CITY OF CORONADO

Request for Qualifications

for

Professional Geotechnical Engineering Services

August 11, 2014

Introduction

The City of Coronado has a need to retain geotechnical engineering consultants on an "as-needed" basis. The City's Engineering and Project Development Department, is therefore requesting qualifications from interested qualified consultants to provide the department with professional geotechnical engineering services.

The Engineering and Project Development Department intends to enter into a Professional Services Contract with one (or more) geotechnical engineering consultants to provide professional services for a variety of projects on an "as-needed" basis. The selected firm or firms will be asked to provide professional geotechnical engineering services on a project-by-project basis, based on an agreed-upon specific scope of services and fees.

Background

The City of Coronado is a built-out city which measures 7.4 square miles and contains over 40 miles of public streets, 45 miles of sanitary sewer mains, 6 miles of storm sewer, 14 pump stations, 8 miles of dedicated bike path and 18 public parks. To assist in maintaining this infrastructure, the Engineering and Project Development Department is seeking the services of a qualified geotechnical engineering consultant.

Scope of Services

It is the intent of the City to use the selected consultant on an "as-needed" basis. The specific scope of work and fee schedule for each work product will be individually agreed upon. Typically, the majority of the geotechnical work requested by the City is related to construction inspection of the City's Capital Improvement Projects (CIPs); however, the selected consultant shall have demonstrated experience in the following types of work:

- Grading and Site Clearing
- Seepage Control and Dewatering Analysis
- Foundation Design
- Pavement Design
- Pile Design
- Submerged and Partially Submerged Retainment Structure Design
- Compacted Fills
- Soil Classification and Physical Properties
- Slope Stability and Protection
- Hazardous Materials
- Seismic Stability
- Liquefaction
- Open and Braced Excavations (Shallow and Deep)
- Material Testing
- Groundwater Analysis
- Flexible Retaining Structures
- Construction Inspection
- Special Inspection

- Subsurface Geotechnical Investigation

The Consultant shall also provide services for field exploration, laboratory testing, and instrumentation.

To demonstrate experience, consulting firms are being asked to submit a Statement of Qualifications (SOQ) along with the Standard Form 330.

Submittals

Four (4) copies of the SOQ must be received by 3:00 p.m. on September 1, 2014. Late or faxed submittals will not be accepted.

Submit SOQ to:

City of Coronado
Engineering and Project Development
1825 Strand Way
Coronado, California 92118

For questions or additional information, please contact:

Ed Walton
City Engineer
Phone: (619) 522-7385
Fax: (619) 522-2408
e-mail: ewalton@coronado.ca.us

Submittal Contents

Submittals shall contain the following information:

Cover Letter

Cover Sheet (Attachment A)

References (Attachment B)

Standard Form 330

Firm's Capabilities: This relates to the firm's capabilities to provide Geotechnical Engineering services for various types of projects within the City of Coronado. This section should demonstrate the firm's capabilities for the variety of anticipated work as described in the Scope of Services section.

Firm Organization: This relates to the key personnel that will be assigned to Coronado's projects. The "Principal in Charge" should be identified as a one person contact for all on-going projects. The "Principal in Charge" shall remain the point of contact for the duration of the

contract. If the firm has an office in San Diego County, as well as an office outside of the County, the staffing of the San Diego office must be clearly indicated separately from the firm's total staffing.

Rate Sheet: This would be the billing rates for various positions that may be utilized for services requested by the City of Coronado. It is expected that the rates will remain in effect for the duration of the contract. In no case shall rates be changed unless agreed to in writing by the City of Coronado. The rate sheet shall also include the standard mark-up rates for the use of subconsultants and allowable reimbursables.

Selection Criteria

Each submittal shall be judged as to the consultant's capabilities and experience to perform general geotechnical engineering services. Selection will be based on a 100-point criteria as follows:

(35) Capabilities, Experience and Past Performance: Each firm will be evaluated on its demonstrated capabilities and experience to provide general geotechnical engineering services to the City. Past performances on similar type of work will be reviewed and judged upon quality of work, adherence to schedule, availability, and compliance to local codes and regulations.

(20) Key Personnel: Each firm will be evaluated on the experience and education of the key personnel that will be assigned to the City's projects.

(20) Ability to Accomplish Work: Each firm will be evaluated on its ability to provide general geotechnical engineering services in a timely manner. Items to be considered include number of qualified staff (emphasis on local staffing), support staff, available equipment, and facilities. Registration as a professional geotechnical engineer is considered a requirement in the ability to accomplish the work.

(10) Local Experience: Each firm will be evaluated on its familiarity with the City of Coronado's codes, regulations, procedures, and infrastructure requirements.

(5) Firm's Location: Each firm will be evaluated on the location of its office, location of the "principal in charge" and other key staff.

(10) Other: Each firm will be evaluated on any supportive information that demonstrates its capabilities to best suit the needs of the City of Coronado.

An evaluation committee will review and rank the submittals based on the above criteria. The top-rated firms will be short listed and may be invited to an interview if deemed necessary by the evaluation committee. Based on the submittals and possible interviews, a primary "as-needed" consultant will be recommended to the City Council for a Professional Engineering Services Contract. Upon Council approval, the contract will be awarded. Should the City and the selected Consultant be unable to agree on contract terms, the award of the contract will be offered to the second ranking firm, and so forth as necessary. The second and third ranking consultants may also be called upon to provide geotechnical engineering services in event that

the primary “as-needed” consultant does not have the experience, time, or resources to provide the needed services. The City may also elect to retain two as-needed Geotechnical Consultants and divide up the work as determined to be in the best interest of the City.

Contract Duration

The consultant selected will serve as the City’s primary “as-needed” Geotechnical Engineering Consultant for a period of one year from the signing of the professional services contract. The City reserves the right to terminate the contract when it is determined it is in the best interest of the City. The City may also elect to renew the annual contract on an annual basis but not exceeding a total contract duration of five (5) consecutive years.

Attachment A

COVER SHEET

City of Coronado

RFQ for "As-Needed" Geotechnical Engineering Consultant

Name of Firm: _____

Mailing Address: _____

_____

Contact Person: _____

Telephone: _____ Fax _____

Firm is a:	Joint Venture	( )
	California Corporation	( )
	Partnership	( )
	Sole Proprietorship	( )
	Other	( )

Firm's Federal Tax ID Number: _____

Firm's or Individual's Professional Registration Number: _____

_____ _____
Signature of Authorized Representative Date

_____
Typed name of Authorized Representative

_____ _____
Signature of Authorized Representative Date

_____
Typed name of Authorized Representative

Attachment B

REFERENCES

Provide at least three references with telephone numbers:

_____ _____
Reference: #1 Phone Number

_____
Representing

_____
Project Title:

Description: _____

_____

_____

_____ _____
Reference: #2 Phone Number

_____
Representing

_____
Project Title:

Description: _____

_____

_____

_____ _____
Reference: #3 Phone Number

_____
Representing

_____
Project Title:

Description: _____

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