



Request for Proposals (RFP)
Camp Pollock Water Quality and Availability Improvement Project –
Well Test and Drilling Services

Introduction

The Sacramento Valley Conservancy (SVC) is a 501(c)(3) non-profit land trust founded in 1990 on two basic principles: open lands are necessary for quality of life and we must care for the land today so future generations may enjoy its physical and spiritual benefits tomorrow. SVC's mission is to preserve the beauty, character and biodiversity of the Sacramento Valley landscape by protecting and stewarding natural and working lands, and scenic open space. SVC is the long-term manager of the 11-acres at Camp Pollock. The property is owned by the California State Lands Commission. The site is managed in accordance with the American River Parkway Plan, a guiding document which is overseen and implemented by the Director of the Sacramento County Department of Parks and Recreation.

SVC began managing Camp Pollock in 2013. The site serves more than 6,000 visitors each year for public and private events. After completing a major renovation to the Myrtle Johnston Lodge in 2016, these numbers have rapidly grown as surrounding community members discover this hidden gem. SVC is consistently implementing site improvements that broaden the scope of users to the facility and encourage community engagement. The recent addition of a Native Plant Nursery and Demonstration gardens expands community use of the property and further increases the demand for reliable quality water. The current well was improved between 2014 and 2016, but is failing (quality and quantity) to meet the demand of use.

Project Background

SVC was awarded funds through the Sacramento County Transient Occupancy Tax grant program and the American River and Community Reinvestment State Fund. This funding is targeted to certain projects to improve public access to the Lower American River Parkway and has been awarded to SVC in order to facilitate the installation of a new well and decommission of the existing well at Camp Pollock. The Water Infrastructure Improvement Project at Camp Pollock aims to install a new municipal quality well to provide clean quality water to all its visitors and decommission the existing well to in a manner that maintains surrounding water quality.

Scope of Services

SVC (“client”) is seeking to hire an individual or entity (“consultant”) to provide professional well drilling services to design and install a new municipal quality system and decommission the existing well on site, pursuant to [Chapter 6.28 of the Sacramento County Code](#) and Section 13801 of the California Water Code.

Scope of work is to include but is not limited to:

Phase I: Assess water quality

1. Project management and coordination
2. Conduct site assessments
3. Project Design and Development of Project Plan
 - a. Consultant to provide 60% plans with additional design detail. Using the provided map Exhibit A to determine a suitable location for the new well, maintaining appropriate distance from existing infrastructure.
4. Obtain all necessary Environmental Compliance and Permitting prior to start of construction, including but not limited to Boring(s), New Supply Well, Pump Installation and Well Destruction permits.
5. Conduct Boring(s) and install zone tests to determine if acceptable water quality exists on site in order to move forward.
6. Obtain lab testing for Title 22 Drinking Water Parameters and submit test results for review/approval to SVC and California State Land Commission prior to continuing to Phase II.

Phase II: New well installation and decommission of old well.

1. Complete Project Design. Submit 100% Plans and Technical Specifications
2. Well Borehole Siting. Location of the well should take into consideration the hydrogeological, surface, population, access, distribution and maintenance factors provided in the map included as Exhibit A.
3. Installation of Well Casing. Well casing should be made of PVC or Steel. All materials must be new and selection of materials shall be left up to the discretion of the contractor.
4. Plumbness and Alignment. Well should be specified to be no more than 1 percent of true vertical. This should be constantly checked during the drilling operation. If the consultant departs from this, they should be made to stop and correct the problem. If they cannot, then the drilling should cease and drilling of a new borehole starts. If it is through the carelessness of the driller, they should bear the costs of the failed borehole
5. Pump Installation. Pump selection must take into account the needs of the facility as illustrated in the map included as Exhibit A.

