

CITY OF LA HABRA HEIGHTS



REQUEST FOR PROPOSAL

**HACIENDA ROAD
GEOTECHNICAL ENGINEERING SERVICES
RFP 2019 – 02
(ADDENDUM NO. 1: Issued May 14, 2019)**

RFP Circulation Date:
Thursday, May 9 2019

Proposal Submission Deadline:
~~Thursday, May 30, 2019~~
Monday, June 3, 2019 at 2:00 p.m.

INTRODUCTION

The City of La Habra Heights (“City”) is seeking proposals from qualified and experienced geotechnical engineering consulting professionals (“Consultant”) to conduct a geotechnical engineering investigation to determine the stability of the road and slopes in the study area; and to recommend remediation for the potential road and slope failure.

ABOUT THE CITY

La Habra Heights is a rural, residential community located in southeastern Los Angeles County. The community is bordered by Hacienda Heights to the north, La Habra to the south, Rowland Heights to the east, and Whittier to the west. City Hall offices are open Monday through Thursday from 8:00 a.m. to 5:30 p.m.

PROJECT BACKGROUND

In mid- February 2019, a depression in the roadway was first noted in the southbound lane of Hacienda Road. The depression is approximately 800 feet south of the intersection of Hacienda Road and West Skyline Drive. Pavement cracking on Hacienda Road was also observed within an area 20 feet to 600 feet south of the intersection. Initially, the depression was repaired by the placement of asphaltic concrete (AC) to fill the area. However, the depression in the roadway continued to settle and additional AC was placed to level the area.

The City retained AESCO to conduct a preliminary geotechnical investigation to determine the cause of the observed depression in the roadway. On March 4 and 5, 2019, AESCO performed a preliminary geotechnical investigation by drilling twelve (12) bore holes at various depths from five to thirty feet. In addition, a site visit was conducted by AESCO Geotechnical Engineers, Mr. Russell J. Scharlin, P.E., G.E. and Mr. Adam Chamaa, P.E., G.E., to assess the condition of the road and slopes on either side of the roadway. The upslope along the east side of the northbound lane in the area of the depression appears to be the top of a landslide. The downslope along the west side of the southbound lane has a slight bulge with tension cracks, which are likely, related to the observed depression. The slope below the tension cracks is steep, heavily vegetated and could not be clearly observed. Hacienda Road has been officially closed since March 5, 2019.

AESCO submitted a report with their initial investigation on March 11, 2019. AESCO concluded that the road failure appears to be a result of a slope failure, which was triggered by the recent heavy rains. Bulging and tension cracks observed below the roadway is indicative of the toe of an active landslide. The potential for worsening of the depression will likely continue throughout the rainy season and beyond. A previous repair South of the current area was performed 2009. Refer to Exhibit A.

SCOPE OF WORK

The Consultant is to provide geotechnical engineering services within the study area and to recommend the necessary remediation for stabilizing of the road and adjacent slopes and to analyze the integrity of the remaining study area of the road. The study area limits are between the Northern City limit and Canada Sombre Road. Refer to Exhibit B.

These services include the following tasks, but not limited to:

- Geotechnical/Geological Investigation: Work shall be performed under the direct supervision of a California registered Geotechnical Engineer (GE) and a California Certified Engineering Geologist (CEG), the Consultant.
- The Consultant shall review available geotechnical/geological reports and maps, aerial photographs, City and/or County records, and the landslide history of the Hacienda Road area.
- The Consultant must design and implement a field investigation program that fully addresses the stability of the area in and around the road failure, the stability of the remainder of the road, and the slope distress. The field work should include geological mapping and subsurface exploration that utilizes the appropriate drilling techniques to determine subsurface conditions and to collect soil and/or bedrock samples. At least two borings should be by the road failure area and at a depth between seventy-five (75) and one hundred (100) feet.
- Laboratory testing of the soil and/or bedrock samples should be performed to determine the engineering properties of the onsite materials.
- The Consultant shall perform surficial and global (under both static and seismic conditions) slope stability analyses to determine the adequacy of any recommended mitigation. The Consultant must demonstrate to the City's satisfaction that the recommended mitigation measures are adequate.
- The Consultant shall provide a report including the findings (including geological maps and cross sections), recommendations, and conclusions of the investigation. The report shall also provide mitigation alternatives for the outfalls that may be impacted by the failure and measures to stabilize the road and slope. The report should also include recommendations for pavement design.
- Coordination with Engineering Firm: The Consultant shall coordinate with the engineering services firm to be retained by the City at a later date. The Engineering services firm will prepare the plans and specifications based on the Geotechnical Engineer recommendations.
- Attend public meetings: The Consultant will be required to attend two (2) public meeting as requested by the City.

