

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

226



**FROM:** Economic Development Agency

**SUBMITTAL DATE:**  
March 31, 2011

**SUBJECT:** Proposed Perris Valley Aquatic Center Project – Design/Build Process

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Direct the Economic Development Agency to establish and enforce a labor compliance program for the use on this project containing the requirements outlined in Labor Code Section 1771.5;
2. Approve and authorize the Economic Development Agency to issue a Pre-Qualification Package for Design-Build Contractors and to compile a list of Pre-Qualified Entities pursuant to the attached package; and

**BACKGROUND:** (Commences on Page 2)

*Rita Brandl for*

Robert Field  
Assistant County Executive Officer/EDA  
By Lisa Brandl, Managing Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2011/12

**COMPANION ITEM ON BOARD OF DIRECTORS AGENDA:** No

<b>SOURCE OF FUNDS:</b> Interstate 215 Corridor Redevelopment Capital Improvement Funds – Romoland Sub-Area	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

APPROVE

**County Executive Office Signature** BY: *Jennifer L. Sargent*  
Jennifer L. Sargent

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Stone, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

**Ayes:** Buster, Tavaglione, Stone, Benoit and Ashley  
**Nays:** None  
**Absent:** None  
**Date:** April 12, 2011 2:50 PM  
**xc:** EDA

Kecia Harper-Ihem  
Clerk of the Board  
By: *Kecia Harper-Ihem*  
Deputy

**Prev. Agn. Ref.:** 3.15 of 3/29/11; 4.1 of 3/29/11

**District:** 3 & 5

**Agenda Number:**

**3.12**

FORM APPROVED COUNTY COUNSEL  
DATE 4/5/11  
BY: MARSHAL VICTOR

Departmental Concurrence

Dept's Recomm.:  Consent  Policy  
Per Exec. Ofc.:  Consent  Policy

**BACKGROUND:**

On March 29, 2011, the Board of Supervisors consented to the use of redevelopment funds for the Perris Valley Aquatic Center, made the appropriate findings and awarded a contract for preparation of the design-build program documents. Also on that day, the Board of Directors for the Redevelopment Agency approved the use of those redevelopment funds for the Design-Build of the proposed Perris Valley Aquatic Center Project. Redevelopment funds will be used for the project through the Economic Development Agency as prescribed in a forthcoming Memorandum of Understanding between the Economic Development Agency and the Redevelopment Agency.

The Local Agency Public Construction Act (Public Contract Code Section 20100 et seq.) and Uniform Public Construction Cost Accounting Act (Public Contract Code Section 22000 et seq.) requires officials to invite bids for construction projects and then award contracts to the lowest responsible bidder. That "Design-Bid-Build" method is the traditional approach to public works construction. The "Design-Build" method allows counties to procure both design and construction services from a single company before the development of complete plans and specifications. A county with approval of the Board of Supervisors may utilize an alternative procedure for bidding on construction projects in the county in excess of Two Million Five Hundred Thousand Dollars (\$2,500,000) and may award the project using either the lowest responsible bidder or by best value. It is proposed that this project be awarded based on the "best value" procedure.

It is recommended that the Board of Supervisors approve the Design-Build Pre-Qualification Package and Request for Proposal Package and authorize the Economic Development Agency to proceed with this process for construction of the Perris Valley Aquatic Center Project.

## Exhibit "A"

### **Riverside County Economic Development Agency**

#### Design-Build Procedural Outline:

1. Board Authorization to proceed with Design-Build process, directing Agency staff to issue Pre-Qualification Questionnaire and approve the Request for Proposal (RFP)
2. Pre-Qualification Questionnaire released by Agency staff
3. Pre-Qualification Questionnaire scored and ranked by Agency staff
4. Request for Proposal sent to all Pre-Qualified firms
5. Proposals reviewed and scored by Agency staff using the best-value procedure, short-listed firms invited for interview by Agency
6. Board approves final Design-Build entity and awards contract

THE COUNTY OF RIVERSIDE ECONOMIC DEVELOPMENT AGENCY

PRE-QUALIFICATION QUESTIONNAIRES  
FOR DESIGN/BUILD ENTITIES

FOR

DESIGN-BUILD SERVICES



FOR THE

**PERRIS VALLEY AQUATIC**  
**CENTER**  
Perris, California

Issued by:  
Tony Resendez, Project Manager  
COUNTY OF RIVERSIDE  
Economic Development Agency  
3403 Tenth Street, Suite 500  
Riverside, CA 92501

Project Manager:

gkkworks  
155 S. Fair Oaks Avenue  
Pasadena, CA 91105  
facsimile: (626) 666-3940

Issued: April 13, 2011

NOTICE IS HEREBY GIVEN THAT THE COUNTY OF RIVERSIDE ECONOMIC DEVELOPMENT AGENCY ("County"), will receive sealed Pre-Qualification Questionnaires for the design and construction, on a Design/Build Contract Basis, the Work generally described as the PERRIS VALLEY AQUATIC CENTER PROJECT, no later than **2:00 p.m., April 26, 2011**. To be considered, the potential Design/Build Entity must have the appropriate licenses required under provisions of the California Business and Professions Code. All Mandatory Design Consultants and Subcontractors shall hold an appropriate license for their design discipline. Failure of a single-entity Design/Build Entity to possess the required license shall be deemed as non-responsive. Failure of a joint venture Design/Build Entity to be properly licensed by the date of Contract award will result in forfeiture of the Proposal Security and loss of the Contract. Failure of Mandatory Design Consultant or Subcontractors to possess the required license on the Proposal Deadline shall require the Design/Build Entity to substitute licensed design professionals and specialty trade contractors, as applicable, prior to award of the Contract without additional cost. This project is prevailing wage and will be subject to the institution of a Labor Compliance Program.

The County's competitive selection process will proceed in two steps.

- **Step 1** is the prequalification phase of the Design/Build Entity and includes shortlisting to establish the four (4) qualified and highest ranked prequalifying entities that will be invited to participate in Step 2.
- **RFP Step 2** is the technical proposal from the Design/Build Entity. Only those Design/Build Entities that are successfully qualified and shortlisted in Part 1 will be allowed to participate in Step 2.

The maximum allowable design and construction cost for this Project is twenty five million dollars (\$ 25,000,000)

#### **SUBMISSION OF PRE-QUALIFICATION QUESTIONNAIRES**

Pre-Qualification Questionnaires are available through gkkworks. Please contact Blair Ripplinger (briplinger@gkkworks.com) with company and contact information to receive the Pre-Qualification Questionnaire and to be registered. gkkworks will notify all registered Design/Build Entities of any addenda. **It is solely the responsibility of each Design/Build Entity to ensure that they receive any and all addenda.** Requests for Clarification of the process or the documents may be submitted by fax, (626) 666-3940, no later than **2:00 p.m. on April 20, 2011**.

Submit five (5) complete Pre-Qualification Applications and related information to:

Tony Resendez, Project Manager  
County of Riverside  
Economic Development Agency  
3403 Tenth Street, Suite 500  
Riverside, CA 92501

Pre-Qualification Applications shall be submitted in sealed envelopes, clearly marked:

**County of Riverside Economic Development Agency**

**Pre-Qualification Questionnaire for the  
PERRIS VALLEY AQUATIC CENTER PROJECT  
Design/Build Entity Business Name & Business Address**

**GENERAL DESCRIPTION OF THE PROJECT**

The County of Riverside Economic Development Agency is seeking a Design/Build Entity for the design and construction of the new Perris Valley Aquatic Center to be located in Perris, California. The new aquatic center will be built on County owned land located in the southeastern section of the City of Perris, California.

The Economic Development Agency proposes that for the purpose of this project, the project site will be fully developed for this facility with access from Trumble Street. The project is an aquatic center with 12,000 to 15,000 square feet of building program, three primary pool features (50 m competition pool, circular activity pool, continuous river), on-site parking for a minimum of 252 stalls, lighting, hardspace, landscape and off-site improvements. The selected Design/Build Entity will be required to provide a turnkey facility, excluding only furnishings and some specialty equipment.

The Economic Development Agency will be contracting for this project and the Redevelopment Agency will provide funding. The facility must be designed and constructed to qualify for LEED certification under the Leadership in Energy and Environmental Design Green Building Rating System. The facility must earn the minimum points to qualify under the performance rating of "Certified."

The selected Design/Build Entity's Civil Engineer will provide the final site survey, including perimeters and controls for the project as well as the Water Quality Management Plan (WQMP). Information regarding the requirements for the WQMP can be found at <http://floodwcontrol.co.riverside.ca.us/>, click on "Programs & Services", then "Stormwater Quality". These requirements shall be included as a component of the cost proposal submitted in Step 2.

