



Design-Build Services, Engineering Technology Renovation + MESC
Mandatory Pre-Proposal Conference
RFP for Project #D-628

Diablo Valley College, Pleasant Hill, CA

2023 October 24

Agenda

- Welcome & Introductions
- Project Location
- Project Overview
- Timeline and Project Schedule
- Exhibits and Appendices
- Submission Requirements
- Selection Criteria
- Interview Process
- Project Success Factors
- Q&A

Project Team

- **Contra Costs Community College District**
 - Ines Zildzic, Vice Chancellor, Facilities Planning & Construction
 - PJ Roach, Director of Capital Construction Program Operations
 - Tracy Marcial, Energy & Sustainability Manager
 - Amy Sterry, Director of Purchasing and Contract Services
 - Ben Cayabyab, Buyer – Contracts Manager
- **Diablo Valley College**
 - Susan Lamb, President
 - Dr. Joe Gorga, Vice President of Equity and Instruction
 - Sara Parker, Vice President, Business and Administrative Services
 - Vicki Ferguson, Vice President of Equity and Student Service
 - Dr. Despina Prapavessi, Dean, Mathematics and Computer Science, Business
 - Jim Buchanan, Director of Maintenance and Operations
 - Dr. Beth Arman, Dean of Career and Community Partnership

Project Team

- **Construction Manager**

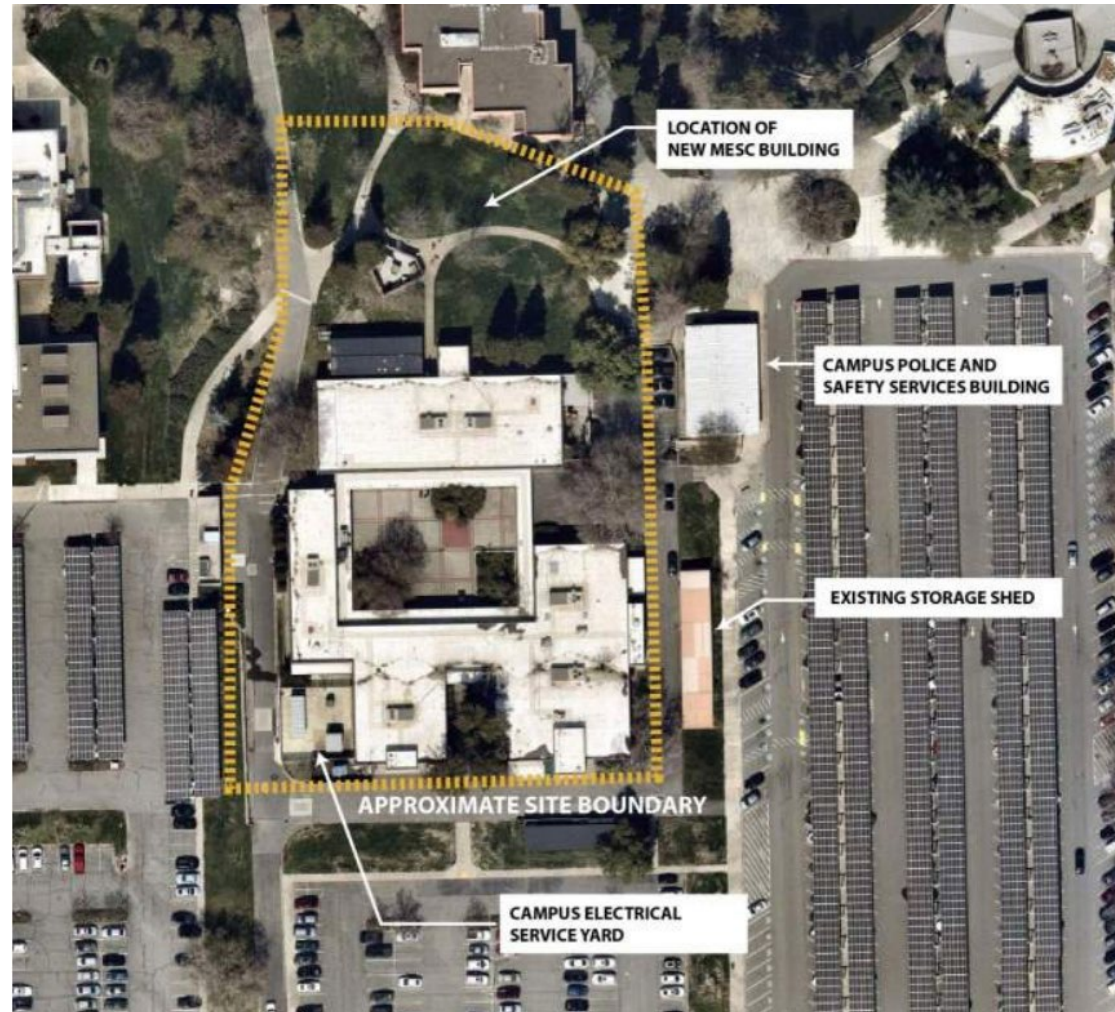
- Ron Hoyle, Sr. Project Manager, Kitchell
- Bob Parks, Design-Build Manager, Kitchell