6. Well Development. Well should be developed so that it does not produce excessive sand which will cause excessive wear and tear of a pump and require it to be replaced much earlier than normal. Well development is also required to remove silts, clays, and drilling mud deposited in the borehole during the drilling process.
7. Create trenching for all necessary water and electrical lines described in site plan
8. Decommission the old well. Tasks include proper disposal of old infrastructure, sealing, and recording of decommissioning as required.
9. Surface Completion
10. Ensure appropriate grading is achieved
11. Provide Final Report for work completed. Documentation of Work should include:
 - Well location by GPS (global positioning system)
 - Well identification number or nomenclature.
 - Well driller's name and/or organization.
 - Depth drilled and depth of completed well.
 - Formation description by depth, including: predominant material(s), color, size and hardness or texture.
 - Annular seal depth and material used.
 - Depth and height above ground of all casings and liners, diameters, types of material (e.g. PVC, steel), and schedules or wall thicknesses.
 - Full description (material, size, quantity, etc.) and location by depth of all perforations, screens, pack, and any other component of the well.
 - Date and depth to static water level.
 - Date and results of yield test.
 - Results of Water Quality Tests conducted by the recognized laboratory

Scope may be expanded to include the design and installation of new well enclosure and installation of protective shade structure, as well as the decommissioning and removal of old well infrastructure. These tasks are not required as part of the proposal submission, but may be included in the scope if the consultant chooses and has experience in providing these services.

Final project deliverables shall be **delivered to Conservancy no later than May 1, 2023**

Assumptions

- The consultant will be required to post payment and performance bonds for 100% of the contract amount, maintain a minimum of \$1 million in commercial general liability insurance which names the City and State as additional insureds, maintain a minimum of \$1 million auto liability insurance, and maintain worker's compensation insurance which includes a waiver of subrogation of the City if the Project is located on City property.

- The consultant must warrant that the Project improvements will be free from any defects in materials and workmanship for a period of one (1) year following the date of final acceptance. The consultant's warranty may exclude damages or defects caused by: (i) ordinary wear and tear of the Project improvements under normal usage, (ii) abuse or neglect by other persons, (iii) vandalism and acts of God, and (iv) City employees and agents.

- Pursuant to Labor Code Section 1773, SVC requires the awarded consultant and subcontractors to pay their construction workers not less than the general prevailing rate of wages for such workers' craft or trade, as determined by the Director of the Department of Industrial Relations (DIR) as of May 24, 2022. In accordance with state laws and DIR's regulations, at a minimum these requirements include that the consultant and all of its subcontractors must be certified with the DIR, the Project is registered with DIR, daily reports describe the work performed, workers have been interviewed to insure proper classification, verification of fringe benefit and if applicable overtime payments occurs, apprentices were requested, and training fund payment is made. SVC will require a contract that requires the winning consultant to abide by these Prevailing Wages.

- SVC requires the consultant to commence construction of the Project no later than three (3) months after contract award, unless an extension is approved by the City and if applicable the State, and thereafter shall ensure that the consultant diligently works to complete construction of the Project in a timely and efficient manner on or before the contract completion date.

Timeline

- Proposals must be received by **October 10, 2022**
- Selection will be made by **October 15, 2022**
- Services Agreement to be complete by **October 20, 2022**
- **Project to begin upon completion of Services Agreement.**
- Phase I Final deliverables shall be completed by **December 31, 2022.**
- Phase II Final deliverables shall be completed by **March 1, 2023**

Proposal Submission Instructions

The proposal shall include the following combined into a single pdf:

Cover Letter – Include RFP project name and contractor information.

Technical Approach – Your proposed approach to the project and brief description of design ideas. Include a project timeline that corresponds to the timeline listed above.

Background – Briefly describe your background and qualifications, including resume(s) and electronic examples or links to similar work or products.

Budget – Provide a detailed budget.

References – Provide contact information for two professional references.

The criteria and scoring system will be based on the following:

1. Qualifications and Experience. Scoring based on the likelihood that it will meet the requirements of the Scope of Project (15 points).
2. Technical Approach Evaluation. Scoring based on a thorough and detailed approach (20 points).
3. Budget. Each proposal will be rated on its proposed cost-efficiency and fit to the grant task (15 points).
4. Please note any business or specialty certifications in your background information.
5. Please provide two professional references.
6. Final proposals will be selected by a project committee.

Please submit a complete proposal (details above) on or before **Oct. 10, 2022**.

Please submit clarification of the specifications contained in this RFP by **Sept. 30, 2022**.

Contact: Kelly Hopkins, Executive Director Sacramento Valley Conservancy

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Exhibit A:

