

***Request for Proposals for
Contractors for Piles and Grading
San Mateo County
Replacement Correctional Facility***



San Mateo County Sheriff's Office

Issued: January 31, 2013

RFP Due: February 14, 2013

Lieutenant Deborah Bazan, Project Executive,
San Mateo County Sheriff's Office
Correctional Facility Planning Unit
400 County Center, 3rd floor
Redwood City, CA 94063
Telephone: (650) 508-6728
Email: **dbazan@smcgov.org**

PART 1 – INTRODUCTION

- 1.01** The County of San Mateo (“County”) invites proposals from prequalified **trade** contracting firms (“Prospective Bidders”) interested in contracting with the County to provide precast concrete **pile and rough grading** services (refer to section 2.01) with a lump sum price for the San Mateo County’s Replacement Correctional Facility (“Project”).
- 1.02** This is a Request for Proposals (“RFP”) is **for the construction of San Mateo County Replacement Correctional Facility**.
- 1.03** The RFP submission from the selected Prospective Bidder will be included in the contract for the Project following award.

PART 2–SUBMISSION OF PROPOSALS

- 2.01** Prospective Bidders are requested to submit an original, signed proposal, together with a bid bond, **no later than 2:00 PM on February 14, 2013 to:**

Lieutenant Deborah Bazan, Project Executive
San Mateo County Sheriff’s Office
Correctional Facility Planning Unit
400 County Center, 3rd floor
Redwood City, CA 94063
Telephone: (650) 508-6728
Email: dbazan@smcgov.org

All Proposals must be delivered to the Correctional Facility Planning Unit as listed above. If a mail service or carrier is utilized it is the responsibility of the prospective bidder to ensure their response is delivered to correct location and not the mailroom or any other office within a County building.

- 2.02** The Prospective Bidder’s submission must have sealed complete bid form and bid bond. Please refer to the Instructions to Bidders Manual for a bid form. Prospective Bidders may utilize their Surety’s bid bond form.
- 2.03** The signed, original bid form and bid bond should be signed by an owner, officer, or authorized agent of the Prospective Bidder, acknowledging and accepting the terms and conditions of this RFP.

2.04 **ANTICIPATED SCHEDULE OF EVENTS FOR RFP PROCESS**

Request for Proposals (RFP) sent to prequalified Prospective Bidders	January 31, 2013
Questions regarding RFP due: 2:00 PM	February 07, 2013
Responses and Addendum posted	February 12, 2013
Bid Proposals due: 2:00 pm	February 14, 2013
Bid Review	February 15 – 18, 2013
Finalist Notification	February 19, 2013
Board of Supervisors approves contract	March 12, 2013

County reserves the right to modify this schedule at any time at its sole discretion.

PART 3 – SHERIFF’S OFFICE BACKGROUND

- 3.01** The San Mateo County Sheriff’s Office is managed by a Sheriff who is directly elected for a four-year term. In addition to overseeing all adult correctional facilities in San Mateo County, the Sheriff is responsible for patrol services in both unincorporated areas of the county and contract cities, investigations, custody, security in the courts, and various administrative functions.
- 3.02** The incumbent Sheriff is Greg Munks. Overseeing this RFP is the Correctional Facility Planning Unit Lieutenant Deborah Bazan, Project Executive.
- 3.03** Project demolition and Project preparations have commenced and will be completed by February 28, 2013.

PART 4 – PROPOSALS

- 4.01** San Mateo County Sheriff Greg Munks is seeking lump sum proposals from prequalified contracting firms for the scope of work noted in bid packages listed in section 5.01.
- 4.02** Prospective Bidders should address every item listed in this RFP Bid Package Scope Directives. Please refer to document 0016 of the Instructions to Bidders Manual. Prospective Bidders may NOT include additional clarifications, inclusions or exclusions other than what is already noted in the Bid Package Scope Directives.

PART 5 – BASIC SCOPE AND CHARACTER OF PROJECT AND SERVICES REQUIRED

- 5.01 SCOPE OF PROJECT:** Construction of a New San Mateo County Replacement Correctional Facility located in Redwood City on the corner of Blomquist and Maple Street on an existing 5.09 acre site. The project consists of 93,250 square feet (sf) of Administration & Support Space, 20,000 sf of Transitional Housing and 139,132 sf of Detention Center. The estimated value of the overall Project is \$125M and is estimated to start construction Spring 2013 and open for services Spring 2015.

BID PACKAGE	DESCRIPTION OF WORK	ESTIMATED VALUE RANGE
BP 2.01 DESIGN BUILD PILES	Provide design build services for approximately 538 - 14” and 16” concrete piles ranging in 74-101 feet in depth	\$1.5M - \$2.9M
BP 32.01 GRADING	Furnish and install rough grading.	\$600-\$750

County reserves the right to modify the bid packages at any time at its sole discretion.

- 5.02** This Project has a Project Labor Agreement (PLA), which has been attached to this RFP, with a Letter of Assent that must be signed by all Prospective Bidders and their tiered-contractors.