- **Criteria Architect**

- Rosa Sheng, SmithGroup Principal
- David Andreini, SmithGroup Project Manager
- Bill Katz, SmithGroup Project Architect
- John McDonald, SmithGroup Mechanical/Electrical/Plumbing Lead

Project Location

Engineering Technology Renovation + MESc Project
Diablo Valley College Campus, Viking Drive, Pleasant Hill, Ca.



Project Overview

- Full renovation and remodel of existing single-story Engineering Technology building (roughly 32,500 sq. ft.)
 - Hazardous material abatement & selective demolition of the existing building
 - Bring existing structural systems up to current code
 - Re-building within the existing footprint to modernize the overall facility and its systems for current and future programs
 - Modernized Classrooms, Computer Labs, Flex and Collaboration Spaces
 - Modernized Specialty Shops and Labs (Machine, Wood, Electronics/Electrical, Materials Testing, START)
 - Modernized Building Support, Lobby, Circulation Areas
 - Modernized Faculty Offices (full and part time), Tutoring Offices
- New Construction of a new single-story standalone Math and Engineering Student Center (MESCC) building (roughly 7,000 sq. ft.)

Engineering Technology Renovation



MESC New Build



Project Budget

- Established Project NTE Construction Budget - \$43,000,000
 - Direct Construction Cost (Cost of Work)
 - General Conditions (Inclusive of Construction Administration Fees)
 - Overhead & Profit (During Construction)
 - Performance & Payment Bonds (During Construction)
 - Insurance (During Construction)
 - Design/Estimating Contingency
 - Construction Contingency
 - Escalation to Mid-Point
- The above stated project construction budget does not include the DBE's Design and Preconstruction Fees as these fees are carried separately in the District's total project budget for the project.

Timeline and Schedule

October 18, 2023	Release of RFP
October 24, 2023, 2:00 P.M.	Mandatory Informational Meeting
November 17, 2023	Collaboration Interviews (in person)
December 12, 2023	Last day to receive written questions from Respondents
December 12, 2023	Last day for DBE's to submit written comments to the Design-Build Form of Agreement
December 19, 2023	Last day for District to issue addenda or answer questions
January 4, 2024, 2:00 P.M.	Deadline for Proposals in response to RFP
January 16, 2024	Final Interviews with DBE teams (in person)
February/March 2024	(Anticipated) Design-Build BOT Approval & Contract Award
Q1 2024 – Q1 2025	(Anticipated) Collaboration and Design Phases
Q1 2025 – Q1 2026	(Anticipated) Division of the State Architect (DSA) Review
Q3 2025 – Q3 2027	(Anticipated) Construction and Closeout Phases

