



March 28, 2018

TO: LOCSD Board of Directors

FROM: Jose Acosta, Utility Systems Manager *JA*  
Roy A, Hanley, General Counsel

SUBJECT: **Agenda Item 11K – 4/5/2018 Board Meeting**  
Authorization to Issue Requests for Proposal (RFP) for Design/Build Proposal for 8<sup>th</sup> Street Utility Building

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Vicki L. Milledge

**Vice President**  
Marshall E. Ochylski

**Directors**  
Charles L. Cesena  
Louis G. Tornatzky  
Vacancy

**General Manager**  
Renee Osborne

**District Accountant**  
Robert Stilts, CPA

**Unit Chief**  
Scott M. Jalbert

**Battalion Chief**  
Greg Alex

**DESCRIPTION**

The Los Osos Community Services District (District) is seeking a Contractor that has the capability to design, manufacture and construct a steel building in a turnkey process, at 1428 8<sup>th</sup> Street, Los Osos, California (8<sup>th</sup> Street Water Yard).

The current storage facilities at the 8<sup>th</sup> Street Water Yard are in dire need of replacement. The current seatrains where, pertinent equipment, tools and parts, are stored are in very bad shape and need of replacement. A draft RFP is attached for consideration.

**STAFF RECOMMENDATION**

This item will be approved along with the Consent Calendar unless it is pulled by a Director for separate consideration. If so, Staff recommends that the Board adopt the following motion:

***Motion: I move that the Board authorize staff to issue the attached Request for Proposal (RFP) to design/build contractors for the construction and erection of a utility building at the 8<sup>th</sup> Street Water Yard and authorize the use of Fund 500 GL 9006 Capital Improvement Reserve funds for the project.***

**DISCUSSION**

The Los Osos Community Services District is seeking a well-qualified Contractor that has the capability to design, manufacture or procure and construct a steel building in a turnkey process at the 8<sup>th</sup> Street Water Yard.

The District Utilities Division maintains its primary workshop and storage facilities at our 8<sup>th</sup> Street Water Yard. The storage facilities currently consist of two seatrains, adjacent to each other, with a make shift slant roof attached to one side. The condition of the two seatrains is deteriorating, have had many repairs performed and beyond their life span.

The storage facility currently is located in the 8<sup>th</sup> Street water yard in an open area designated for equipment, parts, flammable materials, Sodium Hypochlorite storage tank and transfer station, and other designated vital assets. Also at the current storage facilities is electricity for lighting, and water for a safety shower, eye wash station, equipment cleaning, and hand washing. It is maintained at this location as the main hub of operations for our Utility crew to perform their jobs efficiently and in a timely manner. Refer to Attachment "A" for pictures of the current structures.

**Mailing Address:**  
P.O. Box 6064  
Los Osos, CA 93412

**Offices:**  
2122 9<sup>th</sup> Street, Suite 102  
Los Osos, CA 93402

**Phone:** 805/528-9370  
**FAX:** 805/528-9377

www.losososcsd.org







The RFP requested for approval is a design/build, receiving bids from qualified contractors as a design/build would allow the project to be completed in the most efficient manner. Staff feels that streamlining the process is more efficient for the following reasons:

- Designs and Drawings – If contractors have the flexibility to provide their designs or procure designs and include in the overall price it would minimize this cost.
- Project Progression – A contractor would be familiar with the design and drawings they provide, allowing them to begin construction immediately and with familiarity.
- Staff Time – Allowing the RFP to be completed design/build would ensure Staff, Committees and Board of Directors aren't spending added time to complete the project.

Staff is requesting Board authorization to solicit proposals for the installation of a utility building at the 8<sup>th</sup> Street Water Yard using the design/build delivery method as authorized by California Government Code Section 4217.10 *et seq.* District General Counsel reports that while for most California public agencies it is improper to award design build contracts, there is specific authority for Community Services District to follow the contracting procedures outlined in the above referenced section. This Board may authorize this one time use of the design build method of public construction if it chooses to do so. Award of the design/build contract will be made to the design/builder entity whose proposal is judged as providing the best value meeting the interest of the District and meeting the objectives of the project.

#### **FINANCIAL IMPACT**

It is estimated that the project costs for a Utility Building would be within the range of \$70,000 – \$80,000. Funding for the Utility Building will come from Fund 500 GL 9006 Capital Improvement Reserve funds.

Attachments

**Request for Proposal  
for  
Workshop/Storage Building at  
1428 8<sup>th</sup> Street  
Los Osos, California**

*Issued by:*

Los Osos Community Services District  
2122 9th Street, Suite 102  
Los Osos, CA 93402



## Proposal Information

### Overview

The Los Osos Community Services District (District) is seeking a Contractor that has the capability to design, manufacture and construct a steel building in a turnkey process, at 1428 8<sup>th</sup> Street, Los Osos, California, (8<sup>th</sup> Street Water Yard).

