

## SJCDPW'S PRELIMINARY WORK SCOPE

### BACKGROUND:

The San Joaquin County Department of Public Works (SJCDPW) requests technical proposals from qualified construction management (CM) firms to undertake, perform, and complete the tasks outlined in the Request for Proposals – SJCDPW-RFP-25-07. The selected CM firm will perform professional and technical engineering services for the proposed **Escalon Road Bridge No. 29C-476 Replacement, Federal Aid Project No. BRLS-5929(238)** (PROJECT).

The selected CM firm will be the highest-ranking firm that has successfully negotiated the terms for the award of a consultant services agreement. The selected CM firm or CM team will be requested to enter into a consultant services agreement with San Joaquin County (County). All work shall comply with San Joaquin County Policies. The CM firm shall be required to provide all labor, equipment, tools, and facilities necessary for the completion of the requested professional services for the PROJECT.

Registration as a professional engineer in the State of California is mandatory for the resident engineer. The selected CM firm shall be required to complete all work in accordance with Federal, State, and SJCDPW requirements.

The Escalon-Bellota Road bridge (currently Br. No. 29C-038) across Littlejohns Creek is located approximately 0.3 miles south of State Route 4 in the Farmington area. Escalon-Bellota Road is a two-lane major collector (rural) connecting State Route 4 to E Mariposa Road.

The PROJECT involves replacing the existing Escalon-Bellota Road bridge with a new two-lane cast-in-place concrete bridge (Br. No. 29C-476), measuring approximately 135 feet in length and 36 feet in width. Construction activities will include installing a temporary bridge bypass (for public traffic) and a temporary stream diversion system, pile driving, reconstructing the roadway approaches, installing approach guardrails and a bridge drainage system, installing rock slope protection, and restoring riparian habitat.

The requested professional construction management services shall include, but are not limited to: constructability review, contract administration, part-time resident engineering, full-time construction inspection, public outreach, labor compliance review, stakeholder coordination, quality assurance, materials sampling and testing, and maintenance of project records for the PROJECT. The scope of work also encompasses documentation of preconstruction conditions, schedule and lead periodic meetings, review of material submittals and construction schedules, responses to requests for information (RFIs), management of contract modifications, change orders, and claims, coordination with stakeholders, and preparation and distribution of project-related notifications, including those required by regulatory agencies before and after construction. Additional responsibilities include project closeout, punch-list preparation and final acceptance, development of as-built drawings, and other miscellaneous construction administration tasks.

T.Y. LIN International, Incorporated (TYLIN) provided professional design engineering services for the PROJECT, including the preparation of plans, specifications, and cost estimate.

It is SJCDPW's standard business practice to disallow design engineering firms to bid or propose on construction management services for which they served as the design firm. Accordingly, the

design consultant for the PROJECT, will not be invited to submit a proposal for this PROJECT's construction management engineering services. However, the designer will continue to participate in the PROJECT and render design assistance during construction.

## **PRELIMINARY WORK SCOPE**

Estimated Construction Contract Award Date: **October 2026**  
Estimated Bird Netting Start Date: **December 2, 2026 (Bird Netting)**  
Estimated Construction Duration for Bird Netting: **5 working Days**  
Estimated Bridge Construction Start Date: **March 8, 2027**  
Estimated Bridge Construction Duration: **181 Working Days**

Total Estimated Contractor's Contract (5 working days for Netting + Bridge Construction)  
Duration: **186 Working Days**

## **SERVICES PROVIDED BY THE CM FIRM:**

The CM firm shall assist the County's Field Engineering Services Manager with construction management and inspection services during the PROJECT construction. These services will encompass serving as the County's representative to the construction contractor and the public with regard to activities at the construction site, interpretation of the requirements of the construction contract documents, assessing the acceptability of the contractor's work, assisting in managing the PROJECT's construction and evaluating contractor's claims. In summary, the CM will provide the following services:

- Review PROJECT submittals to ensure compliance with contract requirements.
- Craft responses to Requests for Information (RFIs)
- Conduct inspections and monitor work for adherence to PROJECT plans and specifications, including funding, environmental mitigation, stormwater pollution prevention plan, and permitting requirements.
- Preparation and distribution of pre and post notification requirements as required by the regulatory agencies.
- Prepare contract change orders and respond to potential claims.
- Compile and submit daily inspection and weekly progress reports on a weekly basis.
- Coordinate with stakeholders, including residents, businesses, and regulatory agencies.
- Conduct Public Outreach Meetings and prepare/distribute Public Outreach material.
- Quality Assurance/Material sampling and testing per the PROJECT's specifications and County's Quality Assurance Program (QAP) Manual
- Manage the preparation and implementation of punch list items and final acceptance.
- Oversee PROJECT closeout deliverables, including as-builts and final utilization of Disadvantaged Business Enterprise (DBE) contractor(s), and all necessary final closeout submittals from the prime contractor.

Anticipated tasks for this PROJECT include:

### **TASK 1: CONSTRUCTABILITY REVIEW AND PS&E RECOMMENDATIONS**

The Consultant shall perform a constructability review of the Plans, Specifications, and Estimate (PS&E), including but not limited to the following:

- Evaluate the plans, specifications, and material/bid quantities to ensure the PROJECT is constructible based on existing constraints and the methodology identified in the documents.
- Confirm compliance of the PROJECT documents with the environmental documentation, applicable permits, and funding requirements.
- Evaluate the validity of the Engineer's Estimate considering the uniqueness, complexity, and constraints of the PROJECT. The estimate shall be assessed based on current market conditions, contractor workloads, Caltrans' historical and current unit cost database, and comparable recent projects within California.
- Confirm that the anticipated construction schedule aligns with all permitting requirements and other critical path items.
- Verify that the estimated working days, review time for submittals, and fabrication/delivery lead times (e.g., for precast items) are accurate.
- Identify any risks or inaccuracies in the Plans, Specifications, and Estimate.
- Develop a critical path construction schedule and recommend potential time-saving measures.
- Identify potential cost-saving measures, including possible design modifications.

**Deliverable(s):** A Constructability Review Report addressing the above items and recommending revisions to the PS&E, which may include:

- Proposed modifications to the special provisions and other PS&E elements to improve contract documents.
- Review of bid items, measurement, and payment clauses to ensure consistency and biddability.
- Justification for each proposed revision.

### **TASK 2: DOCUMENTATION OF PRE-CONSTRUCTION CONDITIONS**

The CM firm shall process and review all PROJECT documentation before the start of construction. Preconstruction conditions must be thoroughly documented using photographs, written notes, and video footage. The entire site shall be videotaped, with special or sensitive areas noted and documented in detail. Any preconstruction submittals (e.g., notifications to regulatory agencies) are included under this task.

**Deliverable(s):** Provide copies of all documentation—including photographs, notes, and video—to the County Field Engineer. These will become the property of SJCDPW. All deliverables are due no later than two weeks prior to the construction start date.

**TASK 3: MEETINGS AND COORDINATION**

The CM firm shall coordinate and conduct weekly progress meetings with the contractor, County staff, and other agencies. Allocate approximately two (2) hours weekly for formal project meetings, which may be held virtually or on-site as necessary.

Additional required meetings may include the preconstruction meeting, public outreach meetings with stakeholders (e.g., irrigation districts, farm bureaus, local businesses), and coordination meetings with regulatory agencies.

The CM firm shall:

- Coordinate all meeting logistics.
- Prepare and distribute meeting agendas.
- Record and distribute meeting minutes.
- Prepare and provide all required preconstruction documentation and notifications to regulatory/permitting agencies.

**Deliverable(s):** Copies of meeting agendas, minutes, and any preconstruction documentation/notifications.

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**TASK 4: SUBMITTAL REVIEWS AND CLARIFICATIONS**

The CM firm shall review all contractor-submitted materials and RFIs, and coordinate the response process among the contractor, design consultant, County staff, and other relevant agencies. Clarifications and interpretations shall be issued as needed.

Responsibilities include:

- Logging all submittals and RFIs with their corresponding responses.
- Ensuring timely review and return of submittals/RFIs.

