

**ADDENDUM TO AGENDA**

**PUBLIC WORKS / SUPPORT SERVICES COMMITTEE  
SUTTER COUNTY**

**AGENDA SUMMARY**

**APRIL 23, 2009**

**8:30 A.M.**

**BOARD OF SUPERVISORS CONFERENCE ROOM  
1160 CIVIC CENTER BLVD., YUBA CITY, CA.**

Larry Montna, Supervisor, District 1  
Larry Munger, Supervisor, District 3

**IN ADDITION TO THE OTHER ITEMS OF BUSINESS SET FORTH IN THE MAIN AGENDA SUMMARY, THE FOLLOWING MATTERS WILL BE CONSIDERED AND POSSIBLY ACTED UPON:**

**Public Works, Water Resources Division**

- 1.) Resolution requesting a State Department of Water Resources Grant for project feasibility study under the Yuba Feather Flood Protection Program. (Daniel Peterson, Deputy Director.)

**Public Works, Engineering Division**

- 2.) Request for Proposals for engineering design services for two bridge projects on Pleasant Grove Road. (Neal Hay, Associate Civil Engineer.)

COUNTY OF SUTTER  
PUBLIC WORKS DEPARTMENT

BOARD MEETING: May 5, 2009  
PWSS REVIEW: April 23, 2009

TO: HONORABLE BOARD OF SUPERVISORS

SUBJECT: RESOLUTION REQUESTING A STATE DEPARTMENT OF WATER RESOURCES  
GRANT FOR A PROJECT FEASIBILITY STUDY UNDER THE YUBA FEATHER  
FLOOD PROTECTION PROGRAM

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**Recommended Action:** That the Board of Supervisors adopt a resolution requesting a Department of Water Resources grant for a project feasibility study under the Yuba Feather Flood Protection Program of Proposition 13, and appointing the Director of Public Works as Sutter County's authorized agent to sign for Sutter County any and all documents necessary to execute said grant.

**Background:** The County of Sutter previously applied for and was awarded \$1.4 million by the California Department of Water Resources for a project feasibility study under the Yuba Feather Flood Protection Program of Proposition 13. Contracts to utilize such funds have not yet been executed. The Department of Water Resources has requested that the County of Sutter revise and re-submit its application for Proposition 13 funding of a feasibility study to allow continued use of the funding by the Sutter Butte Flood Control Agency on behalf of the County.

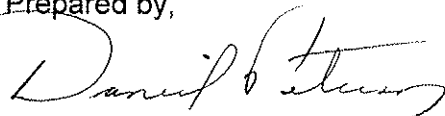
**Past Consideration of the Board:** Past actions by the Board include the acceptance of other grants for the purpose of initiating the project feasibility study.

**Other Department and or Agency Involvement:** The California Department of Water Resources.

**Action Following Approval:** The Public Works Department will submit the grant application to the State Department Water Resources for funding consideration. Staff will return to the Board for acceptance of the grant, should funds be awarded.

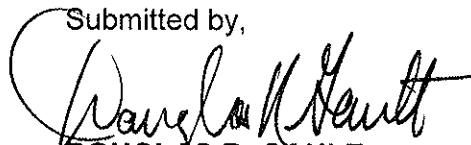
**Fiscal Impact:** There is no cost to submit a grant application.

Prepared by,



DANIEL W. PETERSON, PE  
CHIEF, WATER RESOURCES

Submitted by,



DOUGLAS R. GAULT  
DIRECTOR OF PUBLIC WORKS

Attachment: Resolution  
Feasibility Study Grant Application

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF SUTTER, STATE OF CALIFORNIA**

A RESOLUTION AUTHORIZING THE  
COUNTY TO SUBMIT AN APPLICATION FOR  
GRANT FUNDS TO THE CALIFORNIA DEPARTMENT OF WATER RESOURCES RESOLUTION No. \_\_\_\_\_

*WHEREAS*, the California voters approved the Costa-Machado Water Act of 2000 (also known as the Safe Drinking Water, Clean Water, Watershed Protection, and Flood Protection Act, or simply Proposition 13), which authorized the sale of \$1.97 billion in bonds to carry out its purposes; and

*WHEREAS*, the County of Sutter previously applied for and was awarded \$1.4 million by the Department of Water Resources for a project feasibility study under the Yuba Feather Flood Protection Program of Proposition 13, but contracts to utilize such funds have not yet been executed; and

*WHEREAS*, the Department of Water Resources has requested that the County of Sutter revise and re-submit its application for Proposition 13 funding of a feasibility study in order to clarify the purposes of the grant, and the County of Sutter has agreed to do so; and

***NOW, THEREFORE, BE IT RESOLVED THAT:***

1. Pursuant and subject to all of the terms and provisions of the California Safe Drinking Water, Clean Water, Watershed Protection, and Flood Protection Act, application by this county be made to the California Department of Water Resources to obtain a feasibility study grant.
2. The Director of Public Works of the County of Sutter is hereby authorized and directed to prepare the necessary data, make investigations, and sign and file such application with the California Department of Water Resources.

**PASSED AND ADOPTED** by the Board of Supervisors of the County of Sutter, this \_\_\_\_ day of \_\_\_\_\_, 2009, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chairman, Board of Supervisors

ATTEST: Donna M. Johnson, County Clerk  
  
\_\_\_\_\_

## A-5

### Agency authority and capability

Have the agency attorney answer the following seven questions pertaining specifically to this grant application. For each question, cite statutory authority or other references.

1. Does the agency have the legal authority to enter into a grant contract with the State of California, such as this application? Yes.

Cite the statutory authority under which the agency may obtain funds for the purpose, amount, and duration requested.

California Government Code Section 23004.

2. What is the statutory authority under which the agency was formed and is authorized to operate?

California Government Code Section 23002.

3. Is the agency required to hold an election before entering into a funding contract with the State? \_\_\_\_ Yes  
 No

Cite the statutory authority or other references.

California Government Code Section 23004

4. Will a funding agreement between the agency and the State of California be subject to review and/or approval by other government agencies? \_\_\_\_ Yes  No

Identify all such agencies (*e.g., Local Area Formation Commission, local governments, U.S. Forest Service, California Coastal Commission, Health Services, etc.*).

Not Applicable.

5. Describe any pending litigation that impacts the financial condition of the agency or the operation of flood management facilities. If none is pending, so state.

None Pending.

**Continued on next page.**

## A-5 (continued)

### Agency Authority and Capability

6. Does the agency have legal authority and jurisdiction to implement a flood control program in at least one of the following geographic areas:

- a. On the Yuba River or one of its tributaries?       Yes  No
- b. On the Feather River or one of its tributaries?       Yes  No
- c. On the Colusa Drain or one of its tributaries in Colusa County or Glenn County?       Yes  No

7. Can the agency demonstrate that it will be able to ensure the operation and maintenance of the completed project? Provide documentation demonstrating this ability.

Not Applicable.

\_\_\_\_\_  
(Signature of attorney representing the agency)

\_\_\_\_\_  
(Agency name)

**Mark as Attachment A-5.**

**COUNTY OF SUTTER  
PUBLIC WORKS DEPARTMENT**

**BOARD MEETING: MAY 5, 2009  
PWSS REVIEW: APRIL 23, 2009**

**TO: HONORABLE BOARD OF SUPERVISORS**

**SUBJECT: REQUEST FOR PROPOSALS FOR ENGINEERING DESIGN SERVICES  
FOR TWO BRIDGE PROJECTS ON PLEASANT GROVE ROAD**

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**Recommended Action:** That the Board of Supervisors authorize the Director of Public Works to request proposals for Engineering design services to complete the Preliminary Engineering / Design for the Curry Creek Bridges and Pleasant Grove Creek Bridge.

**Background:** Along Pleasant Grove Road, the Curry Creek Bridges (18C-0063 and 0064) and the Pleasant Grove Creek Bridge (18C-0065) were found to be Structurally Deficient and Functionally Obsolete and identified for replacement. The County has completed some design and detailing of the projects to facilitate the environmental permitting for the projects. The Curry Creek Bridges recently received their environmental permits and the Pleasant Grove Bridge permits are in progress.

The County recently updated their request for Highway Bridge Program (HBP) funding to complete the design of both bridges. Very recent changes to the federal Disadvantaged Business Enterprise require a design contract be awarded by June 2, 2009. The current authorization for design stipulates a contract must be awarded by this date or the authorization becomes void. The County would have to re-apply for design funding and the projects would be delayed up to one year.

The Public Works Department will seek proposals from qualified area firms and rank them based on Caltrans Local Programs criteria. The County would like to proceed with hiring a design consultant to complete the projects' design so construction can take place in the summer of 2010.

The design scope will include the civil roadway and structural bridge design along with an engineers' estimate. All work will comply with the latest Caltrans and Federal Highway Administration (FHWA) design and construction criteria.

**Fiscal Impact:** The design services are reimbursable at 80% with the county's local share of 20% expected not to exceed \$45,000.00. The local match was included in the current fiscal year Public Works Road Department budget.

