



County of San Diego

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DEPARTMENT OF PURCHASING AND CONTRACTING

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ASSISTANT DIRECTOR

October 27, 2016

**REQUEST FOR PROPOSALS (RFP) 7762
DEPARTMENT OF GENERAL SERVICES
DESIGN-BUILD FOR THE BORREGO SPRINGS BRANCH LIBRARY,
PARK & SHERIFF OFFICE**

The County of San Diego (County) is requesting Design Proposals from Design-Build Entities (D-BE) qualified to design and construct a new branch library, County Park and Sheriff Office for the County of San Diego to serve the Town of Borrego Springs and surrounding areas ("Project"). The Project will be located on County-owned parcels on the corner of Country Club Blvd. and Sunset Rd. (APN 198-020-30, 198-020-34 & 198-020-36)

The Library portion of the Project is a new single-story structure of 13,500 square feet. This portion of the Project will be located on a County-owned parcel on the corner of Country Club Rd. and Sunset Rd. (APN - 198-020-36) Primary access should be from Country Club Rd. and a secondary access, if needed, may come from Sunset Rd. Provide a direct pedestrian path of travel between the Library building and the Park site features. The work will include all required infrastructure, off-site improvements, surface parking, and improvements.

The Library portion shall implement low impact development standards and use sustainable design principles, practices and performance. The architecture, engineering, landscaping and building systems shall be designed for efficiency and ease of maintenance. Building operations and maintenance shall be recognized as a key component in all aspects of the design. The Project shall minimize negative environmental impact, exceed minimum criteria for LEED Gold designation, and achieve Zero Net Energy (ZNE) performance certification through the Living Building Challenge. This requires 12 concurrent months of operational performance tracking.

The Park portion of the Project will be located on a County-owned parcel on the corner of Country Club Blvd. and Sunset Rd. (APN - 198-020-30& 198-020-34 – Park site) Primary access should be from Country Club Rd. and a secondary accesses , if needed, may come from

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Sunset Rd. and Church Ln. The Park will consist of play, meditation, and picnic/BBQ areas, amphitheater, observatory, sport courts, Dog Park, multiple shade pavilions and shade structures, desert vegetation, water fountains/misters, trails, park host volunteer pad including all required infrastructure, off-site improvements,

surface parking, and associated work. The Park Project shall implement low impact development standards and use sustainable design principles, practices and performance. The architecture, engineering, and landscaping shall be designed to withstand the desert heat, high winds and blowing dust. The park elements shall be designed for efficiency, ease of maintenance and to fit the community character of Borrego Springs.

The Sheriff portion of the Project will be located on a County-owned parcel on the corner of Country Club Blvd. and Sunset Rd. (APN - 198-020-30& 198-020-34 – Park site) Primary access should be from Country Club Rd. and a secondary access, if needed, may come from Sunset Rd. The Project will generally consist of a building with 4 large workstations, 2 clerical workstations, reception area/lobby, protection for staff behind the lobby counter/wall, secured intake in-custody area including a temporary holding cell and report writing desk, evidence processing with storage (small), support, including hospitality/break and general storage, space for a weapons safe, heating and AC, and a restroom. There will be a secured parking lot with direct secured entry into the building and covered parking for Sheriff Employees that will include 4 oversized (10'x20') parking spaces and a gun barrel. In addition, public parking will be shared with the park and should be accessible to the front door. The preference for the Sheriff's Office site is to be 100% off the energy grid.

This Project will require the services of a professional interior design firm that has extensive experience in library interior space relationships and fixtures, furnishings and equipment coordination.

This Project will require the services of a professional landscape architect that has extensive experience in designing public parks and desert landscapes.

The Project will consist of a new 13,500 SF Library, 16 acre Park 1,700 SF Sheriff Office, including all required infrastructure, off-site improvements, surface parking, and associated work. For further breakdown of the spaces refer to Exhibit A – Program requirements.

The design and construction of the Borrego Springs Library, Park and Sheriff Office (the "Project") shall be completed within a Guaranteed Maximum Price (GMP) of up to \$11,250,000 including all costs associated with LEED® Gold Certification, all cost associated with ZNE (Zero Net Energy) Certification through the Living Building Challenge, Photovoltaic systems (PV), energy efficiency of at least 20% better than then-current California Energy Code Title 24 minimum energy efficiency compliance, designated IT/Data, Communications, Fire/Life Safety components, all code requirements and fees, infrastructure, etc., inclusive of all requirements set forth in this RFP. The Library, Park and Sheriff Project shall be constructed under one Design Build contract but will be billed separately. The separation of the GMP will be \$9,000,000 for the Library portion, \$1,600,000 for the Park portion and \$650,000 for the Sheriff Office portion. Any shared expense between project sites shall be billed at an equal share. (34/33/33) The Library GMP will include allowances of \$750,000 for all designated Furniture, Fixtures &

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Equipment (FF&E), \$300,000 for Photo Voltaic (PV) systems, \$100,000 for Public Art and \$125,000 for Hewlett Packard Site Activation Fee.

The San Diego County Library (SDCL) was recently honored with the 2012 Library of the Year award from Gale Cengage/Library Journal. This prestigious award is given out each year to the best public library in the nation. SDCL was conferred the award due to its innovative programs and services, robust circulation of materials, and flexible building spaces. Each year SDCL offers over 31,000 free programs and checks out 11.5 million items to 5.9 million people walking through our doors. San Diego County Library's mission to inform, educate, inspire, and entertain is reflected in the vibrancy of services provided – offering everything from employment assistance, an award winning 1000 Books Before Kindergarten program, free summer meals and literacy programs for all ages. Each SDCL branch provides a wide range of activities both within the building and by using surrounding outside space.

Libraries of the 21st century are community gathering places; third spaces, distinctive, informal gathering places where civic engagement brings citizens together for civic dialog to discuss issues, interact and network. Public libraries create a sense of belonging, develop civic pride, and foster relationships that can be seen in everything from shared access to technology to cultural programs that encourage diversity and even in public forums of today's most urgent concerns.

Borrego Springs Library serves a diverse population of 5,000 people. Each year Borrego Springs Library checks out 78,000 items to 70,000 customers. Important features of the community will need to be considered in the design process for the new Borrego Springs Library. For example, in order to provide services to a population that doubles in size between the months of October through May with part time renters, tourists and snowbirds the Borrego Springs Branch will require a certain amount of space and flexibility that offer enrichment programs for all ages while remaining sensitive to the unique needs of this diverse community. The overriding goal for Borrego Springs is that the new library is a community focal point that provides access to meeting spaces, opportunities to gather and engage in civic enrichment activities and to use technology. The Borrego Springs community is proud of its designation as a dark sky community. It is surrounded by the 600,000 acre Anza-Borrego Desert State Park. The park and town are famous worldwide for the magnificent desert wildflowers that bloom from February through April. This area attracts artists, naturalists, hikers, bikers and families who visit the area for its natural beauty. It is important that the new library reflect the environment in its design.

The San Diego County Department of Parks and Recreation (DPR) recently received reaccreditation from the Commission for Accreditation of Park and Recreation Agencies (CAPRA) which certifies park and recreation agencies that are achieving excellence in operation while providing high quality services and experiences. DPR's CAPRA reaccreditation means that the department meets or exceeds national standards of best practice for park and recreation agencies. DPR enhances the quality of life for county residents and visitors of all ages. DPR promotes health and wellness, safe communities, community ownership, and civic pride. The Department operates campgrounds, regional and local parks, community and teen centers, sports complexes, historic sites, 400 miles of trails, coastal wetlands and open space preserves. Park facilities are open year round and departmental programs enrich the lives of all patrons. DPR provides more than 200 programs that enhance physical/mental health while designing and

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maintaining safe park settings for individuals and families. Through our Parks Master Plan, the department forecasts future park needs and invests annually in park improvement project to better serve our customers. More than 3 million people visit County parks and participate in County recreation programs each year.

This RFP is the second step in a two-step Design-Build process. Proposals will be accepted from the Design-Build Entities pre-qualified by the County in step one of the process, Request for Statements of Qualifications (RFSQ) 7455. **If you did not respond to the initial RFSQ and were not notified that you were short-listed for the second step, Request for Proposal (RFP), you are ineligible to respond to this RFP.**

Proposals submitted with a GMP greater than the amount established for the Borrego Springs Library under this RFP will be given a score of zero (0) for the pricing criterion of the evaluation.

RFP CONTENT

This RFP package includes the following:

Cover Letter

Section A – RFP Information and Submittal Forms

- RFP Information
- P&C 600 Form
- Representations and Certifications
- Nondisclosure Indemnification Agreement
- Price Proposal

Section B – RFP Instructions and Requirements

- 1.0 Terms and Conditions
- 2.0 Organization Requirements
- 3.0 Submittal Requirements
- 4.0 Evaluation Factors

Additional Forms:

- Value-Added Enhancements Form for each project element (Library, Park, Sheriff)
- Lifecycle Cost Analysis Form
- Skilled Labor Force Form
- DVBE Participation Form
- Schedule/Sequence Form for each Project Element

Section C – Contract Requirements

- 1.0 Statement of Work - Overview
- 2.0 Design-Build Competition
- 3.0 Design-Build Services
- 4.0 Design-Build Contract
- 5.0 Public Contract Code Compliance and County Requirements
- 6.0 Technical Requirements and Specifications
 - Exhibit A - Program Requirements
 - Exhibit B – Adjacency Diagram

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- Exhibit C - Basis of Design
 - Exhibit D - Performance Bond
 - Exhibit E - Payment Bond
 - Exhibit F - Insurance Requirements
- 7.0 Reference Materials (Appendices)
- Appendix A - Site Maps
 - Appendix B - Geotechnical Report
 - Appendix C - Borrego Springs Community Character and Community Plan
 - Appendix D – Libris Design Planning Documentation
 - Lighting
 - Acoustics
 - Appendix E - Environmental Reports
 - Appendix F - County of San Diego Holidays
 - Appendix G – Site Surveys
 - Appendix H - Furniture, Fixtures and Equipment
 - Appendix I – County of San Diego Board of Supervisors Policy G-15
 - Appendix J –ZNE/ LEED Information
 - Appendix K – Branded Signage
 - Appendix L - County of SD Board of Supervisors Policy F-23 Public Art
 - Appendix M – Smart Building Design Guidelines
 - Appendix N - SDG&E Savings by Design
 - Appendix O – Library Build Merchandising Furniture Types
 - Appendix P – Electronic Certified Payroll Information
 - Appendix Q - County Library Recommended Furniture Movers
 - Appendix R – Security and Life Safety

Section D – Design–Build Contract

RFP TECHNICAL AND PRICE PROPOSALS DUE DATE & TIME

Technical Proposals are due January 5, 2017 at 3:00 pm PDST, at the office of Purchasing and Contracting, 5560 Overland Avenue 2nd Floor, Suite 270 San Diego, CA 92123.

Price Proposals are due January 5, 2017 at 3:00 pm PDST, at the office of Purchasing and Contracting, 5560 Overland Avenue 2nd Floor, Suite 270 San Diego, CA 92123.

A late submission cannot be considered unless it is the only one received or there was mishandling on the part of the County of San Diego Purchasing and Contracting staff. Submittals must be received at the Purchasing and Contracting front counter by the identified Due Date and Time. Parking may be limited, so be sure to make allowances for delays.

PRE-PROPOSAL CONFERENCE

A pre-proposal conference is scheduled for November 9, 2016 at 10:30 a.m. at the office of the Department of General Services, **5560 Overland Avenue 4th Floor, Suite 410**, San Diego, CA 92123. A proprietary meeting of up to 30 minutes will be held with each Design-Build Entity

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following the pre-proposal conference. The schedule for proprietary meetings is provided in the RFP timeline below.

AWARD

This is a competitively negotiated procurement. The County reserves the right to award a contract without negotiation; therefore the D-BEs are strongly encouraged to submit their **best** proposal initially. The County reserves the right to award a contract to the D-BE submitting the proposal determined to be the best value to the County, considering design, price and other factors indicated in this RFP.

