



July 12, 2023

Mr. Joseph Gutierrez, P.E.  
President  
JIG Consultants  
4887 East La Palma Avenue,  
Anaheim, CA 92807

**Steve Jones**

Mayor

**Diedre Thu-Ha Nguyen**  
Mayor Pro Tem - District 3

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Council Member - District 1

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**Patrick Phat Bui**  
Council Member - District 4

**Stephanie Klopfenstein**  
Council Member - District 5

**Kim Bernice Nguyen**  
Council Member - District 6

**SUBJECT:** REQUEST FOR PROPOSALS FOR CIVIL ENGINEERING DESIGN SERVICES OF GARDEN GROVE SANITARY DISTRICT SEWER SYSTEM REHABILITATION PLAN PHASE II (SSRPP-II) SEWER MAIN REPLACEMENT PROJECT NO. 1, 31, 47 & 48 (CP No. 1363000) & ACACIA AND TAFT SEWER MAIN REPLACEMENT PROJECT (CP No. 1387000)

Dear Mr. Gutierrez:

Garden Grove Sanitary District (District) completed the Sewer System Rehabilitation Plan (SSRP) Phase 1 in July 2017, Phase II in 2021 and the System Evaluation and Capacity Assurance Plan in 2012, the studies and assessment identified a list of replacement and lining projects with spot repairs due to pipe condition and capacity. Over the years the projects categorized as severe have been constructed if feasible. The recent projects identified along with the remaining projects from Phase 1 and Capacity Assurance Plan will be constructed in the next few years beginning with the **Acacia and Taft Sewer Main Replacement Project (CP No. 1387000)** and the **Sewer System Rehabilitation Plan Phase II (SSRPP-II), Project 1, 31, 47 & 48 (CP No. 1363000)**. The **Acacia and Taft Sewer Main Replacement Project** will replace approximately 3,761 LF of existing 6 and 8-inch VCP. The **Sewer System Rehabilitation Plan Phase II, Project 1, 31, 47 & 48** includes replacement of approximately 4,254 LF 6-inch and 8-inch VCP.

The District proposes to construct both projects in fiscal year 2024/2025. Approved bid set documents for the **Acacia and Taft Sewer Main Replacement Project** are due by **February 2023**. Preliminary total cost of construction is estimated to be around \$2.2 Million dollars. Approved bid set documents for the **Sewer System Rehabilitation Plan Phase II, Project 1, 31, 47 & 48** are due by **May 2023**. Preliminary total cost of construction is estimated to be around \$2.3 Million dollars. The District requests your proposals for design survey, engineering design services

for the preparation of plans, contract documents /specifications and cost estimates for the proposed projects.

## **PROJECT DESCRIPTION:**

The locations and area of both projects are shown in **Exhibit A**. The exhibit has both projects **highlighted**. Approximate lengths, diameter size, material, existing pipe identification number of the sewer mains to be replaced or repaired are indicated in **Table 1** for the **Acacia and Taft Sewer Replacement Project** and **Table 2** for the **Sewer System Rehabilitation Plan Phase II, Project 1, 31, 47 & 48**. The work includes, but is not limited to installation of 6-inch, 8-inch, and 10-inch VCP pipe, new pipe alignment, removing and replacing sections of existing sewer mains, installation of new manholes, restoring existing sewer laterals after replacement, re-connecting to existing sewer laterals, root removal, repair of intruding laterals and manhole channels, re-directing flows, sewer main abandonment and other work necessary to complete these tasks. Project descriptions are the following;

- **Acacia & Taft Sewer Replacement Project:** Taft Street from south of Garden Grove Blvd. to north of Trask Ave., Havenwood Dr. from Trask Ave towards cul-de-sac, and Acacia Ave. from Euclid St. to Civic Center Dr.. Each of the proposed sewer main will be connected into existing or new sewer manholes at the beginning and end of the alignment. The overall length of this project is approximately 3,761 linear feet.
- **SSRPP-II, Project 1, 31, 47 & 48:** Lampson Ave. from Safford St. to 9th St., Newhope St. from Banner Dr. to Paloma Ave., Banner Dr. from Newhope St. to west of Rockinghorse Rd., Stuart Dr. at Lemonwood Ln., Alley east of Lemonwood Ln., Barnett from Trask Ave. to north of Caltrans right-of-way (22-freeway), Trask Ave. east of Newhope St., and 22-freeway from Trask Ave. to easement (northwest of Cardinal Circle). Each of the proposed sewer main will be connected into existing or new sewer manholes at the beginning and end of the alignment. The overall length of this project is approximately 4,254 linear feet.

