

SOUTHWESTERN OREGON COMMUNITY COLLEGE

REQUEST FOR QUALIFICATIONS

Brookings Campus Road and Facilities Construction

CONTRACT ADMINISTRATOR:

Ms. Linda Kridelbaugh

Vice President of Administrative Services

Phone: (541) 888-7402

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ISSUE DATE: March 16, 2010

RFQ CLOSING (DUE) DATE: April 1, 2010 at 4:30 p.m.

NO LATE RESPONSES WILL BE ACCEPTED

SUBMITTAL LOCATION

Southwestern Oregon Community College

Attention: Ms. Linda Kridelbaugh

Vice President of Administrative Services

5th Floor Tioga Hall

1988 Newmark Avenue

Coos Bay, Oregon 97420

TABLE OF CONTENTS

- I. INTRODUCTION
- II. PROJECT DESCRIPTION
- III. SELECTION PROCEDURE AND TIMETABLE
- IV. INSTRUCTIONS TO PROPOSERS
- V. RESPONSE REQUIREMENTS/EVALUATION CRITERIA
- VI. EVALUATION OF QUALIFICATIONS
- VII. FINANCIAL RESPONSIBILITY
- VIII. SUBMISSION
- IX. QUESTIONS
- X. SOLICITATION PROTESTS
- XI. CHANGE OR MODIFICATION
- XII. SELECTION PROTESTS
- XIII. PROPRIETARY INFORMATION
- XIV. CERTIFICATION OF COMPLIANCE WITH TAX LAWS

I. INTRODUCTION

Southwestern Oregon Community College (“**SOCC**” or the “**Owner**”) is seeking Qualifications from general construction (GC) firms for the construction of the Brookings Campus project described below (the “**Project**”).

All Respondents must be registered with the Oregon Construction Contractors Board prior to submitting Qualifications. Failure to be registered will be sufficient cause to reject Qualifications as non-responsive.

When selected, the GC firm will be a part of a construction team composed of SOCC, the Architect and other Project consultants through the completion of the Project. The GC firm shall be skilled in actual construction, developing schedules, understanding construction methods and techniques, coordinating construction processes, and be experienced in working in a coastal environment. The GC must be able to communicate the construction-related aspects of the project to all team members throughout the construction phases. In addition, the GC must be familiar with the local labor and sub-contracting market.

II. PROJECT DESCRIPTION

The entry road and campus building with associated utilities is to be constructed along highway 101 north of Brookings on a 10 acre site owned by SOCC and a street right-of-way dedicated to the City of Brookings.

Work will include construction of a paved entry road with a ten foot wide pedestrian walking path and associated utilities. Approximate 50,000 to 75,000 yards of earth rock removal will be required to level the building and park area site. The campus building, an approximately 27,000 square foot, two story building, will be constructed on approximately 2 ½ acres of the 10 acre college site. The building is slab on grade with thickened footing. Its second floor will be a metal deck and concrete system supported on steel columns and beams with steel brace frames for lateral support. The first floor walls will be a wood stud infill with some metal stud work at stairways. The second floor will be wood frame with plywood shear walls and a gang nail roof truss system supporting metal roofing. Approximately 6,000 square feet of the building will be proposed as an alternate bid. The site work includes parking for approximately 110 cars, filter strips, bio swales and a retention pond to control storm water run-off. Site work will include paving, concrete flat work, landscaping, irrigation and site lights. The building includes complete mechanical, electrical and plumbing systems. The building will have a variable refrigerant volume heating and cooling systems with a separate dedicated ventilation system. The building will be fire sprinklered. Estimated cost is \$5,000,000 to \$10,000,000.

A copy of the proposed site plan, upper and lower floor plans, a typical building section and an elevation of the building is attached at the end of this document.

Construction documents will be complete in April 2010. SOCC anticipates an early June construction start date and a sixteen months construction period to achieve Substantial Completion.

III. SELECTION PROCEDURE AND TIMETABLE

Beginning with responses to this RFQ, the selection procedure will be used to evaluate the capabilities of interested General Contracting firms to provide construction services to SOCC for this Project. The responses to this RFQ will be evaluated by the Selection Committee. On the basis of this evaluation, not more than five (5), firms will be selected for final consideration and issued bid documents. SOCC will issue standard Project documents (plans and specifications) as part of the Invitation to Bid, which will be advertised in the Portland Daily Journal of Commerce, The World Newspaper, and the Curry Coastal Pilot. A lump sum bid based upon the project documents will be basis of award. A contract for construction services will be issued to the successful firm based upon their lump sum bid.