Below is the County's **anticipated** timeline for this RFP:

Event Description	Date(s)
RFP Issued	October 27, 2016
Pre-Proposal Conference	November 9, 2016, 10:30 a.m.
Proprietary Meetings	November 9, 2016 BNBuilders, Inc. 11:15 a.m. C.W. Driver, Inc. 11:55 a.m. T.B. Penick & Sons, Inc. 12:35 p.m.
1st Mid-Course Presentation	November 21, 2016 C.W. Driver, Inc. 10:30 a.m. T.B. Penick & Sons, Inc. 1:00 p.m. BNBuilders, Inc. 2:45 p.m.
2nd Mid-Course Presentation	December 14, 2016 T.B. Penick & Sons, Inc. 10:30 a.m. BNBuilders, Inc. 1:00 p.m. C.W. Driver, Inc. 2:45 p.m.
Questions deadline	December 19, 2016
Proposals due	January 5, 2017, 3:00 p.m.
Proposal Presentations	January 10, 2017 BNBuilders, Inc. 10:30 a.m. C.W. Driver, Inc. 1:00 p.m. T.B. Penick & Sons, Inc. 2:45 p.m.
Source Selection Committee evaluates proposals	January 2017
Issue notice of intent to award	February 2017
Negotiations Complete	March 2017
Award of Contract	March 2017
Notice to Proceed	April 2017
Contract Duration	500 Calendar Days from NTP
Occupancy	Fall 2018

The above schedule may be adjusted as events transpire.

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QUESTIONS

Questions and requests for clarification related to definition or interpretation of this RFP must be requested in writing by email prior to **4:00 PM, PST, December 19, 2016**.

Questions received after this deadline may not be answered.

Questions must be submitted in writing by email to:

Mark Zabonik, Project Manager, Department of General Services
mark.zabonik@sdcounty.ca.gov

AND

Kymeshia Morris, Procurement Contracting Officer, Department of Purchasing and Contracting
kymeshia.morris@sdcounty.ca.gov

Oral explanation or instructions shall not be considered binding on behalf of the County.

Any modification to this RFP will be issued by the County as a written addendum and posted to BUYNET.

NOTE: This solicitation is available for download from the County's Online Services Internet site at: <http://www.buynet.sdcounty.ca.gov>.

IT IS THE D-BE'S RESPONSIBILITY TO CHECK FOR ADDENDA.

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SECTION A – RFP INFORMATION & SUBMITTAL FORMS

INTRODUCTION

1.0 MISSION

The County intends to achieve the optimum value for the budget available within the desired schedule. The contract will be awarded to the D-BE that provides the experience and project solution with the best value within the allowable GMP and is prepared to collaborate with the County and its staff and consultants. The County defines value in terms of exceeding minimum program requirements, excellence of design, durability of materials, and optimized life-cycle energy and operations and maintenance costs, within the allowable GMP, and time frame as outlined in this RFP.

2.0 PURPOSE

- 2.1 To utilize a design-build process whereby a single contract will be awarded to include all design and construction activities necessary to deliver the Project. This RFP details the Project description and includes function, program, design, performance, schedule and cost criteria that will be the basis for all subsequent design and construction services. These documents specify certain minimum requirements for space, adjacencies and equipment, and establish criteria and procedures to ensure the County's program requirements are translated into functional facilities that will fully support their intended uses. This RFP includes selection procedures and post-selection instructions to guide the Project delivery process through completion.
- 2.2 The requirements specified herein are directed to all disciplines of the D-BE including architects, engineers, other consulting design professionals, general construction contractors, and other contractors engaged to design and/or construct the new facilities. This RFP is not intended to inhibit or limit the creativity of architects, engineers or design professionals engaged by the D-BE in any way. Rather, it is intended to facilitate the design and construction process by providing all disciplines of the D-BE with a clear understanding of County's requirements and expectations.

3.0 PROJECT DESCRIPTION

- 3.1 The County of San Diego (County) is seeking a Design-Build Entity (D-BE) to work with its stakeholders to design and construct the Borrego Springs Library, Park and Sheriff Office.

The Library portion of the Project is a new single-story structure of 13,500 square feet. The Project will be located on a County-owned parcel on the corner of Country Club Blvd. and Sunset Rd. (APN 198-020-36). The work will include all required infrastructure, off-site improvements, surface parking, and improvements.

The Project shall implement low impact development standards and use sustainable design principles, practices and performance. The architecture, engineering, landscaping and building systems shall be designed for efficiency and ease of maintenance. Building operations and maintenance shall be recognized as a key component in all aspects of the design. The Project shall minimize negative environmental impact, exceed minimum criteria for LEED Gold designation, and

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achieve Zero Net Energy (ZNE) performance certification which requires/includes 12 months of operational performance tracking.

The Park portion of the Project (APNs 198-020-30 & 198-020-34) will consist of play, recreation, meditation, and picnic/BBQ areas. The Park Project shall implement low impact development standards and use sustainable design principles, practices and performance. The architecture, engineering, and landscaping shall be designed to withstand the desert heat, high winds and blowing dust. The park elements shall be designed for efficiency, ease of maintenance and to fit the community character of Borrego Springs.

The Sheriff portions of the Project will generally consist of:

- 1,600-1,700 interior SF
 - 4 large workstations (2 deputy, 1 CHP/BLM/State Park, 1 Sergeant/other)
 - 2 clerical workstations (volunteer/clerical) + reception
 - Bullet-resistant protection for staff behind the lobby counter/wall
 - Secured intake in-custody area including:
 - temporary holding cell (that meets all legal requirements – see notes below), including intercom system
 - report writing desk with adjacent cuff bar and stool or bench
 - This area must be secured as to not allow in-custodies to enter the office staff area
 - Evidence processing + storage (small)
 - Support, including hospitality/break + general storage + OFCI ice machine (provide necessary electrical, plumbing and floor drain)
 - Telephone/Data (MPOE) Room
 - Space for a weapons safe (2.5' wide x 5' high x 2' deep)
 - Heating and AC
 - Electric: Preference is to be 100% off the grid relating to energy, i.e., solar with batteries.
 - A manual transfer switch to accommodate a portable generator is necessary if the substation is on the electrical grid.
 - Restroom: Unisex
 - Septic tank if sewer is not readily available.
- Secured parking with direct secured entry into the building.
 - 4 oversized (10'x20') parking stalls
 - 8' tall galvanized/wrought iron and/or powder coated tubular steel perimeter fence fenced, and electronically secured gate(s)
 - Covered parking - solar covered is preferable
 - Screening from parking to intake in-custody area
 - Gun barrel (owner furnished and contractor installed) and backstop
- Public parking may be shared with the park and should be accessible to the front door of the substation.

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Notes:

- *If appropriate (as determined by DGS), advise the prospective firms that they will be required to have a directed subcontract with the County's vendor for all detention hardware and equipment in the holding cell(s). Single source with Southern Folger for doors, including hardware, frame and food pass, and bench.*
 - If the prospective firms are being advised of the required approvals that will be on the firm, note that they will be responsible for **review for and approval by Regulations by the CA Board of State and Community Corrections for compliance with Title 24 Regulations.**
 - Connecting exterior restroom(s) with public access to serve park patrons and a storage room for maintenance/supplies would be needed in addition to the Sheriff square footage. The door(s) on exterior restroom(s) should be controlled with magnetic locks on timers.
 - Cost associated with exterior restrooms shall be billed as part of the Park element.
- 3.2 The County wants to encourage design and construction creativity within the limits of the project budget, schedule, and context. The D-BE shall provide the optimal design and aesthetics in accordance with the RFP program, design guidelines and performance requirements.
- 3.3 The intent of this RFP is to produce a completed facility of commercial quality that will operate efficiently and without unreasonable architectural, structural, mechanical and electrical failure or deficiency throughout the expected life of the facilities. The design life required for the facilities shall be at least 50 years.
- 3.4 The Project includes all design work and all plan permit approvals from the County of San Diego as well as all other jurisdictional agencies. Required approvals may include but are not limited to the Department of General Services (DGS), the Department of Planning and Development Services (DPDS), the Department of Public Works (DPW), Department of Parks and Recreation (DPR), Borrego Spring Community Sponsor Group and Board of Supervisors for Park Concept Design and any required additional environmental approvals. The D-BE will be responsible for all required grading permits, construction permits, fees associated with the design and construction of the structure which shall comply with all County, DPDS, DPR and DGS inspection requirements as per the applicable code.
- 3.5 The Project scope will also include all utility permits, and fees for utilities, infrastructure, onsite improvements, abatements or demolitions, designated FF&E and will include the Hewlett Packard site activation fee of approximately \$125,000.
- 3.6 The complete Project includes the following elements: Substructure, Shell, Interiors, Services, Equipment and Furnishings, Site work, Structural, Mechanical, Plumbing, Electrical, Telecommunications, Relocation of the Existing Library Inventory and Security as to provide the County with a complete turnkey Project. The construction

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shall comply with the latest California Building Code and shall pass a Playground Safety Inspection prior to completion. Final preparation of the Project program will be completed by the D-BE. Landscaping shall include the replacement of existing landscaping, in kind and irrigation, affected by construction. Keeping in consideration occupant comfort, establish a summer and winter interior temperature and humidity set-point to utilize passive systems where feasible to reduce energy consumption. The mechanical, electrical and plumbing systems shall be designed to minimize operations and maintenance, repair costs, and be readily accessible for routine service. Energy efficient electrical systems shall be used to reduce energy consumption. All electrically-operated equipment and appliances are to be Underwriters' Laboratories (UL) listed for the application or purpose to which they are to be used.

- 3.7 Site and interior space planning shall make use of the recommended adjacencies. The D-BE shall endeavor to enhance the quality of the interior environment and minimize consumption of energy, water, construction materials, and other resources. The Project must achieve a minimum of Gold certification per current LEED NC criteria. The Project will also meet the Net Zero Energy initiative set by the Living Building Challenge and the County of San Diego. Fungus, mold, bacteria, hazardous construction materials, unsafe glazing, and all other health hazards to building occupants must be avoided. To further benefit occupant health, indoor air quality must surpass ANSI/ASHRAE 62.1-2007. Durable materials and methods of construction shall be used throughout the Project so that the functional service life of the building reaches a minimum 50 years. The Park elements shall be designs to withstand desert temperatures, high winds and blowing dust. The Building elements shall be designed and constructed to optimize energy efficiency and qualify the County of San Diego for available incentives by D-BE registering with SDGE's *Savings By Design* Program. Compliance with this requirement and installation of the agreed-upon equipment will be verified by an on-site inspection upon completion of construction. For more information regarding *Savings By Design*, please refer to the following website: <http://www.savingsbydesign.com>.
- 3.8 The D-BE shall comply with the requirements of and create a Project consistent with that analyzed in the Mitigated Negative Declaration (MND) prepared by Helix Environmental Consulting for the Borrego Springs project – Appendix E. The D-BE shall confirm all Project mitigation measures and monitoring requirements identified in the Biological Resources Letter Report, and amendments including, Biological Resources Letter Report, Greenhouse Gas and Air Quality Analysis, and Focused Traffic Impact Study– Appendix E prepared by Helix Environmental Consulting for the Borrego Springs project have been met and, if not, the D-BE shall complete the requirements.

The project shall comply with the Floodplain Management plan for The County of San Diego which includes measures such as elevating the lowest floor above highest adjacent grade to a specified level: placing mechanical and utility equipment above

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the depth of flooding, provide adequate drainage paths around structures on the slopes to guide floodwater around and away from proposed structures: and not deflecting flood flow onto adjacent properties. See MND for additional Floodplain requirements.

In accordance with the Borrego Water District demand offset mitigation water credits policy, the DB-E shall provide required water credits on this project. See MND for additional water credit requirements.

- 3.9 It is the D-BE's responsibility to ensure the Project's full compliance with all storm water requirements.

4.0 BACKGROUND AND OVERVIEW

- 4.1 The process to select the Design-Build Entity (D-BE) to implement this Project is comprised of two steps:

- a. Step One is the Request for Statement of Qualifications (RFSQ). Qualifications are reviewed to select D-BEs invited to participate in Step Two. Step One has been completed and three (3) D-BEs have been prequalified to receive this RFP.
- b. Step Two is the Request for Proposals (RFP), Design-Build competition, and selection. This RFP initiates Step Two.

