

Shadow Cliffs to Del Valle Regional Trail: Tri-Valley Conservancy Property, Livermore CA

Feasibility and Conceptual Engineering Study for the Shadow Cliffs to Del Valle Regional Trail Stream Crossing: Tri Valley Conservancy Property to Arroyo Staging Area of Sycamore Grove Park

Background

The Shadow Cliffs to Del Valle Regional Trail (Regional Trail) is a partially paved / partially natural surface multi-use trail located within Alameda County and provides connectivity between the Shadow Cliffs Regional Recreation Area (owned and operated by East Bay Regional Park District (EBRPD)) in Pleasanton, through significant open spaces of the Livermore area and unincorporated Alameda County to the Del Valle State Recreation Area (operated by EBRPD); a distance of about 7 miles.

A number of gaps along the Regional Trail remain to be completed. The vision for this trail is to eventually connect Shadow Cliffs to Del Valle with connections to other local and regional trail networks.

The longest completed paved segment of this trail is within Sycamore Grove Regional Park owned and maintained by Livermore Area Recreation and Park District (LARPD) and extends north to south from the Wetmore Rd Staging Area to the Arroyo Rd Staging Area. The longest stretch of natural surface trail commences within Camp Arroyo (EBRPD) and continues into Del Valle State Recreation Area and beyond.

To complete the connection between the existing paved trail within Sycamore Grove Regional Park and the existing natural surface trail within Camp Arroyo, Tri Valley Conservancy (TVC) granted an easement to EBRPD that will complete an approximately 600 ft. gap in the trail for public use.

A cooperative funding agreement was entered into by and between EBRPD and TVC to conduct a feasibility study for the construction of a trail bridge that will provide a crossing over the Arroyo del Valle.

Project Description

EBRPD, in cooperation with TVC are interested in determining the preferred alignment, preparing conceptual engineering design, identifying potential environmental impacts and existing utility conflicts for a proposed bridge segment of the Shadow Cliffs to Del Valle Regional Trail extending from its current terminus at the Arroyo Rd Staging Area in southern end of Sycamore Grove Regional Park (LARPD) to an existing natural surface trail on TVC property.

The existing segments of the trail are separated by the Arroyo Del Valle. The Arroyo Del Valle is a perennial stream course flowing from Lake Del Valle. Flows are controlled by the Department of Water Resources (DWR).

Analysis of alternatives for the most appropriate stream crossing facilitating public access for pedestrians, bicyclists, and equestrians is the focus of this feasibility study. The engineering and design work should follow EBRPD trail guidelines as well as other applicable engineering and design standards for bridge location and construction. Additionally, the study shall demonstrate how the bridge will meet applicable ADA requirements. Use of the bridge shall not be designed or intended for motorized vehicle use.

Location and design concepts shall identify right-of way constraints, existing facilities and natural resources potentially impacted by the proposed bridge and address any concerns of regulatory agencies and public and non-governmental stakeholders. The study will identify all regulatory permitting requirements and considerations.

Feasibility and Conceptual Engineering Report Deliverables

The deliverables will include at a minimum, the following components:

1. A text report demonstrating due diligence in considering the opportunities and constraints in regards to the physical, environmental and right of way issues involved in constructing this bridge segment, including the following:
 - a. Overview map and description of the project site including existing natural setting, existing infrastructure, existing utilities, property ownership, easements, and facilities or features adjacent to or along the proposed bridge alignment that will have a direct bearing on the final design.
 - b. Conceptual engineering drawings showing the preferred alignment location with recommended materials and structures required for construction. Provide on CD ROM disks using AutoCAD with *.dwg file extensions, release 2006.
 - c. Discussion of the potential environmental impacts of this project with identification of what type of CEQA document will be required to advance the project forward.
 - d. Identification of existing potentially sensitive habitat in the project vicinity. Review and provide information from the California Natural Diversity Database (CNDDDB) Special Status Species list known or potential listed species to occur in the area.
 - e. Preliminary cost estimates for bridge materials, bridge construction, and associated structures (fencing, retaining walls, and signs).
 - f. List of required permits from regulatory agencies.