Estimated timetable for RFQ process:

| | |
|----------------|--|
| April 1, 2010 | Response Submittal Deadline (to SOCC) at 4:30 p.m. |
| April 9, 2010 | Short-list selection and notifications |
| April 13, 2010 | Issuance of Invitation to Bid |
| May 13, 2010 | Construction Bid Closing |
| May 25, 2010 | Bid Award to short listed contractor with lowest bid |

IV. INSTRUCTIONS TO RESPONDENTS

Your response must be contained in a document **not to exceed fifteen (15) single sided pages** including pictures, charts, graphs, tables and text the firm deems appropriate to be part of the review of the firm's response. Resumes of key individuals proposed to be involved in this project are exempted from the 15-page limit and should be **appended to the end of your response**. No supplemental information to the 15 page Proposal will be allowed. Appended resumes of the proposed key individuals, along with a transmittal letter, table of contents, front and back covers, and blank section/numerical dividers, etc., will not be counted in the 15 page limit.

Information should **be presented in the same order as the following evaluation criteria**. Your response should follow the format outlined below and be signed by an officer of your firm with the authority to commit the firm to providing a bid if short list selected. **The response should be submitted in a soft-bound** (comb or spiral, spiral preferred – no three-ring binders) format with page size of 8 ½ x 11 inches. The basic text information of the response should be presented in standard business font size, and reasonable (we prefer 1 (one) inch) margins.

SOCC may reject any submittal not in compliance with these prescribed public bidding procedures and requirements, and may cancel this solicitation or reject for good cause, all responses upon a finding by SOCC that it is in the public interest to do so.

Please note that throughout this procurement, SOCC will not accept responses or queries that require SOCC to pay the cost of production or delivery.

Telephone, facsimile, or electronically transmitted submittals will not be accepted.

Responses received after the closing date and time will not be considered.

V. RESPONSE REQUIREMENTS/EVALUATION CRITERIA

The following questions constitute the evaluation criteria for the Selection Committee to score responses. **You must respond to each criterion in numerical order.** For ease in scoring the responses, please provide tabs keyed to each of the following criteria numbers. Indicate in writing the following information about your firm's ability and desire to perform this work:

1) Experience

Identify which project(s) you feel to be the closest to this project in terms of size and complexity. Include the owner name and contact number, completion date the size and the cost for each project. Describe your firm's experience with construction projects for buildings located in a coastal environment, identify three (3) projects and provide owner contact information. Identify the firm's experience in constructing projects with similar design and schedule requirements. (Weight 30)

2) Key Personnel

Describe the positions you would identify as "key personnel" for this project. Identify your proposed key personnel and their specific experience with similar types of construction projects. Identify which project(s) completed by proposed key personnel, you feel are close to this project in size and complexity. Give the project's completion date, and the key personnel's specific role in each project. Provide the names, addresses and phone numbers of three (3) client project owners to be used as references for the key personnel. Provide email addresses for all key personnel. (Weight 30)

3) Firm Background

Describe your firm's history. Identify your firm's principal office location. Include information identifying the firm's annual volume, bonding capacity and financials. List any services the firm self performs. Identify the proportion of your clients that are public sector and private sector. Identify the proportion of your work that is low bid and how much is negotiated. (Weight 30)

4) Quality Control

Describe your firm's quality control measures. Does your firm implement additional measures for projects located in coastal environments? What are your quality control measures for work subject to potential water intrusion. Describe how your firm oversees and monitors quality control on subcontractor work. (Weight 15)

5) Claims Against the Owner

Provide a narrative defining the firm's philosophy regarding claims against the Owner. Include information about all recent claim actions (within the last five years) either initiated by your firm or made against your firm. Please specifically address your philosophy and actions for sub-contractor and material supplier claims associated with delays, deficient documents, strikes, and differing site conditions. Describe any efforts made to minimize or resolve these claims. (Weight 15)

6) References

Provide the names, addresses and phone numbers of five (5) client project owners to be used as references for this Project. Please verify that the individuals identified have had direct contact with the referenced project, and the phone number is current. SOCC may check with these references and/or may check with other references associated with past work of your firm. (Weight 0)

VI. EVALUATION OF QUALIFICATIONS

This Request for Qualifications (RFQ) is the first step in a two-step process in the selection of a pre-qualified pool of General Contractors for bidding on this Project. The selection committee will score each submittal on the basis of responses to the evaluation categories. Submittals will be rated based upon the weights assigned to each item as noted in the parentheses at the end of the categories. On the basis of this evaluation, the selection committee will limit the field of finalists to at least three (3), but not more than five (5), firms to be selected to participate in the Invitation to Bid.

