



Request for Proposal

Yuba Community College District

Yuba College Campus

Buildings 200 and 1000 Partial Renovation Project

No. RFP 23-09

Issue Date: March 13, 2024

Bid Packages Due: April 16, 2024, 1pm Sharp

RFP Due Date: April 16, 2024, 1:00 PM **Sharp**, Yuba College Location Delivered To:

Yuba Community College District, District Offices

Attn.: David Willis

District Director of Facilities Planning, Maintenance & Operations

RFP No. 23-09 Yuba College, Buildings 200 and 1000 Buildings Partial Renovation

Address: Sutter County Campus, Second Floor, District Offices, Attention: David Willis, 3301 East Onstott Road, Yuba City, California 95991

**Yuba Community College District
Sutter County Campus
District Offices**

3301 East Onstott Road (second floor)
Yuba City, California, 95991

Proposal Delivery at
Second Floor

West Building Entrance

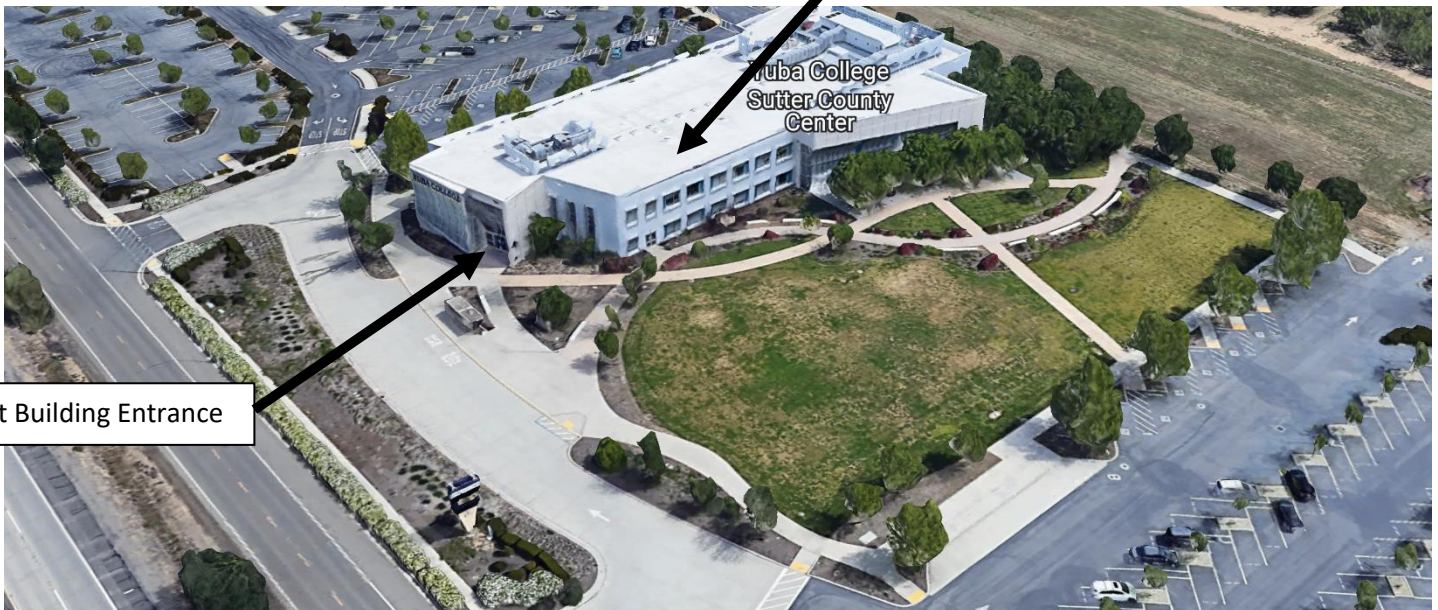


TABLE OF CONTENTS

- 1.0 INTRODUCTION
 - 1.1 District Information
 - 1.2 Yuba Community College District Background
 - 1.3 Purpose of the Request
 - 1.4 Applicable Codes
- 2.0 Scope of Work
 - 2.1 Project Schedule
 - 2.2 District Staff Contacts during Proposal Process
 - 2.3 Project Safety Requirements
 - 2.4 Demolition
- 3.0 Proposal Format Organization
 - 3.1 Proposal Delivery, Contents, and Format
- 4.0 Selection of "Firm"
- 5.0 Basis of Award
- 6.0 Non-Discrimination
- 7.0 Response to Request for Proposal (RFP)
- 8.0 Requests for Information (RFI)
- 9.0 Proposal Schedule
- 10.0 District Parking
- 11.0 RFP Proposals
- 12.0 Award of Contract/Proposal
- 13.0 Reservation of Rights
- 14.0 Bid Bond Requirements
- 15.0 Performance Bond, Payment Bond Requirements
- 16.0 Liquidated Damages

Contractor Proposal Required Items:

- Appendix A, DSA Approved Drawings and Project Specifications
- Appendix B, Statement of Qualifications
- Appendix C, Contractor References
- Appendix D, Contractors Project Approach, Project Team Members and Credentials.

Informational Items:

- Appendix E: YCCD Academic Calendars
- Appendix F: Map of Yuba College Campus

1. INTRODUCTION

1.1 District Information:

The District consists of two colleges, Woodland Community College and Yuba College, with campuses located at six different locations: Yuba College in Marysville, CA; Sutter County Center in Yuba City, CA; Woodland Community College in Woodland, CA; Colusa County Center in Williams, CA; and Lake County Campus in Clearlake, CA.

1.2 Yuba Community College District

The Yuba Community College District (YCCD) was founded in 1927 and spans eight counties (Yuba, Sutter, Colusa, Yolo, Lake, Butte, Glenn and Placer) and nearly 4,200 square miles of territory in rural, north-central California. It has colleges in Marysville and Woodland, an educational center in Clearlake, an educational center in Williams, an educational center in Yuba City, and outreach operations at Beale Air Force Base.

