



REQUEST FOR PROPOSALS
Engineering Design Services, Environmental Studies and
Construction Support
San Joaquin Valley I-5 Electric Freight
Corridor (Valley EFC) Project
Near Gustine, CA
RFP Number VEFC-GUS

Federal Award No. 693JJ32440836 under
Infrastructure Investment and Jobs Act (IIJA)
(Pub. L. 117-58, § 11401 November 15, 2021)
codified at 23 U.S.C. 151
CTIPS ID: 204-0000-1025

Contracting Entity:

WattEV, Inc on behalf of San Joaquin Valley Air Pollution Control District
Attn: Mohamed Salem
444 W Ocean Blvd, Suite 1250
Long Beach, CA 90802
(949) 916-2751

Date of Release: January 8, 2025

Due Date for Proposals: February 10, 2025, 4 pm

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1 INTRODUCTION

The San Joaquin Valley Air Pollution Control District (SJVAPCD) and its private partner, WattEV CA2, Inc (WattEV) were awarded federal funds under the U.S. Department of Transportation, Federal Highway Administration Charging and Fueling Infrastructure Discretionary Grant Opportunity, Notice of Funding Opportunity 693JJ323NF00004 to construct the Valley I-5 Electric Freight Corridor (Valley EFC) that will build a state-of-the-art truck charging site in Central California.

WattEV seeks proposals from professional qualified engineering firms for the design, engineering and construction support for a 9.11-acre heavy duty truck charging station and a 55.6-acre solar field near Gustine, CA, referred to in this solicitation as “Valley EFC-Gustine.”

Parties interested in obtaining a copy of this solicitation may do so by downloading the RFP from <https://www.wattev.com/rfp/rfp-gustine>, “Download RFP” tab.

For the purpose of this solicitation, “Recipients” refers to the partnership between WattEV and SJVAPCD, and “Consultant” refers to the proposing firm.

1.1 RFP INSTRUCTIONS

1.1.1 Proposal Format

The proposal should consist of the following sections, at a minimum. Supplemental information beneficial to the proposal is acceptable as attachments or appendices if they are directly applicable. Consultants are encouraged to be concise with the company background and experience sections of the main proposal narrative and instead focus on the Project Understanding, Approach, and Scope of Work.

1. Project Understanding & Approach
2. Work Plan
3. Project Schedule
4. Summary of Experience & References
6. Appendices
7. Labor Hour Estimate and Fee Proposal (Breakdown job classifications and types of costs by amount and/or rates)

Refer to Section 4 of this RFP for detailed content requirements.

1.1.2 Examination of Proposal Documents

By submitting a proposal, Consultants represent they have thoroughly examined and become familiar with the work required under this RFP and they can perform quality work to achieve the Recipients’ objectives.

1.1.3 Addenda and Clarifications

Should a Consultant require clarifications to this RFP, the Consultant shall post their question in the Questions and Answers tab located at <https://www.wattev.com/rfp/rfp-gustine> . Responses from the

Recipients will be communicated in on the <https://www.wattev.com/rfp/rfp-gustine> website in accordance with Section 1.2.

Substantive changes to the requirements will be made by written addendum to this RFP and will be posted on <https://www.wattev.com/rfp/rfp-gustine> . Any written addenda issued pertaining to this RFP shall be incorporated into the terms and conditions of any resulting Agreement. The Recipients shall not be bound to any modifications to or deviations from the requirements set forth in this RFP as the result of oral instruction. The Addendum will be posted <https://www.wattev.com/rfp/rfp-gustine> no later than 72 hours prior to the proposal Due Date and Time. It is the responsibility of the Consultant to make sure they have reviewed all questions and answers and have received all addenda prior to submitting a proposal.

1.1.4 Submitting Proposals

Proposals must be submitted both electronically and via one hard copy. All proposals and cost files must be submitted via <https://www.wattev.com/rfp> and must be received no later than **4 pm Pacific Standard Time (PST) on February 10, 2025**.

In addition to the electronic submittal, one paper copy and one electronic drive (e.g. “thumb” drive) must be received at the below address by the proposal deadline. Late proposals, or those postmarked after the deadline will not be accepted. Sealed proposals may also be hand delivered to the Address identified below.

1.1.5 Address

Proposals should be addressed to:

WattEV CA2, Inc
Attn: Mohamed Salem, Director of Engineering
444 W Ocean Blvd, Long Beach, CA 90802
(949) 916-2751

The proposal package shall be addressed as shown above, bearing the Consultant’s name and address and clearly marked as follows. All submissions must be clearly marked “Technical Proposal and Fee Proposal shall be submitted in separate envelopes and clearly marked “Technical Proposal” and “Fee Proposal.”

Proposal For Engineering Design Services, Environmental Studies and Construction Support
San Joaquin Valley I-5 Electric Freight Corridor (Valley EFC) Project Near Gustine, CA
RFP Number VEFC-GUS
Federal Aid Project No. CTIPS ID: 204-0000-1025

1.1.6 Acceptance of Proposals

The Consultant shall provide a proposal that encompasses all of the scope of services as a whole and may not be broken out into single disciplines. For example, proposals will not be accepted just for civil engineering that does not include all other components, such as electrical, landscaping, etc.

The Recipients reserve the right to accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in proposals.

The Recipients reserve the right to withdraw this RFP at any time without prior notice and the Recipients makes no representations that any contract will be awarded to any Consultant responding to this RFP.

The Recipients reserve the right to postpone proposal opening for its own convenience.

1.1.7 Pre-Contractual Expenses

Pre-contractual expenses are defined as expenses incurred by the Consultant in:

1. Preparing its proposal in response to this RFP;
2. Submitting the proposal to Recipients;
3. Negotiating with Recipients on any matter related to the proposal; or
4. Any other expenses incurred by the Consultant prior to date of award, if any.

The Recipients shall not, in any event, be liable for any pre-contractual expenses incurred by Consultant in the preparation of its proposal. Consultant shall not include any such expenses as part of its proposal.

