



# Peralta Community College District



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PERALTA COMMUNITY COLLEGE DISTRICT

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REQUEST FOR PROPOSAL

**Geotechnical Engineer of Record Services  
(Construction and Close Out Phases)  
Laney College  
Library & Learning Resource Center Project  
RFP # 23-24/07**

**Due Date: November 2, 2023  
2:00P.M.**

# I. Introduction

The Peralta Community College District (“District”) is seeking proposals from qualified persons, firms, partnerships, corporations, associations, or professional organizations to provide full Project Inspector services (“Services”) for the following project (“Project”) at Laney College, as indicated below:

- Laney College Library + Learning Resource Center (L+LRC) - Scope of work includes the selective site demolition and construction necessary for a new academic library and learning resource center on the Laney College campus. The project is a 75,622 square foot, three (3) story concrete and steel structure, Type IIA construction and consists of Type A-3 and B occupancies. Work includes site utilities and landscaping.

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 in Oakland, California. 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. This capital construction project is funded by a combination of sources, including local bond Measures A and G. Approved by the 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 and allows the District to issue and sell bonds up to \$800,000,000.

**All RFP proposals must be submitted electronically via Vendor Registry:** [Peralta Community College District Current Solicitations | Vendor Registry](#)

Each proposer is solely responsible for timely submission of its proposal; the District is not responsible for any technological issues in a vendor’s ability to timely submit its proposal or portion thereof by the specified date and time as prescribed in this RFP.

**ALL RESPONSES ARE DUE BY 2:00 P.M. ON NOVEMBER 2, 2023**, Oral, telegraphic, facsimile, telephone or email RFP Packets will not be accepted. RFP Packets received after this date and time will not be accepted and will be returned unopened. The District reserves the right to waive any informalities or irregularities in the RFP Packets. The District also reserves the right to reject any and all RFP Packets and to negotiate contract terms with one or more Respondents.

A **Non-Mandatory** Pre-Proposal Meeting will be held at **11:00am** on **October 12, 2023**, via Zoom. Below are the Zoom meeting details:

**When: October 12, 2023, 11:00AM Pacific Time (US and Canada)**

**Meeting ID 869 1952 7712** <https://peralta-edu.zoom.us/j/86919527712>

The Senior Project Manager is Albert Wege at [awege@swinerton.com](mailto:awege@swinerton.com)

The District Buyer is John Hiebert at [jhiebert@peralta.edu](mailto:jhiebert@peralta.edu)

Any questions regarding this RFP should be submitted by email to Vendor Registry no later than 2:00pm on Thursday, October 19, 2023. Responses will be distributed no later than 4:00pm on Wednesday, October 27, 2023.

