



Pool of Architects Request for Qualifications Non-Mandatory Pre-Submittal Conference

March 21, 2023

Agenda

- ▶ Welcome & Introductions
- ▶ 4CD Measure E Bond Program Overview
- ▶ Scope of Services & Anticipated Projects
- ▶ RFQ Key Dates
- ▶ Submission of SOQ's
- ▶ Evaluation & Selection Process
- ▶ Q&A

Welcome & Introductions

District Facilities Planning Team:

- Ines Zildzic, Vice Chancellor, Facilities Planning and Construction
- P.J. Roach, Director of Capital Construction Program Operations
- Tracy Marcial, District Energy and Sustainability Manager
- Amy Sterry, Director of Purchasing and Contracts
- Ben Cayabyab, Contracts Manager
- Rod Herrera, Senior Buyer

Project/Construction Management Team:

- Kitchell and CSI
- Active Pool of PM/CM

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)

Anticipated Projects

Contra Costa College

- ▶ Football Field synthetic turf replacement (2023)
- ▶ Site walkway upgrades (2023)
- ▶ Site paving upgrades (2024)
- ▶ HVAC, including controls, lighting, utility, metering, and other energy projects.
- ▶ Roof replacements (2023-2024)
- ▶ Future capital projects

Diablo Valley College

- ▶ Liberal Arts (LA) upgrades: restrooms, HVAC, 4 classroom renovations (2023)
- ▶ Advanced Technology Building (ATC) - Classroom and office renovations. (2023)
- ▶ Administration Building (AB) - convert former Print Shop to new Journalism classroom and new Veteran's Center. (2023)
- ▶ Site paving upgrades (2023)
- ▶ Wet utility upgrades (2024)
- ▶ Medium voltage distribution upgrades (2024)
- ▶ HVAC, including controls, lighting, utility, metering, and other energy projects (2023)
- ▶ Roof replacements (2023-2028)
- ▶ Future capital projects

Los Medanos College

- ▶ Rebuild Amphitheater (2023)
- ▶ Reconfigure Counseling Offices (2023)
- ▶ ADA Transition Plan Projects (2023)
- ▶ Upgrade pedestrian walkways (2024)
- ▶ HVAC, including controls, lighting, utility, metering, and other energy projects.
- ▶ Roof replacements (2023-2025)
- ▶ Future capital projects

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



RFQ Key Dates

- ▶ 03/10/2023 - Issuance of RFQ/P
- ▶ 03/21/2023 - Non-Mandatory Pre-Proposal Conference
- ▶ 03/31/2023 - Deadline for submission of questions
- ▶ 04/05/2023 - Final addendum issued (if needed)
- ▶ 04/12/2023 - SOQ Due by 2:00 PM at the District Office
- ▶ 04/28/2023 - List of qualified firms issued

Scope of Services

- ▶ Varies by project. Project scope of work will be issued with project RFP.
- ▶ See Attachment A - Criteria Architect Agreement with Exhibits
- ▶ Additional information on typical services - Section 2.1 of RFQ

Submission of SOQ

▶ SOQ

▶ Two (2) Original Hard Copies

- ▶ Must have properly labeled tabs

▶ One (1) Electronic Copy (USB Flash Drive)

- ▶ Must be 25 MB or less, word searchable, and properly bookmarked

▶ Due by 2:00 PM, April 12, 2023

▶ Location:

▶ Contra Costa Community College District

Purchasing Department

500 Court Street, Martinez, CA 94553

Attn: Ben Cayabyab, Contracts Manager

Architect “Pool” Statement of Qualifications

Submission of SOQ

▶ Submission and Formatting

- ▶ Tab 1 - Table of Contents (1 page max)
- ▶ Tab 2 - Cover Letter (1 page max)
- ▶ Tab 3 - Architectural Firm's Information (2 pages max)
- ▶ Tab 4 - Project Experience (1 page max for each project)
- ▶ Tab 5 - Sub-Consultant Information (provide all information requested in the RFQ and use provided matrix)
- ▶ Tab 6 - Project Staff Qualifications/Experience
 - ▶ Staffing Overview - PIC, PM, PA. List all that could be assigned.
 - ▶ 1 Page Max for each person
- ▶ Tab 7 - Project Approach (7 pages max)
- ▶ Tab 8 - Litigation History (no. of pages as needed)

Evaluation & Selection Process

- ▶ SOQ's submitted will be scored and ranked by an evaluation committee to determine a qualified list for future projects
- ▶ Technical Evaluation Factors
 - ▶ Responsiveness to RFQ
 - ▶ Firm experience
 - ▶ Architect team and proposed consultants
 - ▶ Approach
- ▶ Successful firms will be invited to submit a proposal in response to project specific RFPs
- ▶ Interviews are not anticipated for the pool. Interviews may be required for project specific selections.

Q&A

