

REQUEST FOR PROPOSALS

1415-213 MATERIAL TESTING & SPECIAL INSPECTIONS

Date: June 29, 2015
RFP Name: 1415-213 Material Testing & Special Inspections
Project Name: Water Resource Recovery Facility Improvements - Phase 1A
Project Location: Carson City, Nevada

Owner

Carson City Purchasing and Contracts Department
Sheri Russell, Accounting Manager
201 North Carson Street, Suite 3
Carson City, Nevada 89701
(775) 283-7222
SRussell@Carson.org

All questions or comments pertaining to the RFP shall be directed to the Carson City RFP Contact listed above.

Engineer

Carollo Engineers
376 E. Warm Springs Road, Suite 250
Las Vegas, Nevada 89119
(702) 792-3711

Note: Construction documents are roughly 75% complete for the project with 90% documents due on June 30th, 2015. The estimated cost for the project is \$29,000,000.00 The project is being delivered under the CMAR delivery system. The CMAR is a joint venture of K G Walters Construction and Q&D Construction.

Responses to RFP - Delivery Deadline

RFP response packages (5 hard copies and 1 electronic copy (.pdf format on CD) required) from all interested parties will be accepted at City Hall (address above). Packages are to be addressed to the attention of Ms. Sheri Russell, Accounting Manager, Purchasing and Contracts Department with the project title "1415-213 Material Testing and Special Inspections – Water Resource Recovery Facility Improvements-Phase 1A" and clearly identifying the name/address of the submitting firm.

RFP response Due Date: July 27, 2015 at 4:00 p.m. (local time)

A Mandatory Pre-submittal meeting will be held at the Carson City Wastewater Treatment Plant office located at 3320 North Fifth Street, Carson City, on **Tuesday, July 14, at 10:00 A.M.** All interested Testing Firm applicants are required to attend and sign in. Firms that do not have

a representative at this Mandatory meeting are not allowed to submit an RFP response. At this meeting we will discuss the project in further detail and review: scope and expectations for the selected Testing firm, the submittal requirements, the RFP evaluation process, and the anticipated milestones of the selection, design, and construction process.

ARTICLE 1 PROJECTS DESCRIPTION AND BUDGET

Project Name: Water Resource Recovery Facility Improvements- Phase 1A
Improvements: Modifications to the following Processes and existing improvements:
Headworks, Influent Pump Station, Equalization Basins, Solids Handling Building, Digesters, DAFT units, Effluent Pump Station, Flood Wall, Landscaping, Roadways.
New Facilities include:
Bio Reactor Tanks (concrete), 3 Secondary Clarifiers (concrete) RAS/WAS Pump Station (concrete), Odor Control Facility, Electrical Building (masonry) 2 Backup Generator Facilities, associated yard piping.

Established Construction Budget: \$29,000,000.00

Description of the Construction:

The Water Resource Recovery Facility Improvements- Phase 1A are designed to meet the needs of Carson City as based on the 2013 Capital Improvement Plan update that identified and prioritized capital improvements projects over a 25-year planning horizon. The work will involve mass excavations, for large reinforced concrete tanks, installation of structural steel, reinforced masonry structures, installation of yard piping ranging in size from 6 inch to 36 inch and in varying depths, new roadways and landscaping enhancements.

ARTICLE 2 – TESTING FIRM CONSTRUCTION SERVICES

The scope of the selected Testing firm's service to include, but is not limited to the following:

Construction Phase

- Develop frequency of testing tables for all materials.
- Material Testing of soil, concrete, metal and other materials as determined by the City.
- Special Inspection of reinforced masonry, reinforced concrete, high strength bolts, welded steel, coatings and grading.
- Attend meetings as requested by the Owner.
- Prepare final report for the City Building Department.
- Prepare monthly reports.

Service by Others

Testing/inspection services by CMAR, design/engineering consultant reviews, property survey (construction staking included in CMAR contract), all potential subcontracts will be under the direction and supervision of the CMAR.

The Owner reserves the right to negotiate additional services with the selected firm as it may deem necessary to fulfill the Project’s needs and intent.

ARTICLE 3 - PROJECT AND RFP TIME SCHEDULE

NOTE: These dates are tentative and are subject to revision by the owner.

