



Public Works Department

April 11, 2024

Request for Proposal (RFP) - Storm Drain Master Plan City of Grand Terrace, California

Information Available from the City:

- Provide map of existing and proposed storm drain facilities from Willdan dated October 6, 2010.
- Provide Chapter 3 of the City of Grand Terrace (Limited) Development Impact Fee Circulation Report from 2008.
- Provide 2010 Circulation Element of General Plan.

Project Overview:

The City of Grand Terrace invites proposals from its two on-call engineering firms and other qualified parties to develop a comprehensive Storm Drain Master Plan. The objective is to identify existing stormwater drainage infrastructure, assess its condition and capacity, and propose improvements to mitigate flooding risks and enhance stormwater management within the city. The resulting master plan and integrated asset management strategy will provide a long-term framework for understanding the city's storm drain assets, associated risks, and required financial investments for repairs, rehabilitation, and improvements.

Scope of Services:

The selected firm will conduct a detailed assessment and analysis of the storm drain system in Grand Terrace, including but not limited to:

- Inventory and assessment of existing storm drain infrastructure, including pipes, culverts, catch basins, and outfalls.
- Evaluation of the condition, capacity, and performance of the storm drain system.
- Identification of flood-prone areas and drainage issues.
- Analysis of critical deficiencies and future development impacts on stormwater management.
- Development of a prioritized list of recommended improvements and enhancements.
- Preparation of conceptual designs and cost estimates for proposed improvements based on a multi-year plan.
- Development of best practices to ensure the storm drain system remains sustainable and efficient, reducing long-term costs and liabilities.

Deliverables:

Upon completion of the Storm Drain Master Plan, the following deliverables are expected:

- Comprehensive report detailing existing conditions, findings, and recommendations.
- Conceptual designs and cost estimates for proposed storm drain improvements.
- GIS-based mapping and datasets of the storm drain system.
- Presentation materials for public meetings or workshops, as required.
- Development of a prioritized list of capital improvement projects.

- Technical memorandum describing best practices for the operation, maintenance, and inspection of the City's drainage assets, including recommendations for review and updating frequencies.
- One book/atlas depicting storm system structures overlaid on a city boundary map, including street names, at a scale no larger than 1"=100' on 11"x17" pages, bound together.
- Digital copy of large-scale drawings and map book/atlas in PDF format.

Council Approval:

The final task for this Storm Drain Master Plan (SDMP) involves conducting presentations to seek approval for the project outcomes and recommendations. We anticipate delivering one presentation to the City staff and a final presentation to the City Council. These presentations will cover the project's findings, methodologies, assumptions, final concept projects, recommendations, and conclusions. Additionally, we plan to include visuals such as animations to enhance public awareness and effectively communicate the technical aspects of the study to residents and non-technical audiences.

Proposal Requirements:

Interested firms must submit a proposal containing:

- Relevant experience in stormwater engineering and infrastructure planning.
- Description of the proposed approach and methodology.
- Qualifications and key personnel assigned to the project.
- Proposed project schedule and milestones.
- Cost proposal detailing the fee structure and project budget.
- References from similar projects.

Proposal Submission:

Please submit proposals no later than April 22, 2024 to **Public Purchase**. Late proposals will not be considered.

Selection Process:

Proposals will be evaluated based on qualifications, experience, methodology, capacity to meet project deadlines, and cost.

Project Timeline:

The project is ready to commence immediately after the contract award date, with the goal of completing the Storm Drain Master Plan within 6 months or sooner.

The City of Grand Terrace reserves the right to reject any or all proposals, waive informalities, and select the proposal deemed most beneficial to the city. This RFP does not obligate the City to award a contract or reimburse any costs associated with proposal preparation.