



**SACRAMENTO AREA
SEWER DISTRICT**

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**RFP #9151
REQUEST FOR PROPOSAL FOR
ENGINEERING DESIGN SERVICE FOR:**

**WEST SACRAMENTO DUAL
FORCE MAIN CATHODIC
PROTECTION INSTALLATION
PROJECT**

**RFP Issued: May 5, 2025
Due Date: June 12, 2025, 3:00 P.M.**

Sacramento Area Sewer District
10060 Goethe Road | Sacramento, CA 95827

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Attachment A – Conflict of Interest and Non-Collusion Affidavit

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Attachment E – Sacramento Regional County Sanitation District – Cathodic Protection Analysis
Report – Year 3 by V&A Consulting Engineers, December 17, 2021

1. INTRODUCTION

The Sacramento Area Sewer District (SacSewer) is a sewage collection, treatment, and resource recovery utility providing service to more than 1.6 million people in a 386 square-mile service area in the Sacramento region. SacSewer's service area includes the unincorporated areas of Sacramento County and the cities of Citrus Heights, Rancho Cordova, Elk Grove, Folsom, Sacramento, and West Sacramento.

SacSewer owns and operates over 5,000 miles of sewer pipes and is responsible for the operations and maintenance of those pipes. Sewage is collected from residential, commercial, and industrial customers and conveyed to SacSewer's EchoWater Resource Recovery Facility (EchoWater Facility) near Elk Grove.

The following is SacSewer's mission and vision:

***Mission:** Serving our community by protecting public health and the environment through sewage collection, treatment, and resource recovery.*

***Vision:** Setting the bar for excellence in utility management and environmental sustainability.*

2. BACKGROUND

SacSewer's West Sacramento Dual Force Mains were installed in 2007 and are 3.8 miles of 60" mortar-coated and lined welded steel. See Figure 1 below. In 2021, V&A Consulting Engineers tested and evaluated the force main corrosion monitoring system. The results indicate the presence of corrosion, putting the force mains at risk of failure.

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Figure 1: West Sacramento Dual Force Main Alignment



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3. OBJECTIVE

SacSewer is soliciting proposals through this Request for Proposals (RFP) for a Corrosion Engineering consultant to provide engineering design services to assist in developing, designing, and constructing the West Sacramento Dual Force Main Cathodic Protection Installation Project.

SacSewer intends to execute an Agreement for said services with one consulting firm.

4. RFP TIMELINE

Event or Action	Deadline
Release of RFP	Monday, May 5, 2025
Question Submission Deadline	Thursday, May 15, 2025, 5:00 PM PT
Final date to provide Responses to Questions on Business Opportunities webpage	Wednesday, May 28, 2025
Proposal Submission Deadline	Thursday, June 12, 2025, 3:00 PM PT
Notice of Intent to Award	June 2025, or later

5. QUESTIONS AND COMMUNICATION ABOUT THIS RFP

All communication regarding this RFP should be directed to Catherine Armstrong via email at armstrongca.sacsewer.com, SacSewer's designated point of contact. Questions for this RFP should be submitted to the SacSewer's designated point of contact via email no later than the date and time stated in Section 4 – RFP Timeline. Inquiries and responses will be posted at <https://www.sacsewer.com/business-opportunities/> by no later than the date stated in Section 4 – RFP Timeline. Please note, SacSewer will respond only to technical questions. Under no circumstances will interpretive guidance be provided. No oral interpretations shall be made to any respondent as to the meaning of any of the documents.

It is the responsibility of interested firms to periodically check the SacSewer website for addenda to this RFP and responses to inquiries.

6. AVAILABLE MATERIALS

Upon award of the contract to the selected consultant, the following materials will be made available by SacSewer to assist in the consultant's effort for the project:

- Record drawings
- 2021 V&A Consulting Engineers Corrosion Monitoring Report

7. PROJECT SUMMARY

A cathodic protection and corrosion monitoring survey tested and highlighted results and recommendations for ten pipeline systems. The West Sacramento Dual Force Main corrosion monitoring system is labeled Route 20 in that report (see Attachment E). The alignment has 51 corrosion monitoring stations and 18 insulating joints. Due to the material of the pipeline, the potentials measured during the survey were compared to the expected range of -200 to -350 mV_{CSE}. The range measured on the pipeline was from -413 to -716 mV_{CSE}, indicating that corrosion is present.

