



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

REQUEST FOR BID

Request for Bid: Seismic Upgrade of Erba Lane Fire Station.

Submit Bids to: Scotts Valley Fire District
7 Erba Lane
Scotts Valley, CA 95066

Direct Inquiries To: Jeff McNeil, Battalion Chief
(831) 438-0211

Bid must be Submitted By: Friday, February 18, 2022
12:00 Noon
Late Submittals Not Considered

Project Description

This project consists of the evaluation and seismic upgrade of the Fire Station located at 7 Erba Lane, Scotts Valley, CA 95066.

Scope of work will include the engineering services to prepare an ASCE 41 Tier 1 and 2 evaluation, as well as prepare construction documents including plans, specifications, and estimates for use in competitive bidding and construction of this project.

Project will be divided into four phases:

1. Phase 1 will include data collection, creating as-built structural drawings, testing, and performing the ASCE 41 Tier 1, and Tier 2 deficiency evaluation. Evaluation will be for the structural elements of the building only. Nonstructural components will **not** be evaluated as part of this proposal.
2. Phase 2 will include the structural design of the required repairs determined during Phase 1 and the production of construction drawings.
3. Phase 3 will include bidding phase support.
4. Phase 4 will include construction phase support.

The analysis shall result in a summary of structural findings from which conclusions and recommendations can be made for selecting or upgrading the primary structural systems.

Design Phase Services

Phase One – Tier 1 Evaluation and Tier 2 Deficiency Based Evaluation

1. Participate in correspondence with Fire Chief and members of the design team as may be required to accomplish the tasks identified during this phase.
2. Visit the project site with the members of the project team to learn about the project site and its opportunities and constraints.
3. Develop a scope of services and subcontract with sub-consultants to provide specialized services outlined in the proposal.
4. Field measure and photo document the structural portions of the building.
5. Prepare as-built structural drawings of the building.
6. Perform a Tier 1 Screening and a Tier 2 Deficiency-based evaluation in general accordance with the provisions of ASCE 41-17 *Seismic Evaluation and Retrofit of Existing Buildings*.
7. Prepare a report that will contain an evaluation of potential solutions, considerations involved, and recommended solutions and opinions of estimated Design Costs.
8. Prepare and deliver one or more conceptual drawings and/or sketches addressing the relevant design issues.
9. Prepare a rough order of magnitude of estimated construction costs for the portions of the project represented by the findings.
10. Provide the administrative support necessary to perform these services.

Phase Two - Construction Documents

The actual scope for Phase Two will be informed by the findings in Phase One and fully developed after the completion of Phase One. This preliminary scope is intended to develop a budget for the structural design work.

1. Participate in correspondence with Fire Chief and members of the design team as may be required to accomplish the tasks identified during this phase.
2. Prepare and deliver final structural engineering calculations for major seismic components and elements of the primary structural systems.
3. Prepare and deliver final structural engineering drawings sufficiently detailed for competitive bidding and the guidance of a qualified, experienced contractor during construction of the proposed improvements. Drawings will be submitted at a 90% level for review and comment by the project team. After receipt of the reviewed 90% drawings, SE will complete the design and preparation of 100% level drawings suitable for the Building Permit submittal.
4. Prepare and deliver technical specifications in short format on the plans for items included in the drawings. Specifications will be submitted at a 90% level for review and comment by the project team. After receipt of the reviewed 90% specifications, SE will complete the preparation of 100% level specifications.
5. Assist in obtaining approval of SE parts of the project by the Building Official by responding to one set of plan check comments.
6. Update the final opinion of estimated construction costs for the portions of the project represented by SE drawings.
7. Provide quality assurance and quality control reviews of the final construction documents by a senior engineer.
8. Provide the administrative support necessary to perform these services.

Post Design Phase Services

Phase Three - Bidding Support

1. Attend an on-site, pre-bid meeting with interested bidders. Collect bidder's questions and prepare and deliver a Bid Addendum to all bidders, if required.
2. Provide the administrative support necessary to perform these services.

Phase Four - Construction Support

1. Participate in correspondence with Fire Chief, General Contractor, the staff of the Building Official, and other members of the design team as may be required to accomplish the tasks identified during this phase.
2. Participate in a pre-construction meeting to answer questions about design intent or the interpretation of the documents before work at the site.
3. Review requests for change orders if they may arise.
4. Prepare and issue bulletins in response to RFI's during construction, if needed, for clarification of our drawings or specifications.
5. Review submittals and shop drawings, submitted through and checked by the General Contractor, for general compliance with the intent and requirements of the Construction Documents.
6. Visit the construction site at 3 milestone points to observe the progress of construction and its general conformance to the Construction Documents and prepare and deliver Site Observation Logs.
7. Review laboratory test reports for engineering items detailed in the drawings or called out in the specification for conformance to the Construction Documents. Notify SVFPD regarding reports indicating non-conforming items.
8. Provide the administrative support necessary to perform these services.