



Solano Transportation Authority

# SOLANO TRANSPORTATION AUTHORITY

Member Agencies:

Benicia ♦ Dixon ♦ Fairfield ♦ Rio Vista ♦ Suisun City ♦ Vacaville ♦ Vallejo ♦ Solano County

... working for you!

One Harbor Center, Suite 130, Suisun City, CA 94585-2473 ♦ Telephone (707) 424-6075 / Facsimile (707) 424-6074  
Email: [staplan@sta-snci.com](mailto:staplan@sta-snci.com) ♦ Website: [solanolinks.com](http://solanolinks.com)

February 1, 2013

To: Consultant

**RE: Re Request for Proposal (RFP 2013-03) Project Management Services for the I-80/I-680/SR12 Interchange Complex**

Dear Consultant:

The Solano Transportation Authority (STA) invites your firm to submit a proposal for Project Management services for the **I-80/I-680/SR12 Interchange Complex**. STA intends to retain a qualified and committed consultant firm to provide Project Management services for this critical transportation project. The selected consultant will work closely with STA, Caltrans, Federal Highway Administration (FHWA), the Metropolitan Transportation Commission (MTC), Solano County, the City of Fairfield, and the City of Suisun City.

The RFP describes the requirements of the proposal, the services sought, and an outline of the criteria that will be used to evaluate the proposals. The STA intends to award one contract for these Project Management Services. To obtain a copy of the RFP, please visit the STA website at [www.SolanoLinks.com](http://www.SolanoLinks.com).

Interested firms are invited to submit six (6) copies of a Proposal for this work. Responses are to be addressed to Janet Adams, Deputy Executive Director/Director of Projects, Solano Transportation Authority, One Harbor Center, Suite 130, Suisun City, California 94585 no later than **3:00 p.m., February 22, 2013**.

The STA has adopted a Local Preference Policy which encourages the hiring of local firms. The participation goal for local firms for this Plan has been established at 2 percent (%). Additional points will be provided through the evaluation process for those firms who meet or exceed this goal.

The STA has prepared a database of contact information for local firms for convenience purposes only and without guarantees as to the ability of such firms to provide the services. This database and the Local Preference Policy can be viewed at <http://www.sta.ca.gov/Content/10027/JobsRFPs.html>.

We look forward to receiving a proposal from your firm. If you have any questions regarding this RFP, please contact Janet Adams, Deputy Executive Director/Director of Projects at (707) 424-6075, or at [jadams@sta-snci.com](mailto:jadams@sta-snci.com)

Sincerely,

Daryl K. Halls,  
Executive Director



*Solano Transportation Authority*

**REQUEST FOR PROPOSAL  
(RFP 2013-03)**

**For  
Project Management Services  
I-80/I-680/SR12 Interchange Complex**

**In  
Solano County**

Release Date: February 1, 2013

**PROPOSALS DUE:**  
3:00 PM, Friday, February 22, 2013

Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585

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## **SECTION 1 - INTRODUCTION**

The Solano Transportation Authority (STA) is a joint powers authority with members including the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo and the County of Solano. STA will be taking the lead on the preparation of the PS&E and R/W Phase for the **I-80/I-680/SR12 Interchange Complex**, with Caltrans providing oversight. The STA currently plans to deliver the **I-80/I-680/SR12 Interchange Complex with seven construction packages**.

## **SECTION 2 – SERVICES TO BE PROVIDED**

The STA intends to retain a qualified and committed consultant firm to provide Project Management services for the **I-80/I-680/SR12 Interchange Complex**. STA intends to award a single contract for Project Management services for the **I-80/I-680/SR12 Interchange Complex**. The selected consultant will work closely with STA, Caltrans, Federal Highway Administration (FHWA), Metropolitan Transportation Commission (MTC), Solano County and the City of Fairfield. The consultant will be responsible to ensure the timely delivery of the phases of this project (multiple construction packages) that meet the identified scope and needs of the stakeholders. These identified phases for multiple construction packages will be completed by various engineering consultants that will be managed by the Project Manager that STA plans to retain. Due to the nature and complexity and location of the **I-80/I-680/SR12 Interchange Complex** the consultant must have extensive experience in working with Caltrans and it will be highly beneficial if the consultant has experience working with STA, Solano County and the City of Fairfield.