1.3 Purpose of Request

The Yuba Community College District seeks proposals from qualified Licensed Contractors to partially renovate buildings 200 and 1000 at the Yuba College campus.

Yuba College Campus Address: 2088 North Beale Road, Yuba City, California 95901

1.4 Applicable Codes

All work shall meet all State of California Building Codes, and Federal codes, and local ordinances.

All projects at the District/College are prevailing wage projects.

2.0 Scope of Work

The Yuba Community College District is accepting proposals for “RFP 23-09 Yuba College, Buildings 200 and 1000 Partial Renovation Project”. The scope includes but is not limited to the following:

- Exterior specified concrete sidewalks replacement to meet ADA slope and elevation requirements.
- Various low voltage wiring.
- Various electrical wiring.
- LED Lighting Fixtures.
- Restrooms Upgrades
- Minor Mechanical HVAC systems work.
- Various Flooring repairs and new flooring.
- Various Painting and finish work.
- Various Doors and Door hardware work.
- Critical timeline to complete work on schedule per District milestones dates to allow and support College classes to occur during the Spring Term, 2025 in both building 200 and building 1000..

General Comments:

The Contractor shall visit the jobsite locations, all buildings, and spaces to verify ALL existing conditions prior to bidding the project and shall include in the Contractors bid the necessary costs to construct this project in accordance with the Drawings, Specifications, and ALL Applicable codes.

The Contractor is 100% responsible to coordinate and securely store materials, tools, equipment, and other items required for the project. **The Contractor must receive, inspect, unload, move, properly store, and sign for all materials.** No exceptions. All materials need to be locked up and stored properly. The construction area must be cleaned up and organized to reduce trip hazards. Deliveries that arrive without a Contractor representative on site will not likely be received. All materials must be as specified and pre-approved by the District before orders are placed or delivered. The District cannot pay for materials until they arrive on site.

No unopened paint containers shall arrive at the campus. All paint containers shall arrive sealed and mixed at the campus. No left over paint shall be poured down the drains in the sinks and toilets.

The Contractor shall provide all waste removal in accordance with State regulations and provide the District with a waste manifest as support documentation for future progress payments.

The Contractor shall use and maintain barricades or delineators, barricade tape, and signs to delineate all project boundary areas.

The Contractor shall provide and install dust protection plastic tarps and barriers to keep dust off of office furnishings and other furnishings and equipment not removed during construction.

The Contractor shall protect all fire alarm system smoke detectors and sensors from construction dusts during construction.

The Contractor shall protect all exterior walls from concrete splatter and construction mess by applying a plastic sheeting barrier.

The Contractor shall clean all areas thoroughly after work is completed in each area to meet all College/District requirements.

The Contractor is expected to meet weekly as needed at the construction site (likely at building 1400, maintenance building), during the project with District/College staff at the project site to review progress, discuss issues, and provide a brief update on what is expected to occur as the project progresses.

The Contractor personnel must provide temporary restroom facilities.

The Contractor shall apply and follow all Cal-OSHA regulations. All required PPE shall be in good condition and used when needed to protect employees.

The District encourages a positive and open communication strategy that includes a sense of partnership and mutual success on its projects.

The Contractor mark-ups for profit and overhead for change orders is 10%. Subcontractor mark-ups are limited to 10%.

2.1 Project schedule

Approximate Award Date: May 31, 2024

Start Mobilization approximately: May 31, 2024

Start Construction: June 4, 2024

Submittals Received by: June 14, 2024

Complete Construction in Room 210 of Building 200: October 18, 2024

Substantial Completion: November 5, 2024

Bld. 200 Clean All Areas, Wax Floors, Final Prep for District Move-In Completion Date: November 18, 2024.

Bld 1000 Clean All Areas, Wax Floors, Final Prep for District Move-In Completion Date: November 18, 2024.

Final 100% Completion Both Bld. 200 and 1000: December 16, 2024

Please note all College Holidays. Unless otherwise mutually agreed to, the Contractor shall not work on College/District holidays.

The contractor may work whatever hours are needed Monday through Friday. Normal working hours are 7:00am to 5:00pm but can be adjusted to meet whatever the Contractor needs.

This is a prevailing wage project. The Contractor is required to upload all certified payroll information to the Department of Industrial (DIR) Relations web site. YCCD will provide a DIR project number. The District will require a copy of all certified payroll records prior to the release of the 5% retainage and final payment to the contractor.

Provide a project schedule with the proposal with the District provided milestones clearly shown. All alternates provided during the bidding process will not have, if awarded, any extension the timeline or adjustments to the above milestone dates.

Project Proposed Change Orders (PCO's): All PCO's shall be submitted as soon as possible. PCO's require a breakdown of all parts, materials, and labor. A thorough reasoning and justification shall be provided for the PCO to be considered by the District. PCO's will not be considered "after the fact" after work has been done without authorization by the District.

2.2 District Staff Contacts during the Proposal process:

Firms interested in submitting a Proposal are directed **not** to make personal contact with the Board of Trustees, District staff, or members of the evaluation committee. Any contact shall constitute grounds for disqualification from consideration.

Single Point of Contact during the Proposal Preparation Process:

David L. Willis

District Director of Maintenance, Operations, and Planning
YCCD District Offices, Sutter Center, (Second Floor)
3301 East Onstott Road
Yuba City, California, 95991
Cell Phone: 916-747-4262
Email: dwillis@yccd.edu

On-site coordination, first contact person access and immediate contact person during construction **OR** if additional site visits are needed during the bidding process.

Bryan Epp

Assistant Director of Maintenance, Operations
2088 North Beale Road
Phone: 530-740-1722
Email: bepp@yccd.edu

No changes can be made to the project scope without authorization in writing by David Willis.

