



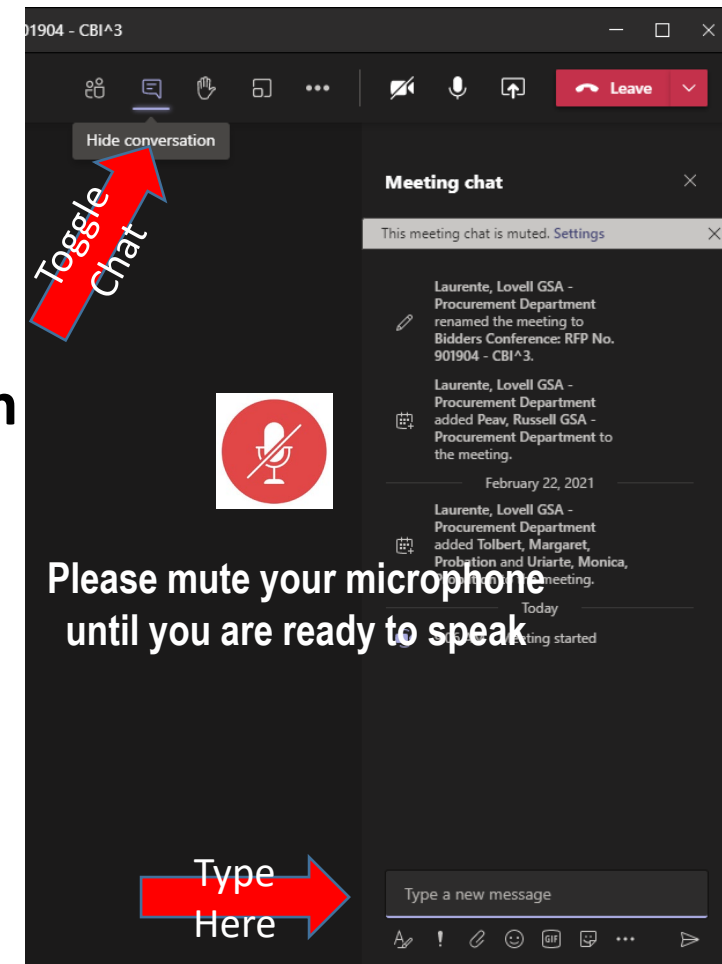
RFP No. 902213

PM/CM Services for ACFD Dublin Fire Training Center

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. 902213

PM/CM Services for ACFD Dublin Fire Training Center

1. INTRODUCTIONS
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



INTRODUCTIONS (VENDORS)

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



RFP OVERVIEW

INTENT

PROJECT DESCRIPTION and OVERVIEW

PROPER MINIMUM QUALIFICATIONS

SCOPE of SERVICES / SPECIFIC REQUIREMENTS

DELIVERABLES / REPORTS

EXHIBIT A – BID RESPONSE PACKET



RFP (highlights)

INTENT / BACKGROUND (p. 5)

The County is seeking proposals from qualified organizations to provide Project Management/Construction Management (PM/CM) services for ACFD Dublin Fire Training Center Project, including but not limited to the following services:

1. Planning, scheduling, estimating, project/construction management and project delivery;
2. Assist with testing and inspection, geotechnical and surveying services;
3. Commissioning and related disciplines where needed for the ACFD Dublin Fire Training Facility Project.

Intend to award a three-year contract (with option to renew, for an additional two years).



RFP (highlights)

PROJECT DESCRIPTION and OVERVIEW (p. 5 - 6)

The County and ACFD propose to construct a new fire-training center across 3.2 acres within an approximately 5.2-acre parcel adjacent to the existing Fire Station 17 at 5053 Gleason Drive, Dublin, CA. The new fire-training facility will include:

1. 7,791 square foot (sf) classroom building;
2. 576-sf unconditioned, covered utility yard;
3. 757-sf site accessory building;
4. approximate 5,741-sf five-story training tower with Class A burn rooms;
5. associated site located training props including a live fire flash over prop;
and
6. 43 parking spaces.



