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March 21, 2018

Interested Materials Testing Firms
On-Call Materials Testing Services
For Fiscal Years 2019 and 2020

**Subject: Request for Qualifications for On-Call Materials Testing Services for District
Construction Projects in Fiscal Years 2019 and 2020**
Due on Friday, April 6, 2018

The Contra Costa Water District (District) is requesting Statements of Qualifications from consultants interested in providing construction materials testing services for various projects beginning July 1, 2018 and ending on June 30, 2020. The District anticipates spending approximately \$500,000 on materials testing services during this time period, subject to changes in District needs and availability, which may consist of one or more of the following testing areas:

- Aggregate Base
- Asphalt Concrete
- Cathodic Protection
- Cement Treated Base
- Concrete
- Coring Services
- Grout
- Coating
- Reinforcing Steel
- Soil
- Shotcrete
- Structural Masonry
- Structural Steel
- Welding
- Non-destructive Testing (such as dry film thickness, radiographic, ultrasonic, liquid penetrant, and magnetic particle, including the ability to obtain NACE certified inspectors)
- Specialty testing based on the specific needs of the various projects

Projects will generally consist of the construction or modification of untreated water and treated water pipelines, pump stations, water treatment facilities, open canal, water storage facilities, and watershed improvements. Construction sites may be located throughout the District's untreated water and treated water service area, along the Contra Costa Canal right-of-way, and/or at any of the District's untreated water pumping, storage, and transport facilities, which include the Los Vaqueros Watershed.

The District invites your firm to submit a Statement of Qualifications (see format in attachment) to provide construction materials testing services. In preparation of their qualifications, interested firms should include relevant experience of their firm on similar projects and information on individuals who would perform dispatch, field and laboratory testing services, and project management.

A selection committee will review the qualifications and determine which testing companies will be retained to provide proposals for testing services to the District. Qualifications will be evaluated based on experience and qualifications of key staff, the firm's related experience and performance on similar projects, location of inspectors, responsiveness of inspectors including appropriate communication devices, testing laboratories in proximity to the District's treated water and untreated water facilities, and standard response time to an inspection request.

This solicitation does not commit the District to pay any costs incurred in the preparation and presentation of submittals or to select any interested firms that respond. This solicitation covers only work described herein and does not commit the District to any fixed amount of work. All materials received will remain the property of the District whether or not a firm is selected. Brochures or other presentation materials, beyond those requested herein, are not desired and should not be submitted.

When the consulting service agreement is approved by the Board of Directors, the agreement with the successful firm will include language that requires payment of Prevailing Wage Rates to its employees and those sub-consultants for work covered by the Prevailing Wage requirements set forth in Section 1770 of the California Labor Code.

In the consultant services agreement, the District will also require the selected testing firm to provide the following types of insurance:

- Workers' Compensation and employer's insurance;
- Comprehensive automobile liability insurance against bodily injury liability and property damage for not less than \$1,000,000 combined single limit and \$2,000,000 aggregate;
- Commercial general liability for property damage and personal injury or death for not less than \$1,000,000 combined single limit coverage for each occurrence and \$2,000,000 aggregate; and

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- Professional liability insurance against claims arising out of negligence or omissions for not less than \$1,000,000 combines single limit coverage and \$2,000,000 aggregate on a claims made basis with continuation of coverage extension for two years.

Firms selected and retained under this solicitation to perform construction materials testing services for the various capital improvements and developer projects will not be permitted to bid on construction contracts for the projects for which they are providing testing services. To be considered, six copies of your qualifications must be received no later than 4:00 PM PST, Friday, April 6, 2018, at:

If hand delivered:

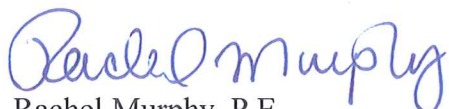
Contra Costa Water District
2411 Bisso Lane
Concord, CA 94520
Attention: Sean Maurel

If sent by mail:

Contra Costa Water District
1331 Concord Ave
Concord, CA 94520
Attention: Sean Maurel

Questions should be emailed to Sean Maurel at smaurel@ccwater.com by 5:00 PM on Friday, March 30, 2018. Thank you for your interest.

Sincerely,



Rachel Murphy, P.E.
Director of Engineering

RM/SM:mc

Attachment: Statement of Qualifications Instructions

cc: Brian Jackson

File: FY19/FY20 Materials Testing

STATEMENT OF QUALIFICATIONS INSTRUCTIONS
for
FY19 and FY20 On-Call Construction Materials Testing Services

A District selection committee will review the Statement of Qualifications (SOQ) submitted by each testing firm based on the weighted criteria listed within these instructions. In order to be considered, **six copies of the SOQ must be received no later than 4:00 PM PST, Friday, April 6, 2018.** If delivering SOQs in person please come to Contra Costa Water District, 2411 Bisso Lane, Concord, CA 94520. If sending packages by mail, send to Contra Costa Water District, 1331 Concord Avenue, P.O. Box H20, Concord, CA 94524. ***The Statement of Qualifications package shall contain only the items listed below. Brochures or other presentation materials are not requested or desired, and should not be submitted.***

- A. **Transmittal Letter** (5 percent of total score; four pages maximum) – highlight the key reasons the firm should be selected.
- B. **List of Key Staff** (40 percent of total score; one page maximum) – please list proposed key field testing, laboratory testing, and support staff by name, discipline, reporting location, and dispatch location (where applicable). Resumes shall be included in an appendix and will not be counted as part of the page limit.

<u>Name</u>	<u>Discipline</u>	<u>Reporting & Dispatch Location</u>
1.		
2.		
3.		
4.		

- C. **References for Key Testing & Support Staff** (25 percent of total score; six pages maximum) – for each of the key testing and support staff listed in Section B above – the following information shall be provided for not more than five projects:
- Owner (or client if subconsultants), project description including size, total construction cost, location of work, testing services provided, and completion date.
 - Name, address, and phone number of knowledgeable owner or client’s representative as a reference.
- D. **Firm’s Experience** (30 percent of total score; two pages maximum) – please list or discuss the following information.
- Office and laboratory address(es) in which services are to be performed and percentage of work to be performed in each office or laboratory.
 - Percentage of total fees in last five years, firm-wide, received from similar services.
 - Facilities, manpower, and testing capabilities of office(s) or laboratory(ies) in which work is to be performed.
 - Listing of recent experience, including type and size of testing services provided and name, address, and phone number of knowledgeable owner or client representative.
 - Dollar volume of testing services performed in the last five years for public and private clients.