

FORM APPROVED COUNTY COUNSEL
 DATE: 10/23/12
 BY: MARSHA L. VICTOR
 Departmental Concurrence

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

470



FROM: Economic Development Agency

SUBMITTAL DATE:
 October 25, 2012

SUBJECT: Riverside County Regional Medical Center Warehouse and Plant Operations Building

RECOMMENDED MOTION: That the Board of Supervisors:

1. Reject all bids received on June 29, 2010;
2. Direct the Economic Development Agency (EDA) to establish and enforce a labor compliance program for the use on this project containing the requirements outlined in Labor Code Section 1771.5;
3. Approve and authorize EDA 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

By: Douglas Bagley
 Douglas Bagley - Hospital Director
 Riverside County Regional Medical Center

REVIEWED BY CIP
 (Continued)
Christopher Hans
 FISCAL PROCEDURES APPROVED
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER
 BY:
 SAMUEL WONG

Robert Field
 Assistant County Executive Officer/EDA

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 200,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2012/13

COMPANION ITEM ON BOARD AGENDA: No
SOURCE OF FUNDS: CORAL Bond Proceeds

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE
 BY:
County Executive Office Signature Jennifer L. Sargent

Dep't Recomm.: Consent
 Per Exec. Ofc.: Consent
 Policy
 Policy

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Ashley, seconded by Supervisor Benoit 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: November 6, 2012
 xc: EDA, RCRMC, CIP

Kecia Harper-Ihem
 Clerk of the Board
 By:
 Deputy

Prev. Agn. Ref.: 3.44 of 4/20/10; 3.15 of 4/07/09 | District: 5/5 | Agenda Number: 3.23

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

RECOMMENDED MOTION: (Continued)

4. Authorize EDA to incur any relevant and necessary costs essential to commencing the Operations Warehouse Design-Build project up to \$200,000 in accordance with applicable Board policies.

BACKGROUND:

On April 20, 2010, the Board of Supervisors approved the plans and specifications for the Riverside County Regional Medical Center (RCRMC) Warehouse and Plant Operations Building and authorized the Clerk of the Board to advertise for bids.

On June 29, 2010, a bid opening was conducted; however the project was not awarded due to funding not being identified. EDA is therefore requesting that the Board of Supervisors formally reject those bids.

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 \$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 EDA to proceed with this process for construction of the Riverside County Regional Medical Center Warehouse and Plant Operations Building.

In order to proceed with this process, it is necessary for the project team to incur costs such as project management, document preparation, and miscellaneous consultant fees. These costs are to be reimbursed from bond proceeds.

Attachment:

Pre-Qualification Package

THE COUNTY OF RIVERSIDE ECONOMIC DEVELOPMENT AGENCY

PRE-QUALIFICATION QUESTIONNAIRES
FOR DESIGN/BUILD ENTITIES

FOR

DESIGN/BUILD SERVICES



FOR THE

RIVERSIDE COUNTY
REGIONNAL MEDICAL CENTER
WAREHOUSE AND PLANT
OPERATIONS PROJECT

Moreno Valley, California

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

Project Manager:

gkkworks
2355 Main Street Ste.220
Irvine, CA 92614
facsimile: (949) 955-1662

Issued: November 9, 2012

FORM APPROVED COUNTY COUNSEL
BY: Marshall Victor 10/23/12
MARSHAL L. VICTOR DATE

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 RIVERSIDE COUNTY REGIONAL MEDICAL CENTER (RCRMC) WAREHOUSE AND PLANT OPERATIONS PROJECT, no later than **2:00 p.m., December 18, 2012**. To be considered, the potential Design/Build Entity must have the appropriate licenses required under provisions of the California Business and Professions Code. The Mandatory Design Consultant shall hold an appropriate license for their design discipline. Failure of a single-entity Design/Build Entity to possess the required licenses 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 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 three (3) qualified and highest ranked prequalifying entities that will be invited to participate in Step 2.
- **Step 2** is the technical and cost proposal from the Design/Build Entity. Only those Design/Build Entities that are successfully qualified and shortlisted in Step 1 will be allowed to participate in Step 2.