RFP (highlights)

PROJECT DESCRIPTION and OVERVIEW (p. 5 - 6)

As part of a future phase, ACFD would construct a new fire apparatus storage building ranging in size from 3,000-sf – 6,000-sf

See RFP for links pertaining to:

- 1. 100% Bridging Drawings and Project Statement**
- 2. Bridging Project Manual**
- 3. Bridging Architectural Program and Room Data Sheets of Project**
- 4. Geotechnical Report of the Project**



RFP (highlights)

PROPOSER MINIMUM QUALIFICATIONS (p. 7)

1. **Proposer must be regularly and continuously engaged in the business of providing PM/CM services for at least five (5) years, which must be clearly stated or demonstrated in the proposal response.**
2. **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 N (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. 7 - 8)

The County is utilizing a Design/Build model of contracting for this Project.

Consultant shall provide the following services:

1. Provide planning, scheduling, estimating, project/construction management and project delivery.
2. Act as the catalyst between the County, Architect & Engineering (A/E), stakeholders, and Construction Manager/General Contractor (CM/GC) during all project phases to ensure the entire team is performing cooperatively and effectively producing on schedule and in budget in a mutually supportive way. Provide team performance issue analysis and recommendations resulting in cooperative resolutions.
3. Review 100% Bridging Documents, 50% Construction Documents, and 100% Construction Documents for constructability, code compliance, budget compliance, and document accuracy.



RFP (highlights)

REQUIREMENTS (p. 8)

Consultant shall provide the following services:

- 4. Advise County during D/B RFP and pre-qualification phase. Support Request For Interest (RFI) responses, evaluations, and selection recommendation.**
- 5. Recommend to County and support the issuance of RFP to the DBE whenever it appears necessary.**
- 6. Assist the County with coordination of plan review and permit issuance by Public Works Agency.**
- 7. Perform a cost estimate review of the Project consisting of a quality check of the Design/Builder's Design Development and Construction Document cost estimates. This consists of cost estimating sufficient to assess the accuracy of the Design/Builder's estimates, including meeting with the Design/Builder to reconcile and develop consensus if differences are found.**



RFP (highlights)

REQUIREMENTS (p. 8)

Consultant shall provide the following services:

- 8. Administer project consultants and construction contracts.**
- 9. Coordinate the submittal of Final Verified Reports by Inspection Consultant, Materials Testing Consultants, and Geotechnical Consultant.**
- 10. Attend weekly progress meetings on-site.**
- 11. Prepare and issue monthly project status reports including the reporting required as part of the County's grant funding requirements.**
- 12. Conduct and coordinate briefings and presentations for project stakeholders.**
- 13. Support the development, update, and maintain Master Project Schedule and advise County on methods to adjust progress to maintain schedule.**



RFP (highlights)

REQUIREMENTS (p. 8 - 9)

Consultant shall provide the following services:

- 14. Manage and coordinate design reviews and plan approvals.**
- 15. Identify potential problems in advance and take corrective action or notify the proper level of authority.**
- 16. Attend weekly progress meetings on-site. Review D/E schedule and provide schedule management support including, but not limited to, early purchase, long lead-time recommendations, and recovery analysis.**
- 17. Support the County's Project Manager in preparation of authorization documentation (Board of Supervisors' letters and delegation memorandums) and other various project correspondence.**
- 18. Administer project consultants and construction contracts.**
- 19. Review the work of other consultants and make recommendations on the approval of invoices.**



RFP (highlights)

REQUIREMENTS (p. 9)

Consultant shall provide the following services:

- 20. Monitor and help coordinate project construction activities in the field.**
- 21. Evaluate and make recommendations on changes in scope of work and prepare documentation for processing change orders.**
- 22. Provide administrative support including, but not limited to, monthly progress reports, documentation, pay application reviews, change order reviews/negotiations, and on-site observation.**
- 23. Provide Value Engineering services and facilitate open negotiations concerning Value Engineering with the DBE.**
- 24. Support the verification of proper submittal and accurate and complete documentation by the D/B.**



RFP (highlights)