- g. Consistency with EBRPD 2013 Master Plan guidelines, Livermore Area Recreation and Park District 2008 Master Plan, the 2014 Sycamore Grove Park Extension Resource Management Plan and other local, county, and Special District General and / or Management Plans.
2. Ten (10) bound copies of the Final Report and Adobe PDF file on disc.

East Bay Regional Park District and Tri Valley Conservancy shall provide to Selected Consultant for use in the Study:

In Electronic or Paper Format:

- East Bay Regional Park District Master Plan, 2013
- Sycamore Grove Regional Park Extension Resource Management Plan, 2014
- Livermore Area Recreational Park District Master Plan, 2008
- Current EBRPD standard details for trail entry structures

Site Visit

A site visit for prospective Consultants will be scheduled after receipt of proposals and are tentatively scheduled for the week of June 30th, 2014.

Form and Content of Proposals

Five (5) copies of the proposal must be received before the close of business **July 11, 2014** to East Bay Regional Park District: Attention Sean Dougan, 2950 Peralta Oaks Court, Oakland CA 94605

CONTENT: To simplify the review process and obtain the maximum degree of comparability, we request a proposal organized in the following manner.

- 1. Transmittal Letter**
- 2. Table of Contents**
- 3. Overview and Summary:** This section should clearly convey the Consultant's understanding of the nature of the work and the approach to be taken.
- 4. Detailed Work Program:** This section should include a full description in outline form of the work program elements to be followed in carrying out the work, a detailed description of the expected background research and final product contents by task, allocation of resources to each component of project study, any phasing of work output, product deliverable, and

reporting schedule, including final report. The work description should be broken down into a sufficient level of detail to show a clear understanding of the work proposed.

- Specific tasks and general budget allocation
- Schedule including:
 - i. Submittal dates of all deliverables including time for review periods and revisions.
 - ii. Dates for a minimum of three (3) project review meetings with EBRPD and TVC scheduled to follow submittal and review of each deliverable (including preliminary site meeting).
 - iii. Monthly invoices and progress reports submitted to EBRPD identifying specific tasks completed, itemized costs of services performed prior to the invoice, and problem areas encountered.

5. **Staffing:** This section should describe the Consultant's approach to the management of work. The management program should include a description of how the project will be staffed including the names and qualifications of key personnel and any sub-contractors who will work on the project, and the names of and amount of work key personnel and sub-contractors will be responsible for. (Resumes for all personnel should be included in an Appendix.) Staffing assignments should be specific enough to demonstrate understanding of the skills required and commitment of proper resources. No staffing substitutions shall be made without the Park District's approval.
6. **Similar Projects:** Provide a short description of previous projects, which demonstrate your qualifications for this project. Provide client references from projects (underway or completed, preferably projects which can be visited for review) for which your firm has performed services similar to those described in this RFP.
7. **Cost Proposal:** This section should provide a full description of the expected costs for the work described in this RFP. This information should allow the determination of the expenditure distribution between various components of the project, and the work breakdown by key personnel or sub-consultants. The cost of this study shall not exceed **\$25,000**. Proposals should include a fee schedule for professional services and be based on billing time and materials with a maximum lump sum fee, which will not be exceeded.
8. Proposals must bear the signature of a Principal of the firm.

Proposal Evaluation Factors

The Consultant will be selected on the basis of understanding of the project, technical approach, and allocation of resources, experience of the project team, and professional background and expertise in the area of park/trail design.

