



Joint Exercise of Powers Agency

City of Antioch City of Brentwood County of Contra Costa City of Oakley

REQUEST FOR PROPOSAL (RFP No. 2025-01)

**FOR
Preparation of Plans, Specifications and Estimate (PS&E) for**

VASCO ROAD – PHASE 2 PROJECT

Release Date: August 7, 2025

PROPOSALS DUE:
September 2, 2025 at 12:00 Noon

Board of Directors:

Susannah Meyer, City of Brentwood - Chair
Aaron Meadows City of Oakley Vice-Chair
Shanelle Scales-Preston, Contra Costa County
Ron Bernal, City of Antioch

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255 Glacier Drive
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**REQUEST FOR PROPOSAL
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**FOR
Preparation of Plans, Specifications and Estimate (PS&E) for**

VASCO ROAD – PHASE 2 PROJECT

**in
Contra Costa County**

TABLE OF CONTENTS

1. Introduction
2. Services to be Provided
3. Vasco Road – Phase 2 Project
4. RFP Submittal Requirements
5. Selection of Consultant
6. Selection Process Dates

SECTION 1 — INTRODUCTION

The State Route 4 Bypass Authority (SR4BA) is a Joint Powers Authority with members including the County of Contra Costa and the cities of Antioch, Oakley and Brentwood. SR4BA will be taking the lead on the preparation of the Plans, Specifications and Estimate (PS&E) for the **Vasco Road – Phase 2 Project**. SR4BA will be administering the construction contract for this project. However, the consultant will be required to gain full approvals from Contra Costa County.

SECTION 2 — SERVICES TO BE PROVIDED

The SR4BA intends to retain a qualified and committed professional engineering firm/team to provide services required for the preparation and completion of PS&E for the **Vasco Road – Phase 2 Project**. The selected consultant will work closely with SR4BA, as well as Contra Costa County. The PS&E for this project is funded with regional and local funds. It will be necessary for this project to acquire property rights. The project environmental documents have been completed but will need to be reviewed to ensure they are still adequate. The consultant will be required to produce a bid ready contract, specifications, and plan.

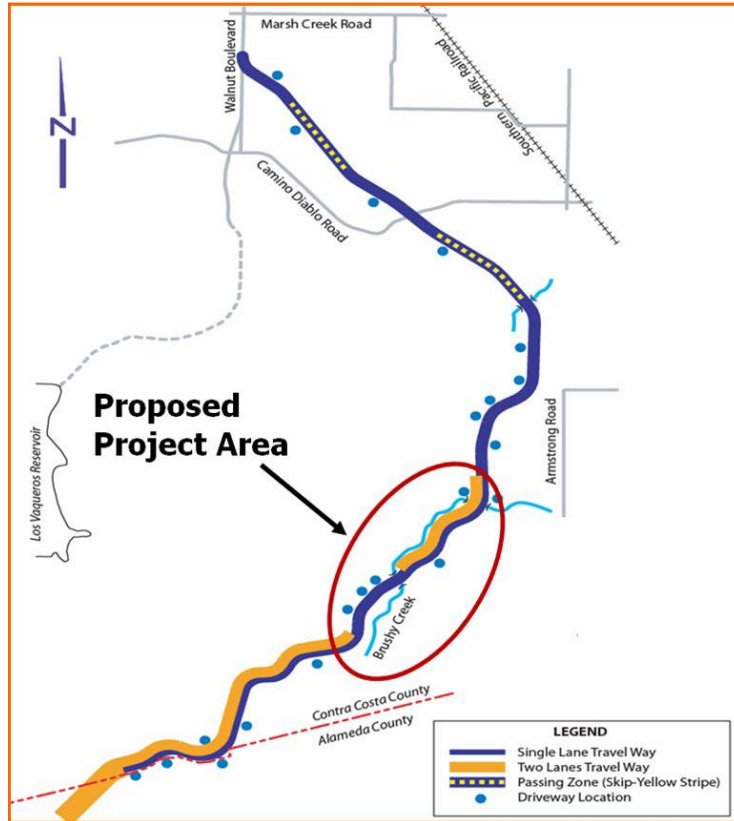
The PS&E was previously completed in the 2012-2014 time frame. The consultant will need to update the PS&E to current standards. The consultant should have the capability to complete the following, if required: surveys/mapping, right-of-way engineering, preparation of updated permit applications, obtaining updated permits, preparation of any CEQA addendum(s), and such other items required to complete the PS&E. The selected consultant will also need to provide design support services during construction. The SR4BA will provide the construction management consultant for constructability and biddability reviews.

