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**NOTICE TO ALL PROSPECTIVE PROPOSERS:  
ADDENDUM NO. 1**

1. City of Chino Hills Project No. W19003, "Citywide Water and Recycled Water Master Plan Update", Request For Proposals (RFP) for which proposals are to be received at the office of the City Clerk of the City of Chino Hills, 14000 City Center Drive, Chino Hills, CA 91709, until 2:00 p.m. on Thursday, December 5, 2019.
2. The following modifications are hereby made part of the RFP and supersede or amend the information included in the original RFP Documents:
  - a. Proposal will be received until 2:00 p.m. on Thursday, **January 16, 2020**.
  - b. **Section F – Evaluation and Selection; Tentative Project Schedule table (Page 2) of the RFP is hereby modified as follows:**

<b>TENTATIVE PROJECT SCHEDULE</b>	
RFP Published:	<b>September 12, 2019</b>
Questions from Proposers Due:	<del>October 17, 2019</del> <b>November 26, 2019</b>
Questions and Answers Posted:	<del>October 24, 2019</del> <b>December 12, 2019</b>
Proposals Due:	<del>December 5, 2019</del> <b>January 16, 2020</b>
Initial Review of Proposals by Panel:	<b>TBD</b>
Anticipated Contract Award:	<del>February 25, 2019</del> <b>April 2020</b>

3. The following clarifications are provided relating to the questions submitted regarding the RFP:
  - a. **In response to the questions received from the prospective Proposers, attached is Exhibit A – Compilation of Questions and Answers (Addendum No. 1 – October 24, 2019) containing responses and clarifications to those submitted questions.**

4. The Document entitled "Request For Proposals – Citywide Water and Recycled Water Master Plan Update", Proposal Due Date and Delivery as originally issued, as amended by any addendum issued prior to this addendum, and as amended by this addendum, shall be acknowledged in the Proposal therein. Failure to provide such acknowledgment shall render the Proposal as non-responsive and subject to rejection.

BY ORDER OF THE CITY OF CHINO HILLS  
October 24, 2019

By:   
\_\_\_\_\_  
Fe M. Rama, P.E., Senior Engineer

## EXHIBIT A

### REQUEST FOR PROPOSAL (RFP) CITYWIDE WATER & RECYCLED WATER MASTER PLAN UPDATE PROJECT NO. W19003

#### COMPILATION OF QUESTIONS AND ANSWERS

The following are compiled questions and answers received pertaining to the Request For Proposals (RFP) for the Citywide Water & Recycled Water Master Plan Update Project:

1. Q: Regarding the Water and Recycled Water Master Plan Update, may we please receive copies of prior water and recycled water master plans? Additionally, we would like to request a meeting with the senior engineer leading this project.

**A: Electronic/ PDF copies of the October 2005 Water and Recycled Water Master Plans are available upon request to Ms. Chris Bond, via e-mail at [cbond@chinohills.org](mailto:cbond@chinohills.org), or Ms. Fe Rama at [frama@chinohills.org](mailto:frama@chinohills.org).**

**In addition, a meeting with the City staff can be arranged by contacting, Ms. Fe Rama, via e-mail at [frama@chinohills.org](mailto:frama@chinohills.org).**

2. Q: Could you provide what the City has available in regards to the GIS database for existing and future land uses, water and recycled water facilities, and the previous water model?

**A: The City will provide digital/electronic copies of the existing (most current update) GIS database and previous water model data to the prospective proposers/bidders. Requests for the digital/electronic files can be submitted via online through the City Clerk's Office public records request portal at: <https://publicrecords.chinohills.org>.**

3. Q: Could we get maybe a sample of the water/recycled water billing information that will be provided for the project? (We'd want to know the format we'd receive it in and how the billing data might be linked to GIS parcels and then the model)

**A: The City is currently in the process of updating/linking the water billing information to GIS parcels and will provide only what is available. Complete water billing information will be provided to the Consultant awarded the project.**

4. Q: Has the GIS data been updated and maintained since the 2005 plan?

**A: No. Only minor updates were made to run various localized tests/scenarios.**

5. Q: If so, have topologies been maintained for modeling purposes and are there any features which need to be added for modeling?

**A: No. Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data.**

6. Q: If the data has not been maintained, approximately how many miles of pipe or features for each system need to be added to the GIS?

**A: Information not available. Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data.**

7. Q: If additional features need to be added, is there digital data available or is it just as-built information?

**A: Refer to Question#2 for answer regarding digital data. As needed, as-built/record drawings will also be available to the Consultant awarded the project.**

8. Q: Existing 2005 water model and recycle water model: Can City provided the 2005 water models to bidder?

**A: Yes, please see response to Question #2.**

If not, can City answer these three questions:

- a. Has the 2005 water models been used and updated since 2005?
- b. What the level of confidence of the 2005 water models if they will be updated.
- c. Is the City expecting the brand-new model or updated 2005 water models?