The consultant will provide the following services:

### DEVELOP ORGANIZATION AND PROCEDURES

- Provide vision, goals and objectives for the entire Project Team(s)
- Process and make recommendations for changes in scope, schedule and budget

### COMMUNICATION PLAN

- Ensure agendas, meeting minutes and reports are prepared and distributed
- Establish and operate a document/correspondence management and distribution system
- Manage the public relations plan for the construction packages
- Oversee the preparation of necessary exhibits
- Make presentations on behalf of the projects
- Make certain that meeting are arranged and that the necessary equipment is available
- Assist in public meetings
- Prepare quarterly progress reports for STA staff as required
- Make as needed reports and presentations to the California Transportation Commission (CTC), the STA Board, and other government agencies

### BUDGET CONTROL

- Oversee the regular management of the projects to ensure they are completed on time and within budget
- Recommend any changes to the project(s) to mitigate potential cost overruns
- Recommend approval of any scope changes that are beyond the approved budget and

- independent project contingency
- Prepare financial allocation reports and requests

#### SCHEDULE CONTROL

- Oversee the development, approval and monitor the independent project schedules
- Implement methods to keep the project on schedule
- Report to the STA Director of Projects on independent project progress
- Develop quarterly reports on progress and percent complete

#### INTER-AGENCY COORDINATION

- Work with Caltrans and other agencies to assist the STA staff to obtain necessary approvals of these construction packages
- Carry out communication per the Communication Plan
- Ensure information moves from agency to agency
- Monitor agency activities

#### QUALITY ASSURANCE

- Review all reports, studies and communications produced by consultant(s) completing the **I-80/I-680/SR12 Interchange Complex** (multiple construction packages)
- Ensure consistency between independent construction packages and technical reports that are incorporated into final reports and studies
- Hold the consultants directly responsible for the individual project accountability for implementing the QA plan

#### CONTRACT ADMINISTRATION

- Provide overall coordination and management
- Monitor progress on all construction packages
- Review and recommend payment of invoices

#### RISK MANAGEMENT

- Identify potential risk issues
- Develop risk management plan(s) as required for the multiple construction packages
- Minimize scope, cost and schedule changes
- Develop contingency plans for scope, cost and schedule changes

### **SECTION 3 – PROJECT BACKGROUND**

Since 2001, STA staff has been working with project consultants, Caltrans and FHWA to complete improvements to the I-80/I-680/SR12 Interchange Complex. In order to advance improvements to the Interchange in a timely fashion, four separate projects were identified for delivery including the I-80 HOV Lanes Project, the North Connector Project, the I-80 EB Truck Scales Relocation Project and the I-80/I-680/SR12 Interchange Project. The I-80 HOV Lanes Project has been completed, the North Connector (east portion) Project has been completed (with the exception of the mitigation monitoring), the I-80 Eastbound Cordelia Truck Scales Relocation Project is under construction and the Environmental Impact Statement/Environmental Impact Report (EIS/EIR) for the I-80/I-680/SR 12 Interchange was recently approved in December 2012.

Now that the I-80/I-680/SR 12 Interchange project has reached this major milestone, the next step will be to proceed with implementing the I-80/I-680/SR12 Interchange Complex project. The I-80/I-680/SR12 Interchange Complex project is currently planned to be implemented through 7 individual construction packages as show in the table below, along with the current status. The other I-80/I-680/SR12 Interchange related ongoing effort is the Suisun Valley Watershed Study.