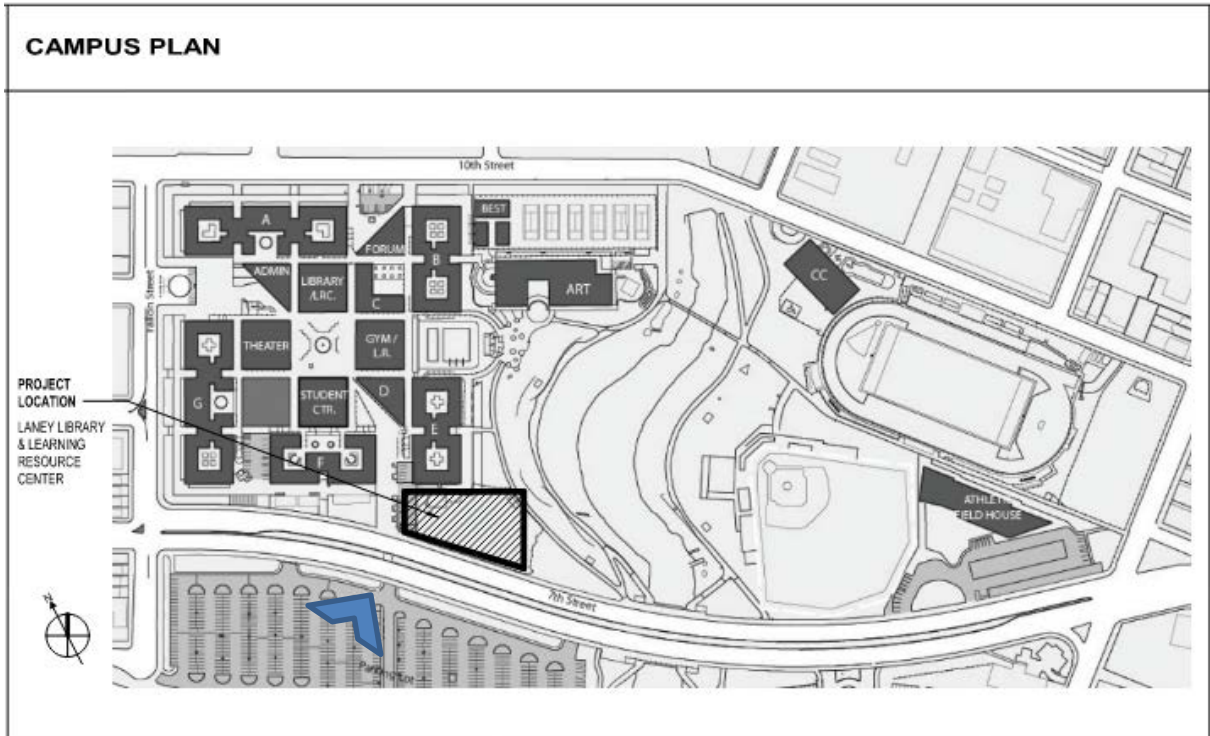
## II. RFP Schedule

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

Date	Event
September 28, 2023	Release of RFP
October 12, 2023, 11:00 A.M.	Non-Mandatory Pre-Proposal Meeting
October 19, 2023, 2:00 P.M.	Deadline for submitting written questions
October 27, 2023, 4:00 P.M.	Deadline for District answering written questions
November 2, 2023, 2:00 P.M	Deadline for Submitting Proposals
December 2023	Board of Trustees Action to Award Contract

### III. Background

This Request for Proposals (“RFP”) defines the full Testing and Inspections services, including an allowance for Hazardous Materials services sought and outlines in general the Project requirements and Proposal process. Peralta Community College District’s 2018 passage of Measure G Bond has created an opportunity for the various District campuses to move forward with specific facility additions, modernization and code directed upgrades. This solicitation is for Project Testing and Inspections services, as well as an allowance for Hazardous Materials services is associated with the following project at Laney College (“Project”): Laney College Library + Learning Resource Center (900 Fallon Street, Oakland, CA 94607)



## IV. Project Description

As part of the Measure A and Measure G Bond program the District intends to start construction at Laney College (900 Fallon Street, Oakland, CA 94607) for the following project:

- **Laney College Library + Learning Resource Center (L+LRC)**

The Project Scope of Work includes the selective site demolition and construction necessary for a new academic library and learning resource center on the Laney College campus. The project is a 75,622 square foot, three (3) story concrete and steel structure, Type IIA construction and consists of Type A-3 and B occupancies. Work includes site utilities and landscaping.

The Construction schedule, including demolition and closeout is expected to be approximately 27 months and the project is estimated to mobilization in March 2024, with IOR services anticipated to start at that time. Substantial Completion of this project is currently slated to be late Q1 2026 with Final Completion and DSA Closeout at the end of Q2 – 2026.

Estimated Cost of Construction is \$86.8 Million dollars.

## V. Scope of Services

Any Respondent must be capable of providing full Geotechnical & Environmental (Phase II & CEQA Mitigation Measure) services to meet the project requirements of the Division of the State Architect (“DSA”). The selected consultant(s) must, at a minimum, be certified with the California Board of Professional Engineers and Land Surveyors (CBPELS).