SOCC will utilize this RFQ process to obtain information to enable selection of the most qualified bidders through evaluation of:

- a. The Respondents' responses to questions contained in this document; and
- b. The results of discussions with the Proposers' references and others.

Each criterion has been assigned a weight between 0 and 30. Each member of the evaluation committee will rate each firm in each criterion between 0 and 5 (five being the highest), and multiply that number by the weight assigned to the criterion. The evaluation committee members will then total the weighted score from all of the criteria to obtain the total score. The result of this total score will be used to rank all respondents.

The RFQ also requires "Reference" information for your firm. SOCC will utilize this information and any other independently obtained references that can provide background on your firm. This information will not be separately scored, but results obtained from these and/or other reference checks will be utilized in evaluating and scoring in the other criteria and in the final ranking.

After all of the response evaluations are completed, the evaluation committee will select the short-listed firms by ranking the Respondents based on all information received, presented, found and heard.

VII. FINANCIAL RESPONSIBILITY

SOCC reserves the right to investigate and evaluate, at any time prior to award and execution of the contract, the submitting firm's financial responsibility to perform the anticipated contract. Submission of a signed response shall constitute approval for SOCC to obtain any credit report information SOCC deems necessary to conduct the evaluation. SOCC shall notify the firms, in writing, of any other documentation required, which may include, but need not be limited to: recent profit-and-loss history; current balance statements; assets-to-liabilities ratio, including number and amount of secured versus unsecured creditor claims; availability of short and long-term financing; bonding capacity and credit information; etc. Failure to promptly provide this information shall result in rejection of the submission.

SOCC may postpone the award or execution of a contract or selection of finalists in order to complete its investigation and evaluation. Failure of a firm to demonstrate financial responsibility shall render them non-responsive and shall constitute grounds for response rejection.

VIII. SUBMISSION

Submit **six (6)** copies of your written response, along with an electronic version on CD, to be received by the closing date and time listed in this document to:

Ms. Linda Kridelbaugh
Vice President of Administrative Services
Southwestern Oregon Community College
1988 Newmark Avenue
Coos Bay, Oregon 97420
Phone: 541-888-7402
FAX: 541-888-1565
Email: lkridelbaugh@socc.edu

Telephone, facsimile, or electronically transmitted submittals will not be accepted.

Responses received after the closing date and time will not be considered.

IX. QUESTIONS

All questions and contacts with SOCC regarding any information in this RFQ must be addressed either in writing, fax, or email to Ms. Linda Kridelbaugh at the address, email or fax listed in this solicitation and must be also sent to Mr. Michael R. Crow, Crow/Clay & Associates, 125 W. Central Avenue, Suite 400, Coos Bay, Oregon, 97420, (541) 269-9388, mike@crowclay.com. If you are unclear about any information contained in this document (project, scope, response format, etc.), you are urged to submit those questions for formal clarification. The deadline for questions is Tuesday, March 30, 2010.

X. SOLICITATION PROTESTS

Respondents may submit a written request for change or protest of particular solicitation provisions (including comments on any provisions that a firm believes limits competition) to Ms. Linda Kridelbaugh at the address, email or fax listed in this document. Such requests for change and protests shall be received no later than 5:00 p.m., March 25, 2010. Such requests for change and protests shall include the reasons for the request and any proposed changes to the solicitation provisions.

XI. CHANGE OR MODIFICATION

Any change or modification to the procurement process will be in the form of an addendum to the RFQ and will be made available to all firms by email or fax. No information received in any manner different than as described herein shall serve to change the RFQ in any way, regardless of the source of the information.

XII. SELECTION PROTESTS

Any respondent to this RFQ who claims to have been adversely affected or aggrieved by the selection of a competing respondent shall have five days after notification of that selection to submit a written protest of the selection to Ms. Linda Kridelbaugh, 1988 Newmark Avenue, Coos Bay, Oregon, 97420. Any such protests must be received by Ms. Kridelbaugh no later than 5 days after the selection has been made.

