# CITY OF SONORA, CALIFORNIA

Public Works Department

94 N. WASHINGTON STREET, SONORA, CA 95370 (209) 532-4541

*SERVICE, INNOVATION, INTEGRITY, COLLABORATION, RESPECT, LEADERSHIP*


# REQUEST FOR PROPOSALS

Professional Consulting Services for Final Design, Right of Way Acquisition, Permitting, and Construction Support for the

## Tuolumne Heritage Trail Phase I Project

## ATPL 5010(011)

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| **RFP Number** | 2026-THT-002 |
| **RFP Issue Date** | November 2, 2026 |
| **Latest Date for Inquiries** | November 20, 2026 |
| **Latest Date Responses to Inquiries / Addenda** | December 4, 2026 |
| **Proposal Submittal Deadline** | December 18, 2026, 3:00 PM PST |
| **Interviews (if needed)** | January 2027 |

## A. Introduction and Background

### 1 About the City of Sonora

The City of Sonora is the county seat and only incorporated city of Tuolumne County, located in the Sierra Nevada foothills of central California. With a residential population of approximately 5,000 and a daytime population that swells to 22,000 - 25,000 due to employment, commerce, and tourism, Sonora serves as the primary regional hub for government services, healthcare, retail, and recreation for the broader Tuolumne County area.

### 2 Project Background

The Tuolumne Heritage Trail (formerly known as the Gold Rush Trail Multi-Use Path) when complete will extend a total of 14 miles and continuously connect the historic gold rush towns of Columbia, Sonora, and Jamestown as well as the Chicken Ranch Band of Me-Wuk Tribal Lands.

The Phase I portion of the Tuolumne Heritage Trail is 1.5 miles of muti-use path located in the City of Sonora that runs along Stockton Road / SR 49 between the Mother Lode Fairgrounds and recently completed transit stop near Washington Street with a north segment branching off of SR 49 through Woods Creek Rotary Park, to Sonora High School. Improvements include construction of a Class I facility, separated from traffic by a proposed landscape buffer area, enhanced crosswalks, accessible Class I sidewalks, and pedestrian-scale lighting.

Phase I has the densest resident and visitor population which coincides with the largest concentration of motor vehicle collisions with pedestrians and cyclists. Existing conditions in the Phase I area have two travel lanes, a center turn lane, wide intersections, excess asphalt shoulders, no landscaping, gaps in non-ADA compliant sidewalks, and no bike lanes. This is problematic since Stockton Road (State Route SR 49) operates as both the main street for the City of Sonora as well as an interregional major highway that serves residents, freight, and visitors. Congested corridor plans identified the need for a path to enable safe muti-modal connectivity.

Caltrans is developing a project on SR 49, a SHOPP funded project referred to as the Tuolumne 49 Pavement Anchor Project (EA 1P090), that will construct road and drainage improvements directly adjacent to the segment of the Phase I multi-use path that runs along Stockton Road. The selected consultant will be required to coordinate the design of this portion of the Phase I project with Caltrans and their SHOPP project. The City will provide Caltrans' contact information to the selected consultant.

The City of Sonora applied for and secured an Active Transportation Program (ATP) grant to develop Phase I and has been actively advancing this project through the Project Approval and Environmental Document (PA&ED) phase of the project. The 30% Plans and Draft Design Engineering Evaluation Report (DEER) have been completed and the CEQA Initial Study with Mitigated Negative Declaration (IS/MND) and NEPA Categorical Exclusion (CE) were approved on 8/26/2026 and 8/27/2026 respectively. Copies of these documents are attached to this RFP. See Section I, Attachments.

The Phase I project is being funded through ATP and CMAQ grants.

## 3 Purpose of this RFP

For the Tuolumne Heritage Trail Phase I project, the City of Sonora is soliciting proposals from qualified consulting firms to:

- Provide project management services
- Develop the final design, prepare the construction documents (Plans, Special Provisions, and Estimate)
- Take the lead and perform a public outreach plan to seek input from the community and solicit public buy-in on the project details
- Take the lead in the coordination effort with Caltrans and their SHOPP Tuolumne 49 Pavement Anchor Project (EA 1P090).
- Take the lead on the appraisal and acquisition of private parcels (both temporary and permanent) to secure the right of way needed for the project.
- Apply for and secure the regulatory agency construction permit
- Revalidate the environmental document,
- Provide assistance during the contract bidding period, and
- Provide engineering and environmental support service during project construction

# B. Scope of Work

The selected consultant will be responsible for providing all professional services necessary to successfully complete the scope described below:

## Task 1 – Project Implementation

### Task 1.1 – Project Management

The Consultant will manage project tasks including work needed to:

- Lead, direct, coordinate, and monitor the Consultant team
- Prepare for, attend, and document project kick-off meeting, field review, bridge type selection concurrence meeting, monthly team meetings, and action items
- Prepare, coordinate, and maintain (update) a critical path method schedule using MS Project including identifying major delivery milestones and tasks (to be submitted with the monthly invoices)
- Prepare monthly progress reports (to be submitted with the monthly invoices) including discussion of critical items or decisions, recommendations to address items, work accomplished during that month and anticipated work for the following month
- Coordination with Caltrans and their SHOPP Tuolumne 49 Pavement Anchor Project (EA 1P090).
- Miscellaneous coordination and support including assisting the City with meetings and coordination efforts with property owners
- Prepare monthly invoices including a summary of specific work completed (including breakdown of hours by task for clear budget tracking)
- It is anticipated that project development team (PDT) meetings will be held monthly (12 meetings per year) between the Consultant, City, and Caltrans and sub-consultants (as needed).

  Monthly meetings may be held virtually, except for the milestone meetings listed below per year that will be held in person at City Hall.

  Milestone Meetings:

  - Kick Off Meeting
  - Bridge Type Selection Meeting
  - 65% PS&E Submittal Meeting
  - 90% PS&E Submittal Meeting
  - 100% PS&E Submittal Meeting

  The Consultant will prepare and distribute the meeting agenda ensuring all necessary participants are invited and have access to join the meeting (for virtual meetings) including arranging all meeting times, meeting app, etc. The Consultant will prepare and distribute

meeting minutes to all participants within five working days after the meeting. The meeting minutes must include an updated schedule showing project progress and the anticipated completion date, and a list of "Action Items" explaining the action, when it is due, who is responsible, and the date the action item is completed.

**1.2 Quality Control/Quality Assurance:**

The Consultant must have a quality control plan for the Project to ensure design calculations, exhibits, plans, reports, etc. are independently checked, corrected, and "back-checked" for accuracy, completeness, and constructability as well as ensuring general conformance with ATP and CMAQ funding requirements.

**1.3 Public Outreach:**

The Consultant will develop and implement a public outreach program to ensure effective communication of project impacts in addition to fostering public input and participation in the development of the project. The program must recognize the interests and sensitivities of local businesses, citizens, property owners, schools, the City of Sonora (staff and elected officials), and other interested parties. The program must use any outreach tools available including social media, newspaper, flyer distribution, etc. to encourage attendance and interest of potential stakeholders. Prior to the public workshops, Consultant will meet with the City to discuss/confirm goals, strategy, tasks, schedule, and meeting logistics.

