



# **REQUEST FOR PROPOSAL**

**FOR**

## ***ENGINEERING DESIGN SERVICES FOR 1,2,3-TRICHLOROPROPANE TREATMENT AT CITY WATER SUPPLY WELLS***

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***PROPOSALS MUST BE RECEIVED  
NO LATER THAN  
5:00 PM, JANUARY 31, 2020***

***SEND PROPOSALS TO:***  
Raul L. Mendez  
City Manager  
City of Hughson  
7018 Pine Street | PO Box 9  
Hughson, California 95326

## **PURPOSE**

The City of Hughson is requesting proposals from qualified firms to provide engineering design services for removal of 1,2,3 TRICHLOROPROPANE (TCP) contaminant from city water wells 3, 4, & 8.

The deadline for submitting proposals is **January 31, 2020**.

Proposal packages shall be marked on the outside:

**“PROPOSAL FOR ENGINEERING DESIGN SERVICES FOR 1,2,3 TRICHLOROPROPANE (TCP) TREATMENT AT CITY WATER SUPPLY WELLS”**

## **BACKGROUND**

In August 2009, the California Office of Environmental Health Hazard Assessment (OEHHA) established a California Public Health Goal (PHG) for 1,2,3 TRICHLOROPROPANE (TCP) of 0.0007 ug/L (0.7 parts per trillion) based on carcinogenicity. On July 18th, 2017, the State Water Resource Board Division of Drinking Water (DDW) voted to adopt a regulation for 1, 2, 3-Trichloropropane with maximum contaminant level (MCL) of 5 parts per trillion (0.005 ug/L).

The City of Hughson has identified TCP levels that exceed the maximum contaminant level (MCL) in city drinking water wells 3, 4, 5, 7 and 8. Wells 3, 4 and 8 are officially out of compliance with the TCP MCL and subject to a compliance order requiring corrective action. Wells 5 and 7, which are inactive wells that are also contaminated with TCP, are currently being replaced by new wells (Wells 9 and 10), which may also require treatment for TCP. This RFP is focused on TCP treatment design services for Wells 3, 4 and 8.

The City, based on findings and recommendations of a feasibility study conducted in April of 2018, has determined that the most cost-effective treatment is to install granulated activated carbon (GAC) wellhead treatment facilities to remove TCP. The use of GAC presents the most effective solution to maintain water supplies for the City of Hughson that are free of TCP. Based on information gathered during the Mitigation Feasibility Study, none of the TCP contaminated drinking wells have enough space for construction of GAC treatment plants. The City of Hughson will need to acquire additional property at each well site to accommodate the recommended treatment plan.

The three (3) wells, as identified by their City well numbers and locations are as follows:

Well #	Address
Well 3	1717 Tully Road
Well 4	7201 Whitmore Avenue
Well 8	1625 Euclid Avenue

- Well No. 3 is located at Rolland C. Starn Memorial Park near the parking area and basketball court designed to be accessible to individuals with disabilities. The location of the well is off Tully Road south of the Graybark Lane and Tully Road intersection.
- Well No. 4 is located on the south-east corner of Elm Street and Charles street intersection in the south-east corner. The well is in a residential and commercial area and is directly adjacent to the north corner of Hughson Elementary School.
- Well No. 8 is located on the south-west corner of the East Hatch Road and Euclid Avenue intersection, in the middle of a planned development. The well is currently utilizing an assisted coagulation filtration process to treat for arsenic.

### ***TCP FEASIBILITY STUDY***

A 1,2,3-TCP feasibility study was prepared for the City of Hughson, which included the following information: detailed layout of wells, contaminant levels at time of the study, and the identified most reasonable treatment solution.

The TCP feasibility study (EXHIBIT A) is an attachment available with this Request for Proposal.

### ***SCOPE OF WORK***

Preliminary Design:

1. Evaluate current data for surface and groundwater, conduct additional data collection if necessary. All sampling/testing will be paid for by the City.
2. Determine requirements alternatives for disposal and water treatment.
3. Incorporate redundancy into design.
4. Preliminary design (approximately 10%) for treatment to be completed for review by the City.
5. Identify O&M costs and make recommendations.
6. Identify potential issues and constraints that could arise upon implementation.
7. Determine preliminary cost estimate.
8. Create overall facility schedule and phasing.

Final Design for Bid Process:

1. Prepare plans, bid documents, and specifications for the treatment facility and any improvements deemed necessary for the site. Include topographic surveys and mapping as needed.
2. Plans should be submitted to the City and regulatory agencies for review, highlighting various levels of project completion (30%, 60%, 95%).
3. Create final cost estimate, schedules and delivery methods for all aspects of the project.
4. Ensure obtainment of necessary agency approvals and permits (except CEQA).
5. Finalize bid documents and technical specifications.

Construction and Bidding:

1. Ensure timely response to RFIs received during bidding and construction process.
2. Review Change Order submittals and requests.
3. Prepare as-builts based on Contractor field records.