1.1.8 Contract Award

Issuance of this RFP and receipt of proposals does not commit the Recipients to award an Agreement. The Recipients reserve the right to postpone proposal opening for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected Consultant(s) should negotiations with the selected Consultant(s) be terminated, to negotiate with more than one Consultant simultaneously, or to cancel all or part of this RFP.

1.1.9 Acceptance of Order

The successful Consultant(s) will be required to accept a Purchase Order and execute a written Agreement (see Attachment F - Form of Agreement) in accordance with and including as a part thereof the published notice of Request for Proposals and this Request for Proposals, including all requirements, conditions and specifications contained herein, with no exceptions other than those specifically listed in the written purchase order and/or Agreement.

1.1.10 Funding Source Requirements

The Valley EFC-Gustine Project is funded through Infrastructure Investment and Jobs Act (IIJA) (Pub. L. 117-58, § 11401 November 15, 2021) codified at 23 U.S.C. 151, identified as Federal Project No. CTIPS ID: 204-0000-1025. The successful proposer and all subconsultants shall comply with all applicable federal and state laws, rules, and regulations, including but not limited to the funding requirements, Disadvantaged Business Enterprise (DBE) requirements (Title 49 Code of Federal Regulations Part 26), the federal Davis-Bacon Act, nondiscrimination requirements, lobbying activities disclosure, and the prohibition against contractors who are debarred from federal contracting. The funding requirements are included in Attachment D of this RFP.

1.1.11 Prevailing Wage and Compliance with Davis-Bacon Fair Labor Standards Act

Refer to Attachment F - Form of Agreement, Section 3.3.5 for Prevailing Wage requirements. This project is federally funded and requires compliance with the Davis-Bacon Fair Labor Standards Act. The Consultant and all its subconsultants shall comply with the higher of the state or federal prevailing wage rates, where applicable. If the Consultant is exempt from compliance with the Davis-Bacon Fair Labor Standards Act, the Consultant should identify such in its proposal.

1.1.12 SB854 Requirements

Pursuant to California SB 854, which amended the Prevailing Wage Laws, certain categories of services are subject to compliance monitoring and enforcement by the DIR. Beginning March 1, 2015, with very limited exceptions no consultant or subconsultant may be listed on a proposal for these contracts unless registered with the DIR pursuant to California Labor Code section 1725.5. Beginning April 1, 2015, no consultant or subcontractor may be awarded a contract unless registered with the DIR pursuant to Labor Code section 1725.5.

1.1.13 Disadvantaged Business Goals

This project is subject to 49 CFR 26 entitled "Participation by Disadvantaged Business Enterprise in Department of Transportation Financial Assistance Program." The Consultant must ensure that DBE firms and other small businesses have the opportunity to participate in the performance of the work that is the subject of this solicitation and should take all necessary and reasonable steps for assurance. The proposer must not discriminate on the basis of race, color, national origin, or sex in the award and performance of subcontracts.

Exhibit 10-I "Notice to proposers all DBE Information" must be included in Consultant's response to this RFP since this project includes Federal-Aided funds.

The Recipients have established a DBE goal of 0% for this contract. The Consultant must meet the goal by using DBEs, or if not able to meet the DBE goal, document that a good faith effort was made to meet the contract goal.

Exhibit 15-H "DBE Information – Good Faith Effort." Good faith efforts must be documented by the Consultant and approved by the local agency. If the Recipients find the Consultant's documented good faith effort to be inadequate in comparison to the other proposer's good faith effort, the Recipients may adjust the proposers ranking.

1.1.14 Insurance Requirements

Consultants proposing on this RFP are encouraged to have their insurance provider(s) review the Insurance Requirements in Section VII, Form of Agreement, Subsection 3.2.10 et seq. prior to submission of a Proposal to make sure that the requirements can be met by their firm.

1.1.15 Public Records

Responses (proposals) to this Request for Proposal (RFP) and the documents constituting any contract entered into thereafter become the exclusive property of the Recipients and shall be subject to the California Public Records Act (Government Code Section 6250 et seq.). The Recipients' use and disclosure of its records are governed by this Act.

Those elements in each proposal which Consultant considers to be trade secrets, as that term is defined in Civil Code Section 3426.1(d), or otherwise exempt by law from disclosure, should be prominently marked as "TRADE SECRET", "CONFIDENTIAL", or "PROPRIETARY" by Consultant. The Recipients will use its best efforts to inform Consultant of any request for disclosure of any such document. The Recipients shall not in any way be liable or responsible for the disclosure of any such records including, without limitation; those so marked if disclosure is deemed to be required by law or by an order of the Court.

In the event of litigation concerning disclosure of information the Consultant considers exempt from disclosure, the Recipients will act as a stakeholder only, holding the information until otherwise ordered by a court or other legal process. If the Recipients are required to defend an action arising out of a Public Records Act request for any of the contents of a Consultant's proposal marked "Confidential", "Proprietary", or "Trade Secret", Consultant shall defend and indemnify the Recipients from all liability, damages, costs, and expense, including attorneys' fees, in any action or proceeding arising under the Public Records Act.

To ensure confidentiality, Consultants are instructed to enclose all "Confidential," "Proprietary," or "Trade Secret" data in separate sealed envelopes, which are then included with the proposal documents. Because the proposal documents are available for review by any person after award of a contract resulting from an RFP, the Recipients shall not in any way be held responsible for disclosure of any "Confidential," "Proprietary," or "Trade Secret" documents that are not contained in envelopes and prominently marked.