**PROJECT SUMMARY**

- A. Site: Approximately 12 acres to be developed including but not limited to:
  - 1. Aquatic Center: Approximately 8 acres including but not limited to:
    - a. Buildings: 12,000 – 15,000 sf total
      - i. Main Building "A"
      - ii. (3) Support Buildings
    - b. Pool Facilities: Approximately 33,000 sf
      - i. 50 m Competition Pool

- ii. Circular Activity Pool
- iii. Continuous River with:
- iv. Lagoon Pool
- v. Receiving Pool
- vi. Double Flowrider
- c. Hardscape
- d. Landscape

- 2. Parking: Approximately 4 acres including but not limited to:
  - a. Minimum 252 spaces (provide a minimum of 7 accessible spaces, or as required by code, whichever is the more stringent requirement)
  - b. Loading areas
  - c. Access drives

B. Offsite Development:

- 1. Road Improvements including but not limited to:
  - a. Trumble Road – Approximately 1050 lf
  - b. Vista Road – Approximately 600 lf
- 2. Utilities including but not limited to:
  - a. Water & Sewer: Eastern Municipal Water District
  - b. Electricity: Southern California Edison
  - c. Gas: The Gas Company
  - d. Stormwater: Water Quality Management Plan (WQMP), Storm Water Pollution Prevention Plan (SWPPP) – <http://www.floodcontrol.co.riverside.ca.us/>, (select “Programs & Services” then “Stormwater Quality”).
  - e. Telephone: Verizon
  - f. Cable: Time Warner

C. Budget: The target allowable design and construction cost for the Project, inclusive of the design and all other services to be performed under the design-build contract, is \$ 25,000,000.

D. Schedule: All design and construction Work must be completed within **Six Hundred and Ten (610) calendar days after** the Date of Commencement established in the Economic Development Agency’s initial Notice to Proceed.

## **OWNER'S CONSULTANT TEAM INCLUDES:**

Project Management: gkkworks  
Blair Ripplinger  
Office: (626) 666-6906  
Fax: (626) 666-3940  
Email: [briplinger@gkkworks.com](mailto:briplinger@gkkworks.com)

Civil Engineer: FPL and Associates, Inc.  
Ron Canedy  
Office: (949) 252-1688  
Fax: (949) 252-0088  
Email: [ron.canedy@fplandassociates.com](mailto:ron.canedy@fplandassociates.com)

Structural Engineer: Costa & Associates  
Orlando Costa  
Office: (626) 960-1811  
Email: [ocosta@costaassoc.com](mailto:ocosta@costaassoc.com)

Mechanical/Electrical: DCGA Engineers  
Joe Rogowicz  
Office: (909) 987-0017  
Email: [joe.rogowicz@dcgaengineers.com](mailto:joe.rogowicz@dcgaengineers.com)

Aquatic Consultant: Arch Pac  
Ken Moeller  
Office: (760) 734-1600 ext. 101  
Email: [kenmoeller@archpac.com](mailto:kenmoeller@archpac.com)

**The Owner's consultants listed above are engaged in the preparation and support of the RFP, and may *not* participate as members of or as sub-consultants to any Design/Build entity seeking to prequalify or propose for this project.**

## **DESCRIPTION OF THE PROCUREMENT PROCESS**

The County of Riverside Economic Development Agency has elected to use the Design/Build method as outlined in Public Contract Code Section 20133 for this project. Within the context of this law, section 20133(d)(3)(A) states that "the county shall establish a procedure to pre-qualify design-build entities using a standard questionnaire developed by the county." The County has developed this Pre-Qualification questionnaire (Step1) to comply with the requirements of this Section.

The Pre-Qualification Questionnaire is the first step of a two-step procurement process for the selection of a Design/Build Entity for this project. The purpose of the Pre-Qualification Questionnaire is to solicit preliminary information from



interested Design/Build Entities and to determine the four qualifying and highest ranked prequalifying entity that will be invited to participate in Step 2 of the RFP. The information submitted will be evaluated by a committee that includes representatives from the County. The evaluation process is intended to identify four (4) Design/Build Entities who, in the opinion of the County, are best qualified to execute successfully the design and construction of the project.

Following the selection of the four (4) finalists, the County will proceed on to the second step of the procurement process. The second step will provide significantly more detail regarding the project requirements and expectations, allowing the four (4) Design/Build Entities to submit a Response to the Request for Proposal. The selection of the successful Design/Build Entity will be based on "best value to the County", as determined by the evaluation committee, based a proposal scoring system that will be published in Step 2 of the RFP.

### **PROJECT MILESTONE SCHEDULE**

The County currently anticipates conducting the procurement of the Project in accordance with the following milestones, leading to award of a design-build contract. This schedule is subject to revision and the County reserves the right to modify this schedule as it finds necessary.

1.	Approve Pre-Qualification Package	4/12/11
2.	Pre-Qualification Package Available	4/13/11
3.	Pre-Qualification Application Due & Approve RFP Package	4/26/11
4.	Shortlist Notification to Successful Firms	5/03/11
5.	Request for Proposal (RFP) Available to Pre-Qualified Entities	5/04/11
6.	Request for Proposals Due	5/31/11
7.	Best Value Notification to Successful Entity	6/07/11
8.	Cost Proposal & Scope Negotiations Finalized	6/14/11
9.	Contract Award and Issue Construction Notice to Proceed	6/28/11
10.	Project Substantial Completion	2/28/13

### **NOTICE OF PRE-QUALIFICATION REQUIREMENTS**

Notice is hereby given that the County has determined that all Proposers on this Project to be undertaken by the County must be pre-qualified and determined to be one of the four highest ranked prequalifying entities prior to submitting a proposal for Step 2 of the Project RFP. It is mandatory that all Design/Build Entities who intend to submit a proposal for Step 2 of the RFP, fully complete the Pre-Qualification Questionnaire, provide all materials requested herein, and be selected and approved by the County as one of the four highest ranked prequalifying entities, in order to be on the final qualified list. No proposal will be accepted from a Design/Build Entity that has failed to comply with these requirements.

While it is the intent of the Pre-Qualification Questionnaire and supporting information required therewith to assist the County in determining a proposer responsibility prior to the submission of the proposal, neither the fact of pre-

qualification, nor any pre-qualification rating, will preclude the County from a post-bid consideration and determination of whether a proposer has the quality, fitness, capacity and experience to satisfactorily perform the proposed work and has demonstrated the requisite trustworthiness.

A Design/Build Entity will be evaluated based upon how well the entity meets the County's requirements. A Design/Build Entity may be found not qualified for either: (1) Omission of requested information or (2) Falsification of information.

#### **MINIMUM BONDING REQUIREMENTS**

The Design/Build Entity, individually or as a team, must have the capacity to obtain performance and payment bonds for the full value of the design-build project. Prospective Design/Build Entities that cannot provide bonding at that amount will not be considered qualified even though they may be qualified otherwise.

#### **CALIFORNIA PUBLIC RECORDS ACT**

All information submitted in the Pre-Qualification Questionnaire or in response to request for additional information is subject to disclosure under the provisions of the California Public Records Act, Government Code Section 6250 et seq. and the following. Pre-Qualification Questionnaires may contain financial or other data that constitutes a trade secret. **To protect such data from disclosure, the Design/Build Entity should specifically identify the pages that contain confidential information by properly marking the applicable pages and inserting the following notice on the front of its response:**

#### **NOTICE**

The data on pages \_\_\_\_\_ of this Proposal response, identified by an asterisk (\*) or marked along the margin with a vertical line, contains information which are trade secrets. We request that such data be used only for the evaluation of our response, but understand that disclosure will be limited to the extent that the County of Riverside determines is proper under federal, state, and local law.

The proprietary or confidential data shall be readily separable from the Pre-Qualification Questionnaire in order to facilitate eventual public inspection of the non-confidential portion of the Pre-Qualification Questionnaire.

The County assumes no responsibility for disclosure or use of unmarked data for any purpose. In the event disclosure of properly marked data is requested, the Design/Build Entity will be advised of the request and may expeditiously submit to the County a detailed statement indicating the reasons it has for believing that the information is exempt from disclosure under federal, state and local law. This statement will be used by the County in making its determination as to whether or not disclosure is proper under federal, state and local law. The County will exercise

care in applying this confidentiality standard but will not be held liable for any damage or injury which may result from any disclosure that may occur.

### **COUNTY OF RIVERSIDE RIGHTS**

The County reserves the right to waive minor irregularities and omissions in the information contained in the Pre-Qualification Questionnaire submitted, to make all final determinations, and to determine at any time that the pre-qualification procedures will not be applied to a specific future project.