INSURANCE REQUIREMENTS

A. Consultant shall furnish Certificate of Insurance that shall contain not less than the following limits of liability:

1. Commercial General Liability (CGL): \$1,000,000 per occurrence
\$2,000,000 general aggregate

- B. Consultant shall also present satisfactory evidence of valid Worker's Compensation Insurance.
- C. Consultant shall maintain insurance required herein for the entirety of the engagement.
- D. At all times during the term of the agreement, Contractor shall maintain aforementioned policies in the requirement amounts. Copies of the policies shall be provided to City *prior* to the commencement of work.

SCHEDULE OF EVENTS

This request for proposal will be governed by the following schedule:

Release of RFP	05/09/2019
Mandatory Pre-Proposal Meeting	05/20/2019 at 3:00 p.m.
	Starting Location: City Hall (1245 N. Hacienda Road, La Habra Heights)
Deadline for Written Questions	05/21/2019 05/16/2019
Responses to Questions Posted on Web	05/27/2019 05/22/2019
Proposals are Due @ 2:00 p.m.	06/03/2019 05/30/2019
Contract before Council	06/10/2019
Approval of Contract	06/13/2019

All dates are subject to change at the discretion of the City.

PROPOSAL REQUIREMENTS

1. **Background and Description of Company.** An introductory letter including background on Respondent's company, number of years in business, types of organizations served, business location(s), and project qualifications. Clearly indicate the designated contact (first line of contact who would be responsible for the day-to-day management of the project) and authorized representative (principal-in-charge who is authorized to sign an agreement for your firm) with mailing address, business telephone, emergency telephone, e-mail, and facsimile number(s).
2. **Cost of Services.** Each element of the scope shall have an itemized cost, with a total not-to-exceed cost proposal. Include a schedule of hourly rates for each employee of the consultant working on the City's projects. Final cost will be negotiated upon selection of consultant.
3. **References.** At least three (3) recent references, preferably cities, documenting Respondent's experience. Each reference should include the individual's name, title, organization, current telephone number, and number of years served by Respondent and in what capacity.

4. **List of Clients and Projects.** A list of all clients/organizations where Respondent is currently providing geotechnical consulting services. Also, please provide a list of projects that your firm has completed work for in the past five (5) years.
5. **Experience and Qualifications of Personnel.** Provide resumes describing the qualifications of the staff that will be working on this project. Staff assigned to the position must have extensive experience and qualifications working with similar projects.
6. **Written Statement of Acceptance.** A written and signed statement that the firm accepts all the terms and conditions outlined in the City's standard consultant services agreement, and can meet all insurance requirements as outlined in this RFP.

GENERAL REQUIREMENTS

- A. **RFP Does Not Represent a Contract**
This RFP is not to be construed as a contract of any kind.
- B. **Right to Request Additional Information**
During the evaluation process, the City reserves the right, where it may serve the City's best interest, to request additional information or clarifications from proposers, or to allow corrections of errors or omissions.
- C. **Right to Reject Proposals**
The City reserves the right to use its discretion to reject any or all proposals.
- D. **Public Record**
All proposals submitted in response to this RFP will become the property of the City upon submittal and a matter of public record pursuant to applicable law.
- E. **Additional Services**
The Scope of Work describes the minimum work to be accomplished. Upon final selection of the firm, the Scope of Work may be modified and refined through negotiation in order to ensure that the Scope of Work will cover all essential tasks.
- F. **Conflict of Interest**
No employee, officer, or agent of the sub-recipient shall participate in selection, or in the award of administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved. By signing the Agreement, the successful proposer declares and warrants that no elected or appointed official, officer or employee of the City has been or shall be compensated, directly or indirectly, in connection with the award of the Agreement or any work for the proposed project. For the term of the Agreement, no elected or appointed official, officer or employee of the City, during the term of his/her service with the City and for two (2) years following his/her termination of office or employment with the City,

shall have any direct interest in the Agreement, or obtain any present, anticipated or future material benefit arising therefrom.