1.2 TENTATIVE RFP SCHEDULE

The following schedule is subject to change at WattEV and SJVAPCD's discretion

Activity	Dates
Issue / Advertise RFP	January 8, 2025
Written Questions from Consultants Due	January 22, 2025
Responses from WattEV/SJVAPCD Due	January 30, 2025
Addenda published, if required	February 4, 2025
Proposals Due	February 10, 2025, 4 PM PST
Proposal Evaluation Completed Estimated	February 18, 2025
Consultant Preliminary Contract Negotiations	February 28, 2025
Pre-Award Audit by FHWA	March 14, 2025
FHWA Approval for Contract Award	March 14, 2025
Final Contract Documents/Notice to Proceed	March 24, 2025

2 PROJECT DESCRIPTION AND SCOPE OF SERVICES

2.1 SITE LOCATION

Regionally, the Project Site is located in Merced County, approximately 0.5 mile east of I-5, accessed off SR-140. Specifically, the Project Site is situated within a single vacant parcel (APN 069-070-55) totaling 76.5 acres bounded by vacant property on the north, the I-5 on the west, the Delta-Mendota Canal on the east and vacant lands/SR-140 on the south. Refer to the Site Plan in Attachment A.

Of the 76.5-acre site, the EV charging station facility would be developed within the southern 9.11 acres of the parcel, while 55.6 acres of the northern portion would be developed with a solar field that will provide supplemental power. The balance of the site, 11.79 acres, would either remain undeveloped or utilized for stormwater retention, water treatment, and/or reserved for a future expansion that is undetermined at this time.

2.2 PROJECT COMPONENTS

The Site Plan is provided in Attachment A. The Valley ETC Gustine facility consists of:

- Paved and striped with separate areas for truck charging and passenger vehicle charging
- Pass through truck charging stalls, and trailer parking stalls for the tractor-charging only stalls. Truck types are generally WB-67.
- Electrical:
 - 45 combined charging standard (CCS) direct current fast chargers for heavy-duty vehicles
 - 45 CCS direct current fast chargers for light-duty/passenger vehicles
 - 9 megawatt charging standard (MCS) chargers for heavy duty vehicles
 - 2.75MW Battery Energy Storage System (BESS)
 - Solar Field: 55.6 acres, Single-Axis Tracking Solar PV, to supply 10.4 MW-DC . Assume that the solar field will supply the sole source of power until PG&E can complete grid upgrades, which is approximately one year beyond the planned operational date. Initial startup load would be approximately 2 MW.
- Building: One single-story manufactured building, 5,000 square feet (SF) with restrooms, and associated parking to support employees and business visitors with ADA parking as required by Merced County, trash enclosure per Merced County requirements, conventional construction.
- Parking lot solar powered lighting with security cameras mounted to the light poles
- Landscaping as required by Merced County
- Signage: Illuminated WattEV pole sign along the I-5 frontage and a monument sign at the Highway 140 entrance
- Open and staffed 24/7/365, no fencing or gates around charging lot.
- Stormwater drainage
- Wet Utilities – water and sewer:
 - Septic System and a Leachfield
 - Water system, onsite water well.

2.3 PROJECT SCHEDULE

The following schedule is anticipated. Consultant shall make every effort to comply with the Project schedule and notify WattEV if changes are required.

Milestone	Agreement
Site Acquisition (completed)	Q1 2023
Design and Engineering	Q4 2024 – Q2 2025
Permits and Approval(s)	Q2 2025
Procurement	Q1 2025 – Q1 2026
Construction	Q3 2025 – Q1 2026
Installation	Q1 2026
Commissioning	Q1 2026
Operations	Q1 2026

2.4 SUMMARY OF SCOPE OF SERVICES REQUESTED

A summary of professional services shall include, but not limited to, the following and explained in more detail in Section 3 of this RFP.

- Design and Engineering services to develop construction level drawings for both the charging station and the solar field as identified on the Site Plan.
- Environmental Technical Studies to support the National Environmental Policy Act. WattEV is responsible for all local land use compliance, as well as coordination of the Preliminary Environment Study (PES) with Caltrans, which is the NEPA-delegated entity on behalf of FHWA.
- Bid and construction assistance (including but not limited to shop drawing review and falsework structural calculation check). The Consultant should prepare the construction bid documents, assist Recipients with bidding, and assume 12 RFI questions and 6 shop drawings to review which should include two revisions per shop drawing.

The Proposal shall include all services requested in this RFP as one bid. Individual bids for individual disciplines will not be accepted.

WattEV engineering staff is responsible for:

- Overall Project Management for engineering, design, and procurement
- Topographic and boundary survey – completed. Electronic files will be provided to the successful bidder.
- Geotechnical investigation - completed. This is located in Attachment B.
- Tile Report – completed. A copy of this will be provided to the successful bidder.
- Environmental Coordination/Lead with Merced County and Caltrans Local Assistance.

3 SCOPE OF SERVICES

WattEV, on behalf of SJVAPCD, is interested in contracting with a Consultant that will conduct and coordinate specified tasks related to advancing the Valley EFC-Gustine to the construction phase.

The work shall comply with the requirements of all of the following without limitation, and shall apply to this RFP and any subsequent contract as though incorporated herein by reference:

1. Federal laws
2. State laws
3. Local laws
4. Rules and regulations of governing utility districts
5. Rules and regulations of other authorities with jurisdiction over the procurement of products

The Consultant shall comply with all insurance requirements of WattEV and SJVAPCD, included in the Form of Agreement in Attachment F.

Task 1 – Project Management

The Recipients will serve as the contract manager and direct the Consultant. The Consultant shall be responsible for project management activities throughout the life of the contract and the scope of activities includes but is not limited to, attending meetings, managing the project schedule, field reviews, tracking action items for the Recipients and Consultant sub-contractors, and preparing all submissions for the Recipients. Any modifications proposed to this solicitation are welcome provided they are innovative, advanced, and well thought out methodologies and shall be identified as optional and priced out separately in the sealed fee proposal. Project coordination meetings should be assumed to be bi-monthly for one hour through the project lifecycle.

Cost Accounting

The Consultant will prepare monthly reports of expenditures for the Project by task and milestone. Expenditures include direct labor costs, other direct costs, and subconsultant costs. These reports will be included as supporting data for invoices presented to the Recipients each month. Recipients will review all invoicing for submittal to FHWA.