The County may refuse to grant pre-qualification where the requested information and materials are not provided, or not provided by the date specified above. There is no appeal from a refusal for an incomplete or late application, but re-submitting for a later project is permitted. The closing time for the submission of the Pre-Qualification Questionnaire will not be changed in order to accommodate supplementation of incomplete submissions, or late submissions.

The County reserves the right to adjust, increase, limit, suspend or rescind the pre-qualification rating based on subsequent learned information. Design/Build Entities whose rating changes sufficiently to disqualify them will be notified.

### **APPEAL PROCESS**

Where the scoring of a timely and completed Pre-Qualification Application results in a rating below that necessary for a Design-Build Entity to pre-qualify and be ranked as one of the four highest prequalifying firms, an appeal can be made. An appeal is begun by the Design-Build Entity delivering notice to the County of its appeal of the decision with respect to its pre-qualification rating, no later than ten business days after notification of the non-qualification. Grounds for an appeal are that the County failed to follow the selection procedures and adhere to the requirements specified in this Pre-Qualification Packet or any addenda or amendments; there has been a violation of conflict of interest as provided in California government Code Section 87100 et seq.; or violation of State or Federal law. Appeals will not be accepted on any other grounds. Without a timely appeal, the Design-Build entity waives any and all rights to challenge the decision of the County, regarding selection or pre-qualification of Design-Build Entity for this project, whether by administrative process, judicial process or any other legal process or proceeding.

If the Design-Build Entity gives the required notice of appeal and requests a hearing, the hearing shall be conducted no later than ten business days after the County's receipt of the notice of appeal. The hearing shall be an informal process conducted before the Pre-Qualification Selection Committee ("Committee"). The Committee will consider only those specific issues addressed in the written request for an appeal. The Design-Build Entity will be given the opportunity to present information and present reasons in opposition to the rating. Within one day after the conclusion of the hearing, the Committee will render its decision. It is the intention of the County that the date for the submission of Technical Proposal documents will not be delayed or postponed to allow for completion of an appeal process.

## **INSTRUCTIONS AND OVERVIEW OF THE PRE-QUALIFICATION PROCESS**

**Submission Requirements** – The Prequalification Questionnaire seeks information about the contractor and design professionals that comprise the Design/Build Entity. The Questionnaire must be signed under penalty of perjury in the manner designated on the Certifications page by an individual who has the legal authority to bind the Design/Build Entity on whose behalf that person is signing.

If any information provided by a Design/Build Entity becomes inaccurate, the Design/Build Entity must immediately notify the County and provide updated accurate information in writing, under penalty of perjury.

### **DEFINITION OF WHAT COMPRISES A DESIGN-BUILD ENTITY**

A Design/Build Entity is defined by Public Contract Code 20133 (c) (3) as, “a 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.”

Although that definition allows wide latitude in the composition of the Design/Build Entity, the County of Riverside requires the Design/Build Entity to identify and list, in Step 1 of the RFP, certain core member organizations that will comprise the team. Those core organizations must individually complete the appropriate scored question portion of the pre-qualification questionnaire and obtain a passing score in order for a Design/Build entity to be considered qualified and subject to scoring by the evaluation committee to determine the four highest scoring prequalifying entities. The core members that are required to be listed in Step 1 of the RFP by the Design/Build Entity are:

1. General Contractor
2. Architect
3. Aquatic Design Consultant

The core members of the Design/Build Entity identified in response to this Pre-qualification Questionnaire must be selected on qualifications alone. Additional members of the four highest scoring prequalifying teams will be required to be listed, or designated by the proposing Design/Build Entity in Step 2 of the RFP. The California Public Contract Code Section 20133(f) requires that all subcontractors, not listed as part of its core member organization by the Design/Builder in its submission in response to the Request for Proposals (Step 1 or Step 2), be awarded in accordance with the design-build process set forth by the County.

The County's process allows the selection of subcontractors based upon the best value to the Project. For all subcontractors not designated as core members of the Design/Build Entity team during Step 1 or Step 2 of the RFP, the Design/Build entity 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 and (2) Provide a fixed date and time on which the subcontracted work will be awarded in accordance with the procedure established pursuant to Public Contract Code Section 20133(f). If the D/B Entity chooses to use a core member organization with the capability of performing both design and construction services (i.e. a subcontractor with a licensed engineer and design staff), then that member must successfully qualify as both the sub-consultant and subcontractor for the listed discipline.

### **SCORING APPROACH**

The rating of the D/B Entity will result from consideration of the scores attained in all parts of the questionnaire. The evaluation process is intended to identify four (4) Design/Build Entities who, in the opinion of the County, are best qualified to execute successfully the design and construction of the project based on the criteria identified in the Pre-Qualification Questionnaire. The four best qualified entities will be based on the County's evaluation as reflected by the rating and scores assigned to each prequalifying entity as follows:

#### **PART I: INFORMATION ABOUT THE DESIGN/BUILD ENTITY AND EACH OF ITS MEMBERS**

This part applies to the Design/Build Entity as a whole and to each of its Members, and is for identification purposes only. **There is no rating or scored value to Part I.** Part I will be the only information of the Pre-Qualification Document provided to the public.

#### **PART II: ESSENTIAL REQUIREMENTS FOR THE DESIGN/BUILD ENTITY AS A WHOLE**

This part applies to the Design/Build Entity as a whole, and is a **qualify-don't qualify series of questions. All questions must be answered correctly or the Design/Build Entity will be disqualified.** Part II is the first step in rating the Design/Build Entity in the Pre-Qualification process. If the Design/Build Entity is able to correctly respond to each of these questions, its ultimate rating will be dependent upon the scored questions. **If the Design/Build Entity is unable to correctly respond to each of these questions, it will be disqualified regardless of the results of the scored questions.**

#### **PART III: SCORED QUESTIONS FOR INDIVIDUAL MEMBERS OF THE DESIGN/BUILD ENTITY**

##### **Subpart A: Scored Questions for the General Contractor Member**

This part applies to the general contractor member. It consists of a series of questions that must be answered. Each group of questions will be scored and given a weighted value. The total score attained establishes the rating for the general contractor and will be combined with the scores of the other parts to determine the total score for the Design/Build Entity.

**Subpart B: Scored Questions for the Architect Member**

This part applies to the architect member. It consists of a series of questions that must be answered. Each group of questions will be scored and given a weighted value. The total score attained establishes the rating for the architect member and will be combined with the scores of the other parts to determine the total score for the Design/Build Entity.

**Subpart C: Scored Questions for the Aquatic Design Consultant**

This part applies to the aquatic design consultant member. It consists for a series of questions that must be answered. Each group of questions will be scored and given a weighted value. The total score attained establishes the rating for the aquatic design consultant member and will be combined with the scores of the other parts to determine the total score for the Design/Build Entity.

**PART IV: SCORED QUESTIONS FOR RELEVANT PROJECT EXPERIENCE**

This part applies to the Design/Build Entity as a whole and to each of its Members. It consists of a series of questions that must be answered and the total score attained will be combined with the scores of the other parts to determine the total score for the Design/Build Entity.

**STEP 1 RFP EVALUATION SUMMARY:  
PREQUALIFICATION QUESTIONNAIRE - 450 Points Total**

<b>Part</b>	<b>Method</b>	<b>Points</b>
<b>Part I</b>	Info Only, No Score	<b>None</b>
<b>Part II</b>	Qualify-Don't Qualify	<b>None</b>
<b>Part III Sub Part A</b>	Scoring	<b>90 Points Total</b>
Organization & History of Business Performance	Scoring	45 points
Bankruptcy, Disputes, Criminal Matters & Lawsuits	Scoring	30 points
Safety, Prevailing Wage & Apprenticeship	Scoring	15 points
<b>Part III Sub Part B</b>	Scoring	<b>60 Points Total</b>
Organization & History of Business Performance	Scoring	30 points
Bankruptcy, Disputes, Criminal Matters & Lawsuits	Scoring	30 points
<b>Part III Sub Part C</b>	Scoring	<b>80 Points Total</b>
Organization & History of Business Performance	Scoring	30 points
Bankruptcy, Disputes, Criminal Matters & Lawsuits	Scoring	30 points
Project Experience	Scoring	20 points
<b>Part IV Sub Part A</b>	Scoring	<b>60 Points Total</b>
<b>Part IV Sub Part B</b>	Scoring	<b>120 Points Total</b>
<b>Part IV Sub Part C</b>	Scoring	<b>40 Points Total</b>
<b><u>Part 1 RFP Total</u></b>		<b><u>450 Points Total</u></b>

**REQUEST FOR  
PROPOSALS  
STEP 1:**

**DESIGN/BUILD  
PRE-QUALIFICATION  
QUESTIONNAIRE**



**PART I:  
INFORMATION about the DESIGN/BUILD ENTITY (D/B Entity) and each of  
its TEAM MEMBERS**

**Lead Person or Firm - Contact Information**

D/B Entity: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Type of Entity (check one):

- Corporation       Partnership       Sole Prop.       Other Assoc.

