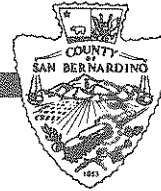


# SPECIAL DISTRICTS DEPARTMENT

COUNTY OF SAN BERNARDINO  
PUBLIC AND SUPPORT  
SERVICES GROUP

157 West Fifth Street, Second Floor • San Bernardino, CA 92415-0450 • (909) 387-5940  
Fax (909) 387-5968



JEFFREY O. RIGNEY  
Director

## **REQUEST FOR PROPOSALS** For the Following **ON-CALL PROFESSIONAL SERVICES**

**ARCHITECT  
LANDSCAPE ARCHITECT  
CIVIL ENGINEERING/SURVEYING  
CONSTRUCTION MANAGEMENT/INSPECTION  
GEOTECHNICAL/GEOLOGICAL  
ENVIRONMENTAL CONSULTANTS  
ELECTRICAL & MECHANICAL ENGINEERS**

The County of San Bernardino, Special Districts Department (Department) on behalf of all Board Governed Special Districts including Big Bear Valley Recreation and Park District, Bloomington Recreation and Park District, Crestline Sanitation District, Fire Protection District, and all Board Governed County Service Areas and their Improvement Zones, is soliciting written proposals from qualified Architects, Landscape Architects, Civil Engineers/Surveyors, Electrical and Mechanical Engineers, Construction Management and Inspection Firms, Geotechnical/Geological/Material Testing, and Environmental Consulting firms interested in being considered to provide professional consultant services on an on-call/as-needed basis for various new construction, modernization and maintenance projects under the Departments Capital Improvement Program. The Department's objective through the attached Request for Proposals (RFP) process is to establish a shortlist of qualified Consultants, at the sole discretion of the Department with Board of Supervisors approval, to be eligible in providing those services for the various projects.

Services to be provided by selected consultants will include, but not be limited to, small comprehensive architectural, civil engineering, electrical and mechanical design projects of limited scope with estimated construction costs of less than \$1 Million. Other contemplated services may include feasibility studies, engineering reports, independent design reviews of private developers that are performing improvements for district acceptance, constructability reviews, environmental consulting to include CEQA and NEPA document preparation, and other various testing, inspection and construction management services in support of Department engineering and construction functions.

MARK H. UFFER  
County Administrative Officer  
NORMAN A. KANOLD  
Assistant County Administrator  
Public and Support  
Services Group

Board of Supervisors  
BRAD MITZELFELT ..... First District      NEIL DERRY ..... Third District  
PAUL SIANE ..... Second District      GARY C. OVITT ..... Fourth District  
JOSE GONZALES ..... Fifth District

**Request for Proposals  
On-Call Services  
December 15, 2009**

The proposals shall demonstrate each firm's qualifications, background and past experience with Capital Improvement Program projects for public agencies. The successful consultants will be selected on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. The exact number of consultants will be determined depending on the quality and diversity of the proposals received. The contract will be for a three-year term with a fixed not-to-exceed maximum cap per year dependent on the type of service being contracted. For any Contract(s) awarded as a result of this RFP, no minimum amount of services to be provided by the on-call consultants is implied nor can be guaranteed by the Department.

If your firm is interested in responding to this RFP, please submit a complete statement of qualifications, staffing list, and other documentation as specified herein. All responding consultants shall submit their hourly rates for each employee classification anticipated to work on Department projects in a separate, sealed envelope. Geotechnical/Geologic/Material testing firms shall also submit their fees for each anticipated test or services that could be required in a separate sealed envelope. If negotiations on the fee proposal from the most qualified firm in each category are not successful, the Department will seek to execute a contract with the next most qualified firms.

Six (6) proposals, one original and 5 copies must be received before **February 4, 2010, 4:00 p.m.**, at the Special Districts Department, 157 W. 5<sup>th</sup> Street, Second Floor, San Bernardino CA. 92415-0450, Attention: Mr. Greg Bacon.

If there are any questions, please contact Greg Bacon at (909) 387-6076; Fax (909) 387-5968.