The report recommends performing current requirement testing to design and install a cathodic protection system. It also recommends repairing noted corrosion monitoring test station deficiencies and performing annual polarized potential surveys of the new system.

Potential project constraints include:

- Permitting
- Power supply from the local utility
- Design to be completed by March 2026
- Construction to be completed by December 2026
- Material and equipment lead times

SacSewer seeks services from the design phase through project completion. Services include project management, testing, design plans and specifications, engineer's estimate, operations and maintenance plan, permitting assistance, bid support, and services during construction. Additional items required for this project are listed in the Scope of Services below in Section 8.

8. SCOPE OF SERVICES

This section describes the nature and scope of engineering services needed for the completion of West Sacramento Dual Force Main Cathodic Protection Installation Project. The scope of services will include, but not be limited to, those stated below. A submitted proposal must address the entire scope of services listed. Additional tasks or modifications to the scope of services that the consultant thinks will produce a more cost-effective project should be included in the proposal. The consultant must clearly define the anticipated deliverables for all additional tasks or modifications to the scope of services for this project.

Upon commencement of contract negotiations with the highest-ranked consultant, SacSewer and the consultant must mutually agree in advance of executing the contract on the types of deliverables to be prepared and the level of detail to be provided.

SacSewer has prepared a list of tasks necessary for completing this project, which must be used as a basis for the preparation of this proposal.

SacSewer will provide any existing plans, details, sections, pictures, reports, or schematics to the selected consultant.

The selected consultant will provide the following:

- a) Project kickoff meeting
- b) Pre-design current testing
- c) Design, plans, and specifications for the cathodic protection system
- d) Bi-weekly design review meetings
- e) Engineer's cost estimate
- f) Permit application(s)
- g) Bid Support - plan for two addenda
- h) Engineering services during construction
- i) Operations and maintenance plan
- j) Post-construction testing

The design, plans, and specifications will include, but not be limited to, all components necessary for the site preparation, selection, installation, testing, and project sequencing of the cathodic protection system, and other items mentioned in Sections 4 and 8.

Anticipated deliverables of the selected consultant:

- 60, 90, and 100% design plans and specifications for Bid Package
- Testing reports
- Engineer's Estimate
- Permit Application(s)
- Operations and maintenance plan

9. BASIS FOR COMPENSATION

Time and Expenses: Compensation for services rendered will be based on a Time and Expenses basis with a not-to-exceed dollar ceiling for the entire contract.

10. ORGANIZATION AND CONTENT OF PROPOSAL

Consultants must provide complete and current information for all categories listed below. A Proposal shall not exceed 15 single-sided pages. The following items will not count against the maximum page count: Transmittal Letter, Table of Contents, Section Dividers, sealed Cost Proposal, Resumes, Insurance, Conflict of Interest Form, Employment Practices, Exceptions to Sample Agreement Terms and Conditions, and Iran Contracting Act Disclosure Form and Compliance with Economic Sanctions in Response

to Russia's Action in Ukraine. In addition, page sizes shall be 8 ½ X 11 with font size no smaller than 12 pt. Figures and tables may be on 11 X 17 sheets.

SECTION	CONTENTS
Cover Letter	Transmittal
-	Table of Contents
a	Company Background
b	Consultant Team
c	Project Overview
d	Detailed Project Approach
e	Related Experience
f	Level of Effort
g	Cost Proposal (must be submitted in a sealed envelope)
h	Project Schedule
i	Conflicts of Interest
j	Proprietary Information
k	Insurance
l	Department of Industrial Relations (DIR) Compliance
m	References
n	Exceptions to Sample Agreement Terms and Conditions
o	Iran Contracting Act Disclosure Form and Compliance with Economic Sanctions in Response to Russia's Action in Ukraine

a. **Company Background**

Provide a brief introduction of your firm. Include office locations, main areas of expertise, number of staff, and company background and history.

b. **Consultant Team**

The proposed project team shall be identified including specific staff responsible for project management, interfacing with SacSewer, and direct supervision of the project's technical output. Key tasks and the associated personnel shall be identified, including their level of participation. Include a project team diagram. Attach resumes at the end of the proposal and provide key areas of expertise for each team member. Provide the firm's geographic location of the firm and identify key personnel. A local base for key interactive staff is preferred unless the consultant can demonstrate no project impact. All proposed subcontractors shall be identified. Key subcontractors, relevant experience, and supporting material shall be included in the proposal. Consultant staff must have the appropriate experience and expertise to perform the requested work.