Consultant’s proposal must set forth Consultant’s understanding of all applicable professional and engineering standards and regulations relative to the work to be undertaken, as well as Consultant’s ability to comply with the same and the methodology by which Consultants will do so. Consultant proposals must confirm that the nature of the Work to be performed will meet all the aforementioned requirements for said Work as set by the applicable codes and regulations and all other applicable ordinances and guidelines. The selected consultant(s) must work as a liaison with Regulatory Agencies.

The desired scope of services is set forth at **Exhibit “A”** to the District’s form Independent Consultant’s Agreement for Special Services (“Agreement”). The sample Agreement is posted as a separate file.

### A. General

The Contracted Firms may provide Geotechnical & Environmental (Phase II & CEQA Mitigation Measure) services and reporting during construction, including, but not limited to the following, and/or as described in this Request for Proposal (“RFP”).

The following is a general guideline for the Geotechnical & Environmental (Phase II & CEQA Mitigation Measure) services to be provided for the District under this RFP. There may be additional project-specific tasks, which will be communicated to the selected firms when project-specific pricing is solicited.

Consultant shall furnish, without limitation, all necessary labor, materials, hardware, software, tools, testing, and equipment to complete the work as described in this document. A project contract may include related services not listed in this RFP. The Consultant shall provide the services to the industry-standard level of professional care.

Consultant shall be ultimately responsible to plan, obtain permits for, prepare notifications, inspect, and close out a comprehensive Geotechnical & Environmental (Phase II & CEQA Mitigation Measure) program during construction which will result in the District's ability to proceed construction work where applicable. Consultant shall review all requirements applicable to the scope of work and ensure compliance throughout the duration of the contract.

## **B. Scope of Work**

The District is seeking services from highly-qualified Firms that provide Geotechnical & Environmental and reporting during construction. The anticipated services may include, but are not limited to:

### **1. Geotechnical Services During Construction:**

- a. The Geotechnical report has been completed by others and is attached to this RFP. Services are to provide complete and detailed geotechnical services and reporting based upon the DSA approved Geotechnical report in an expeditious manner, and possibly on relatively short notice so as to enable the District to make informed decisions within critical deadlines;
- b. Field observations and testing for earthwork and foundation construction (including, but not limited to: mass grading, excavation/shoring, dewatering, utility trench backfill, footing excavation, drilled piles/excavation and pavement /flatwork as required);
- c. Laboratory geotechnical tests as required to support the earthwork observations and testing;
- d. Laboratory testing may include mold compaction tests for soil and aggregate base materials, compaction curve checkpoints, sieve analysis, Atterberg Limits and asphalt concrete density tests;
- e. Provide consultation to address geotechnical related issues that may arise during construction;
- f. Provide supplemental engineering recommendations;
- g. Perform project coordination/management and attend project meetings and/or teleconferences as required;
- h. Review contractor submittals
- i. Review requests for information (RFI's) and provide responses;
- j. Provide site visits as required to observe and test earthwork and foundation construction;

- k. Provide Geotechnical laboratory testing as required;
- l. Prepare daily field reports and final project Geotechnical observation and testing report.
- m. Evaluate subsurface soils conditions;
- n. Geotechnical/Geological Supervision;
- o. Ground water monitoring, content, moisture levels, etc.;
- p. Site observations during construction, such as over-excavate and re-compaction;
- q. Inspection of surfaces to receive compacted fill in accordance with all building department, California Department of Education (CDE), California Geological Survey (CGS) and Division of State Architect (DSA) requirements. Supervision and certification of the placement and compaction of fill including required tests and reports;
- r. Reporting Requirements: Reports shall be of such scope and detail as required by the CGS (Note 48 Checklist), DSA, current California Building Code, CDE and be supervised by a registered geotechnical engineer and/or engineering geologist, depending on the project. Consultant should be familiar with relevant codes pertaining to the assessment and remediation of geological, soils, and seismic conditions relevant to determining the suitability for the acquisition and/or development of school sites in California;
- s. Reporting Content: The presentation of factual geotechnical information may include, but not be limited to the following:
  - i. Purpose and Scope of the geotechnical investigation, including a discussion on the extent and scope of the investigation;
  - ii. Dates that field and laboratory work were performed;
  - iii. Detailed description of methods used for the field and laboratory work with reference to accepted standards followed, and with discussion on rationale used to determine type, spacing, frequency and location of tests;
  - iv. Types of equipment used;
  - v. Presentation of field observations which were made by the supervision field personnel during the execution of sub-surface explorations;
  - vi. The principle geological and topographical features of the area, with an appraisal of the terrain and the hydrogeological conditions;



