

**NOTICE OF
REQUEST FOR PROPOSALS
TO PROVIDE PROFESSIONAL SERVICES
RFP NO. 2009-05
CONSTRUCTION MANAGEMENT
AND INSPECTION OF THE
NORTH TORREY PINES ROAD BRIDGE
(SORRENTO OVERHEAD)
BRIDGE NO. 57C-0207
FEDERAL AID PROJECT NO. STPLZ 5356(003)**

The City of Del Mar is seeking proposals from qualified firms to provide construction management and inspection services for the North Torrey Pines Road Bridge (Sorrento Overhead) Project located in the City of Del Mar west of Interstate 5.

SCOPE OF SERVICES

It is the City's intent to select one firm to perform various construction management and inspection services as detailed in Attachment A of the REQUEST TO SUBMIT PROPOSALS TO PROVIDE PROFESSIONAL SERVICES RFP NO. 2009-05.

The City of Del Mar intends to award one contract for this project. The total cost of construction management services is estimated not to exceed \$2,500,000. Award of the contract is projected for January, 2010.

PRE-PROPOSAL CONFERENCE

A **pre-proposal conference** will be held on **September 3, 2009 at 1 p.m. at the City Hall Annex, 1050 Camino Del Mar, Del Mar, CA 92014.**

PROPOSAL INSTRUCTIONS

Copies of the City's Request For Proposals, the proposed contract, and the standard proposal forms to be used by all Professionals are available at the City Clerk's office, located at 1050 Camino del Mar, Del Mar, California 92014, between the hours of 8:00 a.m. and 5:00 p.m. Professionals may also request the RFP documents to be sent via email in Adobe PDF format by emailing a request to cityclerk@delmar.ca.us. Please include the company contact, email address, mailing address and phone number. 90% plans, specifications and the environmental documents related to the project are available to download from e-bid board at www.ebidboard.com. Hard copies can be obtained from Scantech for the cost of reproduction. Scantech is located at 7150 Engineer Road, San Diego and their phone number is (858) 495-0727.

UDBE/DBE PARTICIPATION

The project is funded by Federal Highway Bridge Replacement and Rehabilitation (HBRR) funds. The provisions of Title 49, Part 26, Code of Federal Regulations (49 CFR 26) and the City of Del Mar's adopted DBE program require that Underutilized Disadvantaged Business Enterprises (UDBEs) have the opportunity to participate in

federally-funded transportation projects. The Agency has established an overall goal of 11.49% DBE participation for this consultant contract, with a UDBE participation goal of 8.43%. Attachment C, the Notice to Proposers Disadvantaged Business Enterprise, provides additional information regarding the UDBE/DBE participation requirement.

In order for a proposer to be considered responsible and responsive, the proposer must make good faith efforts to meet the goal established for the contract. If the goal is not met, the proposer must document adequate good faith efforts. Only UDBE participation will be counted towards the contract goal; however, all DBE participation shall be collected and reported.

DUE DATE OF SUBMITTAL AND REQUIREMENTS:

See RFP for details on submittal requirements. To be considered, one (1) original and Seven (7) copies of the proposal must be submitted to the **City Clerk's Office, 1050 Camino del Mar, Del Mar, California 92014, at or before 4:00 pm on September 28, 2009.**

PRECLUDED FROM SUBMITTING ON RFP 2009-05:

The consulting engineering firm for project design, Simon Wong Engineering and the sub-consultants performing work under Simon Wong's contract, are precluded from submitting on this RFP 2009-05 or being a sub-consultant to submittal.

EVALUATION CRITERIA

The following criteria, listed below and also in the "Professional Evaluation Sheet", Attachment B, in approximate relative order of importance, will be utilized to rank qualified Consultants;

1. Understanding of the work to be done
2. Experience with similar kinds of work
3. Quality of staff for work to be done
4. Capability of developing innovative or advanced techniques
5. Familiarity with state and federal procedures
6. Financial responsibility
7. Demonstrated technical ability

SELECTION PROCESS

This procurement procedure is in accordance with City Ordinance 534 "Acquisition of Services from Engineers, Engineers, Land Surveyors, and Construction Management Firms". This Qualification Based Consultant selection and contracting procedures for this project shall follow and be in substantial conformance with the requirements stipulated in the California Department of Transportation (Caltrans) Local Assistance Procedures Manual (LAPM), as modified by applicable Local Programs Procedures (LPP) updates, and as may be further modified by the Disadvantaged Business Enterprise requirements of 49CFR26.

PRE-AWARD AUDIT

Pre-award audits are required for all engineering and design related service contracts greater than \$250,000 and financed with State or Federal-aid highway funds. Pre-award audits shall be conducted on the selected consultant in conformance with requirements of Chapter 10 of the LAPM as modified by applicable LPP updates.

QUESTIONS:

Prior to the opening of proposals, a person may submit, in writing by email, a request for interpretation or correction of the REQUEST FOR PROPOSAL documents by contacting Public Works Deputy Director Eric Minicilli, Project Manager via email at eminicilli@delmar.ca.us. **Answers to questions received at the pre-proposal conference or received in writing before September 10, 2009 will be included in an Addendum.**