REQUIREMENTS (p. 9)

Consultant shall provide the following services:

- 25. Coordinate the submittal review process required in the DBE's contract and maintain records of required submittals, dates and actions taken, and notify any party in writing who is delaying any submittal in process.**
- 26. Observe, with County's maintenance personnel, the construction contractor's check-outs of utilities, operational systems and equipment, and start-up and testing and maintain records of start-up and testing as provided by the DBE, notify County of compliance with applicable provisions of the contract(s), that all work has been performed and accepted, and that all systems are complete and operative.**
- 27. Provide close-out support including, but not limited to, move-in coordination, punch list management, Operations and Maintenance (O&M) manuals, as-built reference documentation review, final release of retention pay review, and warranty work management.**



RFP (highlights)

REQUIREMENTS (p. 10)

Consultant shall provide the following services:

28. Additional Services:

a. Survey

- (1) Provide geotechnical surveys**
- (2) Provide land surveys**
- (3) Provide utility surveys**
- (4) Provide any other surveys necessary for project development**

b. Testing and Inspection

- (1) Provide Special Inspection services for the project**
- (2) Coordinate with County and Building Inspectors**



RFP (highlights)

REQUIREMENTS (p. 10)

Consultant shall provide the following services:

28. Additional Services:

c. Provide LEED Consultant services

d. Commissioning

- (1) Develop a commissioning schedule that meets the requirements of the project and provide.**
- (2) Provide commissioning services to ensure all equipment, mechanical, and electrical systems are designed, installed, tested, operated, and maintained according to the operational requirements of the project.**
- (3) Review project documentations for meeting the design intent and County's LEED and Sustainability Standards.**



RFP (highlights)

REQUIREMENTS (p. 10)

Consultant shall provide the following services:

29. Other Additional Services. Consultant shall provide any other additional services necessary to deliver the project.



RFP (highlights)

DELIVERABLES / REPORTS (p. 10 - 11)

1. **Project Management Plan.**
2. **Master project schedule and updates.**
3. **Project Budget/Cost tracking reports.**
4. **Monthly Project Status Reports including budget tracking updates.**
5. **Meeting minutes (design and construction phases).**
6. **Design review comments and recommendations.**
7. **Proposal package review (drawings and specifications) comments.**
8. **County stakeholder including community outreach presentations as required.**



EXHIBIT A – BID RESPONSE PACKET

<SWITCH DOCS>



RFP (Evaluation Criteria Table)

(p. 16 - 17)

Evaluation Criteria		Weight
A.	Completeness of Response	Pass/Fail
	Debarment and Suspension	Pass/Fail
B.	Experience, Organization, and Approach	
	Roles and Organization of Proposed Team	10 Points
	Project and Management Approach	15 Points
	Roles of Key Individuals on Team	15 Points
	Public Sector Experience	5 Points
D.	Scope of Proposed Services	
	Proposed Services	20 Points
	Program-Project Deliverables	13 Points
	Cost Control Budgeting Methodology	12 Points
E.	References	5 Points
F.	Vendor Interview Vendor Interview may be used to revise/inform scores of criteria above.	5 Points
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/>

▼ Supplier Public Home Page

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Bidding Opportunities



14 Opportunities

Announcements



01 Announcements

FAQs | Contact Us



Get helpful information here.

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.laurente@acgov.org) by the deadline (December 12, 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 (12/12 @ 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 12, 2022 by 5:00 p.m.
List of Attendees/Vendors Issued	December 13, 2022
Q&A Issued [only if applicable]	December 28, 2022
Addendum Issued [only if applicable]	December 28, 2022
Bid Proposal/Response Due EZSourcing Supplier Portal	January 9, 2023 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 there a barrier that is preventing your from submitting a response (e.g., a minimum qualification, SLEB requirement or other requirement you cannot meet, etc.)?
- Do you not have the capacity?
- Were you unable to find a strategic partner(s)?



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Lovell Laurente, Procurement & Contracts Specialist

(510) 208-9621 • lovell.laurente@acgov.org

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](tel:(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)