- 4.2 The selected D-BE will enter into a contract in substantially the same form as the contract in Exhibit G of this RFP to design and construct the Project for the County. Any questions or proposed revisions to the contract must be submitted prior to the Questions deadline to be considered. There is no certainty that questions will receive a response or a favorable determination in negotiations. The contract for design-build services will include a detailed scope of work for design and construction services. The County and its consultants will oversee the design and construction of the facilities.

- 4.3 The County has developed with the Stakeholders the programming and space requirements of the Project, which includes adjacencies and performance criteria to ensure that the end user is satisfied that the RFP adequately describes the intended program and Project requirements. Any conceptual plans included for reference in this RFP are not "bridging" documents, but are provided as an example of one approach to these program criteria and site constraints. The D-BE's architect will be the Architect-of-Record.

4.4 Firms Associated with Project

The County of San Diego engaged the following Architect/Engineering firm(s) with its subcontractors, or other firms, to provide programming and space requirements and other related supporting technical documents or services for this procurement:

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Helix Environmental 7578 El Cajon Blvd, La Mesa, CA 91942	CTE 1441 Montiel Rd #115, Escondido, CA 92026
Brummitt Energy Associates 777 Hwy 101 #203, Solana Beach, CA 92075	

The firms listed above have been associated with this Project and are provided for informational purposes only. This list is not intended to be relied on for purposes of compliance with any conflict of interest rules or applicable laws or regulations affecting this Project. The D-BE is solely responsible for due diligence in identifying and avoiding all potential conflicts of interest related to contracting for, and construction of, this Project.

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P&C 600 FORM
THIS IS NOT AN ORDER
MAIL OR DELIVER YOUR PROPOSAL TO:
County of San Diego Department of Purchasing and Contracting
5560 Overland Avenue, Suite 270, San Diego, CA 92131-1699

FOR INFORMATION, PLEASE CONTACT:
Kymeshia Morris, Procurement Contracting Officer (PCO)
EMAIL ADDRESS: Kymeshia.Morris@sdcounty.ca.gov

Proposals shall be *received* at the above address
prior to **3:00 PM LOCAL TIME**
January 5, 2017

SUBMIT TECHNICAL AND PRICE PROPOSALS IN SEPARATE SEALED ENVELOPES OR PACKAGES MARKED ON THE OUTSIDE WITH "RFP 7762" AND THE PROPOSER'S NAME AND ADDRESS.

DESCRIPTION

The County of San Diego (County) is requesting Design Proposals from Design-Build Entities (D-BE) qualified to design and construct a new branch library, County Park and Sheriff Office for the County of San Diego to serve the Town of Borrego Springs and surrounding areas ("Project").

The Pre-Proposal Conference is schedule at 10:30 A.M., November 9, 2016 at the Department of General Services, 5560 Overland Avenue, 4th Floor, Suite 410, San Diego, CA 92123. Please submit all questions by e-mail to the Project Manager and Procurement Contracting Officer by 4:00 PM, December 19, 2016.

TYPE OR USE BLACK INK TO COMPLETE THE D-BE INFORMATION BELOW

D-BE hereby **acknowledges** receipt of RFP 7762 and Addenda Number [] through [].

D-BE INFORMATION

(print legibly)

D-BE Name: _____

Street: _____
City/State/Zip: _____

Phone No: () _____ Fax No: () _____

E-Mail Address: _____

AUTHORIZATION FOR OFFER

(must be signed):

By: _____
Signature Offer date

Name: _____
(print legibly)

Title: _____

Contact Person: (If other than above - print legibly)

Name: _____ Title: _____ Phone No: () _____ FAX: () _____

Email address: _____

NOTE: RFPs, associated documents and addenda may be obtained from the Department of Purchasing and Contracting at the address listed above or by downloading from the department's Website "BuyNet" at <http://buynet.sdcounty.ca.gov>. It is the D-BE's responsibility to periodically check the Website for addenda that may be issued to implement changes or clarification to the RFP, prior to the due date.

SUBMIT THIS COMPLETED FORM AS PAGE ONE OF THE PROPOSAL

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DEPARTMENT OF GENERAL SERVICES
DESIGN-BUILD FOR THE BORREGO SPRINGS BRANCH LIBRARY,
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SECTION A – RFP INFORMATION & SUBMITTAL FORMS

County of San Diego
 Department of Purchasing and Contracting
REPRESENTATIONS AND CERTIFICATIONS

The following representations and certifications are to be completed, signed and returned with the offer (the term "offer" includes bids, proposals, quotes or any other submission to provide goods and/or services).

1. **BUSINESS TYPE**
 For-profit Non-profit Government
 Attach proof of status for Non-profit.
2. **INTERLOCKING DIRECTORATE**
 In accordance with Board of Supervisors Policy A-79, if Offeror is a non-profit as indicated in paragraph 1 above, Offeror is required to identify any related for-profit subcontractors in which an interlocking directorate, management or ownership relationship exists. If Offeror is a non-profit and will be subcontracting with a related for-profit entity, Offeror must list all such entity(ies) on an attached separate sheet, and authorization must be sought from Board of Supervisors. If Offeror is a non-profit and does not submit such a list, Offeror certifies it has no and will not enter into a subcontract relationship with a related for-profit entity.
3. **BUSINESS REPRESENTATION**
 Offeror represents as a part of this offer the following information regarding the ownership, operation, and control of its business:
 - 3.1. Are you a local business with a physical address within the County of San Diego? Yes No
 - 3.2. Are you certified by the State of California as a:
 - Disabled Veteran Business Enterprise (DVBE)
 Certification #: _____
 - Small Business Enterprise (SBE)
 Certification #: _____
 - 3.3. Are you certified by the U.S. Dept Of Veterans' Affairs as:
 - Veteran Owned Small Business (VOSB)
 Certification # _____
 - Service Disabled Veteran Owned Small Business (SDVOSB)
 Certification # _____
 - 3.4. Estimated percentage of work in this offer to be performed or fulfilled locally (within the geographic boundaries of the County of San Diego): _____ %
4. **DEBARMENT, SUSPENSION AND RELATED MATTERS**
 - 4.1. Offeror hereby certifies to the best of its knowledge that neither it nor any of its officers:
 - 4.1.1. Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.
 - 4.1.2. Have within a three (3) year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - 4.2. Except as allowed for in Section 4.2.4, Offeror hereby certifies to the best of its knowledge that neither it nor any of its officers:
 - 4.2.1. Are presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state, or local) with the commission of any of the offenses enumerated in paragraph 4.1.2 of this certification;
- 4.2.2. Have within a three (3) year period preceding this agreement had one or more public transactions (federal, state or local) terminated for cause or default;
- 4.2.3. Are presently the target or subject of any investigation, accusation or charges by any federal, state or local law enforcement, licensing or certification body.
- 4.2.4. If Offeror is unable to certify any of the facts set forth in Sections 4.2.1, 4.2.2 or 4.2.3, it certifies that it has listed on a separate sheet(s) attached to this Representations and Certifications each fact that it cannot certify and the reason it cannot do so. That information must include the specific relevant facts (date(s), contract(s) and individual(s) involved, status of action(s), and any other relevant information) that prevent it from making the requested certifications. The County reserves the right to disqualify an Offeror based upon information disclosed.
- 4.3. Offeror has a continuing duty to disclose information until contract award/execution and shall report in writing to the County Department of Purchasing and Contracting within five business days of knowing or have any reason to know any change in status as certified in the preceding paragraphs 4.1 and 4.2.
- 4.4. If Offeror or any of its subcontractors, agents or consultants, have previously contracted with the County to perform related work on this project (e.g. preparing components of the statement of work or plans and specifications for this project), Offeror shall identify those previous agreement(s) and submit that list along with the proposal. Other than as may be submitted on said list, Offeror certifies to the best of its knowledge that it and its proposed subcontractors, agents and consultants have not previously contracted with the County to perform work on or related to this project.
5. **CURRENT COST OR PRICING**
 Offeror certifies to the best of its knowledge that cost and/or pricing data submitted with this offer, or specifically identified by reference if actual submission of the data is impracticable, are accurate, complete, and current as of the date signed below.
6. **INDEPENDENT PRICING**
 Offeror certifies that in relation to this procurement:
 - 6.1. The prices in this offer have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with other offerors, with any competitors, or with any County employee(s) or consultant(s) involved in this or related procurements;
 - 6.2. Unless otherwise required by law, the prices that have been quoted in this offer have not been knowingly disclosed by the Offeror and will not knowingly be disclosed by the Offeror prior to opening, in the case of a bid, or prior to award, in the case of a proposal, directly or indirectly to any other Offeror or to any competitor; and
 - 6.3. No attempt has been made or will be made by the Offeror to induce any other person or firm to submit or not to submit an offer for the purpose of restricting competition.
7. **TAX INFORMATION**
 The Offeror understands that prior to receiving a contract award from the County, the Offeror must submit a completed IRS W-9 form to provide a Federal Tax ID number, or if not available, to provide a Social Security Number (SSN).

CERTIFICATION

The information furnished in Paragraphs 1 through 7 and in the accompanying offer is certified to be factual and correct as of the date submitted and this certification is made under penalty of perjury under the laws of the State of California.

Name: _____ Signature: _____
 Title: _____ Date: _____
 Company/Organization: _____

SUBMIT THIS FORM AS DIRECTED IN THE REQUEST FOR SOLICITATION DOCUMENTS OR WITH THE OFFER

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NONDISCLOSURE INDEMNIFICATION AG

IF OFFEROR SUBMITS EXHIBIT CONFIDENTIAL/PROPRIETARY, THE FOLLOWING NONDISCLOSURE INDEMNIFICATION AGREEMENT MUST BE COMPLETED, SIGNED AND RETURNED WITH THE OFFER

This indemnification agreement (“Agreement”) is made and entered into by and between the County of San Diego (“County”) and Offeror Company/Organization Name: _____ (“Offeror”) with reference to the following facts:

WHEREAS the County may receive a request for disclosure of Offeror’s submission under the California Public Records Act, Government Code Section 6250, et seq.; and

WHEREAS, Offeror has included in its submission an exhibit entitled “*EXHIBIT – CONFIDENTIAL/PROPRIETARY*” containing records that Offeror has determined to constitute trade secrets or other proprietary information exempt from disclosure under the California Public Records Act; and

WHEREAS the County requires defense and indemnity from Offeror for the County’s ongoing non-disclosure of Offeror’s *EXHIBIT-CONFIDENTIAL/PROPRIETARY*;

NOW, THEREFORE, for good and valuable consideration and the mutual promises contained herein, the parties agree to the following:

1. The above recitals are incorporated herein by this reference.
2. Except as otherwise provided herein, the County will not release Offeror’s *EXHIBIT-CONFIDENTIAL/PROPRIETARY* based on Offeror’s representation that the records contained therein are proprietary and exempt from disclosure under the California Public Records Act and/or are trade secrets as that term is defined in Government Code Section 6250, et seq. Notwithstanding the foregoing, however, the County may release Offeror’s *EXHIBIT-CONFIDENTIAL/PROPRIETARY* in the event of any of the following:
 - a. Offeror fails to comply with the terms and conditions of this Agreement; or
 - b. Offeror provides the County with written notice that some or all of the records may be released; or
 - c. A court of competent jurisdiction orders the County to release the records and the County has exhausted or waived its appeal rights.
3. To the fullest extent allowed by law, the County shall not be liable for, and Offeror shall defend and indemnify County and its Board of Supervisors, officers, directors, employees and agents of County (collectively “County Parties”), against any and all claims, demands, liability, judgments, awards, fines, mechanics’ liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorneys’ fees (whether incurred by County attorneys or attorneys employed by County) and court costs (hereinafter collectively referred to as “Claims”), related to Offeror’s *EXHIBIT-CONFIDENTIAL/PROPRIETARY*.
4. Offeror waives any and all claims in law or equity and hereby releases the County Parties from any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics’ liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorneys’ fees and court costs, which arise out of or are in any way connected to Offeror’s *EXHIBIT-CONFIDENTIAL/PROPRIETARY*.