Request for Proposal (RFP) issued	June 29, 2015
Mandatory pre-Submittal meeting	July 14, 2015
Request for Proposal due date	July 27, 2015
Anticipated Notification of selected firm	Aug. 10, 2015
Anticipated Awards Date	Oct. 01, 2015

ARTICLE 4 - STATEMENT OF PROPOSALS SUBMITTAL REQUIREMENTS

The submittal shall be bound and indexed and shall be separated into the following specific categories. A cover letter shall be included that addresses pertinent general information as deemed appropriate (including the contact person for the applicant along with phone number and e-mail address). The cover letter is EXCLUDED from the page count.

THE PROPOSAL SHALL BE LIMITED TO 20 PAGES, excluding items noted in each section. The proposal shall be bound, indexed, and contain (in this order) the following information:

1. **Firm Information**

Firm name, business address, year established, type of firm ownership (i.e., single source, joint venture), name and address of parent company, former parent company names, name and contact information for principal personnel, areas of responsibility, and total number of personnel. Include an explanation of whether or not the applicant has an office within Carson City (or the contiguous counties to Carson City in Nevada).

Page count: All items in this section are part of the page count limit.

2. **Firm Organizational Chart**

Provide a project-specific organizational chart. Indicate lines of responsibility and/or communication. Specifically include the team leader, project manager, Laboratory Manager and Lead Inspector

Page count: All items in this section are part of the page count limit.

3. Key Personnel on this Project

Provide a resume for each key person that will be assigned to this Project. Include their name and title, project assignment, total years of construction experience, years of experience with this firm, education including degree(s), year and discipline, active registrations and licenses including the number and State, qualifications, and experience. Describe the specific role performed on each project listed in the resume, highlighting projects of similar size and scope where the person's role was similar to their role on this project.

Page count: Resume shall be one page and are part of the page count.

4. Project Experience in CMAR Method of Delivery (including any other Alternative Project Delivery Methods).

Include project name, project description, client references of those who have knowledge of the background, character and technical competence of the applicant (including contact name, address, and telephone), completion date, project budget, type of services provided, and other pertinent information for up to 5 projects.

Page count: All items in this section are part of the page count limit.

5. Project Experience in Projects of Similar Size and Scope (CMAR or Non-CMAR Experience).

Include project name, project description, client references of those who have knowledge of the background, character and technical competence of the firm (including contact name, address, and telephone), completion date, project budget, type of services provided, and other pertinent information for up to 5 projects of similar size and scope, both public and private, including an explanation of the experience the applicant has in assisting in the design of such projects and an explanation of the applicant has in such projects in the State of Nevada.

Page count: All items in this section are part of the page count limit.

6. Project Implementation

- Describe your approach to controlling the project construction budget and schedule.
- Describe your approach to performing quality assurance/quality control during construction.
- Describe your approach to administering a safety program.
- Describe your approach to achieving project close-out
- Discuss your approach to request for change order

Page count: All items in this section are part of the page count limit

7. Litigation & Dispute History (list all projects that have had litigation or disputes within the last 5 years)

- Have liquidated damages been assessed against your firm? If so, describe when, where, and why.
- Has there been a termination from a contract before completion? If so, describe when, where, and why.
- Has your firm been declared to be in default on any contract

Page count: All items in this section are part of the page count.

8. Miscellaneous Submittal Requirements

- The applicant shall include a copy of his current Carson City Business License
- The applicant shall include the Safety Programs established and the safety records accumulated by the firm.

Page count: All items in this section are EXCLUDED from the page count limit.

9. Drug & Alcohol Policy

- In order to be eligible to perform work on Carson City (CITY) construction projects all contractors who will work on such projects must have in existence a Drug and Alcohol Policy. This requirement is a reasonable precaution to ensure a safe and drug-free environment on City.

Page count: All items in this section are EXCLUDED from the page count limit.

ARTICLE 5 - RIGHT TO REJECT PROPOSALS:

1. Submission of proposal indicates acceptance by the Consulting Firm of the conditions contained in this RFP unless clearly and specifically noted in the proposal submitted and confirmed in the subsequent contract between Carson City and the Consulting Firm selected.
2. Carson City reserves the right to reject any or all proposals and to award to the proposer the City deems most qualified and whose award of the contract will accrue to the best interests of the City.
3. **Late proposals will not be accepted.** Prospective proposers are held responsible that their proposals arrive at the Carson City Finance Department - Purchasing and Contracts on or before the designated time and date.

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