All existing sewer flows are to be maintained during construction either through bypass methods or establishing new alignments to be operational before abandonment or removal of the existing sewerage. All existing house connections are to be reconstructed into the new sewer main.

All utilities are to be protected except that any Asbestos Cement Pipe (ACP) water main (if identified) shall be replaced with AWWA, C900 where it crosses the proposed sewer main trench.

Contractor shall be required to furnish traffic control plans for construction.

### **SCOPE OF SERVICES TO BE PROVIDED:**

#### **Services for Sewer Main Replacement Project to be performed by the consultant shall consist of the following:**

- Preparation of complete design work to facilitate the sewer improvement construction as indicated in the **project description** section and as further described below is required. Consultant shall provide a preliminary design report (25% design) that includes a preliminary plan view of proposed sewer alignment, alternatives, permit requirements, preliminary schedule and costs, and recommendations of construction requirements and sequence. Final engineering design shall be submitted at 60%, 90%, 99%, and 100% stages of design. Seven (7) sets of progress submittal prints (full size) and/or reports shall be given to the District for each stage of design. A pdf file for all stages of design submittals shall be provided. The consultant shall make a determination of the number of copies required for outside utilities and/or agencies and shall submit those on behalf of the District. Final submittal deliverables is defined below.
- Performance of all necessary research and surveying as required to perform design work including the establishment of all existing street alignments, centerline control, bench mark elevations and coordinates (with tying to nearest City of Garden Grove survey monument GPS system), existing right-of-way limits, intersection description 100 feet beyond BCR/ECR points, and identifications of existing surface features and topography. Cross-section elevations shall be every 50 feet and at grade changes. Sewer and storm drain facilities shall be "dipped" and rim elevations shot at each manhole within the project limits (in some instances a first manhole outside of the project limits may need to be described) with pictures of inside manhole base and channel with orientation of rim relation to manhole base. CCTV assessment and recommendations of the videos provided by the District.
- Obtain a soil boring test for every 1,000 feet of sewer main with a minimum of 1 boring for each street that each proposed sewer main falls within. The location of boring to be within the proposed alignment of the sewer. Provide one (1) PDF copy and three (3) hard

copies of a soils report of the findings and recommendations. This service may be subcontracted. Incorporate soils report recommendations into the design and project specifications, specifically include bedding recommendations, shoring design information that is adequate for the contractor to provide shoring calculations, and groundwater information.

- Coordination, as required, with all affected utilities or agencies shall be the responsibility of the consultant. Consultant shall be responsible for obtaining all necessary permits (for example from City, Private Owners/Businesses, Caltrans), traffic control, and clearances for all necessary field work. This shall include Air Quality Management District's Rule 1166 permit.
- A complete utility research within the project area shall be conducted. As part of preparing construction plans, the utility companies shall be notified and respond in writing that they have reviewed the preliminary and final construction plans for any conflicts.
- Potholing of existing utilities may be required. Consultant shall assume fifty (60) potholes and shall include unit price as part of the proposal. All underground utility facilities shall be exposed top to bottom and measured during investigation.
- Provide hydraulic calculations (for reverse flow, new alignment and up-sized mains) and tables on the project plans that indicate average, peak dry weather, peak wet weather flows with depths and ratio of depth to inside pipe diameter of each reach. (The District will provide the flow information for the consultant to calculate the depths).
- Provide street condition evaluation for the streets where the sewer improvements will take place. The evaluation shall include the existing conditions, anticipated impacts on the streets due to the sewer construction, and any recommended street rehabilitation after the sewer construction.
- Provide assistance during bidding if required to answer questions that arise from the contract documents.

