

# REQUEST FOR PROPOSALS

for the

## Removal & Replacement of the Office Asphalt Parking Lot



Montecito Water District  
583 San Ysidro Road  
Santa Barbara, CA 93108

September 15, 2023

Proposers shall submit to District an electronic copy (PDF) of the Proposal via email to [akanold@montecitowater.com](mailto:akanold@montecitowater.com) by **9:00 AM on Monday October 16, 2023**. Proposals shall be clearly labeled **Proposal for Removal & Replacement of the Office Asphalt Parking Lot**.

An optional site walk will be held on Friday September 22, 2023 at 10:00AM.

## I. BACKGROUND

The Montecito Water District (MWD) is soliciting proposals from qualified contractors to provide asphalt removal and replacement at the District office at 583 San Ysidro Road. This Request for Proposals is being issued at the same time, with the same project schedule, as the adjacent Montecito Fire Protection District (MFPD) who is issuing Invitation to Bid (ITB) #2023-001.3 for similar asphalt work on their property.

Interested contractors should bid the MWD and MFPD asphalt areas separately. Separate contracts will be signed between the contractor/MWD and the contractor/MFPD. The bid due dates for both projects are the same and the estimated construction timing is the same.

Figure 1 shows the delineation of work between MFPD and MWD properties.



- Area A - Montecito Fire Protection District
- Area B - Montecito Water District
- Concrete curb replacement

**Figure 1 – Asphalt Removal and Replacement Work Areas**

## II. SCOPE OF SERVICES

The proposed Scope of Services for completing the project is described below. The contractor will work under the direction of the Engineering Manager.

## Pre-Construction

- Provide recommendations in order to proactively minimize extra costs and delays and to ensure a final product that performs to industry standards
- Provide a revised construction schedule
- Meetings with Montecito Water District (MWD), MFPD, Construction Manager, and any other team members to coordinate asphalt and concrete work at Area A for the MFPD and at Area B for the MWD, should both parties choose to coordinate efforts.

## Construction

- Work Scope:
  - Saw cut, remove, and haul to an appropriate dump site all existing pavement as detailed on Exhibit C – Site Map **for Area B only**. Assume an average of 3” thickness for existing pavement.
  - Cut/remove any surface roots within 12” of surface.
  - Recompact subgrade to prep for asphalt. MWD reserves the right to hire a soils engineer for compaction testing.
  - Tack coat (SS-1H or equal) applied at all vertical surfaces of existing pavement
  - Install a total of 4” hot mix asphalt pavement (1/2” HMA fine B mix) in two lifts with tack coat (SS-1H or equal) between the lifts to assure adherence.
  - Restripe parking areas and drives with 1 coat professional grade traffic paint
- Provide administrative coordination of specifications through Submittals, questions related to the work through RFIs, and changes to the cost of construction through Change Orders
- Supervise and coordinate all subcontracted and self-performed work to ensure compliance with specs, codes, industry standards, safety standards, subcontracts, Schedule of Values, and Construction Schedule
- Quality control
- Pay for all costs incurred to fully and properly perform and complete the work as required by the construction documents
- Provide and maintain a construction schedule
- Provide and maintain a Schedule of Values
- Punch list completion

## Post Construction

- Owner walk
- Punch list repair
- Provide all warranty information to the MWD

## III. SUBMITTAL REQUIREMENTS

Submittals shall conform to the requirements described herein.

Proposers shall submit to District an electronic copy (PDF) of the Proposal via email to [akanold@montecitowater.com](mailto:akanold@montecitowater.com) by **9:00 AM on Monday October 16, 2023**. Proposals shall

be clearly labeled **Proposal and Fee for Removal & Replacement of the Office Asphalt Parking Lot.**

Proposals shall be sent to:

Montecito Water District  
Attn: Adam Kanold, PE  
[akanold@montecitowater.com](mailto:akanold@montecitowater.com)  
Montecito Water District  
583 San Ysidro Road  
Santa Barbara, CA 93108

The minimum information required for inclusion in the Proposal shall be as listed below. The Proposer may submit additional information if needed. Bidders are liable for all errors or omissions contained in their bids. Bidders will not be allowed to alter bid documents after the deadline for submitting a bid.

