

**PLEASANT VIEW CITY  
REQUEST FOR PROPOSALS  
MATERIALS TESTING SERVICES**

Advertisement

Pleasant View City is accepting proposals from engineering firms and certified labs (“Testing Firms”) interested in submitting qualifications and proposals for materials testing for development and city construction projects within Pleasant View City.

Pleasant View City will make the Request for Proposals (RFP) available to any interested parties from the City’s website, [www.pleasantviewcity.com](http://www.pleasantviewcity.com) and [www.jonescivil.com](http://www.jonescivil.com). Interested parties are responsible for monitoring the website(s) for information concerning the RFP and any addenda issued.

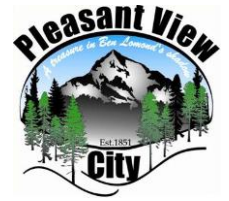
It is the intention of the City to select several firms to create a pool of pre-qualified testing firms. Testing Firms will be selected based on qualifications, experience, and cost. Testing Firms who submit proposals may be interviewed for final selection. Selected Testing Firms are expected to be available to begin work on or after January 1, 2019.

See full RFP for schedule and details.

Owner reserves the right to reject any or all Proposals, to waive any informality in a Proposal, and to make awards in the best interests of the Owner.

Owner: Pleasant View City  
By: Laurie Hellstrom  
Title: City Recorder  
Date: 09/26/2018

Publish: Sept. 28, Oct. 5, 2018



## REQUEST FOR PROPOSALS

### Schedule

Pre-Proposal Meeting: Tuesday, October 9, 2018 at 1:30 PM, local time  
City Hall, 520 W Elberta, Pleasant View, Utah  
Questions Deadline: Thursday, October 11, 2018 at 5:00 PM  
Addenda Deadline: Friday, October 12, 2018 at 5:00 PM  
Submission Deadline: Tuesday, October 16 at 2:00 PM, local time (via email)

### Pre-Proposal Meeting and Questions

It is **optional** that interested parties attend the pre-proposal meeting. The meeting will be held at the time and location shown above.

All questions should be submitted to Dana Shuler at [dana@jonescivil.com](mailto:dana@jonescivil.com) by the deadline shown above.

### Submittal

Proposals will only be accepted by email to Laurie Hellstrom, [lhellstrom@pleasantviewcity.com](mailto:lhellstrom@pleasantviewcity.com). Proposals must be **received** by the Submission Deadline. Pleasant View City will not accept any late proposals or proposals submitted by any other method.

### Duration of Contract

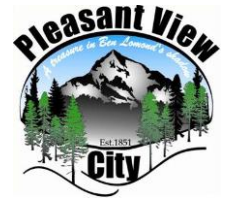
The duration of this contract is one (1) year and will automatically renew annually for a period of one (1) year, unless 30 days written notice is given by either party to the other. The total contract time shall not exceed five (5) years.

### Content

Proposals shall be brief and not exceed 10 pages (excluding the title page, cover page, and index), on 8½"x11" sheets with text no smaller than 10 pt. font.

The proposal should contain the following:

1. Brief outline of the proposed project team, management structure, and the equipment to be applied to the project;
2. Qualifications of project team members;
3. Description of the inspection report submittal process and internal quality control;
4. Summary of experience performing this type of work and experience with APWA specifications (current edition);
5. Costs – Include completed Tables 1, 2, and 3 (see Compensation section; may include pages 4 and 5 of RFP);
6. Disclosures (see Disclosure section)
7. Resumes for key personnel (does not count towards the page count)



8. Copies of required certifications (See Qualifications section) (does not count towards the page count)

#### Scope

Pleasant View City will contract with ASTM-certified testing labs to perform testing and quality assurance services (“Testing Firm”). Services will be required for construction work related to development and City projects. Testing will primarily be needed during the construction season, generally March through November. Testing Firm will be required to provide testing according to the current City Standards. (See [www.jonescivil.com/clients/pleasant-view-city/](http://www.jonescivil.com/clients/pleasant-view-city/) for a copy of the current standards.)

For development projects, the developer will select a Testing Firm from the City’s pool to perform the required testing for the proposed improvements. It is the responsibility of the developer and/or developer’s contractor to coordinate directly with the Testing Firm. Testing Firm shall immediately notify City Engineer when there are any indications that work is not being constructed to City Standards or when Testing Firm is not being notified to perform required testing. A technical representative from the Testing Firm will be required to attend the pre-construction meeting.

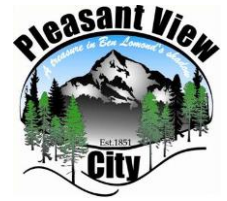
For City projects, the awarded contractor will select a Testing Firm from the City’s pool to perform the required testing for the constructed improvements. It is the responsibility of the contractor to coordinate directly with the Testing Firm. Testing Firm shall immediately notify City Engineer when there are any indications that work is not being constructed to City Standards or when Testing Firm is not being notified to perform required testing. A technical representative from the Testing Firm will be required to attend the pre-construction meeting.

Should selected Testing Firm be unable to perform the work on any project, Testing Firm shall notify City Engineer in writing with reason(s) why no later than 7 days from receiving the project assignment.

#### Qualifications

Testing Firm shall have in-house laboratory capabilities. Testing Firm and personnel shall meet the requirements as found in Section 01 45 00 – Quality Control of the *2017 Manual of Standard Specifications*, as published by Utah LTAP Center (aka APWA Specifications), as amended. Field technicians are required to have a valid ACI and nuclear density testing certifications.