Consultant Selection Timetable

	<u>Date</u>
Send RFP	June 20, 2014
Closing Date for Receipt of Proposals	July 11, 2014
Consultant Interviews	Week of July 21, 2014
Consultant Selection and Initiation	Week of July 28, 2014
Site Visit (for selected consultant)	TBD

Work Schedule

Completion of Scope of Services and submittal of all deliverables by: **December 14, 2014**

Compensation

Compensation for consulting services shall be based on the Consultant's current fee schedule of professional services (including expenses), not to exceed the proposed maximum lump sum fee of **\$25,000** for this project.

Rejection Rights

All firms are hereby notified that the selection of the Consultant for this project and any agreements for services resulting from this Request for Proposals is dependent upon the approval of the East Bay Regional Park Districts Board of Directors. The Park District reserves the right to reject any and all submittals or to re-solicit if it is deemed to be in the public interest.

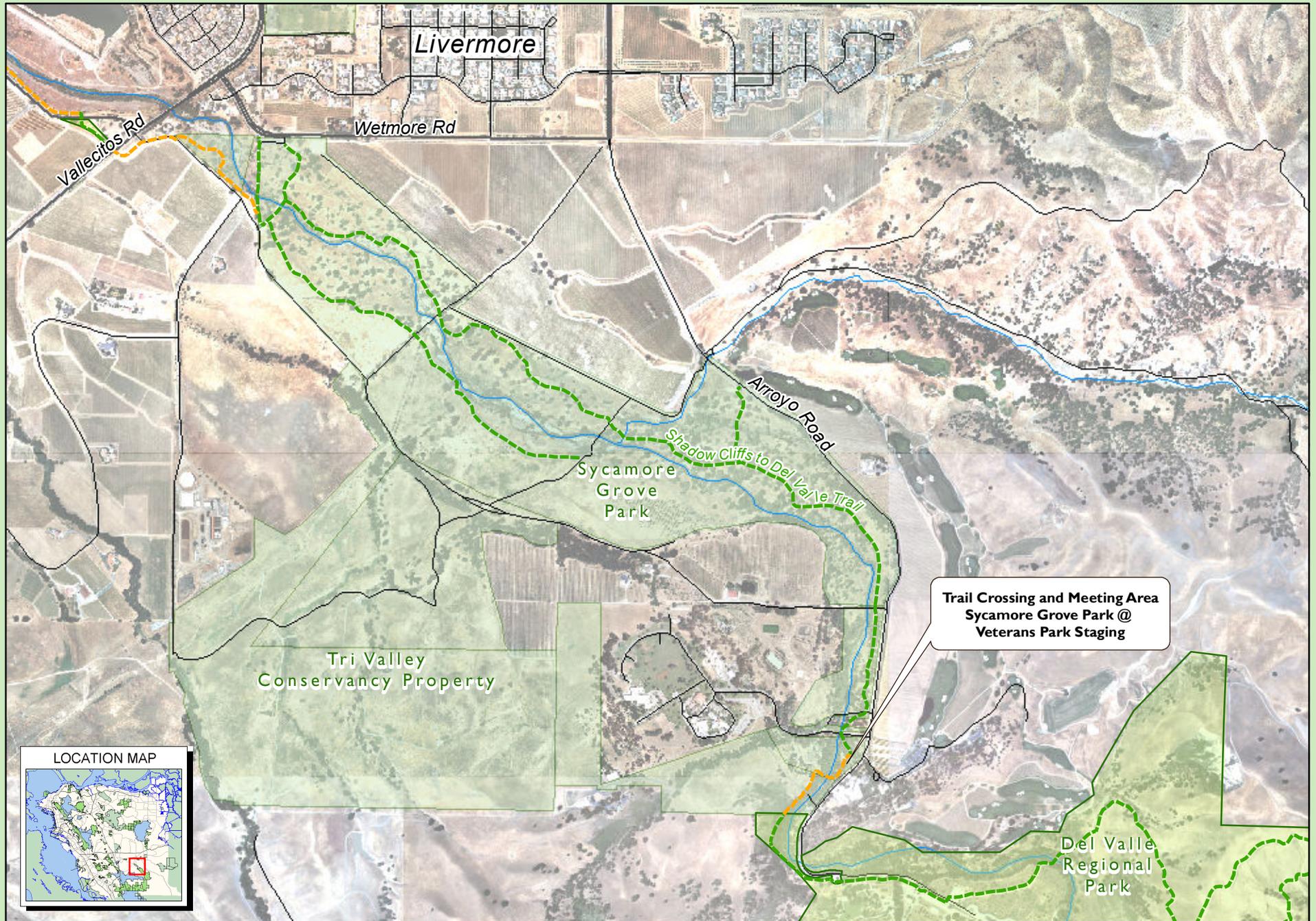
Cost of Response Preparation

The Park District will make no reimbursement for any cost incurred by a prospective Consultant for the preparation of a response to this Request for Proposals.

Attachment A, Reference map of Study Area

Attachment B, Sample copy of EBRPD standard insurance requirements.

Shadow Cliffs to Del Valle Regional Trail Tri Valley Conservancy Property



CONTRACT FOR SERVICES INSURANCE REQUIREMENTS*

CLASS A LOW RISK	CLASS B MEDIUM RISK	CLASS C MODERATE RISK	CLASS D HIGH RISK
<p><u>Contract Description</u> Sole proprietors, partnership only. Does not drive a vehicle on District property other than where allowed for the general public.</p> <p><u>Examples:</u> Instructional classes w/o equipment Report writing consultants (surveys, non-technical, software program writing, environmental) Independent Service w/o equip (horse groomer, background research)</p>	<p><u>Contract Description</u> Companies with employees and/or vehicles. May drive on non-public District property. Contract for consulting or professional service.