#### **FINAL DELIVERABLES BY CONSULTANT:**

- 2 sets of plans (prints and mylars with laser print/copy). Drawings shall be on 24 inch by 36 inch at 40 scale plan view and 4 scale vertical. Details shall be 20 scale or less.
- All drawings shall conform to Garden Grove Sanitary District standards and shall be signed and stamped by a registered civil engineer in the state of California. Project specifications and estimate with original signature and stamp by a registered civil engineer. 2 sets of projects specifications are required, one original set unbound and one set copied and bound.
- 16-GB Micro SD card or USB memory stick with **one (1) complete file of AutoCAD "DWG" Release 2019 or newer format without x-reference drawing file** of the project plans, PDF and Jpeg files of the project plans, Microsoft "Word" files of project specifications, and Microsoft Excel file of Engineer's cost estimate.
- Provide the District with 2 copies of a design notebook. The notebook shall include all pertinent correspondence, calculations, quantity and cost estimate. The final copies shall be signed and stamped by the registered engineer in charge.

The District will provide the following:

- Environmental Processing.
- Boilerplate of the contract documents.
- Sample of a recent sewer project (Plans and specifications) showing acceptable drafting standards and language.
- AutoCAD Title sheet and design sheet border.
- Assist with plan research of available District/City plans.
- Sewer CCTV videos (must provide external hard drive by consultant).
- Advertising and review of the construction bids and construction award, including required printing.
- Supporting construction management and administration, inspection, and materials testing.

## **PROPOSAL ORGANIZATION AND CONTENTS:**

The proposal shall be organized by the following tasks:

- Task I        Project management, meetings, and coordination shall be distributed amongst all other tasks and shall not have a fee affixed.
- Task II       Preliminary investigation and design research.
- Task III      Preliminary Engineering (up to 25% completion with report). Consultant shall be aware that Preliminary Report may require revisions which will not be considered as further progression of percent completion.
- Task IV      Final Engineering.

In addition, to be considered responsive to this request, the following information shall be included in the proposal:

- Company ownership description, including all subconsultants.
- Description of office where all work will be performed.
- Project organization and staffing with resumes and relevant experience.
- Relevant firm experience, including references and contact information.
- Consultant understanding of the project and approach to the work.
- Scope of work listing tasks, descriptions, methods, techniques, and exceptions.
- A detailed project scheduling by task including description of tasks, subtasks, milestones, and deliverables.
- Work hour estimate in a matrix format indicating hours for each task.
- Fee proposal based upon the required work hours per task submitted under separate cover.
- A current fee schedule for the tasks involved, break down per task and hours.

The fee proposal, submitted under separate cover, shall be a "not to exceed" amount to provide a complete product as described herein. During the course of the work, conditions may occur that were not planned, anticipated and foreseen a 10-percent optional extra services fee should be included in the proposal to account for such changes. Any reimbursable or other cost should be identified and included in the fee proposal.

**There should be one proposal for each project (each should include Task 1-3), a fee proposal (titled accordingly), project scheduling by task and work hour estimate.**

The proposal shall be signed by an individual authorized to bind the submitting firm and should include a statement indicating the proposal is a firm offer for a period of 90 days. Full consideration shall be given to each proposal received by the District in determining proposal acceptance.

A sample copy of the District's standard consultant agreement, including insurance requirements, compliance issues, disclosure, notifications and other relevant material has been attached for your review and information.

Four copies of the proposal must be received by the District **no later than 2 PM on Monday, August 7, 2023**. Proposals shall be delivered by courier or mail and addressed to Garden Grove Sanitary District, Attention: Jessica Polidori, Associate Engineer, 13802 Newhope Street, Garden Grove, CA 92843. No faxes of proposals or late proposals will be accepted.

Any questions regarding this proposal should be directed to Jessica Polidori at (714) 741-5349.

### **SELECTION OF THE CONSULTANT:**

The consultant's proposals will be reviewed by a panel. No interview will be conducted nor will be a pre-proposal meeting. Consultant selection will be based on the following criteria:

1. Ability of the consultant to perform the specific tasks as outlined in the Request for Proposals (RFP) with the proposed time frame.
2. Qualifications, certificates and experience of the firm and most importantly, the specific individuals who will work on the project.
3. The assignment of time for the personnel involved in the project.

