (2) two 8 1/2" x 11" sheets single line type on one side of the page. A minimum of 11-point font is required.
- 2. Identity of Design-Build Entity:** Legal name and address of Respondent; legal form of the entity (partnership, corporation, joint venture, etc.); parent company (if applicable); contact person (name, title, telephone number); and California Class A Contractor's License number (required) and a copy of license provided as an appendix.

Provide Engineering registration information for the proposed designer.

If the Design-Build Entity is a privately held corporation, limited liability company, partnership, or joint venture, a listing of all of the shareholders, partners, or members

known at the time of statement of qualification submission who will perform work on the Project.

3. **Issues:** The Respondent shall provide information on the revocation or suspension of any license, credential, or registration that is pending or has occurred during the last five years. The Respondent shall also identify claims, negotiated settlements, law suits, and legal actions against the key parties of the Design-Build Entity on-going and occurring in the last five years.
4. **Organizational Documents:** If the proposed Design-Build Entity is a corporation, limited liability company, partnership, joint venture or other legal entity, a copy of the organizational documents or agreement committing to form the organization.
5. **History as an established D-B Entity:** The Design-Build Entity must provide specific project-related experience and individual team histories in Design-Build delivery, indicating relevance of size, scope, and complexity to the City's Project. To qualify as relevant, the information submitted must demonstrate that the teams or the individual key personnel's involvement with the reference project began at the initial stages and extended through completion and acceptance of the project by the owner. If applicable, provide examples of projects the team members and key personnel have previously completed together.
6. **Project Qualifying experience of the Design-Build Entity in performing work similar to that described:** Include Respondent's specific role on similar projects, the construction contract value, and the terms of engagement on those projects. Describe how the responding entity meets the RFQ qualification standards as outlined in Section 3 of this RFQ.
7. **Names, telephone numbers and addresses of a minimum of three existing or former clients.** Contacts should be for similar MBR wastewater recycling projects within the last five years, who may be contacted as references.
8. **A project-specific organization chart clearly illustrating the roles and lines of communication of all project team members.** Respondents must identify all key personnel by name and title (see Section 3.1 for required positions), and explain how all individuals listed as key personnel in the SOQ submittal will be made available to the City, in the equivalent capacity, at the Request for Proposal and contract selection phases. The City reserves the right to disqualify any Respondents for changes made to key personnel staffing from the RFQ to RFP stage without City's permission. The City will review and approve all requested substitutions of key personnel. City's rejection of key personnel will result in disqualification of Respondent.
9. **Appendices:** Qualifications and Resumes of all key Design-Build Entity members listed in the organization chart prepared in accordance with above requirement. Demonstrate how key team members meet the qualification requirements listed below:
 - Pertinent experience, including title or duties on similar projects

- California Professional Engineering registration
- Academic credentials
- Membership and certification by professional societies or other organizations
- Certification of the Operators conducting startup and acceptance testing of the plant.

10. Skilled Workforce Commitment: An enforceable statement committing the Design-Build Entity that it and its subcontractors will use a skilled and trained workforce to perform all the work on the Project that falls within an apprentice-able occupation in the building and construction trades. This is a requirement of California SB-785.

- a. As of January 1, 2016, at least 20 percent of the skilled journeypersons employed to perform work on the contract or project by the entity and each of its subcontractors at every tier shall be graduates of an apprenticeship program for the applicable occupation that was either approved by the *Chief of the Division of Apprenticeship Standards* pursuant to Section 3075 of the California Labor Code or located outside California and approved for federal purposes pursuant to the apprenticeship regulations adopted by the federal Secretary of Labor.

11. Submitted Information: Include in the signature section of the qualifications the following statement in accordance with SB 785: “The information provided is certified correct under penalty of perjury by the Design-Build Entity and its general partners or joint venture members”.

2.4 AMENDMENTS TO THE REQUEST FOR QUALIFICATIONS

The City reserves the right to cancel or revise in part or in its entirety the RFQ including, but not limited to selection schedule, submittal date and submittal requirements. If the City cancels or revises this RFQ, all Respondents shall be notified by addenda.