2.3 Project Safety and Security Requirements

Safety is a top priority for the District. All California OSHA requirements apply. Industry best practices apply. Contractor employees shall wear shirts with sleeves, a hard hat, eye protection, hearing protection as needed, gloves, substantial leather footwear, long pants, a reflective safety vest, and take all needed precautions to complete the work in a safe manner. Safety shall not be compromised at all during the work.

Enhanced fall protection precautions shall be taken.

During windy conditions, precautions shall be taken to ensure the safety of staff and to properly secure materials and debris. The Contractor shall also take precautions during windy days if there are any risks of material being carried by the wind and deposited on vehicles or other surfaces.

Protection of College property shall be taken. Contractor is 100% responsible for any damage to College property and facilities.

These campuses have a moderate risk of theft. **It is the sole responsibility of the Contractor to receive and secure all materials, equipment, tools, monument signs, and other items associated with this work. The contractor shall unlock and secure all exterior doors on all buildings each workday.**

COVID 19 BEST PRACTICES APPLY:

Contractors are required to notify the District in writing within 24 hours after a construction employee that has been working on the project has been determined to have COVID. No sick employees shall report to work.

2.4 Demolition

The contractor shall provide a debris waste manifest for all items removed from the campus. Debris and waste shall be processed in accordance with all State and Federal codes, laws, and ordinances.

3.0 Proposal Format Organization

The Firm is requested to use the following proposal format:

3.1. Proposal Delivery, Contents, and Format:

Proposals should provide straightforward, concise information that satisfies the requirements noted in this RFP. Expensive binding, color displays, and the like are discouraged. Emphasis should be placed on brevity, conformity to the Districts instructions, selection criteria of this RFP, and completeness and clarity of content. Each Respondent’s proposal should clearly and accurately demonstrate specialized knowledge and experience required for consideration.

In a sealed box or envelope (clearly marked “), submit the following:

- **One (1) flash memory stick containing** the complete proposal and supporting documentation; You may also in addition to the flash drive, email your proposal to: dwillis@yccd.edu.
- One (1) original proposal in paper form, which consists of a Proposal Letter and responses to the proposal requirements of this RFP.

There is no page limit.

Firms must comply with the provisions of these instructions for completion and submission of the Proposal. The failure of a Firm to comply with the Proposal Instructions and Requirements will likely result (at the sole discretion of the District) in rejection of the Proposal for non-responsiveness.

| Proposal Section | Format |
|--|---------------|
| 1. Cover Letter | PDF |
| 2. Table of Contents | PDF |
| Appendices (See Table of Contents for each one) Submit a response to each Appendix that requires Contractor information. Please submit responses to Appendices A, B, C, D. Appendices E, F, are informational only. | PDF |

Proposal General Information Contents:

Information provided by the Contractor will help the District determine if the Firm is a “Responsible Bidder”.

Cover Letter

The Proposal shall include a Cover Letter on Respondent’s official business letterhead, which shall be signed by an individual authorized to legally bind Respondent. The Cover Letter shall also identify the name, telephone number, and email of a person who may be contacted during the Proposal evaluation process.

Table of Contents

Provide a Table of Contents that outlines in sequential order the major sections and sub-sections of the Proposal. Use **tabs** to allow information to be more easily located.

4.0 Selection of “Firm” Services Provider

The process of “Firm” selection is based upon the complete responsiveness of the RFP and the criteria as outlined in the RFP.

The District Project Evaluation Team will First pre-qualify contractors based on the Statement of Qualifications information provided by the Contractor. If qualified, then contractor proposals will be considered. Contractors that are not qualified based on the criteria and information provided by the Contractor associated with the Statement of Qualifications will not have their proposals considered even if they are the lowest cost proposing contractor.

The District reserves the right to reject any or all submittals, to amend the RFP process, and to discontinue or re-open the process at any time. The District reserves the right to request clarifications to RFP responses and to negotiate the terms of the agreement.

5.0 Basis of Award

This project will be awarded based on the following criteria:

1. Lowest Total Cost Responsive Qualified Bidder
 - a. Lowest Total Cost
 - b. Contractor Capability to do the work
 - c. Qualified Contractor (per Appendix B, Statement of Qualifications)
 - i. District determined “Qualified Contractors” based on the information provided in the “Statement of Qualifications” information provided by the Contractor.
 - ii. Proper State of California Contractor License in good standing
 - iii. Information provided as requested in the RFP and Specifications.
 - iv. All Addendums are acknowledged.
 - v. Contractor listed any exceptions or exclusions. Contractors should bid the project per the RFP and contract documents (using specified products) and then offer exceptions and exclusions or cost deductive or additive alternatives separately from the base bid.

- vi. Firms with historically poor performance on projects at Yuba Community College District will be disqualified from consideration. Poor performance is 100% solely defined by the District for such issues as not meeting original schedule requirements within two months of the original schedule OR not ordering materials and supplies, tracking long-lead procurement items and then delaying the project such that the contractor cannot recover the project schedule, OR working unsafely and not following CAL OSHA requirements OR not providing/uploading certified payroll records in accordance with the Department of Industrial Relations requirements OR excessive change orders greater than 10% of the original awarded amount on renovation projects and greater than 7% on new buildings OR generally poor quality work not acceptable to the District OR not utilizing coating manufacturer specified application equipment OR or that have threatened legal action toward the District OR having a history of difficult argumentative communications regarding change orders/schedules/and quality of work OR as any combination of the above items or other similar items as determined by the District.
- vii. Contractors' ability to meet schedule requirements, recover delays in the schedule.
- viii. Contractors have demonstrated past project references of "like" projects
 - ix. Contractors references are all good with respect to schedule, cost, and quality.
 - x. No other factors such as litigation, licenses in good standing, or other similar criteria.
 - xi. At least five (5) project references of similar projects completed in the past seven (7) years with contact information, scope of work, initial awarded cost, change orders cost, pictures if possible.

Optional Interview Process:

The top one or two of the lowest total cost responsive qualified bidders may be requested to participate in a ZOOM interview process with the District Project Proposal Evaluation Team. This interview process is fully at the discretion of the District. The District may decide that no interview is required. If an interview is needed, then it will be scored by the District and part of the evaluation process.

6.0 Non-Discrimination

The District does not discriminate with regard to race, color, gender, national origin, disability, or any other protected or other classification in the awarding of contracts/agreements. The District welcomes all Qualified Firms to participate in the project Request for Qualification/Proposal process.

The District encourages firms that are women or minority owned, emerging small businesses, veteran owned firms, disabled person owned firms, and all other qualified firms to participate in the proposal process.

The District encourages the submission of proposals from all Firms that can meet the stated requirements set for this RFP.

7.0 Responses to RFP:

Sealed responses to this RFP must be clearly marked "RFP No. 23-09 Yuba College, Buildings 200 and 1000 Partial Renovation Project".

Responses shall be mailed to or hand-delivered to the following address:

Yuba Community College District, District Offices
Attn.: David Willis
District Director of Facilities Planning, Maintenance & Operations

Envelope/Box Marked:

"RFP No. 23-09 Yuba College, Buildings 200 and 1000 Partial Renovation Project".

Address: Yuba Community College District, Yuba College, Sutter County Center, District Services Offices, Second Floor, Attention: David Willis, Room 217, Yuba City, California, 95991

Note: Completely seal your proposals in envelope/box and make sure it gets date/time stamped when delivering proposal. **Firms are each 100% responsible** to make sure proposals that are mailed using a carrier such as UPS, FED Ex, etc...are received and date/time stamped by District personnel prior to the proposal due date/time. No proposals will be considered if they are late, even if it is only 5 minutes late. Please make sure your proposals are delivered and received promptly prior to the due date/time. There will be a public proposal opening at the due date/time.

Do NOT just email your proposals. Emailed proposals, if sent, are required in addition to the above requirements.

8.0 Requests for Information (RFI)

Requests for Information concerning the RFP must be in writing and may be submitted via email no later than the date shown below. Please direct all questions to David Willis, email: dwillis@yccd.edu.

Following the RFI deadline, all questions and answers will be summarized and posted on the District's website: <https://www.yccd.edu/central-services/purchasing/>, then, click on the "Requests for Proposals / Quotes" tab on the right hand side of this web page. It is anticipated that responses to inquiries received by the required time and date will be provided within 5 business days and posted on the District's website or responded to per the dates listed in the RFP for addendum publishing. Should more time be needed by the District to answer / respond to RFI's, this information will also be posted on the above website.

- **Include the following in the subject matter field on emails when requesting information: "RFP 23-09", RFI.**

9.0 Proposal Schedule: Refer to Specification 00 11 13.

This is a prevailing wage project.

10.0 District Parking: **(Fees Not Applicable)**

- No parking in Reserved Spaces without a proper permit
- Permit Parking is enforced in all general lots between 6:00 am and 6:00 pm, Monday through Friday. All general lots require a properly displayed, valid permit during these times
- Daily Parking Permits are \$2.00

- Permits are available for purchase at any of the permit machines located in the student parking lots
- All other parking regulations are enforced 24 hours a day, seven days a week. This includes designated staff spaces, handicap spaces, timed spaces, red zones, yellow zones, and areas not marked (no parking at any time)
- Once this project is awarded, temporary parking permits will be processed as requested by the successful firm for all employees associated with this project at no cost to the Firm for the duration of the project at each Campus location. These temporary permits must be displayed at all times on the dashboard of employee vehicles.

11.0 RFP Proposals

Proposals received after the deadline will not be opened. Each responder shall submit one (1) signed original hard paper copy in a binders. **Provide one electronic format copy of the proposal using electronic media such as a flash drive.** (No CD formatted Disks).

All materials submitted in response to the RFP shall be on 8-1/2"x11" paper, preferably in Portrait orientation. All submitted materials must be bound in either a three-ring binder or spiral bound notebook. Content shall be tabbed and numbered per the items included in the Submittal Requirements. All Proposals will be reviewed and evaluated by a District Selection Committee. The District at its sole discretion may interview finalists or select a firm or firms to perform work based solely on the evaluation of the Proposal. There is no page limit.

All Proposals become the sole property of the District and the content will be held confidential until the selection of the Firm or Firm's is made and the project is awarded.

12.0 Award of Contract

- A. The Contract will be awarded to the lowest total cost, most responsive **responsible District qualified Firm**, whose proposal, conforming to the request for proposal and associated addendums, will be most advantageous to the District.
- B. The District reserves the right to enter into an Agreement without further discussion of the proposal submitted based on the initial offers received.
- C. The District reserves the right to reject any or all proposals or any part of the proposal and to waive informalities and minor irregularities in the proposals received.
- D. The RFP, its addendums, any follow-up clarifying information, and the proposal of the selected Firm will become part of any contract initiated by the District.
- E. A formal contract shall be signed by the successful proposer and Yuba Community College District to perform this service.
- F. The District reserves the right to enter into discussions with any one or all of the Responders after Proposals have been initially reviewed. Such responses shall be subject to all provisions, terms and conditions as set forth in the RFP, unless otherwise modified.
- G. The District intends to award to a single RFP Responder.
- H. **BONDS:** The Contractors Performance and Payment bonds are required within 7 calendar days after the Notice of Award is provided to the Contractor. The Bid Bond is required with the proposal.

