



JOHN A. FANTHAM  
DIRECT/OR OF PUBLIC WORKS

# County of Santa Cruz <sup>0519</sup>

## DEPARTMENT OF PUBLIC WORKS

701 OCEAN STREET, ROOM 410, SANTA CRUZ, CA 95060  
(631) 454-2160 FAX (631) 454-2385 TDD (831) 454-2123

### AGENDA: OCTOBER 19, 1999

October 6, 1999

#### SANTA CRUZ COUNTY BOARD OF SUPERVISORS

701 Ocean Street  
Santa Cruz, California 95060

SUBJECT: REQUEST FOR PROPOSALS FOR ENGINEERING DESIGN SERVICES  
COUNTY-WIDE **STORM** DAMAGE REPAIR PROGRAM

#### Members of the Board:

Attached for your Board's review is Public Works' Request for Proposals for Engineering Design Services for various 1996 Office of Emergency Services (OES) and 1997 and 1998 Federal Emergency Management Agency (**FEMA**) storm damage locations (a total of 24 sites on eight different county roads, as shown on Table No. 1). These are scheduled for repair this fiscal year under the approved 1999/2000 Road Program. An additional nine storm damage repair projects along five other county routes will be designed this year by our own engineering staff (see Table No. 2).

Because of the large number of grant-funded transportation **projects** included in this year's Road Budget, and to ensure that all of the scheduled storm damage repair **projects** are ready for bidding and construction by the end of this fiscal year, it will be necessary to retain a civil engineering consultant to prepare the plans, specifications, and estimate (**PS&E**) for the 24 **FEMA/OES** Damage Survey Reports (**DSRs**) along the eight corridors listed in Table No. 1.

Funding for this engineering design work is included in the various storm damage projects in the 1999/2000 Road Program. Since FEMA and OES reimbursement for such engineering cost is limited, a single consultant is proposed for all 24 sites in an attempt to **limit** the overhead costs generally attributed to the use of a consultant.

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It is therefore recommended that the Board of Supervisors take the following action:

1. Authorize the Department of Public Works to proceed with the advertisement of the Request for Proposals for Engineering Design Services for the County-wide Storm Damage Repair Program.
2. Direct Public Works to return to your Board with the proposed agreement and the selected consultant on or before December 14, 1999.

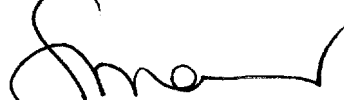
Yours truly,

  
JOHN A. FANTHAM  
Director of Public Works

WBW:mg

Attachments

RECOMMENDED FOR APPROVAL:



County Administrative Officer

copy to: Public Works

**COUNTY OF SANTA CRUZ DEPARTMENT OF PUBLIC WORKS  
REQUEST FOR PROPOSALS FOR  
ENGINEERING DESIGN SERVICES**

The County of Santa Cruz is currently requesting proposals for engineering design services for County-wide Storm Damage Repairs at various locations. The road repair work to be engineered and permitted involves some twenty-four different storm damage sites along eight different county roads. The specific project locations, FEMA authorized scopes of work and budgets are listed in the attached project description.

Proposals for design services must be submitted to the Director of Public Works of Santa Cruz County, 701 Ocean Street, Room 410, Santa Cruz, California, 95060, by 5:00 P.M. Monday, November 15, 1999.

The project instructions for submitting the Proposal can be obtained at the office of the Director of Public Works, 701 Ocean Street, Room 410, Santa Cruz, California. No deposit is required. The project instructions for submitting a County proposal are also available from the County of Santa Cruz web site (<http://www.co.santa-cruz.ca.us/index.html>).

The Department of Public Works hereby notifies all consultants that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit proposals and will not be discriminated against on the grounds of race, color, or national origin in consideration for selection.

**DEPARTMENT OF PUBLIC WORKS  
COUNTY OF SANTA CRUZ**

Date: October 19, 1999

John A. Fantham, Director of Public Works

# COUNTY-WIDE STORM DAMAGE ROAD REPAIRS AT VARIOUS LOCATIONS 0522

## General Proposal Requirements

### 1. Description of work

As a result of several major storms between 1995 and 1998, the county experienced significant damage along various routes throughout its road system. The repairs to these sites are funded in part by the Federal Emergency Management Agency (**FEMA**) in cooperation with the State Office of Emergency Services (OES). Refer to the attached project description for the list of Damage Survey Report (DSR) locations.

