SAN DIEGUITO RIVER PARK JOINT POWERS AUTHORITY
REQUEST FOR PROPOSAL
TO PREPARE A FEASIBILITY STUDY FOR
A TRAIL BRIDGE OVER THE SAN DIEGUITO RIVER (POLO/MORGAN RUN)

I. INVITATION

You are invited to submit a Proposal for a Feasibility Study in accordance with the provisions contained herein. The San Dieguito River Park Joint Powers Authority will accept proposals until 2:00 p.m. on Monday, August 11, 2014. Submit proposals by email to Shawna Anderson, Principal Planner at Shawna@sdrp.org or deliver to the office at 18372 Sycamore Creek Road, Escondido, CA 92025. The proposal must be received by 2 pm on the 11th – postmarks will not be accepted.

II. INTRODUCTION

The San Dieguito River Park Joint Powers Authority (JPA) is responsible for creating the Coast to Crest Trail for hikers, bicyclists and equestrians that will extend from Volcan Mountain just north of Julian to the river’s mouth at Del Mar, a trail distance of 71 miles. Forty-five miles of this trail has been completed. There are several places along the distance of the trail where it is necessary for the trail to cross the river. One of those places is at the border of the City of San Diego and the County of San Diego (32° 59'06.97"N, 117° 12'42.13"W), where City-owned property abuts the Morgan Run Golf Course, just south of Via de la Valle.

The JPA is now seeking to retain the services of a qualified consultant to prepare a Feasibility Study to examine the alternative options to cross the river at this point.

Shawna Anderson is designated as the JPA’s Project Manager to provide direction, coordination and review of the professional services provided by the Consultant.

Individual questions from consultants to discuss the Request for Proposal (RFP) must be in writing to the Project Manager by email to shawna@sdrp.org. (PLEASE NOTE: DURING THE PERIOD FROM JULY 21 TO AUGUST 1, DIRECT YOUR QUESTIONS TO SUSAN CARTER (SUSAN@SDRP.ORG). Any clarification, amendment or changes to the RFP will be in writing and sent to all consultants proposing to provide professional services to prepare the subject Feasibility Study.

III. GENERAL SCOPE OF WORK

The following is a general outline of the scope of work to be provided by the Consultant. It is intended to be a guide only, and the specific scope of work to be provided by the Consultant must be included in the proposal. The following descriptions are not intended to exclude any firm from their ability to perform work as outlined.

Project Area

The project area (ATTACHMENT A), the area within which a bridge over the San Dieguito River would be located, is generally on property owned by the City of San Diego, and is bounded by the Polo Fields, the Fairbanks Ranch Golf Course and the Morgan Run Golf Course. There is an existing golf cart bridge on the Morgan Run Golf Course, just east of the City of San Diego.
property boundary. The entire project area is within the 100-year floodplain, according to FEMA.

It is expected that a new bridge would be located downstream of the existing bridge, on City of San Diego property, and that the bridge and its abutments would not be located on private property or on the Fairbanks Ranch Country Club leasehold. Nonetheless, we encourage the consultant to evaluate all feasible alternatives, including one that may be located on private property.

The multi-use Coast to Crest Trail (CTC Trail) exists coming from the west along the north side of the San Dieguito River currently terminating at El Camino Real. The CTC Trail is planned to continue east under a new El Camino Real Bridge and along the Polo Fields property (owned by the City of San Diego and leased to Polo Club) on the north side of the river to the eastern end of the Polo Fields. At this point the trail must cross the river to continue east. The subject of this RFP is at this juncture, to explore locations and crossing types for a trail crossing. This RFP does not include work to plan or align trail connections to complete the CTC Trail. That work will be done by JPA staff.

While it is believed the project requirements set forth in this Request for Proposal are in a logical sequence and include all elements essential for a comprehensive project evaluation, those submitting proposals are advised to include any subject, procedure, or required items they believe have been overlooked. The Consultant is also encouraged to note required items they believe to be excessive or extraneous. The cost of such items to be added or deleted should be separately noted in the proposal. Similarly, any additional costs which the Consultant recommends should be expended to make the project complete shall be identified and listed separately in the proposal.