- I. Failure to acknowledge all of the addendums, provide the items listed in the RFP, may render the proposal unresponsive at the discretion of the District. Items listed in the RFP become part of the contract unless the Contractor provides an exception in the proposal. Contractor exceptions, depending on the magnitude, may render the proposal unresponsive, at the discretion of the District.
- J. The District reserves the right to request clarification of proposal content during the review and evaluation process.
- K. The District reserves the right to negotiate the terms of the agreement to align with budgetary constraints.

13.0 Reservation of Rights

The District reserves the right to:

- Reject any or all submittals at its sole discretions.
- Cancel the Request for Proposal (RFP), without cause.
- Modify any requirements contained within the RFP and request a revised submission from all Providers.
- Establish other evaluation criteria determined to be in the best interest of the District.
- Contract with any of the firms responding to the RFP based solely upon its judgment of the qualifications and capabilities of the firm.
- Clarify the content of any proposal to verify that the requirements of the RFP are included.
- Waive “minor” proposal inconsistencies that do not change the scope of work as outlined in the RFP.
- Request an alternative Superintendent on the project if the initially assigned Superintendent on the project is not performing well, not meeting project requirements, not working well with College staff and students, not applying best practice safety methods, **OR** not following College/District guidance regarding project approach. If the owner is the Superintendent, and has been replaced, the owner may visit the project briefly (less than 1 hour per day up to 2 times per week) to coordinate with the replacement Superintendent.
- The District will not allow or tolerate verbal abuse or any other type of abuse by the Contractor toward any College or District personnel or Contracted professional service providers. Abuse, defined solely by the District as verbal or physical, or written, may lead to a “Stop Work” order by the District until it can be resolved, and steps taken to ensure abuse is not repeated. If abuse occurs again, the District may issue a final “Stop Work” order, require the Contractor to leave the College/District project site and process a Performance Bond claim to complete the work. All costs associated with District “Stop Orders” are 100% the responsibility of the Contractor. The contractor will be required to catch up the project schedule if a “Stop Order” is required to be issued for up to 5 days due to unprofessional behavior on the part of the Contractors employees.
- Disqualify a Contractor after reviewing the proposal and finding concerning performance information in references, inadequate or incomplete proposal information, inadequate or information that is provided by the Contractor as part of the Statement of Qualifications process, and historically poor project performance at the District/Colleges (as solely defined by the District).

This RFP does not commit the District to award or negotiate a contract. The District will not be responsible for any expenses incurred by any firm in preparing and submitting a proposal or response to this RFP or in completing any of the work specified.

14. Bid Bond Requirements: See Specification 00 61 00

15. Performance and Payment Bond Requirements: See Specification 00 52 00

16.0 Liquidated Damages: See Specification 00 52 00, section 4.06

Appendix A: DSA Approved Drawings and Project Specifications

Link to shared file folder:

https://govccd-my.sharepoint.com/:f:/g/personal/w0398409_vccd_edu/EjtfwP_u-JJHnq4SuYZHTpsBjAKi8apnlUrQgjLaZ5IQzg?e=SyFCbc

Appendix B: Statement of Qualifications

The Firm shall furnish the following information. Failure to comply with this requirement will render the submittal informal and may cause its rejection. Additional sheets may be attached if necessary.

Basic Firm Informational Items 1 through 17:

1. Firm Name: _____

2. Primary Address: _____

3. Firm's Contact Person and Title: _____

4. Telephone: _____ Facsimile: _____

5. Email Address: _____

6. License No.: _____ Class: _____

Responsible Managing Employee/Officer: _____

7. DIR Registration No.: _____ Expiration Date: _____

8. Names and titles of two officers of the Firm:

NAME

TITLE

9. Specific type of Ownership (Check one)

- Individual
- Partnership
- Corporation; If a corporation, state the following:

State of incorporation: _____

Date of incorporation: _____ President/CEO: _____

- Joint Venture
- Other (Specify) _____

10. Taxpayer Identification No.: _____

11. List annual gross income for last three (3) years:

Year: _____ \$ _____

Year: _____ \$ _____

Year: _____ \$ _____

12. Number of years Firm has been in business: _____

If less than 5 years, please describe:

13. Number of years Firm has conducted business under the present name: _____

14. Has the Firm ever been licensed under a different name or different license number? _____

If Yes, give name(s) and license number(s) and dates of operation under that name(s) and license number(s) (attach separate sheets if necessary): _____

15. Number of years' experience in California Community College, University or educational facility projects _____.

16. Do you now or have you ever had any direct or indirect business, financial or other connection with any official, employee or consultant of the District? _____. If Yes, please elaborate: _____

17. Has the Firm ever completed any work at the Yuba Community College District? _____
If Yes, please elaborate: _____

Potentially Disqualifying Questions 18 through 30 (District may immediately disqualify Firm if its answer to any of Questions 18 through 26 is "Yes" or if the answer to questions 27 through 30 is "No". Firm's refusal to answer or omission of response to any of Questions 18 through 30 may result in disqualification of Firm.):

18. Does the Firm possess a valid and currently in good standing California Contractors' license for the classification(s) of Contractors' License required for the Project? If Yes provide the license number(s). Yes/No _____

19. Has the Firm been defaulted or terminated (other than for convenience) by any California school district, community college district or other California public agency on any project within the past 5 years? Yes/No

If yes, identify agency and details: _____

20. Has the Firm or any of its principals defaulted so as to cause a loss to a surety on a payment or performance bond? Yes/No _____

If yes, give dates, name and address of surety, and details: _____

21. Has the Firm or any of its owners, officers, or partners, ever been convicted of a crime, or found guilty in a criminal action, involving fraud, theft, making any false claim or material representation to a public agency, or involving any federal, stet, or local law, rule, or regulation related to construction? Yes/No_____

If yes, explain, identify the agency, and provide case name and number. _

22. Has the Firm been assessed liquidated damages for any project in the past five years? Yes/No _____
If so, identify owner and details: _____