TO BE COMPLETED BY AN AUTHORIZED REPRESENTATIVE OF THE OFFEROR

Offeror Company/Organization Name: _____

Authorized Representative Name: _____

Authorized Representative Title: _____

Signature: _____

Date: _____

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SUBMIT THIS COMPLETED FORM AS PAGE TWO OF THE PROPOSAL

PRICE PROPOSAL

PRICE PROPOSAL MUST BE SUBMITTED IN A SEPARATE SEALED ENVELOPE

1. In no event shall the GMP exceed the County provided ceiling of \$11,250,000 for the Project inclusive of allowances for Public Art, FF&E and Photo Voltaics (PV). The GMP may be less than \$11,250,000. D-BEs shall make their best effort to provide their best price for all the work. Proposals submitted with a GMP greater than the amount established for the Borrego Springs Project under this RFP will be given a score of zero (0) for the pricing criterion of the evaluation.
2. Since each element (Library, Park and Sheriff) of the project will come from a different County funding source, the D-BE will provide separate billing during design and construction. Labor compliance will also be monitored separately for each of the project elements. Any item deemed to be shared between any two of the project elements will be split according (example- if all three project elements share an item then the spit would be into thirds and in half if only used by two project elements).
3. D-BE shall provide one Guaranteed Maximum Price (GMP) for the entire project. The GMP shall include all of the cost detail and breakdown as defined in the Price Proposal forms. D-BE shall fill out a Price Proposal for each element of the Project (Library, Park and Sheriff).
4. The Price Proposal must represent and include all items of the Technical Proposal and Performance Criteria and must stay valid for 150 calendar days after the Due Date and Time.
5. The design and construction of the facility shall be completed in a Guaranteed Maximum Price (GMP) contract and include all requirements set forth in this RFP. This is not to be construed as a stipulated sum, subject to change, but rather a true guaranteed not-to-exceed maximum cost.
6. The County recognizes that there may be unforeseeable conditions that could impact the Project costs. These costs for unforeseeable conditions will be excluded from the GMP in accordance with the terms of the contract.
7. All other work, not included in the scope of work but deemed necessary or desirable by the D-BE, should be included and highlighted in the Project Schedule and the Price Proposal Form.
8. Scoring of the pricing criteria will be based on the best value to the County.

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9. The D-BE is cautioned that direct and indirect rate information if supplied with their Proposals may be subject to the California Public Records Act. See “Proprietary Information”.

infostores

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LIBRARY PRICE PROPOSAL

Name of Design-Build Entity: _____

Design, Professional and Consulting Services		\$
General Conditions		\$
Construction		\$
Contract Contingency		\$
Other work not covered above		\$
ALLOWANCES:		
Furniture, Fixtures & Equipment		\$750,000
Curb, Gutter and Sidewalk Street Improvements		\$100,000
Owner Controlled Insurance Program (OCIP), see Exhibit F		\$150,000
Coordination, Develop Art RFP, Support design/engineering and Installation of Donated Art or Fixtures including \$70,000 allowance for Public Art.		\$ 80,000
Hewlett Packard/AT&T site activation fee		\$125,000
ZNE Photovoltaic System		\$300,000
TOTAL PROPOSED BASE PRICE (GMP) (Including base project and allowances)		\$
VALUE-ADDED ENHANCEMENTS		INCLUDED IN GMP
	COST	(Yes or No)
1	Donor wall feature	
2	Covered/shaded Parking	
3	Infrastructure for coffee cart in lobby area. (plumbing, electrical, floor drain, POS, etc)	
4	Ability to lock off portions of the Library when not in use.	
5		
6		
7		
8		

Certify that Proposal meets or exceeds Performance Criteria within the Guaranteed Maximum Price by signing below.

NAME _____ TITLE _____

SIGNED _____ DATE _____

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PARK PRICE PROPOSAL

Name of Design-Build Entity: _____

Design, Professional and Consulting Services		\$
General Conditions		\$
Construction		\$
Contract Contingency		\$
Other work not covered above		\$
ALLOWANCES:		
TOTAL PROPOSED BASE PRICE (GMP)		\$
VALUE-ADDED ENHANCEMENTS		COST
		INCLUDED IN GMP (Yes or No)
1	Shaded Exercise Equipment Area	
2	Basketball/Pickleball Court	
3	Bocce Courts with Shade	
4	Lawn Bowling Green with Synthetic Turf	
5	Additional Pavilions	
6	Art for the Meditative/Memorial/Sculpture Area	
7		
8		

Certify that Proposal meets or exceeds Performance Criteria within the Guaranteed Maximum Price by signing below.

NAME _____ TITLE _____

SIGNED _____ DATE _____

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SHERIFF OFFICE PRICE PROPOSAL

Name of Design-Build Entity: _____

Design, Professional and Consulting Services		\$
General Conditions		\$
Construction		\$
Contract Contingency		\$
Other work not covered above		\$
ALLOWANCES:		
Coordination, Support design/engineering and Installation of Donated Art or Fixtures including \$3,500 allowance for Public Art.		\$4,000
TOTAL PROPOSED BASE PRICE (GMP) (Including base project and allowances)		\$
VALUE-ADDED ENHANCEMENTS		COST
		INCLUDED IN GMP (Yes or No)
1	Off the electrical grid building.	
2		
3		
4		
5		
6		
7		
8		

Certify that Proposal meets or exceeds Performance Criteria within the Guaranteed Maximum Price by signing below.

NAME _____ TITLE _____

SIGNED _____ DATE _____

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SECTION B – RFP INSTRUCTIONS & REQUIREMENTS

1.0 RFP TERMS AND CONDITIONS

1.1 RFP PROCESS OVERVIEW

- 1.1.1 The RFP will be made available at the Department of Purchasing and Contracting at 5560 Overland Avenue, Suite 270 San Diego, CA 92123, or by downloading from the County’s website at <http://buynet.sdcountry.ca.gov> (BuyNet). It is the D-BE’s responsibility to periodically check the website for addenda that may be issued to implement changes or clarification to the RFP prior to the Due Date and Time. The County will host a pre-proposal conference. The date, time, and location for the pre-proposal conference can be found in the Cover Letter to this RFP and on BuyNet under NOTICES on the Request for Bid or Proposals page.
- 1.1.2 Diligence Material, if provided, is subject to the following disclaimer:
Neither the County nor any of its agents, advisors, or representatives has made or makes any representation or warranty, express or implied, as to the accuracy or completeness of the Diligence Material. Without limiting the generality of the foregoing, the Diligence Material may include certain assumptions, statements, estimates, and projections provided by or with respect to the County. Such assumptions, statements, estimates, and projections reflect various assumptions made by the County, which assumptions may or may not prove to be correct. No representations are made by the County as to the accuracy of such assumptions, statements, estimates, or projections.
- 1.1.3 D-BE’s Inquiries and County Responses. All contacts from a D-BE related to this RFP or its Proposal must be directed by email to the County’s Procurement Contracting Officer and Project Manager. D-BEs should not attempt to contact any other County personnel about this RFP unless authorized by the Procurement Contracting Officer.
- 1.1.4 Written addenda to the RFP will be issued to provide clarifications, corrections, or to answer questions and will be posted on BuyNet.
- 1.1.5 Proposals will be evaluated by a Source Selection Committee (SSC) appointed by a Source Selection Authority (SSA).
- 1.1.6 The County of San Diego Procurement Contracting Officer will notify all D-BEs and post a “Notice of Intent to Award” for five (5) business days after receipt and approval of the SSA’s recommendation to award. The Office of Purchasing and Contracting will notify all D-BEs of the status of each Proposal, prior to posting the “Notice of Intent to Award”.

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1.2 KNOWLEDGE OF RFP AND CONDITIONS

1.2.1 Before submitting a Proposal, D-BEs shall carefully read all sections of this RFP, including all forms, schedules, exhibits, and attachments, and shall fully inform themselves as to all conditions and limitations.

1.3 DUTY TO INQUIRE

1.3.1 Should a D-BE find discrepancies in or omissions from the RFP, plans, specifications, contract, or other documents, or should the D-BE be in doubt as to their meaning, the D-BE shall at once notify the Project Manager and Procurement Contracting Officer by email. Clarifications or corrections will be issued by addendum posted on the County's "BuyNet" website. It is the D-BE's responsibility to periodically check the website for such addenda. The D-BE shall also be solely responsible to assure all written questions and RFIs are adequately addressed prior to submittal of their Proposal. Any RFI or other written request from a D-BE that was not answered or lost for any reason shall be considered deleted from further consideration after the RFP submittal date. The County will not be responsible for any oral instructions nor for any written materials provided by any person other than the Procurement Contracting Officer or his/her designee. Responses may not be provided to questions received after the date stated in the Cover Letter.

1.4 SUBMISSION OF PROPOSAL

1.4.1 Proposals must be submitted and received at the front desk of Purchasing and Contracting by the Due Date and Time specified in the Cover Letter to this RFP.

1.4.2 It is understood and agreed upon by the D-BE in submitting a Proposal that the County has the right to withhold all information regarding this procurement until after contract execution, including but not limited to: the number received, competitive technical information, competitive price information, and the County evaluation concerns about competing Proposals. Information releasable after contract execution is subject to the disclosure requirements of the Public Records Act, California Government Code Section 6250 and following.

1.4.3 D-BEs shall provide all materials required in this RFP.

1.4.4 The Proposal shall provide clear and sufficient detail to enable the SSC to evaluate the responsiveness and quality of the proposal to each of the RFP requirements listed in "Submittal Requirements". Although some factors are

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weighted more important than others, all factors are considered necessary for an acceptable Proposal.

1.5 SIGNATURE

- 1.5.1 Proposals shall be signed by an authorized officer or employee of the submitting organization who has actual authority to contractually bind the organization. The name and title of the authorized officer or employee, and the address, phone, and fax number of the organization shall be included. Obligations committed to by such signatures shall be binding.

1.6 PROPRIETARY INFORMATION

- 1.6.1 All response documents, including design ideas and concepts, become the property of the County and subject to Public Records Act requirements set forth in California Government Code Section 6250 et seq. D-BEs are encouraged to clearly mark any documents “CONFIDENTIAL” that they deem to be confidential before submission to the County. However, documents provided will only be kept confidential to the extent permitted by law.

1.7 UNNECESSARILY ELABORATE INFORMATION

- 1.7.1 Unnecessarily elaborate brochures, visual or other presentations, art work, paper and binding beyond those sufficient to present a complete and effective Proposal are neither necessary nor desired.

1.8 EVALUATION AND SELECTION

- 1.8.1 Proposals will be evaluated based upon the information provided in response to the “Submittal Requirements” and “Evaluation of Proposals” and any other information known to the County. This information may be provided by written material, electronic means, or as represented in any of the oral presentations.
- 1.8.2 The SSC will invite each D-BE to make one mid-course presentation to the County at date, time, and location determined by the County. A second mid-course presentation may be required if requested by the County. The purpose of such presentations is to provide the D-BEs with opportunities to seek clarifications of the RFP requirements specific to the development of their Proposals. The mid-course presentations will not be scored or evaluated. Any draft or in-progress designs or ideas presented at the mid-course presentations will be kept confidential during the solicitation period. If discrepancies in or omissions from the RFP documents are raised during the mid-course

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presentations, clarifications or corrections will be issued by addendum posted on BuyNet.