XIII. PROPRIETARY INFORMATION

SOCC shall retain this RFQ and one copy of each original response received, together with copies of all documents pertaining to the award of a contract. These documents will be made a part of a file or record, which shall be open to public inspection after responder selection and award is announced. If a response contains any information that is considered a trade secret under ORS 192.501(2), mark each sheet of such information with the following legend: **“This data constitutes a trade secret under ORS 192.501(2), and shall not be disclosed except in accordance with the Oregon Public Records Law, ORS Chapter 192.”**

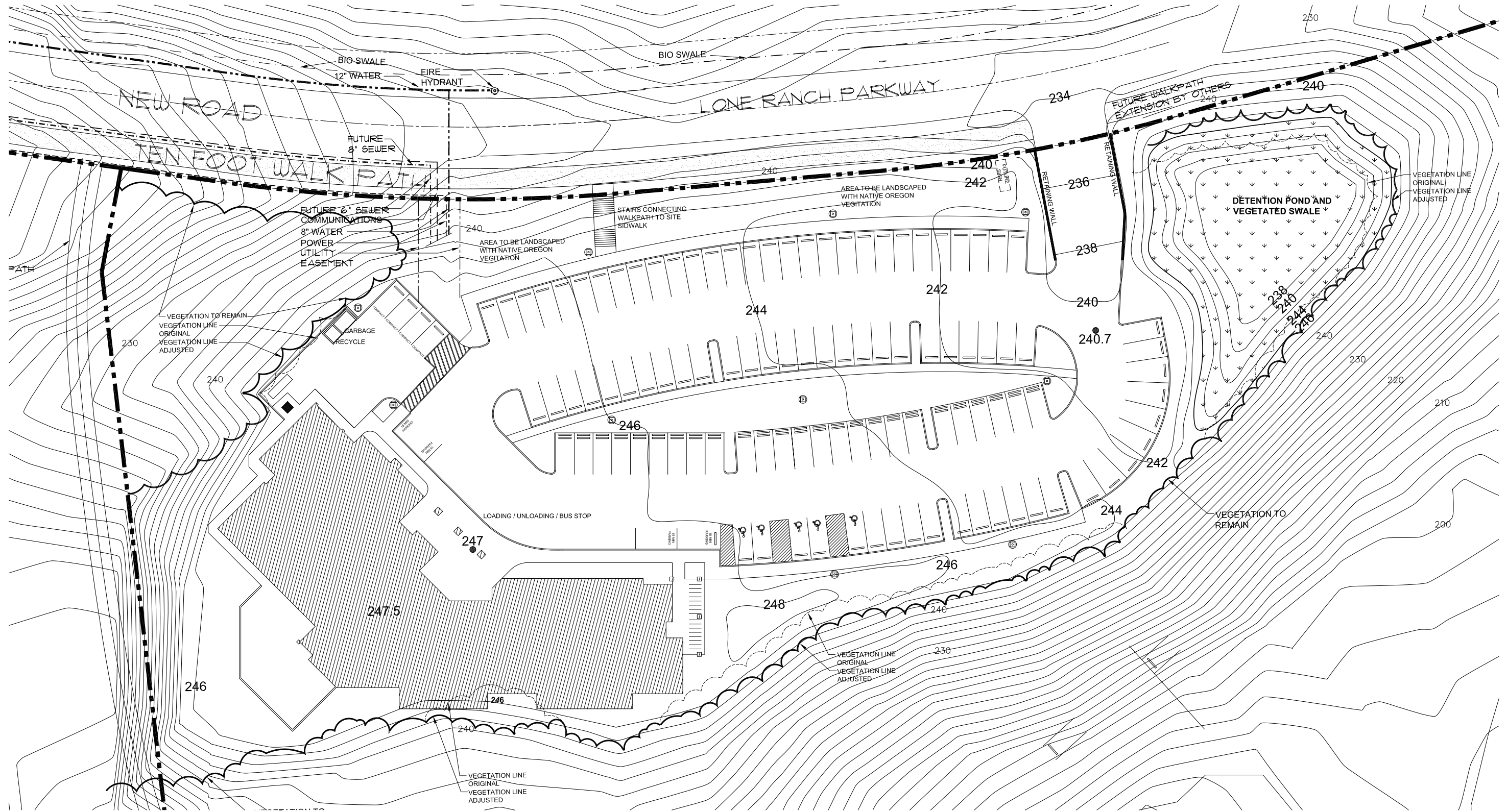
The Oregon Public Records Law exempts from disclosure only bona fide trade secrets, and the exemption from disclosure applies only “unless the public interest requires disclosure in the particular instance”. Therefore, non-disclosure of documents or any portion of a document submitted as part of a response may depend upon official or judicial determination made pursuant to the Public Records Law.