The maximum allowable design and construction cost for this Project is six million dollars (\$ 6,000,000).

SUBMISSION OF PRE-QUALIFICATION QUESTIONNAIRES

Pre-Qualification Questionnaires are available through the County's consultant, gkkworks. Please contact Kim Harvey (kharvey@gkkworks.com) and provide your company and contact information in order 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, (949) 955-1662, no later than **2:00 p.m. on December 4, 2012**.

Pre-Qualification Application Submittals are due on no later than **2:00 p.m.** on **December 18, 2012** as noted below:

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

Rebecca Tsagris, 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
RIVERSIDE COUNTY REGIONAL MEDICAL CENTER (RCRMC)
WAREHOUSE AND PLANT OPERATIONS 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 (D/B Entity) for the design and construction of the new RCRMC WAREHOUSE AND PLANT OPERATIONS Project to be located in Moreno Valley,, California. The new operations/warehouse facility will be built on County-owned land located at the Riverside County Regional Medical Center.

The project provides combined plant operations and materials management services facilities totaling approximately 50,000 sq. ft. enclosed space. Site improvements have largely been completed by a separate project and remaining site development improvements to be completed under this project will include the loading dock area, designated site utilities, small service yards and site development immediately adjacent to the new facility. This project is a non-OSHPD facility. The selected D/B Entity will be required to provide a turnkey facility, including some select specialty equipment in the project's base proposal price.

The County of Riverside will be contracting for this project and will provide funding. The Economic Development Agency will be managing the Design Build project for the County. 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 D/B 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 "Storm water Quality". These requirements shall be included as a component of the cost proposal submitted in Step 2 of the Request for Proposals.

PROJECT SUMMARY

A. Site: Site development is limited and includes, but is not limited to site development within approximately 5'-0" of the new facility. Additionally specialty facilities to support the project include, but are not limited to:

- a. Loading Dock and receiving area within lowered well
- b. Small utility and service yards
- c. Electrical generator and diesel oil tank
- d. Utility connections to services already brought to project limit line
- e. Domestic Water line
- f. Limited grading and compaction – initial site development has been completed by another project
- g. Storm water: Water Quality Management Plan (WQMP), Storm Water Pollution Prevention Plan (SWPPP) – (select "Programs & Services, the "Storm water Quality")

B. Building: The new Warehouse and Plant Operations facility provides approximately 50,000 square feet of new maintenance shops and storage areas and delivery operations. It is anticipated that this two story building will include approximately 27,600 sf. located at ground level and approximately 22,400 sf. within a second floor mezzanine floor.

Plant operations will include craft support (i.e., electrical, plumbing and painting), maintenance, bio-medical engineering activities and repairs and construction services for the existing RCRMC facilities. Shops will include work benches, workspace and storage for equipment and supplies

Materials management services will include warehousing and storage of bulk supplies, servicing of soiled linens, distribution of clean linens, as well as the breakdown and distribution of various other materials and supplies to the main hospital. Storage will include, but is not limited to food service and dietary materials, critical care materials (i.e., crash carts), pharmacy receiving and storage, daily use items, medical records storage and linen storage.

Delivery functions will include two receiving/staging loading docks and general breakdown areas associated with each dock.

In addition to the program components above, the building shall include building services including toilet rooms, break areas, and vertical/horizontal circulation areas. The building's occupancy classifications include B, S-1, S-2 and H-3 areas.

- 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 \$6,000,000.
- D. Schedule: All design and construction Work must be substantially completed within **Three Hundred and Ninety-five (395) calendar days after** the Date of Commencement established in the Economic Development Agency's initial Notice to Proceed. Final Completion shall be within **60** days of Substantial Completion.