- 1.8.3 After the D-BEs submits their Proposal, the SSC will invite each D-BE to make a Presentation to the County at a date, time, and location determined by the County. The purpose of such Presentations will be to allow the D-BEs to present their proposed solutions to the County, to outline the key points in their Proposals, and to clarify any questions that the SSC has regarding their Proposal. No additional verbal proposal “enhancements”, “changes”, “modifications”, “revisions” or “corrections” to the Proposal will be allowed or considered. The Proposals as submitted will remain the source of the RFP evaluations. The purpose of this presentation is for the D-BEs to “describe” their Proposals to make sure the SSC has not overlooked any salient points or details of the Proposals that were not readily evident. The SSC may request the clarification be submitted as “Addenda” to D-BE’s Proposal.
- 1.8.4 The evaluation shall include the list of criteria contained in “Submittal Requirements” and “Evaluation Factors” below.
- 1.8.5 The County reserves the right to request clarification and/or request additional information from D-BEs if necessary. Such clarifications and/or additional information shall be submitted by the D-BEs as an addendum to the Proposal upon request of the Procurement Contracting Officer. However, since no additional input may be required, D-BEs are advised to submit complete information in the Proposal.
- 1.8.6 The SSA may, at its sole discretion, authorize the Procurement Contracting Officer to enter into negotiations with any D-BEs found to be in the competitive range.
- 1.8.7 Best and Final Offer (BAFO) requests may be issued at the discretion of the SSA. The Negotiation Committee shall review BAFOs, if requested, and make an award recommendation to the SSA. BAFOs may not be required. The SSC may make an award recommendation based solely on the Proposals.
- 1.8.8 Upon posting of the “Notice of Intent to Award”, the Procurement Contracting Officer will enter into contract negotiations with, and upon the successful completion of negotiations, award a contract to, the D-BE whose Proposal has been ranked first by the County on the basis of best value to the County.

1.9 SCORING AND RANKING

The scoring is based on evaluation of the Proposal as measured against the Scoring Criteria. Proposals will be evaluated and ranked from the most advantageous to the least advantageous to the County. A Notice of Intent to Award the design-build contract shall

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be made to the responsible D-BE whose Proposal is determined by the County to be the best value based on the evaluation factors included in this RFP.

1.10 COUNTY COMMITMENT AND RIGHTS

- 1.10.1 The County shall have the right to reject or accept any Proposal or offer, or any part thereof (e.g. any component of any proposed solution), for any reason whatsoever, at its sole discretion.
- 1.10.2 Except as stipulated in the stipend provision of this RFP (Section C, 2.0.6), this RFP does not commit the County to award a contract, nor does it commit the County to pay any cost incurred in the submission of the Proposal, or in making necessary studies or designs for the preparation thereof, nor procure or contract for services or supplies. Further, no reimbursable cost may be incurred in anticipation of a contract award.
- 1.10.3 The County reserves the right to terminate this RFP at any time.
- 1.10.4 No prior, current, or post award verbal conversation or agreement(s) with any officer, agent, or employee of the County shall affect or modify any terms or obligations of this RFP, or any contract resulting from this procurement.
- 1.10.5 The County reserves the right to waive any informality or irregularity in the Proposals submitted.
- 1.10.6 Proposals shall become the property of the County. The County reserves the right to incorporate any design ideas and concepts, construction materials, or delivery methods that are presented by D-BEs that are not selected for the Project.
- 1.10.7 The County reserves the right to accept or reject any alternates individually as found to be most advantageous to the County.
- 1.10.8 The County reserves the right to eliminate a D-BE from the list of qualified firms if it is determined that the qualifications were misrepresented in Step One of this process, response to the RFSQ.
- 1.10.9 If the final negotiation of the contract with the highest ranked D-BE is not successful, the County may terminate the negotiations and begin negotiations with the next highest ranked D-BE. This process shall be continued until a satisfactory contract can be negotiated or until the County elects to reject all Proposals.
- 1.10.10 If for any reason prior to entering into the contract it becomes necessary to terminate the RFP, the County may do so as follows:
- a. Prior to Due Date and Time:** No obligation of a stipend payment.

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- b. After Due Date and Time but Prior to Contract Award:** Stipends shall be distributed to D-BEs who have submitted a Responsive Proposal.

1.11 LATE, MODIFIED, OR WITHDRAWN PROPOSALS

- 1.11.1 Late submissions of a Proposal cannot be considered unless it is the only one received or there was mishandling on the part of the County of San Diego Purchasing and Contracting staff. Proposals must be received at the Purchasing and Contracting front counter by the identified Due Date and Time.
- 1.11.2 Any modification of a Proposal, except a modification resulting from the Procurement Contracting Officer's request for BAFO, is subject to the same conditions as the initial submission.
- 1.11.3 Proposals may be withdrawn by written notice received at any time prior to the Contract Award. Proposals may be withdrawn in person by a D-BE or its authorized representative, provided the authorized representative's identity is made known and the representative signs a receipt for the Proposal prior to the Due Date and Time.

1.12 NON-RESPONSIVE PROPOSALS

- 1.12.1 Any Proposal may be construed as non-responsive and ineligible for consideration if it does not comply with the requirements of the RFP. Failure to comply with the technical features and acknowledgment of receipt of addenda are common causes for holding a Proposal non-responsive. Proposals submitted with a GMP greater than the amount established for the Borrego Springs Library Project under this RFP will be given a score of zero (0) for the pricing criterion of the evaluation.

1.13 PROTEST PROCEDURE

- 1.13.1 County policy requires that contracts resulting from a negotiated procurement shall be awarded only after a notice of the proposed award has been posted in a public place. Any protest resulting from this qualification process is to be processed as prescribed in the County of San Diego Board of Supervisors Policy A-97.

1.14 TAX INFORMATION

In compliance with California Revenue and Taxation code section 18662, if you are a nonresident of California (out-of-state invoices) who receives California source income, the County will pay California Use Tax directly to the State of California per permit no. SR FH 25-632384. Fifteen (15) business days prior to the first payment, new suppliers or suppliers with

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expired forms or forms with incorrect information, must submit new forms to the County (forms are available from the Franchise Tax Board website listed below).

Under certain circumstances you may be eligible for reduced or waived nonresident withholding. If you have already received a waiver or a reduced withholding response from the State of California and the response is still valid, submit the response to the County in lieu of the forms. Failure to submit the required forms will result in withholding of payments. Refer to the Franchise Tax Board websites (listed below) for tax forms and information on nonresident withholding, including waivers or reductions. The County will not give you any tax advice. It is recommended you speak with your tax adviser and/or the State of California for guidance.

Franchise Tax Board Websites:

<http://www.ftb.ca.gov>

http://www.ftb.ca.gov/individuals/Withholding_Definitions.shtml

http://www.ftb.ca.gov/individuals/wsc/Processing_Changes_for_2010.shtml

http://www.ftb.ca.gov/individuals/wsc/forms_and_publications.shtml

http://www.ftb.ca.gov/individuals/wsc/decision_chart.shtml

Submit forms to the Auditor & Controller via fax at (858) 694-2060 or mail originals to: County of San Diego, 5530 Overland Avenue, Suite 410, San Diego, CA 92123. The P.O. Number or Contract Number (if available) and “California Revenue and Taxation Code Section 18662” must appear on fax cover sheet and/or the outside of the mailing envelope.”

1.15 DEBRIEF

When a D-BE has been notified by the Procurement Contracting Officer that its Proposal is no longer being considered, the D-BE may request a “debriefing” from the Procurement Contracting Officer solely about the findings on its Proposal (with no comparative information about Proposals submitted by others).

1.16 NEWS RELEASES

1.16.1 D-BEs shall not issue any news release pertaining to this RFP without prior written approval of the County’s Contracting Officer, which may be withheld in such Officer’s sole discretion. D-BEs shall provide County a minimum of two (2) business days’ notice for such approval.

1.17 CLAIMS AGAINST THE COUNTY

1.17.1 Neither a D-BE’s organization nor any of its representatives shall have any claims whatsoever against the County or any of its respective officials, agents, or employees arising out of or relating to this RFP or these procedures (other

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than those arising under a contract with the D-BE's organization in accordance with the terms thereof).

1.18 EVENTS

1.18.1 The timing and sequence of events resulting from this RFP shall ultimately be determined by the County.

2.0 PROPOSAL ORGANIZATION REQUIREMENTS

2.1 PROPOSALS MUST BE ORGANIZED IN THE FOLLOWING MANNER:

- a. A completed P&C 600 Form shall be the first page of the Proposal (1 page, See Attached form).
- b. A completed Representations and Certifications Form shall be the second page of the Proposal (1 page, See Attached form).
- c. A Cover Letter may be provided at the D-BE's discretion.
- d. A Table of Contents shall be provided.
- e. All "Submittal Requirements" must be in the order in which they appear in the RFP and Tabbed as noted.
- f. Price Proposals sheets shall be submitted in a separately sealed envelope by the due date and time indicated in this RFP.

2.2 THE PROPOSAL MUST BE SUBMITTED IN THREE-RING BINDERS OR SPIRAL-BOUND DOCUMENTS.

The front of the binders must indicate the RFP 7762 and D-BE's name and address in the format noted in the Cover Letter of the RFP.

2.3 SUBMIT TO THE COUNTY OF SAN DIEGO DEPARTMENT OF PURCHASING AND CONTRACTING:

- a. One (1) binder with original signed technical proposal clearly marked as "Original". The Proposal document shall not be more than 75 (excluding product specifications) pages for each project element including Cover letter, drawings, narratives and Forms.
- b. Five (5) copies of technical proposals clearly marked as "Technical Proposals – Copies".
- c. The Price Proposals shall be submitted in a sealed envelope with the original price proposal clearly marked as "Original".

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All envelopes should be clearly marked on the exterior with “**RFP 7762**”. Include the name and address of the D-BE on each envelope. Failure to submit the required number of copies in the manner noted above may result in a finding of non-responsive.

- 2.4** The proposal shall be in the required format with all forms, answers and attachments sequentially numbered to correspond to the applicable question or requirement.
- 2.5** The Submittal Requirements for the Proposal shall include the completed submittal forms along with content in the formats noted. The Proposal shall be typed and be concise but comprehensive. The Proposal shall not include promotional material of any kind. The Proposal shall be in accordance with the requirements discussed herein.

3.0 PROPOSAL SUBMITTAL REQUIREMENTS

3.1 LIBRARY DESIGN DOCUMENTS TO BE PROVIDED IN RFP RESPONSE – TAB 1 (Tabs 1-12 combined value up to 80 points)

- 3.1.1** D-BEs shall develop and submit a 3D/perspective representation of their design which can be prepared utilizing a Building Information Modeling (BIM) system, a combination of AutoCAD and Sketch Up, or hand drawn sketch to illustrate their proposal.
- 3.1.2** In order to reduce the costs and effort by the D-BE of preparing a proposal, the design and systems submittals are to be at a Basis of Design level. Basis of Design (BOD) narrative should describe the technical approach planned for the project as well as the design parameters and assumptions to be used, to establish the design criteria, outline the system design, equipment and component design features, as well as the performance characteristics consistent with those criteria. The BOD documents create the framework for the detailed design, construction documents, and construction specifications, and are to represent the objectives of the owner, project architect, engineers, and consultants in terms of design features, systems functionality, and performance.
- 3.1.3** Drawings are to be limited to those listed in section 3.1.4, and are to be at a conceptual design level, sufficiently depicting project scope, building design showing spaces and functional adjacencies, scale and relationships among the components of the project to show an understanding of the project and its objectives.
- 3.1.4** Provide drawings and other documents to communicate the proposed design and systems. All proposal drawings shall be submitted as defined by this RFP. All drawings are to be to scale; plans and elevations are to be dimensioned. Drawings are not to be larger than 11” x 17”, which will be acceptable if folded to 8½” x 11” and included in the binders. Conceptual plans:

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- a. The site plan showing conceptual grading plan and on- and off-site improvements
- b. Floor plan(s) with all developed spaces
- c. Roof plan(s) with any major roof mounted equipment
- d. Two representative exterior elevations with material textures and colors
- e. 3D/perspective representation of the design per 3.1.1.