2.5 INTERPRETATION

All questions about the meaning or intent of the Request for Qualifications documents shall be submitted to the City in writing, facsimile, or electronically to the following:

Mr. Daniel Gho
City of Pacific Grove, Public Works Superintendent
2100 Sunset Drive
Pacific Grove, California 93950
Phone: (831) 648-5722
Fax: (831) 375-0627
Email: dgho@ci.pg.ca.us

Replies will be issued by addenda and mailed to all parties recorded by the City as having received the Request for Qualification documents and will be made available on the City's Internet website. Questions received less than 7 calendar days prior to the submittal due date will not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect. Written information given to any Entity by the City shall be furnished to all other Entities.

2.6 LATE SOQ SUBMITTALS

It is the Design-Build Entity's responsibility to ensure its SOQ submittal is received by the City on or before the time and date specified in Section 2.1. Submittals received after the specified date and time will not be considered.

2.7 SELECTIONS

Selection procedures are discussed in Section 3, BASIS FOR QUALIFICATION. The City reserves the right to reject any and all submittals, to waive any and all informalities, and to disregard all non-conforming, non-responsive or conditional submittals.

The final selection of short-listed firms will not create a binding contract or obligation on the part of the City to enter into contract with any of the successful RFQ respondents included on the list of short-listed Design-Build Entities.

The City may conduct such investigations, as it deems necessary, to assist in the evaluation of any submittal and to establish to the City's satisfaction the responsibility, qualifications and financial ability of the respondents.

2.8 PRE-SUBMITTAL CONFERENCE

A **mandatory** pre-submittal conference will be held at 10:00 a.m. on Friday, February 27, 2015, at the City of Pacific Grove City Hall, 300 Forest Avenue, Pacific Grove, California. Specific questions about the Request for Qualifications can be submitted to the City (at the address in §2.5 above). If they are submitted no later than three working days prior to the conference, this will allow for prepared answers to be delivered to all Attendees at the conference. Later questions may not be able to be answered fully in writing at the meeting, but answers will be posted on the City's website as soon as they are available.

Following the conference, the City will prepare a record of the conference that will be provided to all Entities in attendance.

Remarks and explanations provided at the conference shall not qualify or amend the terms of the Request for Qualifications unless confirmed by the City in writing by addenda.

Attendance at the pre-submittal conference is mandatory. Failure to attend will deem the submitting entity non-responsive. It is not necessary for all members of a team to be

represented. However, the submitting entity will be held accountable for receiving and applying all information provided as a result of this conference.

2.9 ANTICIPATED SCHEDULE

- Advertise Request for Qualifications Thursday, February 19, 2015
- Mandatory Pre-submittal Conference Friday, February 27, 2015
- Last Day to Submit Questions Tuesday, March 10, 2015
- Receive Statements of Qualifications Monday, March 16, 2015
- City to Announce Short-Listed Firms Tuesday, March 24, 2015

2.10 ECONOMIC OUTREACH

Economic outreach will be a part of the agreement.

The City, as a matter of policy, encourages the participation of qualified Minority, Disadvantaged, and Women-owned Business Enterprises (MBE, Design-Build Entity, WBE) and Emerging Businesses in response to this invitation. The City does not discriminate on the basis of race, color, national origin, religion, age, ancestry, medical condition, disability, or sex in consideration for an award of contract.

2.11 SPECIAL CONDITIONS

All Statements of Qualifications submitted in response to this Request for Qualifications become the property of the City. Trade secrets, marked as such, including financial information so marked, will be kept confidential. Only those SOQs submitted by the respondents who is short-listed and provided a Request for Proposals (RFP) by the City and awarded the contract will become a public record and as such, might be subject to public review. The SOQs and other materials not marked as Trade Secret may only be available to the public following the City's completion of contract negotiations with the selected Design Build Entity. All other SOQs, as well as the trade secrets of all Respondents, are working documents that are not a public record. The City reserves the right to request additional information or clarification during the evaluation process.

