



DATE: February 18, 2020

TO: Mayor and Members of the City Council

VIA: Jeff Moneda, City Manager

FROM: Norm Dorais, Public Works Director/City Engineer

SUBJECT: LEVEE PROTECTION PLANNING AND IMPROVEMENTS PROJECT
(CIP 301-657) - ISSUE REQUEST FOR CONTRACTOR
QUALIFICATIONS

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution authorizing staff to issue a Request for Contractor Qualifications for the Levee Protection Planning and Improvements Project (CIP 301-657).

EXECUTIVE SUMMARY

With the permits secured for the Levee Protection Planning and Improvements Project (CIP 301-657), the plans and specifications are being finalized. While the plans and specifications are being finalized, and prior to the formal solicitation of bids, the next step is to prequalify the contractors for the upcoming project. The prequalification of contractors helps to create a pool of contractors that have the quality, capacity, financial soundness and demonstrated expertise to perform work on a project of this particular size and complexity. The prequalification will weed out contractors with a history of safety violations, performance failures, revocation of license lack of qualifying experience on similar projects and inadequate bonding capacity. The prequalification is not intended to cover any aspect of the proposal for the project or factors related to the indicative contract.

BACKGROUND

On January 3, 2020, the City secured the U.S. Army Corps of Engineers permit for the

Levee Project. This was the last permit required for the Levee Protection Planning and Improvements Project (CIP 301-657) that allows for the project design to be completed and the plans and specifications to be prepared. At the January 27, 2020 Council Meeting, Tanner Pacific, Inc. was selected to provide construction management services for the project. They have already begun assisting the City by providing input into the prequalification process that will be required for contractors to bid on the project.

ANALYSIS

The overall purpose of the prequalification process is to ensure there is a reasonable prospect that each bidder who participates in submitting a bid will have the demonstrated ability (expertise, capitalization and resources) to perform the final contract in a satisfactory manner. Prequalification is very common on major projects especially when there is a need for specific levels of expertise such as is required for the levee project.

The prequalification limits prospective bidders for the specific construction project to contractors who demonstrate themselves to be qualified to construct the project. When the prequalification process is used for a project, only contractors who have complied with the prequalification process and have been determined qualified will be eligible to submit bids for the project.

The Request for Contractor Prequalification (Attachment 2) contains the Notice to Contractors, specifies the License required to perform the work required for the levee project and the Prequalification Questionnaire. Based on the proposed schedule, the Prequalification Questionnaire will need to be completed in its entirety and submitted by 2:00 PM on April 2, 2020 along with a signed certification statement as stated in the Request for Contractor Certification.

An evaluation panel comprised of staff and key staff from Tanner Pacific will review and evaluate the submittals to determine a list of qualified contractors to bid the project.

A formal Notice of Determination will be issued by the City to each contractor who submits a complete response to the Request for Contractor Qualifications at least 10 days prior to solicitation of bids. A list of prequalified contractors will be available during the bid period from the City. Based on the current schedule, the Call for Bids for the construction contract is anticipated in May 2020.

Staff is recommending the City Council adopt the attached resolution authorizing the issuance of the Request for Contractor Qualifications.

FISCAL IMPACT

There is no fiscal impact from this action.

Attachments:

- Attachment 1 - Resolution
- Attachment 2 - Request for Contractor Qualifications*

*A copy of the Request for Contractor Qualifications for the Levee Protection Planning and Improvements Project (CIP 301-657) is available for review in the City Council's Office.