

PERALTA COMMUNITY COLLEGE DISTRICT



PRE-QUALIFICATION QUESTIONNAIRE FOR PROSPECTIVE DESIGN/BUILD ENTITIES

Laney College Campus Title IX Locker Room Renovation Project

**RFQ #19-20/11
Peralta Community College District**

June 26, 2020

**PERALTA COMMUNITY COLLEGE DISTRICT
REQUEST FOR QUALIFICATIONS**

**LANEY COLLEGE TITLE IX LOCKER ROOM RENOVATION PROJECT
DESIGN-BUILD SERVICES
RFQ # 19-20/11**

Peralta Community College District ("District") is seeking to prequalify Design-Build Entities to submit Proposals to design and construct the District's **Title IX Locker Room Renovation Project at Laney College** ("Project"), in accordance with Education Code section 81700 et seq. Only respondents that have been prequalified by the District in response to this Request for Qualifications ("RFQ") will be eligible to submit proposals in response to the District's subsequent Request for Proposals ("RFP") for the Project.

Respondents to this RFQ shall submit a fully completed Statement of Qualifications ("SOQ"), using the District's standard prequalification template for design-build projects, as further described herein, to:

Peralta Community College District
Department of General Services
333 East 8th Street
Oakland, CA 94606
ATTN: Nicanor Custodio / Purchasing Buyer
RFQ # 19-20/11

ALL SOQS ARE DUE ELECTRONICALLY BY 2:00 P.M. ON Thursday, July 21, 2020. Oral, telegraphic, facsimile, telephone, or email SOQs will not be accepted. SOQs received after this date and time will not be accepted and will be returned unopened. All SOQS must be submitted electronically using the Peralta Community College website thru the Purchasing Department thru the following link:

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=4d041f6c-7568-4c8a-8878-c82684292a3c>

Or, by contacting the Peralta Community College District, Office of Purchasing, **501 5th Avenue, Oakland, California, 94606**, Phone (510) 466-7225, Office Hours: 8:30 a.m. to 4:30 p.m.,

The District reserves the right to waive irregularities and omissions in the information contained in any SOQ, and to make all final determinations. District may use other sources of information outside of the SOQs to investigate respondents or to verify answers.

Each SOQ must be certified under penalty of perjury by the respondent. If any information provided by a respondent becomes inaccurate, the respondent must immediately notify District and provide updated, accurate information in writing, under penalty of perjury. District reserves the right to suspend or rescind prequalification at any time based on subsequently learned information.

Questions regarding this RFQ may be directed in writing to both the District's Construction Manager, Stan Wong of Swinerton Management & Consulting at swong@swinerton.com and Nicanor Custodio, District's Purchasing Buyer at ncustodio@peralta.edu, and must be submitted on or by **2:00pm Monday, July 13, 2020**.

- **RFQ SCHEDULE SUMMARY**

The District may change the dates on this schedule without prior notice.

DEADLINE	ACTION ITEM
June 26 th , 2020	Release of RFQ.
July 7 th , 2020 at 2:00 PM	Mandatory prequalification conference
July 13 th , 2020 at 2:00 PM	Last day to receive written questions from respondents.
July 15 th , 2020	Last day for District to issue addenda or answer questions.
July 21 st , 2020 at 2:00 PM	Deadline for submissions in response to RFQ.
Week of July 27 th , 2020	Notice to prequalified respondents.
Anticipated August, 2020	Release of RFP to prequalified respondents.

- **PROJECT DESCRIPTION AND SCOPE OF SERVICES**

Pursuant to Education Code section 81700 et seq., the District is seeking a design-build entity or team ("DBE") to design and construct the District's **Laney College Title IX Locker Room Renovation Project** ("Project"), located at 900 Fallon Street, Oakland, CA 96607. The Project is further defined in the attached **APPENDIX A**, along with the District's expected cost range and schedule for the Project. The District's performance specifications, which the selected DBE must adhere to in delivering the Project, will be made available to prequalified respondents at the RFP stage.

The selected DBE must be appropriately licensed and registered in the State of California for architectural, engineering, and construction services as needed to complete the Project. In addition, the selected DBE shall have experience with both design and construction of public school facilities and in working with the California Community Colleges Chancellor's Office ("CCCCO"), the Division of the State Architect ("DSA"), and Title 24 of the California Code of Regulations.

The selected DBE must be registered with the Department of Industrial Relations ("DIR") as required by law. The selected DBE will be required to comply with the Labor Code prevailing wage requirements and the District's bonding and insurance requirements. The selected DBE shall be required to work cooperatively with District staff, the Board of Trustees, all other technical consultants, the criteria architect, the project inspector, and any program and/or construction manager, if

any, retained by the District for the Project, citizens' oversight committee, other District committees, and the community to facilitate timely and professional completion of the Project.

- **DESIGN-BUILD PROCUREMENT PROCESS**

Pursuant to Education Code section 81703, procurement of a DBE will follow two (2) phases:

- Prequalification – First, by this RFQ, the District prequalify respondents using a standard template request for statements of qualifications. The significant factors the District reasonably expects to consider in evaluating qualifications are identified in Section VIII, below.