Public Work Shops:

At a minimum, assume three (3) separate public workshops will be held in person at a nearby school, church, or public facility in the City of Sonora. The Consultant will prepare all meeting notices, agendas, sign-in sheets, comment cards, and project exhibits/display boards. The Consultant will record all public comments and develop/prepare responses including updates to project resulting from public input. The Consultant will develop and maintain a list of stakeholder contact information including telephone numbers, physical addresses, and email addresses to solicit future correspondence as needed.

Meeting No. 1 – Using the existing 30% plans and the revised and updated Draft Bridge Type Selection Memorandum, this meeting will provide information about the project including background, purpose, schedule, and potential impacts. It is intended to solicit information, ideas, and input from all interested parties to guide and influence critical design decisions. This meeting will be held prior to the start of the 65% PS&E effort following submittal, initial review, and update of the Draft Bridge Type Selection Memorandum.

Meeting No. 2 – This meeting will provide an update on the project including changes based on initial public input/feedback. This meeting will be held following the 65% PS&E submittal. The meeting is intended to solicit any additional comments, ideas, and input from all interested parties prior to the development of the final design.

Meeting No. 3 – This meeting will present the final design features showing any additional changes based on initial public input/feedback. This meeting will be held following the 90% PS&E submittal.

Project Stakeholder Meetings:

One-on-one meetings will be necessary to keep key project stakeholders abreast of the project's progress, seek input, and keep lines of communications open. Stakeholders include the owner of the Save Mart shopping center, an additional property owner of a large tract of land along Woods Creek that the path currently travels through, and Woods Creek Little League. These meetings may be virtual or combined with public meeting days when the consultant team is on site. Eight (8) one-on-one stakeholder meetings should be budgeted.

Property/Business Owner Meetings:

One-on-one meetings will be coordinated with the City and affected parties on an as needed basis. These meetings may be virtual or combined with public meeting days when the consultant team is on site. The intent of these meetings will be to answer specific questions a party may have about project details and/or impacts the project may have on parking, business operations, or other concerns. Twelve (12) one-on-one property/business owner meetings should be budgeted.

Graphical Design Documents /Renderings / Visual Aids:

The Consultant will prepare graphical design documents, renderings, and visual aids needed to help the community, project stakeholders, business owners, and property owners visualize what the project improvements will look like and how the project may impact their interests.

## Task 2 – Supplemental Surveys

Base mapping for the Phase I project with topographic information exists. The Consultant will be responsible for verifying the existing survey information and base mapping is correct and conducting additional supplemental surveys needed to complete the design.

The existing survey information is based on the following.

- Horizontal Control: The horizontal control is based on published data provided by the National Geodetic Survey and North American Datum 1983 (NAD83), State Plane, California Zone, US Survey Feet.

- Vertical Control The vertical control is based on published data provided by NGS and North American Vertical Datum of 1988 (NAVD88)

### 2.1 Project Survey Control:

The Consultant will perform control surveys and set control points. The Consultant will resolve property boundaries and right-of-way locations, including performing necessary research of record maps, documents, and other record drawings of the right-of-way and property boundaries. The Consultant will locate any existing monuments within the project area that may be impacted by the project. The Consultant will depict the information gathered on a Project Survey Control sheet to be included as part of the project plan set.

## 2.2 Obtain Permission to Enter from Adjoining Property Owners:

The Consultant will identify those properties where access is required to complete the survey work. The Consultant will coordinate with City on the necessary Permissions to Enter (PTEs) to ensure all adjoining property owners have been adequately notified prior to the initial site work.

## 2.3 Supplemental Topographic Surveys:

### 2.3.1 Supplemental Surveys

The Consultant will complete additional topographic survey as needed to supplement the existing base mapping and topographic information including but not limited to the following: Environmentally sensitive areas, boring locations, additional tree information, etc. Particular attention should be given to areas where the proposed project is conforming to existing features in the field.

In addition, the Consultant will perform creek cross-sections field surveys at intervals and distances as recommended by the hydraulics engineer. At a minimum, assume ten (10) creek cross sections will be needed from 500 feet upstream of the bridge location to 500 feet downstream with cross sections at 100-foot intervals including a cross-section at both the upstream face and downstream face of the proposed bridge. Include all observable scour, holes, or minor channels that are visible within the river. Assume all in-channel surveys will be completed when the creek is dry or near dry.

### 2.3.2 Traffic Control:

The Consultant will set up and maintain approved traffic safety devices during the field survey (as needed).

### 2.3.3 Utility Mapping and Potholing:

Preliminary utility mapping for this project has been prepared as part of the PA&ED effort. In addition, Utility Notice Letters (Utility A Letters) have been sent to utility companies that have to potential of having facilities within the project limits. These companies include:

- AT&T
- Comcast
- Phoenix Lake Country Club Estates Mutual Water Company
- Tuolumne Utility District (TUD)
- Zayo Group (Fiber Optics)

The Consultant will reinitiate contact with these utility companies and others (if necessary) to verify the information contained in the preliminary utility mapping and obtain written confirmation from utility companies of the location of existing facilities. All relative utilities that are discovered either in the field or using as-built drawings and/or exhibits provided by the utility companies, must be included in the topographic base map.

The Consultant will pothole high-risk and non-mapped utilities as well as utilities that cannot be relocated within the project footprint. At a minimum, assume a total of 10 utility potholes will be needed. The Consultant will also survey the pothole locations and indicate the vertical and horizontal position of the utilities in the project topographic base map.

### 2.4 Property Surveys and Resolution:

The Consultant will perform property boundary and right-of-way surveys for all affected parcels. At a minimum, assume three (3) fee acquisitions, six (6) permanent easements, and four (4) temporary construction easements. Set and stake necessary monuments to indicate boundary locations and acquisition corners. Search for and measure to survey monuments and markers as they relate to properties and right-of-way. These measurements will be verified and compared to the record mapping and deed documents to reconcile the project property and right-of-way lines.

### 2.5 Base Map Updates:

The Consultant will update the project base map (in imperial units) showing property boundaries, easements, rights-of-way, monuments, existing utilities, and all topographic information.

### 2.6 Acquisition Staking:

The Consultant will set survey “show me stakes” to mark existing boundary locations and acquisition corners (proposed right-of-way take and temporary construction easements) at all affected properties. Stakes should be clearly flagged and marked at intervisible locations for visual aid for property owners and the appraisal team. The Consultant will provide corresponding staking plots (including photos) all as-staked locations. Assume that all property owners will provide access for staking activities.

## Task 3 – Right of Way Appraisal and Acquisition

It is assumed that a minimum of three (3) fee acquisitions, six (6) permanent easements, and four (4) temporary construction easements will be required to construct the project.