If the prime consultant intends to solicit subproposals and/or quotes for specific tasks from qualified subconsultants, subcontractors, other service providers and suppliers, SacSewer expects the prime consultant to solicit qualified firms in the local business community for such services and supplies.

The solicitation conducted should be as broad as possible to reasonably provide opportunities for and encourage relationship-building with qualified minority and women-owned firms, as well as small and local businesses in the Sacramento community. The prime consultant shall not discriminate in the solicitation process.

Substitution of any subconsultants, subcontractors, and other service providers and suppliers identified in the proposal upon which the Agreement is based shall not be made without the written consent of SacSewer.

c. **Project Overview**

Provide a narrative description of the proposed project based on the Scope of Services. SacSewer will assess your understanding of all aspects of the project based on the overview.

d. **Detailed Project Approach**

Provide a detailed description of the proposed approach to the project as described above. The description must include details to implement the tasks described in the Scope of Services and any recommended revisions to the list of tasks. The approach should recognize, address, and provide for resolution of all aspects of the project.

e. **Related Experience**

Provide a summary of experience with three (3) similar projects that the firm and the proposed team have completed. The description of each project should include the year(s) the work was performed, the firm's role in the project, the responsibilities of key team members, and a contact person, including the telephone number of the project owner.

f. **Level of Effort**

Provide a table showing the proposed total level of effort (LOE), in hours, required to complete each task identified in the scope of services. The table shall show, by task, the individual estimated involvement of each key staff member presented in the team organization chart. SacSewer will monitor these key staff members' involvement throughout the project to confirm their involvement. Supporting staff can be shown by various classes of employees to be used for the services. Services provided by subcontractors shall be shown separately within the table.

g. Cost Proposal

Provide your firm's cost proposal in a separately sealed envelope. Additionally, the electronic copy of your firm's proposal **must not** include a copy of the cost proposal. The submitted cost information must represent the full estimated LOE and project schedule included in the consultant's proposal. The envelope for the selected firm will be opened for the purpose of negotiating an agreement. The envelopes for the firms not selected will be returned unopened after negotiations are complete and the contract has been executed.

Compensation will be on a time-and-materials basis, with an authorized not-to-exceed amount. Include the following information:

- i. Direct hourly labor rates for those staff to be billed to the project.
- ii. Estimated labor hours (LOE) and fee by task.
- iii. Types and estimated amount of non-labor costs to be billed to the project.
- iv. Adjustments in rates predicted to occur during the project. For budgeting purposes, a maximum escalation rate of three (3) percent per year should be assumed and will be discussed during fee negotiations.
- v. Sub-consultant costs. A maximum markup of five (5) percent is permitted.
- vi. Other direct costs (ODCs). A maximum markup of five (5) percent is permitted.
- vii. Lodging, meals, and travel shall be reimbursed as follows:
 1. Per diem for lodging (equal to the federal standard CONUS per diem rate for Sacramento County at the time of contract negotiation) will be reimbursed for each work night, up to five (5) nights per week.
 2. Per diem for meals and incidentals (equal to the federal standard CONUS per diem rate for Sacramento County at the time of contract negotiation) will be reimbursed for each work day, up to five (5) days per week.
 3. Airfare and local and home transportation costs will be reimbursed at cost.
 4. Mileage will be reimbursed at the current IRS rate which can be accessed by clicking the following link: <https://www.irs.gov/tax-professionals/standard-mileage-rates>

h. Project Schedule

A schedule for completing the project shall be submitted with the proposal. Include all major deliverables, milestones, and meetings on the schedule and time allocated for staff review.

i. Conflicts of Interest

Firms submitting proposals in response to this RFP must disclose to SacSewer any actual, apparent, direct or indirect, or potential conflicts of interest that may exist with respect to the firm, management, or employees of the firm or other persons relative to the services

to be provided to be awarded pursuant to this RFP. If a firm has no conflicts of interest, a statement to that effect must be included in the proposal. Consultants must submit with their proposal a completed "Conflict of Interest and Non-Collusion Affidavit" Form attached here to as Attachment A.