3.2 OTHER LIBRARY DOCUMENTS TO BE PROVIDED IN RFP RESPONSE – TAB 2 (Tabs 1-12 combined value up to 80 points)

- 3.2.1 Architectural: Provide a BOD narrative (up to 2 single-sides or 1 double-sided, 8 1/2” x 11”) description of the program spaces and architectural finishes to be proposed. Include Lobby, Community Space and Marketplace, Children’s, Teens and Adult spaces.
- 3.2.2 Structural: Provide a BOD narrative (up to 2 single-sides or 1 double-sided, 8 1/2” x 11”) description of the structural system to be proposed.
- 3.2.3 Mechanical and Plumbing: Provide a BOD narrative (up to 2 single-sides or 1 double-sided, 8 1/2” x 11”) description of the mechanical and plumbing systems to be proposed.
- 3.2.4 Electrical/Lighting Design: Provide a BOD narrative (up to 4 single-sides or 2 double-sided, 8 1/2” x 11”) with a description of the systems to be proposed for power, lighting, low voltage, controls, and fire life/safety.
- 3.2.5 Landscaping: Provide a BOD narrative (1 page, single side, 8 1/2” x 11”) describing the replacement of landscaping and irrigation modified or removed to accommodate new construction.
- 3.2.6 Theming: Provide a BOD narrative (up to 1 page, single side, 8 1/2” x 11”) describing the theme for the Children’s’ Area. Include one 3D conceptual presentation drawing of the proposed theme.
- 3.2.7 Acoustical: Provide a BOD narrative (up to 1 page, single side, 8 1/2” x 11”) describing the acoustical design and systems proposed.
- 3.2.8 Multi-Media setup in the Library Community Room: Provide a BOD narrative (up to 1 page, single side, 8 1/2” x 11”) The D-BE shall describe in the proposal the intended multi-media system and setup. The intended FFE components, A/V equipment, performance lighting, gaming equipment etc. required to complete the installation shall be identified in the FFE list for the Library Community Room.

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3.2.9 Net Zero Energy: Provide a BOD narrative and preliminary building energy model (up to 4 pages, single sided, 8 1/2" x 11") describing how the design meets the current Living Building Challenge of NZE.

3.3 LIBRARY SPECIFICATIONS TO BE PROVIDED IN RFP RESPONSE – TAB 3 (Tabs 1-12 combined value up to 80 points)

3.3.1 Provide specifications in CSI Master Format divisions. Complete BOD level outline specifications for all elements of the Proposal including Exterior Material and Finishes, Mechanical, Electrical, Lighting, Plumbing Equipment and Fixtures, Interior Finishes and other items which may include photo/cut sheets of select proposed fixtures and equipment.

3.4 LIBRARY TECHNICAL DESIGN – TAB 4 (Tabs 1-12 combined value up to 80 points)

3.4.1 A BOD narrative (up to 6 single-sides or 3 double-sided, 8½" x 11") description of the design. Address how the design achieves the programmatic goals and performance requirements for the project. Clearly convey the design intent and philosophy of the design and how it achieves the County's goals for a Library of the Future.

3.5 SHERIFF OFFICE DESIGN DOCUMENTS TO BE PROVIDED IN RFP RESPONSE – TAB 5 (Tabs 1-12 combined value up to 80 points)

3.5.1 D-BEs shall develop and submit a 3D/perspective representation of their design which can be prepared utilizing a Building Information Modeling (BIM) system, a combination of AutoCAD and Sketch Up, or hand drawn sketch to illustrate their proposal.

3.5.2 In order to reduce the costs and effort by the D-BE of preparing a proposal, the design and systems submittals are to be at a Basis of Design level. Basis of Design (BOD) narrative should describe the technical approach planned for the project as well as the design parameters and assumptions to be used, to establish the design criteria, outline the system design, equipment and component design features, as well as the performance characteristics consistent with those criteria. The BOD documents create the framework for the detailed design, construction documents, and construction specifications, and are to represent the objectives of the owner, project architect, engineers, and consultants in terms of design features, systems functionality, and performance.

3.5.3 Drawings are to be limited to those listed in section 3.5.4, and are to be at a conceptual design level, sufficiently depicting project scope, building design showing spaces and functional adjacencies, scale and relationships among the

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components of the project to show an understanding of the project and its objectives.

- 3.5.4 Provide drawings and other documents to communicate the proposed design and systems. All proposal drawings shall be submitted as defined by this RFP. All drawings are to be to scale; plans and elevations are to be dimensioned. Drawings are not to be larger than 11" x 17", which will be acceptable if folded to 8½" x 11" and included in the binders. Conceptual plans:
- a. The site plan showing conceptual grading plan and on- and off-site improvements
 - b. Floor plan(s) with all developed spaces
 - c. Roof plan(s) with any major roof mounted equipment
 - d. Two representative exterior elevations with material textures and colors
 - e. 3D/perspective representation of the design per 3.1.1.

3.6 OTHER SHERIFF OFFICE DOCUMENTS TO BE PROVIDED IN RFP RESPONSE – TAB 6 (Tabs 1-12 combined value up to 80 points)

- 3.6.1 Architectural: Provide a BOD narrative (up to 1 single-sided, 8½" x 11") description of the program spaces and architectural finishes to be proposed. .
- 3.6.2 Structural: Provide a BOD narrative (up to 1 single-sided, 8½" x 11") description of the structural system to be proposed.
- 3.6.3 Mechanical and Plumbing: Provide a BOD narrative (up to 1 single-sided, 8½" x 11") description of the mechanical and plumbing systems to be proposed.
- 3.6.4 Electrical/Lighting Design: Provide a BOD narrative (up to 2 single-sided or 1 double-sided, 8½" x 11") with a description of the systems to be proposed for power, lighting, low voltage, controls, and fire life/safety.
- 3.6.5 Landscaping: Provide a BOD narrative (1 page, single side, 8½" x 11") describing the replacement of landscaping and irrigation modified or removed to accommodate new construction.

3.7 SHERIFF OFFICE SPECIFICATIONS TO BE PROVIDED IN RFP RESPONSE – TAB 7 (Tabs 1-12 combined value up to 80 points)

- 3.7.1 Provide specifications in CSI Master Format divisions. Complete BOD level outline specifications for all elements of the Proposal Including Exterior Material and Finishes, Mechanical, Electrical, Lighting, Plumbing Equipment and Fixtures, Interior Finishes and other items which may include photo/cut sheets of select proposed fixtures and equipment.

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3.8 SHERIFF OFFICE TECHNICAL DESIGN – TAB 8 (Tabs 1-12 combined value up to 80 points)

3.8.1 A BOD narrative (up to 6 single-sides or 3 double-sided, 8½” x 11”) description of the design. Address how the design achieves the programmatic goals and performance requirements for the project. Clearly convey the design intent and philosophy of the design and how it achieves the County’s goals.

3.9 PARK DESIGN DOCUMENTS TO BE PROVIDED IN RFP RESPONSE –TAB 9 (Tabs 1-12 combined value up to 80 points)

3.9.1 D-BEs shall develop and submit a 3D/perspective representation of their design which can be prepared utilizing a Building Information Modeling (BIM) system, a combination of AutoCAD and Sketch Up, or hand drawn sketch to illustrate their proposal.

3.9.2 In order to reduce the costs and effort by the D-BE of preparing a proposal, the design and systems submittals are to be at a Basis of Design level. Basis of Design (BOD) narrative should describe the technical approach planned for the project as well as the design parameters and assumptions to be used, to establish the design criteria, outline the system design, equipment and component design features, as well as the performance characteristics consistent with those criteria. The BOD documents create the framework for the detailed design, construction documents, and construction specifications, and are to represent the objectives of the owner, project architect, engineers, and consultants in terms of design features, systems functionality, and performance.

3.9.3 Drawings are to be limited to those listed in section 3.9.4, and are to be at a conceptual design level, sufficiently depicting project scope, park design showing spaces and functional adjacencies, scale and relationships among the components of the project to show an understanding of the project and its objectives.

3.9.4 Provide drawings and other documents to communicate the proposed design and systems. All proposal drawings shall be submitted as defined by this RFP. All drawings are to be to scale; plans and elevations are to be dimensioned. Drawings are not to be larger than 11” x 17”, which will be acceptable if folded to 8½” x 11” and included in the binders. Conceptual plans:

- a. The site plan showing conceptual grading plan and on- and off-site improvements
- b. 3D/perspective representation of the design per 3.1.1.

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3.10 OTHER PARK DOCUMENTS TO BE PROVIDED IN RFP RESPONSE – TAB 10 (Tabs 1-12 combined value up to 80 points)

- 3.10.1 Landscaping: Provide a BOD narrative (1 page, single side, 8½” x 11”) describing the landscaping to be retained and the new landscaping and irrigation to be added via new construction.
- 3.10.2 Architectural: Provide a BOD narrative (up to 1 single-sided, 8½” x 11”) description of the program spaces and architectural elements to be proposed, including the amphitheater and observatory.
- 3.10.3 Playground Elements: Provide a BOD narrative (up to 1 single-sided, 8½” x 11”) description of the playground components to be proposed.
- 3.10.4 Sport Courts: Provide a BOD narrative (up to 1 single-sided, 8½” x 11”) description of the sport courts to be proposed.
- 3.10.5 Structural: Provide a BOD narrative (up to 1 single-sided, 8½” x 11”) description of the structural system to be proposed.

3.11 PARK SPECIFICATIONS TO BE PROVIDED IN RFP RESPONSE – TAB 11 (Tabs 1-12 combined value up to 80 points)

- 3.11.1 Provide specifications in CSI Master Format divisions. Complete BOD level outline specifications for all site and landscape elements of the Proposal Including Plant material, Irrigation, shade structures, hardscape, playground equipment, Exterior Material and Finishes, and other items which may include photo/cut sheets of select proposed elements and equipment.

3.12 PARK TECHNICAL DESIGN – TAB 12 (Tabs 1-12 combined value up to 80 points)

- 3.12.1 A BOD narrative (up to 6 single-sides or 3 double-sided, 8½” x 11”) description of the design. Address how the design achieves the programmatic goals and performance requirements for the project. Clearly convey the design intent and philosophy of the design and how it achieves the County’s goals.

3.13 CONSTRUCTION EXPERTISE/RISK MANAGEMENT – TAB 13 (Tabs 13-14 combined value up to 20 points)

- 3.13.1 Construction Expertise and Risk Management for D-BE entities, General Contractor, Architect, Landscape Architect and Library Interior Designer. Provide a narrative (up to 6 single-sides or 3 double-sided, 8½” x 11”) for each of the D-BE entities with a description of Design-Build Entity organization and relevant experience.

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- 3.13.2 Describe the D-BE approach to working in collaboration with partnering with the owner and client.
- 3.13.3 Describe the D-BE entities approach to commissioning, building turn-over and County staff training and transitioning.
- 3.13.4 Identify any Project major risk categories and propose mitigation measures.
- 3.13.5 Identify construction issues specific to this project and proposed actions to minimize the impact to the project.

3.14 CONSTRUCTION EXPERTISE OTHER D-BE TEAM MEMBERS – TAB 14
(Tabs 13-14 combined value up to 20 points)

3.14.1 Construction Expertise for other D-BE Team Members, provide a narrative (up to 2 single-sides or one double-sided, 8 1/2” x 11”) for each of the Design-Build team members listed below. The narrative should address for each member that members Design-Build experience, Library experience, Park Experience, Law Enforcement facility experience LEED experience, ZNE (Zero Net Energy) Experience and number of comparable projects. In addition address the discipline specific question noted with each member.

- Interior Designer - Describe experience with projects that include public Library spaces public meeting spaces and Law Enforcement facilities.
- Landscape Architect - Describe experience with projects that include Desert, Public Parks and Drought tolerant design practices.
- Acoustical Designer – Describe experience with projects that include open plan library spaces public meeting spaces and Law Enforcement facilities.
- Audio Consultant - Describe experience with projects that required decibel-level sound mitigation. (Omit if Audio Consultant is the same as the Acoustical Designer but include in the response experience with decibel-level sound mitigation experience.)
- Lighting Designer – Describe experience with projects that required an integrated lighting systems. (Integrated lighting systems respond to the building layout, function and reflect the FFE layout. Integrated lighting is not using the same grid layout throughout the building.)

3.15 LIBRARY ZNE (ZERO NET ENERGY) AND LEED COMPLIANCE – TAB 15
(Tabs 15 value up to 10 points)

- 3.15.1 Provide Preliminary building energy model process that meets the required ZNE certification process.

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3.15.2 LEED Checklist Form plus BOD narrative. Use LEED NC Project Checklist for the design (excluding enhancements) with explanatory notes for how LEED Gold certification will be achieved. (See Appendix J)

3.16 PROJECT SCHEDULE – TAB 16 (Tabs 16 value up to 5 points)

3.15.1 Complete and attach the *Project Schedule Form*. The Project Schedule (design and construction) shall show total allowable contract duration no greater than **500** Calendar Days from Notice to Proceed.

