



**CITY OF SAN BERNARDINO
PUBLIC WORKS DEPARTMENT**

Robert Eisenbeisz, Interim Director
300 North "D" Street
San Bernardino, CA 92418-0001
909.384.5140

**REQUEST FOR PROPOSALS
FOR A DESIGN AND BUILD PROJECT TO REMOVE EXISTING
SHORING AND INSTALL REPLACEMENT TEMPORARY SHORING
FOR MOUNT VERNON AVENUE OVERCROSSING AT THE BNSF
YARDS.
BRIDGE NO. 54C-0066**

**ISSUED: MARCH 6, 2013
DUE: WEDNESDAY MARCH 27, 2013 AT 4:00 PM**

Project Description and Scope of Services

This Project is located on Mount Vernon Avenue between 3rd Street and 4th Street. It is approximately one mile west of the I-215 Freeway in San Bernardino.

This Project consists of providing structural engineering services to design replacement shoring for the Mt. Vernon Avenue Overcrossing at the BNSF Yards (Bridge No. 54C-0066) and construction services to remove the existing shoring and install replacement temporary shoring.

In 2004, during a fracture critical inspection by Caltrans bridge inspectors, cracks were discovered in the steel girders supporting the Mt. Vernon Bridge. The bridge was temporarily closed and temporary shoring was installed under permit from BNSF. The bridge was re-opened in October of 2004. In 2008, additional cracks were found in the girders and supplemental shoring was installed. The shoring was designed by Morris Engineering and consists of untreated timbers bearing on ground or pavement supporting steel girders which support the cracked bridge girders. Also in 2008, the City enacted an Ordinance prohibiting commercial trucks from using the bridge.

This bridge is approximately 1,016 feet long, 49 feet wide and spans over 17 active railroad tracks owned by BNSF, Southern California Regional Rail Authority (SCRRA or Metrolink) and AMTRAK. The bridge carries approximately 20,000 vehicles per day.

The structural value of the existing shoring is in question and the determination has been made that it must be replaced. The City is seeking Proposals from Contractors to design new temporary shoring, remove the old shoring and install replacement temporary shoring.

Unless otherwise approved by the City Engineer, the bridge shall be kept open to vehicular traffic at all times during construction. Interruption to rail traffic must be kept to a minimum and closely coordinated with the railroad entities that operate under the bridge.

The Scope of Services for this Project shall include the following:

A. DESIGN PHASE

1. Design of replacement temporary shoring to take full dead load and live loads plus impact distributed to each of the girders (including longitudinal braking forces) being supported. Lateral loading considers wind loading on the structure as well as wind loading on the live load. Design for full seismic lateral loading is not required.
2. Although commercial trucks and buses have been banned from using the bridge, the design shall assume 1/2% truck traffic.
3. New shoring shall be capable of resisting rot and insect attack such that it can provide a minimum service life of three (3) years. With the exception of the components that are on the ground or on pavement, re-use of the existing shoring components will be allowed to the extent that the components can be shown to be solid, durable and capable of resisting the loads to be placed on them.
4. Work with BNSF, SCRRA, Metrolink and SANBAG where necessary to obtain access to the area of shoring in the vicinity of active rail lines. Obtain and pay for temporary encroachment permits, if required.
5. Provide calculations to verify that the replacement shoring is adequate for the design criteria indicated in #1 and #2 above. Design shall conform to the requirements of the American Association of State Highway and Transportation Officials (AASHTO).
6. Coordinate with BNSF, SCRRA, Metrolink and SANBAG at every phase during the design of the replacement shoring to insure that each entity will approve the design.
7. Prepare Plans, Specifications and Estimate (PS&E) for review and approval of the city Engineer detailing the shoring design.
8. Submit PS&E for review and approval by BNSF, SCRRA, Metrolink and SANBAG, as appropriate.
9. Provide timely responses to plan review comments from City staff and outside agencies.

10. Prepare and submit to City an application for an encroachment permit from BNSF and SCRRA allowing the City's contractor to enter and install the replacement shoring. Requirements of the Permits shall be included in the PS&E.
11. Final plans, specifications, engineering calculation and quantity calculation signed and sealed by a Civil or Structural Engineer licensed in the State of California shall be submitted for review and approval by the City Engineer.