Quality Control Plan

The Plans, Specifications, and Estimate (PS&E) will be subject to quality control reviews before submittal. These reviews will ensure conformance to FHWA and Recipients' standards and criteria as well as minimize typographical omissions. Consultant shall submit documentation of the completed QA/QC review.

Task 2 – Data Collection

The Project will involve the review and assimilation of a large amount of existing data and may include the generation of new data. The Consultant shall perform all research of agency records, as necessary, to secure the information, clearances, and/or plan review services required to identify, locate, and

accurately layout all of the underground improvements and easements, centerline, ROW, and private property lines. The Consultant shall perform all research of private development plans adjacent to or affecting the Project site, as necessary, to secure the information, clearances, and/or plan review services required to identify, locate, and accurately layout all of the underground improvements and easements, centerline, ROW, and private property lines. The selected Consultant will be expected to determine what data sources are necessary to gather and by what date, and to prioritize the gathering of that data. Consultant shall research and review all previous work performed to date in the Project vicinity that impacts the design of the improvements, including but not limited to:

- Existing improvement plans/engineering reports of record
- Right-of-way mapping, ownership records (Title Reports)
- Preliminary engineering and reports for this Project
- Environmental clearance and mitigation measures (Federal and County)
- Merced County engineering design standards, codes, and plan processing procedures
- Refer to Attachments A through C for data currently available

The Consultant can rely on the ALTA survey and Title Report, that will be provided by the Recipients, to coordinate its design with the existing utilities. In case of any expected conflict, the Consultant shall discuss the expected conflict with the Recipients and provide proposed solutions. The Recipients may decide, under its discretion, to pothole the location of expected conflict to provide additional information to the Consultant to proceed.

Task 3 - Preliminary Engineering Studies

Review the concept Site Plan and provide the following engineering studies. If additional studies are required that are not identified here, propose those studies in the Optional Task line item.

- Basis of Design Memorandum – memo analysis of geometrics, wet utilities, circulation, and identify any design constraints and opportunities
- Hydrology
- Preliminary Water Quality Management Plan
- Traffic Impact Analysis (TIA) per Merced County – Scoping Memo to determine level of TIA and Vehicle Miles Traveled (VMT) screening

A Geotechnical Investigation was conducted, and a copy of the report is in Attachment B.

Task 4 - Surveys and Mapping

Base mapping with contours has been conducted by the Recipients (refer to Attachment A). Should additional surveys be required, the Consultant shall request it from the Recipients. The Consultant should review and verify that the received survey data is suitable for the Consultant to develop preliminary engineering, design, cost estimates, right-of-way impacts, and the level of environmental clearance. Consultant should identify if additional survey is required. If no additional survey is required, indicate that this task is “Reserved” in the event additional survey and mapping becomes known later.

Task 5 - Environmental Studies and Documentation

Task 5.1: National Environmental Policy Act – Categorical Exclusion (Reserved)

The FHWA has delegated NEPA authority to Caltrans. WattEV is responsible for preparing and submitting the Caltrans Preliminary Environment Study (PES) to Caltrans District 10 and will coordinate with the Consultant and Caltrans for approval. It is anticipated that the outcome will result in a Categorical Exclusion under NEPA. It is assumed that Caltrans would prepare the final Categorical Exclusion.

While no work is anticipated to occur by Consultant for Task 5.1, this task should be reserved should unanticipated work be required to prepare the NEPA Categorical Exclusion.

Task 5.1.1 – NEPA Technical Studies

Based on the review of the PES, Caltrans will determine which technical studies would be required. Caltrans has not yet completed review of the PES as of the date of this RFP.

However, based on the Draft PES document prepared, it is anticipated that Caltrans would require the following technical studies at a minimum. Should Caltrans require additional studies that are not identified in this RFP, Recipients will notify the Consultant and request a scope of work and cost as a change order.

WattEV will work with the Consultant and Caltrans to achieve approval for the technical studies.

For the purposes of this RFP, Consultant shall provide the following Technical Studies:

Task 5.1.1.1: Air Quality Report (AQR). Please refer to the Air quality document templates required. <https://dot.ca.gov/programs/environmental-analysis/standard-environmental-reference-ser/forms-templates#conformity>. Consultant should plan for at least two rounds of Caltrans comments/revisions, and responses to comments, prior to Caltrans approval.

Task 5.1.1.2: Natural Environment Study-Minimal Impacts (NES-MI). Please refer to the Biological Technical Documents templates required: <https://dot.ca.gov/programs/environmental-analysis/standard-environmental-reference-ser/forms-templates#fags>. WattEV expects the Consultant to provide one draft to WattEV to review/revise, before submittal to Caltrans. Consultant should plan for at least two rounds of Caltrans comments/revisions, and responses to comments, prior to Caltrans approval. If Spring plant surveys are recommended, Consultant is expected to notify the Recipients team immediately and provide a schedule. For proposal purposes, include Spring Plant Surveys as an Optional Task. Consultant should assume that the required Information for Planning and Consultation (IPAC) list is “for consultation” and not a draft version.

Task 5.1.1.3: Cultural Resources Report and AB 52 Tribal Consultation Assistance as follows:

- Area of Potential Effect (APE) map
- Historic Property Survey Report (HPSR)
- Archaeological Survey Report (ASR)
- Tribal Consultation Assistance - assume the Consultant will prepare up to six letters on behalf of Caltrans, as approved by Caltrans, to send to tribes on behalf of Caltrans. Assume the Consultant will conduct email and phone follow up at least once per month

for 60 days. Caltrans staff will conduct the actual consultation with the tribes, based on the Consultant's correspondence.

Please consult the templates found at <https://dot.ca.gov/programs/environmental-analysis/cultural-studies/templates>.

Consultant should plan to attend one virtual kick-off meeting with Caltrans Cultural Staff. Consultant should plan for a minimum of two rounds of revisions to each of the cultural resource documents.