23. Has the Firm been disqualified, debarred, forbidden, or found non-responsible or otherwise prohibited from performing work or bidding won work for any California school district, community college district, or other California public agency within the past five years? Yes/No _____

If yes, identify agency and details: _____

24. Has the Firm been in litigation (whether in court or arbitration) with any California school district, community college district, or other California public agency on an issue pertaining to any contract during the past five years? Yes/No: _____

If yes, explain, identify the agency, and provide case name and number. _

25. Has the Firm ever failed to complete a project in the past five years? _Yes/No; If so, give owner and details: _____

26. Is the Firm currently or has the Firm been in a state of "Bankruptcy" in the past five years? Yes/No: _____
If yes, please explain. _____

27. Can the Firm provide at least up to \$ 3,000,000 in bonding capacity for this project? If no, please explain. _____

28. Does the Firm have a liability insurance policy (project) limit of at least \$1,000,000 per occurrence and \$2,000,000 aggregate?
If no, please explain. _____

29. Does the Firm have a current workers' compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code Sections 3700 et seq.?
If no, please explain. _____

30. Does the Firm have project experience that includes multiple building partial renovation projects at a School/College/University setting? Yes/No
If no, please explain. _____

31. Has this Firm ever completed any similar projects or any work at Yuba Community College District? Yes/No
If no, please explain. _____

Note: Firms with historically poor performance on projects at Yuba Community College will be disqualified from consideration. Poor performance is defined in section 5.0 of this RFP.

Rating Questions 32 through 48:

32. Please list and describe on separate sheets the Firm's top 5 projects most recent (within the past 7 years) references with current contact information. At least three (3) of the projects must have been completed for California public schools, community college districts, or other California public agencies. The project reference list should include the following criteria:
- a) Project Name
 - b) Project Owner and Contact Information
 - c) Project Scope of Work
 - d) Original Contract Completion Date
 - e) Actual Project Completion Date
 - f) Original Contract Awarded Amount
 - g) Final Adjusted Contract Awarded Amount (with change orders)
 - h) Any issues that Firm had to overcome on the project

Scoring Criteria:

- A. Multiple Projects with Similar Scope of Work (50 points)
- B. Completed Multiple Projects on Schedule (up to 50 points)
- C. Project Change Orders less than 5% (up to 50 points)
- D. Project Completed at a Yuba Community College District Location with high quality, on schedule (within 30 days of original schedule). (30 points)

Total points for Question 32: up to 180 points

33. Please describe in detail, your Firm's approach to maintaining a safe project while students, faculty, and staff will be occupying the building:

(Up to 10 points.)

34. List your Firm's Workers' Compensation Experience Modification Rate (EMR) for the three most recent years. Your EMR should be issued to your Firm by your workers' compensation insurance carrier.

Year _____ EMR _____

Year _____ EMR _____

Year _____ EMR _____

(EMR numbers under 1.0 = 20 points; 1.0 to 1.24 = 5 points; 1.25 to 1.49 = 1 point; 1.50+ = 0 points.)

35. Has your Firm had any OSHA violations or citations and penalties levied against it in the past five years? If Yes, how many violations (and please explain) _____
(0 = 10 points; 1 = 3 points; 2+ = 0 points.)
36. How many years has your Firm been in business in California as a contractor under your present business name and license number? _____
(less than 5 years = 0 points; 5-10 years = 10 points; 10+ years = 20 points.)
37. In the last 10 years, how many legal proceedings (filed in court or arbitrations) has your Firm initiated against an owner, regardless of outcome? _____
(0 = 10 points; 1 = 3 points; 2+ = 0 points.)
38. In the last 10 years, how many legal proceedings (filed in court or arbitrations) has an owner initiated against your Firm, regardless of outcome? _____
(0 = 20 points; 1 = 5 points; 2+ = 0 points.)
39. Has any insurance carrier, for any policy of insurance, refused to renew a policy, or terminated a policy, for your Firm within the last five years? _____
(No = 10 points; Yes = 0 points.)
40. Have any of your Firm's employees or any other persons or entities filed a complaint against your Firm with the California Contractors State License Board within the last five years? If Yes, how many complaints were filed? _____
(No = 10 points; 1-2 = 5 points; 3+ = 0 points.)
41. Was your Firm required to pay either back wages or penalties for your Firm's failure to comply with the state's prevailing wage laws within the last five years? If Yes, identify the number of violations. _____
(No = 10 points; 1-2 = 5 points; 3+ = 0 points.)
42. Has any owner made a demand on a performance bond issued to your Firm on any construction project within the last 10 years? _____
(No = 10 points; Yes = 0 points.)
43. Has any surety company made any payments on your Firm's behalf as a result of a default to satisfy any claims made against a performance or payment bond issued on your Firm's behalf in connection with any construction project within the last five years?

(No = 10 points; Yes = 0 points.)
44. Has your Firm been denied bond coverage by a surety company, or was there a period of time when your Firm had no surety bond in place during a public construction project when one was required, within the last five years? _____
(No = 10 points; Yes = 0 points.)

45. Has your Firm been denied an award of public works contract based on a public agency's finding that your Firm was not a responsible bidder within the last five years?

_____ (No = 10 points; Yes = 0 points.)

46. Please describe the Capability/Capacity of your Firm. Please provide a comprehensive list of projects that the Contractor has in process and reasoning/justification regarding how the Contractor has capacity to perform the required construction services on this project.

(Up to 30 points.)

47. Please describe the Firm's commitment to maintaining a construction schedule. How will the Firm recover the schedule if it slips due to weather or COVID-19 or similar illness impacts, or the Firm gets busy with other projects? Please describe specific actions the Firm will take to maintain the Project schedule.

(Up to 30 points.)