</p> <p><u>Examples:</u> Archaeological or technical studies requiring onsite visits Inspections</p>	<p><u>Contract Description</u> Licensed professionals or companies with employees. May drive on non-public District roads.</p> <p><u>Examples:</u> Janitorial Landscaping Rock climbing Goat grazing Instructional with equipment Roto-Rooter</p>	<p><u>Contract Description</u> Corporation or individual performing analysis which may impact revenue or error in judgment may cause damage.</p> <p><u>Examples:</u> Consulting firms Engineering firms Software/architecture firms Financial consultants</p>
<p><u>Insurance Requirements</u></p> <p>NONE</p> <p>NOTE: Contract does NOT need to be routed to Risk. Cross off Risk on routing sheet and send directly to Legal Counsel and Audit Manager.</p>	<p><u>Insurance Requirements</u></p> <p><u>Automobile Liability:</u> Bodily injury and property damage in the minimum amount required by the State of California</p> <p><u>Workers' Compensation:</u> As required by law and Employer's Liability with limits of \$500,000 per occurrence (if employees are to be hired)</p>	<p><u>Insurance Requirements</u></p> <p><u>General Liability:</u> Minimum \$1 million per occurrence/\$2 million aggregate</p> <p><u>Automobile Liability:</u> Bodily injury and property damage in the minimum amount required by the State of California</p> <p><u>Workers' Compensation:</u> As required by law and Employer's Liability with limits of \$500,000 per occurrence (if employees are to be hired)</p>	<p><u>Insurance Requirements</u></p> <p><u>General Liability:</u> Minimum \$1 million per occurrence/\$2 million aggregate</p> <p><u>Automobile Liability:</u> Bodily injury and property damage in the minimum amount required by the State of California</p> <p><u>Workers' Compensation:</u> As required by law and Employer's Liability with limits of \$500,000 per occurrence (if employees are to be hired)</p> <p><u>Professional Errors & Omissions:</u> Minimum \$1 million per occurrence/\$2 million aggregate</p>

*Not for installation of new or replacement systems/construction. This reference chart is not to be used for Maintenance Agreements. Amount of contract is not relevant. "Class" of risk is the determinant.

NOTE: Contracts with other public agencies do not need to be sent to Risk.