If D/B Entity is a sole proprietor or partnership:

Owner(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Design/Build Entity Team Members

Member Firm(s) -List only legal entities or individuals that are part of the Design/Build Entity or Team Members of the Design/Build Entity.		
Discipline	Name	License
General Contractor		
Architect		
Aquatic Design Consultant		

For each Design/Build Member listed above that is not a sole proprietorship or corporation (such as, but not limited to, a partnership or other association), please provide a copy of the agreement creating the partnership or other association.

### **PART II : ESSENTIAL REQUIREMENTS for the TEAM of the DESIGN/BUILD ENTITY as a WHOLE**

Part II is the first step in scoring the Design/Build Entity. It seeks information about various members of the Design/Build Entity, and consists of questions that must be answered correctly (per the table at the end of this Section) or the Design/Build Entity will be disqualified.

Definitions:

- The term "Design/Build Entity" as used in this Part II means Design/Build Entities wishing to be considered for receipt of the County's Request for Proposal for the design and construction of the Project.
- The term "Associates" as used in this Part II means all of the following:
  - The current qualifiers for all current Contractors State License Board contracting licenses held by the General Contractor.
  - All current officers of the General Contractor if it is a corporation.
  - All current partners of the General Contractor if it is a partnership.
  - All current joint venturers of the joint venture contractor which is seeking prequalification.
- The Term "Sub-consultant Member" shall mean any team member of the Design/Build Entity which provides professional services, including the Aquatic Design Consultant.

**ESSENTIAL REQUIREMENTS FOR THE CONTRACTOR MEMBER OF THE DESIGN/BUILD ENTITY.**

**NOTE: Design/Build Entity will be automatically disqualified if the answer to any of the question 1 through 7 is “no”.**

1. Does the General Contractor possess a current California contractor’s license for the Project for which it intends to submit a proposal?

- Yes       No

2. Does the General Contractor have a liability insurance policy with a policy limit of at least the amount shown on the table below, which correlates with the proposed construction budget for this project from a California admitted company?

Commercial/General Liability Insurance – The Contractor shall carry General Liability Insurance covering all operations performed by or on behalf of the Contractor providing coverage for bodily injury and property damage with a combined single limit of not less than:

- For projects over one million (\$1,000,000) and less than three million (\$3,000,000) require limits of not less than three million (\$3,000,000) in General Liability and Auto Liability coverage.
- For Construction contracts for projects over three million (\$3,000,000) and less than five million (\$5,000,000) require limits of not less than five million (\$5,000,000) in General Liability and Auto Liability coverage.
- For Construction contracts for projects over five million (\$5,000,000) require limits of not less than ten million (\$10,000,000) in General Liability and Auto Liability.

- Yes       No

If yes, provide the following information. (Attach a separate page if more than one policy.)

---

Insurance Company

---

Policy Number

---

Policy limit per occurrence

---

Aggregate policy limit

3. Does the General Contractor have current workers' compensation insurance policies as required by the Labor Code or are legally self-insured pursuant to Labor Code sections 3700 et. seq.?

Yes       No

If yes, provide the following information. (Attach a separate page if more than one policy)

---

Insured

---

Carrier

---

Policy Number

4. Has the General Contractor attached the latest copy of a reviewed or audited financial statement with accompanying notes attached for the General Contractor?

Yes       No

**An audited financial statement with accompanying notes of a parent company guarantor may be substituted. A financial statement that is not either reviewed or audited is not acceptable. A letter verifying availability of a line of credit is not a substitute for the required financial statement.**

5. Has the General Contractor attached a notarized statement from a surety insurer admitted (approved by the California Department of Insurance) and authorized to issue bonds in the State of California attached, which states that the General Contractor's current bonding capacity is sufficient for the project for which you seek prequalification?

Yes       No

**Notarized Statement must be from the surety company, not an agent or broker.**

6. Has the General Contractor attached a notarized statement from a surety insurer admitted (approved by the California Department of Insurance) and authorized to issue bonds in the State of California attached, which states that the General Contractor is able to obtain a bond for the Perris Valley Aquatic Center for an amount up to the anticipated target cost of \$25 million?

**Notarized Statement must be from the surety company, not an agent or broker.**

7. Does the General Contractor seeking prequalification know and understand their obligations regarding the employment of apprentices on public works under Labor Code section 1777.5 and California Code of Regulations, Title 8, section 230.1, and do they intend to comply with these requirements, including the requirement, if applicable, to request the dispatch of apprentices from an apprenticeship program approved by the California Apprenticeship Council?

Yes       No

**NOTE: Design/Build Entity will be automatically disqualified if the answer to any of the questions 8 through 14 is "yes".**

8. Has the General Contractor's license been revoked or suspended at any time in the last ten (10) years?

Yes       No

9. Has a surety firm completed a contract on behalf of the General Contractor, or paid for completion because the firm was in default or terminated by the project owner within the last ten (10) years?

Yes       No

10. Within the last ten (10) years was the General Contractor declared ineligible to bid on a public works contract, to be awarded a public works contract, or to perform as a subcontractor on a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7?

Yes       No

11. At any time during the last ten (10) years, has the General Contractor or any of its owners or officers been convicted of a crime involving the awarding of a contract for a government construction project, or the bidding or performance of a government contract?

Yes       No

12. Has the General Contractor or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

Yes       No

13. Has the General Contractor or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?

Yes       No

14. Has the General Contractor or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

Yes       No

**ESSENTIAL REQUIREMENTS FOR THE ARCHITECT AND SUB-CONSULTANT TEAM MEMBER OF THE D/B ENTITY:**

**NOTE: D/B Entity will be automatically disqualified if the answer to any of the questions 15 through 18 is "no".**

15. Does the Architect Member possess a valid and current California professional license for the project for which it intends to submit a proposal?

Yes       No

16. Does the Architect Member and Sub-Consultant Member have a professional liability insurance policy with a policy limit of at least \$1,000,000 per occurrence and \$2,000,000 aggregate?

Yes       No

If yes, provide the name of the insurance company, policy number, and policy limits. (Attach a separate page if more than one policy.)

Architect:

---

Insurance Company

\_\_\_\_\_  
Policy Number

\_\_\_\_\_  
Policy limit per occurrence

\_\_\_\_\_  
Aggregate policy limit

Sub-Consultant Member:

\_\_\_\_\_  
Insurance Company

\_\_\_\_\_  
Policy Number

\_\_\_\_\_  
Policy limit per occurrence

\_\_\_\_\_  
Aggregate policy limit

17. Does the Architect and the Sub-Consultant Members have current workers' compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code Section 3700 et. seq.?

Yes       No

18. Has the Architect Member and the Sub-Consultant Members attached the latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information?

Yes       No

**A financial statement that is not either reviewed or audited is not acceptable. A letter verifying availability of a line of credit is not a substitute for the required financial statement.**

**NOTE: D/B Entity will be automatically disqualified if the answer to any of the questions 19 through 23 is "yes".**

19. Has any professional license held by any Architect Member who will provide

services been revoked at any time in the last ten (10) years?

Yes       No

20. At any time during the last ten (10) years, has the Architect Member or the Sub-Consultant Member or any of its owners or officers been convicted of a crime involving the awarding of a contract of a government construction project, or performance of a government contract?

Yes       No

21. Has the Architect Member or the Sub-Consultant Member or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

Yes       No

22. Has the Architect Member or the Sub-Consultant Member or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?

Yes       No

23. Has the Architect Member or the Sub-Consultant Member or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

Yes       No

### **PART III:**

#### **SCORED QUESTIONS for TEAM MEMBERS of the D/B ENTITY**

##### **SUBPART A: SCORED QUESTIONS FOR THE GENERAL CONTRACTOR**

Provide the following information about the General Contractor for which prequalification is being requested by the Design-Build Entity. If the Design-Build Entity is itself the General Contractor for which prequalification is being requested, then provide all information requested as it relates to the Design-Build Entity itself.

**SCORING:** Each of the following Questions shall be scored and included in the calculation of the D/B Entity's total score.



