



100 North Canyons Parkway
Livermore, CA 94551
(925) 454-5000

February 1, 2023

**Subject: Request for Proposals (RFP): Construction Management Services for
the CHAIN OF LAKES (COL) PFAS TREATMENT FACILITY PROJECT**

Dear Consultant:

We are pleased to extend an invitation to your firm to submit a proposal for construction management services for the COL PFAS Treatment Facility Project. The enclosed Request for Proposal includes the anticipated scope of work.

The proposals will be ranked by a selection panel according to score based on pre-established review criteria. Firms may be invited for an oral interview, if needed.

Thank you for your interest and participation in this process. Please contact myself or Elliott Levitsky with questions on the RFP at bwoods@zone7water.com or elevitsky@zone7water.com, respectively. Responses from Zone 7 will be communicated via e-mail to all recipients of this RFP and posted at <https://www.zone7water.com/business/construction-business-opportunities>.

Sincerely,

Brandon Woods, P.E.
Project Manager

Enclosures

cc: Jarnail Chahal, Engineering Manager, Zone 7
Mona Olmsted, Acting Principal Engineer, Zone 7

PRELIMINARY LIST OF CONSULTANTS TO BE SENT THIS RFP

(Note: RFP will also be available at www.zone7water.com)

<p>Dave Buscheck California Engineering & Geology 785 Ygnacio Valley Road Walnut Creek, CA 94596 (925) 433-5014 DBuscheck@caleng.com</p>	<p>Ken Wilkins Carollo Engineers, Inc. 2700 Ygnacio Valley Road, Suite 300 Walnut Creek, CA 94598 (925) 932-1710 kwilkins@carollo.com</p>
<p>Robert T. Okamura Harris & Associates 1401 Willow Pass Road, Suite 500 Concord, CA 94520 (925) 827-4900 concord@weareharris.com</p>	<p>Holly L.L. Kennedy HDR, Inc. 2121 N. California Boulevard, Suite 475 Walnut Creek, CA 94596 (925) 974-2617 Holly.Kennedy@hdrinc.com</p>
<p>Mehdi Arbabian Jacobs 155 Grand Avenue, Suites 800, 902, 905 Oakland, CA 94612 (510) 251-2426 Mehdi.arbabian@jacobs.com</p>	<p>Melanie Tan Kennedy/Jenks Consultants 275 Battery Street, Suite 550 San Francisco, CA 94111 (415) 243-2466 MelanieTan@kennedyjenks.com</p>
<p>Neal Colwell KSN Inc. 1550 Harbor Boulevard, Suite 212 West Sacramento, CA 95691 (916) 403-5900 ncolwell@ksninc.com</p>	<p>Brian Wiedmann Mott MacDonald 2077 Gateway Place, Suite 550 San Jose, CA 95110 (408) 510-4832 brian.wiedmann@mottmac.com</p>
<p>Chris Davenport Psomas 1660 Olympic Boulevard, Suite 300 Walnut Creek, CA 94596 (925) 766-1127 Chris.davenport@psomas.com</p>	<p>Michael Jaeger Tanner Pacific, Inc. 751 Laurel Street, Suite 609 San Carlos, CA 94070 (650) 585-4484 mjaeger@tannerpacific.com</p>
<p>Vivian Housen V. W. Housen & Associates 1777 N. California Boulevard, Suite 330 Walnut Creek, CA 94596 (925) 553-3142 vhusen@housenassociates.com</p>	<p>Matt Scoble David Jaworski Consolidated CM 180 Grand Ave., Suite 1520 Oakland, CA 94612 mscoble@consolidatedcm.com djaworski@consolidatedcm.com</p>
<p>Jaime Burrola James Bowley MWH Constructors 2121 N. California Blvd, Ste 600 Walnut Creek, CA 94596 (925) 627-4500 Jaime.burrola@mwhglobal.com</p>	

James.W.Bowley@mwhglobal.com	
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Construction Management Services
COL PFAS Treatment Facility Project
Request for Proposal (RFP)

INTRODUCTION

Zone 7 is one of ten active zones of the Alameda County Flood Control and Water Conservation District, which is a special district established by State legislature in 1949. Zone 7 was established by popular vote of the residents of the Livermore-Amador Valley in 1957 under an amendment to the District Act.

Today, Zone 7 owns about 40 miles of flood control channels and provides water to over 260,000 customers within a service area of approximately 425 square miles in eastern Alameda and Contra Costa Counties.