The City will make no determination as to the adequacy of any system, process, procedure, or representation made by Respondent. As such, qualification does not infer approval of any such systems, processes, procedures, or representations. Specific requirements desired by the City will be defined in a subsequent Request for Proposals issued to the selected short-listed Design-Build Entities.

3.0 BASIS FOR SHORT-LISTING

This section describes the information to be provided in accordance with Paragraph 11 of Section 2.3 of this RFQ.

The City's short-listing of respondents to the RFQ will be based on an evaluation of their professional qualifications and experience through review of the submittals described below. The selection process will use a pass/fail system where the failure to meet the minimum requirements on any item will deem the Respondent as not responsive. All relevant factors will be considered. Failure to provide any of the requested information will deem the submitting entity non-responsive.

3.1 MANAGEMENT

3.1.1 Management Structure and Organization

The Management Structure and Organization shall define how the respondent will organize the execution of the Project and include the makeup of the team, the leadership of the team, the accountability of the team leader and the lines of authority. Individuals will be shown by name and project title. The intent is to show the team as being composed of the appropriate mix of skills and disciplines, that there will be continuity from design through construction and that there is definite authority vested in the Project Manager to execute the project.

The minimum acceptable Project Team shall consist of a Project Manager, Design Manager who shall be the Project Engineer during construction, Construction Manager, Licensed Design Engineers in all required disciplines such as: mechanical, structural, electrical and geotechnical disciplines, Surveyor, Field Engineers, Quality Control/Quality Assurance Supervisor, Safety Engineer, and Scheduler.

3.1.2 Schedule Control

The submittal shall show the Respondent's experience and proficiency at scheduling using a computerized cost and schedule system based at the work location. Furnish scheduling software manufacturer's data verifying its ability to produce a fully resource loaded schedule (labor hours, equipment, materials and dollars). Describe at least two recent projects of at least \$5 million in value where Respondent used the described system to produce a resource loaded Critical Path Method (CPM) schedule, and list the name of the individual who performed scheduling work for each referenced project. Also provide qualifications for the individual listed to perform scheduling activities and include at least two of the above referenced projects.

3.1.3 Procurement

Explain the process used to purchase materials and large process equipment in a timely manner. Demonstrate the processes and procedures for vendor inspection, expediting, witness testing, inspection, storage and maintenance. Further explain when each of the above is applicable and the reporting mechanism to assure each has been accomplished. As a minimum, provide references to three projects at which this procedure has been implemented.

3.1.4 Quality

Respondent shall demonstrate a clear understanding of the need and process of ensuring the City receives the quality product required both in design and construction. Respondent shall identify specifically who will be responsible for the quality program and how it will be managed. Include as an appendix to the SOQ submittal a copy of Respondent's standard Quality Assurance/Quality Control (QA/QC) plan outlining the quality program in detail. In particular, Respondent shall define his design review process, field inspection process, submittal review process, deficiency identification, correction and tracking process, non-conformance process, and level of senior management involved. A Contractor Quality Control Program and identification of the QA/QC officer is required. This individual must have experience as a QA/QC officer during at least three projects of comparable complexity. **This individual must have the authority to enforce all aspects of the QA/QC plan.**

3.1.5 Safety Record

Information on the Respondent's (i) Workers' Compensation experience history, (ii) Worker Safety Program, and (iii) Worker Safety Record shall be provided.

A Respondent's safety record shall be deemed acceptable if its experience modification rate for the most recent three-year period is an average of 1.00 or less, and its average total recordable injury or illness rate and average lost work rate for the most recent three-year period does not exceed the applicable statistical standards for its business category or if the Respondent is a party to an alternative dispute resolution system as provided for in Section 3201.5 of the Labor Code.

3.1.6 Cost Control: Construction and Operation

The City is placing a premium on quality, followed in priority by schedule and cost. The City does not believe that, in many cases, they are trade-offs. The City believes strongly that this project can, and should, be brought in under budget and will strongly consider all of the successful Respondent's suggestions for doing so. The City is willing to partner with the successful Respondent and share savings. The City will also include a liquidated damages clause in the executed agreement.