- vii. A description of the investigation methodology, standards and scope of testing including account of any site constraints encountered;
- viii. Grouping and presentation of field and laboratory test results in appendices and as summary tables.
- t. Records: The selected consultant(s) and/or consultant teams shall keep proper records of all projects for Geotechnical Engineering Services pursuant to contracted services, including, but not limited to, copies of all project correspondence, submittals, shop drawings, and schedules, All such project records shall be submitted to the District after the completion of the project and shall become property of the District;
- u. Schedule: On time completion of construction is of critical importance to mitigate any impact to campus operations, and construction duration is limited due to the availability of the facilities. Competent, qualified staff, available resources, and testing facilities are required for a successful outcome of the project objectives in regard to scope and schedule. Work must be able to begin on assigned tasks within ten (10) days of notification to proceed.
- v. Facilities & Equipment: Consultant will be responsible for providing their own vehicle, and special equipment, personal computer and related equipment, printer and any clerical support and other goods and supplies necessary to perform services as required by this contract.

## **VI. RFP Terms and Conditions**

### **A. ACCEPTANCE and REJECTION of PROPOSALS**

The District retains the sole discretion to determine issues of compliance and whether a Proposal is responsive, responsible, and qualified. The District reserves the right to waive any informalities or irregularities not governed by law. The District reserves the right to reject all Proposals or to cancel this RFP.

### **B. AWARD of CONTRACT**

This RFP does not obligate the District to award a contract or accept or contract for expressed or implied services.

The District makes no representation that participation in the RFP process will lead to an award of a contract or any other consideration, whatsoever. The award of a contract, if at all, is at the sole discretion of the District.

The District reserves the right to contract with any person or entity responding to this RFP for all or any portion of the work described herein, to reject any Proposal as non-

responsive, and/or not to contract with any Respondent for the services described herein.

If the Respondent with the highest-scoring Proposal does not agree to enter into a contract with the District, the District retains the right to negotiate with any other Respondent. The District reserves the right to contract with any firm not participating in this process.

**C. COST OF PROPOSAL PREPARATION**

The District shall in no event be responsible for the cost of preparing or submitting a response to this RFP, including any supporting materials or participation in interviews.

**D. USE OF PROPOSALS, PROPRIETARY INFORMATION**

Proposals, and any other supporting materials provided to the District in response to this RFP, will not be returned and will become the property of the District, unless portions of the materials are designated 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 will be deemed 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, submissions 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 Proposer have completed negotiations and entered into an Agreement, or (2) the District has rejected all submissions. Furthermore, the District will have no liability to the Proposer or other party as a result of any public disclosure of any Proposal.

**E. FULL OPPORTUNITY**

The District hereby affirmatively ensures that Disadvantaged Business Enterprises (“DBE”), Small Local Business Enterprises (“SLBE”) and Small Emerging Local Business Enterprises

(“SELBE”) shall be afforded full opportunity to submit Proposals in response to this RFP. No Respondent will 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.

**F. SMALL LOCAL BUSINESS ENTERPRISE AND SMALL EMERGING LOCAL BUSINESS ENTERPRISE PROGRAM**

The District is committed to ensure equal opportunity and equitable treatment in awarding and managing its public contracts and has established an annual overall program goal of 25 percent participation for small local businesses. To facilitate opportunities for small local business, the District will use a maximum five percent

bidding preference for SLBE and SELBE firms. The preference is only used for computation purposes to determine the winning bidder, and not for determining the contract price.

The full version of the District's small local business enterprise and small emerging local business enterprise program can be found in the attached Exhibit 2 and Exhibit 2.1.