Definitions:

- “General Contractor” - shall mean the general contractor, holding a current, valid, California Class “B” general contractor’s license in good standing, that will assume responsibility for the subcontracting, management, supervision and administration of the construction for the Project.
- The term “Associates” as used in this Part A means all of the following:
  - The current qualifiers for all current Contractors State License Board contracting licenses held by the General Contractor.
  - All current officers of the General Contractor if it is a corporation.
  - All current partners of the General Contractor if it is a partnership.
  - All current joint ventures’ of the General Contractor if it is a joint venture.
- The term “Design-Build” as used in this Part III means only a project delivery method wherein both the design and construction of the project were provided under a single contract.

**ORGANIZATION, and HISTORY OF BUSINESS PERFORMANCE**

A-1. Name of General Contractor: \_\_\_\_\_

A-2. Date of company formation or incorporation: \_\_\_\_\_

A-3. State of formation or incorporation: \_\_\_\_\_

A-4. How many persons does the General Contractor currently employ? \_\_\_\_\_

A-5(a) If the General Contractor is a corporation, provide the following:

Provide information for each officer of the corporation or individual(s) with 20% or more of the corporate stock.

Position	Name	Years with Co.	% Ownership
CEO			
President			
Vice-President			
Secretary			
Treasurer			


A-5(b) If the General Contractor is a sole proprietorship, please complete the following:  
Provide information for each member of the proprietorship.

Owner	Years as Owner

A-5(c) If the General Contractor is a joint venture, partnership or other association, provide the following for each member of the joint venture, each partner or other association member; and provide a copy of the agreement creating the joint venture, partnership or association that specifies that all partners or association members agree to be fully liable for the performance under the Design-Build Contract. (Attach additional pages if necessary)

Name of Individual Or Entity	Principal Contact	Position	Years with Joint Venture/ Partnership	% Ownership Interest

A-6 Has there been any change in ownership of the General Contractor during the last three years?

**NOTE: A corporation whose shares are publicly traded is not required to answer this question.**

Yes       No

If "yes," explain on a separate page.

A-7 Is the General Contractor a subsidiary, parent, holding company or affiliate of another construction firm?

**NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.**

Yes       No

If "yes," explain on a separate page.

A-8 State the General Contractor's gross revenues for each of the last three years:

YEAR: \_\_\_\_\_ YEAR: \_\_\_\_\_ YEAR: \_\_\_\_\_  
 \$ \_\_\_\_\_ \$ \_\_\_\_\_ \$ \_\_\_\_\_

A-9. Please fill in the following blanks based on the General Contractor's attached financial statement:

Current Assets: \$ \_\_\_\_\_  
 Current Liabilities: \$ \_\_\_\_\_  
 Total Net Worth: \$ \_\_\_\_\_  
 Current Ratio (Assets/Liabilities): \_\_\_\_\_  
 Working Capital (Current Assets - Current Liabilities): \$ \_\_\_\_\_

A-10 List all California contractor license numbers, classifications and expiration dates currently held by the General Contractor.

License Number	Trade Classification	Date Issued	Expiration Date

A-11 Provide information regarding former County of Riverside administrative officials (as defined below) who are employed by or represent the organization/firm. The information, provided on a separate page, must include a list of former County administrative officials who terminated County employment within the last five (5) years and who are now officers, principals, partners, associates or members of

the organization/firm. Information should also include the employment and/or representative capacity and the dates these individuals began employment with or representation of the organization/firm. For purposes of this section, "County administrative official" is defined as a member of the Board of Supervisors or such officer's staff, County Executive Officer or member of such officer's staff, County department or group head, assistant department or group head, or any employee.

Failure to provide this information may result in the response to the pre-qualification questionnaire being deemed non-responsive and the D/B entity disqualified.

A-12 Has the General Contractor changed names or license numbers in the past five (5) years?

Yes  No

If "yes," explain on a separate page.

A-13 Has any owner, CSLB qualifier or corporate officer of the General Contractor operated as a contractor under any other name or license number (not listed in 9 above) in the last five (5) years?

Yes  No

If "yes," explain on a separate page.

A-14 Surety Information for General Contractor:

Bonding Co./Surety: \_\_\_\_\_

Surety Agent: \_\_\_\_\_

Agent Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

A-15 List all other sureties (name and full address) that have written bonds for the General Contractor during the last five years, including periods during which each wrote the bonds. Provide, on a separate attachment, information concerning any work complete by a surety related to: (1) bankruptcy or receivership of the General Contractor Member or each Contractor of a Joint Venture Design/Build entity; and (2) all settled adverse claims, disputes or lawsuits between the owner of a public works project and any member of the General Contractor Member or each Contractor of a Joint Venture Design/Build entity for the last five years.:

Surety	Address	Periods of Coverage

A-16 How many years has the General Contractor or each Contractor of a Joint Venture organization been in business in California as a General Contractor under its present business name and license number?

**NOTE: If Contractor Member is a Joint Venture, add years for each partner to the Joint Venture and enter the average of combined experience.**

Years: \_\_\_\_\_

**BANKRUPTCY, DISPUTES, CRIMINAL MATTERS & LAWSUITS**

A-17 Is the General Contractor or any of its Associates currently the debtor in a bankruptcy case?

Yes             No

If "yes," indicate the case number, bankruptcy court, and the date on which the petition was filed.

\_\_\_\_\_

Case Number                      Bankruptcy Court                      Date Filed

A-18 Was the General Contractor or any of its Associates in bankruptcy at any time during the last ten (10) years? (This question refers only to a bankruptcy action that was not described in answer to question A-17, above)

Yes             No

If "yes," indicate the case number, bankruptcy court, and the date on which the petition was filed.

\_\_\_\_\_

Case Number                      Bankruptcy Court                      Date Filed

A-19 At any time in the last ten (10) years has the General Contractor or any of its Associates been assessed liquidated damages of more than \$50,000 on a

construction contract with either a public or private owner?

Yes       No

If yes, explain on a separate page, identifying all such projects by owner, owner's address, name of entity against whom assessment was made, the date of completion of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.

A-20 Has the General Contractor or any of its Associates ever been terminated for default on a construction contract?

Yes       No

If "yes," explain on a separate page.

A-21 In the last ten (10) years has the General Contractor or any of its Associates, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?

Yes       No

If "yes," explain on a separate page. State the name of the organization debarred, the year of the event, the owner of the project, and the basis for the action.

A-22 Has the General Contractor or any of its Associates ever been denied an award of a public works contract based on a finding by a public agency that they were either non-responsive or not a responsible bidder?

Yes       No

If "yes," on a separate page identify the year of the event, the entity denied the award, the owner, the project, and the basis for the finding by the public agency.

**NOTE: The following two questions refer only to disputes between contractors and owners of projects. You need not include information about disputes with suppliers, other contractors, or subcontractors. You need not include information about "pass-through" disputes in which the actual dispute is between a subcontractor and a project owner.**

A-23 In the past ten (10) years has any claim in excess of \$50,000 been filed in court or arbitration against the General Contractor or any of its Associates concerning their work on a construction project?

Yes       No

If "yes," on a separate page identify the claim(s) by providing the project name, date of the claim, name of the claimant, the name of the entity the claim was filed against, a brief description of the nature of the claim, the court and case number, and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

A-24 In the past ten (10) years has the General Contractor or any of its Associates made any claim in excess of \$50,000 against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration?

Yes       No

If "yes," on a separate page identify the claim by providing the name of claimant, the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court and case number, and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

A-25 Has the General Contractor or party to the Joint Venture been required to pay a premium of more than one percent for a performance and payment bond on any project(s) on which the Contractor worked at any time during the last three years?

Yes       No

If "yes," on a separate page state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one per cent, if you wish to do so.

A-26 During the last ten (10) years, has there ever been a period of time when the General Contractor or any of its Associates ever been denied bond coverage by a surety company, or has there ever been a period of time when there was no surety bond in place during a public construction project when one was required?

Yes       No

If yes, indicate the period during which no surety bonds were in place, name of entity without the surety bond, the name of project owner, and if coverage was denied the date coverage was denied and the name of the company that denied coverage.

### **SAFETY, PREVAILING WAGE & APPRENTICESHIP**

A-27 Has CAL OSHA cited and assessed penalties against the General Contractor or any of its Associates for any "serious," "willful" or "repeat" violations of its safety or health regulations in the past ten (10) years?

**NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.**

Yes       No

If "yes," on separate page describe the citations, the party against whom the citation was made, date of citation, nature of the violation, project on which the citation was issued, owner of project, and the amount of penalty paid, if any. State the case number and date of any OSHAB decision. Note that the existence of any "willful" violations of Part 1 (commencing with Section 6300) of Division 5 of the California Labor Code may constitute grounds for disqualification.

A-28 Has the Federal Occupational Safety and Health Administration cited and assessed penalties against the General Contractor or any of its Associates in the past ten (10) years?