### 2. Design Standards

The engineering design services required for the county-wide storm damage road repairs shall follow the 1999 County Design Criteria and the CALTRANS standard plans issued in July of 1997, and the CALTRANS Standard Specifications, issued in July of 1995. All plans shall be prepared in metric units.

### 3. Submittal

Three (3) copies of your proposal must be submitted by no later than 5:00 P.M. Monday, November 15, 1999. Proposals shall be submitted to:

COUNTY OF SANTA CRUZ  
DEPARTMENT OF PUBLIC WORKS  
701 Ocean Street, Room 4 10  
Santa Cruz, CA 95060

### 4. Evaluation Criteria

Consultant selection shall be based on evaluation of the consultant's formal proposal. The formal proposal will be evaluated by a panel of Public Works engineers. Evaluation criteria used to select the consultant will include, but not be limited to the following:

- a. qualifications of the proposed consultant team
- b. demonstrated understanding of the project scope of work
- c. past performance in similar projects related to cost control, communication, quality of work, ability to meet schedules, and avoidance of errors and omissions
- d. present workload of the firm and availability of experienced staff for the project
- f. familiarity with County and **CALTRANS** design standards and procedures for the type of work requested
- g. County's prior experience with consultant and other references

- h. familiarity with geographical and geophysical area of projects
- i. familiarity with various regulatory agencies' requirements and types of work procedures requested
- j. specialized resources available to consultant for completion of the project
- k. compliance with the DBE Program and requirements. The County's goal for DBE participation for this program is 10% (10 percent).

## 5. Proposal Format

The proposal shall include the following:

- a. Project Description - a narrative statement describing the consultant's understanding of the work and the County's needs, based upon the request for the scope of work within the DSR
- b. Work Plan and Schedule - a complete description of the services proposed and a schedule of the work, including any necessary county, state and federal permits
- c. Organizational Chart - an organizational chart and staffing plan indicating names and the line of responsibility of each team member and clearly indicating the overall project manager
- d. DBE Information - information about consultant's use of disadvantaged business enterprises (DBE). The County's goal is 10 percent of the contract total for the design phase.

## 6. Contract Agreement

The County intends to award a contract with compensation based on an approved fee schedule, the total of which is not to be exceeded in performing the scope of services required thereby. The consultant should review the Contract Agreement and be aware of the various requirements.

## 7. Compensation

Contract negotiations will begin with the top consultant **after** notification of the final selections. Negotiations will include compensation, project completion date and specific staff assignments. In the event that an agreement cannot be reached with the top ranked consultant, negotiations will be terminated and negotiations will begin with the next ranked consultant.

Within a week of notification, the top consultant shall submit a schedule of costs for compensation, a project calendar and a breakdown of staff assignments. The schedule of costs shall include an estimated cost for each item and sub-item described in the Scope of Work for each DSR. The schedule of costs shall include the employee classification, the hourly wage of each employee class, and the total cost of work for the item or sub-item. A schedule of costs shall also be provided for all subconsultants, specialists and services and shall include any overhead charges.

**General Scope of Work** - the general scope of work by the consultant shall include the following:

- \* awareness of environmental issues and stream alteration permit requirements of the State Department of Fish and Game
- \* minimal hydraulics study to accommodate the approved scope of affected **DSRs**
- \* minimal geotechnical investigation as required
- \* surveying and property acquisition maps as required
- \* general civil design of necessary repairs per the DSR scopes of work
- \* preparation of construction plans, bid specifications, and engineer's cost estimate.

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## **Specific Scope of Work**

### **1. Environmental Study**

The consultant shall prepare and obtain all necessary permits including, but not limited to State Fish and Game, Army Corps of Engineers, County Planning Department, Regional Water Quality Control Board, and the Historical Resources Commission. These permits may have to address such items as: biological resources (plants and wildlife), wetlands, historical resources study, hazardous materials and water quality.

### **2. Hydraulics Study**

The consultant shall be aware of the existing hydrology or hydraulics which may have led to the damage outlined in the DSR scope. A formal report is not warranted.