As the major water supply and flood control agency in eastern Alameda County, Zone 7 has an ongoing commitment to planning for existing and future needs, implementing needed projects, maintaining a reliable water delivery and flood control system, and delivering the highest standard of water quality.

This Request for Proposal is for the COL PFAS Treatment Facility Project, located at 2655 El Charro Rd., Pleasanton, CA 94588, shown in the attached area map (see Attachment 1).

The project is being constructed under a traditional design-bid-build method. Design of the facility is complete and the construction project is currently advertised for public bid. Carollo Engineers is the design firm for this project. The estimated construction cost for the COL PFAS Treatment Facility is approximately \$26,000,000. Construction is anticipated to take approximately 16 months. Project specifications and design plans for the COL PFAS Treatment Facility Project are posted online on Zone 7's website, <https://www.zone7water.com/business/construction-business-opportunities>. Zone 7 expects all proposing firms to download and thoroughly review the bid documents prior to submitting a proposal.

Since Zone 7 does not have a designated construction management section, it seeks proposals from qualified firms to provide third-party construction management services as described in the Preliminary Scope of Work. In addition to typical construction management, the services will also include specialty services such as materials testing and labor compliance monitoring as a potentially grant funded project. Other services to be performed by Zone 7 and other consultants include preparation of the CEQA documentation, SCADA programming/system integration, and CMMS integration.

I. INSTRUCTIONS TO PROPOSERS

A. Examination of Proposal Documents

By submitting a Proposal, the Proposer represents that it has thoroughly examined and become familiar with the work required under this RFP, and that it is capable of performing timely and quality work to the level of Zone 7's expectations and achievement of its objectives. Furthermore, Proposer agrees with and ensures compliance, if selected, with the terms and conditions of the attached sample Professional Services Agreement (Attachment 2).

B. Addenda/Clarifications

No site walks will be held. Questions or comments regarding this RFP must be e-mailed to Brandon Woods at bwoods@zone7water.com, or Elliott Levitsky at ellevitsky@zone7water.com, by 2:00 p.m. PST on **Thursday, February 16, 2023**. Responses from Zone 7 will be communicated via e-mail to all recipients of this RFP and posted at <https://www.zone7water.com/business/construction-business-opportunities>.

C. Submission of Proposals

All proposals are to be submitted electronically to **Brandon Woods**, Project Manager, Zone 7 Water Agency, no later than 2:00 p.m. PST via email on **Thursday, February 23, 2023**. Proposals shall be sent to bwoods@zone7water.com. Proposals received after this time will not be accepted and cannot be considered.

Submit electronic proposals to:

Subject Line: [CONSULTANT NAME] – RFP for Construction Management for COL PFAS Treatment Facility Project

To: Brandon Woods, Project Manager, bwoods@zone7water.com

Late responses will not be accepted. RFP responses will be received only at the email address listed above and must be received by 2:00 p.m. Pacific Standard Time on February 23, 2023. Any RFP response received after that time or date, or at a place other than the stated email address cannot be considered. The Agency's email receipt shall be considered the official timepiece for purpose of establishing the actual receipt of proposals.

Interview(s) of selected finalists, if held, would tentatively be scheduled for Thursday, March 9, 2023.

Zone 7 believes that the public interest is served by securing the best quality work at the lowest price. Accordingly, we request information about your company's qualifications, past experience and other similar items. Under California law, if requested to provide a copy of your proposal to a third party, we will do so in order to comply with the California

Public Records Act. If you believe that any information that you will be providing to Zone 7 is confidential or is subject to protection as a trade secret, please clearly mark that information as confidential in your submittal. You may highlight the confidential information in yellow or otherwise mark it so that Zone 7 personnel clearly know that it is confidential or trade secret information. Zone 7 will do its best not to disclose confidential or trade secret information that is clearly marked as such, but you should know that you bear the risk of marking the confidential/trade secret information sufficiently clearly so as to allow Zone 7 personnel to redact that information prior to providing it to a requestor. Zone 7 assumes no responsibility for any failure on your part to mark the information sufficiently clearly so as to allow our staff to redact the information at the appropriate time. Prior to disclosing your proposal to a requestor, Zone 7 will provide you with reasonable notice of the request and a reasonable opportunity to seek a protective order from a court of competent jurisdiction. Zone 7 will not contest your request for a protective order but will also not contest a request for your response to the request for proposals. Zone 7 will comply with any order regarding disclosure from a court of competent jurisdiction.