**A: Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data.**

9. Q: Steady-state vs. EPS model: Based on the RFP, an EPS model is required (Item 8). Please confirm.

**A: Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data.**

10. Q: Model calibration: Nothing is discussed about the model calibration. Please provide more answers to these three questions:

- a. If a steady-state calibration is required, who is responsible for the fire-flow tests?
- b. If an EPS calibration is required, what kinds of data the City can provide?
- c. Please specify the model calibration criteria.

**A: Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data. City crew will provide the fire flow tests and other field work/ verification needed for model calibration.**

11. Q: Per Item 7 Existing and future demand – How many water accounts and recycle water accounts the City currently has?

**A: There are currently a total of 21,851 potable water accounts (including fire lines and temporary services), and a total of 195 recycled water service accounts.**

12. Q: The water demand calculation data available: the water demand calculation used in the 2005 study was based on population. Please confirm what kind of available data the City will provide to bidder for the water demand calculations (population, land use, and automatic meter-readings etc.)

**A: Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data.**

13. Q: Does the City want the Digital Atlas Maps updated?

**A: As an ongoing task, the City's IT staff updates and will continually be responsible for updating the City's digital maps.**

14. Q: Can we obtain a copy of the most up-to-date version of the General Plan?

**A: Yes. You may submit a request for a PDF copy of the City's General Plan via online through the City Clerk's Office public records request portal at: <https://publicrecords.chinohills.org>.**

15. Q: Can we obtain a copy of the 2005 GIS based model?

**A: Yes, please see response to Question #2.**

16. Q: Can we obtain recent raw water sampling/water quality data?

**A: Not available. All City Wells are inactivated.**

17. Q: Were the new wells installed per the 2005 Master Plan to obtain improved water quality? Was improved water quality obtained?

**A: Only one (1) Well, fifteen (15) had IX installed but has never been able to operate due to mechanical problems that keep materializing.**

18. Q: Does the City prefer to stay with InfoWater, or do you have a preferred software?

**A: The City prefers to stay with InfoWater, but is open for suggestions.**

19. Q: Can the City provide a copy of the potable and recycled water geodatabases (GIS files)?

**A: Yes, please see response to Question #2.**

20. Q: Can the City provide a copy of the potable water and recycled water models?

**A: Yes, please see response to Question #2.**

21. Q: What changes have been made to the Potable and Recycled Water systems since the 2005 master plan (i.e. new facilities constructed)? Are these changes captured in the geodatabases (GIS files)?

**A: Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data.**

22. Q: Is the potable and recycled Water GIS kept up to date? If not, what would have to be added and how many sheets of plans will have to be reviewed and incorporated into the model?

**A: Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data.**

23. Q: Is there a potable and recycled water meter shapefile that the billing data can be linked to? If not, can the billing data be linked to a parcel map by APN number or address?

**A: Yes, please refer to Question #3. Consultants are advised to formulate the necessary evaluation/analysis based on the available data.**

24. Q: How many facilities will need to be visited to evaluate its condition (potable and recycled water)?

**A: Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data.**

25. Q: Is there SCADA data available for all facilities? (Reservoir levels; pump on/off times, flows, discharge pressures, speed; PRS upstream and downstream pressures and flows, if available; imported water flow data)

**A: No.**

26. Q: Can City staff be relied on to assist with fire flow testing and equipment installation such as pressure data loggers?

**A: Yes.**

27. Q: How does the City anticipate the conditions assessment will be conducted? Will the City require field investigations and physical testing or destructive testing?

**A: Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data.**

28. Q: What is the City's schedule for completing the Master Plan Update?

**A: The City's goal is to obtain the Final submittals from Consultant within 11 to 12 months after City Council award of contract.**

29. Q: Does the City want the Consultant to re-evaluate demand factors and peaking factors developed since the 2005 Water Master Plan?

**A: Consultants are advised to determine that by formulating the necessary evaluation/analysis based on the available data.**

30. Q: Should the hydraulic model training plan include on-call services for a specific period of time after the initial training?

**A: No on-call services should be necessary, only tech support (via phone) should be sufficient.**

31. Q: Following adoption of the Master Plan Update, what is the schedule for completion of the Nexus Study?

**A: The City anticipates the Nexus Study to be completed by Year 2022.**

32. Q: Please clarify Item 3.f. on Page 5 of the RFP.

**A: Consultants discretion. Prospective proposers are encouraged to submit a sample report previously completed with similar scope of work to the subject project.**

33. Q: Is a PDF copy of sample report(s) acceptable?

**A: Yes.**

34. Q: Can the deadline for questions be extended to the middle of November?

**A: Yes, the City has extended the deadline for submitting questions for the subject RFP until 5:00 pm, Tuesday, November 26, 2019. Please note the revised Tentative Project Schedule indicated on the Addendum No. 1.**