### **3. Geotechnical Investigation**

The consultant shall be aware of the existing geotechnical conditions which pertain to the storm damage and repair outlined in the DSR scope. It is not expected that a formal report would be warranted for most of the DSR sites.

### **4. Survey and Property Acquisition**

The consultant shall perform all design-related survey and prepare any necessary right-of-way easement or acquisition descriptions or reports necessary to address the DSR scope.

- a. Survey shall use County datums and be prepared in the metric system.
- b. Survey staking data shall be included for each site.
- b. Based upon the limit of damage, it is expected that review and investigation of the existing right-of-way shall be kept to a minimum with the plan delineating the assumed existing county right-of-way and any permanent or temporary easements needed for DSR scope repair. The County shall furnish any maps that are readily available in its files needed for preparation of the plans and necessary right-of-way descriptions. Right-of-way acquisitions shall be made by the County's Real Property Division as required for DSR scope.

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## 5. Plans, Specifications, and Estimate (PS&E)

The limits of repairs to each site shall be solely limited to the specific items and the areas described in the approved DSR scope of work.

- a. **PS&E** - Project specifications by the consultant shall be limited to Section 10 (construction only) and incorporate existing State and County specifications as applicable. All identified and affected utilities shall be indicated on the plans. The consultant will also be required to address any **traffic** control issues which may be necessary to maintain safe traffic flow through the construction area.

### b. **PS&E** - Submittals

First submittal - At this point, the **PS&E** shall be 30% complete and address any likely environmental issues, proposed mitigation, outline of potential conflicts and permit requirements, the general plan layout and a construction cost estimate. Submit two copies to County for review, one of which will be returned to consultant with any necessary revision notes. No specifications are required for this submittal.

Second submittal - **PS&E** shall be 90% complete and include all utilities and incorporate or indicate items previously commented upon or requested by County. Submit two copies to County for review, one of which will be returned to consultant with any necessary revisions. NOTE: It will be the consultant's responsibility to contact affected utilities for potential repair conflicts and convey any data necessary to insure for proper scheduling.

Third submittal - **PS&E** shall be 100% complete. Submit two copies to County for review and final revisions. Any County revisions will be returned to the consultant within two weeks. Correspondingly, the consultant is required to revise or justify any necessary specific plan requirements for the repair per the DSR scope within two weeks from receipt of the County's third return submittal.

Plan submittal and specifications must be provided in a digital format. Plans shall be produced in format readable by **AutoCAD** release 13. Specifications shall be readable in WordPerfect® 6.1 for Windows. Provide one set of plans printed in black ink on acetate. The sheet size shall be 24"x 36". All sheets shall be uniform size as specified on the County Design Criteria. The sheet format shall conform to the **CALTRANS** "Drafting and Plans Manual." The project engineer shall **affix** an original signature to each plan sheet. The plans shall be in a format to allow construction staking directly **from** the digital plans. This will entail producing a plan that incorporates all elements to a standard scale in a metric format.