**Proposers must submit the SLBE Affidavit form included in the email for this RFP.** In addition, each proposer must have each subconsultant identified in the proposal submit the SLBE Affidavit form identifying the proposed participation percentage. This RFP also requires the proposer to include the percentage participation of each proposed SLBE firm relative to the aggregate price (form included as a separate attachment to the email).

Proposers claiming SLBE and SELBE status in the self-certification affidavit will be required to submit proof of residency and revenue 48 hours after the delivery deadline for Proposals. Such proof shall consist of a copy of a contract to perform work, to rent space or equipment, or for other business services, executed from their local address, and the firm's tax returns from the past three consecutive years.

#### **G. RESTRICTIONS ON LOBBYING AND CONTACTS**

From the period beginning on the date of the issuance of this RFP and ending on the date of the award of the contract, no person, or entity responding to this RFP, 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 this RFP, 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 Citizens' Oversight Committee, or with any employee of the District except for clarifications and questions as described herein. Any such contact shall be grounds for the disqualification of the Respondent.

#### **H. INVESTIGATIONS and CLARIFICATIONS**

The District reserves the right to investigate and rely upon information from any other available sources in addition to and beyond any documents or information submitted in response to this RFP.

The District reserves the right to request, at its sole discretion, that one or more of the Respondents provide clarifications or supply additional material deemed necessary to assist in the evaluation of Proposals, and to modify or alter any of the requirements herein.

In the event that the proposal guidelines change materially, all Respondents who have submitted timely Proposals will be given an opportunity to modify their Proposal in the specific areas that are impacted.

## VII. Proposal Format and Content

Proposals must conform and be responsive to the requirements set forth in this RFP. Proposals that do not acknowledge all Addenda may be deemed non-responsive.

### **Originals and Copies**

Unbound paper copies, if required, shall be marked "Copy for Public Information," and be formatted as follows:

- No divider sheets or tabs.
- Pages with proprietary information should be removed.
- Contain a cover sheet listing the firm's name, the total number of pages, and should identify any pages that were removed due to proprietary information.

Digital files, if required, shall be in a pdf format on a USB-compatible portable storage device. Digital file shall be a single file, no greater than 10MB in size, including covers, section dividers, and attachments.

### **Organization**

Please organize the Proposal into sections as described below. Ensure that each section contains the information requested. Reviewers may not read all sections. The content of each section should focus on demonstrating qualifications for this project specifically.

The combined **limit for sections 1-4 is 16 pages** (*cover letters, table of contents, licenses, resumes, and exhibits are not included in the page count*), single sided (8 pages double-sided), formatted to print legibly on 8 ½" x 11" paper with all body text at a 12 point font or larger. Place a page break between sections. Insert bookmarks to support navigation in digital files.

#### **1. Introduction, Approach, and Workplan** (4 pages)

- **Highlights** of proposal, approach, and workplan
  - Identify the individuals your firm will allocate to this project, including any alternates. Identify how many hours each individual is expected to work on the project.
  - The Project is estimated to be approximately \$86.8 million in construction.
- **Point of Contact During Evaluation and Award Process**
  - Name, email address, and phone number for no more than two individuals who can respond to questions and correspondence on behalf of the Proposer. These individuals can be the same or different from Key Personnel, principals, or authorized signatories.

## 2. Team Project Experience (see matrix below)

- Provide resumes for all individuals proposed (no more than one page per resume)
- Please limit resumes to include only relative experience
  - Include past (10) years of experience
    - Owner/Client Name
    - Project name
    - Positions held during project
    - Brief Description of Building Structure Type and Building Type (Locker, Gym, Student Union, Sqft, S/U, New or Mod, etc.)
    - Services provided

## 3. Fee

- **Provide a fee breakdown for the project as follows:**
  - i. Provide **hourly rates** by position title, with cross-reference to key personnel and staffing plan, for reference.
  - ii. Include lab test fee's and onsite inspection fees

## 4. Authorized Signature, Business Information, Related Documents

- **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.”
- **Other Modifications:** include statement that “[insert name of Respondent] has reviewed all provisions of the sample Agreement and”:
  - “has no objections.”
- **Debarment:** Provide statement that the Proposer, and all 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.
- **Ethics Certification:** Certify that no official or employee of Respondent has ever been convicted of an ethics violation.
- **Other Certifications and Forms:**
  - Acknowledgement and Signature Form
    - Use the Acknowledgement and Signature Form in **RFP Exhibit 1.**

- **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.”
- **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.