OWNER'S CONSULTANT TEAM INCLUDES:

Project Management: gkkworks
 Kim Harvey
 Office: (949) 250-1500
 Fax: (949) 955-1662
 Email: kharvey@gkkworks.com

DB RFP Architect	gkkworks
DB RFP Civil Engineer	Owen Group, Inc.
DB RFP Structural Engineer	Owen Group, Inc.
DB RFP Mechanical / Electrical Engineers	Owen Group, Inc.
Program Architect	WWCOT/DLR
Program Structural Engineer	Silver & Associates, Inc.
Program Mechanical / Electrical Engineers	Syska Hennessy Group, Inc.
Program Security Consultant/Engineer	MRC Engineering
Program Cost Estimating	Cumming
CEQA / Environmental Consultants	ESA Associates

The Owner's consultants listed above 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

RCRMC Warehouse and Plant Operations Project

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 Request for Proposals (RFP) procurement process for the selection of a D/B Entity for this project. The purpose of the Pre-Qualification Questionnaire is to solicit preliminary information from interested D/B Entities and to determine the three qualifying and highest ranked entities 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 three (3) D/B 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 three (3) finalists, the County will proceed to the second step of the procurement process. The second step will provide significantly more detail regarding the project requirements and expectations, allowing the three (3) D/B Entities to submit a Response to the Request for Proposal. The selection of the successful D/B Entity will be based on "best value to the County", as determined by the evaluation committee, based on 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 (RFP Step 1)	11/06/12
2.	Pre-Qualification Package Available	11/09/12
3.	Pre-Qualification Pre-Submittal Meeting (Optional)	11/21/12
4.	Final Day to Submit Step 1 Questions	12/04/12
5.	Final Step 1 Addendum Issued	12/11/12
6.	Pre-Qualification Application Due	12/18/12
7.	Preliminary Notice of Selection Status	1/08/13
8.	Submittal Deadline for Request to Appeal	1/23/13
9.	Completion of Appeal/Hearing Process	1/31/13
10.	Approve Shortlisted Firms and RFP Step 2	2/26/13
11.	RFP Step 2 Available to Pre-Qualified Entities	3/01/13
12.	Step 2 Pre-Submittal Meeting (Mandatory)	3/13/13
13.	Final Day to Submit Step 2 Questions	4/03/13
14.	Final Step 2 Addendum Issued	4/10/13
15.	Step 2 Request for Proposals Due	4/16/13
16.	Best Value Notification to Successful Entity	4/30/13
17.	Cost Proposal & Scope Negotiations Finalized	5/28/13
18.	Approve Contract Award	7/09/13
19.	Notice to Proceed	7/22/13

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 by the County's Evaluation Committee subject to approval by the County Board of Supervisors, to be one of the three highest ranked prequalifying entities prior to submitting a proposal for Step 2 of the Project RFP. It is mandatory that all 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 three highest ranked prequalifying D/B Entities, in order to be on the final qualified list. No proposal will be accepted from a D/B Entity that has failed to comply with these requirements.

While it is the intent of the Pre-Qualification Questionnaire to assist the County in determining a proposer's responsibility prior to its submission of the technical and cost proposal required in Step 2 of the RFP, 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 qualifications.

A D/B Entity will be evaluated for purposes of prequalification based upon how well the entity meets the stated County's requirements of the Prequalification Questionnaire. A D/B Entity may be found not qualified for either: (1) omission of requested information or (2) falsification of information.

MINIMUM BONDING REQUIREMENTS

The D/B 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 D/B 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 D/B 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 D/B 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, and to make all final determinations.

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. D/B Entities whose rating changes sufficiently to disqualify them will be notified.

PRE-QUALIFICATION APPEAL PROCESS

Where the scoring of a timely and completed Pre-Qualification Application results in a rating below that necessary for a D/B Entity to pre-qualify and be ranked as one of the three highest prequalifying firms, an appeal can be made. An appeal is begun by the D/B 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 prequalification status.