On or after May 1, 2020, a design-build entity shall not be prequalified or shortlisted unless the entity provides an enforceable commitment to the community college district that the entity and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or contract that falls within an apprenticeable occupation in the building and construction trades, in accordance with Chapter 2.9 (commencing with Section 2600) of Part 1 of Division 2 of the Public Contract Code.

- Design-Build Proposal – Second, the District will issue a RFP, inviting up to three (3) short-listed, prequalified respondents to submit competitive sealed proposals for the Project. The District will use a best value selection method for evaluating proposals. The procedure for final selection will be as follows:
 - The District will evaluate responsive proposals using only the criteria and selection procedures specifically identified in the RFP.
 - The District may, at its discretion, request proposal revisions and hold discussions and negotiations with responsive proposers. The RFP will define applicable procedures to ensure that discussions or negotiations are conducted in good faith.
 - The District will rank responsive proposers based on a determination of value provided, but shall not be required to rank more than three (3) proposers.
 - The District will award the contract, if at all, to the responsible DBE whose proposal is determined by the District to be the best value.

Any person or entity that has performed or is performing services for District relating to the solicitation of this design-build project, including, without limitation, services relating to the development of performance criteria, will **not** be eligible to submit a proposal as a design-build entity or to join a design-build team.

- **FULL OPPORTUNITY**

The District hereby affirmatively ensures that Disadvantaged Business Enterprise (“DBE”), Small Local Business Enterprise (“SLBE”), Small Emerging Local Business Enterprise (“SELBE”) and Disabled Veterans Business Enterprise (“DVBE”) firms shall be afforded full opportunity to submit qualifications in response to this RFQ and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation, or religion in any consideration leading to the award of contract.

- **LIMITATIONS**

This RFQ is neither a formal request for bids, nor an offer by the District to contract with any party responding to this RFQ. The District reserves the right to add additional prequalified respondents for consideration after distribution of this RFQ, if it is found to be in the best interest of the District. All decisions concerning selection of the DBE will be made in the best interests of the District. The issuing of a subsequent RFP and awarding of the contract pursuant to the subsequent RFP, if at all, is at the sole discretion of the District.

The District makes no representation that participation in this RFQ 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 any response to this RFQ.

SOQs submitted by respondents are not public records and are not open to public inspection. All information provided will be kept confidential to the extent permitted by law. The contents, however, may be disclosed to third parties for purpose of verification or investigation. State law requires that the names of respondents applying for prequalification status shall be public records subject to disclosure.

- **RESTRICTIONS ON LOBBYING AND CONTACTS**

From the period beginning on the date of the issuance of this RFQ and ending on the date of the award of the contract, no person, or entity submitting in response to this RFQ, 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 RFQ, the evaluation or selection process/or the award of the contract with any member of the District, Board of Trustees, selection members, or any member of the Citizens’ Oversight Committee. Any such contact shall be grounds for the disqualification of the respondent submitting a SOQ.

- **STANDARD TEMPLATE FOR STATEMENT OF QUALIFICATIONS**

Attached hereto as **APPENDIX B** is the District’s prequalification template. Respondent must complete the prequalification template, certify its answers under penalty of perjury, and attach all information requested therein. The

completed, certified prequalification template, together with all attachments, constitutes respondent's SOQ.

Each SOQ must be certified under penalty of perjury. If any information provided by a respondent becomes inaccurate, the respondent must immediately notify District and provide updated, accurate information in writing, under penalty of perjury.

- **EVALUATION**

The District will evaluate all timely-submitted SOQs. Each SOQ must be complete. Incomplete SOQs will be considered nonresponsive and grounds for disqualification. The District retains the sole discretion to determine issues of compliance and to determine whether a respondent is responsive and qualified. Significant factors the District reasonably expects to consider in evaluating qualifications are as follows:

- All required licenses and registration to design and construct the Project, with no recent revocations or suspensions;
- Established performance history, including an absence of criminal or civil violations or significant disputes;
- Capacity to obtain required bonds and insurance of the Project;
- Design expertise and experience with similar projects;
- Construction expertise and experience;
- Acceptable safety record;
- Skilled labor force availability; and
- Financial capacity to complete the Project.

District may use other sources of information outside of the SOQs to investigate respondents or verify answers. District's investigation may extend beyond contacting project references identified in SOQs.

After completing its evaluation, the District will notify respondents selected for prequalification.

- **FINAL DETERMINATION**

Prequalification is at the sole discretion of the District. The District reserves the right to waive irregularities and omissions in the information contained in any SOQ, and to make all final determinations. The District further reserves the right to suspend or rescind prequalification at any time based on subsequently learned information.

The District makes no representation that participation in this RFQ process will lead to an award of contract or any consideration whatsoever. The District reserves the right to seek proposals from or to contract with any firm not participating in this process. The District shall in no event be responsible for the cost of preparing any SOQ or other response to this RFQ.

WE THANK YOU FOR YOUR INTEREST IN THE DISTRICT'S PROJECT!

APPENDIX A

PROJECT DESCRIPTION

The Peralta Community College District (hereinafter "the District") seeks responses from experienced Design/Build Entities (DBE) to construct the Title IX Locker Room renovation at Laney College for the Peralta Community College District, to be located at 900 Fallon Street, Oakland, CA 94607. The building was constructed circa 1968. The proposed modernization includes the same 21,800 SF below grade locker room space but upgrading its entirety, including a new architectural layout of the rooms.