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**199912000 COUNTY WIDE STORM DAMAGE DESIGN SERVICES LOCATIONS**

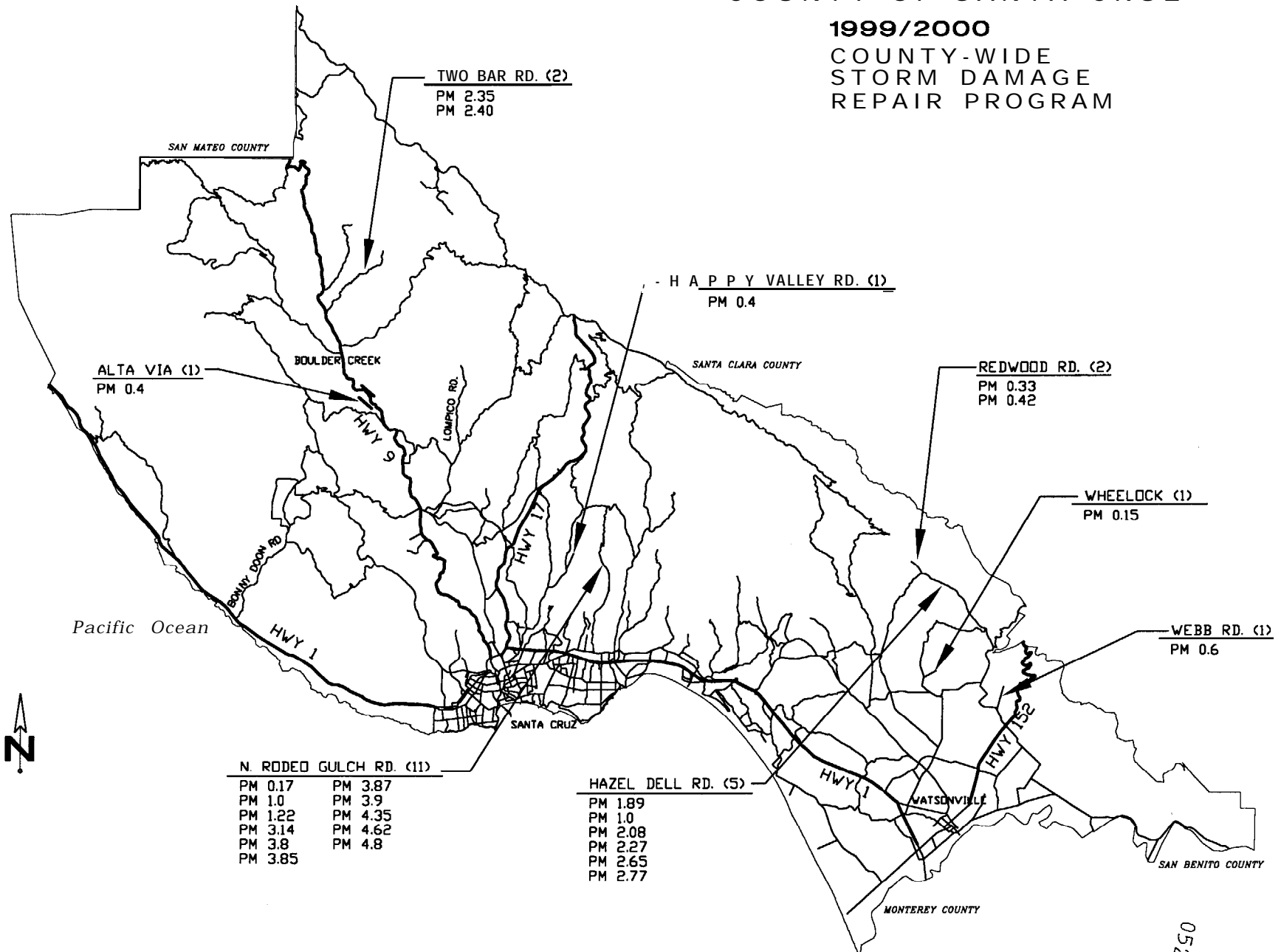
	Damaged Road	DSR PM	DSR No.	DSR Scope of Work	sup. Dist	Storm Event	Approved Funding		
							Eng.	FEMA/OES	DPW
1	Alta Via	PM 0.40	73979	Large Slide Repair	5	1206 FEMA	200,000	150,000	50,000
2	Happy Valley Rd	PM 0.40	011	Bridge Box Culvert Repair	1	OES 96-07	250,000	162,500	87,500
3	Hazel Dell Rd	PM 1.89	26666	Headwall Repair	4 & 5	1206 FEMA	35,000	5,000	30,000
4	Hazel Deli Rd	PM 2.08	95054	Construct Rockwall	4 & 5	1155 FEMA	35,000	15,000	20,000
5	Hazel Dell Rd	PM 2.27	26666	Headwall Repair	4 & 5	1206 FEMA	75,000	25,000	50,000
6	Hazel Dell Rd	PM 2.65	049	Install Rockwall & Backfill	4 & 5	OES 96-07	40,000	26,000	14,000
7	Hazel Dell Rd	PM 2.77	050	Install Rockwall & Backfill	4 & 5	OES 96-07	65,000	42,250	22,750
6	N. Rodeo Gulch	PM 0.17	51467	Shoulder Slipout	1	1206 FEMA	40,000	30,000	10,000
9	N. Rodeo Gulch	PM 1.0	032	Place Rock Wall	1	OES 96-07	100,000	65,000	35,000
10	N. Rodeo Gulch	PM 1.22	033	Place Pile or Cribwall	1	OES 96-07	12,000	7,800	4,200
11	N. Rodeo Gulch	PM 3.14	034	Place Rock Wall	1	OES 96-07	60,000	39,000	21,000
12	N. Rodeo Gulch	PM 3.80	035	Place Rock Wall	1	OES 96-07	12,000	7,800	4,200
13	N. Rodeo Gulch	PM 3.85	036	Place Rock Wall	1	OES 96-07	35,000	22,750	12,250
14	N. Rodeo Gulch	PM 3.87	037	Place Rock Wall	1	OES 96-07	18,000	10,800	7,200
15	N. Rodeo Gulch	PM 3.90	038	Place Rock Wall	1	OES 96-07	15,000	9,000	6,000
16	N. Rodeo Gulch	PM 4.35	74690	Place RSP Wall	1	1206 FEMA	10,000	7,500	2,500
17	N. Rodeo Gulch	PM 4.62	74690	Place Rock Wall	1	1206 FEMA	10,000	7,500	2,500
18	N. Rodeo Gulch	PM 4.80	721 11	Place Rock and Fill	1	1206 FEMA	145,000	50,000	95,000
19	Redwood Rd	PM 0.33 to 0.40	8729	Construct Rock Wall	2	1155 FEMA	125,000	93,750	31,250
20	Redwood Rd	PM 0.40	054	Rebuild Cribwall	2	OES 96-07	80,000	52,000	28,000
21	Two Bar Rd	PM 2.35	51458	Place Lagging Wall	5	1206 FEMA	150,000	50,000	100,000
22	Two Bar Rd	PM 2.40	51461	Place Pipe, Rock and Fill	5	1206 FEMA	150,000	112,500	37,500
23	Webb Road	PM 0.63	95058	Replace Existing Culvert	4	1155 FEMA	200,000	100,000	100,000
24	Wheelock Rd	PM 0.15	95057	Replace Cribwall	4	1155 FEMA	100,000	50,000	50,000
<b>TOTALS</b>							<b>\$1,962,000</b>	<b>\$1,141,150</b>	<b>\$ 820,850</b>