4. The specific approach to the work along with proposed methods and techniques.
5. Demonstrated record of success on work assignments previously performed for the District or other agencies.

### *GENERAL INFORMATION*

The District will make available upon request any information that it may possess to assist in the preparation of the base sheets. This would include benchmark information, centerline ties, and as-built improvement plans.

The District reserves the right to reject any or all proposals submitted, and no representation is made hereby that any contract will be awarded pursuant to this RFP, or otherwise. All costs incurred in the preparation of the proposal, in the submission of additional information, and/or in any other aspect of a proposal prior to the award of a written contract will be borne by the respondent. The District will provide only the staff assistance and documentation specifically referred to herein and will not be responsible for any other costs or obligation of any kind that may be incurred by a respondent. All proposals submitted to the District in response to this RFP shall become the property of the District. The District appreciates your interest, time, and effort in responding to our request.

If you have any questions or require additional information, please contact me at (714) 741-5349.

Sincerely,

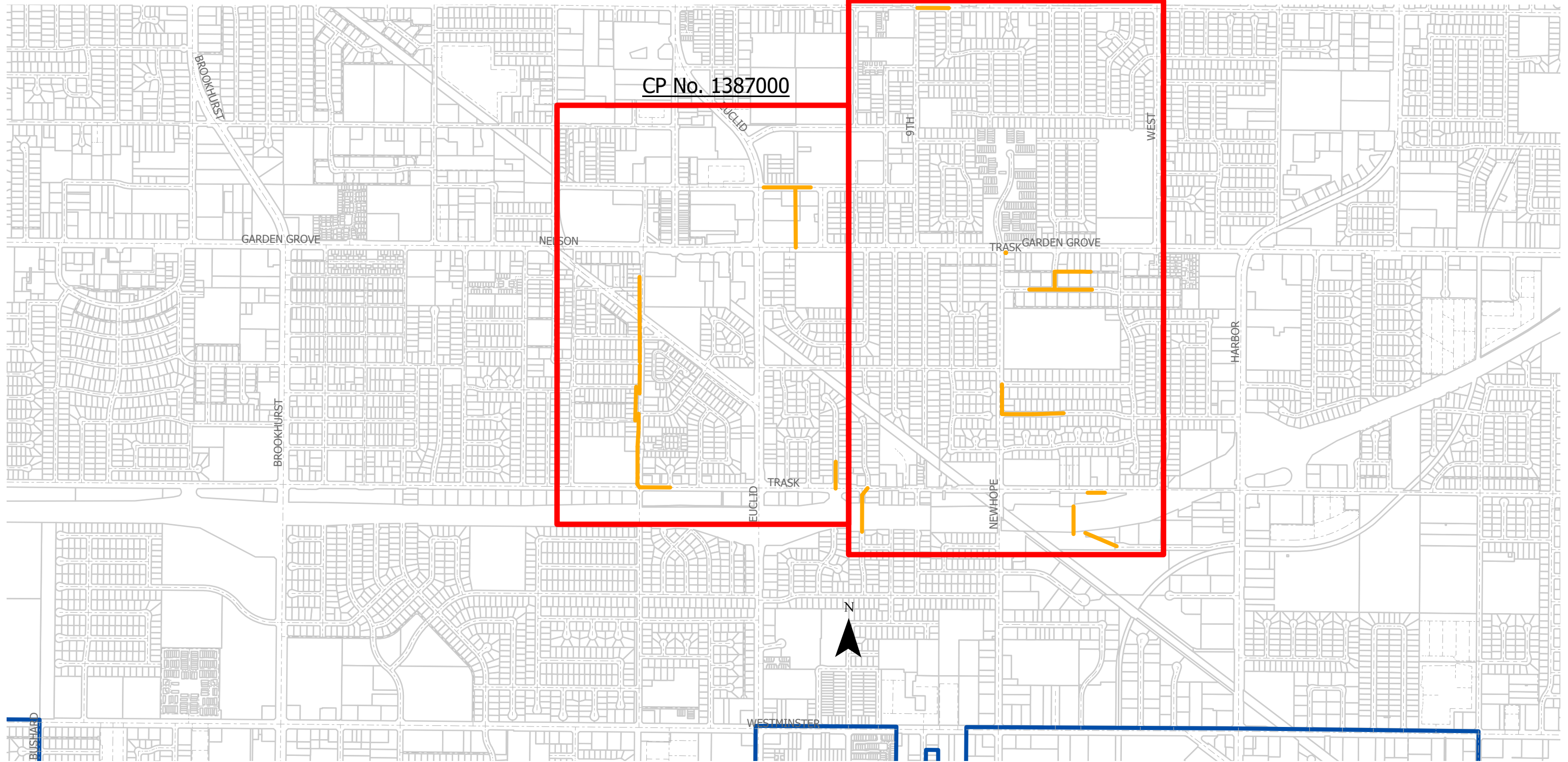
Jessica Polidori  
Associate Engineer

Attachments:     Exhibit "A"  
                         Table "1" and Table "2"  
                         Sample Consultant Agreement







CP No. 1363000

CP No. 1387000



**Legend**

-  Sewer Mains - SSRPII - Project 1, 31, 47 & 48
-  Sewer Mains - Acacia & Taft Sewer Replacement Project
-  city.gis.city.boundary
-  city.gis.parcels

