



23187 Connecticut Street
Hayward, CA 94545

T: (510) 783-7744
F: (510) 783-3903

acmad@mosquitoes.org

Board of Trustees

President

Victor Aguilar

San Leandro

Vice-President

Cathy Roache

County-at-Large

Secretary

Steven Cox

Livermore

Tyler Savage

Alameda

Robin López

Albany

P. Robert Beatty

Berkeley

Kashef Qaadri

Dublin

Courtney Welch

Emeryville

George Young

Fremont

vacant

Hayward

Jan O. Washburn

Oakland

Eric Hentschke

Newark

Hope Salzer

Piedmont

Valerie Arkin

Pleasanton

Subru Bhat

Union City

Ryan Clausnitzer

General Manager

Request for Proposal (RFP)

NEW STORAGE STRUCTURE

ISSUED: April 25, 2023

REQUESTS FOR INFORMATION DUE: May 12, 2023

PROPOSALS DUE: May 23, 2023



Table of Contents

- I. Introduction**
- II. General Conditions**
- III. RFP Schedule**
 - **Requests for Information**
 - **Notice of Intent to Submit Proposal**
 - **Selection Process**
- IV. Project Description/Scope of Work**
- V. Proposal Format**
 - **Cover/Transmittal letter**
 - **Executive Summary**
 - **Company Profile**
 - **Project Experience**
 - **Project Team**
 - **Proposed Schedule**
- VI. Evaluation Criteria**

Request for Proposal

I. Introduction

The Alameda County Mosquito Abatement District (“ACMAD”) is soliciting proposals from a qualified contractor (“Contractor”) to build a new CMU storage structure (“NSS”) at 23187 Connecticut Street, Hayward, CA 94545.

ACMAD’s mission is committed to improve the health and comfort of Alameda County residents by controlling mosquitoes and limiting the transmission of mosquito-borne diseases.

ACMAD is an independent special district, which means it is a type of local government that delivers specific services to residents within its district’s boundaries under the governance of its own Board of Trustees. The Board of Trustees consists of 15 members. A trustee is appointed by the city council for each of the fourteen incorporated cities within the district and the Alameda County Board of Supervisors appoints one trustee representing the County-at-large. Each trustee serves either a two- or four-year term.

II. General Conditions

- All labor must fall in accordance with the Prevailing Wage criteria. Registration with the Dept. of Industrial Relations is required. Upon completion of the project, a detailed list of labor and material will be provided to the district.
- Compliance with any demo/recycling programs for the City of Hayward.
- A detailed list of electrical, mechanical, and structural components required for removal or addition to complete project.
- All submitted quotes will be reviewed and responded to within 5 days.
- The Contractor is responsible for reviewing and understanding all terms of this RFP. Failure to thoroughly examine or request clarification on RFP terms may result in disqualification.
- Any bid may be withdrawn at any time prior to the due date with a written request signed by the authorized Contractor representative. Revised proposals may be submitted up to the original due date/time.
- Issuance of this RFP and receipt of proposals does not commit ACMAD to move forward with an award or complete the project described. ACMAD reserves the right to postpone the RFP award process, to accept or reject any or all proposals received in response to this RFP, and to modify the scope of the project at any time.
- An award under this RFP may not be based solely on the lowest price but will be made to Contractor with the best overall value proposal. The successful proposal will meet the project site design guidelines and provide a service level acceptable to ACMAD.
- Bid proposals shall remain valid for 45 days after private opening of the proposals. If ACMAD decides to move forward with a certain bid, contract will be executed within the 45-day time frame, or Contractor will be allowed to revise pricing.
- Upon award, Contractor will secure all appropriate licenses to complete the scope of work in this RFP.
- Agreement and compliance with ACMAD’s Contractor Safety and Orientation Plan.
- Insurance Coverage:
 - Automobile insurance
 - Commercial general liability insurance
 - Workers’ compensation insurance as required by California statutes.

Below is a copy of the full set of plans as submitted AND permitted.

https://www.dropbox.com/s/4tsvhe0l78e641k/1_Submittal%20Set%20Rev1%204-7-23.pdf?dl=0

For emailed copies, scheduling a site inspection, requests for information, RFP submissions, or additional questions please contact:

Mark Wieland, Mechanical Specialist/Project Coordinator

T: 510-925-1751

E-mail: markw@mosquitoes.org

III. RFP Schedule

The schedule for this RFP is indicated below. It may be modified at the discretion of the ACMAD. An addendum will be issued in the event of any scheduling changes.

