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SAN BERNARDINO VALLEY
MUNICIPAL WATER DISTRICT
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REQUEST FOR PROPOSALS

Professional Engineering Design Services

Devil Canyon Basin State Water Project Turnout Project

San Bernardino Valley Municipal Water District | San Bernardino, California

RFP issuance date: November 13, 2026 Questions due: December 4, 2026 Proposals due: December 18, 2026

District contact / submission email: Aaron Jones / aaronj@sbvmwd.com

1. Invitation and Purpose

San Bernardino Valley Municipal Water District (District) invites qualified engineering consulting firms to submit proposals for multidisciplinary engineering design and bid-phase services for the Devil Canyon Basin State Water Project (SWP) Turnout Project. The selected consultant will serve as Engineer of Record and prepare coordinated, permit-supporting and bid-ready construction documents for a new SWP turnout, conveyance pipeline and recharge basin outlet. The District intends to enter into a professional services agreement with the selected consultant, following the approval of the Board of Directors.

2. Project Background and Description

The project will convey SWP water by gravity to the Devil Canyon groundwater recharge basins. The preliminary concept includes a new approximately 24-inch connection to an existing SWP pipeline; an upstream isolation valve; a reinforced-concrete turnout/diversion and flow-control structure west of the existing service building; approximately 1,100 to 1,150 feet of conveyance piping comprising nominal 24-inch and 30-inch segments; a crossing of Devils Canyon Road; a structurally designed crossing within the Department of Water Resources (DWR) easement above an existing 108-inch SWP pipeline; and a discharge/energy-dissipation structure at the recharge basins. Final sizes, lengths, materials and alignments are subject to design verification.

The basis-of-design flow is 32 cubic feet per second (cfs). The consultant shall evaluate operating conditions, hydraulic grade, flow measurement and control, and the feasibility of gravity operation, including lower-flow operating scenarios. The concept includes a weir chamber, motor-operated valves, instrumentation, chemical-feed provisions, electrical service and communications infrastructure. The consultant shall confirm final equipment and operating requirements with District staff.

JOSE VELASQUEZ Division I | GIL J. BOTELLO Division II | SUSAN LONGVILLE Division III | T. MILFORD HARRISON Division IV | PAUL R. KIELHOLD Division V | HEATHER DYER CEO/ General Manager

3. Scope of Services

Task 1 — Project Management, Meetings and Coordination

- Conduct a kickoff meeting and periodic design progress and review meetings with District staff, DWR and other stakeholders as necessary. Provide agendas, minutes, decision/action logs and meeting follow-up.
- Maintain an integrated schedule, budget/task tracking, subconsultant coordination, quality management and interdisciplinary reviews. Provide monthly progress and budget reports along with monthly billings to the District.
- Coordinate with DWR, Southern California Edison (SCE), City of San Bernardino, San Bernardino County Flood Control District and other applicable agencies as needed.

Task 2 — Site Investigations, Survey and Geotechnical Services

- Review District-provided preliminary drawings, aerial/topographic information, utility records, existing survey control and available project data; conduct field reconnaissance and identify data gaps.
- Perform supplemental topographic survey of the approximately 1,300-foot corridor and affected facility areas, including visible utilities, drainage features, existing electrical assets, roads, site features and control monuments. Provide survey in editable Civil 3D/DWG format (including the native existing-ground Digital Terrain Model (DTM) or Civil 3D surface files) and identify horizontal and vertical datums. Include necessary easement exhibits and legal descriptions, or separately identify responsibility and fee. The District has preliminary title reports for DWR, City of San Bernardino, Flood Control District, and San Bernardino Valley MWD.
- Develop and implement a geotechnical exploration program addressing coarse alluvium, cobbles/boulders, excavation difficulty, bedding, backfill, structure foundations, corrosivity, groundwater and geologic/seismic hazards. Consultant shall furnish and coordinate all equipment, operators, labor, utility-clearance notifications, access arrangements, excavation, test-pit safety, sampling, laboratory testing, backfilling and site restoration needed for exploratory test pits. Provide draft and final geotechnical reports with design and construction recommendations. Identify the number, locations and depths of proposed test pits and associated costs in the base proposal.
- Identify and coordinate necessary utility potholing to confirm conflicts and crossing elevations. Include potholing services and associated excavation resources in the base proposal unless a specific District-furnished activity is expressly identified in the RFP; clearly identify assumptions and any additional investigations recommended as optional services, such as geophysical investigation.

Task 3 — Hydraulic, Operational and Design Development

- Prepare and document design criteria and hydraulic calculations for the 32-cfs design flow and appropriate lower-flow cases, including head losses, hydraulic grade line, weir/flow measurement performance, air management, surge/transient considerations, energy dissipation and outlet conditions.
- Evaluate operation and maintenance access, valve isolation, bypass provisions, safe maintenance, shutdown/tie-in sequencing, testing and startup.
- Develop and coordinate conceptual/early design of the SWP connection, turnout/diversion structure, piping, DWR crossing, road crossing, outlet structure, site grading and electrical/instrumentation facilities.