The renovated building will promote interaction among the students, and the modernization of existing space will celebrate women and female athletes of Laney college, simplify access, reduce travel distance, improve security, support a diverse community, achieve Title IX compliance, and improve financial efficiency. The scope of work includes a new MEP system, HVAC system, fire protection system installation, and installation of new furniture, fixtures and equipment. The construction value of the Design/Build Contract will be approximately \$7,500,000.

The Pre-Qualification Application and other documents including addenda will be posted to the District website at:

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=4d041f6c-7568-4c8a-8878-c82684292a3c>

Documents will also be posted with Blue Print Express Reprographics (BPXpress). Requests for Information should be directed to Stan Wong of Swinerton Management & Consulting via e-mail only at: swong@swinerton.com with copy to [Nicanor Custodio the PCCD Purchasing Buyer at ncustodio@peralta.edu](mailto:ncustodio@peralta.edu). Please include in your request Company Name, Contact Person, Mailing Address, valid e-mail address, telephone and fax numbers.

APPENDIX B

STANDARD TEMPLATE FOR STATEMENT OF QUALIFICATIONS

This standard prequalification template should be completed by design-build entities or design-build teams seeking to prequalify for a Peralta Community College District ("District") design-build project in accordance with Education Code section 81700 et seq.

As used in here:

- "DBE" refers both design-build entities and design-build teams.

- "Member" refers to individuals or entities identified as members of the design-build team, including the general contractor and, if utilized in the design of the project, all electrical, mechanical, and plumbing contractors.
- "Associates" refers to all current officers, owners, and/or partners of DBE and of any Member.

Wherever additional space is needed to answer a question fully and accurately, attach additional copies of the template pages and/or additional signed sheets as needed.

- **BUSINESS INFORMATION**

- **Contact Information**

- DBE Name: _____

- Primary contact Person: _____

- Principal office address: _____

- Phone: _____

- Fax: _____

- Email: _____

- **Form of Organization**

- If the DBE or any Member is a **corporation**:
 - Date incorporated: _____

- Under laws of what state: _____

- If a privately held corporation, list all shareholders who will perform work on the project:

Name	Ownership Percentage

- Attach a copy of the articles of incorporation.
- If the DBE or any Member is a **limited liability company**:
 - Date formed: _____

 - Under laws of what state: _____

 - List all LLC members who will perform work on the project:

Name	Ownership Percentage

- Attach a copy of the articles of organization.
- If the DBE or any Member is a **partnership**:
 - Date formed: _____

 - Under laws of what state: _____

- List all partners who will perform work on the project:

Name	Ownership Percentage

- Attach a copy of the partnership agreement.
- If the DBE or any Member is a **joint venture**:
 - Date formed: _____

 - Under laws of what state: _____

 - List all joint venture members who will perform work on the project:

Name	Ownership Percentage

- Attach a copy of the joint venture agreement.
- If the DBE or any Member is a **sole proprietorship**:
 - Date formed: _____

 - Under laws of what state: _____

 - List owner: _____

 - Attach a copy of organizational documents, if any.

- **Financial Capacity**

- Attach an audited financial statement with accompanying notes and supplemental information for the past 2 full fiscal years for DBE and each entity Member (not individual Members). A letter verifying availability of a line of credit may also be attached; however, it will be considered supplemental information only, and is not a substitute for the required financial statement.
- Is DBE or any Member currently, or has DBE or any Member within the last 5 years been, the debtor in a bankruptcy case?
___ Yes ___ No

If "yes," please attach a copy of the bankruptcy petition and a copy of the bankruptcy court's discharge or any other document that ended the case, if any.

- **LICENSING AND REGISTRATION**

- **General Contractor**

- Name of license holder exactly as on file with the Contractors State License Board ("CSLB"): _____

- License classification(s): _____

- License #: _____

- Issue Date: _____

- Expiration Date: _____

- Public Works Contractor Registration # on file with the Department of Industrial Relations ("DIR"): _____

- Has any CSLB license held by the general contractor or its qualifying individual been suspended or revoked within the last 5 years?
___ Yes ___ No
If "yes," explain on a separate signed sheet.
- Has the general contractor changed names or license numbers within the past 5 years?

Yes No
If "yes," explain on a separate signed sheet.

- **Architect of Record**

The architect of record is the architect whose stamp will appear on project documents.

- Name of license holder exactly as on file with the California Architects Board ("CAB"): _____

- License #: _____

- Issue Date: _____

- Expiration Date: _____

- Has any CAB license held by the architect of record been suspended or revoked within the last 5 years?
 Yes No
If "yes," explain on a separate signed sheet.

- Has the architect of record changed names or license numbers within the past 5 years?
 Yes No
If "yes," explain on a separate signed sheet.

- **Engineer(s)**

Engineering services will be dictated by the nature of the project. The DBE should respond for all "in house" engineers that will provide services on the project. If relevant, use additional signed sheets to respond for multiple engineering disciplines.