3.2 EXPERIENCE SUMMARY

The Respondent shall demonstrate all recent (last five years) and specifically related (size and facility type) experience in Design-Build, design, or construction projects. Emphasis will be on knowledge of the complexities involved in this size and type of facility, the experience of the firm and individuals in design/build, design or construction projects, and in the case of teaming, the previous experience of the team members in working together. Minimum requirements for the Project Team include:

3.2.1 Experience of Design Member of the Team

The Respondent shall demonstrate the experience to which the design members of the team have functioned as a project team, including a listing of the projects that have been completed by team members. The members of the Design-Build team must have design experience with MBRs, Title 22 treatment, UV disinfection on at least three projects, and must meet the following minimum experience requirements.

ONE OR MORE DESIGN-BUILD PROJECTS, OF ANY TYPE

- Not less than \$5 million in construction value, all projects considered.

TWO OR MORE ADVANCED WATER OR WASTEWATER TREATMENT PLANT PROJECTS

- Not less than \$3 million in construction value; advanced water or wastewater treatment plants.

THREE OR MORE PROJECTS EMPLOYING AN MBR PROCESS

- Any size

3.2.2 Constructor Experience

The Respondent shall demonstrate constructor's extent of experience in Design-Build projects and extent of experience in water and wastewater projects. The constructors must meet the following minimal experience requirements.

ONE DESIGN-BUILD PROJECT

- * Not less than \$5 million in construction value, all project types considered.

TWO PROJECTS

- * Not less than \$5 million in construction value; advanced water or wastewater treatment plants.

At least one of these three projects shall demonstrate Respondent's previous experience employing the use of MBR technology.

3.2.3 Design-Build Project Team Experience

The Design-Build Team shall demonstrate the experience to which the design members and the constructor have functioned together to complete a project. Describe at least one project, not less than \$5 million in project value, in which both the design members and constructors had primary responsibility for project completion.

Design-Build team shall have prior Design-Build experience. Experience must have been recent (last 5 years). The Project Manager, Design Manager/Project Engineer, Construction Manager, and Quality Control/Quality Assurance Supervisor shall have performed a similar role during the above referenced projects.

3.2.4 MBR System

It is anticipated that the MBR system will be provided as a package. The DB Team shall include a manufacturer of MBR systems with a record of successful applications. (Note: the City does not expect Respondents to the RFQ to commit to one MBR system this early in the process.) Membrane warranties and membrane guaranteed replacement costs issued by the manufacturer of the membrane will be requirements of the Request for Proposals from the City's short-listed Respondents. Also, the membrane manufacturer will be required to approve the screen design to ensure compliance with membrane warranty.

The Respondent shall identify a minimum of one and up to three candidate MBR System Suppliers and corresponding membrane manufacturers. The shortlisted DB entities will be required to use one of the candidates identified in their Statement of Qualifications.

Design-Build proposals of the short-listed Respondents will be evaluated on a "Best Value" basis considering overall costs including 30-years of operation. It is anticipated that the recycled irrigation water demand occurs for 9 to 10 months per year. The entire reclamation system including the MBR may not be operated several months per year when irrigation water is not needed. The RFP will contain information on the down-time requirements. The Design-Build proposals will have to address maintenance of the MBR membranes during the seasonal downtime.

3.3 REFERENCE CHECKS

References shall be provided for the experiences listed above. A uniform set of questions will be used to check each reference. The City reserves the right to check other references. References must verify Respondent's representations.

3.4 PERSONNEL RESUMES AND STAFFING PLANS

The Respondent shall submit resumes demonstrating the experience and qualifications of key personnel proposed for this Project. Minimum key personnel include the Project Manager,

Design Manager/Project Engineer, Construction Manager, Licensed Design Engineers, Field Engineers Quality Control/Quality Assurance Supervisor, and Safety Engineer.

For the Project Manager, Design Manager/Project Engineer, and Construction Manager the Respondent will submit a statement attesting to the Respondent's commitment to keep the individual so identified for the duration of the project. This commitment is to last as long as the individual remains in the employ of the Respondent, unless otherwise approved by the City.

