



## NOTICE

### REQUEST FOR PROPOSALS (RFP 2425-03)

GRADING, PUBLIC AND DRAINAGE IMPROVEMENTS,  
UTILITY RELOCATION, RETAINING WALL CONSTRUCTION,  
AND INSTALLATION OF SEPTIC SYSTEM AND CHAIN LINK  
FENCING – PHASES I & II

SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT  
FIRE STATION 18 (CREST)

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**NOTICE IS HEREBY GIVEN** that the San Miguel Consolidated Fire Protection District is requesting quotes from qualified firms for **RFP 2425-03** for GRADING, PUBLIC AND DRAINAGE IMPROVEMENTS, UTILITY RELOCATION, RETAINING WALL CONSTRUCTION, AND INSTALLATION OF SEPTIC SYSTEM AND CHAIN LINK FENCING– PHASES I & II at San Miguel Fire Station 18 (Crest) located at 1811 Suncrest Blvd. El Cajon, CA 92021.

All qualified firms interested in providing these services are invited to submit their quote. The quotes will be evaluated and ranked according to the criteria provided in the “Proposal Evaluation,” of this Request for Proposal (RFP).

It shall be the firm’s responsibility to check the San Miguel Consolidated Fire Protection District website ([www.sanmiguelfire.org/rfps](http://www.sanmiguelfire.org/rfps)) to obtain the full RFP, Requirements for submittals of all proposals, Exhibits, Attachments, and addenda that may be issued. The firm’s attention is directed to “Requirements for submittal of all proposals.”

Submit three (3) hard copies and one (1) electronic copy in PDF format on a USB flash drive of the firm’s proposal. The hard copies and USB flash drive shall be mailed or submitted to the San Miguel Consolidated Fire Protection District, 2850 Via Orange Way, Spring Valley, CA, 91978 prior to 2:00 P.M. PDT on Tuesday, October 1, 2024. Proposals shall be submitted in a sealed package clearly marked “GRADING, PUBLIC AND DRAINAGE IMPROVEMENTS, UTILITY RELOCATION, RETAINING WALL CONSTRUCTION, AND INSTALLATION OF SEPTIC SYSTEM AND CHAIN LINK FENCING – PHASES I & II – SMG FS 18 (Crest)” and addressed as follows:

San Miguel Consolidated Fire Protection District  
Attention: Shayna Rians – Board Clerk  
2850 Via Orange Way  
Spring Valley, CA 91978

No late submittals will be accepted. The District will conduct interviews of the three (3) top-ranking firms to make a final selection. The successful firm will be recommended to the Board of Directors for authorization to enter into a Contract for GRADING, PUBLIC AND DRAINAGE IMPROVEMENTS, UTILITY RELOCATION, RETAINING WALL CONSTRUCTION, AND INSTALLATION OF SEPTIC SYSTEM AND CHAIN LINK FENCING – PHASES I & II – SMG FS 18 (Crest).

Failure to comply with the requirements set forth in this Request for Proposal may result in disqualification. Proposals and/or modifications received after the hour and date specified above will not be considered. Submitted proposals may be withdrawn at any time prior to the submission time specified in this Request for Proposal, provided notification is received in writing before the submittal deadline. Proposals cannot be changed or withdrawn after the submittal deadline. No handwritten notations or corrections will be allowed. The responding firm is solely responsible for all costs related to the preparation of the proposal.

The San Miguel Consolidated Fire Protection District reserves the right to reject all proposals and to waive any minor informalities or irregularities contained in this proposal. Acceptance of any proposal submitted pursuant to this Request for Proposal shall not constitute any implied intent to enter into a contract.

The contract award, if any, will be made to the firm who, in the District's sole discretion, is best able to perform the required services in a manner most beneficial to the District. The completed Fee Schedule shall be submitted with the proposal in its own separately sealed envelope.

The District intends to follow, but will not be bound by, the following selection timeline:

- Publish/advertisement of RFP Fri., 9/6/2024
- Mandatory Site-Walk Tue., 9/17/2024 at 10:00 a.m.
- Deadline to Submit Questions/Clarifications Mon., 9/23/2024 at 5:00 p.m.
- Addendum/Questions/Clarifications Posted Wed., 9/25/2024 at 5:00 p.m.
- Deadline for Proposal Submittal/Bid Opening Tue., 10/1/2024 at 2:00 p.m.
- Interviews (Top 3) Thur., 10/3/2024, 8:30 – 10:30 a.m.
- Award Date Wed., 10/9/2024
- Groundbreaking – Fri., 10/11/2024 (Time TBD)
- Contract Issuance and Notice to Proceed (NTP) Mon., 10/14/2024
- Work Begins Mon., 10/21/2024
- Completion Requirement Phase I Fri., 1/10/2025  
*Sixty (60) Working Days*
- Phase II – Scheduled to Begin June 2025

The mandatory site-walk on September 17, 2024, at 10:00 a.m. is a requirement for a firm to submit a proposal. Any questions regarding submissions, process, or proposals can be emailed to Project Manager George Tockstein (gtockstein@gmail.com) no later than 5:00 p.m. PDT September 23, 2024. Any response to a request for clarification, questions and answers will be e-mailed to the potential bidders who attended the Mandatory Site-Walk.

The full Request for Proposal, Requirements for submittals of all proposals, Plans, Exhibits, Attachments, and addenda that may be issued can be viewed and/or obtained from the San Miguel Consolidated Fire Protection District website at [www.sanmiguelfire.org/rfps](http://www.sanmiguelfire.org/rfps).

No oral questions or inquiries about the RFP shall be accepted.