



DVC Engineering Technology Building Renovation  
Project Criteria Documents &  
Temporary Swing Space Architect RFQ/P  
*Mandatory Pre-Proposal Conference*

December 7, 2022

# Agenda

- ▶ Welcome & Introductions
- ▶ 4CD Measure E Bond Program Overview for DVC
- ▶ Scope of Project
- ▶ Scope of Services
- ▶ Submission of SOQ's & Proposal
- ▶ Evaluation & Selection Process
- ▶ RFQ/P Key Dates
- ▶ Project Schedule
- ▶ Q&A
- ▶ Site Walk

# Welcome & Intros

## Diablo Valley College:

- Susan E. Lamb, President
- Dr. Joe Gorga, Vice President, Equity and Instruction
- Dr. Despina Prapavessi, Dean, Mathematics, Computer Science and Business
- Dr. Beth Arman, Dean, Career and Community Partnership
- Ronke Olatunji, Interim Vice President Business and Administrative Services
- Jim Buchanan, Director of Maintenance and Operations
- Vicki Ferguson, Vice President of Equity and Student Service

## District Facilities Planning Team:

- Ines Zildzic, Vice Chancellor, Facilities Planning and Construction
- P.J. Roach, Facilities Project Manager
- Tracy Marcial, District Energy and Sustainability Manager
- Amy Sterry, Director of Purchasing and Contracts
- Ben Cayabyab, Contracts Manager

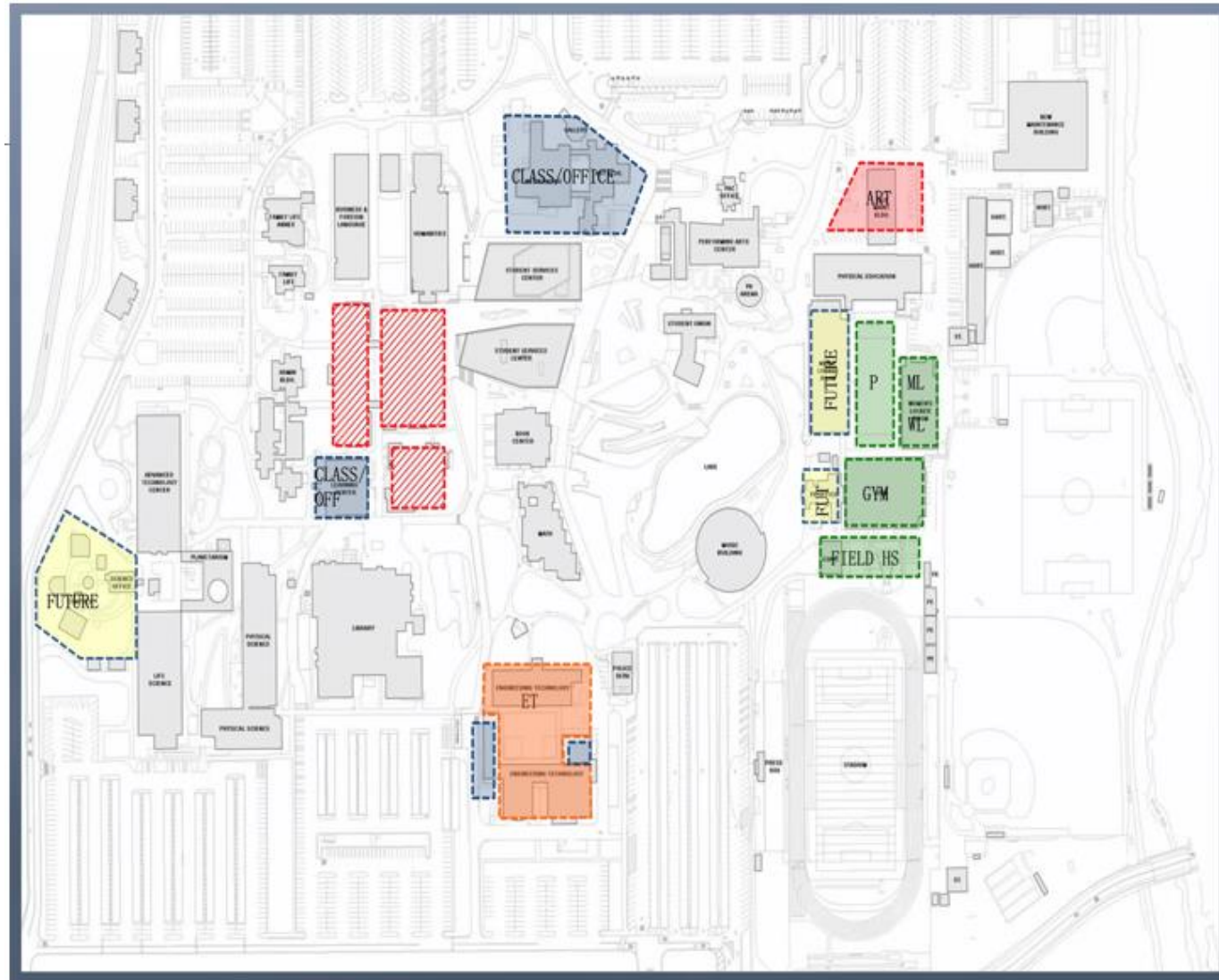
## Project/Construction Management Team:

- Ron Hoyle, Sr. Project Manager, Kitchell
- Bob Parks, Design-Build Manager, Kitchell

# 4CD/DVC Measure E Bond Program

- ▶ 4CD operates through three colleges:
  - Diablo Valley College (DVC); Los Medanos College (LMC) and Contra Costa College (CCC)
  - Two education centers: San Ramon Campus and Brentwood Center
- ▶ Active bond program: Measure E \$450M
- ▶ *DVC Measure E Implementation Plan was updated to reflect the following major projects at DVC, under Measure E:*
  - Engineering Technology Renovation
  - Learning Center (LC) Renovation (for Science Hill)
  - Classroom Upgrades and ADA Improvements
  - Academic Complex (unfunded currently)

# 2015/16 Implementation Plan projects sequence:



# 2035 4CD Updated Sustainability Goals

(Based on BOG 2021 Climate Action and Sustainability Framework)

Goals 1-3, 6-7: District led with campus input  
Goals 4-5,8-9: Campus focused



# Scope of Project

- ▶ Renovate and expand the existing Engineering Technology (ET) building
  - ▶ Hazardous material abatement & selective demolition of the existing building
  - ▶ Bring existing structural systems up to current code
  - ▶ Re-build within the existing footprint to modernize the overall facility and its systems for current and future programs
- ▶ Provide for expansion or reconfiguration of existing spaces to incorporate a new Math and Engineering Student Success Center
- ▶ Evaluate and develop Temporary Swing Space to be implemented during construction

# Scope of Project

- ▶ Approximate Square Footage:
  - ▶ 33,000 SF of existing building renovation
  - ▶ Up to 7,000 SF for the new Math & Engineering Student Success Center
- ▶ Preliminary Construction Budget - \$43M
- ▶ Renovation Project is planned to be delivered using Design Build
- ▶ Temporary Swing Space is planned to be fully evaluated, designed, permitted, and have CA provided by the successful A/E team



# Scope of Services

- ▶ See Attachment A - Criteria Architect Agreement with Exhibits
- ▶ Additional Project Information - Section 2.2 of RFQ/P
- ▶ Provide Project Criteria Documents that will become part of the RFP for selection of a Design-Build Entity (DBE)
  - ▶ Design Criteria Documents
  - ▶ DBE Procurement Phase
  - ▶ DBE Design, Subcontracting, and DSA Phases
  - ▶ DBE Construction & Closeout
  - ▶ Construction Cost Estimating

