



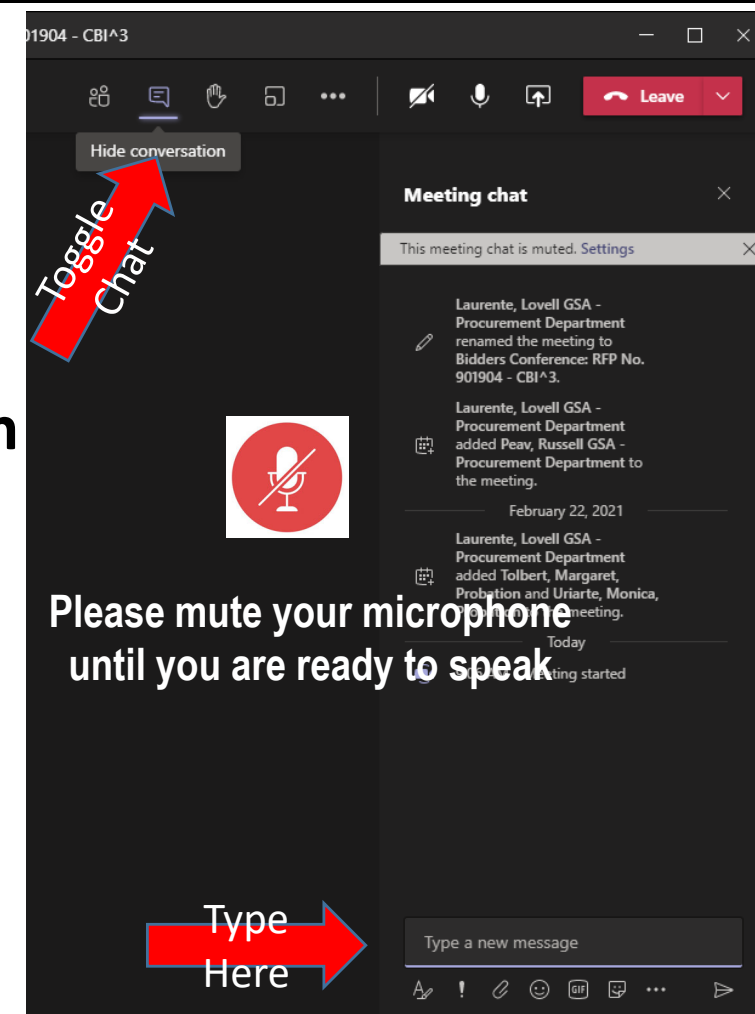
RFP No. 902228

A/E Services (Bridging Docs) for Alameda County Fire Stations

Welcome!

Please Register by providing the following information in the Chat:

- Company Name
- Company Address
- Contact Person
- **Email** and Phone Number
- Do you intend to bid as a PRIME or SUB?
- Are you an Alameda County Certified SLEB?





RFP No. 902228

A/E Services (Bridging Docs) for Alameda County Fire Stations

1. INTRODUCTION
2. RFP OVERVIEW
3. EZSOURCING/BID SUBMISSION OVERVIEW
4. Q&A SESSION
Please save all questions for the Q&A session
5. NETWORKING



INTRODUCTIONS (COUNTY)

Lovell Laurente, Procurement & Contracts Specialist

General Services Agency - Procurement

(510) 208-9621

lovell.laurente@acgov.org



Alameda County Fire Department

"Dedicated to superior service."



INTRODUCTIONS (VENDORS)

- **Name**
- **Company**
- **SLEB/Local Status**
- **Bidding as Prime or Subcontractor**



RFP OVERVIEW

INTENT, BACKGROUND, SCOPE, and REQUIREMENTS

EXHIBIT A – BID RESPONSE PACKET



RFP (highlights)

INTENT / BACKGROUND (p. 4 & p. 5)

ACFD seeks a vendor to provide A/E services for the design and construction requirements (Bridging Documents) for design-build delivery of two (2) new fire stations.

The term for any contract resulting from this RFP will be three (3) years.

Fire Safety Bond Measure X Projects				
Station No.	Current Address	New Site Location	Station Type	Total # Personnel
7	6901 Villareal Road Castro Valley 94552	Located on adjacent parcel	Single Resource (Engine Company)	9 (3 per shift)
25	20336 San Miguel Avenue Castro Valley 94546	Station to be demolished, new station to be constructed on existing parcel. Temporary station will be required to facilitate the new station.	Two Resources (Engine, Truck) Battalion Chief Office	24 (8 per shift)



RFP (highlights)

PROPOSER MINIMUM QUALIFICATIONS (p. 5)