The Consultant will be required to perform right-of-way functions to the same standards, practicing rules, and regulations as required by Caltrans and must possess the minimum qualifications identified in Attachment I.

The Consultant must be familiar with the Caltrans ROW Manual (see the link below) and maintain current practices by following all revisions to applicable rules, codes, and regulations pertaining to the services performed under this task, regardless of whether or not a specific code section is referenced in this RFP or its attachments.

https://dot.ca.gov/programs/right-of-way/right-of-way-manual

### 3.1 Right-of-Way Engineering:

This task includes the preparation of right-of-way Appraisal Maps including preparation of right-of-way descriptions and exhibits (plat maps and legal descriptions) for utility, drainage, slope, temporary construction easements, and any other acquisition required for the project. Assume a total of thirteen (13) plat maps and thirteen (13) legal descriptions will be required for the project.

This task also includes the preparation of basic graphical drawings (at least one drawing for each parcel impacted by the project – assume a minimum of thirteen (13) drawings) to present to property owners illustrating (including descriptions as necessary) project impacts including but not limited to impacts to: trees, landscaping features, fencing, driveways, structures, all irrigation features), and mailboxes.

## 3.2 Appraisal and Acquisition Services:

The Consultant will follow the acquisition procedures as outlined in Attachment J. If the Consultant feels that the Cit's outlined procedure can be improved to facilitate a better outcome, please include those recommendations in your proposal.

Additional Appraisal and Acquisition Consultant Responsibilities:

- Review right-of-way drawings and project plans prepared and communicate with the team to ensure awareness of all right-of-way needs, temporary construction easements, and grade matches required for the project.
- Meet with City staff to establish an understanding of the basic project design philosophy, scheduling, and purpose.
- Attend the appraisal site inspections with the appraisal consultant and property owner.
- Ensure the appraisal consultant factors all cost to cure items in the appraisal reports.
- Perform independent review of the appraisals and have the appraiser modify and correct as necessary.
- Deliver the reviewed and approved appraisals to City of Sonora for the City to determine just compensation.
- Prepare First Written Offers (Necessary information to complete First Written Offer Package to be provided by the City) and present to owners after approval of just compensation by the City.
- Prepare revised documents due to title changes or appraisal revisions.
- Prepare miscellaneous documents for the property owner's signature such as right-of-way contracts, deeds, rights-of-entry, temporary construction easements, and grade matches.
- Provide notary service and notarize deeds to convey title to acquired property.
- Review owner submitted appraisals and take appropriate action as necessary.
- Process and recommend for payment invoices for owner's appraisals.
- Prepare and present to the City the approve right-of-way contracts and accept deeds.
- Prepare temporary construction easement and right of entry documents.
- Assist the City's Escrow Coordinator with opening escrow, payment processing, and other escrow responsibilities.
- Assist with preparation of the Resolutions of Intention and Resolutions of Necessity.
- Maintain detailed records of all services performed in hardcopy, original editable electronic format (word, excel, etc.) and in scanned (.pdf) format, and provide such records to the City upon completion of associated task. Such records must be maintained in a fashion that they are readily accessible by City staff and made available upon request.

If the Eminent Domain process is required, the City of Sonora will be responsible for all City Council actions required for all unsettled properties that require acquisition through Eminent Domain. The Consultant will assist the City of Sonora with the Eminent Domain process.

## Task 4 – Preliminary Bridge Design

### 4.1 Prepare Draft and Final Bridge Type Selection Memorandum:

The Consultant will conduct a bridge alternatives analysis for the Woods Creek Bridge and prepare a Bridge Type Memorandum (Memo). In Coordination with the City of Sonora, the Consultant will provide the alternative analyses and type selection services necessary to select the most appropriate bridge replacement type and prepare the Bridge Type Selection Memo.

Bridge:

It is anticipated that a pre-engineered type structure will be utilized for the Woods Creek crossing. The consultant will evaluate three different pre-engineered bridge types. The bridge types evaluated will be presented at the first public outreach meeting (Task 1.3) to confirm public concurrence on the preferred bridge type.

The substructure type anticipated for the bridge is concrete seat abutments at each end of the bridge. The foundation type (spread footing or piles) must be determined as part of this bridge type selection effort.

The Consultant will prepare an Advanced Planning Study drawing to convey each bridge alternative, describe potential bridge aesthetic features, develop a preliminary construction cost estimate, and analyze the appropriateness of each bridge alternative. The Advanced Planning Study drawing for each alternative will include a preliminary plan, elevation, and typical section of the bridge. The preliminary construction cost estimate for each alternative will be prepared on a cost per square foot basis based on preliminary quantities developed in general conformance with Caltrans Bridge Design Aids. The costs will also include a 25% contingency and 15% for construction engineering. The bridge alternatives analysis will include the review and comparison of the following items related to each bridge type:

- Bridge Type and Potential Aesthetics
- Hydraulic Performance
- Bridge Foundation Requirements
- Environmental Impacts
- Construction Costs
- Constructability Issues

Bridge Alignment:

The existing 30% set of plans currently show the Woods Creek Bridge crossing Woods Creek west of an existing well structure. Based on preliminary conversations with the property owner at this location, they would prefer the bridge to cross east of the existing well structure so that they may more readily access the well. The Consultant will prepare two conceptual bridge / trail alignment alternatives that would allow the Woods Creek Bridge to cross Woods Creek east of the well structure and facilitate the necessary grade accent to Bonanza Road while not exceeding maximum ADA grades.

The Consultant will weigh the advantages and disadvantages of each bridge type to identify the recommended bridge replacement alternative.

Upon completion of our alternative analysis, the Consultant will prepare a Bridge Type Selection Memo that will provide:

- A narrative description addressing pertinent information about each alternative
- A summary of the alternatives analysis conducted
- A discussion of the advantages and disadvantages of each alternative
- An Advanced Planning Study drawing of each bridge alternative
- Conceptual drawings of the bridge / trail alignment
- A preliminary construction cost estimate for each bridge alternative
- A discussion of bridge aesthetics options
- Bridge aesthetics conceptual sketches
- A recommended Alternative for Final Design (Bridge Type and Alignment)
- A list of design decisions needed from the City
- A list of issues / design features that will need to be addressed / resolved during the final design

A draft version of the Bridge Type Selection Memo will be submitted to the City of Sonora for review and comment. The Consultant, with assistance from the City, will solicit input from the property owner at the Woods Creek Bridge location to get buy-in on the preferred bridge / trail alignment.

Upon receipt of the comments of the draft version, the Consultant will update the draft memorandum and present the report at the first public outreach meeting (Task 1.3) to confirm public concurrence on the preferred bridge type and trail alignment.

At the conclusion of the first public outreach meeting, the Consultant will address the comments received and prepare the final Bridge Type Selection Memo for City of Sonora review and approval. The Consultant will present the final Bridge Type Selection Memo to City Council for approval of the preferred bridge type and alignment. Approval from City Council is needed prior to advancing the design of the bridge and trail at the bridge location.