48. Please describe the Firm's commitment to meeting regularly at project team meetings, maintaining positive communication, providing progress updates, and providing timely RFI's and support information during the Project. Please describe specific actions the Firm will commit to maintain a positive relationship with the District and the applicable College through the above description:

(Up to 20 points.)

Qualification Criteria:

Questions 1 through 17 are general base level information that is required for pre-qualification.

Questions 18 through 31 are possible disqualifying questions that would render the Firm "not qualified" as determined by the District.

Questions 32 through 48 are rating questions that are scored and more deeply evaluated. Not scoring the minimum threshold value will render the Firm "not qualified".

- The District can disqualify a Firm (at it's sole discretion) if the Firm does not meet the requirements of Questions 18 through 31.
- There are a total of 400 points possible for questions 32 through 48.
- To be determined as a qualified Firm, each Firm must score at least 340 points, and meet the minimum project experience noted in question 31.
- If an interview of the top Firms is determined to be needed by the District, then it will be scored at 50 points and become part of the evaluation process.

Firms will be notified if they are determined meet minimum qualification criteria.

The undersigned is duly authorized to execute this Statement of Qualifications under penalty of perjury on behalf of the above-identified Firm. The undersigned warrants and represents that he/she has personal knowledge of each of the responses to this Statement of Qualifications and/or that he/she has conducted all necessary and appropriate inquiries to determine the truth, completeness, and accuracy of responses to this Statement of Qualifications. The undersigned declares and certifies that the responses to this Statement of Qualifications are complete and accurate; there are no omissions of material fact or information that render any response to be false or misleading and there are no misstatements of fact in any of the responses. The above-identified Firm acknowledges and agrees that if the District determines that any response herein is false or misleading or contains misstatements of fact so as to be false or misleading, the District may find the Firm is not qualified and the District can reject the proposal for non-responsiveness or non-responsibility.

Executed this ___ day of _____ 20__ at _____.
(City and State)

I declare under penalty of perjury under California law that the foregoing is true and correct.

By: _____
(Signature of Firm's Authorized Officer or Representative)

(Typed or Printed Name)

Title: _____

General qualification process and comments:

- Firms with historically poor performance on projects at Yuba Community College District will be disqualified from consideration. Poor performance is 100% solely defined by the District for such issues as not meeting original schedule requirements within two months of the original schedule OR not ordering materials and supplies, tracking long-lead procurement items and then delaying the project such that the contractor cannot recover the project schedule, OR working unsafely and not following CAL OSHA requirements OR not providing/uploading certified payroll records in accordance with the Department of Industrial Relations requirements OR excessive change orders greater than 10% of the original awarded amount on renovation projects and greater than 7% on new buildings OR generally poor quality work not acceptable to the District OR not utilizing coating manufacturer specified application equipment OR or that have threatened legal action toward the District OR having a history of difficult argumentative communications regarding change orders/schedules/and quality of work OR as any combination of the above items or other similar items as determined by the District.
- Firms that are “disqualified” by the District will not be considered for future project work.
- Firms that are not “qualified” through the “Statement of Qualifications” process will not have their proposals considered.
- Contractors are encouraged to provide complete and comprehensive information to support the “Statement of Qualifications” in Appendix “B” of the RFP.
- Proposals from other Contractors will remain confidential.
- Contractors “Statement of Qualifications” process evaluation by the District Evaluation team will remain confidential.
- The District is not required to interview Contractors as part of the evaluation and qualification process.

Appendix C: Contractor References Form (Example Template)

| | |
|---|--|
| <p>Bidder shall provide a minimum of Five (5) verifiable references with current contact information, preferably from a California public educational institution and/or California public agency, representing projects started and completed within the last 5 years. See clarification note below regarding reference requirements.</p> <p>All phone numbers and emails must be current (please verify).</p> | |
| REFERENCE #1 | |
| NAME | |
| ADDRESS | |
| CITY, STATE ZIP CODE | |
| TELEPHONE # | |
| CONTACT | |
| DATES OF SERVICE | |
| REFERENCE #2 | |
| NAME | |
| ADDRESS | |
| CITY, STATE, ZIP CODE | |
| TELEPHONE # | |
| CONTACT | |
| DATES OF SERVICE | |
| REFERENCE #3 | |
| NAME | |
| ADDRESS | |
| CITY, STATE, ZIP CODE | |
| TELEPHONE # | |
| CONTACT | |
| DATES OF SERVICE | |

You may of course use the Firm's established reference template.

Appendix D: Contractors Project Approach, Project Team Members and Credentials.

Appendix E: YCCD Academic Calendar

Yuba Community College District 2024-25

| JUNE | | | | | | |
|------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| JULY | | | | | | |
|------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| AUGUST | | | | | | |
|--------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| SEPTEMBER | | | | | | |
|-----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| OCTOBER | | | | | | |
|---------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| NOVEMBER | | | | | | |
|----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| DECEMBER | | | | | | |
|----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

16 18 18 16 16 = 84 days

SUMMER SESSION 2024
First 6 Weeks: 6/10 - 7/18
8 Weeks: 6/10 - 8/1

FALL SEMESTER 2024
Full-Term: 8/12 - 12/11
Finals Week: 12/5 - 12/11
First 9 Weeks: 8/12 - 10/11
Last 9 Weeks: 10/14 - 12/11

SPRING SEMESTER 2025
Full-Term: 1/13 - 5/19
Finals Week: 5/13 - 5/19
First 9 Weeks: 1/13 - 3/14
Last 9 Weeks: 3/17 - 5/19
Spring Break: 3/31 - 4/4
Commencement: 5/16

CONVOCATION - CAMPUS CLOSED
2024: 8/9

PROFESSIONAL DEVELOPMENT DAYS - NO CLASSES/CAMPUS OPEN
(Optional Flex Activities)
2024: 8/5-8/8
2025: 1/7-1/10