Exhibits and Appendices

- Reference Section VII of the RFP Document for a list of Documents Comprising the RFP
- Exhibits to be returned with Exhibit C - Proposal Form

Exhibits (to be Returned with the Proposal Form)	
Exhibit A	Certification of RFP
Exhibit B	RFP Acknowledgement and Signature Form
Exhibit C	Proposal Form
Exhibit D-1	Non-Collusion Declaration
Exhibit D-2	Iran Contracting Act Certification
Exhibit E	Design-Build Stipend Agreement
Exhibit F	Non-Disclosure Agreement
Exhibit G	Proposer Certifications

Exhibits and Appendices

- List of Appendixes

Appendices	
Appendix A	Project Description and Scope of Services
Appendix B	Project Criteria Documents
Appendix C	Design-Build Form of Agreement
Appendix D	Division 00 and 01 Specifications
Appendix E	Allowable General Conditions Costs
Appendix F	CCCCD_Project Design Milestone Acceptance Form
Appendix G	Project Stabilization Agreement With 1 st and 2 nd Amend.
Appendix H	4CD Sustainability Goals and Policy
Appendix I	DVC Classroom Standards
Appendix J	DVC Sign Standards
Appendix K	District Security System Standards
Appendix L	Building Automation Standard Specifications
Appendix M	CCCCD IT Standards-V3
Appendix N	2006 Engineering Technology Building Assessment Report
Appendix O	2023 Structural Feasibility Study
Appendix P	DVC_ET Building Design_Curated Portfolio Findings_Sept2022
Appendix Q	ET As-Built Drawings 1971
Appendix R	CCCCD DVC ET Bldg Pre-Reno Hazmat Survey Report
Appendix S	DVC Final IS-MND
Appendix T	Adjacent Switchgear Bldg Geotech Rpt Final + Addendum 1 (Informational)
Appendix U	Comprehensive Interior Design Requirements
Appendix V	District LEED Certification Scope of Services
Appendix W	DVC Topo Dwg (Informational)

Submission Requirements

- Request for Proposal (“RFP”)

Please submit one (1) original hard copy and one (1) electronic copy (on a flash drive) of the request for proposal package to:

Contra Costa Community College District

Purchasing Department

500 Court Street, Martinez, CA 94553

Attn: Ben Cayabyab, Contracts Manager

Design-Build Services RFP - Engineering Technology Renovation Project

- Request for Information (RFI's) and comments to the Design-Build Form of Agreement to be submitted electronically to Ben Cayabyab, Contracts Manager, at bcayabyab@4cd.edu

- Section IV.O.3 – Proposal Contents

Follow the Format and Organization Requirements

- Tab 1 – Table of Contents (1 page - not scored)
- Tab 2 – Cover Letter and Executive Summary (3 pages – Pass/Fail)
- Tab 3 – Method and Strategic Plan (4 pages – 100 Points)
- Tab 4 – Schedule, GMP Development, and Estimating (7 pages + conceptual estimate – 100 Points)
- Tab 5 – Design Proposal (50 Points)
 - One (1) 36" x 48" Concept Board and two (2) page written narrative
- Tab 6 – Life Cycle Cost Analysis Approach (6 pages – 50 Points)
- Skilled Labor Force Availability (Pass/Fail)
- Safety Record (Pass/Fail)
- Price Proposal Form (Exhibit C - 100 Points)
- Insurance Letter

- Section IV.O.3 – Tab 1 (Table of Contents)
 - Tab 1 – Table of Contents (1 page - not scored)
 - A complete and clear listing of the headings and pages along with PDF bookmarks, in order to allow easy reference to key information.

