REQUEST FOR PROPOSALS
ENGINEERING SERVICES
FOR
BRIDGE PREVENTIVE MAINTENANCE PROGRAM (BPMP), BPMPL 5054(047)

SALINAS

RICH IN LAND | RICH IN VALUES

CITY OF SALINAS
200 Lincoln Avenue
Salinas, CA 93901

PROPOSALS DUE BY 2:00 P.M., TUESDAY, NOVEMBER 10, 2026

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NOTICE INVITING PROPOSALS

NOTICE IS HEREBY GIVEN that proposals will be received from qualified firms for **Engineering Services for Bridge Preventive Maintenance Program, BPMPL 5045 (047)**.

Responses to this Request for Proposals (RFP) will be accepted until **November 10, 2026, at 2:00 PM**. Proposals received after this date/time will not be considered.

This project is federally funded and is subject to all requirements set by Caltrans Division of Local Assistance.

Proposals shall be submitted electronically via PlanetBids web portal. All notifications, updates, and addenda will be available online and can be accessed on the PlanetBids page.

Consultants shall be responsible for registering on PlanetBids to obtain information regarding this solicitation. Failure to respond to required addenda will result in a determination of a nonresponsive proposal.

The City of Salinas is an Equal Opportunity Employer

The City of Salinas does not discriminate on the basis of race, color, national origin, ancestry, sex, religion, sexual orientation, age, disability, marital status, political affiliation, or any other non-merit factor. The City of Salinas makes reasonable accommodation for individuals with a disability. Individuals requiring any accommodation in order to participate in this process must inform the Public Works Department at adrianar@ci.salinas.ca.us or (831) 758-7142. Hearing impaired or TTY/TDD Text Telephone users may contact the City by dialing 711 for the California Relay Services (CRS) or by telephoning any other service providers' CRS telephone number.

1. GENERAL

REQUEST SUMMARY:

The City of Salinas is seeking to retain qualified consultants to provide engineering services for the Bridge Preventive Maintenance Program, BPMPL 5045 (047). The City is requesting proposals for design services for preventive maintenance work for one bridge. General services shall include but are not limited to the assessment of the site and current layout, construction plans, specifications, and engineer's estimate of probable construction costs (PS&E) to enable the City to go out to bid for construction. Services shall also include records research, topographical survey, permits, notifications, survey report of hazardous materials, abatement specifications, utility investigations and coordination, soils report, traffic control, CEQA/NEPA requirements, and right-of-way acquisition, if necessary. One cost proposal shall be submitted for BPMP 5045(047). Scope is further detailed in Appendix 1.

The bridges requiring maintenance work are as follows:

- BPMP 5045(047)
    - East Laurel Drive over Gabilan Creek (Bridge No. 44C0105)

PREVAILING WAGES:

In accordance with the Federal-Davis-Bacon Act and the California State Labor Code, prevailing wage rates apply.

2. PROPOSAL TERMS AND CONDITIONS

By submitting a Proposal, the Consultant acknowledges that it has thoroughly examined and accepts the Terms and Conditions of this RFP as described below:

A. EXAMINATION:

Consultant represents that they have thoroughly examined and become familiar with the services and responsibilities required of this RFP and that they are capable of effectively and efficiently performing quality work to achieve the City's objectives. Any attachments referenced herein, or any interpretations, clarifications or amendments subsequently posted in the relation to this RFP are fully incorporated.

B. EXECUTION OF AGREEMENT:

The City and the selected Consultant shall enter into an Agreement (Sample Agreement in Attachment 1). If the selected Consultant is unwilling or unable to execute an Agreement within thirty (30) days after being notified of selection under this RFP, the City reserves the right to select the next most qualified Consultant or call for new Proposals, whichever the City deems the most appropriate. City reserves the right to postpone award of the contract for a period not to exceed ninety (90) calendar days from the date replies are due.

C. PROPOSAL VALIDITY:

Services, pricing, and warranties indicated in a respondent's Proposal must be valid for a period of 120 calendar days after the proposal due date.

D. PRE-CONTRACTUAL EXPENSES:

City of Salinas shall not, in any event, be liable for any pre-contractual expenses incurred by Consultants in the preparation of their proposal.

E. SUBCONSULTANTS:

Should the use of subconsultants be offered, the Consultant shall provide the same assurances of competence for the subconsultant(s) plus the demonstrated ability to manage and supervise the subcontracted work. The provisions of the Agreement shall apply to all subconsultants in the same manner as the Consultant.