**NOTE: If an appeal of the citation has been filed and the Appeals Board has not yet ruled, or if there is a court appeal pending, you need not include information about the citation.**

Yes       No

If "yes," on separate page describe the citations, the party against whom the citation was made, date of citation, nature of the violation, project on which the citation was issued, owner of project, and the amount of penalty paid, if any. State the case number and date of any decision.

A-29 Has the EPA, any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either the General Contractor or any of its Associates or the owner of a project ON WHICH THE Contractor was the D/B Entity in the past ten (10) years?

**NOTE: If an appeal of the citation has been filed and there is no ruling yet, or if there is a court appeal pending, you need not include information about the citation.**

Yes       No

If "yes," on separate page describe the citations, the party against whom the citation was made, date of citation, nature of the violation, project on which the citation was issued, owner of project, and the amount of penalty paid, if any. State the case number and date of any decision.

A-30 Does the General Contractor require documented safety meetings to be held for construction employees and field supervisors during the course of a project?



Yes       No

If "yes", identify how often the meetings are required.

Weekly     Bi-Weekly     Monthly     Less Frequent

A-31 Within the last ten (10) years has there ever been a period when the General Contractor or any of its Associates had employees but was without workers' compensation insurance or state-approved self-insurance?

Yes       No

If "yes," please explain the reason for the absence of workers' compensation insurance on a separate page. If "No," please provide a statement by your current workers' compensation insurance carrier that verifies periods of workers' compensation insurance coverage for the General Contractor for the last ten (10) years. (If the General Contractor has been in business for less than ten (10) years, provide a statement by your workers' compensation insurance carrier verifying continuous workers' compensation insurance coverage for the period that your firm has been in business.)

A-32 Has there been more than one occasion during the last ten (10) years in which the General Contractor or any of its Associates was required to pay either back wages or penalties for failure to comply with the state's prevailing wage laws?

Yes       No

If "yes," attach a separate page, describing the violator, nature of each violation, name of the project, date of its completion, the public agency for which it was constructed, the number of employees who were initially underpaid and the amount of back wages and penalties that were assessed.

A-33 During the last ten (10) years, has there been more than one occasion in which the General Contractor or any of its Associates have been penalized or required to pay back wages for failure to comply with the Federal Davis-Bacon prevailing wage requirements?

Yes       No

If "yes," attach a separate page, describing the violator, nature of each violation, name of the project, date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that were assessed.

A-34 At any time during the last ten (10) years, has the General Contractor or any of its Associates been found to have violated any provision of California

apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works?

**You may omit reference to any incident that occurred prior to January 1, 2004, if the violation was by a sub-contractor and the Contractor, as general contractor on a project, had no knowledge of the sub-contractor's violation at the time they occurred.**

Yes       No

If "yes," provide the date of the findings and attach a copy of the final decision.

\_\_\_\_\_  
Date of Findings

A-35

Will the General contractor self-perform any work on this project in trades that require apprenticable craft tradespersons?

Yes       No

**PART III:  
SCORED QUESTIONS for TEAM MEMBERS of the D/B ENTITY**

**SUBPART B: TEAM MEMBER QUESTIONS FOR THE ARCHITECT OF RECORD**

**SCORING:** Each of the following questions shall be scored and included in the calculation of the D/B Entity's total score.

Definitions:

- "Architect of Record" means the licensed architect member of the Design/Build Entity whose stamp will appear on the Project Construction Documents.
- "Firm" shall mean, in the case where the Architect of Record is not an individual doing business as a sole proprietorship, the firm (whether a sole proprietorship, corporation, partnership or other association) which employs the Architect of Record.
- The term "Design/Build" as used in this Part III means only a project delivery method wherein both the design and construction of the project were provided under a single contract.

**ORGANIZATION, and HISTORY OF BUSINESS PERFORMANCE**

B-1. If the Architect of Record or its Firm is different from that of the General Contractor, please answer the following:

B-1(a) Date of company formation or incorporation: \_\_\_\_\_

B-1(b) State of formation or incorporation: \_\_\_\_\_

B-1(c) How many persons does the Architect of Record or its Firm currently employ?: \_\_\_\_\_

B-1(d) If the Architect of Record's Firm is a corporation, provide the following information for each officer of the corporation and owners of 20% or more of the corporate stock.

Position	Name	Years with Co.	% Ownership
CEO			
President			
Vice President			
Secretary			
Treasurer			

B-1(e) If the Architect of Record is an individual doing business as a sole proprietorship, complete the following:

Owner	Years as Owner

B-1(f) If the Architect of Record's Firm is a joint venture, partnership or other association (other than a corporation), provide the following information for each member of the joint venture, each partner or each other association member. Provide a copy of the agreement creating the partnership or association and specifying that all partners or association members agree to be fully liable of the performance under the design-build contract. (Attach additional pages if necessary)

Name of Individual or Entity	Principal Contact	Position	Years with Joint Venture/ Partnership/ Other Association	% Ownership Interest

B-1(g) Has there been any change in ownership of the Architect of Record's Firm during the last three years?

**NOTE: A corporation whose shares are publicly traded is not required to answer this question with regard to public trades.**

Yes       No

If "yes," explain on a separate page.

B-1(h) Is the Architect of Record's Firm a subsidiary, parent, holding company or affiliate of another firm?

**NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of the Firm holds a similar position in another firm.**

Yes       No

If "yes," explain on a separate page.

B-1(i) Has any corporate officer or owner of the Architect of Record's Firm, worked for any other architectural firms in the past five years?

**NOTE: Include information about other firms if an owner, partner, or officer of your Firm holds a similar position in another firm.**

Yes       No

If "yes," explain on a separate page.

B-1(j) Provide information regarding former County of Riverside administrative officials (as defined below) who are employed by or represent the organization/firm. The information, provided on a separate page, must include a list of former County administrative officials who terminated County employment within the last five (5) years and who are now officers, principals, partners, associates or members of the organization/firm. Information should also include the employment and/or

representative capacity and the dates these individuals began employment with or representation of the organization/firm. For purposes of this section, "County administrative official" is defined as a member of the Board of Supervisors or such officer's staff, County Executive Officer or member of such officer's staff, County department or group head, assistant department or group head, or any employee.

Failure to provide this information may result in the response to the request for proposal being deemed non-responsive.

B-1(k) Has the Architect of Record's Firm changed names or license number in the last five years?

Yes       No

If "yes," explain on a separate page including reason for change.

B-2 Provide the following information for all known Architects who will be designing the project: (Attach additional pages if necessary)

Architect	License Number	Years in Practice

B-3 How many years has the Architect's firm been in business in California as an Architect under its present business name and license number?

**NOTE: If Architect's firm is a Joint Venture, add years for each partner to the Joint Venture and enter the average combined experience.**

Years: \_\_\_\_\_ CA License: \_\_\_\_\_

B-4 The Architect of Record will be required to have an active office located within California during the duration of the Project if selected. This office will have responsibility for the design work associated with the Project. All design associated with the Project, including that design work within the responsibility of Specialty Sub-consultants, shall be accomplished or reviewed and approved by design professionals registered to practice in the State of California for the related professional field(s).

At time of submission of this Pre-Qualification Questionnaire; does the Architect of Record have an active office located within California?

Yes       No

If "yes", on a separate page provide location of office, where the majority of the design work will be performed and number of staff members. If "no", on a separate page explain fully how the Architect of Record will comply with the requirements outlined in B-4 above.

B-5 Does Architect of Record or the Firm currently employ LEEDS (Leadership in Energy & Environmental Design) accredited designers?

Yes       No

If yes, identify individuals on a separate page.

**BANKRUPTCY, DISPUTES, CRIMINAL MATTERS & LAWSUITS**

B-6 Is the Architect of Record or the Firm currently the debtor in a bankruptcy case?

Yes       No

If "yes," indicate the case number, bankruptcy court, and the date on which the petition was filed.

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
Case Number      Bankruptcy Court      Date Filed

B-7 Was the Architect of Record or Firm in bankruptcy at any time during the last ten (10) years? (This question refers only to a bankruptcy action that was not described in answer to question B-6, above)

Yes       No

If "yes," indicate the case number, bankruptcy court, and the date on which the petition was filed.

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
Case Number      Bankruptcy Court      Date Filed

B-8 In the last ten (10) years has the Architect of Record or the Firm been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?

Yes       No

If "yes," explain on a separate page. State the name of the organization debarred, the year of the event, the owner of the project, and the basis for the action.

- B-9 Has the Architect of Record or the Firm ever been denied an award of a public works contract based on a finding by a public agency that they were not properly qualified?

