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**ORANGE COUNTY WATER DISTRICT**  
ORANGE COUNTY'S GROUNDWATER AUTHORITY

April 20<sup>th</sup>, 2022

## **Request for Proposals (RFP) for Evaluation and Design of Laboratory Washroom**

The Orange County Water District (OCWD) is soliciting proposals from consultants that OCWD has determined as potentially qualified to provide design services related to laboratory equipment.

The OCWD Philip L. Anthony Advanced Water Quality Laboratory opened its doors in 2009. Over the course of 13 years of use, the existing lab washroom benchtops, sinks, and cabinetry built of primarily stainless-steel have significantly degraded over time and is rusting throughout. Additionally, the current design of washroom cabinetry provides an insufficient level of storage space, which staff currently supplements by utilizing mobile stainless-steel carts that have also corroded over time. These stainless-steel surfaces and carts need to be replaced with chemically resistant surfaces that can withstand the conditions of the lab's day to day workflow. These surfaces need to be evaluated and the consultant must provide recommendations on materials and redesigns of existing structures as necessary.

Beyond the stainless-steel surfaces that need replacing, potential safety concerns related to the corrosion need to be assessed and addressed as part of the redesign of this washroom. Evaluation of ventilation and safety eyewash/showers needs to be conducted to determine whether existing conditions meet all Cal-OSHA safety requirements. Should it be determined that current capabilities are not sufficient to meet necessary safety requirements, redesign specifications must be recommended by the consultant.

OCWD desires to relocate one of the three existing sinks within the lab washroom to maximize available space and provide an optimal workflow for lab staff. These considerations should be accounted for in the consultant's proposal.

The consultant awarded this agreement will be responsible for the evaluation of the existing laboratory washroom and required to provide biddable plan sheet(s) and specifications based on the scope of work below. Awarding of this evaluation and design agreement does not indicate the consultant is to be awarded the contract to perform construction of this project. However, award of the evaluation and design services does not preclude the consultant from being able to bid on the construction contract.

### Scope of Work:

- Perform an evaluation of existing stainless-steel cabinetry and equipment (such as fume hoods, mobile carts, etc.). Utilize a Certified Industrial Hygienist (or equivalent) to perform a workflow optimization assessment to determine needs and recommend redesign specifications to meet all necessary safety requirements.
- Provide technical specifications for new equipment such as fume hoods, safety eye wash and showers, etc.
- Provide plan sheet(s) for new layout and equipment.
- Provide Class IV cost estimate.

A pre-bid meeting is scheduled to take place on-site on Wednesday, May 4<sup>th</sup>, 2022 for consultants to view the lab washroom being evaluated, take measurements as needed, and ask questions. Attendance at the pre-bid meeting is not mandatory, but any prospective bidders will be responsible for knowing all relevant information related to the scope of work described above.

Contact Prem Parmar with questions at (714) 378-3339 or [pparmar@ocwd.com](mailto:pparmar@ocwd.com).

Quotes are due by 10:00 a.m. on May 20<sup>th</sup>, 2022 via email, [pparmar@ocwd.com](mailto:pparmar@ocwd.com).

### Minimum Insurance Requirements:

The minimum insurance requirements are: \$2 million for Commercial General Liability insurance, \$1 million for Automobile Liability insurance (including Additional Insured endorsement for both General Liability and Automobile Liability insurance), \$1 million Professional Liability and \$1 million for Workers' Compensation insurance (including Waiver of Subrogation endorsement for Workers' Comp).

### Revision to the Request for Proposals

The District reserves the right to revise this RFP prior to the due date. The District reserves the right to extend the date by which the Proposals are due.

### Reservations

This RFP does not commit the District to award a contract, to defray any costs incurred in the preparation of a Proposal pursuant to this RFP, or to procure or contract for work. The District retains, in its sole discretion, to reject any and all proposals for any reason.

### Public Records

All Proposals submitted in response to this RFP become the property of OCWD and are public records and as such may be subject to public review. Release of Public Information selection announcements, contract awards, and all data provided by the District shall not be protected from public disclosure. Proposers desiring to release specific trade secret information to the public must receive prior written approval from the District, which the District is under no obligation to grant.

### Additional Information

The District reserves the right to request additional information and/or clarifications from any or all contractors.

### Professional Services Agreement

The selected contractor will be required to sign the OCWD Professional Services Agreement and to provide OCWD's standard Insurance Certificates and all other required documentation within 10 calendar days of notice of award. The Contractor will be required to adhere to prevailing wage requirements, apprentice requirements, and report certified payroll to OCWD and the State of California's Department of Industrial Relations.

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Equal Employment Opportunity and Affirmative Action Requirements

The Contractor shall provide a Statement of Equal Employment Opportunity/Affirmative Action. The Contractor and each subcontractor shall not discriminate in the employment of persons on the work because of race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, sexual preference or sex of such persons except as permitted by Section 12940 of the California government Code. The Contractor is expected to maintain policies similar to those of OCWD regarding equal employment opportunities and affirmative action as set forth in the OCWD's Administrative Policies.