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 D/B Entity waives any and all rights to challenge the decision of the County, regarding selection or pre-qualification of D/B Entity for this project, whether by administrative process, judicial process or any other legal process or proceeding.

If the D/B Entity gives the required notice of appeal and requests a hearing, the hearing shall be conducted no later than five 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 D/B 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.

INSTRUCTIONS AND OVERVIEW OF THE PRE-QUALIFICATION PROCESS

Submission Requirements – The Prequalification Questionnaire seeks information about the general contractor and architect that comprise the D/B 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 D/B Entity on whose behalf that person is signing.

If any information provided by a D/B Entity becomes inaccurate, the D/B 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 D/B 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 D/B 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 D/B Entity to be considered qualified and subject to scoring by the evaluation committee to determine the three highest scoring prequalifying entities. The core members that are required to be listed in Step 1 of the RFP by the D/B Entity are:

1. General Contractor
2. Architect

The core members of the D/B Entity identified in response to this Pre-qualification Questionnaire must be selected on qualifications alone. Additional key members of the three highest scoring prequalifying teams may be required to be listed, or designated by the proposing D/B 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 best value design/build process set forth by the County.

The County's best value process requires the selection of all subcontractors not designated as core members of the D/B Entity team during Step 1 or Step 2 of the RFP, to be selected by the D/B entity as follows: (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 non-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 and trade.

The D/B Entity shall determine its best value criteria for selection of its subcontractors, consistent with the intent of the County's best value selection criteria, and utilize such criteria consistently in its selection of its subcontractors not designated as core members of the D/B Entity. The D/B Entity shall publish the names of selected subcontractors to the County as selections are completed, and the County retains the right to review the D/B Entity's best value selection process to ensure the consistency of its application.

SCORING APPROACH

The rating of the D/B Entity will result from consideration of the scores attained in all parts of the Pre-Qualification Questionnaire. The evaluation process is intended to identify three (3) 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 three 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 D/B ENTITY AND EACH OF ITS MEMBERS

This part applies to the D/B 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 D/B ENTITY AS A WHOLE

This part applies to the D/B Entity as a whole, **and is a qualify-don't qualify series of questions. All questions must be answered correctly or the D/B Entity will be disqualified.** Part II is the first step in rating the D/B 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 D/B 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 D/B ENTITY

Subpart A: Scored Questions for the General Contractor

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. **Additional points are assigned to General Contractor Members that have an established business office located within Riverside County as described in the Prequalification Questionnaire Part III A-36.** The total score attained establishes the rating for the general contractor and will be combined with the scores of the architect member to determine the total score.

Subpart B: Scored Questions for the Architect

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. **Additional points are assigned to Architect Members that have an established business office located within Riverside County as described in the Prequalification Questionnaire Part III B-13.** The total score attained establishes the rating for the architect member and will be combined with the scores of the general Contractor to determine the total score.

PART IV: SCORED QUESTIONS FOR RELEVANT PERSONNEL AND PROJECT EXPERIENCE

This part applies to the D/B Entity as a whole and to each of its core 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 D/B Entity.

EXHIBIT A: ATTACHMENTS AND EXPLANATIONS REQUIRED BY PART II OR III

This Exhibit will include as many sheets as necessary for the D/B Entity to provide attachments and explanations that may be required by either Part II or Part III of the Prequalification Questionnaire. The Exhibit and its contents will be scored according to the point values assigned to Part II and Part III. The D/B Entity shall clearly identify each item within the Exhibit as described per the instructions.