Submission Requirements

- **Section IV.O.3 – Tab 2 (Cover Letter and Executive Summary)**
 - Tab 2 – Cover Letter and Executive Summary (3 pages – Pass/Fail)
 - An overview of the entire Proposal with a description of the general approach and/or methodology Respondent will use to meet the goals and fulfill the general functions as set forth in this RFP and describe how the proposed Project team’s collective expertise will translate into a better value for the District and College.
 - Letter must include the following statement:

"[RESPONDENT'S NAME] received a copy of the District's Design-Build Agreement ("Agreement") attached at Appendix C to the RFP. [RESPONDENT'S NAME] has reviewed all of the Contract provisions, including the indemnity provisions and insurance requirements contained in the Agreement. If given the opportunity to contract with the District, [RESPONDENT'S NAME] has no objections to these provisions, or to the use of the Agreement."

- Section IV.O.3 – Tab 3 (Method and Strategic Plan)
 - Tab 3 – Method and Strategic Plan (4 pages – 100 Points)
 - Captures the teams technical and managerial approach to the project.
 - How the team will communicate and collaborate with the District and College.
 - How the team will work with stakeholders.
 - Risk Register.
 - Site Logistics Map.

- Section IV.O.3 – Tab 4 (Schedule, GMP Development, and Estimating)
 - Tab 4 – Schedule, GMP Development, and Estimating (7 pages + conceptual estimate – 100 Points)
 - Development of a preliminary baseline design and construction schedule.
 - Approach to constructability reviews, estimating, value engineering, alternates, etc., in order to design the project to the NTE Budget.
 - Procurement Plan/Log
 - Approach and timing for developing the GMP submittal
 - Development of a conceptual cost estimate based on the Project Criteria Documents (both ET Renovation and MESG)
 - Approach to maintaining the NTE budget

- Section IV.O.3 – Tab 5 (Design Proposal)
 - Tab 5 – Design Proposal (one 36”x48” Electronic Concept Board + 2 pages – 50 Points)
 - One 36”x48” Concept Board
 - Axonometric drawing showing stacking/massing
 - Diagrammatic floor plans showing adjacencies.
 - Site/hardscape view
 - 2 page written narrative explaining your design concepts, solutions, innovative ideas, and efficiencies for the project (both ET Renovation and MESC)
 - No fly by videos, renderings, rendered images, models, graphics, etc.

- Section IV.O.3 – Tab 6 (Life Cycle Cost Analysis Approach)
 - Tab 6 – Life Cycle Cost Analysis Approach (6 pages – 50 Points)
 - Evaluation of the Basis of Design Narrative describing the proposer's strategy to meet the Districtwide sustainability goals.
 - Relevant example of a life cycle cost analysis.

- **Section IV.O.4 – Skilled Labor Force Availability**
 - Skilled Labor Force Availability (Pass/Fail)
 - Signed Exhibit A is required by the DBE and all members
 - 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, Education Code section 81703 et seq.; or
 - DBE will agree to be bound by: (i) a project stabilization agreement (“PSA”) 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 PSA that was entered into by the District prior to July 1, 2020; or (iii) a PSA 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.
 - Information regarding the Contra Costa Community College District’s Project Stabilization Agreement (PSA) can be found via the link in the RFP

- Section IV.O.5 – Safety Record
 - Safety Record (Pass/Fail)
 - By reference of the DBE's safety record as identified during the RFQ phase, the DBE's Experience modification rate and average total recordable injury/illness rate meet the requirements of Education Code section 81703, subdivision (c)(2)(G).

- **Section IV.O.6 – Price Proposal Form (Exhibit C – 100 Points)**
 - Project Criteria Document Review, Design, and Pre-Construction Services (Lump Sum Cost)
 - General Conditions (Lump Sum Cost)
 - Construction Overhead and Profit (Percentage and Calculated Dollar Amount)
 - Payment & Performance Bond (Percentage and Calculated Dollar Amount)
 - Insurance Cost (Percentage and Calculated Dollar Amount)
- Highlights:
 - Backup required to be submitted for the Design & Preconstruction Services
 - Backup required to be submitted for the General Conditions
 - Ensure all Exhibits A through G are returned with the Price Proposal Form
 - Ensure Receipt and Acceptance of any Addenda is acknowledged on the Price Proposal Form.

