

REQUEST FOR PROPOSALS
CMAQ WESTERLY BIKE PATH
CONNECTION
Project 111066
City of Merced

Proposals due October 5, 2018

WETLAND SCIENTIST

The City of Merced will accept proposals for wetland scientist services. Proposals will be accepted at City Hall, 678 West 18th Street, Merced, California until 5:00 p.m. on Friday, October 5, 2018.

BACKGROUND

The City of Merced has a federally funded (Prevailing Wage) project to construct a bike path and install a 90' pedestrian bridge over Black Rascal Creek. The City is seeking a firm with experience in the Regional General Permit Number 18 issued by the U.S. Army Corps of Engineers (USACE), and the State Fish & Wildlife (CSFW) Notification of Lake or Streambed Alteration Permit.

The project will consist in general, of removing portions of the existing asphalt bike path and construction a new concrete in its place. The project also has a 90' wide pedestrian bridge to be place over Black Rascal Creek. Trees will need to be remove per the CSFW Permit and headwalls installed for the bridge.

The project Disadvantaged Business Goal (DBE) is 11%

SCOPE OF WORK

The Wetland Scientist Firm (hereinafter Consultant) shall provide a full service – as required by U.S. Army Corps of Engineers and State Fish & Wildlife.

1. Key Scientist - shall be specifically identified and assigned to the project, who must remain for the duration of the project. This person will be the main contact with the City.
2. Primary Inspection and Reporting – conduct a preconstruction and post construction inspection as required, training as required, conducted bi-weekly inspections as required and reporting as required in attached permits. Provide an end of project report as required by USACE and CSFW. The Scientist will be require to inspect the site during construction activity near the creek or as required by the City Engineer.
3. Secondary Inspection – conduct inspections and water sampling to meet the California State Water Board Permit (CSWB) (Section 401) as required. A permit was not obtained because no work will be in the creek. This is a precautionary inspection.

CITY'S RESPONSIBILITIES

- The City shall provide the Consultant with existing relevant plans, studies, and information concerning the subject properties.
- The City shall designate a representative authorized to act in its behalf with respect to the project. The City or its representative shall examine items submitted by the Consultant and shall render decisions pertaining thereto promptly, to avoid unreasonable delay in the progress of the Consultant's work.
- The City shall furnish required information as expeditiously as necessary for the orderly progress of the work.
- The City will provide a project schedule to Consultant on as workflow changes.

METHOD OF COMPENSATION

Payments to Consultant shall be made upon invoices submitted by Consultant to the City for review and approval. Invoices will be paid by the City within reasonable time after said invoices received from Consultant.

TIME OF COMPLETION

The project has a duration of forty five (45) working days which include approximately 20 days in and around the creek. This schedule is based upon the best information currently available and is subject to change.

All proposals shall be submitted in writing. Any exceptions to the requirements stated herein shall be clearly stated in the proposal. The proposal shall be signed by the Consultant. Please send **two (2) copies** of the proposal to:

CITY CONTACT: Joe Cardoso
Engineering Department
City of Merced - City Hall
678 West 18th Street
Merced, CA 95340
(209) 388-7508
FAX (209) 385-6211

Incomplete proposals may be rejected as non-responsive. The City reserves the right to waive any irregularities in the proposals.

Proposals are more likely to be viewed favorably if they are brief, concise, and specific.

SELECTION PROCEDURE

Proposals submitted will be reviewed for completeness and qualifications by City representatives, and may also be reviewed by a Selection Committee. The selection process may include an interview before Selection Committee representatives. The City representative will negotiate with the most qualified Consultant to determine the final award.

Criteria for selection include but are not limited to:

1. Experience with U.S. Army Corps of Engineers (USACE), California State Water Board Permit (CSWB) (Section 401) and the State Fish & Wildlife (CSFW) Notification of Lake or Streambed Alteration Permit;
2. References;
3. Approach to the work;
4. Responsiveness;
5. Fee structure;
6. Register with the Department of Industrial Relations and provide the proper documentation.

The Request for Proposals does not commit the City to enter into an agreement with any of the respondents. The City reserves the right to cancel this Request for Proposals in whole or in part, and/or to accept or reject any proposal received based upon review of submitted qualifications, all at the City's sole discretion. Each respondent understands and agrees that in submitting qualifications for consideration, the decision of the City will be final. In addition, the City reserves the right to request additional clarifying information and to meet with any or all respondents at its discretion.

No payment or compensation is due or otherwise payable to persons responding to this Request for Proposals unless an agreement is entered into between the City and the successful candidate selected for the Project.

The final contract awarded to the successful candidate selected pursuant to the criteria in this Request for Proposals shall not be effective until approved by the City Purchasing Supervisor.

Submitting materials for consideration and/or participating in this Request for Proposals constitute the respondent's acceptance of the terms and conditions herein.