B. CONSTRUCTION PHASE

1. The Construction Phase shall consist of removal of the existing shoring and installation of new temporary shoring for the Mount Vernon Bridge in accordance with Plans and Specifications prepared in the Design Phase.
2. Prior to start of work, Contractor shall submit an up to date schedule for the construction phase of the project for approval by the City.
3. Contractor shall submit construction surety consisting of Payment and Faithful Performance Bonds based on **100% of the estimated construction cost** and shall conform to Section 2-4, "CONTRACT BONDS", of the Standard Specifications for Public Works Construction, Latest Edition. The surety bonds shall be underwritten by a surety company having a rating in Best's most recent Insurance Guide of "A" or better. Bonds must be issued by a surety who is listed in the latest version of U.S. Department of Treasury Circular 570 and is authorized to issue bonds in California.
4. After submittal of required bonds, the City shall schedule a pre-construction conference at which, among other matters, the construction start date and an estimated completion date shall be established.
5. Contractor shall submit a sequencing plan for the removal of the existing shoring and installation of the new temporary shoring to the City prior to start of work.
6. Prior to starting work Contractor shall purchase and maintain insurance satisfactory to the BNSF, SCRRA, Metrolink and SANBAG. The City of San Bernardino shall be named as additional insured on the policy and proof of the insurance shall be provided to the City Engineer.
7. Contractor shall coordinate its schedule with BNSF, SCRRA, Metrolink and SANBAG. When flagging is required, the Contractor shall be responsible for the cost of the flagging.
8. During construction, all work shall be subject to inspection by the City Engineer, or designee, as provided by the Standard Specifications for Public Works, Latest Edition (Standard Specifications), and shall conform to the plans and specifications as approved by the City Engineer.

9. Any existing improvements damaged during construction shall be restored to a condition equal to or better than the condition prior to the start of construction.
10. Progress payments for construction will be made monthly based on an estimate of the work completed during the preceding month. Ten-percent of each progress payment shall be withheld as provided by the Standard Specifications.
11. Upon completion of construction and acceptance of the work, the City Engineer will file a "Notice of Completion" for the project. Completion of construction shall include filing of all required documents including, but not limited to, certified payrolls, manufacturer warranties, maintenance requirements, maintenance schedules and operating manuals, if any.
12. Please note this is a Prevailing Wage job and the Contractor is required to maintain Certified Payroll Records and submit them to the City on a weekly basis. Current prevailing wage rates are available at the California Department of Industrial Relations web site.
13. **Holidays Working Days, and Hours:** The Contractor's activities shall be confined to the hours between 7:00 a.m. and 4:00 p.m., Monday through Friday, excluding holidays, as defined in the next section. Deviation from these hours will not be permitted without the prior consent of the Engineer, except in emergencies involving immediate hazard to persons or property.
14. **The Contractor shall coordinate inspections with the Public Works Inspector 24 hours prior to any work being done which requires inspection.**

Designated legal Holidays are: January 1st, the third Monday in January, the third Monday in February, the last Monday in May, July 4th, the first Monday in September, November 11th, Thanksgiving Day and the Friday following, December 25th and the working day preceding or following (as directed by the Mayor and Common Council) and the last working day of the year. When a designated legal holiday falls on a Sunday, the following Monday shall be a designated legal holiday. When a designated legal holiday falls on a Saturday, the preceding Friday shall be designated a legal holiday.

15. **Liquidated Damages.** The Construction Phase of the work shall be completed within **sixty (60) working days** of receipt of the Notice to Proceed with construction. Section 6-9 of the Standard Specification is hereby modified to read "The Contractor shall pay to the City of San Bernardino the sum of **\$500.00 per day** for each calendar day delay in finishing the construction work in excess of the number of working days prescribed above.

Source of funds

This Project is 100% locally funded. Although a Federal-Aid Project is underway to replace the bridge, no federal or state funds are involved in this shoring work.

Requirements of the Proposal

The selected Contractor will be required to prepare Plans, Specifications, and Estimate (PS&E) and to manage all aspects of this project up to completion of construction.

The Contractor's work shall be accomplished with minimum involvement from City staff, except for basic concepts, parameters and specific dimensions. Coordination with the City's Public Works Department will be required during all phases of the Project.

Plans, Specifications and Estimate shall be prepared in a format acceptable to the City Engineer. Sample plans, specifications and standards will be provided to the selected firm.

Approval and permits will be required from the railroad entities operating under the bridge. The City will pay for permit fees on a pass through basis; however, the cost of preparation, documentation, copies, submittal, re-submittals and coordination required to obtain the permits shall be considered to be included in the Contractor's Proposal. The City will also pay for railroad insurance on a pass through basis if the selected firm doesn't already maintain satisfactory insurance. All other costs incurred to obtain insurance satisfactory to the railroad entities shall be considered to be included in the Contractor's Proposal.

The City will file a Categorical Exemption (CE) under CEQA for this project.

Proposals must be concise and specific to this project especially with respect to the proposed scope of services, which should be brief, but well defined. We anticipate that not more than 6 pages will be needed to meet the requirements of this Request for Proposal. The Proposal need not be bound, but shall be professionally prepared and include a letter signed by an officer of the firm who will oversee the proposed work. Proposals can be submitted electronically in PDF file format that print to 8-1/2 x 11. Larger PDF's are acceptable for attachments or displays up to 24" x 36". If submitted in hard copy they must be folded to 8-1/2" x 11".

Subcontractors and subconsultants shall be included in Proposals with sufficient detail to clearly show their role in the project.

All Proposals must include a fully executed Bid Bond and Proposer's Certification and Acknowledgement of Addenda.

Pre-Proposal Job Walk

No Pre-Proposal Job Walk is planned for this project.

Time of Performance

A tentative time schedule is indicated below; however, Proposals shall include the anticipated schedule for completion of the work. Assume City turn-around time of one week for schedule comments.