1. **Proposer shall be regularly and continuously engaged in the business of providing A/E services for at least five (5) years, which must be clearly stated or demonstrated in the Proposal Response Packet.**
2. **Proposer shall be a duly registered architect in California (“Architect”).**
 - a. **Proposer must submit documentation proving that the Proposer is a duly registered architect in California that includes its license number.**
3. **Proposer shall meet the County’s Small Local Emerging Business (SLEB) requirements in order to be considered for the contract award. Additional information regarding the SLEB requirements can be found in Section R (AWARD) of this RFP.**
 - a. **Proposer must accurately complete and sign the SLEB Information Sheet (found in Exhibit A – Proposal Response Packet) which must be included as part of Proposer’s response.**



RFP (highlights)

REQUIREMENTS (p. 5)

Consultants shall:

1. **Provide A/E services that include all services required for the three (3) design phases identified in the RFP.**
2. **Provide a team that can deliver complete Bridging Documents for all stations within seven (7) to eight (8) months from contract start date.**
3. **Develop Bridging Document for all stations in parallel.**
4. **Provide all A/E services required for a bridging document for a temporary fire station for station 25 at a location to be determined.**

[ACFD Programming and Feasibility Report, August 2018 Update](#)



RFP (highlights)

DESIGN PHASE REQUIREMENTS (p. 5 - 12)

1. CONCEPT DESIGN PHASE

- a. Programming, Design Guidelines, and Preliminary Basis of Design**
- b. Initial Agency Outreach**
- c. Concept Design Services**
- d. Concept Design Documents**
- e. Draft Description of Add Alternatives and Deduct Alternatives**
- f. Statement of Probable Construction Cost**
- g. Preliminary Agency Reviews**
- h. ACFD Approval**
- i. Meetings**



RFP (highlights)

DESIGN PHASE REQUIREMENTS (p. 5 - 12)

2. SCHEMATIC DESIGN PHASE

- a. Schematic Design Services**
- b. Schematic Design Presentation Documents**
- c. Schematic Design Documents**
- d. Add Alternates and Deduct Alternates**
- e. Statement of Probable Construction Cost**
- f. Agency Reviews**
- g. ACFD Approval**
- h. Meetings**



RFP (highlights)

DESIGN PHASE REQUIREMENTS (p. 5 - 12)

[PLANNING SUBMITTAL. Formal Planning Submittal to the County is not required. Architect shall provide all necessary services required for submitting to the Municipal Advisory Committee (MAC) in Castro Valley including attending meetings and presentations]

3. BRIDGING DOCUMENTS PHASE

- a. General**
- b. Bridging Documents**
- c. Statement of Probable Construction Cost**
- d. ACFD Approval**
- e. Meetings**



RFP (highlights)

DESIGN PHASE REQUIREMENTS (p. 5 - 12)

DBE Design & Construction Phase Support Services (Optional Services that may be required at ACFD's sole discretion)

- **Design Development (DD) and/or Construction Documents (CD) Design Phase Review**
- **On-call Services as-needed**
- **Punch List**



RFP (highlights)

EXAMPLE FIRE STATION (p. 12)

1. **Fire Station Program Example Program:**
 - a. **Typical site area: approximately one (1) acre.**
 - b. **8,000 – 11,000 square foot building (one story).**
 - c. **Staffing Capacity:**
 - i. **Single engine company with a core crew of three persons per shift (total of 9 staff assigned to station) and two company with crew of up to eight persons per shift (total of 24 staff assigned to station).**
 - d. **Spaces within the building include but not limited to:**
 - i. **Two or three apparatus bays, drive through;**
 - ii. **Workshop; Exercise room; Office areas; Crew and Captain's sleeping rooms; Dayroom and kitchen; and Meeting rooms.**



RFP (highlights)

ESTIMATED NEW STATION BUDGET (p. 13)

Preliminary rough order of magnitude (ROM) average budget estimate (hard and soft costs) per station not to exceed \$15M for Station 7 and \$20M for Station 25



RFP (highlights)

DELIVERABLES / REPORTS (p. 13)

1. **Building Program, Design Guidelines (Owner's Project Criteria or OPC)**
2. **Basis of Design (BOD)**
3. **For Concept Design, Schematic Design and Bridging Documents phases:**
 - a. **Design Documents (drawings, specifications, narratives)**
 - b. **Add Alternates and Deduct Alternates**
 - c. **Statements of Probable Construction Cost**
 - d. **Design schedule (initial and updates)**
4. **Topographic, Boundary & Utility Survey**
5. **Geotechnical Report**
6. **Environmental Site Assessment (ESA) Phase I and Phase II**
7. **Meeting Minutes for all project team meetings attended by Architect**



EXHIBIT A – BID RESPONSE PACKET

<SWITCH DOCS>



RFP (Evaluation Criteria Table)

(p. 18 - 20)