Prepared by,

  
**NEAL P. HAY  
ASSOCIATE CIVIL ENGINEER**

Submitted by,

  
**DOUGLAS R. GAULT  
DIRECTOR OF PUBLIC WORKS**

Attachment: Request for Proposal

PUBLIC WORKS SUPPORT SERVICES COMMITTEE ACTION		RECOMMENDATION	AGENDIZE
DATE:		Approval	Consent
		Disapproval	Appearance
			Public Hearing

**REQUEST FOR PROPOSAL**

**Professional Engineering Design Services**

**Curry Creek Bridges on Pleasant Grove Road  
(18C-0063 and 18C-0064)**

**Federal Aid Project No.: BRLS - 5918(012)**

**AND**

**Pleasant Grove Creek Bridge on Pleasant Grove Road  
(18C-0065)**

**Federal Aid Project No.: BRLS - 5918(034)**

**SUTTER COUNTY**

**May 2009**

**SUTTER COUNTY PUBLIC WORKS  
1130 CIVIC CENTER BOULEVARD  
YUBA CITY, CA 95993  
(530) 822-7450**

**Approved for Solicitation**

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**Douglas R. Gault, Director of Public Works**

# REQUEST FOR PROPOSAL

## SUMMARY SHEET

### 1. Project:

Complete the bridge structural design and the civil roadway design and all associated CAD detailing for the replacement of existing bridges identified as 18C-0063, 0064 and 0065.

### 2. Location

Bridges 18C-0063, 0064 and 0065 are located along Pleasant Grove Road between Howsley Road and Sankey Road.

### 3. Requested Services

Consultant services will include: structural bridge design, civil roadway design and the preparation / completion of construction documents per Caltrans / FHWA current design and construction standards. Consultant will also be required to include construction cost estimates for both projects. All documents will be complete to allow Sutter County to apply for Construction Authorization.

### 4. Project Manager:

Neal Hay, Associate Civil Engineer  
Sutter County Public Works  
1130 Civic Center Boulevard  
Yuba City, California 95993  
Telephone (530) 822-7450 Fax (530) 822-7457

### 5. Tentative Schedule:

Distribute Design RFPs	May 6, 2009
Proposals Due	May 22, 2009 12 Noon
Award Consultant Contract	May 26, 2009 Board of Supervisors Meeting 7 pm

## INTRODUCTION

The Sutter County Department of Public Works is seeking fee proposals from engineering firms for services to complete the design and detailing of two existing bridge projects in Sutter County.

Interested firms should submit four (4) copies of their proposal to the following office no later than **12:00 p.m. NOON on Friday, May 22, 2009:**

Sutter County Public Works  
1130 Civic Center Blvd.  
Yuba City, CA 95993  
Attn: Neal Hay, Associate Civil Engineer

Neal Hay is the assigned project manager for the project. Questions on this RFP should be directed to Mr. Hay at (530) 822-7450.

The selection process will follow the informal consultant contracting guidelines specified in Chapter 10, Consultant Selection of the Caltrans Local Assistance Procedures Manual. The process will consist of a review and ranking of the proposals by an evaluation panel consisting of Public Works Engineering staff. The top ranked consultant will be offered a design contract for the projects.

The proposal from the consultant shall contain the information identified in this RFP. Late submittals, submittals to the wrong location, or submittals with inadequate copies are considered non-responsive and will be rejected. Submittal of additional information after the due date will not be allowed.

Upon selection of the firm to provide consultant services for this project, the submitted cost will be used with the technical proposal as a basis for negotiation of a contract. If Sutter County fails to conclude an agreement with the top-ranked consultant, a new negotiation will be started with the next highest ranked consultant. This process will be repeated until a contract is successfully negotiated.

Upon successfully negotiating an agreement, a written agreement will be presented to the County Board of Supervisors for approval and execution, at which time the consultant's services will begin immediately.

This RFP does not commit the County to enter into an agreement, to pay any costs incurred in the preparation of a proposal in response to this request, or to procure or contract for services. The County reserves the right to accept or reject any or all proposals received as a result of the request, to negotiate with any qualified firm, or to modify or cancel in part or in its entirety this RFP if it is in the best interest of the County to do so.

The County reserves the right to amend this RFP by addendum prior to the final submittal date.

## **BACKGROUND**

The Curry Creek Bridges are two bridges located about 850 feet apart on Pleasant Grove Road between Sankey Rd. and Keys Rd. The more northern bridge, 18C-0064 is a single span reinforced concrete slab approximately 47 feet long and 26 feet wide. The southern bridge, 18C-0063 is also a single span reinforced concrete slab approximately 47 feet long and 26 feet wide.

Sutter County first applied for federal funding to replace the Curry Creek Bridges in 1994. We received our first funding authorization for Preliminary Engineering in January 1995. There were additional authorizations in May 2006 and most recently in March 2009. Between 2006 and 2008, the County proceeded with in-house design and detailing and contracted with a consulting bridge engineer for peer review and seismic design of the bridges. The county's plan remains to replace the southern bridge (0063) with two 48-inch diameter pipe culverts and replace the northern bridge (0064) with a two-span 60 ft long by 35 ft wide reinforced concrete slab bridge. Currently, we possess electronic drawing files at a 60% completion stage.