- Prepare an early DWR crossing package suitable for formal review, including stamped crossing plans and details, structural calculations, loading and foundation assumptions, profile and construction methodology, with compliance with DWR build-over requirements. Allow for an initial submission and three comment-response/resubmittal cycles.

Task 4 — Civil, Structural and Mechanical Final Design

- **Civil:** pipeline plan/profile and alignment, material transitions, utility crossings, trenching and bedding, access and traffic staging, grading, erosion and sediment control, road restoration, demolition and site restoration. Evaluate open-cut versus trenchless crossing of Devils Canyon Road and document the recommended approach.
- **Structural:** turnout/weir and discharge structures, foundations, access platforms and removable shade canopy, reinforced concrete DWR crossing encasement/self-supporting configuration, structural details and design calculations.
- **Mechanical:** SWP tie-in and direct-buried isolation valve, piping and appurtenances, motor-operated valves, flow measurement, bypass/chemical feed provisions, level instrumentation, maintenance and testing requirements.
- Prepare project-specific construction specifications, tie-in/shutdown, commissioning and startup requirements, and coordinated construction sequencing assumptions.

Task 5 — Electrical, Instrumentation and Controls

- Evaluate existing service-building power and panel capacity, available 120-V single-phase supply, loads, possible service upgrades and SCE coordination; develop electrical distribution, duct bank, grounding, lighting, power and communication plans.
- Prepare project process and instrumentation diagrams (P&IDs) covering the turnout, valves, chemical-feed provisions, flow and level instrumentation, control points, alarms, interlocks and interfaces. Design field instrumentation, equipment wiring, conduit and electrical connections necessary to support District-furnished SCADA design. Coordinate P&IDs, instrument lists, I/O points and control interfaces with District staff; incorporate District comments into the final P&IDs.
- The District will provide the SCADA system design, including SCADA architecture and programming/integration requirements. Consultant shall coordinate its electrical and instrumentation design with the District SCADA design and provide the interface documentation needed for integration. Consultant shall not include SCADA system design or programming in the base fee; clearly identify any assumptions concerning PLC/HMI hardware, local control panels, commissioning and testing and separately price additional services only if requested.

Task 6 — Permitting and Environmental Technical Support

- Provide technical assistance to the District for DWR encroachment/build-over review and local easement/access approvals, including figures, calculations, construction descriptions, permit-support exhibits and responses to technical agency comments. The District will lead environmental compliance and environmental agency coordination.

Coordinate with the City of San Bernardino Municipal Water Department (SBMWD) regarding easements, rights-of-way and access permissions necessary for construction, operation and maintenance of the proposed facilities. Identify anticipated permanent facility easements and temporary construction easements; prepare survey-based easement plats/exhibits and legal descriptions through a qualified licensed land surveyor; and provide supporting alignment, access and construction-limit information. Participate in coordination meetings, address technical

comments and revise easement documentation as reasonably necessary to support agency review and approval. San Bernardino Valley will lead property-rights negotiations, legal review and execution of agreements; the Consultant shall provide technical and surveying assistance.

- Support the District-led environmental effort by preparing project descriptions, construction methods, disturbance and impact quantities, figures and maps, and avoidance/minimization design information as reasonably required for District environmental review and permit applications.
- The District will be responsible for leading CEQA review, environmental studies, environmental permit applications and associated agency coordination. Consultant shall provide engineering technical support. Full biological/aquatic delineations, specialized surveys, environmental documents, permit application preparation and agency fees are excluded from the base scope unless specifically requested by the District; list any recommended additional environmental services as separately priced options.

Task 7 — Design Submittals, Cost Estimates and Bid Support

- Provide 60%, 100% and final bid-ready coordinated plans and technical specifications, incorporating consolidated District and agency comments. Provide signed/sealed final PDF deliverables and editable native CAD, calculation and specification files.
- Provide a discipline-coordinated engineer's opinion of probable construction cost at the 60% and 100% stages, with quantities, assumptions, contingency and major cost risks.
- Attend a pre-bid meeting; respond to bidder RFIs; prepare up to two addenda; assist with review of bids and identification of technical irregularities. Construction-phase services are excluded from the base scope and may be separately negotiated.

4. Required Milestones and Deliverables

Milestone	Target / requirement
Kickoff / design basis	Upon notice to proceed; schedule proposed by consultant
DWR crossing 100% package	Within 4 months of notice to proceed
Overall 60% design	Within 4 months of notice to proceed
DWR comment cycles	Initial package plus three resubmittals assumed
Overall 100% design	Within 11 months of notice to proceed, subject to timely agency comments
Final bid-ready package	Following resolution of consolidated comments; propose duration
Bid-phase support	During District bid advertisement

All milestones are planning targets derived from the preliminary scope; proposers shall identify dependencies, realistic agency review periods and schedule risks.

