



## RESPONSES AND CLARIFICATIONS RFP NO. 91

### Full Service Architectural and Engineering Services for Construction Projects

**Q1:** My firm provides structural engineering services. I was wondering if we can submit for RFP No. 91 for structural services only, or if we would need to partner with a team that could provide architectural services as well as the services listed on page 16 of the RFP.

**A1.** RFP No. 91 is for "full service architectural and engineering services" which includes all disciplines in the architectural and engineering fields including structural, MEP, landscaping, civil engineering, etc.

**Q2.** Is there going to be any geotechnical work needed for this RFP?

**A2.** The District currently has a separate list of pre-approved geotechnical service providers. All needed geotechnical services will be provided through these providers.

**Q3.** Last month we received notification we were one of five civil engineering firms approved for on-call services. Today I received notification that the District has another RFP package on the streets, due on June 30th, also for full service architectural and engineering services. Is this one and the same or for a different pool of consultants and projects?

**A3.** RFP No. 91 is for a different "pool" of pre-approved consultants to provide full service architectural and engineering services for the District projects. The firms selected through this process will have their own teams of engineers to work with should they be awarded any specific projects.

**Q4.** What specific projects are included under this RFP?

**A4.** Currently, there are no specific projects identified. However, the District intends to utilize the firms to be pre-approved through this process for future projects under the Facilities Capital Improvement Program.

**Q5.** Since you have had ongoing work for years, who have been currently working with the district and why are you coming out with this new RFP?

**A5.** The District has worked with several A/E firms in the past. But it is the intent of the District's Board of Education to have a new list of firms to be pre-approved through this RFP for all future projects. All qualified A/E firms have an equal opportunity to submit their qualifications and be considered for approval.

**Q6.** Where can we find a copy of the master plan?

**A6.** The District master plan is currently under construction and is not available for review at the present time.



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Q7. How many firms do you intend to include in their pool?

A7. There is no pre-determined number of firms. The final number will depend on the responses received and the qualifications of the proposing firms. .

Q8. What are you specifically looking for in a firm?

A8. The desired qualifications are specified in the RFP document.

Q9. Is there a mandatory Pre-bid meeting?

A9. No.

Q10. Were there any incumbent firms previously selected for similar or equal projects?

A10. All incumbent and new firms will have equal opportunity to be considered and selected to be on the new, pre-approved list.

Q11. Can you identify firms who have shown interest, which we may be able to team up with in pursuit of this RFP?

A11. The District does not provide listings of firms who might be submitting statements of qualifications in response to this RFP.

Q12. Even though we are an approved architect for professional services for the District, should we respond to the RFP in its totality versus providing an updated list of projects?

A12. This is a new procurement and firms with existing master service agreements with the District are required to submit their most recent qualifications to be considered for selection under this RFP.

Q13. On page 12 of the RFP, the Evaluation Criteria is listed but not weighted. Would the District be willing to identify which of the RFP's components would be of greater interest?

A13. Considerations are given to all evaluation criteria. The weights of the criteria are an internal matter and will be decided on in the review of the responses received.

Q14. Can we provide the financial information (income statement and balance sheet) in a sealed envelope? Can we designate that the information provided cannot be disclosed outside of the District and will only be used in whole or in part to evaluate the proposal?



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A14. Financial information can be sent in sealed envelope and typically, the information contained inside the envelope is restricted to only the evaluators and are promptly destroyed upon final evaluation for the unsuccessful firms while the information for the successful firms are kept in limited access District areas.

Q15. How many copies will you need of the income and balance sheet?

A15. There needs to be one original, five hard copies and one CD for the income and balance sheets.

Q16. Since the RFP identifies 6 attachments to be incorporated in the proposal, could we get a .doc file of all attachments?

A16. Yes, the MS Word format of the attachments will be made available, as part of these responses on the District websites - [www.sbcusdfacilities.com](http://www.sbcusdfacilities.com); [www.sbcusd.com](http://www.sbcusd.com);

Q17. In the RFP, you said that the following documents are required: Master Service Agreement, Proof of DOJ Fingerprinting, IRS W-9 Form. Are these required to be submitted with the proposal, or at a later date?

A17. These documents are required at a later time as one of several documents that need to be completed by the successful and Board approved firms.

Q18. Does your district have a master plan, or master plans for each school campus?

A18. See Answer No. 6 above.

Q19. Do you have district ed. specs and design/construction standards?

A19. The District has architectural design standards which will be made available to the successful firms. Also, the District is in the process of completing the educational specifications.

Q20. Which firms are on your pre-qualified list of electrical engineers and civil engineers?

A20. The names of the District's pre-approved electrical and civil engineers are attached herein.

Q21. Do you have a pre-qualified list of landscape architects; if so, which firms are included?

A21. No, the District does not have a list of pre-approved landscape architects.



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Q22. If our company is utilized by the winning architectural firm as a "Sub-Consultant" and we participate in the development of a construction project, does that preclude us from bidding on that project when it does go out to public bid?

A22. Yes, involvement as a sub-consultant to any assigned architect of record to a specific project disqualifies you from bidding on the construction project at a later time. This is due to the potential conflict of interest.

Q23. On the rate schedule, is it necessary to show the names of our sub-consultants or is their title and function sufficient?

A23. The responding firms need to list the names of their subconsultants, however, on the rate sheet, the names of their subconsultant personnel is not required. The position titles and functions are sufficient for the rate sheet.

Q24. Could you clarify whether this RFP includes landscape architectural services or whether there is a separate call for this? Landscape architecture is not mentioned in the RFP, even as a specialty area, so I was curious how site design and the exterior improvements were being addressed for the projects.

A24. The term "full service architectural and engineering services" is all encompassing and includes all required engineering and fields of the architectural and engineering services.

