

EAST ORANGE COUNTY WATER DISTRICT

REQUEST FOR PROPOSALS

FOR

WHOLESALE SYSTEM 6 MG RESERVOIR SEISMIC RECONSTRUCTION PROJECT – PHASE 1: PRELIMINARY DESIGN REPORT

I. INTRODUCTION/BACKGROUND

The East Orange County Water District (District) is seeking an engineering consultant (Engineer) to prepare a Preliminary Design Report (PDR) for the District’s Wholesale Zone (WZ) 6 MG Reservoir. The PDR will include a seismic parameters report, evaluation of construction materials, topographic mapping, alternative construction methods analysis, along with thirty percent (30%) plans.

The District encompasses an area of approximately 10,000 acres in the City of Orange. It operates as a wholesale and retail water supplier servicing central Orange County, specifically the City of Tustin, a portion of the City of Orange, and adjoining unincorporated communities of North Tustin, East Tustin, Red Hill, Lemon Heights, Cowan Heights, Orange Park Acres, and Panorama Heights. The District lies east of the Costa Mesa (55) Freeway, north of the Santa Ana (5) Freeway, west of Jamboree Road, and south of Santiago Canyon Road.

In July 1985, EOCWD incorporated the County of Orange Waterworks District No. 8 (OWWD#8) which became the EOCWD “Retail Zone” (RZ). The original EOCWD then became known as the “Wholesale Zone” (WZ). EOCWD provides water to a population of approximately 100,000 throughout the WZ service area.

EOCWD receives its water from the Lower Santa Ana River Groundwater basin, managed by Orange County Water District (OCWD), and receives treated water from the Metropolitan Water District of Southern California (MET) through the Municipal Water District of Orange County (MWDOC). The WZ system serves the City of Tustin Water Services Division, Golden State Water Company, Irvine Ranch Water District, City of Orange Water Division, and the District’s Retail Zone. In recent times, the District has also distributed groundwater from its RZ through the WZ.

The District pumps groundwater from two active wells located within its service area and imports treated water from the Diemer Filtration Plant delivered through three imported water connections, OC-43, OC-48, and OC-70.

II. PURPOSE/OBJECTIVE

The existing 6 MG Reservoir is a concrete, hopper bottom reservoir constructed in 1963 alongside a raw water treatment plant. The reservoir is supplied from the OC-70 pump station, which is located along Jamboree Road within the Peters Canyon regional park. The pump station (finished floor elevation of about 592’) pumps up to the 6 MG Reservoir (base elevation of about 765’ with an overflow elevation of about 790’). Recently, the treatment plant was demolished and is no longer a part of the site.

As a primary reservoir integral to the District’s operation, numerous reports have been prepared regarding the 6 MG Reservoir. Originally built in 1963, this reservoir has undergone several inspections along with various specific improvements. In 1997, the roof was removed and reattached with improved hardware after significant damage caused by high winds. In 1999, a seismic evaluation resulted in a seismic retrofit in 2000,

which consisted in adding rock anchors to the base of each concrete pier in order to provide increased resistance to seismic overturning perpendicular to the north and south walls.

As part of a preliminary design report effort, the selected design engineer shall evaluate the existing reservoir site and prepare/identify the following design elements:

- a) Analyze and mitigate risks from both seismic activity and wildfires.
- b) Site layouts required for a replacement reservoir including allocations for support structures (electrical/communications/SCADA) and access/maintenance vehicle parking.
- c) Any fatal flaws which would prevent the reservoir from being constructed on the existing site.
- d) Site improvements necessary for construction of the infrastructure (e.g. retaining walls, etc.). Include any phasing necessary to maintain water/fire service to existing customers during construction of the facilities.
- e) Water Quality considerations, including the potential addition of a reservoir management system.

The key objectives of the project include:

1. Meet with District staff to confirm operations, hydraulics, connection points, sizing, layout, and electrical and instrumentation needs, including communications. Several existing cell towers are present adjacent to the current reservoir.
2. Evaluate existing site topography, geotechnical recommendations, and other site parameters.
3. Prepare a preliminary design report which includes preliminary design of the reservoir replacement, recommended site layouts, proposed phasing plan, and estimated construction costs. Additionally, system water quality should be evaluated to confirm what may be needed for proper cycling of the reservoir during winter or other low demand conditions (mixing and/or RMS).
4. Prepare an anticipated construction schedule including construction of a temporary reservoir, the replacement reservoir, and RMS, as well as key sequencing or constraints to keep existing customers in service.

This Request for Proposals (RFP) describes the project, the required scope of services, the consultant selection process, and the minimum information that must be included in the Proposal. Failure to submit information in accordance with the RFP requirements and procedures may be cause for disqualification. The District reserves the right to waive minor proposal deviations or omissions in its sole discretion. The District reserves the right to award a contract only for the Preliminary Design effort. While it is the District's intent to follow this preliminary design effort with an agreement for final design, no final design effort is promised or guaranteed to the selected design engineer. The District will determine whether to award a contract for the Final Design on the basis of the results of the Preliminary Design effort and funding available.