**Table1.** Seven Construction Packages Associated with the I-80/I-680/SR 12 Interchange Complex

<b>Construction Package Number</b>	<b>Main Construction Elements</b>	<b>Current Status</b>
<p><b>1 (Initial Construction Package, ICP)</b></p> <p><b>\$96.8 M</b></p>	<ul style="list-style-type: none"> <li>• Construct the westbound I-80 westbound SR12 west (Jameson Canyon) connector.</li> <li>• Widen westbound I-80 between the existing I-80/I-680 separation and SR 12 west.</li> <li>• Reconstruct the west half of the I-80 Green Valley Road interchange.</li> </ul>	<ul style="list-style-type: none"> <li>• Phase – Final Design, with R/W acquisition underway</li> <li>• RTL Target Date – March 2013</li> </ul>
<p><b>CP 2</b></p> <p><b>\$49.3 M</b></p>	<ul style="list-style-type: none"> <li>• Construct the I-680/Red Top Road interchange.</li> <li>• Realign Lopes Road and Fermi Road.</li> <li>• Realign Ramsey Road around the proposed I-680/Red Top Road interchange.</li> </ul>	<ul style="list-style-type: none"> <li>• Phase – Detailed Preliminary Engineering</li> </ul>
<p><b>CP 3</b></p> <p><b>\$146 M</b></p>	<ul style="list-style-type: none"> <li>• Construct the westbound I-80 to southbound I-680 connector.</li> <li>• Widen westbound I-80 between the I-80/Suisun Valley Road and the I-80/Green Valley Road interchanges.</li> <li>• Reconstruct the westbound I-80 bridge over Green Valley Creek.</li> <li>• Construct a new westbound on-ramp from I-80 at Suisun Valley Road.</li> <li>• Construct a new westbound off-ramp from I-80 to Green Valley Road.</li> <li>• Construct a new bridge over Green Valley Creek carrying westbound off-ramp to Green Valley Road.</li> <li>• Remove the existing I-80/I-680 connector bridges over I-80 and Green Valley Road.</li> </ul>	<ul style="list-style-type: none"> <li>• Phase – Detailed Preliminary Engineering</li> </ul>

	<ul style="list-style-type: none"> <li>• Remove Neitzel Road.</li> <li>• Excavation and grading of the Business Center Drive extension.</li> </ul>	
<p><b>CP 4</b> <b>\$138 M</b></p>	<ul style="list-style-type: none"> <li>• Construct the northbound I-680 to eastbound I-80 connector.</li> <li>• Reconstruct the eastbound SR12 west connector to eastbound I-80.</li> <li>• Reconstruct the eastbound I-80 off-ramp to Green Valley Road.</li> <li>• Reconstruct Green Valley Road on-ramp to eastbound I-80.</li> <li>• Realign both Lopes Road and Green Valley Road to connect to the original I-680 alignment.</li> <li>• Widen SR12 east one lone to the south, including widening the culvert.</li> </ul>	<ul style="list-style-type: none"> <li>• Not started – Will be implemented as funding becomes available</li> </ul>
<p><b>CP 5</b> <b>\$127 M</b></p>	<ul style="list-style-type: none"> <li>• Construct the northbound I-680 to westbound SR12 west connector.</li> <li>• Reconstruct the I-80/Red Top Road interchange.</li> <li>• Construct f new SR12 west/Red Top Road interchange.</li> <li>• Construct the Red Top Road/Business Center Drive extension.</li> </ul>	<ul style="list-style-type: none"> <li>• Not started – Will be implemented as funding becomes available</li> </ul>
<p><b>CP 6</b> <b>\$53 M</b></p>	<ul style="list-style-type: none"> <li>• Construct the I-80/I-680 HOV connectors.</li> </ul>	<ul style="list-style-type: none"> <li>• Not started – Will be implemented as funding becomes available</li> </ul>
<p><b>CP 7</b> <b>\$55 M</b></p>	<ul style="list-style-type: none"> <li>• Construct the northbound I-680/I-80 loop on-ramp.</li> <li>• Construct the eastbound I-80 connector to southbound I-680.</li> <li>• Reconstruct the Union Pacific Railroad overpass.</li> </ul>	<ul style="list-style-type: none"> <li>• Not started – Will be implemented as funding becomes available</li> </ul>

Implementation of Construction Packages 1, 2 and 3 and the Suisun Valley Watershed Study are currently underway. Construction Packages 4-7 will be implemented as funding becomes available.

