

Peralta Community College District
REQUEST FOR QUALIFICATIONS AND PROPOSAL
FOR CONSTRUCTION MANAGEMENT SERVICES
FOR THE AVIATION MODERNIZATION PHASE II PROJECT
RFQ/RFP # 21-22/06



NOTICE IS HEREBY GIVEN that the Peralta Community College District (“District”) is requesting qualified persons, firms, partnerships, corporations, associations, or professional organizations to provide full Construction Management Consulting services to the District for the Aviation Modernization for the College of Alameda (“COA”) Phase II project (“Project”).

The COA Phase II project will replace Hangar A with a construction budget of \$17.1M. COA Phase II is the second project in a two-project sequence. This Request For Qualifications and Proposals (“RFQ/P”) is for the second (Phase II) project only. Construction Management services for the first project were solicited via a separate RFP in July 2020

The **Non-Mandatory** Pre-Proposal Meeting will be held at **9:00 AM PST** on September 21, 2021, via a remote meeting.

ALL SOQs & PROPOSALS ARE DUE ELECTRONICALLY BY 2:00 PM PST, OCTOBER 04, 2021. Oral, telegraphic, facsimile, telephone, or email Statement of Qualifications and Proposals (“SOQ/P”) will not be accepted. SOQ/Ps received after this date and time will not be accepted and will be returned, unopened. All SOQ/Ps must be submitted electronically using the Peralta Community College website through the purchasing department through the following link:

[Vendor Registry](#)

Each submittal must conform and be responsive to the requirements set forth in this RFQ/P.

The District reserves the right to waive any informalities or irregularities in received submittals. Further, the District reserves the right to reject and all submittals and to negotiate contract terms with one or more respondent firms for one or more of the work items. The District retains the sole discretion to determine issues of compliance and to determine whether a respondent is responsive, responsible, and qualified.

If you have any questions regarding this RFQ/P, please submit them via Vendor Registry at the link above before 2:00 PM PST on September 23, 2021. Answers will be posted on the District website by September 30, 2021.

RFQ RESPONSE SCHEDULE SUMMARY

The District reserves the right to change the dates on the schedule without prior notice.

Date	Event
September 10, 2021	Release of RFQ
September 21, 2021; 9:00 AM PST	Pre-Proposal Meeting Via Remote-Meeting
September 23, 2021; 2:00 PM PST	Deadline for submitting written questions
September 30, 2021	Deadline for District answering written questions
October 04, 2021; 2:00 PM PST	Deadline for submitting SOQs
November 09, 2021	Board of Trustees Meeting

PART I.

INTRODUCTION

Founded in 1964, the Peralta Community College District (“PCCD” or “District”) is a collaborative community of colleges comprised of Berkeley City College, College of Alameda, Laney College, and Merritt College. The Peralta Colleges provide a dynamic multicultural learning environment offering accessible, high-quality educational programs and services, including two-year degrees, certificates, and university transfer programs to more than 30,000 students. The District currently has an active program at all four sites. Approved by voters in 2006, Measure A allows the District to issue and sell bonds of up to \$390,000,000. Measure G was approved by the voters in November 2018, allowing the District to issue and sell bonds up to \$800,000,000.

The District is asking experienced and proven firms to submit their qualifications and proposals to provide full Construction Management Consulting services for the District’s COA Phase II project. This RFQ/P defines the Construction Management Consulting service sought and generally outlines the Projects’ requirements.

The District’s goal in issuing this RFQ/P is to select an experienced Construction Management firm that can provide Construction Management Consulting Services.

Information regarding the Program is available at:

<https://build.peralta.edu>

LIMITATIONS

The District reserves the right to contract with any entity responding to this RFQ/P. The District makes no representation that participating in the RFQ/P process will lead to an award of contract or any consideration whatsoever. The District shall in no event be responsible for the

cost of preparing a response to this RFQ/P. The awarding of a contract, if at all, is at the sole discretion of the District.

The District reserves the right to reject any and all SOQ/Ps, to waive any irregularities or informalities not affected by law, to evaluate each SOQ/P submitted, and to award contracts, if any, according to the SOQ/Ps which best serves the interest of the District at a reasonable cost to the District. Any contract(s) resulting from this RFQ/P, however, will be made according to the form of the Construction Management Services Agreement provided as a separate attachment on Vendor Registry.

