

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT  
REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL, ENGINEERING & PROFESSIONAL CONSTRUCTION CONSULTANT SERVICES**

**Addendum 1  
October 5, 2006**

**NOTICE IS HEREBY GIVEN** that the San Mateo Community College District of San Mateo, CA., acting through its Governing Board, hereinafter referred to as the District, is seeking Statements of Qualification from Architects, Engineers and Professional Construction Consultants ("Consultants") who wish to be included in an on-call roster for major new construction and major and minor modernization projects for all District premises, including, College of San Mateo in San Mateo, CA., Canada College in Redwood City, CA., and Skyline College in San Bruno, CA.

In November 2005, the voters of San Mateo County passed Measure A. With the passage of Measure A, the San Mateo County Community College District will be able to complete the Capital Improvement Program which began in 2001. Recently, the Board of Trustees approved updated campus master plans for each of the District's campus. The approved campus master plans can be found at:

<http://www.smccd.net/accounts/facilities/plan-construct/masterplan.html>.

The second phase of the Capital Improvement Program is anticipated to run through the FY year 2010-11. To assist the District with this program, a number of architectural, engineering and professional service firms with specific expertise will be needed. Only those firms who have been approved through this process will be eligible to provide design, engineering and consulting services on the District's major and minor public works projects. The list of firms approved through this process will be for 2007 will be qualified for work through approximately 2007.

The District is seeking Statements of Qualification from all interested architectural, engineering and professional construction consultants, including, but not limited to:

1. Architecture
2. Structural Engineering
3. Mechanical Engineering
4. Electrical Engineering
5. Geotechnical Engineering
6. Civil Engineering—including firms specializing in Heating and Hot Water Infrastructure design and repair
7. Acoustical Engineering
8. Inspection Services
9. Hazardous Materials
10. Fire Protection
11. Security and Access Control
12. Data Telco Communications
13. CEQA
14. Certified Industrial Hygienist working in

- construction
15. Furniture, Fixtures & Equipment
16. Legal (Construction Law, Public Contact Code)
17. Landscape Architecture

The Consultants that qualify through this process will be added to a pool of consulting firms eligible to submit proposals on District projects.

**Qualifications will be prioritized** based upon experience with comparable projects in environments similar to the San Mateo County Community College District Capital Improvement Program.

There will be a **second mandatory Pre-Submittal Conference** for all interested Consultants at **2:00 pm on Thursday, October 12, 2006** at the College of San Mateo District Office, 3401 CSM Drive, San Mateo, CA 94402 – Board of Trustees Conference Room (2nd Floor). If your firm attended the first Pre-submittal conference, you are NOT required to attend this conference.

The last day for questions is **October 20, 2006**. All questions should be directed via email or in writing (email and fax is acceptable) to:

Leigh Sata  
Swinerton Management & Consulting  
San Mateo County  
Community College District  
College of San Mateo  
1700 W. Hillsdale Blvd., Building 6  
San Mateo, CA 94402  
fax: (650) 378-7333

**Statements of Qualification:** Submittals will be received from only Consultants who have completed the District's Architectural, Engineering and Professional Consultant Request for Qualification questionnaire (dated September 14, 2006) and specified qualification report. This notice and request are both available at <http://www.smccd.edu/accounts/facilities>, or by contacting Leigh Sata at the email address below, and must be marked clearly on the envelope with your firm name and "Statement of Qualification for Consultants." ALL submittals shall consist of two (2) printed copies and one digital copy saved on CD. Sealed reports must be received by mail, recognized carrier, or hand delivered to:

Leigh Sata  
Swinerton Management & Consulting  
San Mateo County  
Community College District  
College of San Mateo  
1700 W. Hillsdale Blvd., Building 6  
San Mateo, CA 94402  
[satal@smccd.edu](mailto:satal@smccd.edu)

It is the responsibility of the submitting firm to deliver the Statement of Qualification to the address stated above by **2:00 pm on Thursday, October 26, 2006**.

**Late submittals will not be accepted or con-**

**sidered.**

**Evaluation of the Statement of Qualifications:** The District's evaluation is solely for the purpose of determining which consultants are deemed responsible and qualified. Statements of Qualification will be reviewed and a determination will be made by the District based upon the submitted SOQ application and any other information available to the District. The District may request a Consultant to submit additional information pertinent to the Submittal. The District also reserves the right to investigate other available sources in addition to any documents or information submitted by the Consultant.

**Optional Prequalification Application Assistance Clinics:** The District will be conducting clinics to assist potential contractors and subcontractors in completing this pre-qualification application. Attendance is optional. Clinics will be held at the College of San Mateo, 1700 W. Hillsdale Blvd., Building 6, San Mateo, CA 94402. The clinics will be held in the main conference room for Swinerton Management & Consulting on October 17 at 10:00am and again on October 19, at 10:00 am.

The District retains the sole discretion to determine issues of compliance and to determine whether an applicant is responsive and responsible. The District will determine a Consultant's quality, fitness and capacity to perform projects satisfactorily. The District's decision on Qualification will be based on the evaluation of several factors including but not limited to the following:

1. Architectural, Engineering or Professional construction consultant experience on comparable projects
2. Business License
3. Work History
4. Litigation and Arbitration History
5. Disqualification from Previous Projects
6. Compliance with Prevailing Wage Requirements
7. Project Personnel
8. Insurance Requirements

Statements of Qualification will be prioritized based upon experience with comparable projects in environments similar to the San Mateo Community College District Capital Improvement Program (CIP).

**Prevailing Wage Requirements:** Consultants are further informed that they will be subject to and must comply with all of the requirements under the California Labor Code to pay the general prevailing rate of per diem wages and for holiday and overtime work to all workers employed by the consultant. Copies of prevailing rates of per diem wages are available from the Department of Industrial Relations, State of California.

**Confidentiality:** Responses to the SOQ questionnaire and specified qualification report and any financial information submitted for SOQ evaluation are not public records and not open

