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**MEMORANDUM**

April 22, 2016

**To:** ALL CONSULTANTS

**From:** Ray Pyle  
Chief Facilities Planner

**Subject:** SHORT LISTED FIRMS

**Reference:** REQUEST FOR QUALIFICATIONS – ARCHITECT/ENGINEER PROFESSIONAL SERVICES  
DISTRICT OFFICE BUILDING SEISMIC RETROFIT  
Contra Costa Community College District, 500 Court St., Martinez CA 94553

The Technical Evaluation Panel (TEP) reviewed the Statements of Qualifications for the above project on April 20, 2016. Using the evaluation factors noted in the RFQ, the TEP has established a short list of finalists as follows:

DAUGHERTY + DAUGHERTY ARCHITECTS, LLP  
IBI GROUP  
TBP/ARCHITECTURE, INC.

These firms will be invited to an interview and meeting of mutual understanding with District leaders. Invitations and more specific information regarding these meetings will be forwarded by separate correspondence. Please check your calendars and hold time from 8:00am to 12:00pm on Friday, April 29, 2016, for meetings as outlined in paragraph 5.1.B of the RFQ. Please note, the District may or may not request supplemental information following the meetings, at its sole discretion.

To all who submitted their Statements of Qualifications, we appreciate your participation on this project. We hope to see you again on future projects with the Contra Costa Community College District.

Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ray Pyle', is written over a horizontal line.

Ray Pyle  
Chief Facilities Planner  
Contra Costa Community College District  
500 Court St, Martinez, CA 94553

**CC:** All Submitters  
Purchasing File  
Facilities Project File