The respondent's SOQ/P package, and any other supporting materials submitted to the District in response to this RFQ/P, will not be returned and will become the property of the District unless portions of the materials are designed as proprietary at the time of submittal, and are specifically requested to be returned. Vague designations and/or blanket statements regarding entire pages or documents are insufficient and will not bind the District to protect the designated matter from disclosure. Pursuant to *Michaelis, Montanari & Johnson v. Superior Court* (2006) 38 Cal.4th 1065, SOQ/P packages shall be held confidential by the District and shall not be subject to disclosure under the California Public Records Act until after either: (1) the District and the successful Respondent have completed negotiations and entered into an Agreement, or (2) the District has rejected all Proposals. Furthermore, the District will have no liability to the Respondent or other party as a result of the any public disclosure of any SOQ/P.

FULL OPPORTUNITY

The District hereby affirmatively ensures that Disadvantaged Business Enterprises ("DBE"), Small Local Business Enterprises ("SLBE"), Disabled Veterans Business Enterprises ("DVBE"), and minority business enterprises shall be afforded full opportunity to submit SOQ/Ps in response to this RFQ/P, and will not be discriminated against on the basis of race, color, gender, sexual orientation, political affiliation, age, ancestry, religion, marital status, national origin, medical condition or disability in any consideration leading to the award of the contract. No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits, or otherwise subjected to discrimination in any consideration leading to the award of contract.

RESTRICTIONS ON LOBBYING AND CONTACTS

From the period beginning on the date of the issuance of this RFQ/P and ending on the date of the award of the contract, no person or entity responding to this RFQ/P, nor any officer, employee, representative, agent, or consultant representing such a person or entity shall contact through any means or engage in any discussion regarding the RFQ/P, the evaluation or selection process or the award of the contract(s) with any member of the District's Governing Board ("Board"), selection committee members, or any member of the Citizen's Oversight Committee, or with any employee of the District except for clarifications and questions as described herein. Any such contact shall be grounds for disqualification of the entity submitting a SOQ/P.

PART II

PROJECT DESCRIPTION

Project Name: Aviation Modernization for the College of Alameda (“COA”) Phase II

General Context

Peralta Community College District delivers transformative educational opportunity to its six-city service area (Albany, Berkeley, Piedmont, Oakland, Alameda, and Emeryville) through its four colleges: College of Alameda, Berkeley City College, Laney College, and Merritt College. Capital projects for all locations are managed through the District Office, Department of General Services.

The 2.5-acre aviation campus is located on Bay Farm Island, adjacent to Oakland International Airport.

Funding, Phasing, Other Projects

COA Aviation Modernization Phase II Project is the second project in a two-project sequence. This RFQ/P is for the second (Phase II) project only. Construction Management services for the first project were solicited via a separate RFP in July 2020.

SCOPE OF SERVICES

The Contracted Firm may provide Construction Management related services and reporting, including, but not limited to the following, and/or as described in the form of the Construction Management Services Agreement provided as a separate attachment on Vendor Registry.

The selected Construction Management firm will be required to enter into the District’s contract, a sample of which will be provided as a separate attachment on Vendor Registry. The desired Scope of Services to be performed by the Consultant shall include, without limitation, the Scope of Work which is attached to the Construction management Services Agreement as Exhibit A “Responsibilities and Services of Construction Manager.”

- A. The District hired AECOM as its Bond Program Manager, who shall be the Construction Manager’s primary point of contact for all projects assigned to Construction Manager.
- B. Construction Managers are expected to provide leadership to all consultants assigned to the Aviation Phase II project and coordinate their efforts with the District’s Program Manager.
- C. Construction Managers will work closely with the District to ensure that the District’s SLBE/SELBE outreach program is viable and effective. To facilitate opportunities for small local business, the District has established an annual overall SLBE/SELBE program goal of twenty-five percent participation.

- D. Construction Managers will be expected to work with the Program Manager and Purchasing Department to procure all necessary services required to execute the project.