3. INSTRUCTIONS TO CONSULTANTS

A. CITY RESPONSIBILITIES:

The City will provide information in its possession relevant to the preparation of required information in this RFP. The City will provide only the staff assistance and documentation referred to herein. The City will not be responsible for any other cost or obligation that may be incurred by the Consultant.

All proposals submitted to the City shall become the property of the City of Salinas.

B. CONSULTANT RESPONSIBILITIES:

The selected Consultant shall assume responsibility of all services in their proposal.

The selected Consultant shall identify a sole point of contact with the greatest knowledge in regard to the required service operations and contractual matters, including payment of any and all charges resulting from the Agreement.

The Consultant shall be responsible for collecting and disseminating the data, records, and documents in the preparation of all design documents.

The Consultant is expected to establish and maintain a close working relationship with City staff throughout the project.

The selected Consultant shall maintain the same Project Manager for the duration of the project, as specified in the approved proposal. In the event the authorized Project Manager terminates employment, the Consultant shall make a demonstrated and concentrated effort to maintain the Project Manager in the key managerial position, unless extreme conditions prohibit continuance. Any substitution of the Project Manager will require written City approval. The Consultant shall perform not less than 50% (contract amount) of the work with their own forces.

Any changes in the scope of work resulting in a contract increase or decrease in fee shall be approved, in writing, by the City Engineer prior to the commencement of an actual change of work, unless authorized by the City. No fee adjustment shall be allowed unless it is based on said prior written approval.

All costs incurred in the preparation of the proposal, in the submission of additional information and/or in any other aspect of a proposal prior to the award of a written contract will be borne by the Consultant.

C. QUESTIONS AND ANSWERS:

All questions or requested clarifications shall be made in writing via the PlanetBids Portal. The Consultant is prohibited from communicating with any City representative/employee/official/consultant/staff other than via PlanetBids Portal. Only questions and answers responded to on PlanetBids, or any addendums issued on PlanetBids as an addendum will be part of this RFP solicitation. Consultant may submit written questions concerning this RFP on PlanetBids per the Key RFP Dates. Questions received after the stated deadline will not be answered.

D. ADDENDA:

Any changes in the RFP from the date of release to the due date of proposals will result in an addendum. Notifications of such addendum shall be posted on the PlanetBids website.

E. LICENSES AND PERMITS:

The Consultant shall obtain any licenses/permits required by the Scope of Work. Additionally, the Consultant shall be required to have a valid City of Salinas Business License prior to commencement of any work.

F. INSURANCE:

The selected Consultant shall be required to obtain and submit insurance coverage and provide indemnification and hold harmless provisions in favor of the City of Salinas and its officers, officials, employees, and volunteers as described in the Agreement.

G. RIGHT TO REJECT:

The City reserves the right to reject any or all submitted proposals and to waive informalities and minor irregularities in proposals received and to accept any portion of the proposal or all items of the proposal when deemed in the interest of the City. The City reserves the right to waive any information and technicalities in the RFP. The City reserves the right to contract with any of the organizations responding to this RFP based solely upon its judgment of the qualifications and capabilities of that organization.

The City of Salinas assumes no obligation in this general solicitation of Proposals and all costs and expenses of responding to this RFP shall be borne by the individual parties preparing and/or submitting a proposal.

In addition, the City reserves the right to do any, or all, of the following:

a. Reject any or all proposals or make no award;

b. Issue subsequent RFP;

c. Cancel the RFP;

d. Remedy technical errors in the RFP.

4. SUBMITTAL REQUIREMENTS

A. GENERAL:

Proposals are due to the City of Salinas via PlanetBids, at the date, time, and location set forth in the Notice Inviting Proposals.

In addition to electronic submittals via PlanetBids, sealed original hard copies of the Proposals must also be sent via courier service, mailed, or delivered within 5 working days after Proposal due date. Failure to comply with these requirements may result in the forfeiture of the Consultants rank.

A prospective firm may withdraw their proposal at any time prior to the date and the time which is set forth herein as the deadline for submittal of Statement of Proposals.

B. PROPOSAL CONTENTS:

All proposals shall be limited to a maximum of 20 pages, including appendices, charts, pictures, tables, schedule, resource allocation table and resumes excluding front and back covers, required Caltrans forms, section dividers, addendum acknowledgments, and fee proposal.

a. <u>COVER LETTER</u>

A letter signed by a principal or authorized representative who can make legally binding commitments for the entity. Include address, telephone, email address, and

type of business entity.

b. QUALIFICATIONS AND EXPERIENCE

Detailed information on the background, qualifications, and experience of the firm, emphasizing and detailing the successful completion of similar demolition projects. Experience should highlight work on projects similar in size and scope. A minimum of three project references with contact information for projects completed or substantially completed within the last 5 years. Project references should be applicable to the specific project manager and key team members proposed for this project. Project references should include the size of the contract (dollar amount) and outcome (under-/over-budget, on-/behind-schedule; completed, out for construction; in process; etc.).

c. KEY STAFF

Identify the team members, including principal-in-charge, project manager, and key staff that will be assigned to this project. Include any anticipated sub-consultants. This section should detail experience and qualifications related to bridge preventative maintenance projects.

d. WORK PLAN

An outline which demonstrates the understanding of the scope of work. This should include an anticipated approach, tasks necessary for successful completion, and suggestions for special concerns that the City should be made aware of.