Task 4.1 Deliverables (electronic submittal only):

- Draft Bridge Type Selection Memo.
- Final Bridge Type Selection Memo

## 4.2 Shopping Center Design Alternatives:

The Consultant will prepare a conceptual alternative trail alignment along Stockton Road (SR49) at the east end of the project avoiding the Save Mart Shopping Center parking lot. This alignment will require the addition of a pedestrian facility to an existing bridge over Sonora Creek. The consultant will also prepare a list of considerations and a preliminary construction cost estimate for this alternative alignment.

## Task 5 – Geotechnical Engineering

Geotechnical field exploration has been conducted along the Woods Creek segment of the Tuolumne Heritage Trail Phase I project. Additional geotechnical field exploration work is required along the Stockton Road / SR 49 segment. There is existing geotechnical information for this project which is included in Attachment H. Geotechnical Log of Test Borings (LOTBs) have not been prepared. The geotechnical exploration field notes will be provided to the selected consultant.

The Consultant will use the existing geotechnical information and perform the additional geotechnical investigations needed to advance the project through final design and into construction. The following is a breakdown for the proposed work:

### 5.1 Research , Data Collection, and Field Exploration Pre-Work:

The Consultant will review readily available geotechnical, geologic and soil literature in the vicinity of the site including review of the existing geotechnical information for this project (Attachment H)

The Consultant will be responsible for securing the permits from Tuolumne County Environmental Health and Caltrans needed to perform the additional geotechnical borings. The permits will be provided to the Consultant at no fee. The Consultant will comply with the permit requirements. The Consultant will field locate the boring locations and call for USA clearance. Prior to conducting the field exploration work, the Consultant will coordinate Ground Penetrating Radar (GPR) to locate near-surface utilities along Stockton Road / SR 49 since Caltrans does not mark utilities within their right-of-way.

### 5.2 Subsurface Field Exploration:

Geotechnical field exploration has been conducted along the Woods Creek segment of the Tuolumne Heritage Trail Phase I project. The exploration work was drilled, logged, and sampled to characterize subsurface conditions for the bridge supports, retaining walls, and new trail alignment along Woods Creek. The exploration work included:

| Location | Number of Explorations | Boring Depth (ft) |
|---|---|---|
| Woods Creek Bridge | 2 Borings | 50 to 60 |
| Retaining Walls (outside of Caltrans ROW) | 2 Borings | 15 to 30 |
| | 2 Hand Augers | 3 to 5 |
| New Trail | Grab Samples | 0 to 2 |

Soil samples from this exploration work exist and will be made available to the selected consultant.

The Consultant will drill, log, and sample the following additional explorations to characterize subsurface conditions for the retaining walls, and new trail alignment along Stockton Road / SR49.

| Location | Number of Explorations | Boring Depth (ft) |
|---|---|---|
| Woods Creek Bridge | 1 Seismic Line | NA |
| Retaining Walls (outside of Caltrans ROW) | 1 to 2 Seismic Lines | NA |
| Retaining Walls (inside of Caltrans ROW) | 2 to 3 Borings | 10 to 15 |
| | 1 Seismic Line | NA |
| New Trail (inside of Caltrans ROW) | 4 to 5 ADL Samples | 2.5 or Refusal |
| | 3 to 4 Concrete Samples | NA |
| | 2 to 3 Paint Stripe Samples | NA |

The Consultant will direct sampling consistent with Caltrans procedures. The drilling contractor will advance borings using 6- to 8-inch-diameter augers, and/or rotary wash methods. Standard Penetrating Test (SPT) and California Modified sampling will be performed at a minimum of 5-foot intervals. Borings will be backfilled per County permit requirements.

Due to the site accessibility near the proposed retaining walls along Stockton Road / SR 49, the Consultant will supplement the explorations seismic refraction lines to estimate the depth to rock and rock hardness for excavation. The seismic refraction line will help evaluate the variability in near surface materials and estimate depth to harder or competent layers. The Consultant will also complete one seismic line at the bridge for shear wave velocity characterization.

Traffic control will consist of shoulder closures and lane closures with flaggers following Caltrans guidelines.

**5.3 Hazardous Materials Sampling, Testing, and Reporting:**

An Initial Site Assessment (ISA) was conducted as part of the PA&ED and is provided in (Attachment D)

The Consultant will complete the Phase II hazardous waste sampling concurrently with the geotechnical sampling to reduce mobilization and traffic control cost. The hazardous waste samples will be collected via a hand auger.

The Consultant will conduct a limited Phase II screening to assess concrete and soil for hazardous conditions. For ADL sampling, soil samples at up to 5 locations (total of 15 samples) at depths of 0–0.5, 1.0–1.5, and 2.0–2.5 ft below ground surface. These samples will be analyzed for total lead (EPA 6010B); samples with lead concentrations exceeding 50 mg/kg will be further analyzed for soluble lead (WET/TCLP). For budgetary purposes assume up to 5 samples will be analyzed for soluble lead. Up to 4 samples will be analyzed for pH. For pavement striping, up to two samples each of white and yellow thermoplastic material will be analyzed for lead and chromium (EPA 6010B). For areas where the concrete curb/sidewalk will be removed, the Consultant will collect up to 4 samples for asbestos analysis.

The Consultant will prepare a Hazardous Materials Report that will describe the sampling and testing conducted and provide the concrete, lead, and paint test results. The Consultant will respond to City of Sonora and Caltrans review comments and submit a final Hazardous Materials Report.

Task 5.3 Deliverables (Electronic Submittal Only):

- Draft Hazardous Materials Report
- Final Hazardous Materials Report

**5.4 Laboratory Testing:**

Limited laboratory testing has been performed on the existing soil samples. The limited testing includes moisture content and dry density; direct shear or unconfined compression, point loads, and consolidation. The Consultant will perform additional laboratory tests on representative existing soil samples: grainsize analysis, plasticity index, R-value, and soil corrosion.

The Consultant will also perform laboratory tests, as appropriate, on representative new soil samples obtained from the exploratory borings (Task 5.2): moisture content and dry density; direct shear or unconfined compression, grainsize analysis, plasticity index, consolidation, point load, R-value, and soil corrosion.

**5.5 Soils Analysis/Evaluation:**

The Consultant will perform engineering analysis and develop design recommendations for the proposed bridge and wall foundations, trail, and roadway reconstruction. Portions of the pavement along Stockton Road / SR 49 will be removed and replaced as part of this project.

**5.6 Prepare Draft Bridge Foundation Memo (Bridge Type Selection Memo):**

The Consultant will determine preliminary bridge foundation recommendations and provide a Draft Foundation Momo with the Log of Test Borings. The report and LOTB will be included as an attachment to the Bridge Type Selection Memo.

Task 5.6 Deliverables (Electronic Submittal Only):

- Draft Bridge Foundation Memo.