3.5 INSURANCE AND BONDING REQUIREMENTS

Provide a statement verifying proposers ability to meet the following requirements:

Insurance:

- * Workers Compensation, General Liability and Automobile Liability Insurance \$5,000,000 per occurrence and \$10,000,000 in the aggregate.
- * Builder's Risk "All Risk" Insurance \$5,000,000 per occurrence and \$10,000,000 in the aggregate.
- * Professional Liability Insurance coverage in the amount of \$5,000,000 per occurrence and \$10,000,000 in the aggregate.
- * Errors and Omission \$5,000,000 per occurrence and \$10,000,000 in the aggregate.

Bonding:

- * 100% payment and performance.

3.6 PARTICIPATION ELIGIBILITY

Consulting/Engineering firms and/or its subsidiaries participating in the City's current efforts on this Project, are ineligible to participate wholly or as a part on the Design-Build Teams.

3.7 MISCELLANEOUS

The Respondent shall provide details and evidence of capability to provide the following:

- License – required licenses to perform work/services in California (class A contractor license).
- Work with Own Forces – demonstrated capability to perform 100% of the design work and some portion of the construction work with Proposer's own forces. (A designer as a prime subcontractor or a JV member qualifies as a part of "Proposer" for meeting this requirement.) Respondent is to provide to the City of the percentage of work it estimates that will be conducted by City staff.

- Provide a declaration that neither the Design-Build Entity, nor any of its members, under its current or former name, has had a surety company complete any project within the past 5 years.

- Provide a declaration providing detail for the past five years concerning all of the following:
 - i. Civil, criminal, or administrative violations of the Occupational Safety and Health Act against the Design-Build Entity and/or any of its members.

 - ii. Civil, criminal, or administrative violations of the Contractors' State License Law against the Design-Build Entity and/or any of its members.

 - iii. Conviction of or any written accusations by a government entity of the Design-Build Entity and/or any of its members for submitting a false or fraudulent claim to a public agency.

 - iv. Civil, criminal, or administrative violations of federal or state law governing the payment of wages, benefits, or personal income tax withholding, or of Federal Insurance Contribution Act (FICA) withholding requirements, state disability insurance withholding requirements, or unemployment insurance payment requirements against the Design-Build Entity and/or any of its members. For purposes of this subsection, only violations by the Design-Build Entity and/or its members, as an employer, shall be deemed applicable, unless it is shown that the Design-Build Entity and/or its member(s), as an employer, had knowledge of a subcontractor's violation or failed to comply with the conditions set forth in Section 1775(b) of the State Labor Code.

 - v. Civil, criminal, or administrative violations of federal or state law against the Design-Build Entity and/or any of its members governing equal opportunity employment, contracting or subcontracting.

 - vi. Disbarment, disqualification, or removal from a federal, state or local government public works project.

 - vii. Bankruptcy or receivership of the Design-Build Entity and/or any of its members.

 - viii. All settled adverse claims, disputes or lawsuits between the owner of a public works project and the Design-Build Entity and/or any of its members in which the claim, settlement or judgment exceeds fifty thousand dollars (\$50,000).

4.0 PROJECT BACKGROUND INFORMATION

This section is presented to provide respondents with an overview of the background and content of the Project. Additional information is posted on the City's Internet Website at <http://www.ci.pg.ca.us/index.aspx?page=534>. The City reserves the right to make changes to the Project as required.

4.1 CITY OF PACIFIC GROVE BACKGROUND

The City of Pacific Grove is located on the on the Monterey Peninsula along the Central California Coastline, approximately 100 miles south of the City of San Francisco.. The City is bound on the north by Monterey Bay, on the east by the City of Monterey, on the south by the unincorporated Pebble Beach Community and the Del Monte Forest, and on the west by the Pacific Ocean. The City is approximately 2.9 square miles in area with a population of approximately 15,300 residents. Land uses within the City include residential, office, commercial, golf courses, recreational parks, schools, military installments, and open space reserves.