- Name of license holder exactly as on file with the Board of Professional Engineers, Land Surveyors, and Geologists ("BPELSG"): _____

- License Type: _____

- Licenses #: _____

- Issue Date: _____

- Has any BPELSG license held by the engineer been suspended or revoked within the last 5 years? ___ Yes ___ No
If "yes," explain on a separate signed sheet.
- Has the engineer changed names or license numbers within the past 5 years?
___ Yes ___ No
If "yes," explain on a separate signed sheet.

- **Mechanical, Electrical, or Plumbing Contractor(s)**

If utilized in the design of the project, respond for all Member electrical, or plumbing ("MEP") contractors. If relevant, use additional signed sheets to respond for multiple MEP contractors.

- Name of license holder exactly as on file with the Contractors State License Board ("CSLB"): _____

- License classification(s): _____

- License #: _____

- Issue Date: _____

- Expiration Date: _____

- Public Works Contractor Registration # on file with the Department of Industrial Relations ("DIR"): _____

- Has any CSLB license held by the MEP contractor or its qualifying individual been suspended or revoked within the last 5 years?
___ Yes ___ No
If "yes," explain on a separate signed sheet.
- Has the general contractor changed names or license numbers within the past 5 years?
___ Yes ___ No
If "yes," explain on a separate signed sheet.

• **PERFORMANCE HISTORY**

- Has DBE or any Member or Associate ever been found liable in a civil suit, or found guilty in a criminal action, for making any false claim or material misrepresentation to any public agency or entity?
 Yes No
If "yes," explain on a separate signed sheet, including identifying who was found liable or guilty, the court and case number, the name of the public entity, the civil or criminal verdict, the date, and the basis for the finding.
- Has DBE or any Member or Associate ever been convicted of a crime involving any federal, state, or local law related to construction or any crime involving fraud, theft, or any other act of dishonesty?
 Yes No
If "yes," explain on a separate signed sheet, including identifying who was convicted, the name of the victim, the date of the conviction, the court and case number, the crimes, and the grounds for the conviction.
- At any time in the last 5 years, has DBE or any Member been assessed liquidated damages under a construction contract?
 Yes No
If "yes," explain on a separate signed sheet, including the project, owner, owner's address, date of completion, and amount of liquidated damages.
- At any time in the last 5 years, has DBE or any Member or Associate been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any public works project?
 Yes No
If "yes," explain on a separate signed sheet, including the project, the year of the event, owner, owner's address, and basis for the action.
- At any time in the last 5 years, has a public agency found that DBE or any Member was not a responsible bidder?
 Yes No
If "yes," explain on a separate signed sheet, including the project, the year of the event, owner, owner's address, and basis for the finding.
- In the past 5 years, has any claim exceeding \$50,000 been filed by or against DBE or any Member in court or arbitration concerning work or payment on a construction project?
 Yes No
If "yes," explain on a separate signed sheet, including the project name, court or arbitration case name and number, and a brief description of the status of the claim.
- In the past 5 years, has there been more than one occasion in which DBE or any DBE member was required to pay either back wages or penalties

for failure to comply with California prevailing wage laws or federal Davis-Bacon prevailing wage requirements?

Yes No

If "yes," explain on a separate signed sheet, describing the nature of the violation(s), project, owner, and amount paid, if any.

- At any time during the past 5 years, has DBE or any Member been found to have violated any provision of California apprenticeship laws or regulations, or laws pertaining to use of apprentices on public works projects?

Yes No

If "yes," explain on a separate signed sheet, including date(s) of such findings and attaching the DAS' final decision(s).

BONDS AND INSURANCE

Bonds

- Attach a notarized statement from an admitted surety insurer (approved by the California Department of Insurance and authorized to issue bonds in the State of California), which states the current bonding capacity of the DBE (both single job limit and aggregate limit). Note: DBE must have capacity to provide 100% payment bond and 100% performance bond, each issued by an admitted surety insurer, without bonding subcontractors.

- Provide the name, address, and telephone number of the surety agent: _____

- List all sureties that have written bonds to the DBE or any Member during the last 5 years:

Name	Address	Date of Bond

- In the last 5 years, has any surety paid on behalf of the DBE or any Member a result of a default to satisfy any claims made against a payment or performance bond?

Yes No

If "yes," explain on a separate signed sheet, including the amount of each claim, name and telephone number of claimant, date of and grounds for the claim, and present status.

- If DBE or any Member was required to pay a premium of more than 1 percent for a performance and payment bond on any project in the last 5 years, state the percentage: _____

Explain on a separate signed sheet why DBE or Member was required to pay the premium of more than 1 percent.

- In the last 5 years, has DBE or any Member been denied bond coverage by a surety company or had no surety bond in place when once was required?

___ Yes ___ No

If "yes," explain on a separate signed sheet, including the name of the surety company and/or period during which DBE or Member had no bond in place.

- **Insurance**

- Does DBE have liability insurance with a policy limit of at least \$2,000,000 per occurrence and \$4,000,000 aggregate for a California admitted company?

___ Yes ___ No

If "no," provide on a separate signed sheet what policy limits are available to DBE.

- Does DBE have current workers' compensation insurance as required by the California Labor Code or is DBE legally self-insured pursuant the California Labor Code?

- Does DBE have professional liability (errors and omissions) insurance with a policy limit of at least \$2,000,000 aggregate from a California admitted company?