PART III

REQUIREMENTS FOR SUBMITTAL OF QUALIFICATIONS

A. FORMAT REQUIREMENTS

Please limit proposals to no more than twelve (12) pages (*cover letters, table of contents, dividers, licenses, resumes, and exhibits are not included in the page count*). Firms submitting SOQ/Ps in response to this RFQ/P must follow format below. Material must be in 8-1/2 x 11-inch format, font size 12 point or larger. Each SOQ/P shall include a Front Cover stating the following: "Statement of Qualifications for [Firm Name] in Response to Peralta Community College District's RFQ/P # 21-22/06."

The SOQ/P electronic file shall be formatted as follows:

1. Each SOQ/P shall include a table of contents.
2. Proposals shall include divider tabs labeled with boldface headers as outlined below (e.g., the first tab will be entitled "Cover Letter," the second tab would be entitled "Business Information," etc.).
3. Proposals shall include a cover sheet listing the firm's name, the total number of pages, and identifying any pages that were removed due to proprietary information.

Each submission package will be reviewed to determine its completeness prior to the actual evaluation. If a respondent does not respond to all categories requested, the **respondent may be disqualified from further consideration.**

B. RFQ/P CONTENT REQUIREMENTS

1. **TAB 1- COVER LETTER** (maximum of 1 page)
 - a. Provide a letter of introduction signed by an authorized officer of the firm. If the Construction Management firm is a joint venture, duplicate the signature block and have a principal officer also sign on behalf of each party to the joint venture.
 - b. Include a brief description of why your firm is well-suited for, and can meet, District's needs.
 - c. Point of Contact During Evaluation and Award Process. Clearly identify the individual(s) who are authorized to speak for the firm during the evaluation process. Name, email address, and phone number for no more than two (2) individuals who can respond to questions and correspondence on behalf of the Proposer.

- d. **Must include the following statement:** ["INSERT COMPANY'S NAME] received a copy of the District's Construction Management Services Agreement ("Agreement") provided as a separate attachment on Vendor Registry. [INSERT COMPANY'S NAME] has reviewed the indemnity provisions and professional liability insurance provisions contained in the agreement. If given the opportunity to contract with the District, [INSERT SERVICE COMPANY'S NAME] has no objections to the use of the Agreement."
- e. Respondent shall certify that no official employee of the District, nor any business entity in which an official of the District has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract(s), nor that any such person will be employed in the performance of any/all contract(s) without immediate divulgence of this fact to the District.
- f. Respondent shall certify that no official employee of the firm has ever been convicted of an ethics violation.

2. TAB 2- BUSINESS INFORMATION

Please provide the following information

- a. Company name
- b. Address
- c. Telephone
- d. Fax
- e. Website
- f. Name and email of main contact
- g. Federal Tax I.D. Number
- h. License or registration number
- i. Type of organization/business structure (ownership; legal form, i.e., corporation, partnership, etc., and senior officials in company). If a joint venture, describe the division of responsibilities between participating companies, offices (location) that would be the primary participants, and percentage interest of each firm
- j. A brief description and history of the firm, including number of years the firm has been in business and the date firm was established under its given name
- k. Number of employees (licensed professionals, technical support)
- l. Location of office where the bulk of services solicited will be performed
- m. Any State or California certification for your firm indicating small business or Disabled Veteran Business Enterprise status
- n. How sub-consultants are generally used by your firm and to what extent work is performed in-house versus by a sub-consultant
- o. Provide similar information for proposed sub-consultants

3. TAB 3– PROJECT APPROACH AND FIRM QUALIFICATIONS

- a. Provide a statement demonstrating your firm or team’s ability to accomplish the scope of services in a comprehensive and thorough manner with an aggressive schedule in order to meet the District’s goal of moving projects into construction within the earliest possible timeframe
- b. Demonstrate your firm’s flexibility in adapting to the changing needs and priorities of a community college district
- c. Describe your experience with DSA and working within the DSA process
- d. Identify any and all K-14 educational projects that have not been closed-out by DSA and provide explanation

4. TAB 4- RELEVANT K-14 PROJECT EXPERIENCE AND REFERENCES

Ensure all list items below are addressed.