A detailed work plan should schedule and identify the major tasks to be completed and estimate the time frame for each task. Review the preliminary scope of work and provide comments, including changes to schedule, sequencing, specific work items, and/or recommendations for additional work items or optional tasks.

The proposal must articulate a thorough understanding of bridge design and repair, traffic control, Local, State and Federal requirements, and all other professional engineering tasks required to prepare a comprehensive bid package for this project.

Provide a description of the quality assurance and quality control process / procedures and explain how it will ensure quality work and an on-time project delivery.

e. COST PROPOSAL (SEPARATE SEALED ENVELOPE)

One separate cost proposal shall be submitted for BPMPL 5045(47).

The cost proposals shall be submitted concurrently with the proposal, but in a separately sealed envelope clearly labeled as “Cost Proposals”.

The cost proposal shall be in the format provided in Sample Cost Proposal in Attachment 4.

Cost proposals must identify the Key Staff and other classifications that will be billed. New classifications will be required to be approved before they can incur work on the contract.

The cost proposal will remain in effect for the duration of the project.

C. FEDERAL REQUIREMENTS:

The project is Federally funded by the Bridge Preventive Maintenance Program (BPMP) under the Highway Bridge Program (HBP) and therefore all documents must comply with Federal requirements and Caltrans policies and procedures as outlined in the latest Caltrans Local Assistance Procedures Manual (LAPM).

D. DEBARMENT AND SUSPENSION CERTIFICATION:

In accordance with the code of Federal Regulations, Title 49, Part 29, Debarment and Suspension Certification, the Consultant shall certify that there are currently no suspensions, debarments, voluntary exclusions, or ineligibility determinations by any federal agency. A completed Debarment and Suspension Certification, Attachment 3, shall be submitted as part of the proposal.

E. AFFIRMATIVE ACTION PLAN:

The Consultant shall attest to the firm's affirmative action plan or other policies aimed at eliminating unlawful discrimination and provide a brief statement about the firm's adoption and compliance with its plan or policy.

F. CONFLICT OF INTEREST:

The Consultant shall disclose to the City of Salinas any interest, direct or indirect, which could conflict in any manner or degree with the performance of services required. A potential conflict of interest may include, but not limited to, work related to this project area, contracts with counties, developers, current clients, and other parties who may have a financial interest in the outcome of the improvements.

5. PROPOSAL REVIEW AND SELECTION

All consultant proposals submitted will be screened by a review committee for completeness, clarity, and content quality. The City may reject any proposal if it is conditional, incomplete or contains irregularities. Proposals will be ranked using the following criteria:

Criteria	**Score**
Qualification and Experience	40
Work Plan	30
Key Staff	30
Total	**100**

Upon completion of the qualifications-based evaluation and ranking of proposals, City will then initiate negotiations with the most highly qualified firm to arrive at a fair and reasonable compensation given the proposed scope of work. If the City and the firm are unable to negotiate a contract, the City may terminate negotiations and initiate negotiations with the next most qualified firm.

During the selection process, until a firm is selected, the City will not disclose proposals, except as otherwise required under applicable law. This means that, depending on the nature of the timing of the request or future court decisions, that information may not remain private and may be publicly disclosed. Rates for services are not considered confidential or proprietary and are subject to

disclosure.