**Exhibit A:**

**Acacia & Taft Sewer Replacement Project (CP No. 1387000)**

**Sewer System Rehabilitation Plan Phase II, Project 1, 31, 47 & 48 (CP No. 1363000)**

**Table 1 - Acacia & Taft Sewer Replacement Project (CP no. 1387000)**

Location	Existing MH ID		Pipe			
			Existing Pipe ID	Size (in)	Material	Approx. Length (ft)
	US MH	DS MH				
Taft St	12276	12277	3835	8	VCP	140
Taft St	12277	12279	3836	8	VCP	140
Taft St	12279	12280	3838	8	VCP	178
Taft St	12280	12281	3932	8	VCP	622
Taft St	12281	12282	3933	8	VCP	41
Taft St	12282	12292	3934	8	VCP	257
Taft St	12293	12294	3940	8	VCP	223
Taft St	12294	12295	3941	8	VCP	164
Taft St	12295	12296	3942	8	VCP	200
Taft St	12296	12297	3943	8	VCP	291
Taft St	12297	12298	3944	8	VCP	52
Taft St	12300	12301	3947	8	VCP	375
Taft St	12292	12293	3939	8	VCP	65
Havenwood Dr.	11910	11911	4815	8	VCP	295
Acacia Ave.	11023	11891	5128	6	VCP	240
Acacia Ave.	11891	11020	NEW	8	VCP	114
Acacia Ave.	11019	11020	5136	8	VCP	225
Acacia Ave.	11019	11016	NEW	8	VCP	139

**Table 2- Sewer System Rehabilitation Plan Phase II, Project 1, 31, 47 & 48 (CP no. 1363000)**

Location	Existing MH ID		Pipe			
			Existing Pipe ID	Size (in)	Material	Approx. Length (ft)
	US MH	DS MH				
Banner Dr.	11440	10866	3848	8	VCP	340
Banner Dr.	10895	11440	3706	8	VCP	345
Banner Dr.	10894	10895	4361	8	VCP	240
Banner Dr.	10893	10894	4360	8	VCP	260
Newhope St.	10866	10867	4804	8	VCP	330
Newhope St.	10867	13176	4805	8	VCP	175
Newhope St.	13176	13175	5624	8	VCP	12
Alley	10901	10902	4460	8	VCP	395
Stuart Dr.	10903	11442	3709	8	VCP	305
Stuart Dr.	10900	10903	4365	8	VCP	395
Lemonwood Ln.	10902	10903	4461	8	VCP	205
easement	10916	10917	4848	8	VCP	305
easement	11922	11923	4825	8	VCP	380
Trask Ave. (e/o Newhope)	13986	13985	7612	6	VCP	192
Lampson Ave.	12526	12533	6050	8	VCP	360
Connection to OCSD's	12533	OCSD MH	NEW	TBD	VCP	15