RFP Advertised/Released	April 25, 2023
Site Walks Performed	Contact Mark Wieland
Requests for Information (RFIs) Due	May 12, 2023
Answers to RFIs Distributed	3 business days after request made
Notice of Intent to Submit Proposal	May 9, 2023
Proposal Due	No later than 2:00 p.m. (PT) on May 23, 2023
Notice of Intent to Award	June 2, 2023
Fully Executed Contract	TBD
Project Notice to Proceed	TBD

- Requests for Information – Responses to individual Proposer questions will be made available to all Proposers that submit a notification.
- Notice of Intent to Submit Proposal – Respondents must present their notice of intent to submit a proposal via email to Mark Wieland (markw@mosquitoes.org) by the scheduled date to ensure receipt of all addendums and other project documents. Addendums to this RFP based on submitted technical questions, along with changes to the proposal schedule, will be issued via email to all respondents who have submitted a Notice of Intent to Submit Proposal.
- Selection Process – Depending on the number and quality of the proposals received, ACMAD reserves the right to either select a vendor or to shortlist two to three companies. Shortlisted companies will be asked to present their proposal to the decision team and answer any outstanding questions.

It is the responsibility of each proposer to be familiar with all the specifications, terms and conditions and the site condition (if applicable). The proposer agrees and acknowledges all RFP specifications, terms, and conditions and indicates the ability to perform by submission of a proposal. By the submission of a proposal, the proposer certifies that if awarded a contract, they will make no claim against ACMAD based upon ignorance of conditions or misunderstanding of the specifications.

IV. Project Description/Scope of Work

The project area will be cleared of existing equipment and structures by ACMAD prior to the project's scheduled start date. Contractor is responsible for, but not limited to the following:

- Removal and disposal of existing pole mounted luminaire, neighboring property fence and fence curb to accommodate new building location.
- Demolition of existing asphalt and provision for new concrete footing and interior slab to accommodate new CMU building dimensions, as well as a concrete extension at the entrance, doubling as a swale to channel water around the building.
- Construction of new CMU building, approximately 1,115 square feet, as per architectural drawings, including four skylights, two powered roll-up doors, one man door, and one wall mounted louver.
- Provisions for electrical: interior and exterior lighting, roll up doors, roof mounted ventilation/exhaust system, and available power for future equipment per schedule.
- Provisions for plumbing: four floor drains, two floor sinks, interior hose bibb, and backflow device.
- Modifications and relocation of existing solar pull boxes and conduit are to be conducted under the approval of ACMAD and Solar Technologies (original contractor) to abide by warranty terms.

V. Proposal Format

Please include the following sections in your proposal submittal in the following order:

- **Cover/Transmittal letter:** Cover letter must be addressed to ACMAD and signed by a legally authorized representative of Contractor. The cover letter must summarize key provisions of the proposal and must include name, address, phone and email of the Contractor contact.
- **Executive Summary:** Include key provisions of the proposal, including understanding of ACMAD goals, pricing, brief description of proposed system, relevant experience of Contractor, and key timeline dates.
- **Company Profile:** Years in business, description of company background, applicable state licensing, OSHA background and safety protocol, insurance, and quality assurance/quality control documentation.
- **Project Experience/Reference:** Include three reference projects completed in the last five years similar in scope and size to the proposed project with direct phone numbers.
- **Project Team:** Organization chart and bios of key team members, capability to perform work. Please profile only individuals that will be working on this project. Clearly identify the project manager.
- **Proposed Schedule:** Identify key project milestones and include any review periods for ACMAD.

VI. Evaluation Criteria

ACMAD will evaluate proposals according to the evaluation criteria below. Once a preferred vendor is selected based on this step, contract negotiations will begin with that vendor. Points will be awarded based on the relative merit of the information provided in the response to the solicitation. Selection based on the total number of points awarded by the evaluation committee.

- | | |
|--|-----------|
| • Proposal Cost Effectiveness | 35 points |
| • Technical Approach/Implementation Schedule | 30 points |
| • Company Qualifications/Project Experience | 20 points |
| • Project Team, Experience and Approach | 15 points |

ACMAD may elect to conduct interviews with selected respondents to ask questions or for more detail on the proposed project and reserves the right to seek supplemental information from any respondent at any time after official proposal opening and before award. This will be limited to clarification or more detail on information included in the original proposal. Upon acceptance of a proposal and intent to award, the successful respondent will be requested to execute and return all required project documents and certificates of insurance within 21 days from the Notice of Award. Should the selected firm fail or refuse to execute the project documents, ACMAD reserves the right to accept the proposal of the firm offering the next best value.