# Scope of Services

- ▶ Temporary Swing Space
  - ▶ Evaluate options/scenarios for required swing space development
  - ▶ Development of Design Documents
  - ▶ Permitting
  - ▶ Bidding
  - ▶ Construction Administration & Closeout
  - ▶ Construction Cost Estimating

# Submission of SOQ's & Proposal

- ▶ SOQ
  - ▶ One (1) Original Hard Copy
    - ▶ Must have properly labeled tabs
  - ▶ One (1) Electronic Copy (USB Flash Drive)
    - ▶ Must be 25 MB or less, word searchable, and properly bookmarked
- ▶ Fee Proposal
  - ▶ One (1) Original Hard Copy (in a separate sealed envelope)
  - ▶ See format requirements for fee proposal in RFQ/P
- ▶ Due by 2:00 PM, January 6, 2023
- ▶ Location:
  - ▶ Contra Costa Community College District  
Purchasing Department  
500 Court Street, Martinez, CA 94553  
Attn: Ben Cayabyab, Contracts Manager  
Criteria Architect RFQ/P - Engineering Technology Renovation Project

# Submission of SOQ's & Proposal

- ▶ Submission and Formatting
  - ▶ Tab 1 - Table of Contents (1 page max)
  - ▶ Tab 2 - Cover Letter (1 page max)
  - ▶ Tab 3 - Architectural Firm's Information (3 pages max)
  - ▶ Tab 4 - Project Experience (1 page max for each project)
  - ▶ Tab 5 - Sub-Consultant Information (1 page max for each sub-consultant)
  - ▶ Tab 6 - Project Staff Qualifications/Experience
    - ▶ Staffing Overview - 2 Pages Max
    - ▶ 2 Pages Max for each person
  - ▶ Tab 7 - Project Approach (5 pages max)
  - ▶ Tab 8 - Litigation History (no. of pages as needed)
  - ▶ Fee Proposal (One (1) had copy in a separate sealed envelope)
    - ▶ Includes staffing plan and workplan with recommended number of user group meetings

# Evaluation & Selection Process

- ▶ SOQ's submitted will be scored and ranked by an evaluation committee to determine a shortlist of firms for an interview
- ▶ Technical Evaluation Factors
  - ▶ Factor 1 - Firm (Tab 2 and 3)
  - ▶ Factor 2 - Design Firm Experience (Tab 4 and 5)
  - ▶ Factor 3 - Proposed Project Staff (Tab 6)
  - ▶ Factor 4 - Project Approach (Tab 7)
- ▶ Following the interviews, the selection committee will provide a recommendation of final selection.

# RFQ/P Key Dates

- ▶ 12/2/22 - Issuance of RFQ/P
- ▶ 12/7/22 - Mandatory Pre-Proposal Conference
- ▶ 12/15/22 - Deadline for submission of questions
- ▶ 12/20/22 - Addendum
- ▶ 1/6/23 - SOQ & Fee Proposal Due by 2:00 PM at the District Office
- ▶ 1/12/23 - Shortlist of selected firms
- ▶ 1/17/23 - Interviews
- ▶ February 2023 - Target Contract Award at District Governing Board Meeting
- ▶ March 2023 - Begin services

# Project Schedule

Project Criteria Phase	March 2023 – July 2023
Design-Build Entity (DBE) RFP Phase	July 2023 – December 2023
DBE Design Phase	January 2024 – January 2025
DBE Subcontract Bidding	February 2025 – August 2025
DSA	February 2025 – January 2026
Hazmat & Selective Demolition	September 2025
Construction/Renovation	February 2026 – August 2027
Move-in/Project Closeout	September 2027 – November 2027

Temporary Swing Space Design	March 2023 – September 2023
DSA Approval	October 2023 – May 2024
Bidding Phase	June 2024 – September 2024
Temporary Swing Space Construction	October 2024 – April 2025
Move Existing ET Tenants into Swing Space	May 2025 – August 2025

# Q&A