6. SCHEDULE

The anticipated schedule is as follows:

Activity	Date
Request for Proposals Released	October 9, 2026
Deadline for Proposal Questions	October 23, 2026
Proposals Due	November 10, 2026, 2:00pm
Proposal Evaluation and Ranking	November 23, 2026
Tentative Council Award Date	December 8, 2026
Background and Existing Conditions	2-months
Draft Plans, Specifications and Estimates	3-months
Final Plans, Specifications and Estimates	2-months
Advertise Construction Project	*Summer 2027*

7. APPENDIX

Appendix 1: Scope of Work

Appendix 2: Bridge List

Appendix 3: Bridge Location Map

8. ATTACHMENTS

Attachment 1: Sample Professional Services Agreement

Attachment 2: Caltrans Bridge Reports

Attachment 3: Debarment and Suspension Certification

Attachment 4: Sample Cost Proposal and LAPM Exhibits

Appendix
APPENDIX 1
SCOPE OF WORK

BRIDGE PREVENTIVE MAINTENANCE PROGRAM (BPMP)

GENERAL INTRODUCTION

The City of Salinas is requesting proposals from a professional civil engineering consulting firm to provide the following services, as necessary but not limited to:

a. Project Management and Administration

b. Design Engineering

c. Utility Research and Coordination

d. Topographic Survey

e. Technical Evaluation and Recommendation

f. Regulatory Permitting

g. Bid and Construction Support

h. Construction Schedule

i. Stormwater Management

j. Traffic Control

k. Traffic Signage and Striping

l. Environmental Documentation

n. Environmental Site Assessment

o. Final Plans, Specifications and Estimates (PS&E)

PROJECT DESCRIPTION

Recent bridge inspection reports (Attachment 2) indicate specific bridge-elements that have reached a point of deterioration where preventative maintenance activities are warranted to extend the life of the structure. The recommended work, as given by Caltrans, is summarized in the Bridge List

(Appendix 2) and further details can be found in the Caltrans bridge inspection reports. It is the responsibility of the Consultant to verify these deficiencies and identify any additional deficiencies that may be eligible under the BPMP.

The selected Consultant shall provide support services pertaining to engineering, PS&E environmental, permitting, and bid/construction support for the project. Should an award be made, the Consultant awarded will enter into a professional services agreement with the City of Salinas to provide professional engineering services for this project.

CONSULTANT SERVICES

Task 1: Project Coordination and Management

- The Consultant shall attend (or conference call) a kick-off meeting with City staff to discuss the goals and objectives of the project, scope of work, and implementation. Administrative items will be discussed including communication protocol, meeting frequency, progress reporting, scheduling, invoicing, and other relevant project information.
- The Consultant shall attend or conference call monthly team meetings to communicate tasks status, identify potential risks and provide project updates. The Consultant shall develop and provide the agenda and meeting minutes with action items identified for all project meetings. Agendas shall be distributed at minimum 3 working days prior to the meeting. Meeting minutes should be completed within one week after the meeting.
- The Consultant will recommend how to best strategize the process and schedule for preparing the construction documents (including the CEQA and NEPA, Right-of-Way, Permitting, and PS&E). The Consultant will be tasked with managing the budget, monitoring the schedule, and developing monthly progress reports. Invoices shall be submitted monthly, and shall include a brief description of services performed, dates of these services, number of hours spent and by whom, a description of any costs incurred and the Consultant's signature. The Consultant shall identify any unforeseen or out of scope items and shall request authorization from the City prior to conducting the work. The proposed schedule should reflect any potential issues.
- Prepare and submit bi-weekly written reports to update the City of the Project progress and schedule status.
- Consultant shall provide necessary time to meet/coordinate with the City and its community, City's elected public officials, and other agencies and organizations in support of the project. Consultants shall schedule, coordinate, and conduct necessary public outreach, including but not limited to, door hangers/flyer, group or individual meetings with impacted property owners/tenants, by the Consultant's in-house staff or by a public relations sub-consultant.
- Scheduling, notification, and compilation of information for distribution to the public.

- Attend City Council meeting(s) regarding the environmental documents.
- Provide coordination with and obtain applicable permits from City of Salinas, County, State, and other agencies as needed. Consultant shall list in the proposal all anticipated permits necessary.

Task 2: Background and Existing Conditions

- The Consultant shall perform a field review at the project location and secure existing topographic, utility, and building conditions. The Consultant shall complete a field survey of the project location to obtain the data and information necessary to develop a topographic base map and complete the design and construction drawings. Survey should identify existing median islands, parkway facilities, BC and EC of curb returns, light poles, underground facilities, manholes, pull boxes, and point of connection for electrical and water sources. Survey must be in NAD83 CCS Zone IV and NAVD88.
- Consultant shall prepare an AutoCAD base drawing of the site and general surroundings.
- Research all information pertinent to the project such as records and documents in order to complete the project.
- The City will provide any and all as-built and record drawings available. The Consultant will need to work with local utility companies to obtain utility record drawings.
- Consultant shall identify all existing utilities within the project limits and potential conflicts during the design phase. Send notices to relocate and coordinate with all utilities including the City of Salinas. Perform all potholing as necessary for potential conflicts with utilities. The project schedule shall include provisions for the utility purveyors to physically relocate or adjust their utilities/facilities.
- Provide necessary Right of Entry exhibits and TCE legal descriptions and plat(s) for each property/parcel requiring the need for the purposes of removal, demolition, and construction of improvements.
- The Consultant shall use record maps to obtain right-of-way lines. All work shall remain within the City's property and right-of-way lines will be shown for reference only.
- Perform hazardous material sampling analysis, assessment, and survey for all surface/sub-surface structures (including, but not limited to asbestos, lead, soil and groundwater contamination, etc.) within areas impacted. Survey shall be performed by a Qualified Environmental Professional or Consultant licensed and certified to practice in the State of California.
- Provide a hazardous materials report and abatement/removal specifications. Abatement specifications shall conform to all applicable codes, ordinance, rules, regulations, orders, and other legal requirements of local, state, and federal agencies (e.g., City of Salinas, Monterey Bay Air Resources District,