5. District-Furnished Information and Responsibilities

The District anticipates furnishing available preliminary alignment/plan (no profile) information, existing surveys, Right-of-Lines, District drawing and specification standards, and its SCADA system design and related coordination input. The consultant shall develop project P&IDs. The District will lead environmental compliance and environmental permitting, with consultant technical support. The consultant shall provide test-pit excavation equipment and operators as part of its geotechnical

scope. The District will coordinate operational shutdown of the existing SWP pipeline for tie-in. Any additional District-furnished services shall be expressly identified in the proposal.

6. Proposal Content and Organization

Proposals shall be organized to include the following information:

1. **Cover Letter:** Identify the authorized signatory, principal contact, and commitment to meeting the proposed project schedule.
2. **Project Understanding and Technical Approach:** Demonstrate an understanding of the project objectives, design requirements, key constraints, and potential challenges, particularly those associated with the DWR pipeline crossing and agency approvals. Describe the proposed technical approach and methodology.
3. **Scope of Work:** Provide a task-by-task work plan identifying anticipated deliverables, assumptions, exclusions, review cycles, and any recommended modifications or value-added approaches.
4. **Project Team and Qualifications:** Provide a project organization chart identifying key personnel, their roles and responsibilities, professional registrations, and proposed subconsultants. Include resumes of key personnel.
5. **Relevant Project Experience:** Provide three (3) to five (5) projects completed or substantially completed within the past ten (10) years that demonstrate experience with projects of similar scope and complexity. Emphasis should be placed on SWP facilities, pipeline turnouts and interconnections, groundwater recharge facilities, pipeline crossings, and DWR coordination (or similar). For each project, include the project name and location, client contact information, brief description of services, approximate construction cost, completion date or current status, and involvement of key personnel proposed for this project.
6. **Project Schedule:** Provide a detailed schedule identifying major milestones, critical path activities, DWR crossing submittals, design review periods, permitting dependencies, and anticipated completion dates.
7. **Quality Assurance/Quality Control:** Describe the proposed QA/QC procedures and identify any potential conflicts of interest.
8. **Fee Proposal:** Submit a separate fee proposal identifying estimated labor hours and billing rates by task and classification, subconsultant costs, reimbursable expenses, total proposed fee, optional services, and associated assumptions.

Proposal Page Limit

Technical proposals shall be limited to a maximum of twenty (20) single-sided, letter-sized pages, excluding the cover letter, table of contents, resumes, project schedule, fee proposal, and required administrative forms. Resumes shall be limited to two (2) pages per individual.

The technical proposal shall include all relevant project experience within the 20-page limit. Proposals should be concise and focused on demonstrating the Consultant's qualifications, understanding of the project, proposed approach, and ability to complete the required services.

7. Fee Proposal Format

Provide a task-based fee table for Tasks 1 through 7, identifying prime-consultant labor hours and rates, subconsultant fees, reimbursables, and total. Base fee shall include consultant-provided geotechnical test-pit excavation equipment and operators, preparation of P&IDs, environmental technical support, 60% and 100% construction cost estimates, and the early DWR crossing package plus three anticipated resubmittals. State whether fees are lump sum or time-and-materials and identify all exclusions.

8. Evaluation and Selection

The District anticipates evaluating qualifications and relevant experience, understanding and technical approach, team availability and project management, ability to meet the schedule, quality of proposed scope/assumptions, and overall value. The District may conduct interviews, request clarifications, negotiate scope and fees, reject any or all proposals, or cancel the solicitation, consistent with applicable District procurement requirements. Final evaluation weights and selection procedures will be confirmed before issuance.

9. Submission Instructions and Procurement Schedule

Submit one searchable PDF technical proposal and one separately identified fee proposal electronically to aaronj@sbvmwd.com by **1:00PM, December 18, 2026, PST**. Questions shall be submitted in writing by December 4, 2026; responses or addenda will be issued by December 11, 2016. Proposal validity: 90 days. Anticipated selection and notice to proceed: January or February 2026. No work is authorized until execution of an agreement and issuance of a written notice to proceed.

10. Contract and Administrative Requirements

The selected consultant shall comply with the District's professional services agreement, insurance, indemnification, licensing, record retention, ownership of work product, confidentiality and other applicable contractual requirements. All deliverables and intellectual property provisions will be governed by the executed agreement. Proposers shall identify any requested exceptions in their proposal.

Appendix A — Reference Materials

- District Devil Canyon Turnout preliminary plan.
- Existing aerial survey and Right-of-Way lines (dwg files). https://sbvmwd.sharefile.com/d-s2d7b56125cae46c08e9fba4450980264

Appendix A

