

The County of Yuba

Community Development & Services Agency

Kevin Mallen, Director

Phone – (530) 749-5436 • Fax – (530) 749-5434
915 8th Street, Suite 125
Marysville, California 95901
www.co.yuba.ca.us



BUILDING
749-5440 • Fax 749-5616

CODE ENFORCEMENT
749-5455 • Fax 749-5464

ENVIRONMENTAL HEALTH • CUPA
749-5450 • Fax 749-5454

HOUSING & COMMUNITY SERVICES
749-5460 • Fax 749-5464

PLANNING
749-5470 • Fax 749-5434

PUBLIC WORKS • SURVEYOR
749-5420 • Fax 749-5424

REQUEST FOR QUALIFICATIONS FOR PROFESSIONAL SERVICES

The Yuba County Public Works Department expects to supplement its own resources for transportation and infrastructure related projects and services over the period through 2012/2014 and will look to the private sector in search of the most qualified firms to provide professional expertise and services. When selecting firms to provide additional professional services for upcoming transportation and infrastructure projects, the County has chosen to utilize submitted Statements of Qualifications (SOQ's) which will be evaluated to create a short list of firms for seven (7) separate overall categories: Civil, Geotechnical, Traffic, Environmental, Construction Management, Right-of-Way and Surveying. The County may require Master Agreements to be executed with the top ranked consultants providing services for the most commonly used categories.

These services are needed in support of the design, construction, and maintenance of public works facilities as may be required for planning, preliminary engineering, construction, environmental assessment, geological assessment, right-of-way, hydraulics, and hydrology. Typical projects will use Local, State and Federal funds and will therefore be subject to both FHWA and Caltrans standards and requirements.

GENERAL REQUIREMENTS

The Yuba County Public Works Department is requesting submitted Statements of Qualifications (SOQ's) from interested firms to provide professional services for a variety of transportation and infrastructure projects. The County will accept submitted Statements of Qualifications (SOQ's) from firms mailed to the Yuba County Public Works Department, Attn: Stevan Campbell, Associate Civil Engineer, 915 8th Street, Suite 125, Marysville, California 95901, or delivered Monday through Friday from 8:00 AM to 5:00 PM. **The deadline to submit SOQ's shall be February 28, 2012.** Should your firm wish to be considered for more than one of the Service Categories listed below, please provide the qualifications for each category bound separately and labeled with the specific category. Three (3) copies of each statement of qualification must be submitted in a sealed envelope and referenced as "Professional Services Statement of Qualifications".

Qualification statement content must be completed in accordance with the Submittal Instructions. Failure to comply with the instructions may result in rejection of the submitting firm.

SERVICE CATEGORIES

Service categories shall include one or more of the following:

1) CIVIL:

Structural Engineering: Provide professional services for the design of structures associated with transportation or flood control improvements including but not limited to bridges, large culverts, spillways, transitions, retaining walls, and related structures. Design may include preparation of plans, specifications, cost estimate and bid documents.

Flood Control Engineering: Provide professional services for the design and construction of both open channel and closed conduit storm water collection and conveyance facilities. Design may include plans, specifications, and bid documents, preparation of hydrology and/or hydraulics report for bridge rehabilitation/replacement projects and associated hydrology and hydraulics for off-site and/or on-site, and proposed and/or future conditions.

Transportation Design and Coordination: Provide professional services for the design of urban and rural collector and arterial roadways. Design may include preparation of plans, specifications and bid documents of streets and/or road rehabilitation or replacement together with pavement, curb and gutter, sidewalks, streetlights, drainage improvements, etc.

2) TRAFFIC ENGINEERING:

Traffic Study and Modeling Engineering: Provide professional services in the analysis of traffic operation, analysis of traffic flows, travel demand modeling, Levels of Service (LOS) and traffic simulation. Model and simulation requires knowledge of specialized transportation modeling software such as, but not limited to: CORSIM, HCS, SYNCHRO, TRANSCAD or other similar applications.

Traffic Design Engineering: Provide professional services in the design of traffic signals, roundabouts, traffic control plan design, intelligent transportation systems (ITS), pavement markings, traffic calming, signs, other traffic control device plans, preparation of geometric design and delineation plans. Traffic calming may involve public presentations, analyses, and implementation of neighborhood traffic calming needs. Design could include all engineering services required for the preparation of plans, specifications, cost estimate and bid documents.

3) CONSTRUCTION MANAGEMENT:

Construction Management: Provide construction management and inspections services for bridge, transportation, and drainage/flood control construction projects. Inspect and document contractor's work, prepare pay requests and change orders, as required. Review and check plans, special provisions, cost estimates, material submittals and schedules furnished by potential construction contractor, County staff or Consultants. Services may also include professional communication as a liaison with the general public, sub-contractors, utilities, other governmental agencies, and other involved parties.

4) RIGHT OF WAY:

Right-Of-Way Appraisal And/Or Acquisition Services: Provide professional services including, but not limited to estimates of the current market value and Just Compensation of the subject property to any outstanding encumbrances. Provide an opinion of Just Compensation for ownership, appraisal reports which shall be utilized to provide a sound basis on which to negotiate for the purchase or sale of those lands identified in the assignment and provide acquisition and relocations services.

5) SURVEYING:

Construction Surveying: Provide professional services that may include the verification of horizontal alignment or boundary configuration, limits of right-of-way, and the vertical controls from which a project is to be constructed. Also includes the establishment of necessary site-specific construction elevation benchmarks and horizontal control points, and the physical placement of all construction stakes necessary to enable the contractor to locate and build the proposed project improvements.