SECTION 3 — Vasco Road – Phase 2 Project

Background and Project Description

In the on-going effort to increase safety along Vasco Road, the Contra Costa County Public Works Department has worked with traffic and design consultants to analyze the effects of a median barrier and develop project alternatives. Through this effort, the Public Works Department has identified a safety project in a segment of Vasco Road that has experienced a number of cross median collisions.

The completed project (Phases 1 and 2) will consist of widened lanes and a concrete median barrier along 2.5 miles of Vasco Road beginning approximately three miles north of the Contra Costa/Alameda County Line. Phase 1 of the project constructed approximately one mile of concrete median barrier and closed a gap in a truck climbing lane/passing lane. By installing a hard median and lengthening a passing lane, more opportunities were provided for safe passing. Phase 2 is the final phase of the project and will continue the concrete median barrier in the northerly direction through the existing 3-lane segment (approximately 1.5 miles). Phase 2 will widen the existing roadway to provide the space necessary to construct a median barrier while maintaining the current number of travel lanes. Associated signing, striping, turn pockets, retaining walls, drainage improvements, wildlife mitigation, bridge widening, and barrier end-treatments will be constructed as necessary to accommodate the installation of median barriers. Project information to supplement this RFP are available to download on the CCCPWD Online Planroom at www.cccounty.us/planroom.



Preliminary Project Schedule

Vasco Road – Phase 2 Project	
Tasks	Completion Date
Select Consultant	September 2025
Updated PS&E	March 2026
CEQA Addendum (if required)	March 2026
Updated Environmental Permits	April 2026
Updated Caltrans Encroachment Permit	April 2026
Ready-to-List (RTL)	April 2026
Advertise Construction Contract	April 2026
Award Construction Contract	June 2026
Begin Construction	July 2026

SECTION 4 — RFP SUBMITTAL REQUIREMENTS

Please prepare your proposal in accordance with the following requirements.

1. *Proposal:* The proposal (excluding resumes and the transmittal letter) shall not exceed a total of 20 single-sided, 8.5" x 11" pages. Resumes should be included in an appendix.
2. *Transmittal Letter:* The proposal shall be transmitted with a cover letter describing the firm's/team's interest and commitment to the proposed project. The letter shall state that the proposal shall be valid for a 90-day period and should include the name, title, address, and telephone number of the individual to whom correspondence and other contacts should be directed during the consultant selection process. The person authorized by the firm/team to negotiate a contract with SR4BA shall sign the cover letter.

Address the cover letter as follows:

Dale Dennis, Program Manager
State Route 4 Bypass Authority
255 Glacier Drive
Martinez, CA 94553

3. *Project Understanding:* This section shall clearly convey the consultant's understanding of the nature of the work, including coordination with and approvals from SR4BA and Contra Costa County.
4. *Approach and Management Plan:* This section shall provide the firm's/team's proposed approach and management plan for providing the services. Include an organization chart showing the proposed relationships among consultant staff, SR4BA, Contra Costa County, and any other parties that may have a significant role in the delivery of this project.
5. *Qualifications and Experience:* The proposal shall provide the qualifications and experience of the consultant team that will be available for the **Vasco Road – Phase 2 Project**. Please emphasize the specific qualifications and experience from projects similar to this project for the Key Team Members. Key Team Members are expected to be committed for the duration of the project. Replacement of Key Team Members will not be permitted without prior consultation with and approval of the SR4BA.
6. *Work Plan and Schedule:* The Work Plan should be structured to include the following major tasks for the **Vasco Road – Phase 2 Project**:
 - Coordination and interaction with SR4BA and Contra Costa County
 - Risk Register
 - Final Design
 - CEQA Addendum (if required)
 - Right-of-way Engineering (if required)
 - Permit Applications and Obtaining Permits
 - Design Support Services During Construction

This section shall include a description of how each major task and subtask of the project will be conducted, identification of deliverables for each major task and subtask, and a schedule. The Work Plan should be in sufficient detail to demonstrate a clear understanding of the project. The schedule should show the expected sequence of tasks and subtasks and include durations for the performance of each task, subtask, milestones, submittal dates, and review periods for each submittal. Discuss the firm's/team's approach for completing the PS&E services for this project on the proposed schedule.