Cal/OSHA).

- Consultant shall identify potential impacts and determine the improvements for on-site and off-site areas.
- Prepare appropriate environmental documents to satisfy the requirements of the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA). Environmental findings should be submitted to City of Salinas Planning Department for CEQA and Caltrans for NEPA.
- A Natural Environmental Study (Minimal Impact) (NES-MI) and may produce a no-impact determination on listed species in the vicinity and incorporate avoidance measures.
- The Environmental Initial Study must identify significant environmental impacts for this project and document the mitigating measures to be included in the project. Consequently, the Consultant shall prepare the environmental documents, and distribute legal notices to affected residents / business operators.

Task 3: Draft Plans, Specifications and Estimates

- The Consultant shall develop 1 set of draft PS&E documents for BPMPL 5045(047). The Consultant shall coordinate with the City to resolve design questions or for clarification of details in advance of submitting draft documents. Draft PS&E documents should be near final condition at 60%.
- The City will provide comments to the Draft 60% PS&E submittal. The Consultant shall develop a comment response form. The Consultant will provide a response to every comment received from the Draft 60% PS&E submittal.

Task 4: Final Plans, Specifications and Estimates

- The Consultant shall develop 1 set of final PS&E document for BPMPL 5045(047). Final PS&E documents will be complete and ready to advertise. The consultant will provide all AutoCAD Civil 3D (2022 to latest edition) files for the final plans and base maps. PS&E package shall include Hazardous Materials Testing Report and abatement specifications, and general and technical specifications.
- Engineer's cost estimate should include all contract bid items. Quantity calculations shall be prepared, and unit costs developed to prepare an accurate cost estimate. Backup information used to estimate quantities and unit prices shall be provided to the City. A cross reference check shall be provided to the City ensuring that each item in the Engineer's Estimate is properly noted and described, including method of payment, with the contract specifications and that the specifications items of work are included in the estimate.

Task 5: Construction Support

- Provide on-going support services as required during the construction phase for any questions/clarifications from the Contractor and/or any revisions that may be

necessary due to unforeseen conditions including appropriate number of submittal reviews. Propose for a not-to-exceed" dollar amount within the cost for proposal for BPMPL 5045(047).

- Attend pre-bid meeting and provide bid assistance with questions and addenda.
- Attend in all pre-construction meetings with the Contractor and City staff.
- If necessary, the Consultant may be asked to respond to request for information (RFIs) during the construction phase of the project.
- If necessary, the Consultant may be asked to respond to requested materials submittals.
- Provide as-built plans.

Appendix
APPENDIX 2
BRIDGE LIST

COUNTY LOCATION	AGENCY	BRIDGE NUMBER	LOCATION	FACILITY INSERSECTED	SUFFICIENCY RATING	SD/FO STATUS	WORK DESCRIPTION	DECK AREA (SQUARE METERS)
BPMPL 5045(047)								
MONTEREY	SALINAS	44C0105	0.2 MI E CONSTITUTION BLV	GABLILAN CREEK	59.1	NOT SD	REPAIR BENT SECTION OF CORRUGATED INVERT OF PIPE, PREVENT FURTHER CORROSION ALONG INVERT OF STEEL PIPE CULVERT, INVESTIGATE AND PROVIDE ADEQUATE SCOUR MITIFATION AT BOTH ENDS OF CULVERTS.	184

Appendix
APPENDIX 3
BRIDGE LOCATION MAP



LEGEND

- HBP ELIGIBLE
- NOT HBP ELIGIBLE
- NOT OWNED BY CITY (RAILROAD OWNED)
- CITY LIMITS

SALINAS
HIGH IN LAND - HIGH IN VALUES

CITY OF SALINAS
LOCATION MAP

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