



## **City of Coachella**

### **Request for Proposals to provide As-Needed Geotechnical Soils and Testing Services**

The City of Coachella is seeking professional assistance for its Engineering Division to provide professional engineering services for Geotechnical Soils and Testing Services. The purpose of the Request for Proposal (“RFP”) is to provide to the Engineering Department with the ability to obtain assistance quickly during peak workload periods. An important objective is to maintain a level of high quality engineering services and workflow methodology in the most cost-effective manner possible.

Qualified entities are invited to submit written proposals for consideration in accordance with this request. These services will be conducted under a contract with the City of Coachella, hereinafter referred to as “the City.” The engineering consultant entity is hereinafter referred to as “the Consultant”. The City is seeking proposals from a firm that will provide expertise both in the office and in the field on issues such as, but not limited to the following:

The Scope of Work is to provide geotechnical engineering services necessary for sampling, inspection and testing, site investigation and soils reports, including field exploration, drill test borings, sample soils, compacting testing, and laboratory tests. Proposers are directed to base their proposals in compliance with the Quality Assurance Program (QAP) from the City of Coachella, the type of test and frequency as indicated in appendix “D” of the QAP.

It is the intention of the City to select and contract with more than one (1) consultant for these services. The selected firm(s) will provide these services, on an “as-needed” basis, to assist construction manager. The firm must be able to provide the same level of expertise in technical services as is required in the Quality Assurance Program of the City. It is suggested that the proposals be limited to a maximum of 8-10 pages including fee proposal and references.

The firm must provide a single person to lead all consultant activities, with principle managerial control, and who represents the firm for all work performed in and for the City of Coachella. Said person **MUST BE REGISTERED CIVIL ENGINEER IN THE STATE OF CALIFORNIA.**

The City will not pay per diem or travel charges as part of this contract. The proposal shall include the hourly rates of the personnel that work in the office and in the field, proposal shall include personnel certifications as indicated in the QAP from the City of Coachella. Laboratory

and personnel shall be Caltrans Certified. The respondents are strongly encouraged to provide information in their respective proposals which will clearly answer all of the above criteria.

The final negotiated contract with the selected firm(s) will be scheduled before the City Council for approval. Final contract is contingent upon the City Council approval. A Model Professional Services Agreement (PSA) is available for review upon request.

This RFP does not commit the City to pay any costs incurred in the preparation of a response. The City reserves the right to accept or reject any and all proposals and to waive any error irregularity or informality in any proposal.

Proposals shall be received by the City **no later than 2:00 p.m. on Tuesday January 28, 2020.** Proposals submitted after that time will not be accepted.

Proposals shall be submitted to:

Attn: Gordon Fisher, Project Coordinator  
City of Coachella  
Engineering Department  
53-990 Enterprise Way  
Coachella, CA 92236

Proposals, and amendments to proposals, received after the date and time specified above will be returned to the proposers unopened.