PART 6 – ADMINISTRATIVE REQUIREMENTS AND POLICIES

- 6.01** Prospective Bidders will be required to comply with all nondiscrimination employment regulations, including:
- A. No person shall, on the grounds of race, color, creed, national origin, religious affiliation or non-affiliation, sex, sexual orientation, marital status, age (over 40), disability,

medical condition (including but not limited to AIDS, HIV positive diagnosis or cancer), political affiliation or union membership be excluded from participation in, be denied the benefits of, or be subjected to discrimination under this Agreement.

- B. Prospective Bidders shall ensure equal employment opportunity based on objective standards of recruitment, selection, promotion, classification, compensation, performance evaluations, and management relations, for all employees under any contract that may result from this submittal. Prospective Bidders' personnel policies shall be made available to County upon request.
- C. Prospective Bidders shall assure compliance with section 504 of the Rehabilitation Act of 1973 by submitting a signed letter of compliance. Prospective Bidders shall be prepared to submit a self-evaluation and compliance plan to County upon request within one (1) year of the execution of any agreement that may result from this submittal.
- D. Prospective Bidders must comply with the County Ordinance Code with respect to the provision on employee benefits. As set forth in the ordinance, such Prospective Bidders are prohibited from discriminating in the provision of employee benefits between an employee with a domestic partner and an employee with a spouse.

6.02 The County, in its sole discretion, reserves the right to accept or reject any or all RFP's submitted, or to request clarification or additional information or an alternative presentation of data from any Prospective Bidder. Further, while every effort has been made to ensure the information presented in the RFP is accurate and thorough, the County accepts no responsibility or liability for any unintentional errors or omissions in this documents. Should a Prospective Bidder realize during the review process that there has been a substantive error or omission in its proposal, which does not alter basic services and has not already resulted in disqualification for other reasons, said Prospective Bidder is invited to submit to the Project Executive a written request and explanation of Prospective Bidder's desire to correct its proposal. It shall be at the sole discretion of the County's selection committee to decide whether to grant the Prospective Bidder's request to correct its RFP proposal.

6.03 All proposals become the property of the County and as such become public documents available to be reviewed by the public upon request. Government Code Sections 6250 et. seq., the Public Records Act, define a public record as any writing containing information relating to the conduct of public business. This applies to proposals submitted pursuant to this RFP. The Public Records Act provides that public records shall be disclosed upon written request, and that any citizen has the right to inspect any public record, unless the document is exempted from the disclosure requirements. The County cannot represent or guarantee that any information submitted in response to the RFP will be confidential.

If the County receives a request for any document submitted in response to this RFP, it will not assert any privileges that may exist on behalf of the person or business submitting the RFP. Rather, the County will notify the party whose RFP is being sought. In the event that a party who has submitted a RFP wishes to prevent disclosure, it is the sole responsibility of that party to assert any applicable privileges or reasons why the document should not be produced, and to obtain a court order prohibiting disclosure.

PART 7 – GENERAL CONDITIONS

- 7.01** Any explanation, question, or job visits from a Prospective Bidder regarding the meaning or interpretation of this RFP must be made in writing by email only to Lieutenant Deborah Bazan, Project Executive (dbazan@smcgov.org) by **2:00 PM February 7, 2013**. Responses to submitted questions will be posted on the Sheriff's Office Correctional Facility Planning webpage by **February 12, 2013**. Do not contact staff or consultants with questions or clarifications. **It is the responsibility of the Prospective Bidder to check the Correctional Facility Planning website for questions and answers as well as any Addendums that have been made:**

<http://www.smcsheriff.com/Correctional-Facility-planning/announcements>

- 7.02** The submission of a RFP does not commit County to award a contract for the Project, to pay costs incurred in the preparation of a proposal or to procure or contract for any services. Costs for preparing a proposal will be paid entirely by the Prospective Bidders.
- 7.03** County reserves the right to interpret or change any provision of this RFP at any time prior to the RFP submission date. Such interpretations or changes shall be in the form of addenda to this RFP and posted on the Sheriff's Office webpage. County, in its sole discretion, may determine that a time extension is required for submission of RFPs, in which case such addenda shall indicate a new RFP submission deadline. County reserves the right to waive inconsequential deviations from the stated requirements.
- 7.04** County retains the right to reject any and all RFP's, to contract work with whomever and in whatever manner County decides, or to abandon the work entirely. County shall make final decisions regarding a Prospective Bidder's qualifications as of Bid day. All decisions concerning Prospective Bidder selection shall be made in County's best interests.
- 7.05** County has made a determination in accordance with Section 6255 of the Government Code that all proposals submitted in response to this RFP shall not be made public by County until after County issues a notice of intent to enter into a Contract with the successful Prospective Bidder.

PART 8 – PROPOSAL DOCUMENTS

- 8.01** The proposal documents to that apply to this RFP are as follows:

Instructions to Bidders Manual dated 01/31/13

Exhibit A – Project Manual dated 01/31/13

Exhibit B – Drawings dated 01/31/13

Exhibit C – Geo-Technical Report dated 11/30/12

Exhibit D – Professional Labor Agreement

END SECTION