It should be noted that Recipients have commissioned the Initial Site Assessment/Phase 1 Environmental Site Assessment to be submitted with the technical studies. No further studies are anticipated relative to hazardous waste assessments.

Task 5.2: California Environmental Quality Act (Reserved). Merced County is the Lead Agency having jurisdiction over land use authority. WattEV is in the process of working with Merced County to achieve all entitlements. No CEQA support is foreseen by the Consultant at this time. This task should be reserved should future work be required that is not yet foreseen.

Task 5.3: Other Permitting (Reserved). Site signage will require a separate permit through Kern County. The signage package is outside of the scope of this RFP. The signage package will be prepared by the signage supplier, which should include the design drawings and calculations. The signage supplier is responsible for submitting the sign permit applications and processing them through Kern County. WattEV will coordinate between the signage supplier and the successful Consultant in order for the latter to consider the signage locations and required provisions. This task is reserved in the event additional work is required that would be outside of the scope of anticipated work.

Task 6 – Engineering Drawings and Deliverables

Consultant shall prepare all relevant design drawings, plans, details, and specifications for this task to meet the County of Merced's design requirements and include water conservation measures where applicable. Prepare plans in AutoCAD format and provide a CD (or DVD) to the Recipients in this format containing the plans (including all xrefs) along with PDF files. Ensure all files are Georeferenced in the event they need to be utilized in a GIS or KMZ format.

Prepare final drawings for approval through the Merced County building department and construction on 24-inch x 36-inch bond paper. The original drawings and digital files shall be the property of the Recipients.

Schedule of Deliverables:

Consultant should provide deliverables to the Recipients within the following milestone schedule:

- 30% Preliminary Design Submittal
- 60% Submittal
- 90% Submittal
- Permit Package
- Construction Package

Notes:

1. FHWA Requirements. Consultant must prepare the Project plans, specifications, and estimates in accordance with current regulations, policies, procedures, manuals, and standards including compliance with Federal Highway Administration (FHWA) requirements. Special Provisions shall be prepared using Microsoft Word conforming to Caltrans and/or FHWA format and content. All Documents shall be prepared using US standards and dimensions.
2. Improvements of local roads and other facilities may be prepared in accordance with Merced County standards in lieu of Caltrans standards as directed by Recipients.
3. Building Design: The proposed building will be designed and built by an EPC building fabricator. Accordingly, the architectural design and any engineering work related to the building are not part of the scope of work of this RFP. The building foundation shall also be provided by the building's EPC contractor. However, the Consultant should plan project management time to coordinate with the building fabricator to address all building required utilities and their connections.

Task 6.1 – Civil Engineering

Consultant shall review and integrate ALTA, Boundary, Topographical surveys, environmental constraints, and civil conditions of approval to obtain / provide the following:

- **Site plan verification:** Verify the site design, vehicle turn radii, ingress / egress requirements to update / revise the project's site layout, which is provided by the Recipients (Attachment A).
- **Grading Plans:** Design and develop the onsite and off-site grading plans and identify the finish floor level for the building.
- **Paving and Striping Plans:** Show ADA requirements and ADA striping per the County of Merced.
- **Wet Utility Plans:** Prepare an on-site water and sanitary sewer plan for the site. The plans should show the water and sanitary sewer to the building, as well as the septic system.
- **Storm Drainage Plan:** Prepare an onsite storm drainage plan that should include a drainage area map for the overall site indicating areas draining to each proposed inlet, based on the proposed grading plan and hydraulic calculations.
- **Stormwater Management Plan:** Consultant shall prepare a Preliminary Water Quality Management Plan (PWQMP) for the proposed project to comply with local and state drainage and stormwater management requirements. This study should be submitted to the County of Merced for approval.

- **Cross Sections and Details:** Prepare detail sheets showing the paving, water, sanitary sewer, storm drain, and erosion control details for civil site construction. County details should be used or referenced, as needed.
- **Fire Access Plan and Fire Utility Layout:** Provide a fire access plan and Utility Layout that meets County of Merced Fire Department requirements, including but not limited to, the fire truck turn radii, fire hydrant locations and spacing, if any, fire water main and/or fire water tank as deemed necessary by the design and relevant standards.
- **Solar Civil Design Drawings:** Provide all necessary civil engineering design and drawings for the solar field including, but not limited to, Erosion Control Plans, Grading and Drainage Plans, fire truck access roads and its grading details, etc.
- **Stormwater Pollution Prevention Plan (SWPPP):** The civil design plans should include the locations of recommended erosion and sediment control measures, and typical installation details for the recommended controls for inclusion in the SWPPP. The SWPPP should be the basis for erosion and sediment control during project construction and shall be incorporated into the civil and construction plans for the project. All relevant details and best management practices (BMPs) shall be presented.

Task 6.2 - Landscape and Irrigation

Consultant shall provide landscape and irrigation design for the project. The preliminary site plan, which is attached to this RFP, includes a proposed area for the landscape. However, the Consultant should verify/optimize the landscape area and design to meet the Merced County requirements while minimizing cost of installation, as well as operation and maintenance. The Consultant shall provide landscape architecture services to generate and/or coordinate necessary detailed landscape construction documents for the site and off-site, if any, improvements. Consultant's services and activities include reports, analysis, modeling, meetings and coordination as deemed necessary for the completion of the landscape and irrigation design. This scope of service should cover, but not limited to, the following:

- Code Investigations
- Landscaping Plans and Details
- Irrigation Plans and Details

Task 6.3 - Structural Engineering

Consultant shall perform the structural design of various foundations on site including but not limited to substations and charging stations. Foundation designs shall be based on the provided geotechnical report parameters, equipment manufacturer loads and design requirements and governing local building codes. The scope of work shall include the following:

- Review all relevant documentation provided by WattEV including, geotechnical investigation report, equipment configuration and specifications allowable foundation types / locations, conduit windows / sleeves, anchoring details / locations and foundation loads.

