

## NOTICE TO CONTRACTORS

Notice is hereby given that all contractors that intend to submit a bid for the performance of the horizontal directional drilling (HDD) and/or conductor casing installation for the East Bay Municipal Utility District (District) Specification 2188 – San Leandro Channel Crossing Pipeline (Project) are required to complete the prequalification questionnaire, provide all requested materials, and must be approved by District to be on the final qualified bidders list for the Project.

Any bid on the Project that includes a contractor or subcontractor for performance of the HDD and/or conductor casing installation work for Specification 2188 that has failed to comply with these prequalification requirements will be deemed nonresponsive.

See *Section 1 – Instructions for Prequalification Submittals* for detailed submission instructions.

### **Bidding Period and Identified Work**

Contractors on the final qualified bidders list will be eligible to submit a contractor or subcontractor bid for the HDD, conductor casing installation, or both portions for the Project. The Project will include installation of 2,100 feet of crossing pipeline under the San Leandro Channel and 0.7 miles of open trench pipeline within City of Alameda streets. The crossing pipeline is a 30-inch diameter HDPE pipeline and will be installed using an HDD installation method. Steel conductor casings, approximately 200 feet and 250 feet in length, are required at each side of the crossing. The conductor casings will have a maximum diameter of 66-inches. The anticipated advertising date is November 2025.

A copy of this Request for Prequalification, along with any addenda to this document, and questions and answers, is posted on the EBMUD Current Construction Bids Opportunities webpage, under “Request for Prequalification of Horizontal Directional Drilling Contractors and Casing Installation Contractors for Specification 2188 San Leandro Channel Crossing Pipeline” (<https://www.ebmud.com/business-center/construction-bids/current-construction-bids>). It is the responsibility of the contractor to frequently check the website for updated information.

### **Pass or Fail Criteria**

The District will provide a pass/fail score for each contractor based on the responses to the questions contained in the attached questionnaire and required supporting documentation. Contractors that receive a passing score will be included in the final qualified bidders list to complete the HDD, conductor casing installations, or both portions for the Project. The District reserves the right to check other sources available and contact listed references. The District’s decision will be based on objective evaluation criteria.

The intent of the prequalification questionnaire and required documents is to allow the District to identify qualified contractors prior to bid for the Project. The Project construction contract will be awarded to the lowest responsive, responsible bidder. Prequalification of any bidder shall not preclude the District from a post-bid consideration and determination of whether a bidder has the quality, fitness, capacity, and experience to satisfactorily perform the proposed work.

The District reserves the right to waive minor irregularities and omissions in the information contained in the prequalification application submitted, to determine at any time that the prequalification procedures will not be applied to a specific future public works project, and to make all final determinations.

**Prequalification Schedule**

The anticipated schedule for contractor prequalification is as follows:

<b>Milestone</b>	<b>Date</b>
District Issues Prequalification Document	May 15, 2025
Contractor Prequalification Response Due	June 25, 2025 at 4:00 PM
District Evaluation	June 26 - July 16, 2025
Contractor Notifications	Anticipated for Week of July 21, 2025
Appeals Submission Period	5 Work Days from Contractor Notification Date

The District may refuse to grant prequalification where the requested information and materials are incomplete or not provided by June 25, 2025. There is no appeal from a refusal based on an incomplete or late application. The closing time for submittal of prequalification documents will not be changed in order to accommodate supplementation of incomplete submissions or late submissions.

**Appeals Process**

Any contractor that fails to receive a passing score under this prequalification process will be so notified by the District in writing of the basis for the contractor’s disqualification and any supporting evidence that has been received from others or adduced as a result of an investigation by the public entity. A contractor receiving such notice may request an appeal. The request for appeal shall be in writing by email to specs@ebmud.com and received by the District no later than five work days following the District’s written notification to Contractors. . Failure by a contractor to submit a timely request for appeal or to complete the appeals process waives any and all rights to challenge the decision of the District, whether by administrative process, judicial process, or any other legal process or proceeding.

If the contractor disagrees with the finding, the contractor can submit to the District in writing a rebuttal to any evidence used and/or presentation of new evidence for qualification, no later than five work days following notification of the basis for disqualification. After investigating any new evidence submitted, the District will issue a written decision to the Contractor. The District’s decision after an appeal is final.

## **Questions**

Questions about the Contractor Prequalification shall be submitted via the Prequalification website Question and Answer webpage. Responses to questions will also be posted on this webpage.

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