The Pleasant Grove Creek Bridge is located on Pleasant Grove Road between Fifield Rd and Howsley Rd. The existing structure is a five span reinforced concrete flat slab bridge 97 ft long by 26 ft wide.

Sutter County received the federal authorization for Preliminary Engineering to replace the Pleasant Grove Creek Bridge in March 2000. There were additional authorizations in October 2000, December 2005 and most recently in March 2009. Between 2005 and 2007, the County proceeded with in-house design and detailing and contracted with a consulting bridge engineer for peer review and seismic design of the bridge. Currently, we possess electronic drawing files at a 40% completion stage.

For both bridge project locations, the County had a geotechnical engineering consultant prepare foundation investigations. Additionally, a consultant prepared hydraulic reports for both bridge projects. The Curry Creek Bridges have received all required environmental permits including the US Army Corps of Engineers Nationwide Permit 14. The Pleasant Grove Creek Bridge has only had preliminary site assessments by our environmental consultant. Its permitting will restart as the design progresses.

## **PROJECT DESCRIPTION**

The County will have the bridge design completed for both bridges per the latest Caltrans and FHWA design and construction standards. The consultant design engineer may utilize the existing electronic files for incorporation into the final construction plans and specifications. The consultant engineer will be responsible to stamp and sign the final construction documents.

Due to funding limitations, it is the County's intent to have the selected consultant engineer make a cost effective decision regarding the exiting electronic drawing files and survey data in completing the projects' plans. The County would encourage the incorporation of the design firm's typical and proven structural details.

Additionally, the latest federal authorizations for Preliminary Engineering allow a consultant contract to be DBE race-neutral provided it is awarded by June 2, 2009. Consequently, we have included a draft version of the consultant contract the county proposes to use. The consultant engineer's scope of services would be included as an exhibit to said contract.

## **TENTATIVE PROJECT SCHEDULE**

Distribute Design RFP's	May 6, 2009
Proposals due	May 22, 2009
Award Consultant Contract	May 26, 2009
Construction Documents	December 2009

## **SCOPE OF WORK FOR CONSULTANT**

The work may be broken into three phases: (i) Preliminary Design (ii) Draft PS&E Submittal, (iii) Final PS&E Submittal Schematic Design.

The responsibilities of the Consultant are as follows:

1. Preliminary Design tasks
  - A. Review County records
  - B. Review County surveying and mapping
  - C. Review Geotechnical Assessment
  - D. Review Hydrology / Hydraulics
  - E. Review Bridge General Plan
  - F. Review Environmental permits conditions / restrictions
  - G. Meetings – Up to 4 times during the performance of the work
  - H. Monthly progress reports
2. Final Design Tasks
  - A. Bridge design work
  - B. Plans submittal: Draft PS&E and Final PS&E
    - Provide (3) stamped and signed full size Mylar set of plans and a half-size reproducible set of the Final plans.
    - Provide final electronic plans in AutoCAD format and final specifications in MS Word format.
    - Identify and prepare design exceptions.
    - Prepare 4-scale deck contour drawings and camber strip diagrams for contractor's use during construction.

At this time, construction support services are not included in the scope of work for the consultant. Instead, following the construction authorization submittal to Caltrans, the County will issue a purchase order for construction support services to the selected consultant engineer.

## **CONTENT OF PROPOSAL**

The County is requesting a fee proposal for the Scope of Work specified herein. To simplify the

selection process, the proposal length must be limited to a maximum of 15 pages not including the cover letter or resumes. At a minimum, the proposal must include the following elements:

1. Statement of consultant's capability to perform the required services and a summary of experience providing engineering services for similar bridge projects during the last 5 years. Include contact reference information.
2. The resume and information regarding the project manager to be assigned to this project shall be submitted. The resume will not count towards the 15 page maximum.
3. Company history and financial responsibility
4. Detailed description of services and statement of understanding of the Scope of Work
5. A design schedule specifying working days for the major tasks
6. A deliverables list
7. A plan sheets list
8. The proposal fee with rate schedules.
9. Information demonstrating satisfied DBE goal or good faith efforts.

### **SELECTION CRITERIA**

A selection committee will rank the proposals using a ratings matrix consisting of the following criteria.

1. Understanding of the work to be done.
2. Demonstrated ability to develop and deliver cost effective designs and completed projects.
3. Quality of staff for work to be done
4. Familiarity with state and federal procedures
5. Financial responsibility
6. Demonstrated technical ability

Upon selection of a consultant, they will be required to enter into a contract with the County similar to the example agreement included in Appendix A.