**WRITTEN PROPOSAL REQUIREMENTS**

To be considered, the prospective engineering consultants shall submit a written proposal to the City of Hughson. Incomplete or unclear information may result in rejection of proposals. Written proposals should include the following:

**(Total Evaluation Score = 100)**

- a. Cover Letter
- b. Project Understanding and Firm Qualifications:
  - Describe qualifications and relevant experience (design, engineering and construction) with projects related to groundwater treatment systems. Describe familiarity of Federal, State and local regulatory requirements that would be associated with this type of project.  
**(20% of Total Evaluation Score)**
- c. Project Personnel:
  - Provide background information for key personnel (project manager, engineers, etc.) that would be involved in the project. Present availability of key members to be involved in the project and include a clear organizational chart of personnel.  
**(20% of Total Evaluation Score)**
- d. Comparable Project Experience:
  - Describe comparable work done by the firm, specifically regarding projects that involved contaminants similar to TCP. Previous projects should have been done within the last five (5) years in the

area of groundwater treatment systems and provide a brief description of the project completed, team members and their specific roles, the scope of services provided, project cost and project schedule. Provide a minimum of three (3) references, including names, titles and phone numbers.

**(20% of Total Evaluation Score)**

e. Scope of Work Comprehension:

- Describe the firm's understanding of the provided scope of work and objectives stated by the City of Hughson. Provide a description of project team's approach and understanding of issues that could arise during project work. Highlight any unique aspects of the project that should be taken into consideration and provide a preliminary schedule. **(40% of Total Evaluation Score)**

### ***SELECTION PROCESS***

The Firm chosen for this project shall demonstrate a complete and thorough understanding of the technical and non-technical issues to be addressed during this project. The Firm shall demonstrate sufficient resources to complete the project.

Written proposals will be evaluated utilizing the scoring criteria in section IV, and the City reserves the right to conduct interviews to determine the most qualified firm. The scoring criteria for interviews will be the same used in section IV. The City reserves the right to choose a Firm only utilizing the written proposals.

Fee proposal outlining the estimated level of effort, hourly rates and projected costs shall be submitted separately in a sealed envelope. The City will negotiate costs with the Firm that is deemed the most qualified after the evaluation process. If the City and Firm are unable to reach an agreement with costs and scope of services, the City will attempt negotiations with the Firm finishing next highest in the evaluation process. This process will repeat until an agreement can be reached between the City and Firm.

The Firm shall be experienced in all aspects of a project of this nature. Incomplete proposals will not be accepted. Questions and clarifications regarding the Request for Proposal must be submitted in writing to the City of Hughson.

The City of Hughson reserves the right to reject any and all proposals, modify the scope of work or services if necessary, withhold award of contract for any reason, waive or decline any technicalities or irregularities in any proposal, and required additional written and/or verbal presentations, if necessary. Project specific insurance provisions and a standard City of Hughson professional services contract (ATTACHMENT B) are available for review.

**PROPOSAL INQUIRIES:**

Any general inquiries should be directed to:

Raul L. Mendez, City Manager of the City of Hughson  
Phone: 209.883.4054  
Fax: 209.883.2638  
Email: rmendez@hughson.org  
Website: www.hughson.org

**TENTATIVE SCHEDULE:**

Release of RFP:	December 23, 2019
Proposals Due:	January 31, 2020
Review of Proposals	February, 2020
Firm Interviews:	March, 2020
Final Selection:	April, 2020
City Council Review and Awarding of Contract:	May/June, 2020

**MATERIALS FURNISHED BY THE CITY**

The City shall provide well data including laboratory data, and flow data as needed to complete project related work.

All software, data, reports, surveys, drawings, and other documents furnished to the Consultant by City for the Consultant's use in the performance of services shall be made available only for use in performing the assignment and shall remain the property of the City. All such materials shall be returned to the City upon completion of services, termination of the Agreement, or other such time as City may determine.

***ADDITIONAL TERMS AND CONDITIONS***

**Cost of Preparation of Proposal and Contract**

The City of Hughson shall not pay costs incurred in the proposal preparation, printing, demonstration process, or contract negotiation. All such costs shall be borne by the firm and/or team.

**Rights to Pertinent Materials**

All responses, inquiries, and correspondence relating to the Request For Proposal and all reports, charts, coverage maps, displays, exhibits, and other documentation produced by the firm and/or team are submitted as part of the proposal shall become the property of the City of Hughson after the proposal submission deadline and subject to the Public Records Act in Chapter 3.5 of Division 7 of Title 1 of the Government Code upon the award of a contract.

**Award**

The City of Hughson reserves the right to award this contract to the firm and/or team whose total aggregate proposal is most responsive to the needs of the City. An evaluation of the firm and/or team's ability, quality, and performance on previous or current contracts will be used in addition to the rate schedule as a basis of award for any resultant contract.

***SIGNATURE PAGE***

Name of Firm and/or team: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

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Type or Print Name and Title

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Signature



**ATTACHMENT A**

(CITY OF HUGHSON 1,2,3-TCP MIITIGATION FEASIBILITY STUDY)

**ATTACHMENT B**

(MASTER PROFESSIONAL SERVICES AGREEMENT)