The following tentative schedule is hereby established:

Notice of Selection & Award of Contract	June 3, 2013
Notice to Proceed and kick off meeting	June 28, 2013
Progress meeting	July 18, 2013
60% plans & Specs due & Permit App.	August 9, 2013
Final PS&E & Bldg. Permit due	Week of September 9, 2013
Start Construction	Week of September 23, 2013
Construction complete	End of December 2013

Deliverables during Design Phase

- Contractual documents required before starting work - One copy.
- Sixty percent plans – three sets.
- Structural calculations and report – three sets.
- Sixty percent specifications – three sets
- Sixty percent construction cost estimate – three copies.
- Final Plans - one set (signed and sealed by the Engineer of Record) on mylar (24" x 36" x 0.007 weight).
- Final Plans (24 x 36 size) three copies.
- Final Plans electronic in AutoCAD 2000 format, Two CD.
- Final special provisions 8-1/2 x 11 size), three copies.
- Final special provisions electronic on CD (word format), Two CD.
- Final structural calculations, two copies.
- Final quantity calculations, two copies.
- Final Engineers Estimate, three copies.
- Final Engineers Estimate, electronic on CD (Excel format), Two CD.

Deliverables during Construction Phase

- Construction schedule – Two copies.
- Approved permits from the railroad entities, including insurance documents – two copies.
- Weekly Certified Payroll Reports – two copies
- Shop drawings as required – three copies.
- “As Built” Drawings maintained on-site and delivered to City Engineer at job end – one set.
- Operation and Maintenance (O&M) manuals from manufacturers. (if any).

Sealed Bid Requirements

The Contractor shall indicate a fixed bid for the work. The bid shall be submitted in a separate sealed envelope from the Proposal and marked with the project name and the word BID and the Project Title clearly indicated on the outside of the envelope.

Bid Security

Each bid must be accompanied by cash, cashier's check, certified check of the bidder, or a bid bond prepared on the form of bid bond attached hereto, duly executed by the bidder as principal and having as surety thereon a surety company approved by the CITY, in the amount of 10% of the bid. Such cash, checks or bid bonds will be returned to all except the three lowest bidders within three days after the opening of bids, and the remaining cash, checks, or bid bonds will be returned promptly after the CITY and the accepted bidder have executed the contract, or, if no award has been made within 90 days after the date of the opening of bids, upon demand of the bidder at any time thereafter, so long as he has not been notified of the acceptance of his bid.

Selection Process

Upon receipt of the Proposals a selection committee consisting of staff will review them and determine which Proposal best meets the project requirements. A Standard form of Agreement will be prepared with the selected Contractor and submitted to the Mayor and Common Council or the City Manager, as appropriate, for approval. A copy of a draft Standard form of Agreement is attached hereto.

Please indicate in your Proposal that you have read the draft Standard form of Agreement and that your firm is prepared to execute the Agreement if requested to do so. If you have exceptions, please note them in your Proposal. Proof of insurance naming the City as additional insured under the policy and proof of City Business Registration will be required prior to final approval of the Agreement.

Please note that the City reserves the right not to award the work to any of the Contractors submitting Proposals and may find it in the best interest of the City to perform the work in-house.

Questions regarding this Request for Proposals

Staff will be pleased to answer phone questions however, only written questions will be responded to in writing (fax or e-mail is okay). The City's response to questions will be shared with all Contractors who indicate interest in submitting Proposals. If appropriate, an Addendum will be issued. **To be eligible for consideration, bidders must acknowledge receipt of all Addenda on the form provided.**

Please note that the City cannot guarantee a response to questions submitted less than one week prior to the Proposal due date.

Submittal Requirements

If submitting hard copies, six (6) copies of the Proposal should be sent by the due date indicated above to:

Robert Eisenbeisz, City Engineer
Public Works Department - Engineering
300 North "D" Street
San Bernardino, CA 92418
Phone: (909) 384-5203
Fax: (909) 384-5573
E-Mail: eisenbeisz_ro@sbcity.org

Your submittal can be made electronically in 8-1/2 x 11 PDF format. Larger PDF's are acceptable for attachments or displays if they print legibly at 24" x 36".

Web Site Postings

Back up material for this project is located at the following web site:

http://www.ci.san-bernardino.ca.us/services/request_for_bids/public_works

Web site postings are as follows:

1. Must Read document – 1 sheet.
2. Request for Proposals – 8 sheets.
3. Bid Bond Form – 1 sheet.
4. Draft Agreement for Professional and Contracting Services 10 sheets.
5. Proposer's Certification and Acknowledgement of Addenda – 2 sheets.
6. Caltrans Inspection Reports.
7. As Built Bridge Plans - 1933.
8. Plans for existing shoring - 2004 and 2008.
9. NEPA environmental documents.

These materials may be removed after March 27, 2013 so please download them right away.

ATTACHMENTS

1. Draft Agreement for Professional and Contracting Services 10 sheets.
2. Bid Bond Form – 1 sheet.
3. Proposer's Certification and Acknowledgement of Addenda.