___ Yes ___ No

If "no," provide on a separate signed sheet what policy limits are available to DBE.

- In the last 5 years, has any insurance carrier, for any form of insurance, refused to renew an insurance policy for DBE or any Member?

___ Yes ___ No

If "yes," explain on a separate signed sheet, including the name of the insurance carrier, form of insurance, and year of the refusal.

- **SAFETY**

- Attach a description, not to exceed 1 page, of DBE's worker safety program as applicable to this project.

- Within the past 5 years, has the California or federal Occupation Safety and Health Administration (“OSHA”) cited and assessed penalties against DBE or any Member, for “serious,” “willful” or “repeat” violations of its safety or health regulations?

Yes No

If “yes,” explain on a separate signed sheet, identifying the citation(s), nature of the violation(s), project, and amount of penalty paid, if any.

- Within the past 5 years, has the Environmental Protection Agency (“EPA”) or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against DBE or any Member or the owner of the project on which DBE/Member was the contractor?

Yes No

If “yes,” explain on a separate signed sheet, identifying the citation(s), nature of the violation(s), project, and amount of penalty paid, if any.

- State the Workers’ Compensation Experience Modification Rate (“EMR”) for DBE and each Member for the past 3 premium years:

Year	EMR

If EMR was 1.00 or higher in any of 3 years, attach a letter of explanation.

- State the total recordable injury or illness rate and the lost work rate for DBE and each Member for the past 3 years:

Year	Incident Rate	Lost Work Rate

- Within the past 5 years, has there ever been a period when DBE or any Member had employees but was without workers’ compensation insurance or state-approved self-insurance?

Yes No

If “yes,” explain on separate signed sheet, including the date(s) and reason(s) for the absence of workers' compensation insurance.

- **PROJECT EXPERIENCE AND REFERENCES**

_____The Design Build Team must show experience and expertise with the design and construction of similar projects. Listed work should include public sector projects that required coordination and close working relationships for project reviews/ approvals/project close out with both the Division of the State Architect (DSA) and the office of the State Fire Marshal (SFM). Listed projects should also indicate work done for California community colleges and specifically if any projects included athletic facilities including locker rooms/showers/training rooms/team rooms as components of the project.

The District is looking for DBEs that have shown creative/innovative design and technical expertise regarding the production of sound contract documents, rigid standards during construction administration and the ability to work collaboratively with the Districts management team and Facilities/Operations groups.

The DBE team should also show experience with working in occupied building and an occupied campus with the proven ability to prioritize student/staff/public safety and to minimize disruption to the operational needs of the College/District. The projects list should also include those that require coordination and connections to the campus central plant/utilities with service coordination and shut downs/cut overs to minimize impact to campus operations.

- **General Contractor:**

- **Table A-1:** List Open Construction Contracts (A-1.a) and Recently Completed Construction Projects (A-1.b) – provide information listed on tables for each project.
- **Table A-2:** List Similar Project Experience for Design Build Projects over \$5M (A-2.a) / Renovation Projects over \$5M (A-2.b) / Athletic Projects with Locker Room, Training and Shower Facilities over \$2M (A-2.c) – provide information listed on tables.

- **Project References:**

- Complete **both** project reference forms attached hereto as **Exhibit B-1** (References for Design-Build Projects) and **Exhibit B-2** (References for California Community College Projects) for a minimum of three (3) projects. District may, in its discretion, contact these project references and/or additional project references.

- **Relevant Experience of Key Personnel on the proposed Design Build Team:**

- **Exhibit C-1:** Relevant Experience of proposed Design Built Team – including project references.

Each of the team participants shall submit examples of relevant projects. Submit examples from the General Contractor, Architect of Record, Structural Mechanical Engineers, Electrical Engineers, Plumbing Engineer and others as appropriate. Information shall be submitted in the format of forms as indicated in Exhibit C-1 and shall identify the relevance of each project identified as applicable to the District's Title IX Locker Room Project.

- **Exhibit C-2:** Relevant Experience / Training of Key Project Personnel within the proposed Design Built Team – including references.

Present the proposed key personnel for the Design Build team that would **be assigned to or be responsible for work on this project.**

- Attach a proposed organization chart for your design and construction operations.
- Describe your team's interface with your primary office and other members of the Design Build team during design and construction.
- Provide information for your key project team personnel including project assignments and responsibilities. Provide this information for key personnel from the General Contractor, Architect, Structural, Mechanical, Electrical, Civil Engineer, and other consultants. Key personnel shall include project managers, general superintendents, project architects and engineers, and others responsible for the completion of the design and construction of the project. Information shall be submitted in the following format, or clearly and concisely presented equivalent.
- Attach additional information such as resumes or similar documents, not to exceed 1 page each, showing the experience, training, and qualifications for up to 8 proposed key personnel of the DBE.

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AND TRAINED WORKFORCE COMPLIANCE

SKILLED

By this submittal, DBE hereby acknowledges, agrees, and hereby provides an enforceable commitment to District that:

DBE and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or contract that falls within an apprenticeable occupation in the building and construction trades, in accordance with Public Contract Code section 2600 et seq.; or

DBE will agree to be bound by: (i) a project labor agreement ("PLA") entered into by the District that will bind all contractors and subcontractors performing work on the project to use a skilled and trained workforce; (ii) the extension or renewal of a PLA that was entered into by the District prior to January 1, 2017; or (iii) a PLA entered into by the DBE that will bind the DBE and all its subcontractors at every tier performing work on the project to use a skilled and trained workforce.