- a. Provide information about prior services provided by your firm on **a minimum** of five (5) K-14 educational projects your firm has managed that have been completed, including whether projects were closed out with DSA successfully
- b. Experience with projects for public agencies in California
- c. Experience working on a campus while school is in session
- d. For each project, please include the following information:
 - i. Briefly state the significance of each relevant project your firm has worked on that you would like to be considered in this RFQ/P.
 - ii. Specify role of firm or individual if work was not exclusively by the firm (i.e., joint venture, association)
 - iii. Provide at least two (2) examples of projects that have been phased during school occupancy while conducting renovation and new construction
 - iv. Provide a list of the following for each project noted above by utilizing the **Team Matrix document provided on Vendor Registry**
 - 1. Project name, type, program, and location
 - 2. Beginning and end dates of project (including design and construction)
 - 3. Square footage
 - 4. Date of each project Notice of Completion and DSA final certification
 - 5. Original budget, bid amount, and final amount at close-out
 - 6. Key individuals of the firm involved and their roles in the project
 - 7. Any sub-consultants that worked with the firm
 - 8. References: organization name with name of contact person, title, telephone number, and email address to be contacted for a reference

5. TAB 5- CONSTRUCTION MANAGEMENT TEAM SUMMARY AND QUALIFICATIONS

The selected [FIRM OR COMPANY] shall employ, at its expense, professionals properly licensed and skilled in the execution of the functions required for CONSTRUCTION MANAGEMENT services as described herein:

- a. Identify and provide resumes for key members within your **CONSTRUCTION MANAGEMENT** firm that you would assign to the **CONSTRUCTION MANAGEMENT** team and their roles. List license numbers, dates, and office addresses. Resumes shall include specific qualifications and recent related experience and shall include a list of references with contact names and phone numbers
- b. Each response must include evidence that the **CONSTRUCTION MANAGEMENT** company is legally permitted and properly licensed for the scope of work for which the SOQ/P is submitted and to conduct business in the State of California
- c. The District expects that the team shall remain intact through the duration of the Project(s). If a team member must leave, the District reserves the right to approve the team member's replacement

6. TAB 6- LITIGATION HISTORY

Provide a comprehensive five (5)-year summary of the firm's litigation, arbitration, and negotiated/settled history with previous clients. State the issues in the litigation, the status of the litigation, names of parties, and outcome. Any SOQ/P failing to provide the requested information on lawsuits or litigation, and responses which assert attorney-client privilege and fail to provide the information requested will be considered non-responsive, disqualified from the selection process, and will not be evaluated.

7. TAB 7 –FEE

- a. List hourly rates by position title, with cross-reference to key personnel and staffing plan, for reference.
- b. Present a schedule of values based on tangible deliverables, coordinated with the work plan and the staffing plan, to support evaluation of invoices. Invoices will be evaluated for tangible progress (and not hours expended or for percentage of time elapsed).
- c. Include all costs necessary to complete the scope of services, including, but not limited to, document reproduction, travel, meetings, and delivery services. The District will not process invoices on a "reimbursable" basis.
- d. Include a lump sum total fee. Provide detail, coordinated with Work Plan, to show how the lump sum fee was calculated.

8. TAB 8 – Authorized Signature

- a. **Insurance Requirements:** include statement that “[insert name of Respondent] has reviewed the indemnity provisions and insurance requirements contained in the sample contract and”:
 - “has no objections.”
- b. **Other Modifications:** include statement that “[insert name of Respondent] has reviewed all provisions of the sample Agreement and”:
 - “has no objections.”
- c. **Debarment:** Provide statement that the Proposer, and all of its proposed subconsultants and other partners, have not been debarred from providing services to any Federal, State, or Local Agency within the last five (5) years. If Proposer or any of its proposed subconsultants or other partners has been debarred, identify the agency and individual that issued the debarment, the agency’s basis for the debarment, and the date of the debarment.

