



HARTNELL COMMUNITY COLLEGE DISTRICT



Facilities Development Office
411 Central Ave.
Salinas, CA 93901
Telephone (831) 770-7044
Fax (831) 770-7040

ADDENDUM #1

PUBLIC NOTICE
REQUEST FOR STATEMENT OF QUALIFICATION (RFQ)
CIVIL ENGINEERING SERVICES FOR THE CITY SIDEWALK
REPLACEMENT AND CAMPUS INFRASTRUCTURE PROJECT



SECTION 1 PURPOSE OF REQUEST

The Statement of Qualification (SOQ) shall respond to each item noted below, within the specific format described. Please limit response information to relevant information only. Supplemental brochure information will not be accepted and may result in disqualification of submitting firm. All proposals shall be submitted in the following format:

1. COVER LETTER/LETTER OF INTEREST

Please include the name of your firm, address, telephone number, fax number, email address, home page URL, type of firm (i.e. corporation), applicable California Registration Number(s) and the name of the Principal to contact. The letter must be signed by the representative of the firm with the authorization to bind the firm by contract. (maximum of two (2) pages)

2. FIRM ORGANIZATION AND STAFFING METHODOLOGY

Please provide a brief history of your firm, including the following information:

FIRM ORGANIZATION

- Scope of engineering services typically provided or offered by the your Firm; please include a summary of the Firm's history.
- Prior experience as engineer of record for public agency public works projects and related projects, including a general description of the scope of services provided for each contract.
- Services as an engineer for other schools, the City of Salinas, **Monterey Salinas Transit authority (MST)** or other public entity civil projects.
- Experience of the Firm's principals and employees who are licensed Engineers and have previous experience with school projects, the City of Salinas, **Monterey Salinas Transit authority (MST)** or other public entity projects.

STAFFING AND METHODOLOGY

- Address the extent to which the Owner will be permitted to request specific staff personnel to provide or perform all or portions of the Basic Services.
- Describe the your Firm's commitment of staff for specific Basic Services for the Project.
- Describe the manner in which each of the Phases of the Basic Services will be completed for the Project.
- Generally describe the approaches taken by the your Firm relative to recommendations of value engineering of the Design Documents so that: (a) the Construction Costs of the Project are within the Construction Budget established for the Project; or (b) operational/use costs are minimized.
- Generally describe approaches taken to prepare estimates of Construction Costs for the Project, including whether estimating services are typically completed by the your Firm's staff or by an outside consultant.
- Generally describe the quality control measures of the your Firm and each Design Consultant you've identified to ensure that the Design Documents for the Project conform with the design intent and other requirements established by the Owner and to minimize the extent of errors/ omissions in the Design Documents.



EXHIBIT “B” SCOPE OF WORK

CITY SIDEWALK WORK

As part of Hartnell College’s EIR mitigation they are responsible to replace sidewalk, as needed, around the main campus. The engineering firm will be expected to work with the District consultants, the City of Salinas standards, City of Salinas staff, **Monterey Salinas Transit authority (MST) standards and staff** for approval of the plans. **This Phase of the work will included a bus turnout on Alisal St. in front of the existing Hartnell PE Gym.**

Below is the anticipated design schedule:

| | |
|-----------------------|------------------------------|
| Issue NTP | April 7, 2010 |
| Design Period | April 8, 2010 - May 7, 2010 |
| Issue Plans to City | May 10, 2010 - June 1, 2010 |
| Bid Period | June 2, 2010 - June 24, 2010 |
| Start of Construction | July 2010 |

CAMPUS INFRASTRUCTURE

The anticipate project will include implementing plans and specifications for the installation of isolator shut-off valves for both water and gas to the following building on the Hartnell College main campus:

CAB
Aux Gym
Main Gym
VAF
PA
Child Development
Merrill Hall
Maintenance



SECTION 2 SELECTION PROCESS & CRITERIA

All Statements of Qualifications (SOQ) received by the specified deadline will be reviewed by the Hartnell Community College District for content, completeness, experience and qualifications. After those firms deemed the most qualified are selected, further evaluation may or may not occur by a committee.

The District may also contact references and client lists provided by the firm selected to be reviewed by the committee.

The Hartnell Community College District reserves the right to select the SOQ which, in its sole judgment, best meets the needs of the District.

SELECTION CRITERIA

- A. Responsiveness to Request for SOQ – extent and depth of response.
- B. Professional reputation of firm
- C. Satisfaction of current/prior clients (References).
- D. School, City, **Transit Authorities** and infrastructure design experience including recent processing of plans through a public entity.
- E. Accuracy of firm's cost estimate history and ability to design within budget and implement cost saving procedures.
- F. Proven experience related to project management responsibilities and ability to work as a team with contractors, construction managers and various district personnel.
- G. Ability to deliver effective engineering services working under successive deadlines and schedule constraints.