- Perform high-level corrosion evaluation based on soil conditions.
- Provide equipment foundation details and specifications.
- Foundation Design Calculation Report.
- Design PV Solar tracker foundations.
- Perform iterative structural analysis to determine the pile sizes and embedments.

Task 6.4 - EV Charging Electrical Engineering

Consultant shall review the project documentation, client and owner requirements, and any existing preliminary electrical plans available for the project and provide electrical design plans. Client/owner comments should be incorporated at each stage prior to issue of the Issued for Permit (IFP) and Issued for Construction (IFC) plan set. Consultant shall consider environmental and cultural constraints, rights-of-way, easements, setbacks as well as any other known encumbrances when determining feeder/circuit routing and design.

The scope of work shall include the following:

- **Electrical Design:**
 - Identify the routing and sizing of the AC and DC feeder(s)/Circuits from Utility service point to the EV chargers/dispensers and the building.
 - Determine NEC grounding requirements for all components that make up the system and produce the associated grounding design drawings and specifications.
 - Define AC and DC cable trenching and conduit or duct bank needs based on site conditions and the geotechnical report and recommendations.
 - Provide equipment arrangement and layout, along with required diagrams.
 - Provide optimized AC and DC wiring schedules.
 - Provide lighting design and photometric sheet showing light levels.
- **Electrical Plans:** Electrical plans shall include, but not be limited to:
 - Cover sheet with location map and project description
 - Electrical notes and terminology
 - Overall site layout with collection routing
 - Layout detail sheets, including locations for EV Chargers/Dispensers, DCFC Power conversion stations, Switchboards/Panelboards and transformers
 - AC and DC distribution system single line diagram(s), including cable schedules and cable losses
 - Trench section details (showing power, comm/fiber, and grounding conductors)
 - Other electrical details as required
 - Grounding details and one lines
 - Other electrical details as required.

- **Technical specifications:** within the plan set for major equipment, including:
 - MVAC, LVAC, and DC cables
 - Ground conductors and ground rods
 - Disconnects
 - Switchboards/Switchgear
 - Panelboards
 - Conduit
 - Padmount transformers, as required
 - Light Fixtures

- **Studies:**
 - Load Flow
 - Short Circuit Studies
 - Cable Thermal Ampacity
 - Grounding Study
 - Arc Flash Study and Labels
 - Coordination Study

Task 6.5 - Microgrid, Load Management, and Monitoring System Coordination

Consultant shall coordinate with WattEV's selected vendor(s) for the microgrid / load management control system and security system. The design for those systems will be performed by WattEV's selected vendors and provided to the successful Consultant for incorporation of required information into the final electrical drawings.

The scope of work for this task shall include the following:

- Microgrid, Load Management, and Monitoring system coordination:
 - Determine wire / cable / fiber routing and coordinate with AC and DC trenching to provide trench details.
 - Provide specifications and details for conduit.
 - Control Narrative for the microgrid operation in the grid-tied and islanded modes.

- Security System coordination.
- Cabling / Fiber design based on information provided by WattEV's Vendor.
- Drawing plan set including, but not limited to, the following:
 - Cover sheet with location map and project description
 - Electrical notes and terminology
 - Overall site layout with fiber / comm routing
 - AC Single Line Diagrams
 - Auxiliary Power Single Line Diagram
 - Solar Low Voltage Single Line Diagram
 - Solar DC Single Line Diagram
 - Solar DC Stringing Diagram(s)
 - Grounding Single Line Diagram
 - Communication Diagram

- Solar DC Block Layouts (for each block)
 - Solar DC Feeder Schedule
 - Layout detail sheets, including locations for EV Chargers / Dispensers, DCFC Power conversion stations, PV Inverters, BESS, MET Station and Switchgears/Switchboards / Panelboards and transformers
 - Solar DC Wire Management Details
 - Fiber optic / Comm cable layout
 - Fiber optic / Comm single line diagram(s)
 - Trench section details
 - Other electrical details as required
- Technical specifications within the plan set for major equipment, including Fiber optic and communication cables and conduit
 - Electrical Power Systems Studies:
 - Cable Ampacity
 - Short Circuit
 - Load Flow and Reactive Power
 - Overcurrent Protective Device Coordination
 - Arc Flash
 - Solar Production Analysis and Reports

Task 7 – Bidding Services

Conformed Plans and Specifications. Prepare conformed plans and specifications for use in constructing the project. The conformed plans and specifications shall reflect changes made during bidding and will be noted as a revision to the final design plans.

Bidding Phase Support. Assist the Recipients in providing clarification and prepare information to be used in addenda as needed for questions that may arise during the bidding process. Recipients will prepare and make available to plan holders any required addenda. Attend the pre-bid meeting and assist the Recipients with bid evaluations and recommendation of bid award.

Task 8 – Engineering Construction Services

Consultant shall assist the Recipients during the construction of the project by performing the items below:

Engineering Support – Assist the Recipients with the following:

- Provide professional engineering services to address and respond to up to twenty (20) Requests for Information (RFI's) from the contractor,
- Review up to ten (10) shop drawing and materials submittals,
- Prepare supplementary sketches and details as required to resolve field construction problems that may be encountered,
- Review and provide recommendations regarding proposed change orders, as needed.

- Attend pre-construction meeting and up to three (3) additional office or construction site meetings during construction.

Preparation of Record Documents (As-Builts)

The construction contract will require the contractor to provide to the Recipients for review and approval one set of as-built plans showing the design changes made during the course of construction.

Consultant shall prepare record drawings from contractor and construction inspector as-built drawing, markups, and field notes. Submit the following:

- One (1) set of 24-inch x 36-inch mylar "Record Drawings."
- One (1) CD (or DVD) or thumb drive with the record drawing files saved in AutoCAD .dwg and PDF formats.

Task 9 – Optional Services

Consultant shall provide separate line items in the cost proposal for the "Optional Services" for services that the Consultant believes would add value to the Project or where the Recipients have omitted a component the Consultant believes should be included. Recipients may exclude or include the optional services as part of the awarded contract at the Recipients' discretion.