Proposer or any of its proposed subconsultants or other partners has been debarred, identify the agency and individual that issued the debarment, the agency’s basis for the debarment, and the date of the debarment.
- d. **Ethics Certification:** Certify that no official or employee of Respondent has ever been convicted of an ethics violation.
- e. **Other Certifications and Forms:**
 - i. Acknowledgement and Signature Form
 - 1. Use the Acknowledgement and Signature Form in **RFP Exhibit 1**.
- f. **Authorization and Declaration:** Provide statement that the person signing the Proposal is authorized to submit proposals on the behalf of the entity, and that “by virtue of submission, [insert name of authorized signatory] declares that all information provided is true and correct.”
- g. **Signature:** Signature of authorized person, printed name and title of authorized person, and date. If Respondent is a joint venture, duplicate the signature block and provide an authorized person for each party to the joint venture.

9. TAB 9 – REQUIRED FORMS

Exhibits to this RFQ, completed, and returned according to the instructions (***The forms listed below exist as a separate attachment on Vendor Registry and must be completed and returned with the SOQ package***)

- a. Vendor's Questionnaire and Certificate of Compliance
- b. Certificate Regarding Worker's Compensation
- c. Statement of Equal Employment Opportunity
- d. Small Local Business Enterprise / Small Emerging Local Business Enterprise Program
- e. SLBE / SELBE Self-Certification Affidavit
- f. Non-Collusion Declaration
- g. RFQ Acknowledgement and Signature Form
- h. Team Experience Template
- i. Professional Services SLBE Participation Table

PART IV

SELECTION CRITERIA

PROCESS DESCRIPTION FOR SECOND PHASE SELECTION. A PCCD committee consisting of faculty, classified staff, managers, and others as determined by the District, will evaluate, and score all submissions according to the evaluation criteria above. Based on these evaluations and reviews, the District may select up to three (3) companies to be interviewed by the selection committee.

If interviews take place, the format of the interview will include a presentation by the firm and a question-and-answer period. References checks will be performed at the discretion of the District at any time during the selection process.

A. EVALUATION

The SOQ/P will be reviewed for responsiveness and evaluated pursuant to the specific criteria set forth in this RFQ/P, including, without limitation:

1. The Firm's experience and performance history with similar services for California K-14 school districts (with particular experience in community college work), including:
 - a. Demonstrated experience, technical background, and expertise in Construction Management Services
 - b. Successful experience with DSA, modernization and new construction projects, and completion of projects on time, including demonstrated ability to complete Project(s) in a tight timeframe

respondents are responsive, responsible, and qualified. Based upon the information presented in the SOQ/P, the District's Selection Committee will choose the most highly-qualified firm. At the Selection Committee's discretion, firms may be issued a request to arrange a tour of a representative facility which they have been responsible for.

Item	Criteria	Points
1	Firm experience	40
2	Staff experience	40
3	Fee	15
4	SLBE: Prime is certified SLBE (5 points maximum) 25% of Prime's subcontractors are SLBE firm (4 points maximum)	5
	Total	100

B. DISTRICT INVESTIGATIONS

A District may investigate responding parties that extend beyond contacting the references identified in the SOQ. The District may request a firm to submit additional information pertinent to the review process. The District also reserves the right to investigate and rely upon information from other available sources in addition to any documents or information submitted.

THANK YOU FOR YOUR INTEREST IN THIS EXCITING PROGRAM!

Exhibit 1

Acknowledgement Form

Acknowledgement and Signature Form

The undersigned having carefully examined the Request for Proposals, location of the proposed work, the local conditions of the place where the work is to be done, the Invitation, the General Conditions, the Specifications and all of the documents for this project, and accurately completed the Vendor's Questionnaire, proposes to enter into a contract with Peralta Community College District to perform the work described in this RFP, including all of its component parts, and to furnish any and all required labor, materials, equipment, insurance, bonding, taxes, transportation and services required for this project in strict conformity with the RFP, including any Addenda, within the time specified.

Addendum Acknowledgement

The following addendum(s) are acknowledged in this RFP: _____

Acknowledgement and Signature:

1. No Proposal is valid unless signed in ink by the person authorized to make the proposal.
2. I have carefully read, understand, and agree to the terms and conditions on all pages of this proposal. The undersigned agrees to furnish the services stipulated on this proposal.