**5.7 Prepare Draft and Final Reports:**

Following Type Selection and consensus on the preferred foundation type, the Consultant will prepare a Foundation Report (FR) for the bridge structure and a Retaining System Foundation Report (FR) for the retaining walls per Caltrans guidelines incorporating final foundation type/loading and scour data. The FRs will include:

- Investigation summary and lab results
- Geotechnical conditions
- Corrosion evaluation
- Seismic hazard with ARS curves
- Liquefaction
- Final recommendations for foundation type, size, depth, allowable loading, settlement, lateral capacity, earth pressures, skin friction, and passive resistance
- Notes for specifications and construction
- Calculation Package and LOTBs under separate cover

The Consultant will respond to City of Sonora and Caltrans review comments and submit a final FR.

The Consultant will also prepare a Materials Report per Caltrans guidelines addressing: subsurface exploration and lab testing summary; structural pavement and trail section recommendations based on R-value testing and TI values from the design team; and construction considerations. The pavement sections must be designed following Caltrans Highway Design Manual 7th Edition and the Caltrans Mechanistic-Empirical software. The Consultant will respond to City of Sonora and Caltrans review comments and submit the final Materials Report.

Task 5.7 Deliverables (Electronic Submittal Only):

- Draft Foundation Report for Woods Creek Bridge
- Final Foundation Report for Woods Creek Bridge
- Draft Earth Retaining System Foundation Report
- Final Earth Retaining System Foundation Report
- Draft Materials Report
- Final Materials Report

## Task 6 – Creek Hydrology and Hydraulics

A Location Hydraulic Study and Summary Floodplain Encroachment Report have been prepared for this project and is provided in Attachment G

### 6.1 Obtain and Review Project Information:

The Consultant will review readily available information related to the project including the existing Location Hydraulic Study and Summary Floodplain Encroachment Report have been prepared for this project (Attachment G).

### 6.2 Estimate Hydrology:

The Consultant will review the preliminary hydrology information provided in the Location Hydraulic Study to verify the appropriate design floods (likely the 50-year flood), base flood (100-year flood), flood of record (if available), and the overtopping flood. As required by FHWA and Caltrans, these floods will be evaluated using two or more methods. The Consultant will compare the results of the hydrologic analysis to the existing flood frequency curve provided in the Location Hydraulic Study and make any adjustments necessary to perform a detailed hydraulic analysis for the final design effort for this project.

### 6.3 Hydraulic Analysis:

The Consultant will update the Hydraulic parameters (water surface elevations and velocity) using the latest version of the Army Corps of Engineers HEC-RAS (Hydraulic Engineering Center River Analysis System) model based on the updated hydrology information obtained in Task 6.2 and:

- The ten (10) creek cross sections (Task 2.3.1)
- A reconnaissance level field investigation by the Consultant.

6.3.1 Hydraulic Model – HEC-RAS Analysis:

The Consultant will update the existing condition HEC model and a proposed condition HEC model. Hydraulic variables (water surface elevation, velocity, etc.) will be determined for the 50 and 100 year and other discharges as appropriate. Results from the hydraulic analysis will be provided in both tabular as well as graphical output formats.

6.3.2 Hydraulic Criteria:

Chapter 800 of the Caltrans Highway Design Manual (HDM) delineates the hydraulic design criteria for bridges. The basic rule for hydraulic design is that bridges should be designed to pass the Q50 with sufficient freeboard and convey the Q100 without freeboard, exceptions may be granted if sufficient evidence is provided. The HDM notes that 2 feet of freeboard is often assumed for preliminary bridge designs but leaves the recommendation for freeboard to the judgement of the hydraulic engineer based primarily upon the debris anticipated at the bridge.

6.3.3 Drift:

The Consultant will research maintenance records of the existing bridge and culvert structures upstream and downstream of the proposed bridge to determine if any maintenance challenges have occurred such as debris getting caught on the piers. This helps to determine the necessary freeboard and span lengths that will minimize debris capture and therefore future maintenance.

**6.4 Scour and Bank Protection:**

The Consultant will review maintenance records and cross sections for the adjacent bridge and culvert structures to determine if the stream has degraded over time. Contraction and abutment scour will be estimated using the methods described in the Federal Highway Administration (FHWA) Publication HEC-18, Evaluating Scour at Bridges.

The Colorado State University Equation (CSU) must be used for estimating local scour as recommended in the Federal Highway Administration (FHWA) Publication HEC-18, Evaluating Scour at Bridges. Calculations must be completed to determine the need for bank protection. If bank protection is required, parameters will be provided according to the Bank and Shore Protection Manual using a layered Caltrans Design.

**6.5 Prepare Draft Report:**

The Consultant will prepare a Draft Design Hydraulic Study Report for review by the City of Sonora and Caltrans.

**6.6 Prepare Final Report:**

Upon receipt of the comments on the draft report, the Consultant will prepare a Final Design Hydraulic Study Report incorporating comments from the Draft Report.

**6.7 Update Location Hydraulic Study:**

Using the updated HEC-RAS output data, the Consultant will update as necessary the Location Hydraulic Study (Floodplain Evaluation Report) in accordance with 23 CFR 650.113.

## Task 7 – Environmental Permitting and Revalidation

CEQA and NEPA clearance were achieved as part of the PA&ED effort. The following environmental documents have been prepared:

- CEQA IS/MND (Attachment C)
- Notice of Determination (NOD) (Attachment E)
- NEPA CE (Attachment F)

### 7.1 Avoidance, Minimization, and Mitigation Measures

The Consultant will review the Avoidance, Minimization, and Mitigation Measures identified in the environmental documents and prepare a Mitigation, Monitoring, and Reporting Program (MMRP) per Caltrans guidelines and standards for inclusion in the project construction documents.

### 7.2 Tribal Consultation

Tribal consultation was initiated as part of the PA&ED effort. Interested parties in this project have been identified. The Consultant will keep the lines of communication open with the interested parties by providing project written updates at project milestones; 65%, 90%, and Final PS&E submittals. Up to three (3) meetings with tribal representatives should be anticipated as part of this effort.

### 7.3 Prepare State and Federal Permit Applications:

The Consultant will prepare the following state and federal permit applications and assist the City of Sonora with securing these permits.

| Agency | Permit/Approval Status |
|---|---|
| United States Army Corps of Engineers | Clean Water Act Section 404 |
| Regional Water Quality Control Board | Clean Water Act Section 401 |
| California Department of Fish and Wildlife | Lake and Streambed Alteration Agreement |
| California Department of Transportation | Statewide National Pollutant Discharge Elimination System Permit (Order 2022-033-DWQ) Compliance |
| State Water Resources Control Board | Construction General Permit (Order 2022-0057-DWQ) Compliance |

### 7.4 Revalidation Assistance

The NEPA revalidation will be prepared by Caltrans District 10. The Consultant will coordinate with Caltrans District 10 and will provide project design information to Caltrans to support the NEPA Re-Validation.