[CERTIFICATION ON NEXT PAGE]

CERTIFICATION

DBE and all Members must sign. Copy this certification page as needed for each Member.

I certify and declare that I have read all the foregoing answers to this prequalification template; that all answers are correct and complete of my own knowledge and belief. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____, 20__

Name of DBE or Member: _____

Signature by authorized individual: _____

Print Name: _____

Title: _____

TABLE A-1

Open Construction Contracts and Recently Completed Construction Projects

PROJECT NO. 1
Project Name:
Project Address:
Owner (Name & Phone):
Architect (Name & Phone):
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project?
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
Date: _____ Signature by authorized individual: _____ Print Name: _____ _____
Title: _____

PROJECT NO. 2
Project Name:
Project Address:
Owner (Name & Phone):
Architect (Name & Phone):
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project?
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
Date: _____ Signature by authorized individual: _____ Print Name: _____ _____
Title: _____

PROJECT NO. 3
Project Name:
Project Address:
Owner (Name & Phone):
Architect (Name & Phone):
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project?
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
Date: _____ Signature by authorized individual: _____ Print Name: _____ _____
Title: _____

EXHIBIT B-2

California Community College Project References

PROJECT NO. 1
Project Name:
Project Address:
Owner (Name & Phone):
Architect (Name & Phone):
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project?
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
Date: _____ Signature by authorized individual: _____ Print Name: _____ _____
Title: _____

PROJECT NO. 2
Project Name:
Project Address:
Owner (Name & Phone):
Architect (Name & Phone):
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project?
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
Date: _____ Signature by authorized individual: _____ Print Name: _____ _____
Title: _____

PROJECT NO. 3
Project Name:
Project Address:
Owner (Name & Phone):
Architect (Name & Phone):
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project?
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
Date: _____ Signature by authorized individual: _____ Print Name: _____ _____ Title: _____

EXHIBIT C-1

Relevant Experience of Design Build Team:

• **GENERAL CONTRACTOR:**

Name of General Contractor: _____

Submit examples of **Relevant Projects** completed within the last ten (10) years or under current contract. **Relevant projects include:** Design Build projects, Community Colleges, School projects in California, projects in similar Seismic Zones, and projects for Public Agencies.. **Clearly identify the relevance of each project.**

- List five (5) projects with a construction cost each in excess of \$5 million dollars (at least two must be for Public Agencies).
- List a minimum of three (3) projects using a form of the Design/Build delivery method. ("Teaming" delivery methods, such as Design/Assist or CM-at-risk will be considered, however Design/Build projects are preferred).

Include the following information for each project. Photos and other graphic materials may be included (*Attach additional sheets as required*):

GENERAL CONTRACTOR
Project Name:
Project Address:
Owner (Name & Phone): Representative:
Architect (Name & Phone): Structural Engineer: Mechanical Engineer: Electrical Engineer: Other Consultants if Any: Project Inspector:
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project? :
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
California Division of the State Architect (DSA) Review (Y/N)? : DSA Office: _____ Print Name: _____ Title: _____

• **ARCHITECT:**

Name of Architect: _____

Submit examples of **Relevant Projects** completed, as Architect of Record, within the last ten (10) years or under current contract. **Relevant projects include:** Design Build projects, Community Colleges projects, School projects in California, projects in similar Seismic Zones, and projects for Public Agencies.

Clearly identify the relevance of each project.

- List five (5) projects with a construction cost each in excess of \$5 million dollars (at least two must be in California).
- List three (3) projects using a form of the Design/Build delivery method. ("Teaming" delivery methods, such as Design/Assist or CM-at-risk will be considered, however Design/Build projects are preferred).
- List two (2) projects that required approval by the California Division of the State Architect (DSA).

Include the following information for each project. Photos and other graphic materials may be included (*Attach additional sheets as required*):

ARCHITECT
Project Name:
Project Address:
Owner (Name & Phone): Representative:
Architect (Name & Phone): Structural Engineer: Mechanical Engineer: Electrical Engineer: Other Consultants if Any: Project Inspector:
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project? :
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
California Division of the State Architect (DSA) Review (Y/N)? :
DSA Office: _____
Print Name: _____
Title: _____

• **STRUCTURAL ENGINEER:**

Name of Structural Engineer: _____

Submit examples of **Relevant Projects** completed within the last ten (10) years or under current contract. **Relevant projects include:** Community Colleges, Schools, projects in California, projects in similar Seismic Zones, and projects for Public Agencies. **Clearly identify the relevance of each project.**

- List three (3) projects with a construction cost each in excess of \$5 million dollars (at least two must be in California).
- List three (3) projects using a form of the Design/Build delivery method. ("Teaming" delivery methods, such as Design/Assist or CM-at-risk will be considered, however Design/Build projects are preferred).
- List two (2) projects that required approval by the California Division of the State Architect (DSA).