j. **Proprietary Information**

Any information submitted in a proposal in response to this RFP that the consultant considers to be proprietary must be identified as such, and the consultant must include the legal basis for a claim of confidentiality. SacSewer will not assert the confidentiality of such information unless the consultant executes and submits a written agreement prepared by SacSewer to defend and indemnify the agency for any liability, costs, and expenses incurred in asserting such confidentiality as part of the proposal. The final determination as to whether or not SacSewer will assert the claim of confidentiality on behalf of the consultant is in the sole discretion of SacSewer.

k. **Insurance**

Provide a summary of the consultant's present and proposed insurance coverage, including commercial general liability, automobile liability, workers' compensation, property damage, employer's liability, and professional liability or errors and omissions liability for the duration of the contract. Please see Attachment C - Sample Agreement and refer to its Exhibit B for SacSewer insurance requirements.

l. **Department of Industrial Relations (DIR) Compliance**

Consultants must note within their proposal, valid DIR registration numbers for consultant's personnel and sub-consultants performing public works tasks.

- i. If applicable to work contemplated under the proposed Agreement, no contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].
- ii. If applicable to work contemplated under the proposed Agreement, no contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.
- iii. If applicable to work contemplated under the proposed Agreement, this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
- iv. Labor Compliance Program: The County of Sacramento received final approval from the Director of California Department of Industrial Relations as a Labor

Compliance Program effective March 15, 1994. All questions regarding this Labor Compliance Program and prevailing wage requirements should be directed to the Labor Compliance Section at (916) 875-2711.

- v. Pursuant to California Labor Code Section 1720 and following, and Section 1770 and following, the CONTRACTOR shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of the prevailing wage determinations are on file at the office of the County of Sacramento Labor Compliance Program, 9700 Goethe Road, Suite D, Sacramento, CA 95827, and are also available on the internet at <http://www.dir.ca.gov/DLSR/PWD>.

m. **References**

Provide a minimum of three public agency contacts for which your project manager and key team members (as members of your firm) have provided similar services. Provide the name, address, telephone number, and email address of the representative for each of the references.

n. **Exceptions to Sample Agreement Terms and Conditions**

Provide a list of specific exceptions to contract terms and conditions that the consultant will seek from SacSewer's Sample Agreement. The Sample Agreement is incorporated into this RFP package as Attachment B.

If a consultant does not seek any exceptions from the contract terms and conditions in SacSewer's Sample Agreement, then a statement stating such must be included in this section.

o. **Iran Contracting Act Disclosure Form and Compliance with Economic Sanctions in Response to Russia's Action in Ukraine**

Please see Section 14 of this RFP for additional information on the Iran Contracting Act Disclosure Form and Compliance with Economic Sanctions in Response to Russia's Action in Ukraine. If either or both forms are completed, they must be placed in this section of the proposal.

If a consultant's proposal does not meet the requirement for either condition, then a statement stating such must be included in this section.

11. **PROPOSAL SUBMITTAL INSTRUCTIONS**

Please submit a total of five (5) (one (1) signed original, three (3) hard copies) sets and one (1) electronic digital media copy by the proposal submission deadline stated in Section 4 – RFP Timeline. The cost proposal shall be in a separately sealed envelope, and the cost proposal shall not be included in the electronic version of the proposal. A submitted proposal should be addressed to the following:

Deliver To:
Sacramento Area Sewer District
Attn: Catherine Armstrong
10060 Goethe Road,
Sacramento, CA 95827

All proposals received after the deadline stated in Section 4 – RFP Timeline will not be accepted.

12. PROPOSAL RATING CRITERIA

The criteria for evaluating the written proposals are described below:

Criteria	Point Value
Overall Responsiveness to RFP Requirements	10
Company Background	5
Project Overview	10
Detailed Project Approach	25
Related Experience	20
Consultant Team	15
Level of Effort	5
Schedule	10
Total	100

13. SELECTION PROCESS

To be considered, interested consultants must submit a complete proposal document, with organization and content consistent with Section 10 of this RFP, by the proposal submission deadline stated in Section 4 – RFP Timeline.

Ranking of the proposals will be based on capability/qualifications criteria. Proposals will be evaluated in three phases as follows:

Phase 1: Proposals will be examined as to whether or not the Consultant understood and responded in accordance with the following requirements:

- 1) Proper completion and submittal of required proposal documents; and
- 2) Related experience requirements met or exceeded.