CAMPUS CLOSED
2024: 6/7, 6/14, 6/21, 6/28, 7/5, 7/12, 7/19, 7/26
2025: 6/6, 6/13, 6/20, 6/27, 7/4, 7/11, 7/18, 7/25

HOLIDAYS - CAMPUS CLOSED
2024: 6/19, 7/4, 9/2, 11/11, 11/28-11/29, 12/24-12/31
2025: 1/1, 1/20, 2/14, 2/17, 3/31, 4/3, 4/4, 5/26, 6/19, 7/3

NO CLASSES - CAMPUS OPEN
2024: 6/3-6/6, 8/2, 8/5-8/8, 12/12-12/13, 12/16-12/20, 12/23
2025: 1/2-1/3, 1/6-1/10, 4/1-4/2, 5/20-5/23, 5/27-5/30, 6/2-6/5, 8/1

| INSTRUCTIONAL DAYS | | |
|-----------------------------|-----------------|-----------|
| | Days | Weeks |
| Fall Semester | 84 days | 18 |
| Spring Semester | 83 days | 17 |
| Convocation | 1 day | |
| Flex Days (Prof. Dev. Days) | 8 days | |
| TOTAL | 176 days | 35 |

SUMMER SESSION 2025
First 6 Weeks: 6/9 - 7/17
8 Weeks: 6/9 - 7/31

| JANUARY | | | | | | |
|---------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| FEBRUARY | | | | | | |
|----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | |

| MARCH | | | | | | |
|-------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| APRIL | | | | | | |
|-------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| MAY | | | | | | |
|-----|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | ★ | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| JUNE | | | | | | |
|------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

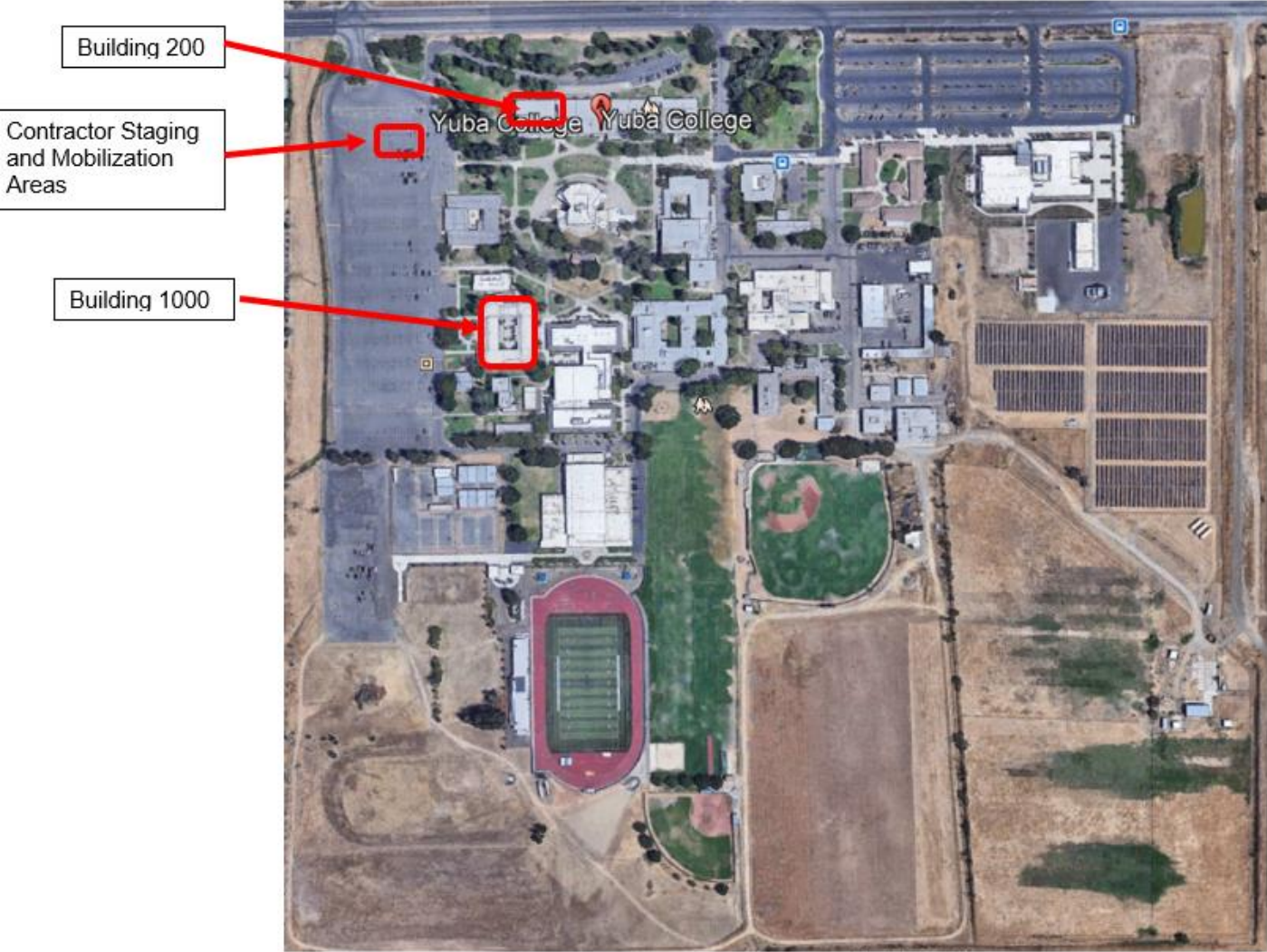
| JULY - AUGUST | | | | | | |
|---------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | 1 | 2 |

83 days = 16 17 17 17 16

Appendix F: Map of Yuba College



Exhibit A: Contractor Staging /Mobilization Areas



The End.