**Deliverable(s):** Copies of all material submittals and RFIs with responses, along with a status log.

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**TASK 5: CONSTRUCTION INSPECTIONS, MONITORING, AND PROGRESS PAYMENT VOUCHERS**

The CM firm shall provide a part-time Resident Engineer (averaging four [4] hours per workday) and a full-time Construction Inspector (averaging 10-hour on-site days).

Daily construction activities shall be monitored for quality, cost, and schedule adherence. This includes:

- Daily site inspections.

- Compliance with plans, specifications, and stormwater/environmental permit requirements.
- Environmental mitigation monitoring.

**Daily Inspection Reports** shall be prepared per Caltrans standards and made available the following workday. Reports must include:

- Names, classifications, and tasks of all contractor/subcontractor personnel.
- Material deliveries and equipment usage (active and idle).
- Weather conditions, contractor discussions, and issues addressed.
- DBE work monitoring.
- Documentation/photos of Buy America materials.
- Certificates of compliance and material tags.
- Separation of extra work from contract work.
- Quantity tracking per activity.

The CM firm shall:

- Summarize daily work with photos.
- Review the contractor's schedule, track changes, and monitor critical path items.
- Issue weekly working day statements and progress reports.
- Prepare payment vouchers documenting eligible bid item quantities and materials installed.

**Deliverable(s):** Daily Inspection Reports, Weekly Progress Reports (with photos/video), and Payment Vouchers.

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## **TASK 6: MATERIAL SAMPLING AND TESTING**

The CM firm shall employ only certified material testers. All sampling and testing shall follow project specifications and the County's Quality Assurance Program Manual.

Testing scope includes (but is not limited to):

- Mix designs
- Gradation and compaction tests
- Source inspections

A designated email for coordinating tests shall be provided to the Resident Engineer and County.

**Deliverable(s):**

- A list of proposed tests and frequencies with cost estimates.
- Reports/results of all material tests.
- Coordination and pre-approval of all testing with County staff.

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**TASK 7: PUBLIC OUTREACH**

The CM firm shall prepare and distribute up to four (4) public notifications to stakeholders (e.g., farmers, marinas, schools, businesses). Facilitate up to two (2) public meetings or events.

**Deliverable(s):** Four (4) public notifications/flyers.

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**TASK 8: LABOR COMPLIANCE**

The CM firm shall ensure full labor compliance, including:

- Collecting certified payroll records.
- Conducting compliance reviews.
- Notifying the County immediately of delinquencies or late submittals.
- Recommending payment withholds in accordance with Caltrans standards, if necessary.

**Deliverable(s):** Hard copies of certified payrolls and written compliance reports.

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**TASK 9: FINAL COMPLETION AND ACCEPTANCE**

Upon substantial completion of the PROJECT:

- The CM firm shall schedule a walk-through with the County Field Engineer.
- Prepare and submit a punch list of incomplete or unsatisfactory items.
- After resolving all issues, the CM firm shall provide a completion statement verifying compliance with contract documents and recommending acceptance.

**Deliverable(s):** Final punch list and PROJECT completion statement.

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**TASK 10: PROJECT CLOSEOUT**

The CM firm shall maintain and deliver a comprehensive project file, including:

- "As-built" record drawings.
- Documentation for post-construction regulatory compliance.
- Chronologically bound photographs (before, during, after construction).
- Video footage.
- All inspection reports, test results, schedules, meeting records, correspondence, and related documentation.

**Deliverable(s):**

- Complete set of construction records and files.
- Approved shop drawings, submittals, and manufacturer documentation.
- One set of red-marked “as-built” drawings.
- Post-construction regulatory documentation

**MISCELLANEOUS:**

- The CM firm will not be responsible for breaches by the construction contractor with SJCDPW, unless such breach is caused or contributed to by the CM firm’s negligence or by its failure to perform its obligations under the agreement between the CM firm and SJCDPW. The CM firm will support SJCDPW in any post-completion dispute with the contractor, rendering reasonable assistance, providing access to its records, but is not required to incur out of pocket costs, such as retaining independent experts.
- Charges for staff meetings will only be considered for work directly related to the PROJECT. Charges for supervision by the “Principal” or “Senior Civil Engineer in Charge” will only be considered for work directly related to the PROJECT. Charges for general supervision will not be considered part of the services for which payment will be made.