Q25. As understood, there is a 10% local business participation. We would be looking to add local MEP, Landscape, or Civil firms to our team. Does the San Bernardino School District have firms that they have worked with in the past?

A25. The City of San Bernardino has a limited listing of local business within their website: <http://www.sbcity.org>; click on the City Services section to access the registry of all registered local businesses within the City of San Bernardino. The City Clerk's phone number is (909) 384-5036. The responding firms are encouraged to use other resources to obtain this particular information.

Q26. Do you have an interest list for the RFP no 91?

A26. No.

Q27. Is it possible to get a list of all consultants the District has under contract?

A27. That information is available on the District website: [www.sbcusd.com/Archive.aspx](http://www.sbcusd.com/Archive.aspx);



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Q28. Is it possible to get the list of consultants who were awarded a contract under RFP No. 85 On-Call Civil and Electrical Engineering Services?

A28. See Answer No. 20 above.

Q29. Will be any food related spaces to be designed in RFP No. 91. If there are, do you have a list of architects who are responding to this RFP whom we can contact?

A29. There are no such specific projects identified as of yet. However, there is a possibility that those services will be needed in the future. As such, they need to be provided by the selected A/E firms. There is no list of responding firms to the RFP.

Q30. While we are familiar with local businesses in the City and County of San Bernardino, as a part of our plan to comply with the District's requirements for local business participation, we are interested to know if the District has a preferred local businesses list.

A30. Please see Answer No. 25 above.

Q31. Regarding Addendum 1 of the District's RFP #095 , we have the following questions: Is the Architect to be the steward of the BIM from the start of design through to the end of project closeout?

A31. While, this is the intention of the District, the District may choose certain parts of the design and construction documents process (such as constructability review) to be done in BIM.

A. Are the first four BIM Services listed in Addendum #1 to be provided by the A/E team during the construction phase (shop/fabrication drawings, RFI reporting, clash detection coordination with trades)? ...or are they being listed in an attempt to describe the inherent capabilities of a BIM that is created by the A/E team during design and handed over to the contractor at the start of construction?

31-A. The latter. Also, please see the answer to Q31.

B. Is the fifth BIM Service listed in Addendum #1 requiring that the A/E team manage the BIM during construction and hand it over to facilities management at the end of construction? ...or will it fall within the contractor's scope of work to manage the BIM during construction?

31-B. Please see above answers. The extent of the A/E involvement in BIM-related project design and/or construction has not been established at this point.



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It is the intention of the District to use BIM technology in some of its future projects. We are interested to know which of the responding firms have that capability and what projects they have done.

Q32 Your "Content of the Requests for Proposals" item 3.h. discusses local Business Participation. It mentions in this section that, "The District requires that at least 10% of all contracts for these services be set aside by the selected firm(s) for local businesses.

A. Does this mean our consultant team needs to meet this minimum 10% contract requirement (i.e. – our MEP consultant might be from the City of San Bernardino or City of Highland) or does this mean SBCUSD has to award 10% of the specific projects to design teams/local architects that meet the definition of a Local Business as described in your General Terms and Conditions section, page 13 of 14?

32-A. The former. The selected firms, if not located in the cities of San Bernardino or Highland, can meet this requirement by having one or more consultants or a sub-contractors who are from these cities. This is an action directly performed by the selected firm(s) and will be tracked during invoicing.

B. If each architectural design team is required to have a minimum of 10% of their consultants be local, would you provide a consultant list of local businesses that have provided or are currently providing services for SBCUSD? Please include as many disciplines as possible including Civil Engineering, Structural Engineering, Mech., Elect., and Plumbing Engineering, Fire Protection Engineering, Communications/A.V. Engineering, Energy Conservation Consulting, Environmental Services and Construction Cost Estimating.

32-B. Please see Answer No. 25 above. Also, please note that there are other ways the selected firms may meet the local participation requirement such as using various vendors and suppliers, not just engineers and other consultants.

Q33. Is prequalification required for this procurement?

A33. No.

Q34. I am interested in obtaining the Prime A/E firm listing to provide subconsultant - Environmental Consulting Services. Will you send a listing Prime firms responding to this RFP? Or is there someplace where I can reference such a listing?

A34. There is no listing of responding firms to this procurement.

<b>Civil Engineering Firm:</b>	<b>Address:</b>	<b>Contact:</b>
Fraco Enterprises, Inc.	12139 Mt. Vernon Ave., Suite 210 Grand Terrace, CA 92313	Maria Fraser
Fusco Engineering	2850 Inland Empire Blvd., Suite B Ontario, CA 91764	Steven Ellis
Hernandez, Kroone & Associates	234 E. Drake Drive San Bernardino, CA 92408	Richard Hernandez
Rick Engineering Company	1770 Iowa Avenue, Suite 100 Riverside, CA 92507	Robert Stockton
VCA Engineers Inc.	3951 Medford Street Los Angeles, CA 90063	Virgil Aoanan

<b>Electrical Engineering Firm:</b>	<b>Address:</b>	<b>Contact:</b>
Budlong & Associates, Inc.	315 Arden Avenue, Suite 23 Glendale, CA 91203	James Jordan
Design West Engineering	275 W. Hospitality Ln. Suite 100 San Bernardino, CA 92405	Rob Cronk
FBA Engineering	3420 Irvine Avenue Newport Beach, CA 92660	Stephen Zajicek
Henrikson Owen	20 Morgan Irvine, CA 92618	Richard Henrikson
IDS Group	1 Peters Canyon Road, Suite 130 Irvine, CA 92606	Dale Madler
Tmad, Taylor & Gaines	800 North Ferrari Lane, Suite 100 Ontario, CA 91764	Nestor Ignacio