The scope of work should include the following:

1. A kickoff meeting with JPA staff to discuss the project objectives and methodology in detail and review JPA staff’s expectations and project schedule. JPA staff will obtain a Right of Entry for the consultant to perform field work on City of San Diego property.
2. Perform research at the City of San Diego and County of San Diego to obtain any tract maps, parcel maps, records of survey, corner records, recorded easements, etc., required to accurately depict the existing property lines, lot lines, parcel lines, City of San Diego and private property right of way lines and easements.
3. Determine regulations that would apply to a bridge in the proposed general location.
4. Determine if existing topographic information is available in public records to perform #5 and #6 below. If not, explain why it is not sufficient, make recommendation for obtaining such topographic information, and provide a cost for same in your response to this RFP.
5. Obtain topographic information within the limits shown on the attached exhibit, including but not limited to, the following:
   • Survey monuments to accurately depict the existing City and private right of way lines and easements in relation to existing improvements;
   • Contours at an interval sufficient for construction level documents;
6. Prepare a base map of project area at a scale of 1”=5’, or at an agreed-upon scale per the consultant’s recommendation. The following should be clearly marked on the base map:
   • Aerial photo image (from existing sources)
• Easement lines (from recorded easements, not plotted or surveyed).
• Property lines
• APN parcel numbers
• Existing Morgan Run Golf Club bridge
• Utilities
• San Dieguito River
• Flood plain and floodway lines

7. Compile the following information from existing sources where possible and map:
   • Land use
   • Biological Resources including habitat types, potential species, etc.

8. Prepare a Wetland Delineation for the proposed bridge site(s). Use the prepared
   Wetland Delineation to ensure that the proposed alternatives avoid wetland impacts, if
   possible.

9. Prepare preliminary design for at least two different alternatives (locations and/or
   crossing types or bridge types) to construct a new non-vehicular bridge over the river on
   City of San Diego property downstream of the existing Morgan Run Golf Bridge, and
   cost for each alternative under consideration. All bridge types must accommodate all
   three trail user groups: horses, bikes, and hikers. There should be a clear walkway width
   of 8 feet.

   • For each alternative describe the type of bridge proposed (such as pre-fab or cast-in-
     place or break-away), construction materials, and length.
   • For each alternative, address how the bridge design would comply with floodplain
     and other code regulations (City of San Diego, County, FEMA, ACOE) and propose
     alternative designs or methods in order to comply, considering that the entire project
     area is within the 100-year floodplain.

   In addition, address the following factors as appropriate,

   • geology
   • hydrology
   • environmental constraints,
   • structural issues,
   • drainage,
   • load capacity,
   • constructability,
   • and other considerations the consultant considers necessary.

   Analysis should include the constraints and considerations for each alternative.

10. Provide a table with a brief discussion of the components in the list below for each
    alternative. Provide estimated project costs for each component:
    
    i. Preparation of all Plans, Specifications and Estimates
    ii. Environmental Impact Analysis
    iii. Permits required
    iv. Construction
    v. Construction Management
11. Final Report should be submitted in written form and electronic form, with digital map files. Maps should be submitted separately in CAD (CAD files must be registered to a map coordinate system, e.g. STATE PLANE) or GIS format.

IV. FORMAT OF PROPOSAL

Each consultant shall submit (4) copies of the Proposal to the attention of Shawna Anderson no later than the proposal due date and time. Any consultant that does not submit its proposal by the time and date required in this Request for Proposal will be considered non-responsive. The San Dieguito River Park JPA reserves the right to reject all proposals and terminate or postpone the award of the consultation services.

Proposals should be submitted in a sealed package with the following information clearly marked on the outside of the package:

• Name/Address/Email address/phone number of Responder/Company
• Project Title: TRAIL BRIDGE

In order to facilitate the review and evaluation of the proposal, the proposal shall be organized using the following outline format:

1. Cover Letter
   a. Introduce project manager and point of contact for your firm.
   b. Describe outside consultants, contractors and/or services that your firm will utilize.
   c. Establish your firm’s availability to commence with the project.

2. Project Understanding and Approach
   a. Describe your understanding of the project and the JPA’s needs and requirements.
   b. Discuss recommended deviations from the General Scope of Work described above.

3. Specific Scope of Work to be undertaken (from General Scope of Work in this RFP)

4. Schedule
   a. Identify time duration for each task described in the Scope of Work.
   b. Include deliverable milestones.

5. Fee Proposal
   a. Provide a fee for each task described in the Scope of Work with a breakdown by labor category, hours, hourly rate and direct costs.
   b. Include subconsultant services as appropriate.
   c. State that Fee Proposal is “not-to-exceed” and includes all direct and indirect costs including all labor, employee benefits, mileage, equipment, materials, insurance and reproduction costs.

6. Provide a Statement of Qualifications, Resumés of those who would perform the work, and their experience doing similar work.

7. Provide two public agency references for past work, with name, title, phone number and email address.

V. EVALUATION CRITERIA

The JPA’s selection committee will determine and recommend the most qualified firm based on the following criteria:

1. Technical approach to work and completeness of Proposal.
2. Proposed schedule for completing the Scope of Work.
3. Cost-effectiveness of Proposal
4. Qualifications, references and past experience.

ATTACHMENTS:

A. PROJECT AREA
   A-1. ENLARGEMENT OF POTENTIAL BRIDGE CROSSING VICINITY