**STEP 1- RFP PREQUALIFICATION QUESTIONNAIRE
EVALUATIONSUMMARY**

Part	Method	Maximum Points
Part I	Info Only, No Score	None
Part II	Qualify-Don't Qualify	None
Part III Sub Part A	Scoring	105 Points Total
Organization & History of Business Performance	Scoring	45 points
Bankruptcy, Disputes, Criminal Matters & Lawsuits	Scoring	30 points
Safety, Prevailing Wage & Apprenticeship	Scoring	15 points
Riverside County Business Office	Scoring	15 points
Part III Sub Part B	Scoring	70 Points Total
Organization & History of Business Performance	Scoring	30 points
Bankruptcy, Disputes, Criminal Matters & Lawsuits	Scoring	30 points
Riverside County Business Office	Scoring	10 points
Part IV Sub Part A	Scoring	60 Points Total
Part IV Sub Part B	Scoring	120 Points Total
Part IV Sub Part C	Scoring	40 Points Total
Exhibit A (For Part II and III Only)	See Above	Included Above
<u>Step 1 – RFP: Pre-Qualification Total</u>		<u>395 Points Total</u>

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 (D/B) Entity Team Members

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

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 D/B ENTITY AS A WHOLE**

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

Essential Requirements for the Contractor Member of the D/B Entity

NOTE: D/B 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 information requested below: (Provide in Exhibit A 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 information requested below: (Provide in Exhibit A if more than one policy)

Insured

Carrier

Policy

4. Has the General Contractor included in Exhibit A the latest copy of a reviewed or audited financial statement with accompanying notes attached for the General Contractor? **An audited financial statement with accompanying notes of a parent company guarantor may be substituted. A financial statement that I 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.**

Yes No

5. Has the General Contractor included in Exhibit A, 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? **Notarized Statement must be from the surety company, not an agent or broker.**

Yes No

6. Has the General Contractor included in Exhibit A, 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 Riverside County Regional Medical Center (RCRMC) Warehouse and Plant Operations Project for an amount up to the anticipated target design-build cost of \$6 million? **Notarized Statement must be from the surety company, not an agent or broker.**

Yes No

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 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 below. (Provide in Exhibit A if more than one policy.)

Insurance Company

Policy Number

Policy limit per occurrence

Aggregate policy limit

17. Does the Architect 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 included the latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information in Exhibit A? **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.**

Yes No

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 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 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 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 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 D/B Entity. If the D/B Entity is itself the General Contractor for which prequalification is being requested, then provide all information requested as it relates to the D/B 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 information for each officer of the corporation or individual(s) with 20% or more of the corporate stock: (Provide additional information in Exhibit A if space below is insufficient).

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: (Provide additional information in Exhibit A if space below is insufficient).

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. (Provide additional information in Exhibit A if space below is insufficient).

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? If "Yes," explain in Exhibit A. **NOTE: A corporation whose shares are publicly traded is not required to answer this question.**

Yes No

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. If "Yes", explain in Exhibit A.

Yes No

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. (Provide additional information in Exhibit A if space below is insufficient).

License Number	Trade Classification	Date Issued	Expiration Date

A-11 Does the General Contractor employ or utilize individuals to represent the organization/firm who are former County of Riverside administrative officials as defined below? 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.

Yes No

If "Yes", provide information regarding such former County of Riverside administrative officials in Exhibit A, including a list of any 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.

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-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? If "Yes," provide below the case number, bankruptcy court, and the date on which the petition was filed.

Yes No

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

Yes No

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", provide explanation in Exhibit A, 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? If "Yes," provide explanation in Exhibit A.

Yes No

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.

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", in Exhibit A 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", in Exhibit A 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," in Exhibit A 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", in Exhibit A 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", in Exhibit A 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", in Exhibit A 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", in Exhibit A 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-Monthly 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 in Exhibit A.
- If "No", please provide in Exhibit A, 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," provide an explanation in Exhibit A, 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," provide an explanation in Exhibit A 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? If "Yes", provide the date of the findings below and attach a copy of the final decision in Exhibit A.

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

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

RIVERSIDE COUNTY BUSINESS ENTITY

A-36 Has the General Contractor maintained an established business office in Riverside County for at least the past 12 months or longer?