The region is dependent on local rainfall for replenishment of its water supplies. Near coastal groundwater pumping has resulted in increased total dissolved solids (TDS) concentrations, seawater intrusion, and overdraft of the local aquifers. Diversions and pumping of the underdrain of the Carmel River has put critical habitat for federally and state listed endangered species at risk. The City's water purveyor, California American Water Company (CAW), is subject to pumping restrictions pursuant to State Water Resources Control Boards (SWRCB) Order 95-10, the related Cease and Desist Order by the SWRCB (Order WR2009-0060), and their reduced pumping of the Seaside Groundwater Basin Mandated by its adjudication.

The City owns, operates, and maintains the wastewater collection system located within its boundaries. The system consists of approximately 58 miles of pipelines, 900 manholes, and 5 pump stations. The Monterey Regional Peninsula Water Pollution Control Agency (MRWPCA) owns two regional pump stations. Wastewater collected throughout the City is conveyed for treatment to the MRWPCA Regional Treatment Plant (RTP) located north of the city of Marina.

Prior to construction of MRWPCA's RTP, City wastewater was treated at the Point Pinos Wastewater Treatment Plant (WWTP). The Point Pinos WWTP is located adjacent to the 15th and 17th Tees of the Pacific Grove Golf links, west of the intersection of Asilomar Avenue and Ocean View Boulevard. The Point Pinos WWTP is fenced and is surrounded by open space, pedestrian trails, Monterey Bay, dune habitat restoration, and the Pacific Grove Golf Links. The Point Pinos WWTP parcel is approximately 2.23 acres in area and was deeded to the City by the United States Coast Guard. The Point Pinos WWTP was built in 1952 with a treatment capacity of 2 mgd. Treatment consisted of the following processes:

- Headwords with bar screen, grit removal and comminutor;

- 210,000 gallon clarifier with disinfection;
- 430,000 gallon sludge digester.

Treated effluent was discharged through an outfall to the Pacific Ocean. The Point Pinos WWTP was retired in 1980 with the City's connection to the MRWPCA RTP. However, the City maintains ownership of the land and facilities. The City currently uses the site as a maintenance and storage facility for its public works field operations.

The City received a Recycled Water Planning Grant from the SWRCB and completed a Facility Plan Report in June 2014 that investigated project alternatives and implementation plans for the proposed Project. The City is in the process of submitting a Notice of Intent for compliance with the SWRCB General Waste Discharge Requirements for Recycled Water Use (Order WQ 2014-0090-DWQ). In compliance with the California Environmental Quality Act (CEQA), an environmental impact report (EIR) was prepared to evaluate the environmental impacts associated with the proposed Project and proposes mitigation measures for construction and operation impacts when required. The City approved the EIR in November 2014.

4.2 CITY'S GOALS AND OBJECTIVES

The main objective of the Project is to create a new supply of non-potable water for irrigation of the Pacific Grove Golf Links, El Carmelo Cemetery, and to create new uses of recycled water within the Project service area as permitted by the State of California.

4.3 PROJECT DESCRIPTION AND APPROACH

The City of Pacific Grove Local Water Project Facility Plan Report (June 2014) recommended the construction and operation of a satellite recycled water treatment plant and recycled water distribution system to service six recycled water customers with an annual average demand of 125 acre-feet per year (AFY). This RFQ is related to the procurement of Design-Build services for Demand Group 1 of the proposed Project. The Project includes a facilities with design flow capacity of 0.25 million gallons per day (MGD). The new facilities include the following:

- Sewage diversion structure;
- Sewage diversion pipeline;
- Headworks facility (including flow metering, fine screens, and grit removal);
- Combined biological filtration treatment, using a Membrane Bioreactor (MBR) process;
- Ultraviolet disinfection (UV);
- Solids management, odor control;
- Retrofit of existing tanks to serve as recycled water reservoirs;
- Recycled water pump station;
- Recycled water pipelines;
- Potable water pipelines;
- Waste sewage pipeline; and

- Waste sewage pump station and force main.