## Task 8 – Final Design (Plans, Specifications, and Estimates)

### 8.1 Draft Final Design (65% PS&E):

The City of Sonora will provide the documents and electronic files of the 30% plans and estimate that were developed as part of the PA&ED effort. Based on these documents, the Consultant will develop the final design and prepare and submit the 65% draft final plans, specifications, and estimate to the City.

#### 8.1.1 Bridge Design:

The Consultant will prepare structural calculations and bridge plans for the bridge type and configuration agreed upon in the Preliminary Bridge Design task (Task 4). This submittal will represent a complete, unchecked set of bridge construction documents to be submitted to the City. The bridge design will be performed in general accordance with the following:

- California Department of Transportation (Caltrans) 2026 Standard Specifications and Plans
- Caltrans Bridge Design & Detailing Manuals (latest version)
- AASHTO Load and Resistance Factor Design (LRFD) Bridge Design Specifications with latest Interims and Caltrans Addenda (Blue Sheets)
- Caltrans Seismic Design Criteria (latest version)

#### 8.1.2 Trail Design:

The Consultant will prepare the trail design in general conformance with AASHTO “A Policy on Geometric Design of Highways and Streets” and the Caltrans Highway Design Manual, Caltrans 2026 Standard Specifications and 2026 Standard Plans. With this said, the City is interested in a Context Sensitive Design that prioritizes the City’s history and local features over a one size fits all guidelines. Final grading and drainage details will be developed as well as new /existing roadway conformance details, as required.

The Consultant is required to coordinate the design of the segment of the Tuolumne Heritage trail along Stockton Road (SR 49) with Caltrans’ SHOPP Tuolumne 49 Pavement Anchor Project (EA 1P090). This will require the Consultant to attend periodic meetings with Caltrans (Per Task1.1), submit the trail plans to Caltrans for coordination reviews, and perform coordination reviews of Caltrans’ plans.

#### 8.1.3 Engineer’s Estimate of Probable Construction Cost:

The Consultant will prepare and provide cost estimates at the 65% PS&E design submittal. The Consultant will prepare detailed quantities in accordance with Caltrans 2026 Standard Specifications and payment items. The engineer’s estimate of probable construction cost (“Marginal Estimate”) for the project will be prepared using the most recent and relevant Caltrans Cost Data and Consultant’s cost data.

#### 8.1.4 Contract Specifications/Special Provisions:

The Consultant will prepare the contract Special Provisions for the project based in General on Caltrans 2026 Standard Special Provisions, Caltrans 2026 Standard Specifications, and County construction contract standards.

Task 8.1 (65% PS&E) Deliverables (electronic submittal only):

- Half-size set of 65 percent plans (11x17)
- Annotated Special Provisions
- Copy of Cost Estimate
- Draft (unchecked) Design Calculations
- Draft Foundation Report with Log of Test Borings
- Draft Hydraulic Design Report

**8.2 Utility Coordination:**

Preliminary utility coordination has been completed as part of the PA&ED effort. Utility facilities have been mapped and adjustments have been identified, Currently, it appears the relocations and adjustments are limited to AT&T vaults and TUD sanitary sewer manholes. Existing utility information and correspondence will be provided to the selected consultant.

The Consultant will perform the necessary utility coordination effort in conformance with Caltrans' requirements to obtain utility clearance for the right-of-way certification, including the development of figures and exhibits.

8.2.1 Utility Conflict Exhibits

Using the existing facility maps previously developed and using the 65% plan package, the Consultant will update the conflict exhibits for City of Sonora review. The conflict exhibits will include at a minimum the proposed project improvement horizontal alignment, existing right of way limits, and proposed right of way.

8.2.2 Utility Information Request Letters

The Consultant will review the existing Utility Information Request letters ("A Letters") and update / add as necessary. The updated and/or new A Letters will be prepared on City of Sonora letterhead, to be delivered by the Consultant on behalf of the City. Two copies of the updated conflict maps will be sent with the letters to each utility company showing the company's facilities, marked in its corresponding color, and showing the anticipated utility conflicts. Each utility company will be requested to respond within 30 days of receipt of the letter and schedule a utility field meeting.

8.2.3 Utility Field Meetings

Once the Consultant has secured all of the necessary responses from the A Letters, the Consultant will schedule field review meetings with the utility owners that have conflicts to go over the project, the project limits and relocation options.

8.2.4 Utility Conflict / Request Conflict Resolution Plan Letters

The Consultant will prepare the Utility Conflict/Request Conflict Resolution Plan letters ("B Letters") on City of Sonora letterhead, to be delivered by the Consultant on behalf of the City to all utility owners with utility conflicts within the project vicinity. The B Letters will request each utility to initiate their relocation design and prepare their relocation plans. Each utility company will be requested to provide copies of their relocation plans to alleviate the conflicts and a cost estimate of the relocation. The Consultant will coordinate with each utility company during their relocation design, plan preparation, and cost estimating effort.

8.2.5 Liability Determination and Relocation Plans

Once all the utility conflicts have been addressed and relocations have been coordinated with the respective utility owners, the Consultant will determine the liability of relocation costs associated with the relocation plans submitted by each utility owner. As the relocation plans are received, the Consultant will check the utility company relocation design against the latest project plans for conflicts.

8.2.6 Report of Investigation and Notice to Owner Packages

Upon completion of the utility relocation plans, the Consultant will prepare the Report of Investigation (ROI) document which will identify the City of Sonora's liability for the relocation costs in a Notice to Owner (NOI) package that will clearly define the impacted facility, owner's conflict resolution plan, estimated completion date, and liability. Once completed the packages will be submitted to the utility owners and Caltrans for review and approval. Once approved, the Consultant will send a copy of the Final Plans along with the approved Notice to Owner to each utility owner directing them to initiate relocation construction.

8.2.7 Utility Agreements (Optional)

As an optional task, if the City of Sonora is found liable for any portion of the relocation costs, the Consultant will prepare Utility Agreements (UA) to be sent to the utility owner. The consultant will work with the City of Sonora to finalize any required utility agreements and certifications to satisfy federal funding requirements. This task includes reviewing the utility agreements for proper charges and fees and negotiating as necessary to ensure correct advances, refunds, and reimbursements. Final utility agreements will be included in the Right of Way Certification package.

Task 8.2 Deliverables:

- Updated Utility Conflicts Exhibits
- Updated / New Utility Information Request Letters
- Utility Conflict/Request Conflict Resolution Plan Letters
- Report of Investigation and Notice to Owner Packages
- Utility Agreements

**8.3 90% PS&E:**

Following the reviews by the City, the Consultant will make agreed-upon revisions to the 65% PS&E. The Consultant will prepare and submit the draft plans, specifications, and estimate to the City for review.