III. SCOPE OF SERVICES

The District's stated objective is to receive quality submissions from qualified consultants who can assist EOCWD with the preliminary design for the 6 MG Reservoir Replacement Project. It is essential for the selected consultant to have (a) reservoir design knowledge, (b) knowledge of local requirements impacting the project, and (c) scheduling, sequencing, and coordination expertise. Close coordination with District staff shall be maintained to ensure staff knowledge is captured and integrated, as appropriate.

The following elements should be considered a framework for the scope of services to be used in proposal formation for the project. The District understands this RFP may not fully describe the services envisioned. EOCWD will be relying on the Consultant to provide modifications or amplifying information to the scope of services described herein based on their professional expertise in this subject area to improve the project. The

Consultant is encouraged to incorporate items deemed necessary to meet the needs of the District in completion of the project, including attending any necessary meetings with EOCWD to gather information, receive input and approvals, and review preliminary results.

Project Elements

Baseline Research

Review the available data and information, perform site visits, and meet with EOCWD to confirm the information and the approach. Review previous plans, studies, and reports for pertinent data to obtain past methodology and review past recommendations.

Prepare Material Analysis and Seismic Parameters Study (TM)

Prepare and submit a technical memorandum which discusses the following items:

- Seismic parameters of the site, to fully understand seismic conditions at the site
- Tank material alternatives analysis to include life cycle maintenance, ease of conducting routine maintenance (e.g. cleanout, painting, etc), cost, and any other relevant evaluation parameters
- Alternatives for maintaining water service to the service area during periods when the reservoir is out of service for routine maintenance
- Alternatives for maintaining water service to the existing system while the new tank is being constructed.

A separate Tech Memo (TM) may be prepared and submitted for review showing the results of this task together with proposed plan view layouts of the site and a discussion of critical issues to be considered during design. A minimum of two alternatives should be evaluated and presented in the study for review unless it is determined through discussions with EOCWD that multiple alternatives are not feasible. A recommended layout for the site shall be identified.

SCADA connectivity at the reservoir site is critical to the District's mission. The selected consultant shall coordinate with District staff to ascertain the best method and equipment to maintain this connectivity to EOCWD's system and document the selected system into the study and preliminary design report.

Topographic Mapping, Survey, and Geotechnical Studies

This task includes survey, mapping, and geotechnical information needed for the proposed reservoir location. Consultant shall complete field and aerial surveys as necessary of the reservoir parcel to support the siting and preliminary design efforts.

A geotechnical consultant may be retained by the Consultant if the previous information is deemed to be lacking information needed to analyze the reservoir site. Consultant shall coordinate with geotechnical sub for any and all geotechnical information required for the design of the replacement reservoir. Relevant geotechnical information shall be included in the PDR.

Prepare Preliminary Design Report (PDR)

After review and concurrence of the materials analysis and parameters by EOCWD, Consultant shall prepare a Preliminary Design Report (PDR) finalizing project design concepts and criteria. The PDR will include key findings from the research performed, recommended site improvements, and an opinion of probable construction costs for the facility. Attach any Technical Memoranda as appendices.

Consultant shall meet with the District to present and discuss the draft report, revise the report incorporating EOCWD's comments, and prepare a final PDR. The draft and final PDR should include 30% complete preliminary drawings for the recommended project. The PDR should include but not be limited to:

Reservoir Sizing

Review and refine system planning and design criteria such as:

- Operational, fire, and emergency storage needs, or overall storage needs
- System redundancy criteria
- Discussion/analysis of the various supply and demand scenarios. Utilization of the reservoir could change in the future. It is currently anticipated that the WZ retail agencies will be utilizing more groundwater. Scenarios should consider 0% import (100% groundwater), 100% import (emergencies due to groundwater impacts), and a mix of the two for sizing purposes.

Replacement Reservoir Layout

Consultant shall prepare a site layout for the proposed reservoir location showing the connecting pipelines, power and SCADA, and any other aboveground facilities. Locations should carefully consider access for operation and maintenance, and avoidance of high traffic areas. Site location shall consider all existing constraints located on the parcel such as site conditions, easements, other utilities, etc.

Additionally, system water quality shall be addressed for proper cycling of the reservoir in low demand conditions. The location (and design) of the RMS shall be discussed and shown in the 30% drawings.

Construction Cost Estimate and Schedule

Consultant shall prepare an opinion of probable construction cost broken down by the major items of work. The costs should be inflated to the mid-point of expected construction. Prepare a construction schedule showing, at a minimum, completion of the plans, bidding, award, construction, and start-up. Identify key construction constraints and sequencing to keep existing customers in service.

Project Management, Meetings, and QA/QC

This task addresses the management responsibilities associated with proper scheduling review, budget control, invoice preparation and coordination with EOCWD and Consultant's project team. Consultant shall provide project management to achieve the project objectives and stay within budget and on schedule. Notify the District immediately if any budget or schedule variances are expected.