### **Preliminary Project Schedule**

STA is planning to deliver Construction Packages 1, 2 and 3 for the **I-80/I-680/SR 12 Interchange Complex** on an aggressive timeline. The table below shows the preliminary milestone schedules for each respective construction package through start of construction. These preliminary schedules may need to be adjusted based on actual future funding.

<b>Construction Package 1 I-80/I-680/SR 12 Interchange Complex</b>	
<b>Tasks</b>	<b>Preliminary Completion Date</b>
Select Consultant – Project Manager	February 2013
Final Design - Plans, Specs. & Estimates (PS&E)	March 2013
Right of Way Certification – 3W	March 2013
Right-of-Way Activities /Acquisition (R/W) – Condemnation Parcels	March 2014
CTC Vote	May 2013
Advertise Project for Construction	June 2013
Award Construction Contract	September 2013

<b>Construction Package 2 I-80/I-680/SR 12 Interchange Complex</b>	
<b>Tasks</b>	<b>Preliminary Completion Date</b>
Select Consultant – Project Manager	February 2013
Detailed Preliminary Engineering (35% Design)	May 2013
Detailed Preliminary Engineering (65% Design)	September 2013
Detailed Preliminary Engineering (95% Design)	February 2014
Final Design - Plans, Specs. & Estimates (PS&E)	June 2014
Right-of-Way Activities /Acquisition (R/W)	June 2014
Advertise Project for Construction	September 2014
Award Construction Contract	December 2014

<b>Construction Package 3 I-80/I-680/SR 12 Interchange Complex</b>	
<b>Tasks</b>	<b>Preliminary Completion Date</b>
Select Consultant – Project Manager	February 2013
GADs	January 2013
Detailed Preliminary Engineering (35% Design)	July 2013
Detailed Preliminary Engineering (65% Design)	January 2014
Detailed Preliminary Engineering (95% Design)	June 2014
Final Design - Plans, Specs. & Estimates (PS&E)	December 2014
Right-of-Way Activities /Acquisition (R/W)	June 2015
Advertise Project for Construction	September 2015
Award Construction Contract	December 2015

#### **SECTION 4 – LOCAL PREFERENCE POLICY**

The STA has adopted a Local Preference policy which encourages the hiring of local firms which can be found at <http://www.sta.ca.gov/Content/10027/JobRFPs.html>. The participation goal for local firms for this Project has been established at 2 percent (%). Additional points will be provided through the evaluation process for those firms who meet or exceed this goal. The STA has prepared a database of contact information for local firms for convenience purposes only and without guarantees as to the ability of such firms to provide the services. This database can be obtained by contacting STA at (707) 424-6075.

#### **SECTION 5 - CONFIDENTIALITY SECTION**

The master copy of each response to this RFP shall be retained for official files and will become a public record after the award of a contract unless the proposal or specific parts of the proposal can be shown to be exempt by law (Government Code section 6250 et seq.). Each Responding Firm may clearly label part of a submittal as "CONFIDENTIAL" if the Responding Firm agrees to indemnify and defend the STA for honoring such a designation. The failure to so label any information that is released by the STA shall constitute a complete waiver of all claims for damages caused by any release of the information. If a public records request for labeled information is received by the STA, the STA will notify the Responding Firm of the request and delay access to the material until seven working days after notification to the Responding Firm. Within that time delay, it will be the duty of the Responding Firm to act in protection of its labeled information. Failure to so act shall constitute a complete waiver.

#### **SECTION 6 – PROPOSAL REQUIREMENTS**

Please prepare your proposal in accordance with the following requirements for the **I-80/I-680/SR12 Interchange Complex**.

1. *Proposal:* The proposal (excluding resumes and the transmittal letter) shall not exceed a total of 12 single-sided, 8.5” x 11” pages. Resumes should be included in an appendix.