8.3.1 Bridge Independent Check:

The 65% PS&E will be sufficiently completed by Consultant so that an independent design check can be completed. An independent engineer, who was not involved in the design, will re-analyze the project, and review the special provisions for the project. The checker will provide a list of comments and a set of "red-marked" plans and communicate issues uncovered during the preparation of the independent check. Issues raised by the checker will be discussed with and resolved by the designer and checker. The final design will reflect agreement between the design engineer and check engineer.

8.3.2 Response to Comments:

The Consultant will provide written responses to Independent Check comments and City comments to 65% PS&E.

8.3.3 Develop 90% PS&E:

The Consultant will update the PS&E based on the agreement and resolution of comments for submittal to the City. This submittal will represent the completed contract documents that will be issued to the City for final review.

Task 8.3 (90% PS&E) Deliverables (electronic submittal only):

- Half-size set of plans (11 x 17)
- Annotated Special Provisions
- Cost Estimate

**8.4 100% PS&E:**

Following the reviews by the City, the Consultant will make agreed-upon revisions to the 90% PS&E. The specifications, plans, and other bid documents will be submitted to the City for final review and approval.

Task 8.4 (100% PS&E) Deliverables (electronic submittal only):

- Updated comment/response matrix
- One half-size set of Plans (11 x 17)
- Completed set of Special Provisions
- Cost Estimate
- Trail and Bridge Design Calculations
- Bridge Independent Check Design Calculations

**8.5 Final PS&E:**

After receipt of final approval from the City, an original set of stamped and signed plans and an engineer's estimate will be submitted to the City for its use in soliciting construction bids. The Consultant will provide RE files to the City for use in administering the contract.

Task 8.5 (Final PS&E) Deliverables:

- Final Plans in AutoCAD 2022 format or later.
- Stamped Final Plans in PDF format
- Special Provisions in MS Word format
- Engineers Estimate in MS Excel format
- Bridge and Trail Quantity Calculations
- Bridge Independent Check Quantity Calculations
- Final Foundation Report with Log of Test Borings
- Final Hydraulic Design Report

### Task 9 – Bidding Assistance

The City will advertise the project for bidding and distribute the plans to prospective bidders. The City's project manager will be the designated person to receive contractor inquiries. The Consultant's project manager and project staff will assist the City as requested during bidding. The work may include answering questions, providing consultation and interpretation of the construction documents, and assisting the City in the preparation of addenda to the PS&E during the advertisement period if required. The Consultant will also attend the pre-construction meeting or bid opening and assist with the analysis of bids if requested.

### Task 10 – Construction Support Services

The Consultant's project manager and project staff will be available to assist the City during construction and provide environmental monitoring services (including all revegetation and/or environmental mitigation support services) and construction support (as needed). The scope of work for environmental monitoring and construction support services will be determined during the final design phase and prior to construction. Prior to construction, the contract will be amended to include construction support services.

## C. Anticipated Project Schedule

The following is the City's target schedule. Consultant proposals should include a detailed project schedule with milestones.

| Milestone | Target Date |
|---|---|
| Project Kickoff Meeting | February 2027 |
| 65% PS&E With Draft Geotechnical and Hydraulic Reports | June 2027 |
| 90% PS&E / Draft Regulatory Agency Permit Applications | August 2027 |
| 100% PS&E / Final Regulatory Agency Permit Applications | October 2027 |
| Final PS&E | December 2027 |

## D. Proposal Requirements

Proposals must be submitted in the following format, not to exceed the page limits shown for each section of the proposal.  excluding resumes and work samples. Pages for the proposal must be numbered, and the proposal must be submitted as a single PDF document. A separate password protected PDF of the cost proposal must also be submitted.

### 1 Introductory Letter (2 Pages)

The introductory letter must be addressed to:

Chris Gorsky, City Administrator
City of Sonora
94 N. Washington St.
Sonora, CA 95370

The letter must include:

- Firm name, address, and primary point of contact with phone number and e-mail address
- Statement of interest and understanding of the project
- Confirmation of availability to complete the project within the proposed schedule

The letter must state that the Consultant and all sub-consultants will comply with all local, state and federal requirements. The Consultant must disclose any financial, business, or other relationship with the City of Sonora that may have an impact on the outcome of the contract or the construction project.

The letter must also indicate any conflicts or non-acceptability of the terms and conditions of the City's proposed Professional Services Agreement, including all attachments to the agreement (Attachment K). Proposed deviations and modifications to the contract agreement, along with the reasoning therefor, may be attached as an appendix to the proposal and will not be counted against the proposal page limits.

The letter must be signed by a principal of the firm authorized to legally bind the firm. Unsigned proposals or proposals signed by an individual not authorized to bind the prospective consultant may be rejected.

## 2 Firm Qualifications and Experience (12 pages maximum)

Identify the Consultant's Project Director, Project Manager, Project Engineer(s), sub-consultants, and other vital personnel. For each vital staff describe their role and responsibility for the project and provide a biography showing:

- Name, company, project position, mailing address, email address, and phone number
- Years of experience
- Education and licensure
- Previous similar project experience with special attention to regional projects
- Ability and capacity for undertaking and performing similar work
- Current availability for the project

Only resumes for vital staff are required and may be provided in an appendix to the proposal. Resumes are limited to two (2) pages per person and do not count toward the page limit for this section.

In additions, show the relationships of the vital staff in an Organizational Chart. The City of Sonora must approve any changes in vital personnel and sub-consultants after the award of the contract before any change can be made.

Provide project descriptions, contact names, current email addresses, and current telephone numbers for three (3) references of similar project experience that illustrates the quality and past performance of the project team.

In addition, the Consultant must list the three (3) most recent transportation related public infrastructure projects that have gone to construction and for which a notice of completion has been filed or are substantially complete.

Provide the following information for each project:

- Name and contact information of the lead agency
- Name and location of the project
- Name of the federal-aid and or state funding program (if any utilized)
- Original engineer's estimate
- Actual bid amount received
- Final (estimated) construction cost including all change orders

## 3 Project Understanding (10 pages maximum)

Describe the Consultant's understanding of the project. Identify the possible and/or recommended approach and procedure for accomplishing the project goals. Discuss potential hurdles and critical tasks applicable to the project. You may also describe how your team is best suited to address the key issues. Foldout sheets (11x17) may be used; however, these will count as two (2) pages.

## 4 Proposed Scope (No Page Limit)

The proposed scope of work must address the tasks identified in this RFP. Other tasks, items of work, or services that the Consultant believes apply to the project may also be included and should be highlighted or noted. The scope of work must be formatted in such a manner that it can be included in the City of Sonora's standard contract and provided in a file type compatible with Microsoft Word.

## 5 Proposed Schedule (No Page Limit)

The Consultant must provide a critical path schedule for the execution of the proposed Scope of Work. The schedule must be tied to the date of the execution of the contract and show the anticipated completion times for each task.