3.15.1 Gantt-type schedule identifying major tasks, durations, dependencies, the critical path, milestones, and float from the date for the Notice of Intent to Award specified in the cover letter of the RFP through the date of Final Completion. (Graphic presentation on 11” x 17” paper). The schedule shall concisely but comprehensively identify activities for: design and construction of onsite or offsite improvements, agency review and approvals. The schedule shall identify the individual Notices to Proceed (NTPs) and Final Completion dates required to maintain the critical path with a total allowable construction duration no greater than **500** Calendar Days from the initial Notice To Proceed. The schedule shall allow for the minimum number of float days specified in the contract for weather and other delays.

3.17 FURNITURE, FIXTURES, & EQUIPMENT (FF&E) – TAB 17 (Tabs 17 value up to 15 points)

3.17.1 Confirm the FF&E program for all furniture, fixtures and equipment make/model and describe level of quality. Review Performance Specifications for minimum performances of furniture components. Also include all appliances, video equipment (including all proposed cameras, video storage equipment and touch screen viewing equipment), mechanical controls equipment and software, all televisions and audio systems in building, etc. in the GMP. (See Appendix H for list of FFE items). If the D-Be proposes to include any additional items not required or identified in the RFP such as cameras, include the equipment make/model and describe the level of quality of the item. Items required in the BOD, such as mechanical controls equipment and software compatible with the County operating systems, should also be included.

3.18 PARK EQUIPMENT – TAB 18 (Tabs 18 value up to 15 points)

3.18.1 Confirm the Park equipment program for all furniture, fixtures and equipment make/model and describe level of quality. Review Performance Specifications for minimum performances of components. If the D-Be proposes to include any

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additional items not required or identified in the RFP include the equipment make/model and describe the level of quality of the item.

3.19 VALUE-ADDED ENHANCEMENTS – TAB 19 (Tabs 19 value up to 10 points)

3.19.1 Provide a BOD narrative (up to 6 single-sides or 3 double-sided, 8½” x 11”) description of the value-added enhancements listed on the *Value-Added Enhancements Form* with their cost and indicate whether they are included in the GMP or not. Identify how the enhancements may impact LEED points and lifecycle costs. Include ideas surpassing the requirements of the project or new ideas not expressed in the project description documents that would improve the value of the project in the following categories deemed desirable by the County. Include the proposed enhancements to the base proposal and the anticipated results of the changes including quantitative evidence where possible.

- a. Complete and attach the *Value-Added Enhancements Form* for each Project element.
- b. Additional enhancements. Explain any proposed ideas to enhance the facility in terms of operation, maintenance, lifecycle cost / total cost of ownership.
- c. Aesthetic enhancements to public face of facility. Explain any proposed upgrades in materials or design that would improve the outward appearance of the facility.

3.20 LIFECYCLE COST ANALYSIS – TAB 20 (Tabs 20 value up to 10 points)

3.20.1 Complete and attach the *Lifecycle Cost Analysis Form*.

3.20.2 Provide a BOD narrative (up to 6 single-sides or 3 double-sided, 8½” x 11”) description of the D-BE’s lifecycle cost analysis identifying the items listed in the Lifecycle Cost Analysis Form and provide a description of the proposed system, energy consumption costs assumptions, anticipated operation and maintenance costs, life expectancy and what it is based on (i.e. Manufacturer’s data and may require life expectancy of subsystems).

3.21 SKILLED LABOR FORCE AVAILABILITY – TAB 21 (Tabs 21 value up to 2.5 points)

3.21.1 Complete and attach the *Skilled Labor Force Form*.

3.21.2 Attach verification of agreements with apprenticeship program(s) approved by the California Apprenticeship Council.

3.22 DVBE PARTICIPATION PLAN – TAB 22 (Tabs 22 value up to 2.5 points)

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- 3.22.1 Provide a one or two page DVBE participation plan that outlines how the D-BE intends to retain the required 3% DVBE participation in the project. Compliance shall be calculated by taking the aggregate value of all DVBE subcontracts to be used on the project as a percentage of the total value of each such County contract.
- 3.22.2 Complete and attach the *DVBE Participation Form*.

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4.0 EVALUATION FACTORS

Points	Scoring Criteria
80	<p>Library Technical Design (Tabs 1 – 4) The following will be evaluated on technical design; Drawings, BOD, Specifications, System Design, materials and structural system, design & construction for maintenance and operations, security, MEP systems; practicality of design and systems/equipment proposed, hardscape, exterior lighting, irrigation system plant selection The aesthetics and functionality will be determined based on the Project aesthetics, including scale, massing and articulation and site design of all elements of the Project, functionality and overall quality of the proposed project. The Drawings, Material Specifications, BOD, Project Design, Site and Building Layout for Operational Circulation and Efficiency,</p> <p>Sheriff Office Technical Design (Tabs 5-8) The following will be evaluated on technical design; Drawings, BOD, Specifications, System Design, materials and structural system, design & construction for maintenance and operations, security, MEP systems; practicality of design and systems/equipment proposed, hardscape, exterior lighting, irrigation system plant selection The aesthetics and functionality will be determined based on the Project aesthetics, including scale, massing and articulation and site design of all elements of the Project, functionality and overall quality of the proposed project. The Drawings, Material Specifications, BOD, Project Design, Site and Building Layout for Operational Circulation and Efficiency.</p> <p>Park Technical Design (Tabs 9-12) The following will be evaluated on technical design; Drawings, BOD, Specifications, exterior lighting, irrigation system plant selection The aesthetics and functionality will be determined based on the Project aesthetics, including scale, massing and articulation and site design of all elements of the Project, functionality and overall quality of the proposed project. The Drawings, Material Specifications, BOD, Project Design, Site for Operational Circulation and Efficiency,</p>
20	<p><u>Construction Expertise/Risk Management (Tabs 13 - 14)</u> Includes evaluation of expertise as demonstrated in the risk mitigation narrative and project plan including:</p> <ul style="list-style-type: none"> • Design-Build team relevant experience, organization and collaboration • Risk identification and mitigation. • Construction sequencing; site organization, public safety and ongoing use.
10	<p><u>ZNE (Zero Net Energy) Compliance /LEED Certification Analysis (Tab 15)</u> How Library element meets or exceeds ZNE certification process. The level of LEED certification to be achieved and design approach.</p>
5	<p><u>Schedule (Tab 16)</u> Evaluation of the Project Schedule / Sequence, and proposed completion date.</p>

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15	<u>Furniture, Fixtures, & Equipment (FF&E) (Tab 17)</u> FF&E Program will be used to evaluate aesthetics and functionality of the spaces.
15	<u>Park Equipment (Tab 18)</u> Proposed Park Equipment that will be used to evaluate aesthetics and functionality of the exterior spaces.
10	<u>Value Added Enhancements (Tab 19)</u> Benefit of proposed enhancements to the operations, life cycle costs, aesthetics and other aspects.
10	<u>Price (in sealed envelope)</u> Includes evaluation of the Price Proposals, Value Added Enhancements and the Scope attainable.
10	<u>Life-Cycle Costs Analysis (over 50 years) (Tab 20)</u> This includes evaluation of the lifecycle costs over 50 years, including initial costs, energy, Operations & Maintenance, life expectancy, replacement and Total Cost of Ownership. Form provided for Life Cycle Cost Analysis.
2.5	<u>Skilled Labor Force Availability (Tab 21)</u> Includes evaluation of the Skilled Labor Force form, including Apprenticeship program agreements, participation.
2.5	<u>DVBE Participation (Tab 22)</u> Evaluation of proposed DVBE participation.
180	<u>Total Points Available</u>

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4.1 VALUE-ADDED ENHANCEMENTS FORM

See Section B - 3.8, for additional Submittal Requirements.

- 1. Describe the value added enhancements you are providing.

	VALUE-ADDED ENHANCEMENTS	COST	INCLUDED IN GMP (Yes or No)

Name _____ Title _____

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Signature _____ Date _____

4.2 LIFE CYCLE COSTS ANALYSIS FORM

1. The building Life Cycle Cost (LCC) shall be calculated at follows:

LLC = I + R + E (50) (Formula) where:

LLC = Total Life Cycle Cost in Present Value (PV) dollars

I = Initial Cost

R = Replacement Costs (PV) (Number of times items needs replaced in 50 years x I)

E = Energy Cost (PV) (Annual Energy x 50)

Building System	Initial Cost (I)	Life Expectancy (L)	# of times items will be replaced in 50 years	Total Replacement Cost (R.)	Annual Energy Cost in KWH	Annual Energy x 50 years (E)	Total I + R + E
Mechanical Unit 1							
Mechanical Unit 2							
Mechanical Unit 3							
Mechanical Unit 4							
Mechanical Unit 5							
Mechanical Unit 6							
Light Fixture 1 including lamps							
Light Fixture 2 including lamps							
Light Fixture 3 including lamps							
Light Fixture 4 including lamps							
Light Fixture 5 including lamps							
Light Fixture 6 including lamps							
Roof System 1							
Roof System 2							
Roof System 3							
Flooring System 1							
Flooring System 2							
Flooring System 3							

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Flooring System 4							
Flooring System 5							
Flooring System 6							
Exterior Wall System 1							
Exterior Wall System 2							
Exterior Wall System 3							
Exterior Wall System 4							
Exterior Wall System 5							
Exterior Wall System 6							
ZNE Component 1							
ZNE Component 2							
ZNE Component 3							
ZNE Component 4							
ZNE Component 5							
ZNE Component 6							

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4.3 SKILLED LABOR FORCE FORM

1. Do agreements exist between the General Contractor Member and registered apprenticeship programs which have been approved by the California Apprenticeship Council?

YES NO List All Trades

Trade or Occupation	Apprenticeship Committee	Form of Verification

2. Has the General Contractor Member graduated apprentices in each of the preceding five years, for all apprenticable crafts which may be employed by the General Contractor Member on the project?

YES NO

Trade or Occupation	# Graduated in 2014	# Graduated in 2013	# Graduated in 2012	# Graduated in 2011	# Graduated in 2010

3. List the apprenticeship program(s) approved by the California Apprenticeship Council with whom agreements exist that will be used for

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THIS project. Attach a copy of the agreement or other form of verification from the Apprenticeship Committee as evidence of participation.

Trade or Occupation	Apprenticeship Committee	Form of Verification

4. Does your firm operate its own State-approved apprenticeship program?
If so, identify the crafts in which your firm provides apprenticeship training and state the year in which the California Apprenticeship Council approved each such apprenticeship program.

YES NO

Craft	Year Approved

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(SKILLED LABOR FORCE FORM Continued)

5. Identify all key subcontractors and note the number of Apprenticeship programs in place for each subcontractor (i.e. Site, Structural, Mechanical, Electrical, Plumbing, Security/Electronics and Fire/Life Safety).

6. Discuss your firm's apprenticeship program.

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4.4 DVBE PARTICIPATION FORM (3% Minimum DVBE Requirement)

1. Identify the Disabled Veteran Business Enterprises (DVBEs) listed and included as subcontractors in the Proposal.

Business Name and Address	Subcontract(s)	% of Contract

2. Attach a Disabled Veteran Business Enterprise (DVBE) subcontractor utilization plan. Does this plan meet or exceed 3% DVBE participation requirement for all contracts?

YES NO

3. Attach an organizational chart with all Design-Build Entity Members, all Consultants, and all Subcontractors known at the time of submission of the Proposal.

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4.6 SCHEDULE/SEQUENCE FORM

1. Does the Gantt-type schedule identify major tasks, durations, dependencies, the critical path, milestones?

YES NO

2. Does the Gantt-type schedule show the required 17 days of weather related float from the date for the Notice of Intent to Award specified in the cover letter of the RFP through the date of Final Completion?

YES NO

3. Does the Gantt-type schedule identify the Notices to Proceed (NTPs) and Final Completion dates required to maintain the critical path with a total allowable construction duration no greater than **500** Calendar Days from the initial Notice To Proceed?