G. Confidential Information

The City shall refrain from releasing a proposer's proprietary information unless the City's legal counsel determines that the release of the proprietary information is required by the California Public Records Act or other applicable state or federal law, or order of a court of competent jurisdiction, in which case the City shall notify Proposer of its intention to release proprietary information. Proposer shall indemnify, defend and hold harmless the City, and its officers, directors, employees, and agents from and against all liability, loss, cost or expense (including attorney's fees) arising out of a legal action brought to compel the release of proprietary information.

EVALUATION CRITERIA

- A. The City will evaluate all proposals in order to determine whether they meet the essential requirements outlined in this RFP. If necessary, the City will interview a limited number of the most qualified respondents. The consultant evaluation and selection process will be based on the following rating standard:

Category	Weight
Cost	35%
References	25%
Experience with Similar Projects	20%
Qualifications of Personnel	10%
Completeness of Proposal	10%

- B. Incomplete proposals or proposals that do not conform to the requirements specific within this RFP may not be considered.
- C. The City reserves the right to select or reject any and all Consultants who submit responses.
- D. As a Request for Proposal (RFP), this is not an invitation to bid, and, although cost is very important, other factors will also be taken into consideration.

SUBMITTAL DEADLINE AND REQUIREMENTS

Submit one (1) original and two (2) copies of your proposal. As part of the same submittal, please also submit an electronic copy of your proposal in PDF form through an USB flash drive. Any form of medium submitted to the City will not be returned to the Respondent submitting the proposal, and such costs of production/reproduction shall be fully assumed and borne by the Respondent.

Proposals are to be submitted inside a sealed envelope marked on the outside with the text **“PROPOSAL FOR HACIENDA ROAD GEOTECHNICAL ENGINEERING SERVICES”**.

Submittal of a proposal shall constitute acknowledgment and acceptance of all terms and conditions contained in this RFP and all exhibits and attachments herein.

**ALL PROPOSALS MUST BE RECEIVED, AT LA HABRA HEIGHTS CITY HALL,
NO LATER THAN ~~2:00 P.M. ON MAY 30, 2019~~ JUNE 3, 2019.**

NO LATE, E-MAILED, OR FAXED PROPOSALS WILL BE ACCEPTED.

Proposals shall be submitted to:

**City of La Habra Heights
Attn: Fabiola Huerta
1245 N. Hacienda Road
La Habra Heights, CA 90631**

INQUIRIES

Consultants are encouraged to promptly notify the City, in writing, of any apparent major inconsistencies, problems, or ambiguities in the Scope of Work.

Any requests for clarification or other questions regarding this RFP from qualified respondents must be submitted in writing or via e-mail to the below contact by ~~May 16, 2019~~ **May 21, 2019**.

If inquiry is made in writing, please write to:

**City of La Habra Heights
Attn: Fabiola Huerta
1245 N. Hacienda Road
La Habra Heights, CA 90631**

If inquiry is made via e-mail or via phone call, please contact:

**Fabiola Huerta, City Manager
E-mail: FHuerta@lhhcity.org
Telephone: 562-694-6302 (ext. 233)**

Responses will typically be provided via an addendum posted on the City of La Habra Heights website (<http://www.LHHcity.org>) by ~~May 22, 2019~~ **May 27, 2019**.

TERMINATION

The RFP may be terminated by the City at any time.

PROFESSIONAL SERVICES AGREEMENT

If awarded the contract, Consultant must enter into a professional services agreement with the City in a form approved by the City Attorney. The City reserves the right to change or modify this agreement if necessary.

ATTACHMENTS

1. Exhibit A – Hacienda Road (Upper) Street Improvement Plans Federal Aid Project No. ER-4207 (025)
2. Exhibit B – Area Limit Map

Exhibit A

Exhibit B