Evaluation Criteria		Weight
A.	Completeness of Response	Pass/Fail
	Debarment and Suspension	Pass/Fail
B.	Understanding of Scope of Work	15 Points
C.	Scope of Services and Deliverables to be Provided	(50 Points)
	Services Proposed to be Provided	30 Points
	Project Deliverables	10 Points
	Design to Budget/Cost Control Methodology	10 Points
D.	Organization and Management Approach	(30 Points)
	Roles and Organization of Proposed Team	10 Points
	Project and Design Management Approach	10 Points
	Roles of Key Individuals on the Team	10 Points
E.	References	5 Points
F.	Vendor Interview	n/a
	Vendor Interview may be used to revise/inform scores of criteria above.	
SMALL LOCAL EMERGING BUSINESS PREFERENCE		
	<u>Local</u> Preference	5%
	<u>Small and Local</u> or <u>Emerging and Local</u> Preference	5%



EZSourcing

<https://ezsourcing.acgov.org/>

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Bidding Opportunities



14 Opportunities

Announcements



01 Announcements

FAQs | Contact Us



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System Availability



Regular Maintenance for the EZsourcing portal is scheduled on Sundays between 7 AM and 10 AM

User Registration



View Registration Options.



EZSourcing

<https://ezsourcing.acgov.org/>

- ❑ ***Bidders must upload an electronic copy of their proposal. The County prefers the electronic copy to be in a single file (PDF with OCR preferred), and shall include the Exhibit A – Bid Response Packet and all additional required documentation and submittals.***

- ❑ **Maximum single file size is 20MB. If your PDF file is near 20MB or greater, please break it up into smaller files. You can upload multiple files; however, no single file can be greater than 20MB.**

- ❑ **The County strongly suggests Bidders upload their proposals 24 hours BEFORE the bid response deadline.**



EZSourcing

<https://ezsourcing.acgov.org/>

- After you upload (“Upload Documents Here”) your proposal, make sure to “View” it to ensure it is complete.
 - The County cannot view any attachments nor verify there is an attachment.
- After you hit the “Submit Bid” button:
 - Submitter will receive a “Bid Notification” email detailing the number of files.
 - You *can* go back into your event to “View” your uploaded submittal again to verify completeness, but please hit “Submit Bid” again.
- If you see a spinning wheel, wait for it to stop before doing anything else.
- “Save for Later” vs. “Submit Bid”



Revised Q(&A) Format

- Only questions submitted via email (lovell.laurent@acgov.org) by the deadline (December 8, 2022 @ 5:00 p.m.) will be addressed in a Q&A document.
- To keep answers consistent for all potential Bidders, the Q&A document will contain the official responses for all questions and answers.
- You may ask questions during the Q&A session, and if the answer can be easily and readily found in the RFP, we will try to let you know; otherwise, only questions submitted by email will be answered and included in the Q&A document.



Revised Q(&A) Format

The County still encourages you to ask questions...

- **To create necessary dialogue**
- **To allow the Client Department to listen and understand where additional specs or clarifications are needed**
- **To understand why your question is important and how the answer will impact your ability to respond**



Q&A Session

- ▶ If you are going to ask a question verbally, please state your name and the company you represent prior to asking each question
- ▶ Keep questions relevant to the bid
- ▶ When possible cite the page number, section, and item number
- ▶ Ask one question at a time
- ▶ Do not talk over anyone
- ▶ Avoid Acronyms

Only questions submitted via email by the deadline (12/6 @ 5:00 p.m.) will be addressed in a Question and Answer (Q&A) document

Any answers and/or information provided today is subject to change. The Q&A document will contain the County's official responses to questions, and an Addendum will be released if there changes to any requirements/specifications.



CALENDAR OF EVENTS

EVENT	DATE/LOCATION
Questions Due	December 8, 2022 by 5:00 p.m.
List of Attendees/Vendors Issued	December 8, 2022
Q&A Issued [only if applicable]	December 16, 2022
Addendum Issued [only if applicable]	December 16, 2022
Bid Proposal/Response Due EZSourcing Supplier Portal	December 29, 2022 by 2:00 p.m. https://ezsourcing.acgov.org
Vendor Interviews	Week of January 23, 2023
Contract Start Date	April 1, 2023

NOTE: All dates are tentative and subject to change.



****FINAL REQUEST****

If, for any reason and any time, YOU DO NOT INTEND ON SUBMITTING A BID RESPONSE, please email me and let me know why...

- Is the timeline too short?
- Are the program requirements too restrictive or unrealistic?
- Is there a barrier that is preventing your from submitting a response (e.g., a minimum qualification, a requirement you cannot meet, etc.)?
- Do you not have the capacity?



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Lovell Laurente, Procurement & Contracts Specialist

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SLEB Information

Auditor-Controller's Agency, Internal Audit Division:
acslebcertification@acgov.org

Office of Acquisition Policy (OAP):
Ratha Chuon, Contract Compliance Officer
(510) 208-9617; ratha.chuon@acgov.org

Strategic Sourcing

Registration Help; Bid Submittal Help; Forgot Login; Account locked

Primary: (510) 208-9600 (ask for Strategic Sourcing Assistance)
Secondary: (510) 272-3744 (only for locked accounts)