In order to facilitate public inspection of the non-confidential portion of the response, material designated as confidential shall accompany the response, but shall be readily separable from it. Prices, makes, model or catalog numbers of items offered, scheduled delivery dates, and terms of payment shall be publicly available regardless of any designation to the contrary. Any response marked as a trade secret in its entirety shall be considered non-responsive and shall be rejected.

XIV. CERTIFICATION OF COMPLIANCE WITH TAX LAWS

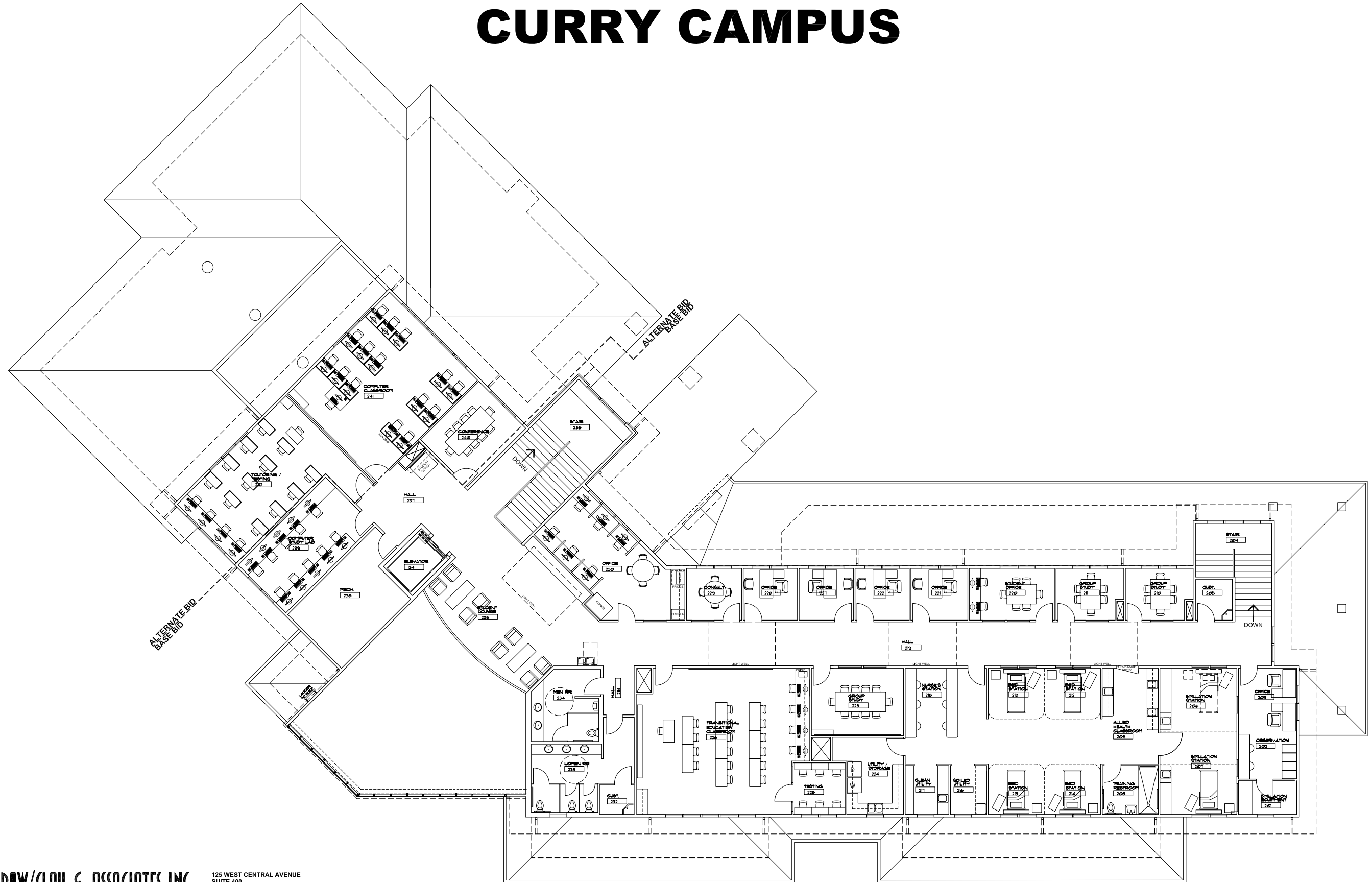
By submission of the Proposal, the undersigned hereby certifies under penalty of perjury that the undersigned is authorized to act on behalf of Contractor and that Contractor is, to the best of the undersigned’s knowledge, not in violation of any Oregon Tax Laws. For purposes of this certification, “Oregon Tax Laws” means a state tax imposed by ORS 401.792 to 401.816 and ORS chapters 118, 314, 316, 317, 318, 320, 321 and 323; the elderly rental assistance program under ORS 310.630 to 310.706; and local taxes administered by the Department of Revenue under ORS 305.620.