### Objective

The primary objective of this RFP is to identify and select the most qualified, cost-effective Contractor for the design, excavation preparation, construction and erection of steel building workshop at the site.

### Background

The District Utilities Division maintains its primary workshop and storage facilities at our 8<sup>th</sup> Street Water Yard. The storage facilities currently consist of two seatrains, adjacent to each other, with a make shift slant roof attached to one side. The condition of the two seatrains is deteriorating, have had many repairs performed and beyond their life span.

The storage facility currently is located in the 8<sup>th</sup> Street water yard in an open area designated for equipment, parts, flammable materials, Sodium Hypochlorite storage tank and transfer station, and other designated vital assets. Also at the current storage facilities is electricity for lighting, and water for a safety shower, eye wash station, equipment cleaning, and hand washing. It is maintained at this location as the main hub of operations for our Utility crew to perform their jobs efficiently and in a timely manner. Refer to Attachment "A" for pictures of the current structures. Prior to construction, the seatrains, awning and all other equipment and materials will be removed by District Staff.

The approximate footprint of the current facilities is 1200 sq. ft. (40'L x 30'W), the new building should utilize the same square footage and dimensions. Please see the attached Google Earth map, Attachment "B", for approximate location of the building being proposed.

The proposed design and requested specifications, is provided in a rough design drawing, please reference "Attachment C".

### Statement of Work

Selected contractor must provide evidence and demonstrate experience as a full-service steel building company. Experience in installing steel buildings should meet the following:

#### Key Factors in Steel Building Design:

- Permits pulled with San Luis Obispo County Building and Planning
- Engineer certified drawings and design
- Engineered concrete foundation plan

- Polished concrete floor, including concrete ramp at bay door entry
- Electrical conduit in foundation (for future electrical work)
- Building dimensions 40'L X 30'WX 16'H
- 2 windows on the East wall 4 on the West wall
- Skylights, approximately 8
- 1 roll up door 20'W by 12'H
- 2 man-doors, with window
- Metal building insulation on the roof paneling
- Painted roof and walls
- Gutters and downspouts
- Most favorable overall material and workmanship warranties

**Scope of Services:**

The scope of services provided by the Contractor shall include all tasks required to design, prepare, construct and complete the steel building with quality materials and workmanship. The contractor will be responsible for providing all engineer certified drawings and designs, engineered concrete foundation plans and documentation related to all materials.

The scope shall also include pricing for materials, equipment, labor, taxes, and services, required to complete the design and construction of the steel building. The contractor should also include the pricing for securing all permits through the San Luis Obispo County Planning and Building Department (County). Please reference the pricing for permits as a separate line item on the bid sheets.

Prior to acceptance of the completion of the steel building, the contractor will provide a complete set of as-built drawings and specification sheets for materials used, for all work completed. The contractor will also provide warranty information of all products and parts installed, contractor will also provide warranties for workmanship provided by the contractor.

**Contract Evaluation and Award:**

The District intends to conduct a comprehensive, impartial and fair evaluation of all proposal received in response to this RFP. The General Manager and Utility Systems Manager will recommend Contractor selection to the District Board of Directors based on the responsive and responsible proposer whose proposal best meets the requirements and criteria set forth in this request for proposal.

Upon selection of a Contractor, the District intends to enter into Contract discussions with the Contractor.



## **Contractor Qualifications**

### **Contractor Profile:**

Provide a brief history and company philosophy.

### **Minimum Experience:**

3+ years' experience of design and installation of steel buildings.

### **References:**

List at least five (3) projects of similar size (or larger) with address, name and contact information including phone number and email address.

## **Pricing**

Pricing shall include the complete costs for design and completion of the proposed steel building and shall be valid for 45 days. Pricing shall include as-built drawings; costs of labor, prevailing wages; materials used for construction; equipment used for construction. Pricing shall include any warranty fees, if applicable.

## Proposal Submittal Information

### Contact Information

**Administrative:** Jose Acosta, Utility Systems Manager  
Los Osos Community Services District  
2122 9th Street  
Los Osos, California 93402  
Phone: (805) 528-9370  
Email: [jacosta@losososcsd.org](mailto:jacosta@losososcsd.org)

### Important Dates

**Site Walk:** April 17, 2018, 2:00 PM – 3:30 PM  
Los Osos CSD, 8<sup>th</sup> Street Water Yard  
953 El Moro Ave  
Los Osos, California 93402

**Questions Due:** April 25, 2018 by 4:00 pm

**Answers Provided by:** May 1, 2018 by 4:00 pm

**Proposals Due:** May 11, 2018 at 4:00 PM  
Los Osos Community Services District  
Attn: Jose Acosta, Utilities Systems Manager  
2122 9th Street  
Los Osos, California 93402

### **Proposal Submittal:**

Three (3) copies of the sealed bid, to include cover page(s) describing the firm's qualifications, will be accepted until the date and time indicated, and at that time publically opened. Included in the proposal will be costs breakdown:

- Securing permits through County Building and Planning Department
- Engineer certified drawings and design
- Engineer concrete foundation plan
- Materials used for construction of the building
- Labor (prevailing wages)
- Equipment

The District reserves the right to accept or reject all or part of a bid. Illegible bids or writing shall be deemed non-responsive and will not be evaluated. A bid with missing or inconsistent information may be considered non-responsive and may not be evaluated. The District shall be the sole judge in determining the acceptability of the offer. The District also reserves the right to reject any or all bids in part or in whole and to waive technicalities. Any decision shall be considered final.