Phase 2: Proposals that meet the requirements in Phase 1 will be evaluated and scored using the table in Section 12 of this RFP. The table identifies the criteria used to determine the final proposal ranking. If any single criterion score fails to be above zero, the proposal will be automatically rejected. Those proposals with a weighted score of less than 60 will be disqualified.

Phase 3: Cost information for the highest ranked proposal will be opened, and SacSewer will enter into negotiations with the consultant. If a mutually agreeable contract cannot be negotiated, SacSewer will conclude negotiations with said consultant, and commence negotiations with the consultant with the next highest-ranked proposal. This process will continue until an agreement is successfully negotiated or the entire list of eligible consultants is exhausted. Once a mutually agreeable contract is executed, the remaining sealed cost proposals will be returned to the remaining consultants.

SacSewer reserves the right:

- **To reject any or all Proposals, or any part thereof; and**
- **To select more than one consultant; and**
- **To waive any informality in the Proposal; and**
- **To accept the Proposal that is in the best interest of SacSewer.**

All of SacSewer's decisions will be final.

14. AWARD OF CONTRACT

Award of contract shall be made to the consultant who provides the best value and overall response to the requirements of this RFP. SacSewer may select whichever proposal it determines will best serve its interests. The successful consultant will be selected in accordance with the selection process identified in Section 13 above, and any addenda thereto, except for such immaterial deviation as may be waived by SacSewer. Selection is expected to be made on or about June 2025, subject to final approval by the SacSewer Board of Directors. Consultants who submitted proposals will be notified of the outcome of the selection process.

15. ADDITIONAL TERMS AND CONDITIONS

a. Federal Exclusion List

SacSewer is prohibited from awarding this contract to any person, entity or business that is on the Federal Exclusion List (<https://www.sam.gov/>). If you or your firm is on this list, then SacSewer cannot award this agreement to you, and you should not provide a response to this RFP. In addition, consultant certifies that it shall not contract with a subcontractor that is debarred, suspended or on the Federal Exclusion List.

b. Revision of Proposal

Consultants may withdraw or revise a proposal on the consultant's initiative at any time before the deadline for submission of proposals. The consultant must submit the revised proposal in the same manner as the original proposal on or before the listed proposal's due date and time. In no case will a statement of intent to submit a revised proposal extend any consultant's due date. At any time during the proposal evaluation process, SacSewer may request a consultant to provide oral or written clarification of its proposal.

c. Errors and Omissions in Proposal

Failure by SacSewer to object to an error, omission, or deviation in the proposal will in no way modify the RFP or excuse the consultant from full compliance with the specifications of the RFP or any Agreement awarded pursuant to the RFP.

d. Iran Contracting Act Disclosure

Pursuant to the Iran Contract Act of 2010 (California Public Contract Code, Sections 2202-2208), consultants are ineligible to submit a proposal for projects with a public entity for goods or services of one million dollars (\$1,000,000) or more if the Consultant engages in investment activities in Iran.

The Iran Contracting Act Disclosure Form, incorporated into this RFP package as Attachment C, shall be completed and submitted by participating firms if the total cost of their proposed solution is in excess of \$1,000,000. The Iran Contracting Act Disclosure Form will also need to be completed by the awarded consultant(s) if the total value of their agreement exceeds \$1,000,000 during its entire term.

e. Economic Sanctions

Pursuant to California State Executive Order N-6-22 (Order) imposing economic sanctions against Russia and declaring support of Ukraine, SacSewer shall terminate any contract with any individual or entity that is in violation of the Order or that is subject to economic sanctions therein and shall not enter a contract with any such individual or entity while the Order is in effect.

Compliance With Economic Sanctions In Response To Russia's Actions In Ukraine Form, incorporated into this RFP package as Attachment D, shall be completed and submitted by the participating firms if the total cost of their proposed solution is in excess of \$5,000,000. Compliance With Economic Sanctions In Response To Russia's Actions In Ukraine form will also need to be completed by the awarded consultant(s) if the total value of their

agreement exceeds \$5,000,000 during its entire term. SacSewer shall keep the form and other supporting documentation on file as evidence of compliance with the Order.

(ATTACHMENTS FOLLOW)