SOUTHWESTERN OREGON COMMUNITY COLLEGE CURRY CAMPUS



Site Plan

SOUTHWESTERN OREGON COMMUNITY COLLEGE CURRY CAMPUS

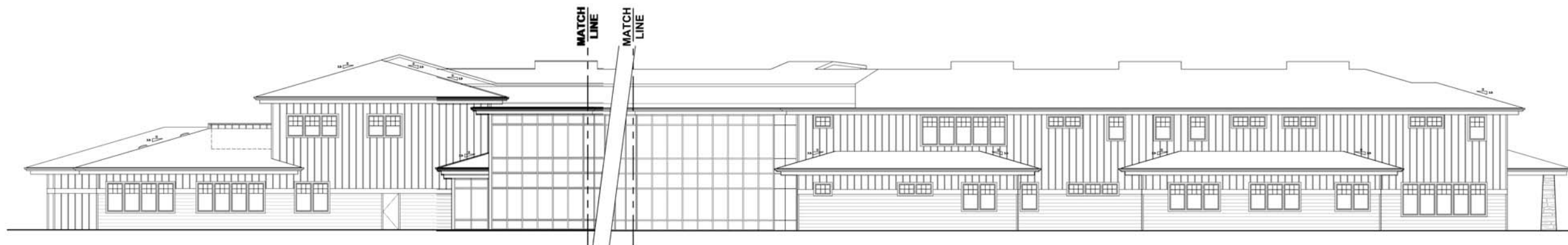


Second Floor Plan w/ Alternate Bid

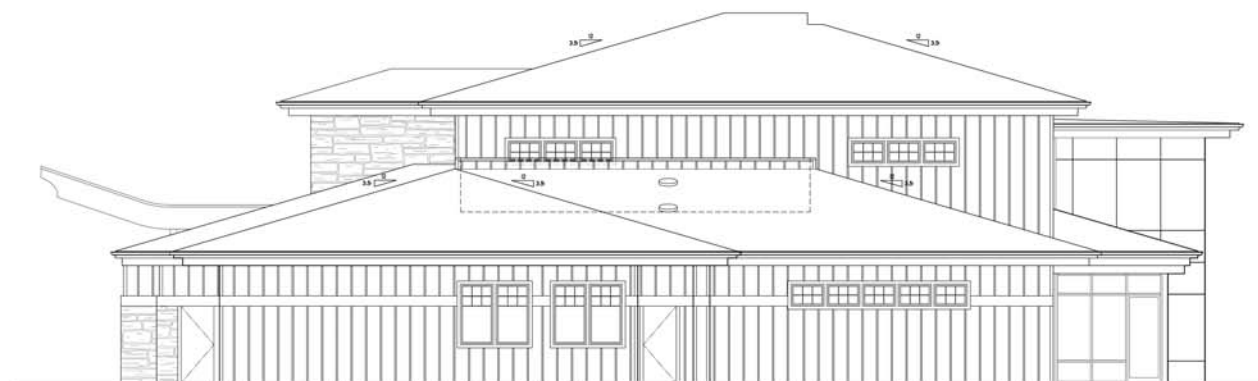
SOUTHWESTERN OREGON COMMUNITY COLLEGE CURRY CAMPUS



FRONT ELEVATION



REAR ELEVATION



NORTH WEST ELEVATION



EAST ELEVATION