Progress reports shall be submitted monthly with invoicing. The progress report and invoice should include:

- Work completed over the past reporting period
- Next deliverable due date
- Any issues which would delay delivery of the project on time
- Budget overview, including contract value, previously invoiced, current billings, invoiced to date, remaining budget, and % complete.

Consultant shall schedule as many meetings as necessary to complete their work, but at a minimum, shall participate in two (2) scheduled meetings with EOCWD through the course of the study. These meetings shall include:

- Project kickoff meeting and site visit (1)
- Draft study review

Consultant shall prepare meeting agendas and minutes for each of these meetings, which will be distributed to all attendees. If additional meetings are anticipated during the course of the project, include those efforts into the proposal cost and schedule.

Prior to submitting any materials to EOCWD or other agencies, Consultant shall provide quality assurance and quality control (QA/QC) reviews in accordance with the Consultant's internal processes and procedures. The reviews will provide an independent check of the work. All submittals will indicate the name of the reviewer.

IV. PROPOSAL INFORMATION

The proposal will be limited to a maximum of fifteen (15) pages (single sided) exclusive of appendices which may contain detailed resumes, preprinted brochures and other standard material.

The proposal shall include the following information:

- Statement of understanding by the consultant with respect to the project.
- Proposed Scope of Work, including a project schedule with schedule of meetings, task milestones and deliverables.
- Listing of the project team, including the project management organization and individual resumes. Key personnel, as defined by the Consultant, assigned to the project shall not be reassigned without prior EOCWD written approval.
- Listing of similar projects completed by the consultant's team. The specific experience of the project manager and project team must be provided, with references and telephone numbers. It is desirable that the proposed project manager demonstrates similar experience on a minimum of 5 projects. The office location of each team member should be identified.
- Include an analysis of the estimated hours and cost for individual tasks depicted in the Scope of Work submitted in a separate file or sealed envelope.
- Descriptive disclosure of any joint venture and/or proposed subcontract arrangements, which would be utilized during this project.
- Documentation that personal or organizational conflicts of interest prohibited by law do not exist.
- Submittal of the firm's insurance coverage. EOCWD requires insurance coverage in accordance with Appendix 4 of the Professional Services Agreement, sample attached.

V. DISTRICT FURNISHED SERVICES

The District will make available for the consultant:

- District staff will be available to answer the consultant's questions and provide support during all phases of the work.
- Electronic copies of previous studies and other reports as needed.
- Historical WZ demands for preceding 10-year period.
- GIS files of water distribution system, if needed.

VI. SCHEDULE

The following preliminary schedule shall be used in preparing your proposal:

ITEM	TARGET DATE
Issue Request for Proposal	Wed, June 4, 2025
Pre-proposal meeting	Wed, June 11, 2025
Questions Due	Tue, June 24, 2025
Receive Proposals from Consultants	Thu, July 10, 2025
Committee Approval/Notice to Proceed	July 26, 2024
First Draft	October 16, 2025
Final Report	November 20, 2025

VII. PAYMENT SCHEDULE

It is anticipated that this project will be completed on a negotiated “Time and Expense, Not to Exceed” contract price. Progress payments will be made in accordance with an agreed upon schedule. This schedule shall link payments with specific tasks to be submitted with the completion of each task or phase.

VIII. SAMPLE AGREEMENT/INSURANCE REQUIREMENTS

Attached is a sample Professional Services Agreement, which will be utilized by the District for this project. Please note the insurance requirements in the Agreement.

IX. SELECTION PROCESS

The District will use the following selection criteria to evaluate the proposals:

- Related experience and past performance of the firm and location of the office where the work will be performed. How the location will affect the responsiveness and project costs will be considered.
- Familiarity with and capability to professionally perform all aspects of the work. This includes project management, budgetary control, responsiveness, adherence to schedules, quality control and communications.
- The qualifications and experience of key personnel with emphasis on the Project Manager. It is

desired that the Project Manager have familiarity with the East Orange County Water District's system. It is imperative that continuity of the key personnel be maintained throughout the project. Changes can only be made with written approval by the District.

- The ability to commence work immediately after execution of the contract and completion of the required work within the proposed time line.
- The consultant's planned approach and scope of the proposed project. This will include the manner and clarity in which both are presented in the proposal.

A selection committee will review and rank all proposals. The top two firms may be invited for proposal presentation and an oral interview before the selection committee. The District will negotiate a final fee for the Scope of Services with the selected firm.

If an agreement cannot be reached with the top-ranked firm, then negotiations may be terminated and the firm will be informed in writing. The next highest ranked firm would then be invited to negotiate a final fee and scope of work.

The District reserves the right to award a contract with or without follow-up interviews, or to reject all proposals. By this Request for Proposal (RFP), the District in no way obligates itself to award a contract for this project.