4.3.1 Sewage Diversion Facilities

A portion of the sewage flow from an existing 15-inch sewer pipeline in Asilomar Avenue will be diverted to the satellite recycled water treatment plant. The sewage diversion point is located adjacent to Manhole 801 near the intersection of Asilomar Avenue and Del Monte Boulevard. The wastewater flow will be diverted to a new flow diversion structure equipped with gravity flow bypass pipeline. The diversion structure will allow non-diverted wastewater to continue to flow to the MRWPCA RTP for treatment.

4.3.2 Satellite Recycled Water Treatment Plant

The satellite recycled water treatment plant will consist of:

- Headworks facility (including flow metering, fine screens, and grit removal);
- Combined biological filtration treatment, using a Membrane Bioreactor (MBR) process;
- Ultraviolet disinfection (UV);
- Solids management, odor control;
- Retrofit of existing tanks to serve as recycled water reservoirs;
- Waste sewage pipeline; and
- Waste sewage pump station and force main.

Respondents are encouraged to familiarize themselves with the environmental mitigation requirements of the Project available in the Project's Final Environmental Impact Report available for download at <http://www.ci.pg.ca.us/index.aspx?page=534>

The satellite recycled water treatment plant will produce recycled water suitable for unrestricted uses pursuant to California Code of Regulations, Title 22, Sections 60301-60355.

4.3.2.1 Satellite Recycled Water Treatment Plant Solids Management

Debris from fine screens will be processed through a washer/compactor to remove organic materials and eliminate odors. Screenings will be transported offsite for disposal.

Sludge removed from the treatment process will be returned to the wastewater collection system for conveyance to the MRWPCA RTP. Wastes will be pumped to the existing sewage collection system through a new pump station at the SRWTP. The existing pump station adjacent to the site will be decommissioned and flows re-routed to the new pump station at the satellite recycled water treatment plant.

4.3.2.2 Odor and Noise Control

All facilities at the satellite recycled water treatment plant will be enclosed to minimize noise transmission and eliminate potential for uncontrolled odor release.

4.3.2.3 Architecture and Landscaping

Satellite recycled water treatment facilities will be structured with aesthetic properties typical of existing municipal corporation yards. The architecture will be unobtrusive in its existing environment and will have a minimalistic quality. Lighting will be low intensity and shielded to minimize ambient light and to inhibit glare to adjoin properties.

4.3.3 Recycled Water Distribution System

4.3.3.1 Recycled Water Storage

The existing clarifier and sludge digestion tanks from the retired Point Pinos WWTP will be retrofitted to provide recycled water storage. Activities to retrofit the WWTP include the following:

- Removal and as-needed spot replacement of corroded exterior surfaces;
- Removal and replacement of roofing systems;
- Repainting of exposed piping and reinforcing steel;
- Cleaning and repair of exterior concreted surfaces;
- Repair of spot corrosion on interior concrete surfaces;
- Cleaning and recoating of interior steel appurtenances;
- Removal of debris;
- Installation of Occupational Safety and Health Administration (OSHA) required handrails, ladders, and gates;
- Rehabilitation of former WWTP administration offices for use by satellite recycled water treatment plant personnel.

From these two tanks, recycled water will be pumped through transmission pipelines for distribution to the recycled water customers.

4.3.3.2 Planned Recycled Water Customers and Discharge Points

Irrigation is the primary planned use of the recycled water. Recycled water will also be used for toilet and urinal flushing and industrial uses such as laundry facilities. The recycled water distribution system will be constructed and operated in accordance with the Titles 22 and 17 of the CCR Water Recycling Criteria and Requirements for the Protection of Water Systems, and in compliance with all applicable rules and regulations governing the use of recycled water including the following:

- California Health and Safety Code Division 104;
- California Water Code (CWC) Division 7;
- 22 CCR, Division 4;
- State Water Resources Control Board (SRWCB) General Order For Recycled Water Use; and
- Central Coast Regional Water Quality Control Board (RWQCB) Waste Discharge Requirements.