Vendor (Respondent) Name: _____

Name and Title of Signatory: _____

Signature: _____

Exhibit 2

Project Description

A report describing the existing conditions, program, and project priorities was developed by in-house District staff in collaboration with the College. See “Existing Conditions, Equipment, Program Info” report dated 10 Jul 2019 (*full report included in a separate attachment*).

To summarize:

The aviation campus is located on 1 acre property acquired from the Oakland International Airport. The instruction program is currently limited to Aviation Maintenance Technology (“AMT”), a curriculum governed by the Federal Aviation Administration (“FAA”). Instruction is by cohort. All instruction is conducted in the late afternoons and evenings. There is high demand for additional cohorts. Remodeling and modernizing the existing space will improve support for existing and additional cohorts without needing to expand the total square footage. The existing facilities were built in the late 1960s and 1970s. The original construction appears substantially intact and is in need of modernization.

To construct a new Aviation Technology Building that would replace the existing ATA and ATC buildings. The replacement/reconstruction alternative is the only option that meets all stated goals of the solution criteria. The recommended solution would allow for activation of inaccessible/inactive space within the existing ATB building and reconfigure functional adjacencies that improve communication and instructional efficiency. This solution will also update technology, building systems, and infrastructure to accommodate a student-centered approach to education while responding to safety, accessibility, building codes, and water/energy efficiency improvement needs. The replacement/reconstruction alternative would be consistent with goals/objectives within the College’s Educational and Facilities master plans by improving facilities that support the Vision for Success initiative, extending the useful life of existing building when fiscally prudent, replacing outdated facilities where reconstruction is cost prohibitive, and supporting programmatic growth where there is demonstrated demand.

Additionally, this solution would require temporary swing space, delivers a solution in the shortest amount of time, and is also the least cost alternative.

This project proposes to modernize the College of Alameda’s (CoA) Aviation Maintenance Complex by constructing a new building to replace the existing Aviation Technology Building

A (ATA) and Aviation Technology Building C (ATC). The new replacement building will include Functional space within the new building will include of laboratory and office space. The new ATA building will house magneto, machine, electric, and grinding labs, along with storage for lab support, parts, tools, and hazardous waste material. There will also be faculty offices and office storage within the replacement building.

The new ATA replacement building will be constructed adjacent and parallel to ATB where the current parking lot is located on the one-acre site. A new building location is required to avoid disturbing concurrent course offerings and curriculum, optimize the one-acre lot, and provides an enhanced site facility presence. Once the replacement building is occupied, the existing ATB building will be reconstructed. At project completion, the existing ATA and ATC buildings will be demolished with associated site restoration work. The aircraft yard, which is located in the back of ATB, is used for planes, large parts, and heavy tool storage for the program. The proposed project site development will improve the outdoor yard area immediately adjacent to the existing ATB building.

Construction Cost Budget

The “design to” construction budget for this project is \$17.1M. The construction budget has been validated by a professional cost estimate for the current scope of work associated with the project.

The Construction Cost Budget includes, but is not limited to:

- All demolition, construction, mitigation, and disposal work associated with the project
- General contractor’s on-site administrative and operations costs, bonds, and insurance, overhead, and profit.
- Fully designed and installed IT and low voltage systems – all cabling, terminations, network equipment, and programming.
- All on-site and off-site work necessary to achieve full functionality of the project.

Examples of off-site work include: programming at system control panels located elsewhere on campus or at the District office, connections to infrastructure beyond 5’ of the building exterior, repair and restoration of areas and items damaged by the construction process, infrastructure modifications and improvements necessary to support the project.

- Escalation to the mid-point of construction at bid.

Project Management, Review, and Approval

Capital projects for all locations are managed through the District Office, Department of General Services. The District's Construction Manager is the primary point of contact and source of direction for the design team during the contract period.

The project is subject to review and approval by the Federal Aviation Administration ("FAA"), the Oakland International Airport, and the EDA in addition to standard reviews and approvals associated with Community College facilities in California.

Related Professional Services and Information from the District Archive

Original construction drawings are available at the PCCD DGS office.

There have been several relatively informal changes made to the facilities at the Aviation Campus over the intervening decades, for which there is no documentation. The construction management firm for the project is welcome to search the District archives for any additional pertinent information that may be located there.