## VIII. Selection Process

### A. Evaluation Process

The District retains the sole discretion to determine issues of compliance and to determine whether a Proposal is responsive, responsible, and qualified. Due to the nature of this request; the District is placing significant importance on the firm's ability to meet a compressed schedule.

A technical screening committee ("the committee") comprised of District personnel will evaluate and score all submissions according to the evaluation criteria. The District may, at its sole discretion, request additional information pertinent to the evaluation process, from one or more Proposers and/or from third parties.

The District may, at its sole discretion, require one or more Proposers to participate in interviews. Proposer's Key Personnel are expected to attend an interview (see interview date(s), if any, in Section I). District staff and other stakeholders may participate in the interview process. The interview is an opportunity for the District to review the information in the Proposal and other matters the District deems relevant to its evaluation. For example: comments or proposed changes to the form of Agreement.

**B. Evaluation Criteria**

The District will evaluate a number of factors in combination. Submissions will be scored according to the criteria and weights (points) listed below.

<b>Item</b>	<b>Criteria</b>	<b>Maximum Possible Points</b>
1	<u>Firms approach to provide Geotechnical Engineer of Record Services (Construction and Close Out Phases) for the Project</u>	30
2	<u>Project specific team experience on similar projects</u>	35
3	<u>SLBE</u> Prime is certified SLBE (5 points maximum) 25% of Prime’s subcontractors are SLBE firm (4 points maximum)	5
4	<u>Fee</u> Clarity, tangible deliverables, consistency, overall cost	30
	<b><u>Total</u></b> (Total maximum points)	100

**C. Award of Contract:**

The District retains the sole discretion to identify Proposer(s) that can provide the greatest overall benefit to the District. See also RFP Terms and Conditions. The committee will make a recommendation to the Vice Chancellor of General Services.

Following the committee process, contract price and scope may be further negotiated with the Proposer recommended for contract award. If an agreement on contract price cannot be reached in a timely manner, the District may seek to reach an agreement with the next recommended entity, continuing with lower ranked entities if deemed by the District to be in the best interest of the District.

Award of contract is subject to additional administrative review and Board approval.



## IX. Attachments

- A. **RFP Exhibit 1: Acknowledgement and Signature Form (Included)**
- B. **RFP Exhibit 2 & 2.1: SLBE Program & Affidavit (Separately Attached)**
  - 1. Exhibit 2 - SLBE and SELBE Program & Affidavit
  - 2. Exhibit 2.1 - SLBE and SELBE Participation Worksheet
- C. **RFP Exhibit 3: Team Experience (Separately Attached)**
  - 1. Matrix of proposed staff, corresponding team experience, and references
- D. **RFP Exhibit 4: Sample Staffing Proposal Worksheet**
  - 1. Matrix of proposed staff for each project and monthly hourly for each project phase.
- E. **RFP Exhibits 5.1 – 5.4 Bid Documents (Separately Attached)**
  - 1. Exhibit 5.1 – Drawings
    - Demolition
    - DSA Submission Set
  - 2. Exhibit 5.2 – Specifications (DSA Bid Spec)
  - 3. Exhibit 5.3 – DSA Form 103, Listing of Structural Tests & Special Inspections
  - 4. Exhibit 5.4 - Geotechnical Investigation and Hazards Report
- F. **RFP Exhibit 6 - Sample Agreement (Separately Attached)**

*(Note: Sample form of agreement and related Exhibits 1-6 posted as separate file)*

*Thank you for your interest*

# RFP EXHIBIT 1: MISCELLANEOUS FORMS and TEMPLATES

## 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: \_\_\_\_\_

(Date)