4 PROPOSAL CONTENT AND FORMS

4.1 TECHNICAL PROPOSAL FORMAT AND CONTENT

Proposals shall be typed, single spaced, may be double-sided and submitted on 8-1/2" x 11" size paper in no less than 11 point type and may be double-sided. Information should be presented in the order in which it is requested. Lengthy narrative is discouraged, and presentations should be brief and concise. Proposals should not exceed 50 pages in length, excluding any appendices which include but is not limited to resumes, sample projects, and Caltrans required forms.

Licensing and Certification Requirements

By submitting a proposal, Consultant warrants that any and all licenses and/or certifications required by law, statute, code or ordinance* in performing under the scope and specifications of this RFP are currently held by Consultant, and are valid and in full force and effect. Copies or legitimate proof of such licensure and/or certification should be included in Consultant's proposal. Proposals lacking copies and/or proof of said licenses and/or certifications may be deemed non-responsive and may be rejected.

**The successful Consultant(s) and its sub-consultants are each required to obtain a Merced County Business License prior to award of Agreement. The Business License is not required for submission of a proposal.*

The response to this RFP should include the following:

Letter of Transmittal

Include a Letter of Transmittal with the proposal, addressed to Mohamed Salem, WattEV, and at a minimum, containing the following:

1. Identification of Consultant, including name, address, telephone number, and email address;
2. Proposed working relationship between Consultant and subconsultants/subcontractors, if applicable;
3. A statement that all charges for subconsultants/subcontract services shall be in the same amount as actually invoiced to and paid by the engineer plus an allowable maximum 5% markup;
4. A statement that costs for printing, mileage, telephone, mailing and other expenses incidental to the performance of the main items of the Engineering Services to be rendered are included in the hourly rates of said hourly rate schedule and that there will be no additional charges;
5. Acknowledgment of receipt of all RFP addenda, if any;
6. Name, title, address, telephone number, and email address of Consultant's contact person during period of proposal evaluation;
7. A statement confirming the proposal shall remain valid for a period of not less than 90 days from the date of submittal; and
8. Signature of a person authorized to bind Consultant to the terms of the proposal.

Technical Proposal

The Technical Proposal shall be organized into the order of the following sections:

Section 1: Project Understanding & Approach

Prepare the description of the project Understanding and Approach to address items identified within this RFP and offer possible solutions to project challenges. Demonstrate knowledge of the goals of the project and provide a roadmap for the project (in paragraph or other suitable form) to describe how it will be accomplished. Offer any unique or creative ideas and alternatives that will help the Recipients' design and construct the project. This section should be detailed and well thought-out.

Section 2: Work Plan

Consultant shall provide a narrative which addresses the Scope of Work and shows Consultant's understanding of the Recipients' needs and requirements, including:

1. A description of the approach to completing the tasks specified in the Scope of Work;
2. A sequential outline of the activities that would be undertaken in completing the tasks and specify who would perform them; and
3. Identify methods that Consultant will use to ensure quality control as well as budget and schedule control for the Project.

Consultant may also propose enhancement or procedural or technical innovations to the Scope of Work which do not materially deviate from the objectives or required content of the project.

Section 3: Project Schedule

Provide a schedule of anticipated services to meet the Scope of Work. Provide a schedule with a list of tasks and sub-tasks, including agency review time (assume 8 weeks for agency review time broken down as 2 weeks for preliminary design review, 2 weeks for review for 60% submittal, 2 weeks for 90% submittal, and 2 weeks for 100% submittal), internal QA/QC, and calendar days that are anticipated to complete each of the identified tasks and sub-tasks. This schedule shall reflect the duration of the design stage and identify milestones and deliverables.

Section 4: Summary of Experience & References

This section of the proposal should establish the ability of Consultant to satisfactorily perform the required work by reasons of: experience in performing work of a similar nature; demonstrated competence in the services to be provided; record of meeting schedules on similar projects; and supportive client references. Consultant shall provide the following:

1. Description of the firm's experience in performing work of a similar nature to that solicited in this RFP;

2. Identification of sub-consultants by company name, address, contact person, telephone number, project function and describe Consultant's experience working with each sub-Consultant; and
3. A minimum of three references from the projects cited as related experience. Reference shall include the name, title, address and telephone number of the person(s) at the client organization who is most knowledgeable about the work performed. Consultant may also supply references from other work not cited in this section as related experience.

Section 4: Required Forms

This section is required to be a part of the proposal but does not count toward the page limit. The Consultant should provide the following forms for itself, and all subcontractors who are part of the response unless otherwise noted. Refer to Attachment D of this RFP for the required forms that make up this section. These forms do not count toward the 50-page Proposal Limit

- Disclosure of Lobbying Activities
- Exhibit 10-T Conflict of Interest and Confidentiality Statement
- Debarment and Suspension Certification
- Exhibit 10-1 Notice to Proposers DBE Information (not required for subcontractors)
- Exhibit 10-O2 Consultant Contract DBE Commitment (not required for subcontractors)

Appendices

Information considered by Consultant to be pertinent to this project and which has not been specifically solicited in any of the aforementioned sections may be placed in a separate appendices section. Consultants are cautioned, however, that this does not constitute an invitation to submit large amounts of extraneous materials; appendices should be relevant and brief. Full resumes and samples of similar projects may be placed in the appendices as long as a summary appears in the main Technical Proposal.

4.2 LABOR HOUR ESTIMATE AND FEE PROPOSAL – SEPARATE ENVELOPE/SUBMITTAL

The Fee Proposal shall be submitted separately, as a separate electronic file, and paper file, and must not be integrated into the Technical Proposal.

This is a Lump Sum Fee Contract. The Consultant performs the services stated in the contract for an agreed amount as compensation, including a net fee or profit.