Land Surveying (Boundary/Topographic/Alignment): Provide professional services in the establishment of boundaries, alignments, limits of rights-of-way, and so forth, sufficiently tied to the land net (United States Public Land Survey) to enable the survey to be retraced. This work includes the boundary resolution, identifying and addressing ownership issues within the scope of the land surveyor's authority, the preparation of legal descriptions and exhibits of the area surveyed and acquisition areas, preparation of right-of-way plans/records of surveys, and the measurement of the earth's contours and of fixed works to include horizontal/vertical ground control and aerial mapping.

6) GEOTECHNICAL ENGINEERING/MATERIAL TESTING:

Geotechnical Engineering/Materials Testing: Provide professional services for the investigation of on-site/off-site soil and rock properties and make recommendations on the use of those materials for structures normally associated with transportation and flood control facility improvements. Services may include recommendations on soil stabilization methods, road rehabilitation alternatives and shallow groundwater issues. Services may also involve conducting and/or documenting results of plant and/or field sampling, inspecting and performing standardized laboratory tests of common construction materials in accordance with ASTM, AASHTO or other applicable procedures.

7) ENVIRONMENTAL SERVICES:

Environmental Services: Provide professional services for the preparation of Environmental Site Assessments, Initial Studies, Environmental Surveys and preparation of other technical documents for regulatory agency submittal complying with both NEPA and CEQA requirements. Services may also include but not be limited to the following: environmental permitting and monitoring, environmental clean-up and restoration, environmental sample collection and testing, preparation of environmental assessments and impact statements, asbestos and other hazardous material abatement consulting, biological, botanical, paleontological, archeological, and waters of the U.S. assessments.

SUBMITTAL INSTRUCTIONS

The Statement of Qualifications shall be as follows: 1 page cover letter, organizational chart, 1 page resume per key employee, 3 pages per service category item and a Fee Schedule. The Fee Schedule will not be used for consultant selections, but will be used to negotiate contracts with selected consultants. The submittal is limited to a type size no smaller than 12 point. Please keep your SOQ reasonably brief and focused on the subject area. Interested firms are requested to submit three (3) copies of their qualification statement(s) in the form prescribed below:

1. Cover letter not to exceed one (1) page;
2. Organization Chart (including sub-consultants if any);
3. Employee Resumes (1) page per key employee;
4. Qualifications (areas to be addressed in order below):

- Qualifications and experience of the probable team members including subconsultants and other pertinent information demonstrating the firms' ability to perform work rapidly, efficiently, and economically.
- Ability to coordinate work with private, local, state, and federal agencies.
- Relevant experience of similar projects. Descriptions should include: start and completion dates, cost estimates, bid amounts, actual construction amounts, number and percentage of change orders, and references.
- Brief resumes of key personnel who would be assigned to the project(s) and identification of their responsibilities as well as the amount of time they have been employed with the firm.
- Special expertise in techniques of problem analysis and resolution applicable to similar project(s).

5. Fee Schedule

Factors used in evaluating the qualification statement(s) will be as follows:

- Relevant Experience
- Qualifications of the Firm and Staff
- Qualifications of Subconsultants
- Special Expertise
- The office location where staff would be available.
- Ability to Coordinate Work with Private and Public Agencies
- The maximum notice or lead time required to provide services.

The professional qualification statements submitted will be reviewed by County staff and evaluated entirely upon the qualification statement(s) submitted. Based on evaluation by County staff, a short list of consultants will be created and broken down into seven (7) separate overall categories: Civil, Geotechnical, Traffic, Environmental, Construction Management, Right-of-Way and Surveying. Each category will contain a short list with approximately three to five firms selected by County staff. The Civil Category may have more than five firms as this category has several subcategories. As projects requiring professional services are identified, selection of a firm(s) will be made by County staff based on the Statement of Qualifications from consultants on the short list and how the qualifications apply to the proposed project. Consultants may be selected for more than one category of work and, if so, a single contract may be prepared for all categories of work. A ranked list of consultants on the short list that were not selected will be maintained for each project and utilized should we be unable to reach a contract agreement with a selected consultant or should a contract fail to be carried to full term for any reason.

The Yuba County Public Works Department will seek professional services on an as needed basis and inclusion of a firm on the short list is not a guarantee of work. The County reserves the right to sole evaluation of the qualification statements, to waive irregularities therein and/or reject any and all firms who have provided qualification statements should the County deem it to be in its best interest.

We look forward to receiving your qualification statement(s) for the above service categories. **Please note that Yuba County staff will be unable to personally meet with firms interested in submitting their qualifications for consideration.** Should you have any questions, please contact Stevan Campbell by e-mail at scampbell@co.yuba.ca.us.

To be on the Request For Qualifications (RFQ) holder's list and to be assured of receiving all addendums and Requests For Information (RFI's) responses, the following information must be submitted to Yuba County via email at: yubacountyprojects@co.yuba.ca.us. All RFI's must also be submitted via email to this address.

Company Name _____
Mailing Address _____

Primary Contact Name _____
Primary Contact e-mail address _____
Primary Contact phone number _____

Secondary Contact Name _____
Secondary Contact e-mail address _____
Secondary Contact phone number _____

Addendums and RFI's will be sent via e-mail to both the primary and secondary contacts submitted. The RFQ holder's list will be placed on the Yuba County website at http://www.co.yuba.ca.us/Departments/Community%20Development/Public%Works/pubbid_opens.aspx