D. Proposal Documents Inclusion

The Proposal Documents may be deemed a part of the contract resulting from this RFP, if awarded.

E. Withdrawal of Proposals

A Proposer may withdraw its proposal at any time before the expiration of the time for submission of proposals as provided in this RFP by delivering to Zone 7 Water Agency, attention Brandon Woods, 100 North Canyons Parkway, Livermore, CA 94551, a written request for withdrawal signed by, or on behalf of, the Proposer. The time of delivery shall be the time such request is received in hand by Zone 7. The Proposer assumes the risk of mis-delivery.

F. Rights of Zone 7

This RFP does not commit Zone 7 to enter into a contract, nor does it obligate Zone 7 to pay for any costs incurred by the Proposer in preparation and submission of proposals or in anticipation of a contract.

Zone 7 may investigate the qualifications of any Proposer under consideration, require confirmation of information furnished by the Proposer, and require additional evidence of qualifications to perform the services described in this RFP.

Zone 7 reserves the right to:

1. Reject any or all proposals.
2. Issue subsequent Requests for Proposal.
3. Postpone opening of the proposals for its own convenience.
4. Remedy technical errors in the Request for Proposal process.
5. Approve or disapprove the use of particular subcontractors.
6. Negotiate with any, all, or none of the Proposers.
7. Solicit best and final offers from all or some of the Proposers.
8. Award a contract to one or more Proposers.
9. Accept other than the lowest rates.
10. Waive informalities and irregularities in proposals.

G. Contract Type

The resulting contract will be a Professional Services Agreement with Zone 7 to provide construction management services for the COL PFAS Treatment Facility Project, and would be expected to last for a term of approximately 16 months. The contract will begin the date it is signed by the Zone 7 General Manager and will end with completion of the project.

II. PROPOSER'S MINIMUM QUALIFICATIONS

1. The Proposer shall be able to meet all the insurance requirements as listed in the attached "Insurance Requirements for Professional Services Contracts." The selected Consultant shall have his/her insurance carrier(s) submit the necessary Certificate(s) of Insurance, which shall be made a part of the contract with Zone 7.
2. The Proposer's team shall include an individual who has specialty knowledge and experience in review of labor compliance documents for grant funded projects.
3. The Proposer shall comply with all applicable federal, state, and local regulations concerning equal employment opportunity requirements.
4. The Proposer shall possess knowledge and extensive experience in construction management of water supply or treatment facilities, preferably with experience in Ion Exchange (IX) or pressure vessel treatment systems. Proposer shall also possess knowledge of regulations and ordinances regarding construction management, and shall be familiar with local conditions relating to these services in Alameda County. The Proposer's firm shall have provided construction management services for a minimum of three (3) relevant water supply or treatment facility construction projects of similar size and complexity within the last ten years, and the proposed

project manager shall have completed a minimum of two (2) relevant water supply or treatment facility construction projects of similar size and complexity within the last ten years.

III. PRELIMINARY SCOPE OF WORK

Project Description

In accordance with Zone 7's Capital Improvement Program (CIP), various upgrades including a new PFAS treatment facility are being constructed at the COL wellfield. As public entities generally use design-bid-build construction contracts, a Construction Manager with this type of experience is desired. Work includes, but is not limited to, the following:

1. Construction of a new PFAS treatment facility that includes steel pressure vessels, IX media, cartridge filter assemblies, concrete structural pad and vessel system piping.
2. Installation of numerous CIDH concrete foundation piles ranging in depth from 40 to 80 feet.
3. Installation of new electrical facilities.
4. General treatment site improvements (i.e., storm drain, asphaltic concrete, etc.).
5. Associated new piping and modifications to existing site piping.

The consultant's services shall include but not be limited to:

A. Construction Services

1. Project & Contract Administration:
 - Coordinate weekly progress meetings between District, Contractor, CM and Design Engineer, prepare and distribute agenda and meeting minutes.
 - Evaluate the project schedule for actual vs. planned progress, document all scheduling discrepancies and deviations.
 - Communicate effectively and coordinate as needed with Contractor, District representative and Operations and Design Engineer.
 - Preparation and submittal of monthly progress reports along with monthly payment invoice. Monthly progress reports should include an overview of work accomplished for the month along with photos, work to be accomplished the following month, an updated schedule of work and explanations for deviations from the initial schedule and an explanation of any upcoming risks/problem areas and what corrective action should be taken as mitigation.
 - Review of Contractor's conduct for compliance with contract documents, District requirements, state laws, etc.