- Section IV.O.7 – Insurance

- The Proposal must include a letter from Respondent's insurance company indicating its ability to provide insurance coverage on behalf of Respondent in accordance with the insurance requirements in **Appendix C**

- Section IV.O.8 – Comments to Form of Agreement

- Respondents must thoroughly review the Design-Build Form of Agreement attached to this RFP as **Appendix C** and confirm in writing that, if given the opportunity to contract with the District, Respondent has no substantive objections to the use of the District's standard agreement.
- By **December 12, 2023**, respondent must identify and submit a matrix/log, to the District, of any term or condition of the Agreement that Respondent requests modifying, deleting, or adding. Respondents must set forth a clear explanation of the change with specific alternate language.
- If selected, Respondent will be precluded from negotiating changes that have not been identified by the specified deadline.
- The District will review, but is not obligated to accept, any proposed changes to the Form of Agreement.
- The District will not accept any comments or modifications to the indemnity provisions and insurance requirements contained in the Agreement.

- Section IV.O.9 – Stipend Agreement
 - Provided executed Stipend Agreement (**Exhibit E**) with the Price Proposal Form submission.
 - The two respondents that submit a responsive Proposal in response to the RFP, but are not the selected DBE, will be eligible to receive a stipend of twenty-five thousand Dollars (\$25,000) pursuant to the District's Stipend Agreement (Exhibit E). Respondents must execute and return a copy of the Stipend Agreement with their Proposal, and comply with all terms of the Stipend Agreement, in order to be eligible for the stipend.

Selection Criteria

- Section V.A – Selection Criteria and Procedures

FACTOR	DESCRIPTION	WEIGHT
Tab 2	Cover Letter and Executive Summary	Pass/Fail
Tab 3	Method and Strategic Plan	100 points
Tab 4	Schedule, GMP Development, and Estimating	100 points
Tab 5	Design Proposal (one 36"x48" Concept Board)	50 points
Tab 6	Life Cycle Cost Analysis Approach	50 Points
Skilled Labor Force Availability	Agreement with a registered apprenticeship program that meets the requirements of Education Code section 81703, subdivision (c)(2)(F).	Pass/Fail
Safety Record	Experience modification rate and average total recordable injury/illness rate meet the requirements of Education Code section 81703, subdivision (c)(2)(G).	Pass/Fail
Price Proposal	Submit Exhibit C "Proposal Form" in a separate electronic file.	100 points
Interview # 1	Collaboration Interview	25 points
Interview # 2	Final Interview	75 points
MAXIMUM SCORE: 500 points		

- Section V.C – Interviews
 - Two mandatory interviews:
 - Collaboration Interview (25 Points) – 11/17/23
 - Final Interview (75 Points) – 1/16/24

- Section V.C – Interviews
 - Collaboration Interview:
 - DBE to lead the interview panel through a collaborative discovery and interactive discussion to capture their ideas for the project and to better inform the DBE team in responding to the questions in this RFP.
 - Interview Length – 90 Minutes
 - 5 Minutes for District and College team introductions
 - 60 Minutes for DBE presentation
 - 25 minutes for questions and answers

- Section V.C – Interviews
 - Final Interview:
 - DBE will make a presentation of their proposal response for the project to the interview panel.
 - Interview Length – 90 Minutes
 - 5 Minutes for District and College team introductions
 - 60 Minutes for DBE presentation
 - 25 minutes for questions and answers

- **Section V.C – Interviews**
 - No fly-by videos, photo-realistic renderings, VR experiences, rendered images, models, graphics, etc.
 - Conceptual 3D diagrams are allowed.
 - Failure to comply may result in points being deducted from the RFP.
 - Electronic copy of all presentation materials used in the Collaboration Interview and final interview, including meeting minutes, to be provided as specified in the RFP

Project Success Factors

- Meeting the Budget
- Maintaining the Program
- Management of Shared Governance Process
- Campus/Public Safety and Planning
- Adherence to Schedule

Questions?

2023 October 24