Proposal should include a description of the proposed inspection report submittal process and internal quality control. For quality assurance and time billed for each development and City project, the firm shall submit detailed daily reports by email or other electronic method to the assigned Project Manager. Reports shall include dates, details, and pictures of developments and construction.



Compensation

Payments for testing work will be made monthly. Invoices shall be submitted to the City monthly for the previous month's work. It is MANDATORY that all invoices be submitted within 30 days of the date of service. Separate invoices must be provided for each construction or development project.

**BILLING RATE SCHEDULES**

**TABLE 1**

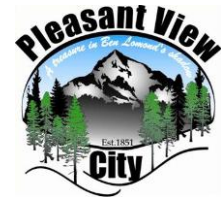
<b>Test</b>	<b>Unit</b>	<b>Billing Rate</b>
Proctor Tests (AASHTO T-180)	EACH	\$
Nuclear Density Tests	N/A	N/A*
Set of Concrete Cylinder Tests (3 Cylinders / Set) also includes Slump & Air Entrainment Tests	EACH	\$
Sieve Analysis	EACH	\$
California Bearing Analysis (CBR)	EACH	\$
Concrete Core and Compressive Strength Tests	EACH	\$
Asphalt Core and Density Tests	EACH	\$
Field Marshall Tests	EACH	\$

\*Nuclear Density Tests will be billed as part of the field technician time.

**TABLE 2**

<b>Employee Classification</b>	<b>Hourly Billing Rate</b>
Professional Engineer	\$
Lab Supervisor/QA/QC	
Lab Technician	\$
Field Technician Supervisor	\$
Field Technician	\$

(continued on next page)



Testing Firm shall submit the estimated cost for providing all required materials testing (per APWA Specifications) for the following scenarios:

Scenario A – New Roadway Project

- Installation of utilities (sanitary sewer, culinary water, secondary water, storm drain)
- Construction of curb, gutter, and sidewalk (5-ft wide), each side
- Construction of road section consisting of 4-in HMAC, 12-in UTBC, prepared and compacted subgrade (assume standard residential road, 40-ft TBC to TBC)

Scenario B – Utility Project

- Installation of storm drain in existing roadway
- Replacement of curb and gutter (one side)
- Construction of asphalt pavement t-patch

**TABLE 3**

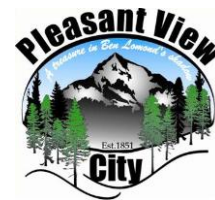
<b>Scenario</b>	<b>Cost per 100-centerline-feet</b>
A	\$
B	\$

A summary of the tests performed may be included.

All travel time, secretarial, administrative, vehicle, equipment, or any other overhead costs shall be included in the hourly billing rate of the technicians or engineers. Billed field time shall be the time spent within Pleasant View City limits. Any cost associated in the trips to and from the City shall be included in the unit or hourly cost. Mileage will not be paid separately.

All testing shall be scheduled one business day in advance. Cancellations shall be allowed up to 2 hours before the scheduled inspection. Testing Firm may charge an hour of time or a re-inspection fee to a project if a scheduled inspection is not cancelled, and the contractor is not ready for the testing.

(continued on next page)



Disclosures

Testing may not be performed when there is a conflict of interest, unless specifically reviewed and authorized by the City. Conflicts of interest include, but are not limited to:

1. Testing Firm contracted by developer or contractor on another project.
2. Testing Firm personnel directly related to:
  - a. Any employee of developer, or
  - b. An employee of the contractor performing the work that is to be tested.
3. Any situation that does not comply with the State of Utah Anti-Nepotism Clause as stated in Utah Code §52-3-1, as amended.

Proposals shall include a list of contractors and developers currently employing your firm that are known to be involved in subdivision work in Pleasant View City or adjacent communities. Once a firm is selected, that firm shall report any future conflicts of interest it finds to exist or expects will exist. These reports shall be made in writing within five (5) business days of the discovery of any conflict of interest. City may choose to terminate contract when City deems conflict of interest to be detrimental to the best interests of the City.

Selection Criteria

The City shall establish a selection committee that will discuss and evaluate each proposal as a collective team to determine the final proposal score. The top five (5) applicants will be placed in the City’s approved pool. Selection to the City’s pool of pre-qualified Testing Firms does not guarantee that Testing Firm will be selected for any project(s).

Testing Firms will be ranked on each of the proposal requirements listed as follows:

Item	Does Not Meet Requirements	Meets Requirements	Exceeds Requirements	Total Possible Points
Brief outline of the proposed project team, management structure, and the equipment to be applied to the project	0	1-12	13-25	25
Qualifications of project team members, includes certifications	0	1-15	16-30	30
Experience performing this type of work and with APWA specs (current edition)	0	1-12	13-25	25
Cost (Tables 1, 2, 3)	0	1-5	6-10	10
Disclosures	0	1-5	6-10	10
Total Points Possible				100



Other

The City may reject any proposal not in compliance with all prescribed public bidding procedures and requirements, and may, for good cause, reject all proposals upon finding by the City it is in the public interest to do so. The City reserves the right to accept or reject any or all proposal documents or portions thereof and to waive any informality or irregularity in any proposal, at the sole discretion of the City, which is determined to serve the best interest of the City. The City shall be the sole judge of the merits of the respective proposals received.

Failure to comply with any of the requirements of this submittal will be grounds for disqualification.