# COUNTY OF SANTA CRUZ

1999/2000

## COUNTY-WIDE STORM DAMAGE REPAIR PROGRAM



**LOCATION MAP - TABLE 1 PROJECTS  
(TOTAL 24 SITES)**

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**1999/2000 STORM DAMAGE PROJECTS BY DPW STAFF**

	Damaged Road	DSR PM	DSR No.	DSR Scope of Work	sup. Dist	Storm Event	Approved Funding		
							Eng.	FEMA/OES	DPW
1	Bonny Doon Rd.	PM 0.69	27212	Head Wall Washout	3	1206 FEMA	20,000	15,000	5,000
2	Bonny Doon Rd.	PM 0.74	27213	Head Wall Damaged	3	1206 FEMA	20,000	15,000	5,000
3	Bonny Doon Rd.	PM 1.05	27210	Slipout	3	1206 FEMA	100,000	75,000	25,000
4	Granite Creek	PM 0.45	005	Place Crib or Rock Wall	1	OES 96-07	65,000	42,250	22,750
5	Granite Creek	PM 1.5	007	Place Pile or Cribwall	1	OES 96-07	200,000	130,000	70,000
6	Irwin Way	Fairmont	51476	Road Rehab & Rock Shoulder	5	1155 FEMA	65,000	48,750	16,250
7	Lompico Rd	PM 2.10	027	Place Rock & Backfill	5	OES 96-07	15,000	9,000	6,000
8	Lompico Rd	PM 2.2	028	Install Cribwall	5	OES 96-07	75,000	48,750	26,250
9	Redwood Dr	PM 0.09	017	Gabian Repair & Rock Shoulder	2	OES 96-07	65,000	42,250	22,750
<b>TOTAL</b>							<b>\$625,000</b>	<b>\$425,000</b>	<b>\$199,000</b>

**TABLE 2**

COUNTY OF SANTA CRUZ

1999/2000

COUNTY-WIDE  
STORM DAMAGE  
REPAIR PROGRAM