**Signature:**

An authorized representative of the Contractor must sign the bid.

## **Attachment "A"**









# **Attachment “B”**



# Los Osos CSD 8th Street Water Yard

## Legend

-  Area for proposed building
-  Perimeter of CSD Yard



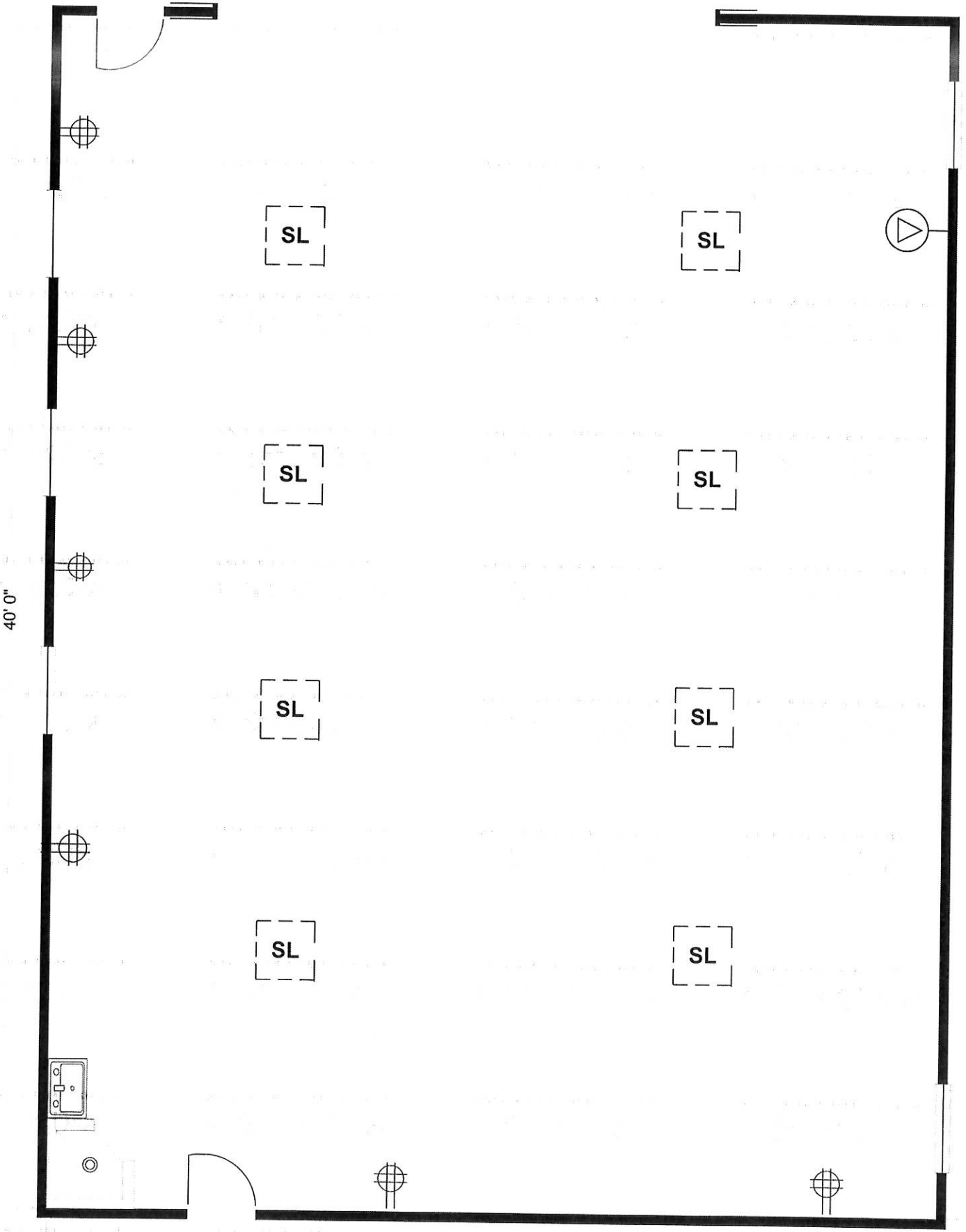
Google Earth

100 ft



# **Attachment “C”**

30' 0"



40' 0"

40' 0"

30' 0"