## 6 Cost Proposal (No Page Limit)

The Consultant must submit a cost proposal as a separate password protected PDF. The cost proposal must be labeled:

Consultant Firm Name
Cost Proposal for Professional Consulting Services for Final Design, Right of Way Acquisition, Permitting, and Construction Support
for the
Tuolumne Heritage Trail Phase I Project ATPL 5010(011)

**The cost proposal must cover all costs (labor, subconsultant costs, direct costs, incidentals, etc.) needed to complete Tasks 1 through 9 in the Scope of Work described in this request for proposals. The cost associated with Task 10 for Construction Support Services will be negotiated with the Consultant at the completion of the 100% PS&E.**

The City of Sonora will not review cost proposals until the qualifications-based ranking is complete.

Refer to Section 6.3 Prevailing Wage Policy of this RFP regarding prevailing wage requirements. Submit a completed Caltrans compliant cost proposal with your proposal similar to the Sample Cost Proposal I (Cost Plus Fixed Fee); See Attachment L.

Submit the following documents for you and your subconsultants with your cost proposal:

i. Company's Prevailing Wage Policy

ii. Caltrans Sample Cost Proposal I (Cost-Plus-Fixed-Fee)

iii. Fringe Benefit Statement for prevailing wage employees

iv. Inspector General Certification of Indirect Cost and Financial Management System

v. Caltrans Safe Harbor Rate and Eligibility Certification Form (if applicable)

vi. Caltrans Sample Cost Proposal IV (Contracts with Prevailing Wages) as backup for you or your subconsultants employees that are subject to covered prevailing wage work. This is only for checking of the appropriate prevailing wage rates.

For Prime Consultants and sub-consultants with lower tiered sub-consultants, list your subconsultant's total cost under the subconsultant line items. See the Sample Cost Proposal; Attachment L

Copies of the Inspector General Certification of Indirect Cost and Financial Management System can be found at:

https://ig.dot.ca.gov/resources/instructions-fdr-icr

If you do not have a Caltrans Accepted Indirect Cost Rate (ICR), be prepared to submit the documents required in Category 2, 3, or 4 of the Inspector General's Financial Document Review Request Form. A copy of the form can be found at:

https://ig.dot.ca.gov/resources/instructions-fdr-icr

## E. Evaluation Criteria and Selection Process

Proposals will be evaluated by a review panel consisting of City staff and may include subject matter advisors. The City reserves the right to conduct oral interviews with top-ranked firms. Evaluation will be based on the following criteria:

| Evaluation Criterion | Maximum Points |
|---|---|
| Experience With Similar Projects | 25 |
| Understanding of Work to be Preformed and Project Approach | 20 |
| Quality of Staff and Demonstrated Technical Ability | 15 |
| Capability of Delivering Innovative Solutions | 10 |
| Financial Responsibility and Availability | 10 |
| Overall Impression and Responsiveness | 10 |
| Best Value | 10 |
| **TOTAL** | **100** |

# F. Contract Terms and Conditions

## 6.1 Contract Type

The City intends to enter into a Professional Services Agreement with the selected consultant. A sample Professional Services Agreement is provided in Attachment K. Contract terms are non-negotiable except as specifically identified by the City.

## 6.2 Federal Requirements

This project is funded in part through the ATP and CMAQ grant programs. The contract must comply with all applicable federal requirements, including but not limited to:

- 2 CFR Part 200 (Uniform Administrative Requirements for Federal Awards)
- Title VI of the Civil Rights Act of 1964
- Buy America requirements as applicable
- Federal lobbying prohibitions (31 USC 1352)
- Drug-free workplace requirements
- Debarment and suspension certification (2 CFR Part 180)

The selected consultant must maintain complete and accurate records related to project costs and activities for a minimum of three (3) years following final payment.

## 6.3 Prevailing Wage Policy

Field work including surveying and soils investigation work on the project will be subject to California prevailing wage. Per section 10.1.1 of the LAPM submit your and your subconsultant's prevailing wage policy with the statement of qualifications and proposal. The policy should include information on the accounting treatment of delta base and delta fringe.

## 6.4 Insurance Requirements

The selected consultant must maintain minimum aggregate insurance coverage of $1,000,000 for Professional Errors and Omissions and General Liability coverage throughout the term of the agreement.

## 6.5 Confidentiality and Public Records

All work products and data collected under this contract are the property of the City of Sonora. Proposals submitted to the City are subject to the California Public Records Act and may be disclosed upon request following contract award.

## 6.6 Local and Small Business Preference

The City encourages proposals from local and small businesses and from disadvantaged business enterprises. However, the primary selection criteria will be qualifications-based.

# G. Submission Instructions

## 7.1 How to Submit

Submit one (1) PDF of the final technical proposal signed by a principal of the firm authorized to legally bind the firm , plus one (1) sperate password protected PDF cost proposal to:

**Chris Gorsky**
**City Administrator**
cgorsky@sonora.ca.gov

The total file sizes (proposal and cost proposal) must not exceed 20MB. The files can be zipped to reduce the transmitted file size. The consultant will be asked for the password to the cost proposal if shortlisted. The City of Sonora will not review cost proposals until the qualifications-based ranking is complete.

Proposals must be received by 3:00 PM PST on December 18, 2026.

## 7.2 Inquiries and Addenda

Inquiries regarding this RFP must be submitted in writing to administration@sonoraca.org no later than November 20, 2026, at 5:00 PM PST. Responses to all questions will be issued as written addenda by close of business December 04, 2026. The City will not respond to oral questions regarding this procurement.

## 7.3 Modification or Withdrawal

Proposals may be modified or withdrawn at any time prior to the submission deadline by written notice to the City Clerk's Office.

## 7.4 Reservation of Rights

The City of Sonora reserves the right to:

- Reject any or all proposals
- Waive any irregularities or informalities in proposals received
- Cancel this solicitation at any time
- Request clarification or additional information from any proposer
- Select the proposal that is deemed most advantageous to the City

# H. Required Certifications

Proposals must include the following signed certifications:

- Non-collusion declaration
- Debarment and suspension certification (2 CFR Part 180)
- Conflict of interest disclosure

Certification forms are attached as Attachment M in this RFP.

# I. Attachments

| Attachment | Title |
|---|---|
| **Attachment A** | 30% Plans |
| **Attachment B** | Draft DEER |
| **Attachment C** | CEQA IS/MND |
| **Attachment D** | Initial Site Assessment |
| **Attachment E** | Notice of Determination (NOD) |
| **Attachment F** | NEPA CE |
| **Attachment G** | Location Hydraulic Study and Summary Floodplain Encroachment Report |
| **Attachment H** | Existing Geotechnical Information |
| **Attachment I** | Right of Way Support Consultant Qualifications |
| **Attachment J** | Right of Way Acquisition Procedures |
| **Attachment K** | Sample Professional Services Agreement |
| **Attachment L** | Sample Cost Proposal |
| **Attachment M** | Required Certifications |
| | Click link to download Attachments<br>THT PSE RFP |

Thank you for your interest in serving the City of Sonora.

Questions: administration@sonoraca.org | 94 N. Washington Street, Sonora, CA 95370 | (209) 532-4541