- No
- Yes - for the past one year, but less than three years
- Yes - for the past three years, but less than five years
- Yes - for more than five years

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. (Provide additional information in Exhibit A if space below is insufficient).

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. (Provide additional information in Exhibit A if space below is insufficient).

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? If "Yes", explain in Exhibit A.

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

Yes No

B-1(h) Is the Architect of Record's Firm a subsidiary, parent, holding company or affiliate of another firm? If "yes," explain in Exhibit A.

Yes No

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? If "yes," explain in Exhibit A.

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

Yes No

B-1(j) Does the Architect employ or utilize individuals to represent the organization/firm who are former County of Riverside administrative officials as defined below? 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.

Yes No

If "Yes", provide information regarding such former County of Riverside administrative officials in Exhibit A, including a list of any 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.

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.

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 in Exhibit A, including reason for change.

B-2 Provide the following information for all known Architects who will be designing the project: (Provide additional information in Exhibit A if space below is insufficient).

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", in Exhibit A, provide location of office, where the majority of the design will be performed and number of staff members.
- If "No", in Exhibit A 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 LEED (Leadership in Energy & Environmental Design) accredited designers?

Yes No

If "Yes", identify LEED-accredited employees in Exhibit A.

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 below 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 below 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," provide explanation in Exhibit A. 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," in Exhibit A, 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," in Exhibit A, 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," in Exhibit A, 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," in Exhibit A, provide name the insurance carrier, the form of insurance and the year of the refusal.

RIVERSIDE COUNTY BUSINESS ENTITY

B-13 Has the Architect member maintained an established business office in Riverside County for at least the past 12 months or longer?

- No
- Yes – for the past one year, but less than three years
- Yes – for the past three years, but less than five years
- Yes - for more than five years

PART IV
**RELEVANT PERSONNEL
AND
PROJECT EXPERIENCE**

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. Provide requested information following each question below.

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
 - 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

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:

- **Warehouse facility including high bay storage, office areas, facilities maintenance workshops and construction for hazardous rated commodities;** The greatest number of points will be assigned to completed projects that include these functions, are LEED certified, support healthcare or medical facilities, and are of a similar scale and complexity to the proposed project
- **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, and identify project's LEED status.
- **Public capital project built within California having similar construction cost, ranging from \$3-8 million;** The greatest number of points will be assigned to completed projects that are LEED certified and include healthcare, maintenance, operations or warehouse functions. 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 maintenance and operations or warehouse scope as described above, and/or a construction cost, ranging from \$3-8 million;** The greatest number of points will be assigned to completed projects including the designated program functions that is at minimum LEED certified 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

Use one form for each of 3 projects – provide additional information, not to exceed 4 pages including this form for each project. Names and references must be current and verifiable.

Name of Design-Build Entity: _____

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: _____

LEED Certification level (if applicable): _____

Type of Procurement (D-B-B, D-B, CM@R, GMP, Low Bid, JOC, Other.) _____

Value of Original Contract*: _____

Final value of Contract* including change orders: _____

Original Scheduled Substantial Completion Date: _____

Time Extensions Granted (number of calendar days): _____

Actual Date of Substantial Completion: _____

Description of Project, Scope of Work Performed: _____

Key Qualifying Characteristics (See project evaluation criteria on prior page): _____

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**

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: _____

20. 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: _____

EXHIBIT A

**EXHIBITS AND EXPLANATIONS
REQUIRED BY
PART II AND III**

(For each item, Identify Pre-Qualification Questionnaire Part II or Part III, Question Number, and provide either requested information or required response)

Include all information requested by Part IV within Part IV of the Questionnaire and NOT in this Attachment A

Format Example:

Part II

Question Number: [Response]

or

Question Number: [See Attachment - notarized surety letter]

END PREQUALIFICATION QUESTIONNAIRE