7. *Staffing Plan:* The proposal shall provide a staffing plan (detailed by quarter and major task) and an estimate of the **total hours** (detailed by position) required for preparation of the Plans, Specifications, and Estimate (PS&E) as described in this RFP. **NOTE: Hours for each subconsultant shall be included in the staffing plan.** Discuss the workload, both current and anticipated, for all Key Team Members, and their capacity to perform the requested services for the **Vasco Road – Phase 2 Project** according to your proposed schedule. Discuss the firm's/team's approach for completing the PS&E services for this project within budget.
8. *Additional Relevant Information:* Provide additional relevant information that may be helpful in the selection process (not to exceed the equivalent of 2 single-sided pages).
9. *References:* For each Key Team Member, provide at least three references (names and current phone numbers) from recent work (previous five years) similar to the **Vasco Road – Phase 2 Project**. Include a brief description of each project associated with the reference and the role of the respective team member.
10. *Submittal of Proposals:* Submit one (1) electronic copy of your Proposal in PDF format no later than the time and date specified in Section 6 below by uploading the document to the Online Planroom at www.cccounty.us/planroom, using the 'Submit Bid Documents' tab specific for this RFP. You must have an account and be logged in to the Online Planroom to submit your Proposal. No hardcopies will be accepted. Proposal's received after the due date and time specified will be considered nonresponsive and will not be evaluated.

Addenda to this RFP, if issued, will be posted on the CCCPWD Online Planroom at www.cccounty.us/planroom. It is the Consultant's responsibility to check the Online Planroom to obtain any addenda that may be issued.

It is the Consultant's responsibility to ensure that Proposal submittals are downloadable prior to the deadline. The County is not responsible for difficulties with downloading submittals and no additional time for resubmittals after the deadline will be granted if downloading issues occur. Proposals received after the submittal deadline or that failed to properly download after the submittal deadline will be considered non-responsive and will not be evaluated.

Proposals received prior to the submittal deadline may be withdrawn or modified by written request of the consultant but must be returned prior to the submittal deadline to be considered.

11. *Cost Proposal:* A cost proposal should also be submitted to www.cccounty.us/planroom, **titled “PS&E Consultant Cost Proposal.”** as a separate PDF included at the time of Proposal submittal. The cost submittal should indicate the number of anticipated hours/costs by the Project Manager and Key Team Members. The estimated level of hours/costs for other staff can be summarized in general categories. **NOTE: Hours/costs for each subconsultant shall be included in the cost proposal.**

SECTION 5 SELECTION OF CONSULTANT

The proposals will be evaluated using the following criteria:

1. Qualifications and specific experience of key team members.
2. Project understanding and approach.
3. Experience with similar types of projects.
4. Satisfaction of previous clients.
5. Schedule and capacity to provide qualified personnel.

Two or more of the firms/teams may be invited to an interview on September 5, 2025. The project manager and key team members should attend the interview. The evaluation/interview panel may include representatives from SR4BA, Contra Costa County and other agencies, but the specific composition of the panel will not be revealed prior to the interviews. Costs for travel expenses and proposal preparation shall be borne by the consultants.

Once the top firm/team has been determined, SR4BA staff will start contract negotiations with the top-ranked firm/team. If contract negotiations are not successful, the second ranked firm/team may be asked to negotiate a contract with SR4BA, etc. Provided the negotiations are proceeding well, the SR4BA may elect to initiate a portion of the work scope with a Notice to Proceed (NTP), prior to execution of the contract.

SECTION 6 SELECTION PROCESS DATES

September 2, 2025: **Proposals are due no later than 12:00 Noon on Tuesday, September 2, 2025. *Late submittals will not be accepted.***

September 5, 2025: Interviews for consultant selection are tentatively scheduled for September 5, 2025. (If necessary)

Dale Dennis
Project Manager
SR4BA
Phone: (925) 595-4587
E-mail: dodennis@thecyberjungle.com

SECTION 7 GENERAL CONDITIONS

A. Limitations

This RFP does not commit the SR4BA to award a contract or to pay any costs incurred in the preparation of a proposal in response to this RFP.

B. Rejection of Proposals

The SR4BA reserves the right to reject any or all proposals.

C. Award

All finalists may be required to participate in negotiations and to submit such price; technical or other revisions of their proposals as may result from negotiations. Accordingly, each initial proposal should be submitted on the most favorable terms from a price and technical viewpoint.

D. Work Scope Modifications

The SR4BA reserves the right to request changes to the staffing and/or scope of services contained in any of the proposals and to enter into negotiations with any of the firms/teams regarding their submittal.

F. Non-discrimination

Contractors shall not discriminate on the basis of race, color, national origin, sex, or physical disability in the performance of SR4BA contracts.