Consultant shall complete the Price Forms in Attachment E in their entirety, with supplemental sheets containing more detailed costs, including: 1) all individual tasks listed and total price; 2) basis on which prices are quoted; and 3) Consultant's identification information including a binding signature.

The Fixed Fee (Profit) for this Project may not exceed 10 percent at this time in accordance with FHWA Guidelines. Recipients will notify bidders through a published Addendum if this changes.

Consultant shall state cash discounts offered. Unless discount payment terms are offered, payment terms shall be "Net 30 Days." If discount terms are offered, non-discounted payment terms shall remain

“Net 30 Days.” Payment due dates, including discount period, will be computed from date of Recipients’ acceptance of the required services or of a correct and complete invoice, whichever is later, to the date Recipients’ check is mailed. Any discounts taken will be taken on full amount of invoice, unless other charges are itemized and discount thereon is disallowed.

5 EVALUATION CRITERIA

5.1 GENERAL

Recipients may, at its sole discretion, create a shortlist of Proposals for further evaluation; require an oral interview, presentation, or demonstration; and utilize outside experts to assist in the evaluation process.

Recipients will establish an evaluation panel with responsibility for reviewing all Proposals and conducting the qualifications evaluation. A Facilitator will manage the integrity of the qualifications evaluation process and will not be a voting member of the evaluation panel. An initial meeting will be scheduled and held with the evaluation panel members, wherein the Facilitator will distribute all relevant documents to the evaluators including the RFP, evaluation worksheets for each Proposal, and written evaluation instructions.

After the initial meeting, evaluators will independently review and score the Proposals. The evaluation panel will then convene again to discuss the individual scores to resolve questions and to discuss the basis for individual scores, but not for the evaluators to agree upon scoring. At the end of this discussion, each evaluator will be given an option to revise his/her scores.

Evaluators will make independent determinations for scores, including review and understanding of any additional information obtained by the group discussion. In the event a score is revised, the evaluator will strike out the original score, document the new score, and provide comments to support the revision. If clarifying information is needed at any point, the Facilitator will contact Proposer(s) to obtain the necessary information. The Facilitator will then provide the information to the evaluation panel electronically or verbally, as appropriate.

If the qualifications evaluation process includes components such as oral interviews, product demonstration, and/or site visits, the Facilitator will coordinate those with evaluators. Individual scoring and any subsequent evaluation panel meetings with respect to such components must be conducted.

Once all scorings are finalized and documented, the Facilitator will collect individual evaluation worksheets to create a final qualifications evaluation scoring worksheet and rank the proposals first, second, third, etc.

Following the qualifications evaluation and ranking of the proposals, the Facilitator will open all fee proposals. The ranking of the proposals will not be altered once the fee proposals have been opened. However, the fee proposals will be used during negotiations with the selected Proposer(s).

The Proposal evaluation process includes the following categories and may include additional specific criteria. Likewise, the listed considerations are possible considerations and may not be the only factors involved in the evaluation.

5.2 EVALUATION CRITERIA

No proposal may be rejected if it contains a minor irregularity, defect, or variation if the irregularity, defect or variation is considered by Recipients (at the Recipients sole discretion) to be immaterial or inconsequential. In such cases the Proposer will be notified of the deficiency in the proposal and given an

opportunity to correct the irregularity, defect or variation, or the Recipients may elect to waive the deficiency and accept the Proposal.

The successful Proposers will be selected based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. The proposal evaluations will be based on written proposals.

The Evaluation Committee may contact any of the Proposer's client references to discuss the Proposer's proposal and past performance. The results of any such reference checks will be considered in the evaluation and scoring of proposals.

Recipients may also: contact any proposer to clarify any response; contact any current users of a proposer's services; solicit information from any available source concerning any aspect of a proposal; request an oral presentation of any or a select few proposers; and seek and review any other information deemed pertinent to the evaluation process.

Each committee member will score the written proposal received for a possible total Technical Score (TS) of 100 points. Recipients will use the following criteria in their evaluation and comparison of written proposals submitted.

RFP Section	Max Points
Understanding of work to be done	30
Experience with similar kinds of work	25
Quality of staff for work to be done	20
Familiarity with State and Federal procedures	15
Format/Organization	10
Total	100

Scoring Breakdown:

Understanding of work to be done - 30 points maximum

- 0-15: Project understanding is off topic or is missing more than 5 key elements.
- 16-25: Project understanding is understandable but missing a few key elements.
- 26-30: Project understanding well justified and most or all key elements are included.

Experience with similar kinds of work - 25 points maximum

- 0-10 points: Consultant does not include previous experience or has very minimal experience.
- 16-20 points: Consultant lists previous experience, but experience is not relevant or similar.
- 21-25 points: Consultant lists relevant previous experience with similar work.

Quality of staff for work to be done - 20 points maximum

- 0-8 points: Resumes not included or staff has little to no experience with similar projects.
- 9-15 points: Staff list includes resumes but experience is not relevant or similar.
- 16-20 points: Staff has relevant experience and is competent to perform scope requested.

Familiarity with State and Federal Procedures - 15 Points Maximum

- 0-4 points: Zero to little previous Federal and State project experience.
- 5-10 points: Federal and State experience but not on similar work.
- 11-15 points: Relevant Federal and State Experience.

Format/Organization - 10 points maximum

- 0-4: Scope of work is not or barely organized into tasks and subtasks, does not flow clearly.
- 5-7: Scope of work is organized into tasks and subtasks, but not in a clear logical order.
- 8-10: Scope of work is well organized into logical tasks and subtasks to complete a project.

Proposal Scoring Index:

Once the proposal is technically evaluated and received a score out of 100, as indicated in the above table, the Proposal Index will be developed. The Proposal Index (PI) will be calculated as follows:

$$PI = (TS \times 10,000) / Price$$

The proposal index, PI, will be used for final evaluation of the proposals. WattEV and SJVAPCD reserve the right to negotiate with the two bidders who receive the highest PI. All bidders will be notified of the results after final contract award.