Yes  No

If "yes," on a separate page identify the year of the event, the entity denied the award, the owner, the project, and the basis for the finding by the public agency.

- B-10 In the past ten (10) years, has any claim in excess of \$50,000 been filed in court or arbitration against the Architect of Record or the Firm concerning its architectural work on a project for which they were found at fault?

Yes  No

If "yes," on a separate page identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court and case number, and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

- B-11 In the past ten (10) years, has the Architect of Record or the Firm made any claim in excess of \$ 50,000 against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration?

Yes  No

If "yes," on separate page identify the claim by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court and case number, and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

- B-12 In the last ten (10) years has any insurance carrier, for any form of insurance, refused to renew an insurance policy for the Architect of Record or the Firm?

Yes  No

If "yes," on separate page give name the insurance carrier, the form of insurance and the year of the refusal.

### **SUBPART C: TEAM MEMBER QUESTIONS FOR THE SUB-CONSULTANT**

**MEMBER (AQUATIC DESIGN CONSULTANT)**

**SCORING:** Each of the following questions shall be scored and included in the calculation of the D/B Entity's total score.

Definitions:

- "Sub-Consultant Member" means the member of the Design/Build Entity who is the lead aquatic design expert for the Design/Built Entity.
- "Firm" shall mean, in the case where the Sub-Consultant Member is not an individual doing business as a sole proprietorship, the firm (whether a sole proprietorship, corporation, partnership or other association) which employs the Sub-Consultant Member.
- The term "Design/Build" as used in this Part III means only a project delivery method wherein both the design and construction of the project were provided under a single contract.

**ORGANIZATION, and HISTORY OF BUSINESS PERFORMANCE**

B-1. If the Sub-Consultant Member or its Firm is different from that of the General Contractor, please answer the following:

B-1(a) Date of company formation or incorporation: \_\_\_\_\_

B-1(b) State of formation or incorporation: \_\_\_\_\_

B-1(c) How many persons does the Sub-Consultant Member or its Firm currently employ?: \_\_\_\_\_

B-1(d) If the Sub-Consultant Member's Firm is a corporation, provide the following information for each officer of the corporation and owners of 20% or more of the corporate stock.

Position	Name	Years with Co.	% Ownership
CEO			
President			
Vice President			
Secretary			
Treasurer			




B-1(e) If the Sub-Consultant Member is an individual doing business as a sole proprietorship, complete the following:

Owner	Years as Owner

B-1(f) If the Sub-Consultant Member's Firm is a joint venture, partnership or other association (other than a corporation), provide the following information for each member of the joint venture, each partner or each other association member. Provide a copy of the agreement creating the partnership or association and specifying that all partners or association members agree to be fully liable of the performance under the design-build contract. (Attach additional pages if necessary)

Name of Individual or Entity	Principal Contact	Position	Years with Joint Venture/ Partnership/ Other Association	% Ownership Interest

B-1(g) Has there been any change in ownership of the Sub-Consultant Member's Firm during the last three years?

**NOTE: A corporation whose shares are publicly traded is not required to answer this question with regard to public trades.**

Yes       No

If "yes," explain on a separate page.

B-1(h) Is the Sub-Consultant Member's Firm a subsidiary, parent, holding company or affiliate of another firm?

**NOTE: Include information about other firms if one firm owns 50 percent**

or more of another, or if an owner, partner, or officer of the Firm holds a similar position in another firm.

Yes       No

If "yes," explain on a separate page.

B-1(i) Has any corporate officer or owner of the Sub-Consultant Member's Firm, worked for any other architectural firms in the past five years?

**NOTE: Include information about other firms if an owner, partner, or officer of your Firm holds a similar position in another firm.**

Yes       No

If "yes," explain on a separate page.

B-1(j) Provide information regarding former County of Riverside administrative officials (as defined below) who are employed by or represent the organization/firm. The information, provided on a separate page, must include a list of former County administrative officials who terminated County employment within the last five (5) years and who are now officers, principals, partners, associates or members of the organization/firm. Information should also include the employment and/or representative capacity and the dates these individuals began employment with or representation of the organization/firm. For purposes of this section, "County administrative official" is defined as a member of the Board of Supervisors or such officer's staff, County Executive Officer or member of such officer's staff, County department or group head, assistant department or group head, or any employee.

Failure to provide this information may result in the response to the request for proposal being deemed non-responsive.

B-1(k) Has the Sub-Consultant Member's Firm changed names or license number in the last five years?

Yes       No

If "yes," explain on a separate page including reason for change.

B-2 Provide the following information for all known members of the Sub-Consultant Member's firm who will provide design consultancy for the project: (Attach additional pages if necessary)

Consultant	Years in Practice


B-3 How many years has the Sub-Consultant Member's firm been in business in California providing aquatic design consultancy under its present business name and business license number?

**NOTE: If Sub-Consultant Member's firm is a Joint Venture, add years for each partner to the Joint Venture and enter the average combined experience.**

Years: \_\_\_\_\_

B-4 The Sub-Consultant Member will be required to have an active office located within California during the duration of the Project if selected. This office will have responsibility for the aquatic design consultancy associated with the Project. All design associated with the Project, including that design work within the responsibility of the Sub-Consultant Member and Specialty Sub-consultants, shall be accomplished or reviewed and approved by design professionals registered to practice in the State of California for the related professional field(s).

At time of submission of this Pre-Qualification Questionnaire; does the Sub-Consultant Member have an active office located within California?

Yes       No

If "yes", on a separate page provide location of office, where the majority of the consultancy work will be performed and number of staff members. If "no", on a separate page explain fully how the Sub-Consultant Member will comply with the requirements outlined in B-4 above.

**BANKRUPTCY, DISPUTES, CRIMINAL MATTERS & LAWSUITS**

B-6 Is the Sub-Consultant Member or its Firm currently the debtor in a bankruptcy case?

Yes       No

If "yes," indicate the case number, bankruptcy court, and the date on which the petition was filed.

\_\_\_\_\_  
Case Number                      Bankruptcy Court                      Date Filed

B-7 Was the Sub-Consultant Member or its Firm in bankruptcy at any time during the last ten (10) years? (This question refers only to a bankruptcy action that was not described in answer to question B-7, above)

Yes                       No

If "yes," indicate the case number, bankruptcy court, and the date on which the petition was filed.

\_\_\_\_\_  
Case Number                      Bankruptcy Court                      Date Filed

B-8 In the last ten (10) years has the Sub-Consultant Member or its Firm been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?

Yes                       No

If "yes," explain on a separate page. State the name of the organization debarred, the year of the event, the owner of the project, and the basis for the action.

B-9 Has the Sub-Consultant Member or its Firm ever been denied an award of a public works contract based on a finding by a public agency that they were not properly qualified?

Yes                       No

If "yes," on a separate page identify the year of the event, the entity denied the award, the owner, the project, and the basis for the finding by the public agency.

B-10 In the past ten (10) years, has any claim in excess of \$50,000 been filed in court or arbitration against the Sub-Consultant Member or its Firm concerning its architectural work on a project for which they were found at fault?

Yes                       No

If "yes," on a separate page identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court and case number, and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

B-11 In the past ten (10) years, has the Sub-Consultant Member or its Firm made any

claim in excess of \$ 50,000 against a project owner concerning work on a project or payment for a contract and filed that claim in court or arbitration?

Yes       No

If "yes," on separate page identify the claim by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court and case number, and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

B-12 In the last ten (10) years has any insurance carrier, for any form of insurance, refused to renew an insurance policy for the Sub-Consultant Member or its Firm?

Yes       No

If "yes," on separate page give name the insurance carrier, the form of insurance and the year of the refusal.

### **SUB-CONSULTANT MEMBER PROJECT EXPERIENCE**

B-13 On a separate sheet, provide the project name and current owner contact information for a minimum of five competition pool projects, 25 meter or larger, having their construction completed in the past 10 years for which the Sub-Consultant Member provided aquatic design consultancy services. Indicate the contractual role that the Member had on the project and the type of project delivery system utilized by the client (*for example: sub-consultant to the Architect of Record (name) for a design-bid-build project; or member of the pool subcontractor (name) for a CM at risk project, etc*)

B-14 On a separate sheet provide the project name and current owner contact information for a minimum of five aquatic design projects, requiring compliance with California Department of Occupational Safety Health (DOSH) for aquatic features, completed in the past 10 years for which the Sub-Consultant Member provided aquatic design consultancy services. Indicate the contractual role that the Member had on the project and the type of project delivery system utilized by the client (*for example: sub-consultant to the Architect of Record (name) for a design-bid-build project; or member of the pool subcontractor (name) for a CM at risk project, etc*)

## **PART IV RELEVANT PERSONNEL AND PROJECT EXPERIENCE**

## **RELEVANT EXPERIENCE**

### **PART IV SUBPART A: PERSONNEL**

**SCORING:** Each of the following Questions shall be scored and included in the calculation of the D/B Entity's total score. D/B Entity shall provide sufficient information to enable the County to understand and evaluate the experience of the D/B Entities team on similar projects.