4.3.3.3 Recycled Water Pump Station

A pump station is required to pressurize the recycled water distribution system. A pump station will be located at the SRWTP site to pump water from the storage tanks to the distribution system to service Demand Group I sites. Additional capacity will be added to the pump station to service Demand Groups II and or III sites as those projects are approved.

The pump station will include two pumps: one for active duty and one for standby. These pumps will be driven by electric motors. Backup power will not be required for the recycled water pump station because of the non-critical nature of the irrigation use of recycled water.

The pump station will be enclosed within an acoustically designed and insulated structure to prevent noises that will exceed the maximum nighttime level of 65 decibels (dB) per the City's noise standards specified in the Health and Safety Element of the Pacific Grove General Plan.

4.3.3.4 Distribution Pipelines

In general, the recycled water distribution system for the Demand Group I project will consist of a purple pipeline system constructed within City-owned properties. The pipelines and appurtenances will be colored purple to distinguish them from the potable water supply pipelines, as required by Title 22. The distribution system will consist of 8 and 12-inch diameter recycled water transmission mains and smaller lines extending from the transmission mains. All pipelines will be constructed of polyvinyl chloride (PVC) or ductile iron pipe.

The main portion of the recycled water distribution pipeline will be constructed through the Pacific Grove Golf Links, across Asilomar Avenue, and connect to the existing Pacific Grove Golf Links irrigation system at approximately the 8th Tee. Other portions of the recycled water distribution pipelines include connections to the Pacific Grove Golf Links "Back 9" irrigation system located adjacent to the 7th Fairway and connections to the restrooms at Crespi Pond.

A new or relocated potable water meter and service pipeline will be constructed to provide potable water to the El Carmelo Cemetery Maintenance Building located at the southeast corner of the cemetery. A potable water meter will be relocated from Del Monte Boulevard to the cemetery entrance at Asilomar Boulevard. Approximately 1,100 feet of new potable water pipeline will be constructed from Asilomar Avenue through the El Carmelo Cemetery to the maintenance building.

Distribution pipelines will include fittings and valves at locations where planned recycled water pipelines will connect if future expansion projects are constructed. The fittings will be of the appropriate size to accommodate connection to future recycled water projects. Air release and blow off valves will be installed as necessary to protect against surges and air gaps and to allow draining of the pipelines with discharges to the sewer.

The recycled water distribution system will require flow control valves and other minor appurtenant facilities. The proposed Project includes installing connections between the recycled water distribution system and existing irrigation systems, recycled water meters, valves, valve boxes, and installation of a "swivel-ell". The swivel-ell allows the user to switch from the potable

or recycled water distribution system while maintaining an air gap, as required by SWRCB Department of Drinking Water regulations. Site retrofits include signage, painting vaults, and above ground piping purple, tags, and purple sprinkler heads as required by Title 22.

4.4 AVAILABLE REFERENCE DOCUMENTS

Reference documents pertinent to the Project efforts are available on the City's Internet website at <http://www.ci.pg.ca.us/index.aspx?page=534>. Reference documents include, but are not limited to, the following:

- City of Pacific Grove Local Water Project Facility Plan (Brezack & Associates Planning, June 2014)
- City of Pacific Grove Local Water Project Final Environmental Impact Report (Brezack & Associates Planning, November 2014)
- Geotechnical Investigation Pacific Grove ASBS Stormwater Management Project Cities of Monterey and Pacific Grove (Pacific Geotechnical Engineering, 2013)

The background documents listed in this RFQ are listed solely for their informational purposes, and this list shall not be considered an appropriate or exhaustive list of all the information necessary for a respondent to meet the Design-Build Entity's obligations for the Project. These documents do not represent the optimal and specific Project features that will be included in the RFP and Design-Build contract documents.

The City neither makes any representation or warranty with respect to, nor assumes any responsibility for the appropriateness, completeness or the accuracy of the background documents. Respondents are solely responsible for conducting their own independent research and due diligence for response to the RFQ and the subsequent delivery of services under contract. No information derived from any part of the background documents, the RFQ or from the City or any of its agents, employees, contractors, advisors or consultants shall relieve the Design-Build Entity from any risk from fulfilling all terms of the contract.