



Contra Costa County
Public Works
Department

Warren Lai, Director

Deputy Directors
Stephen Kowalewski, Chief
Allison Knapp
Sarah Price
Carrie Ricci
Joe Yee

April 10, 2026

UPS Overnight: 1Z9703141395906529

Email: hsimonson@caroneandcompanyinc.com

Carone and Company, Inc.
Attn: Heather Simonson
5009 Forni Drive, Suite A
Concord, CA 94520

Re: Rodeo Creek Bank Erosion Repair Project
Project No.: 7532-6D9N04

Our office has reviewed the bid and Good Faith Effort documentation submitted by your firm on the above project. Based upon our review, we have determined that your firm's Good Faith Effort documentation does not comply with the requirements of the Contra Costa County's Outreach Program, as specified in Section 2-1.12 of the project specifications. We have identified the following deficiencies:

1. Your firm did not provide documentation of your attendance at the pre-bid meeting on March 9, 2026 or a copy of a previous attendance sheet from a pre-bid meeting within the last twelve months for a project with Outreach Program and MSM requirements. (Indicator #2, 0 out of 10 points)
2. Your firm did not provide documentation that a paid advertisement was placed in a daily newspaper or trade journal at least 10 calendar days prior to bid opening. (Indicator #4, 0 out of 9 points)
3. Although your firm sent email notifications to interested subcontractors, they were sent less than 10 calendar days prior to bid opening. (Indicator #5, 0 out of 10 points).
4. Your firm did not follow up on your initial solicitation and failed to provide a phone log. (Indicator #6, 0 out of 10 points).
5. Your firm did not provide documentation of requests for assistance in recruiting subcontractors sent to outreach agencies at least 15 calendar days prior to bid opening (Indicator #8, 0 out of 10 points).
6. Your firm did not include all sub-bids in the bid summary table and failed to submit copies of all sub-bids received, notably from DSM Concrete and Construction Survey, preventing verification of whether Good Faith negotiations occurred. (Indicator #9, 0 out of 26 points)

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7. Your firm did not include language in a paid advertisement or written notice regarding your firm's policy with assisting subcontractors to obtain bonds, lines of credit, and insurance. (Indicator #10, 0 out of 7 points).

Based upon these deficiencies, we have determined that your firm has not documented an adequate Good Faith Effort to comply with the Outreach Program requirements, having achieved 18 points out of the 75 minimum required. Per the project specifications, compliance with the Outreach Program requirements is a condition of contract award and failure to comply may render a bid non-responsive (see Sections 2-1.12A(1) and (6).) Therefore, we plan to recommend that your firm's bid be rejected as non-responsive for failure to comply with the Outreach Program requirements and that the contract be awarded instead to the forth lowest bidder, W.R. Forde Associates, Inc., which has fully complied with these requirements, scoring 90 out of 100 GFE points and exceeding the 21% MSM goal.

Should your firm disagree with our determination, you may appeal it in writing to the Public Works Director at 255 Glacier Drive, Martinez, CA 94553 (see Section 2-1.12A(6)). Your firm's appeal must be received at that address no later than 5:00 p.m. on Wednesday, April 15, 2026, and must describe in detail all facts and arguments on which your firm relies.

It is anticipated that the contract will be awarded to the lowest responsive bidder, W.R. Forde Associates, Inc., who has complied with the requirements of the contract by the Board of Supervisors at its meeting on Tuesday, April 28, 2026, which begins at 9:00 a.m. If you wish, you may appear at the Board meeting to comment on this matter. Any comments to the Board will be limited to the facts and arguments set forth in your firm's appeal.

Sincerely,



Adelina Huerta
Division Manager
Design/Construction Division

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Cc: D. Schmidt, County Counsel
W. Lai, Public Works Director
M. George, County Counsel
S. Kowalewski, Public Works
R. Sanders, Public Works
K. Dahl, Public Works