1. List the names of the following key personnel who will be assigned to this Project for the Design-Build Entity team:
  - Architect Principal-in-Charge of Project
  - Architect Project Manager
  - Architect of Record
  - Aquatic Design Consultant
  - General Contractor Executive-in-Charge of Project
  - General Contractor Project Manager
  - General Contractor Superintendent
2. For each of the above provide a resume containing the individual's overall experience, education, licensing and other general information as well as the individual's prior experience to perform his/her required functions relevant to the scope associated with the Project. These individuals are to be committed to the roles indicated for the project and may not be subject to substitution without prior written approval by the County. Any persons so substituted must possess qualifications equal to or better than the individuals who may be pre-qualified.
3. Provide an Organization Chart for the project indicating, at a minimum, the roles and relationships of the above named individuals.
4. Provide an explanation of the history and business relationship, if any, between the D/B Entity's lead contractor and architect-of-record.
5. Provide an explanation of the prior working relationship that the D/B Entity has had with any other proposed member of its team

## **PART IV**

### **RELEVANT PERSONNEL AND PROJECT EXPERIENCE**

#### **PART IV SUBPART B: PROJECT EXPERIENCE**

**SCORING:** Each of the following Questions shall be scored and will be included in the calculation of the D/B Entity's total score. D/B Entity shall provide sufficient information to enable the County to understand and evaluate the experience of the D/B Entity's team on similar projects.

D/B Entity, D/B Entity's **Lead Contractor** (if different from D/B Entity) and **Architect-of-Record** only (if different from D/B Entity) shall each describe (3) three completed projects

(following guidelines set forth in Schedule A - Project Summary) that said entity has managed, designed, and/or constructed during the last ten (10) years involving a project that the D/B Entity considers most relevant in demonstrating its qualifications for this Project. To the extent that the following attributes characterize the chosen projects, the greater the number of points will be scored per project:

- **Aquatic Center or other project having recreational aquatic features;** The greatest number of points will be assigned to such projects that include both competitive and recreational features, coupled with locker room facilities at a similar scale.
- **Project performed together, for the same owner, by General Contractor Member and Architect Member;** Project may be design-build, construction management at risk, or other delivery model; Discuss the relationship, delivery method and working arrangement between the parties that facilitated the successful completion of the project
- **Public Recreational Project built within California having similar construction cost, ranging from \$20-35 million;** Project cost shall be escalated at an annual rate of 3% until December 31, 2008 and an annual rate of one percent thereafter. These rates of escalation shall be applied to the Contract value from the date of Contract award. If amounts are price escalated to current value, show escalation computations for each such project.
- **Design-Build delivery of a facility having either aquatic or public recreational scope as described above, and/or a construction cost, ranging from \$20-35 million;** Project cost shall be escalated at an annual rate of 3% (three percent) until December 31, 2008 and an annual rate of 1% (one percent) thereafter. These rates of escalation shall be applied to the Contract value from the date of Contract award. If amounts are price escalated to current value, show escalation computations for each such project.

**SCHEDULE A: PROJECT SUMMARY**

Name of Design-Build Entity: \_\_\_\_\_

**For each project provide, at a minimum, the information listed below. Names and references must be current and verifiable**

Project Name: \_\_\_\_\_

Location: \_\_\_\_\_

Owner: \_\_\_\_\_

Owner Contact Name: \_\_\_\_\_

Owner Contact Phone: \_\_\_\_\_ email: \_\_\_\_\_

Architect: \_\_\_\_\_

Architect Contact Name: \_\_\_\_\_

Architect Phone: \_\_\_\_\_ email: \_\_\_\_\_

Construction Manager Name: \_\_\_\_\_

Construction Manager Phone: \_\_\_\_\_ email: \_\_\_\_\_

Contractor Name \_\_\_\_\_

Contractor Phone \_\_\_\_\_ email: \_\_\_\_\_

Description of Project, Scope of Work Performed: \_\_\_\_\_

Key Qualifying Characteristics (See project evaluation criteria on prior page) \_\_\_\_\_

Type of Procurement (D-B-B, D-B, CM@R, Other.) \_\_\_\_\_

Value of Original Contract\*: \_\_\_\_\_

Final value of Contract\* including change orders: \_\_\_\_\_

Original Scheduled Completion Date: \_\_\_\_\_

Time Extensions Granted (number of calendar days): \_\_\_\_\_

Actual Date of Completion: \_\_\_\_\_



Schedule A Glossary of Abbreviations:

- D-B-B            Design-Bid-Build
- D-B             Design-Build
- CMAR           Construction Management at Risk

\*        Project cost shall be escalated at an annual rate of 3% until December 31, 2008 and an annual rate of one percent thereafter. These rates of escalation shall be applied to the Contract value from the date of Contract award. If amounts are price escalated to current value, show escalation computations for each such project.

**PART IV  
RELEVANT PERSONNEL AND PROJECT EXPERIENCE**

**PART IV SUBPART C: REFERENCE INTERVIEWS**

Part IV Subpart C is comprised of a series of questions relating to the D/B Entity's performance on at least two completed design build projects. The County will select two projects from the total list of projects submitted by the D/B Entity. Using the sample interview questions below, questions will be asked by the County's staff and answered by an owner's representative for each subject project. Each question has a possible score value ranging from 1 to 5.

*(This form to be filled out by County Evaluation Committee Members and is included as information only)*

Project: \_\_\_\_\_

Project Owner: \_\_\_\_\_

Contractor: \_\_\_\_\_

Project Brief Description: \_\_\_\_\_

1. Were there any outstanding stop notices, liens, or claims by the Contractor that were/are currently unresolved on contracts for which notices of completion were recorded and unresolved in excess of 120 days?

Yes       No

If "yes" how many separate instances? \_\_\_\_\_

2. On a scale of 1-5, with 5 being the best, did the Contractor provide adequate personnel? Rating: \_\_\_\_\_

3. On a scale of 1-5, with 5 being the best, did the Contractor provide adequate supervision? Rating: \_\_\_\_\_

4. On a scale of 1-5, with 5 being the best, was there adequate equipment provided on the job? Rating: \_\_\_\_\_

5. On a scale of 1-5, with 5 being the best, was the Contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates? Rating: \_\_\_\_\_

6. On a scale of 1-5, with 5 being the best, did the Contractor adhere to the project schedule that your agency or business approved? Rating: \_\_\_\_

7. Was the project completed on time?

Yes (5 Points)  No

If "no", on a scale of 1-5, with 5 being the best, rate Contractor responsibility for schedule impact (5 = Contractor was not responsible for delay): Rating: \_\_\_\_

8. On a scale of 1-5, with 5 being the best, rate the Contractor on the timely submission of reasonable cost and time estimates to perform change order work. Rating: \_\_\_\_

9. On a scale of 1-5, with 5 being the best, rate the contractor on how well they performed the work after a change order was issued, and how well they integrated the change order work into the existing work. Rating: \_\_\_\_

11. On a scale of 1-5, with 5 being the best, rate how has the Contractor been performing in the area of submitting Operation & Maintenance manuals, completing as-built drawings, providing required training, and taking care of warranty items? Rating: \_\_\_\_

12. On a scale of 1-5, with 5 being the best, rate the Contractor on whether there were an unusually high number of claims, given the nature of the project, or unusual difficulty in resolving them. Rating: \_\_\_\_

13. On a scale of 1-5, with 5 being the highest, rate the Contractor with respect to timely payments by them to sub-contractors and/or suppliers. Rating: \_\_\_\_

14. On a scale of 1-5, with 5 being the best, rate the quality of the work overall. Rating: \_\_\_\_

15a. If the project was design-build, on a scale of 1-5, with 5 being the best, did the Contractor actively manage the design and involve the subcontractors in identifying and resolving design issues prior to construction? Rating: \_\_\_\_

15b. If the project was not design-build, on a scale of 1-5, with 5 being the best, was the contractor cooperative with the owner and the architect and proactive in identifying and resolving design issues prior to construction? Rating: \_\_\_\_

16. On a scale of 1-5, with 5 being the best, did the contractor try to resolve disputes in a fair and equitable manner? Rating: \_\_\_\_

**END PREQUALIFICATION QUESTIONNAIRE**