Include the following information for each project. Photos and other graphic materials may be included (*Attach additional sheets as required*):

STRUCTURAL ENGINEER
Project Name:
Project Address:
Owner (Name & Phone): Representative:
Architect (Name & Phone): Structural Engineer: Mechanical Engineer: Electrical Engineer: Other Consultants if Any: Project Inspector:
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project? :
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
California Division of the State Architect (DSA) Review (Y/N)? : DSA Office: _____ Print Name: _____ _____
Title: _____

• **MECHANICAL ENGINEER:**

Name of Mechanical Engineer: _____

Submit examples of **Relevant Projects** completed within the last ten (10) years or under current contract. **Relevant projects include:** Community Colleges, Schools, projects in California, projects in similar Seismic Zones, and projects for Public Agencies. **Clearly identify the relevance of each project.**

- List three (3) projects with a construction cost each in excess of \$5 million dollars (at least two must be in California).
- List three (3) projects using a form of the Design/Build delivery method. (“Teaming” delivery methods, such as Design/Assist or CM-at-risk will be considered, however Design/Build projects are preferred).

Include the following information for each project. Photos and other graphic materials may be included (*Attach additional sheets as required*):

MECHANICAL ENGINEER
Project Name:
Project Address:
Owner (Name & Phone): Representative:
Architect (Name & Phone): Structural Engineer: Mechanical Engineer: Electrical Engineer: Other Consultants if Any: Project Inspector:
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project? :
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
California Division of the State Architect (DSA) Review (Y/N)? :
DSA Office: _____
Print Name: _____
Title: _____

- **ELECTRICAL ENGINEER:**

Name of Electrical Engineer: _____

Submit examples of **Relevant Projects** completed within the last ten (10) years or under current contract. **Relevant projects include:** Community Colleges, Schools, projects in California, projects in similar Seismic Zones, and projects for Public Agencies. **Clearly identify the relevance of each project.**

- List three (3) projects with a construction cost each in excess of \$5 million dollars (at least one must be in California).
- List three (3) projects using a form of the Design/Build delivery method. (“Teaming” delivery methods, such as Design/Assist or CM-at-risk will be considered, however Design/Build projects are preferred).

Include the following information for each project. Photos and other graphic materials may be included (*Attach additional sheets as required*):

ELECTRICAL ENGINEER
Project Name:
Project Address:
Owner (Name & Phone): Representative:
Architect (Name & Phone): Structural Engineer: Mechanical Engineer: Electrical Engineer: Other Consultants if Any: Project Inspector:
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project? :
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
California Division of the State Architect (DSA) Review (Y/N)? : DSA Office: _____ Print Name: _____ Title: _____

• **PLUMBING ENGINEER:**

Name of Plumbing Engineer: _____

Submit examples of **Relevant Projects** completed within the last ten (10) years or under current contract. **Relevant projects include:** Community Colleges, Schools, projects in California, projects in similar Seismic Zones, and projects for Public Agencies. **Clearly identify the relevance of each project.**

- List three (3) projects with a construction cost each in excess of \$5 million dollars (at least one must be in California).
- List three (3) projects using a form of the Design/Build delivery method. ("Teaming" delivery methods, such as Design/Assist or CM-at-risk will be considered, however Design/Build projects are preferred).

Include the following information for each project. Photos and other graphic materials may be included (*Attach additional sheets as required*):

PLUMBING ENGINEER
Project Name:
Project Address:
Owner (Name & Phone): Representative:
Architect (Name & Phone): Structural Engineer: Mechanical Engineer: Electrical Engineer: Other Consultants if Any: Project Inspector:
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project? :
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
California Division of the State Architect (DSA) Review (Y/N)? : DSA Office: _____ Print Name: _____ Title: _____

• **OTHER FIRMS ON THE DESIGN/BUILD ENTITY'S TEAM**

Name of Consultant and Discipline: Lab Consultant

Submit examples of relevant projects completed within the last ten (10) years or under current contract. **Relevant projects include:** Community Colleges, Schools, projects in California, projects in similar Seismic Zones, and projects for Public Agencies. **Clearly identify the relevance of each project.**

- List three (3) projects with a construction cost each in excess of \$5 million dollars (at least two must be in California).
- List three (3) projects using a form of the Design/Build delivery method. ("Teaming" delivery methods, such as Design/Assist or CM-at-risk will be considered, however Design/Build projects are preferred).

Include the following information for each project. Photos and other graphic materials may be included (*Attach additional sheets as required*):

OTHER CONSULTANTS
Project Name:
Project Address:
Owner (Name & Phone): Representative:
Architect (Name & Phone): Structural Engineer: Mechanical Engineer: Electrical Engineer: Other Consultants if Any: Project Inspector:
Construction Manager (Name, Email & Phone):
Scope of Work:
Was this a design-build project? :
Original Completion Date:
Actual Completion Date:
Time Extension Granted (# of Days):
Initial Contract Value:
Final Contract Value:
California Division of the State Architect (DSA) Review (Y/N)? : DSA Office: _____ Print Name: _____ Title: _____

Exhibit C-2

Key Personnel on the proposed Design Build Team

- **GENERAL CONTRACTOR:**

PROJECT MANAGER:

Name: _____

Project Assignments/Responsibilities: _____

Years with this firm: _____ Years with other firms: _____

Education: _____
Active Registration and/or Credentials as applicable: _____
Positions/responsibilities on previous **relevant projects** (list project size, scope and building type): _____