YES NO

4. Does the Gantt-type schedule show the following information:

YES NO Provide the required information from the Gantt-type schedule below.

	Start Date	Completion Date
Design		
Plan Check		
Construction		
Commissioning		
Final Punch list items complete		
Notice of Completion		
FFE Installation		
Move Library Min 21 calendar days		
Library Opening		

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STATEMENT OF WORK – OVERVIEW

- 1.0.1 The term “Design-Build Entity”, (D-BE), is used in the State’s Public Contract Code to describe the partnership, corporation, or other legal entity that is able to provide appropriately licensed contracting, architectural, and engineering services as needed pursuant to a design-build contract. The D-BE will be directly responsible to, and hold the contract with, the County for the design and construction of the Project.
- 1.0.2 Substitutions: If the D-BE wishes to substitute any firm/personnel identified in the Prequalification Document (RFSQ), it may not do so without the express written consent of the County of San Diego. No such approval will be granted unless the firm/personnel are proposed to be replaced by firm/personnel of equal or higher qualification and is subject to approval of the County. **Substitution shall occur only prior to the Due Date and Time of the RFP.** Upon notice of a substitution, the County reserves the right to: 1) rescure the Prequalification Document of the D-BE requesting the substitution, and 2) disqualify the D-BE if it is determined, in the County’s sole discretion, that the proposed firm is not “equally or higher qualified”.
- 1.0.3 Additions: Any additional firms/personnel proposed shall be fully identified and listed as part of the Proposal. Prequalification is not required.
- 1.0.4 Services of other subcontractors or sub-consultants not listed and in excess of ½ of 1% of the GMP must be procured by a public proposal process (Public Contract Code Section 20133(f)), subsequent to an award of a contract. Refer to 5.0.2 a.

2.0 DESIGN-BUILD COMPETITION

2.0.0 PROPOSAL AND SUBMITTAL REQUIREMENTS

- 2.0.1 The County is seeking Proposals of exceptional design and technical quality conforming to, or exceeding, the minimum performance criteria established herein. Exceptions or deviations from these minimum requirements will not be allowed unless specifically authorized by this RFP or by addendum.
- 2.0.2 The design-build competition will require submittal of a design concept at the end of the competition period. Each D-BE will have the opportunity to present its design concept.
- 2.0.3 The D-BE shall be responsible for all design documentation, including the development of technical specifications for approvals and construction of the Project. The text and drawings included in this RFP are not intended to suggest a design solution, limit the choice of building systems, or the means and methods of accomplishing the work. The intent of the performance criteria is to establish

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minimum levels of performance and quality that are acceptable for the Project. D-BEs shall interpret these documents as the standard against which their Proposals will be evaluated.

2.0.4 Performance Criteria:

- a. The performance criteria are program requirements and basis of design information that establish minimum material quality and operational standards that are required for the Project.
- b. The D-BE must certify that its Proposal meets or exceeds the performance criteria within the Guaranteed Maximum Price specified. The D-BE shall specifically identify any areas in which its Proposal does not meet the minimum levels of performance and quality identified in the performance criteria.
- c. The D-BE should also identify Proposal attributes that enhance the minimum building design criteria, provide additional space within prescribed limits, and incorporate low operating cost building systems that reduce annual operating costs, or provide other features that will help achieve cost-effective public facilities of lasting value.

2.0.5 Basis of Award. The basis of award shall be best value characterized by a Proposal that meets or exceeds all of the performance criteria, confirms that the Project can be designed and constructed within the allowable GMP and schedule, and demonstrates appropriate design.

2.0.6 Proposal Stipend. D-BEs submitting responsive Proposals that are not awarded the contract shall receive a stipend of Ten Thousand Dollars (\$10,000). The D-BE awarded the contract will not receive a stipend. Stipends will not be disbursed until after the County has executed the contract or has terminated the RFP. Stipends will not be paid for late, withdrawn, or nonresponsive Proposals or to D-BEs that withdraw from the RFP process for any reason.

3.0 DESIGN-BUILD SERVICES

3.0.1 The services sought by this RFP include all services necessary to design and construct the Borrego Springs Library, Park and Sheriff Office. The design and construction must comply with the requirements of all applicable federal, State, County, and local agencies having jurisdiction over the Project. The D-BE shall work to obtain approvals in increments that will facilitate the schedule. The completed Project is to be a fully functioning facility as described in the contract between the County and the D-BE.

3.1 SCOPE OF WORK

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- 3.1.1 The Scope of Work includes, but is not limited to, the following services during design, approvals, construction, and closeout:
- a. Architectural and Engineering services, including Structural, Civil, Mechanical, Electrical, Lighting Design, Acoustical Design, Theming Design, Landscape, , Furniture, Low Voltage, Security, Plumbing, and Fire Protection.
 - b. Geotechnical Engineering, testing, investigation, and observation.
 - c. Utility coordination and connections
 - d. Material testing and special inspection services.
 - e. Survey, layout, and staking.
 - f. Building Information Modeling (BIM) and data delivery for incorporation into County Facility Maintenance systems.
 - g. Submittals, services, and activities required for a minimum of LEED Gold certification, or higher.
 - h. Submittals and approvals from all agencies having jurisdiction including payment of all permits and fees.
 - i. Community meetings (as may be required). The successful D-BE shall conduct three public meeting within the community of Borrego Springs. The first meeting will be within seven calendar days after Notice to Proceed. This meeting will include a presentation of the final design as submitted in response to the RFP to receive/respond to public comment. At this meeting the D-BE shall also invite Artists in the Community to submit proposals for Public Art at the pre-selected location in and/or around the Library building. At a second public meeting the D-BE will present the selected Art proposal(s) to the Community and receive/respond to public comment on the Art pieces.
 - j. Coordination, Design/Engineering Support and Installation of donated art or fixtures
 - k. ZNE compliance and Certification.
 - l. Project engineering and project management.
 - m. Supervision, safety program, and site security.
 - n. Any offsite improvements required by Local and County jurisdictions.
 - o. Construction, materials, equipment, labor and supplies, including off-site improvements as indicated in Section 7
 - p. Site clearing, soil import (if required), on-site grading, and off-site grading as required.

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- q. Construction and coordination with utilities and communication loops, connections.
- r. Startup of systems and equipment and coordination for Enhanced Commissioning by County and others.
- s. Coordination and scheduling of work.
- t. Insurance and bonding. County will elect to provide an owner controlled insurance program, or OCIP, for the Work. See Exhibit F for description of OCIP.
- u. Temporary facilities and services required for construction of the Project.
- v. Temporary facilities required for verification testing and inspection by County.
- w. The D-BE shall provide and include in the GMP a dedicated IT room, power, HVAC and backboards as necessary to complete the installation including secondary distribution to equipment installed by others.
- x. Procurement and installation of Furniture, Fixtures, and Equipment as defined by Contract, subject to the County's option. Procurement of the Library's branded signage for the children's area, teens' area, service desk, returns area, holds area, checkout area, and the shelving end panels. Procurement of a moving subcontractor to transfer the library's materials and equipment from the interim location to the new building. Procurement of a moving subcontractor to transfer the Sheriff's furniture and equipment from the current location for installation into the new building.
- y. Meetings, reporting, and documentation including preparation of certified payroll.
- z. Coordination with County representatives, Program Architect and Construction Manager/Project Manager as required and directed by the County Project Manager.
- aa. Compliance of the design and construction with all applicable codes, ordinances, regulations, and requirements of agencies having jurisdiction over the project.
- bb. Training of staff and turnover of all operating manuals and As-Built plans, specs and BIM model.

3.2 DESIGN-BUILD ENTITY RESPONSIBILITIES

- 3.2.1 The selected D-BE shall be responsible for completion of the design and construction of the project and shall function for full and satisfactory completion in accordance with:

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- a. The RFP.
- b. The BAFO, if requested.
- c. The Contract.
- d. The D-BE's Proposal.
- e. The approved design and construction documents.
- f. The required agency approvals.
- g. The agreed Project Schedule.
- h. The Guaranteed Maximum Price.

4.0 DESIGN-BUILD CONTRACT

- 4.01 The D-BE shall provide all design and construction work in compliance with the terms of the contract, including all RFP documents. The Design-Build contract is provided in Exhibit G – Design-Build Contract.

5.0 PUBLIC CONTRACT CODE COMPLIANCE AND COUNTY REQUIREMENTS

- 5.01 The undertaking and accomplishment of this Project is required by State law to comply with the requirements of Public Contract Code Section 20133. Nothing in this RFP is intended nor should be interpreted as contravening the provisions of that code.
- 5.02 The D-BE shall be fully knowledgeable of and shall comply with the provisions of Public Contract Code Section 20133, including the bidding and subcontracting requirements.
- a. Public Contract Code Section 20133(f) states in part: "All subcontractors that were not listed by the design-build entity...shall be awarded by the design-build entity in accordance with the design-build process set forth by the county in the design-build package. All subcontractors bidding on contracts pursuant to this section shall be afforded the protections contained in Chapter 4 (commencing with Section 4100) of Part 1."
 - b. The D-BE shall: (1) Provide public notice of the availability of work to be subcontracted in accordance with the publication requirements applicable to the competitive bidding process of the county. (2) Provide a fixed date and time for opening the subcontractors bids which shall be observed by, and reviewed with, the County.
 - c. The D-BE shall award contracts on the basis of its determination of best value.

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- d. Public Contract Code Section 20133 sets forth the minimum requirements for the project. The County's additional expectations and requirements are set forth in this RFP and written in the contract.
 - e. Public Contract Code Section 20133 requires the Design-Build project include a labor compliance program containing the requirements outlined in Section 1771.5 of the Labor Code which states in part; "(3) Project contractors and subcontractors shall maintain and furnish, at a designated time, a certified copy of each weekly payroll containing a statement of compliance signed under penalty of perjury. (4) The awarding body shall review, and, if appropriate, audit payroll records to verify compliance with this chapter. (5) The awarding body shall withhold contract payments when payroll records are delinquent or inadequate. (6) The awarding body shall withhold contract payments equal to the amount of underpayment and applicable penalties when, after investigation, it is established that underpayment has occurred."
- 5.03 The undertaking and accomplishment of this project is required by State law to comply with the requirements of Labor Code Sections 1770, et seq. Nothing in this RFP is intended nor should it be interpreted as contravening the provisions of that code.
- 5.04 The D-BE shall be fully knowledgeable of and shall comply with the provisions of Labor Code Section 1770 et seq., including the general prevailing rate and apprenticeship requirements, requirements for subcontracts, and forfeiture penalties.
- 5.05 The D-BE shall be fully knowledgeable of and shall comply with the provisions of the County of San Diego Board of Supervisors Policy B39a, Disabled Veteran Business Enterprise Program, which requires projects estimated to cost over \$1 million in value to meet or exceed the requirement of 3% DVBE subcontractor participation.

6.0 TECHNICAL REQUIREMENTS AND SPECIFICATIONS

- 6.1 See Exhibit A Program Requirements, Exhibit B Adjacency Diagram and Exhibit C - Basis of Design for each project element

7.0 REFERENCE MATERIALS (Appendices)

The following list of reference materials can be found on the Buynet under RFP 7762. Appendices A through Q are for reference only. However, compliance with applicable document(s) is required if the D-BE intends to rely on that document(s) for regulatory approvals.

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Appendix A - Site Maps

Appendix B - Geotechnical Report

Appendix C - Borrego Springs Community Character and Community Plan

Appendix D – Libris Design Planning Documentation

- Lighting
- Acoustics

Appendix E - Environmental Reports

Appendix F - County of San Diego Holidays

Appendix G – Site Surveys

Appendix H - Furniture, Fixtures and Equipment

Appendix I – County of San Diego Board of Supervisors Policy G-15

Appendix J –ZNE/ LEED Information

Appendix K – Branded Signage

Appendix L - County of San Diego Board of Supervisors Policy F-23 Public Art

Appendix M – Smart Building Design Guidelines

Appendix N - SDG&E Savings by Design

Appendix O – Library Built Merchandising Furniture Types

Appendix P – Electronic Certified Payroll Information

Appendix Q - County Library Recommended Furniture Movers

Appendix R – Security and Life Safety