- Review Contractor submittals for general compliance with contract documents/District requirements and coordinate Zone 7's and design engineer's review. Log all Submittals and their associated responses.
- Review Contractor Request for Information (RFI) and provide pertinent information from contract documents to the Contractor or coordinate with District for resolution if applicable. Log all RFI's and their associated response.
- Review Contractor monthly invoices and recommend to District acceptability of payment requests.
- Relay to Contractor acceptability or deficiencies in work and what mitigating efforts are required for contract compliance.
- Provide information to Contractor for their creation of detailed and feasible system outage requests. Review all shutdown requests and contingency plans for feasibility and reliability.
- Coordinate all system outage requests and general construction activity with Contractor and District representative to ensure adequate operations of District facilities.
- Maintain project documents for incorporation into District project files.

2. Construction Observation/Inspection:

- Inspect/observe Contractor's work on a daily basis for compliance with the contract documents and District requirements.
- Maintain daily inspection reports of contract work including photos of work, descriptions of activities, corrective actions to be taken by Contractor if work is out of compliance, persons and equipment on site and work to be completed the following day(s). Submit to District all inspection reports on a weekly basis.
- Review of materials/equipment delivered to site for compliance with applicable submittals and contract documents.
- Provide all material testing and specialty inspections required in the contract documents stipulated to be furnished by the District.
- Review of Contractor's compliance with regulatory permits, storm water regulations and permits (SWPPP or stormwater quality protection plan), environmental documents and mitigation measures.
- Review of Contractor's compliance with health and safety standards and regulations, along with reporting of non-compliance.
- Monitoring of record documents on a monthly basis to ensure they are being maintained/completed by the Contractor.

3. Grant Funding & Labor Compliance Coordination:

- Prepare and coordinate necessary documentation for acceptance and/or reimbursement of grant funds. Documentation may include progress reports, contractor progress payments and other documentation deemed

- necessary for compliance with Grant Funding requirements.
- Ensure contractor compliance with Grant Funding requirements and/or regulations.
- Review of certified payroll reports to ensure compliance with Grant Funding requirements, State laws, regulations, etc.

4. Change Order Management:

- Coordinate, review, and evaluate potential change orders, cost estimates/quotations and effect on project schedule.
- Coordinate, review, evaluate and recommend course of action for contract change order requests and submittals.
- Inspection and evaluation of site conditions that are perceived to be different than shown in contract documents or that were anticipated in Contractor's bid.
- Review and gathering of information (submittals, inspection reports, contract documents, etc.) in support of District's position on change order requests.
- Coordinate and obtain District's written approval prior to issuance of change order or extra work.
- Review, gather and evaluate information for resolution of potential claims or disputes.

5. System Startup, Integration, Commissioning & Training:

- Coordinate system integration work (instrumentation, PLC, SCADA, etc.) with Contractor, Design Engineer, District Integrator, and District representative.
- Coordinate training requirements and activities and provide oversight of testing, training, and startup. Contractor to provide startup and training leader.
- Review of Contractor's startup, testing and training plan.
- Review of Design Engineer's standard operating procedures (SOPs) for newly constructed facilities.
- Develop a startup schedule and coordinate all startup and training activities with Contractor and District.
- Implement procedures and coordinate activities for the orderly and timely completion, acceptance, and transfer of all newly constructed facilities.

B. Project Closeout and Acceptance Services

1. Substantial and Final Completion Services:

- Site inspection(s) to determine if facilities are complete and in compliance with contract documents.
- Formulation of corrective item work lists (punch lists) and inspection of

- corrective actions performed.
- Preparation of substantial completion certificate once corrective actions are completed and project is in compliance with contract documents to the satisfaction of the District and the Construction Manager.
- Verification of all O&M Manual submittals as required by the contract documents.
- Coordination of final submittal of organized and complete record drawings in accordance with contract documents.
- Verification that Contractor has made all payments and that all required releases including warranty release, lien release(s) and release of claims have been submitted by Contractor.
- Prepare and submit a final construction report outlining all work complete, budget spent and time of construction.