Design/Build experience: _____
Design/Assist or Teaming experience: _____
Other experience, training, education, and qualifications relevant to the proposed project: _____

Experience with Public agency projects (preferably in California): _____

Experience with Community Colleges or other school projects and/or features: ____

Experience with California Division of the State Architect:

[ATTACH ADDITIONAL SHEETS AS REQUIRED]

SUPERINTENDENT:

Name: _____
Project Assignments/Responsibilities: _____

Years with this firm: _____ Years with other firms: _____

Education: _____
Active Registration and/or Credentials as applicable: _____
Positions/responsibilities on previous **relevant projects** (list project size, scope and building type): _____

Design/Build experience: _____
Design/Assist or Teaming experience: _____
Other experience, training, education, and qualifications relevant to the proposed project:

Experience with Public agency projects (preferably in California): _____

Experience with Community Colleges or other school projects and/or features: ____

Experience with California Division of the State Architect:

[ATTACH ADDITIONAL SHEETS AS REQUIRED]

• **ARCHITECT (PROJECT ARCHITECT):**

Name: _____
Project Assignments/Responsibilities: _____

Years with this firm: _____ Years with other firms: _____

Education: _____

Active Registration and/or Credentials as applicable: _____

Positions/responsibilities on previous **relevant projects** (list project size, scope and building type): _____

Design/Build experience: _____

Design/Assist or Teaming experience: _____

Other experience, training, education, and qualifications relevant to the proposed project:

Experience with Public agency projects (preferably in California): _____

Experience with Community colleges or other school projects and/or features: _____

Experience with California Division of the State Architect:

[ATTACH ADDITIONAL SHEETS AS REQUIRED]

- **STRUCTURAL ENGINEER (ENGINEER OF RECORD):**

Name: _____

Project Assignments/Responsibilities: _____

Years with this firm: _____ Years with other firms: _____

Education: _____

Active Registration and/or Credentials as applicable: _____

Positions/responsibilities on previous **relevant projects** (list project size, scope and building type): _____

Design/Build experience: _____

Design/Assist or Teaming experience: _____

Other experience, training, education, and qualifications relevant to the proposed project:

Experience with Public agency projects (preferably in California): _____

Experience with Community colleges or other school projects and/or features: _____

Experience with California Division of the State Architect:

[ATTACH ADDITIONAL SHEETS AS REQUIRED]

- **MECHANICAL ENGINEER (ENGINEER OF RECORD):**

Name: _____

Project Assignments/Responsibilities: _____

Years with this firm: _____ Years with other firms: _____

Education: _____

Active Registration and/or Credentials as applicable: _____

Positions/responsibilities on previous **relevant projects** (list project size, scope and building type): _____

Design/Build experience: _____

Design/Assist or Teaming experience: _____

Other experience, training, education, and qualifications relevant to the proposed project:

Experience with Public agency projects (preferably in California): _____

Experience with Community colleges or other school projects and/or features: ____

Experience with California Division of the State Architect:

Sustainable Design Experience (preferably LEED)

[ATTACH ADDITIONAL SHEETS AS REQUIRED]

• **ELECTRICAL ENGINEER (ENGINEER OF RECORD):**

Name: _____

Project Assignments/Responsibilities: _____

Years with this firm: _____ Years with other firms: _____

Education: _____

Active Registration and/or Credentials as applicable: _____

Positions/responsibilities on previous **relevant projects** (list project size, scope and building type): _____

Design/Build experience: _____

Design/Assist or Teaming experience: _____

Other experience, training, education, and qualifications relevant to the proposed project:

Experience with Public agency projects (preferably in California): _____

Experience with Community colleges or other school projects and/or features: ____

Experience with California Division of the State Architect:

[ATTACH ADDITIONAL SHEETS AS REQUIRED]

- **PLUMBING ENGINEER (ENGINEER OF RECORD):**

Name: _____

Project Assignments/Responsibilities: _____

Years with this firm: _____ Years with other firms: _____

Education: _____

Active Registration and/or Credentials as applicable: _____

Positions/responsibilities on previous **relevant projects** (list project size, scope and building type): _____

Design/Build experience: _____

Design/Assist or Teaming experience: _____

Other experience, training, education, and qualifications relevant to the proposed project:

Experience with Public agency projects (preferably in California): _____

Experience with Community colleges or other school projects and/or features: _____

Experience with California Division of the State Architect:

[ATTACH ADDITIONAL SHEETS AS REQUIRED]

- **OTHER FIRMS: Sub-Consultants, or Other Team Member (as applicable)**

Name: _____

Project Assignments/Responsibilities: _____

Years with this firm: _____ Years with other firms: _____

Education: _____

Active Registration and/or Credentials as applicable: _____

Positions/responsibilities on previous **relevant projects** (list project size, scope and building type): _____

Design/Build experience: _____

Design/Assist or Teaming experience: _____

Other experience, training, education, and qualifications relevant to the proposed project:

Experience with Public agency projects (preferably in California): _____

Experience with Community colleges or other school projects and/or features: _____

Experience with California Division of the State Architect:

[ATTACH ADDITIONAL SHEETS AS REQUIRED]