2. *Transmittal Letter:* The proposal shall be transmitted with a cover letter describing the firm's/team's interest and commitment to the proposed project. The letter shall state that the proposal shall be valid for a 90-day period and should include the name, title, address and telephone number of the individual to whom correspondence and other contacts should be directed during the consultant selection process. The person authorized by the firm/team to negotiate a contract with STA shall sign the cover letter.

Address the cover letter as follows:

**Janet Adams, Deputy Executive Director/Director of Projects**  
**Solano Transportation Authority**  
**One Harbor Center, Suite 130**  
**Suisun City, California 94585**

3. *Project Understanding:* This section shall clearly convey the consultant's understanding of the nature of the work, including coordination with and approvals from STA, Caltrans, and other agencies.
4. *Approach:* This section shall provide the firm's/team's proposed approach for providing the services.
5. *Qualifications and Experience:* The proposal shall provide the qualifications and experience of the consultant team that will be available for the **I-80/I-680/SR12 Interchange Complex**. Please emphasize the specific qualifications and experience from projects similar to the **I-80/I-680/SR12 Interchange Complex**. Replacement of the Project Manager will not be permitted without prior consultation with and approval of the STA.
6. *References:* Provide at least three references (names and current phone numbers) from recent work similar to the **I-80/I-680/SR12 Interchange Complex**. Include a brief description of each project associated with the reference, and the role of the respective team member.
7. *Submittal of Proposals:* Six (6) copies of your proposal are due at the STA offices no later than the time and date specified in Section 7, below. Envelopes or packages containing the proposals should be clearly marked, **"Proposals Enclosed."**
8. *Work Plan Hours:* The Work Plan should indicate the number of anticipated hours by Project Manager for Construction Packages 1, 2, and 3 and the Suisun Valley Watershed Study. The estimated level of hours for other staff, if anticipated, can be summarized in general categories.
9. *Cost Proposal:* A cost proposal should be submitted in a **separate sealed envelope titled "Consultant Cost Proposal."** The cost submittal should indicate the number of anticipated hours by the Project Manager. The estimated level of hours for other staff, if anticipated, can be summarized in general categories.

## **SECTION 7 - SELECTION OF CONSULTANT AND SELECTION SCHEDULE**

The overall process will be to evaluate the technical components of all the proposals completely and independently from the cost component, with a potential interview. The proposals and potential interview will be evaluated and scored on a 100 point total basis using the following criteria:

1. Qualifications and specific experience of Project Manager.
2. Project understanding and approach, including an understanding of STA and Caltrans review, approval and coordination processes.
3. Experience with similar types of projects.
4. Satisfaction of previous clients.

STA may interview the prospective Project Managers, if after review of the proposals, a firm is not directly selected. Should interviews be held, they would occur the week of March 4, 2013. The Project Manager shall attend the interview. The evaluation / interview panel may include representatives from STA and other agencies, but the specific composition of the panel will not be revealed prior to the interviews. Costs for travel expenses and proposal preparation shall be borne by the consultant(s).

Once the top firm has been determined, STA staff will start contract negotiations with the firm. If contract negotiations are not successful, the second ranked firm/team may be asked to negotiate a contract with STA, etc. Provided the negotiations are proceeding well, the STA may elect to initiate a portion of the work scope with a Notice to Proceed (NTP), prior to execution of the contract.

## **SECTION 8 – SELECTION PROCESS DATES**

**February 22, 2013:**                   **Proposals are due no later than 3:00 PM** at the offices of the Solano Transportation Authority, One Harbor Center, Suite 130, Suisun City, CA 94585. *Late submittals will not be accepted.*

**Week of March 4<sup>th</sup>**                   **Interviews for consultant selection for the I-80/I-680/SR12**  
**(Tentative):**                       **Interchange Complex**

If you have any questions regarding this RFP, please contact:

Janet Adams  
Director of Projects  
Phone (707) 424-6075  
Fax (707) 424-6074  
[jadams@sta-snci.com](mailto:jadams@sta-snci.com)