IV. EVALUATION AND SELECTION

A. Evaluation Criteria: The following criteria will be used to evaluate written proposals that are submitted. Quality and experience (item 2 below) will be weighted most heavily. All others will be weighted approximately the same.

1. General response to the RFP: Approach and understanding of Zone 7 goals.
2. Quality and experience: Technical experience in performing work of closely similar nature; qualifications of key staff; key staff's level of involvement in performing related work; adequacy of labor commitment; concurrence in the restrictions on changes in key staff; experience working with water supply, flood control or other public agencies; record of completing work on schedule; experiencing in resolving contractor claims/issues; understanding of the importance of project documentation and organization; strength and stability of the firm; technical experience and strength and stability of proposed subconsultants.
3. Project documentation and organization efficiency and effectiveness.
4. Comments/suggestions on scope of work and RFP package.
5. Demonstrated understanding of the project requirements, potential problem areas and project approach.
6. Assessments by client references.

B. Evaluation Procedure

A Review Board will review the qualifications submitted, establish a list of finalists based

on pre-established review criteria, interview the finalist firms if necessary, and select the successful Proposer based on demonstrated competence and meeting necessary qualifications. The names of the Review Board members and the individual or composite rating and/or evaluation forms prepared by Board members will not be revealed. Negotiations of the contracts, the detailed scope of work, and the fee are not within the scope of the Review Board.

C. Award

When the Review Board has completed its review, Proposers will be advised of the number one selection. A contract(s) will then be negotiated with the selected firm(s) for the extent of services to be rendered and for the method of compensation.

V. PROPOSAL FORMAT AND CONTENT

A. Format

Please submit electronic copies of your proposal, which shall be organized and prepared under the following format:

1. The project team including the organization chart and manpower commitment of the team during the course of the project.
2. A record of experience and qualifications of the project team members. Zone 7 is interested in the experience of the project team members themselves in addition to the firm. Provide relevant examples of the project staff experience as it relates to the scope of work, local experience and water supply, water treatment facilities, and filtration treatment installation projects.
3. Any additional services recommended by your firm that were not outlined in the Preliminary Scope of Services.
4. Cost/pricing Information: This section should include the complete cost for providing all Construction Management services you are proposing. It must show proposed staff and corresponding hourly rates for performing the services discussed in the scope of work.

B. Content

1. **Summary and Overview** - Use this section to summarize your approach to the topics identified in the Preliminary Scope of Work, the strengths of your project team, and why your firm should be selected.

2. **Team Personnel and Qualifications** – Include a team organization chart and commitment (hours/%) of the team during the course of the project. Identify the key project personnel and their roles associated with the tasks listed in the Preliminary Scope of Work. Include a summary of their qualifications, expertise, certifications, and project experience as it relates to the Preliminary Scope of Work, with specific emphasis on the proposed project manager and construction manager. Provide brief summaries of a minimum of three (3) relevant projects of similar size and complexity completed by the firm within the last ten years and a minimum of two (2) relevant projects of similar size and complexity completed by the proposed project manager within the last ten years, as they relate to the project team, Preliminary Scope of Work, local experience, and water treatment plant/water supply construction management. Zone 7 is interested in the experience of the project members themselves in addition to the firm. The Proposer's Project Manager and key personnel assigned to the project will be an important factor considered by the Zone 7 selection committee. There shall be no change of key personnel once the Proposal is submitted without the prior written approval of Zone 7's Project Manager.
3. **Comments to Preliminary Scope of Work** - Comment on the Preliminary Scope of Work. This may be used as an opportunity to expand upon your team's specific experience and expertise, which may be applicable.
4. **Work Plan** - Describe how the project team will fulfill the Preliminary Scope of Work. Include a matrix of staffing and tasks. To illustrate your strategy, describe tools and techniques you will use and challenges you anticipate, in addressing specific issues identified in the Preliminary Scope of Work.
5. **References** - From recent applicable experience of the project manager and key staff, list two relevant projects and the agency, staff contact name, address, and telephone number for each.
6. **Resumes** of the proposed project team must also be submitted.
7. **The total proposal length** should not exceed ten (10) pages, not including a cover letter (optional), resumes, and the fee proposal.

Attachments:

The following attachments to this RFP are provided to facilitate proposal creation:

- Attachment 1: Project location map
- Attachment 2: Sample Professional Services Agreement