- Preliminary schedule from commencement to completion
- Cost proposal, provided on the Bid Form attached as **Attachment 1**
- Statement indicating the bid remains valid for at least 120 days
- Statement that the Bidder, or any individual who will perform work for the Bidder, is free of any conflict of interest (e.g., employment by MWD).
- Confirmation the Bidder understands the scope of work and specifications
- Signature of a company officer empowered to bind the Bidder to the provisions of this RFP and any contract awarded pursuant to it.
- Completed and signed Bidder's Statement of Qualifications in **Attachment 2**
- At least five references for similar work done in the last five years.
- Evidence of insurance: General Liability (\$1,000,000/\$2,000,000), Automobile Liability (\$1,000,000), Workers Compensation (\$1,000,000)

By submitting a response to the RFP, each Bidder represents and warrants that it's response is genuine and made in the interest of or on behalf of any person not named therein; that the Bidder has not directly induced or solicited any other person to submit a sham response or any other person to refrain from submitting a response; and that the Bidder has not in any manner sought collusion to secure any improper advantage over any other person submitting a response.

Contractors and subcontractors must be registered with the Department of Industrial Relations (DIR) at the time of bid, or else the bid may be rejected as non-responsive. (See Labor Code sections 1725.5 and 1771.1.) Each bidder must submit proof of contractor registration with DIR, e.g. - a hard copy of the relevant page of the DIR's database found at: <https://efiling.dir.ca.gov/PWCR/Search>. This Contract is subject to monitoring and enforcement by the DIR pursuant to Labor Code Section 1771.4.

Bidders and their proposed subcontractors shall hold such licenses as may be required by the laws of the State of California for the performance of the work specified. The selected Bidder will also be required to ensure that all subcontractors working on the project are holding valid licenses suitable for their trade.

#### IV. EVALUATION OF PROPOSALS AND SELECTION PROCESS

The contract will be awarded to the lowest responsible bidder in accordance with the competitive bid procedures set out in the Public Contract Code section 20813. Bids will be evaluated based on the following:

- Bidder understanding of the work required and completeness of the Bid
- Responsiveness of the Bid to the RFP
- Compliance with the scope of work and specifications
- Project cost as proposed on the Bid Form (**Attachment 1**)
- Responses in Bidder’s Statement of Qualifications (**Attachment 2**)
- Recent relevant references
- Ability to perform the work and respond to warranty requests

#### V. SCHEDULE

The proposed project schedule is shown in the table below.

EVENT	DATE / TIME
RFP Issuance	September 15, 2023
Job Walk	10:00am, September 22, 2023
Deadline for Bidder questions	September 29, 2023
Deadline for bid submittal	9:00am, October 16, 2023

#### VI. RESERVATION OF RIGHTS

The District reserves the rights to reject any and all Proposals. This Request for Proposals is a solicitation, not an offer to contract. The District reserves the right to issue clarifications and other directives regarding this RFP, to require further clarification or information with respect to any Proposal submitted, and to determine the final terms and conditions of any contract. Any and all costs associated with the preparation and response to this RFP shall be borne solely by the Proposer and at no cost to the District.

#### VII. QUESTIONS

Questions regarding this Request for Proposal (RFP) shall be emailed to:

Adam Kanold, PE  
Montecito Water District  
583 San Ysidro Road  
Santa Barbara, CA 93108-2124  
[akanold@montecitowater.com](mailto:akanold@montecitowater.com)

Questions submitted after 5:00pm on September 29, 2023 will not be answered. Copies of all questions and MWD’s responses will be posted to the MWD website as amendments to this RFP.

## Attachment 1 – Bid Form (write in)

### BID FORM – 583 San Ysidro Rd

Area B

DIVISION / DESCRIPTION	COST FOR AREA B		COMMENTS
	Area B Only	Concurrent	
Remove and replace asphalt in Area B	\$		Shown in blue on Site Map
Remove and replace asphalt in Area B if done concurrently with Area A		\$	
<b>Subtotals</b>	\$	\$	
<b>Contractor Fee and Ins</b>	\$	\$	Overhead, Profit, and Insurance
<b>Totals</b>	\$	\$	

Bidder is required to include costs for all work identified or reasonably inferred in the Bid Form above. Should Bidder require additional line items to provide a cost for the work, Bidder shall add the needed line items and descriptions.

## Attachment 2 – Statement of Qualifications

(please attach Exhibit B submitted to MFPD)