

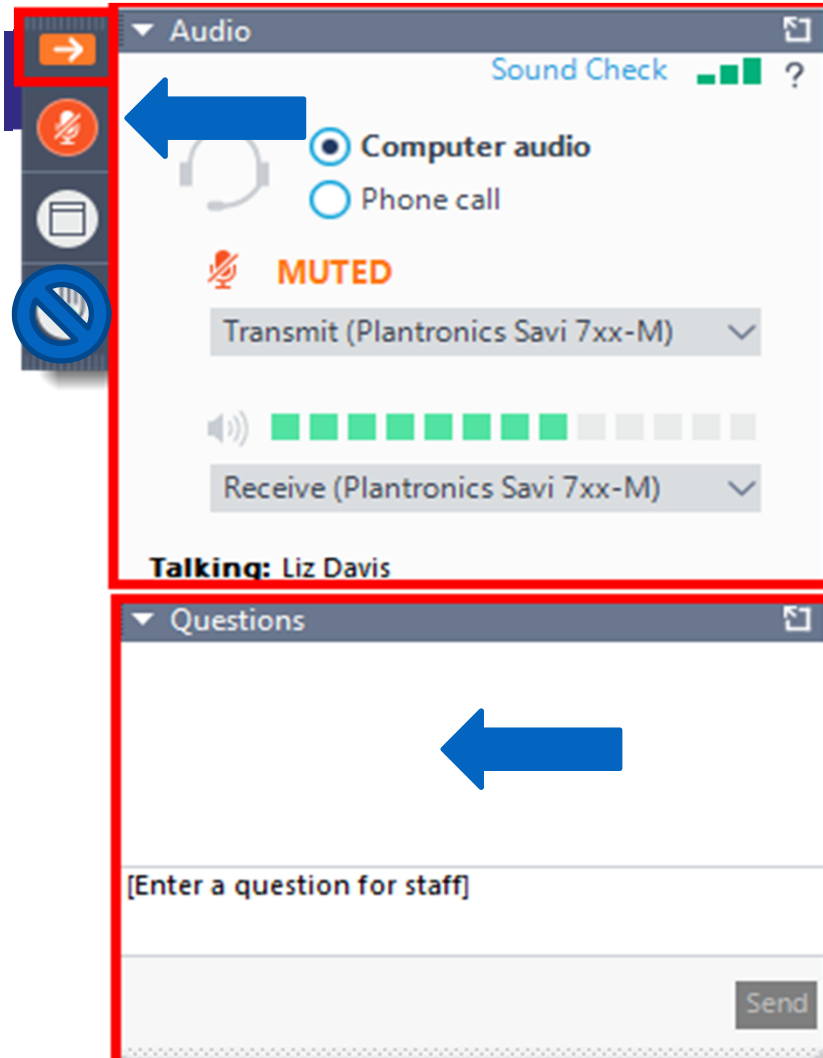
Information Session

February 8, 2021

DESIGN-BUILD SERVICES REQUEST FOR QUALIFICATIONS (RFQ)



THIS WEBINAR WILL BE RECORDED





HOUSE RULES AND REMINDERS

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- **This webinar is being recorded.**
- **Mute:** Please mute your phone or computer microphone to ensure we do not have any audio difficulties. 
- **Questions:** Please submit questions via the Questions Panel throughout the presentation.
- Do not use the  for your questions.

Raise your  if you can hear me clearly.

Carl Gayden, Senior Director of Administration
Workplace Management Team

Terrie Johnson, Contract Compliance Officer
Contract Administration & Purchasing Department

Today's Agenda

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1. About First 5 LA
2. Project Overview:
 - Background Information
 - Scope of Work
 - Terms of the Project
3. Timeline
4. Brief Q&A
5. Eligibility and Desired Qualifications
 - Eligibility
 - Summary of Desired Qualifications
6. Required Documents
 - Required Documents
 - Selection Process and Review Criteria
7. Q & A

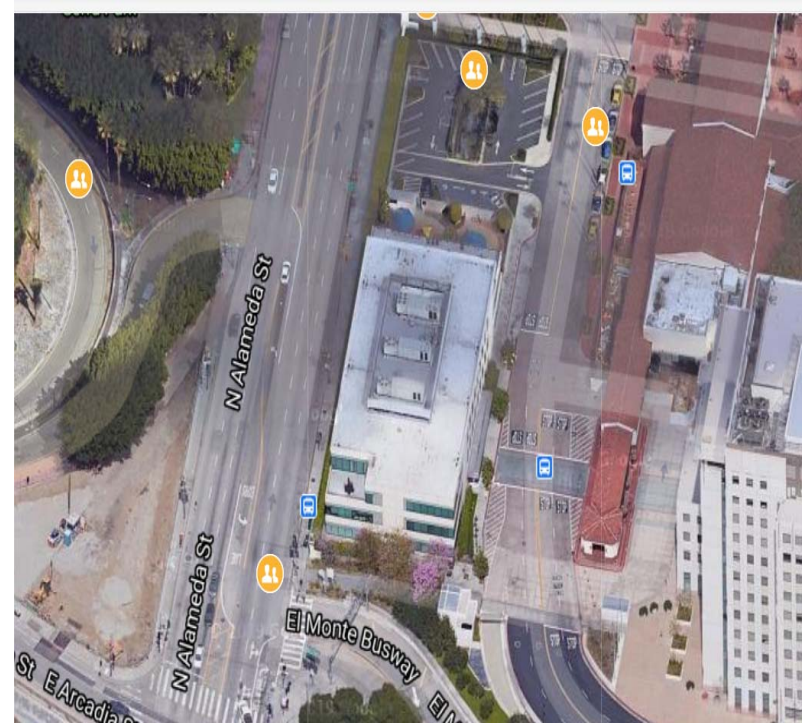


About First 5 LA

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Context and Background

- Passing of California's Proposition 10
- First 5 LA **owns** and **occupies** its office building located at 750 N. Alameda Street, Los Angeles, California, located on the Union Station campus
- Designated **historic** resource



Our Strategic Plan calls for First 5 LA to undertake its work differently, with an emphasis on **collaboration** across the organization.

Our building should reflect a building space that enhances productivity.

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- Capital Improvement Fund (2017)
- Capital Improvement Plan (2018)

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Project Overview

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Operational and Planning/Workplace Management Team

Carl Gayden, Senior Director of Workplace Management Team, Project Manager
TaMesha Williamson, Operational Excellence Manager

Procurement/Contract Administration and Purchasing (CAP) Team

Jennifer Eckhart, CAP Director, Procurement Manager
Terrie Johnson, Contract Operations and Compliance Officer

Information Technology Team

Jasmine Frost, Information Technology Director

F r qv x o d q w

Project Manager/Construction Manager

Issa Dababneh, MARRS
Riaz Chadhury, MARRS

Interior Design/Space Planning

Jim Klawiter, Klawiter and Design
Trevor Smith, Klawiter and Design

Architectural/Engineering

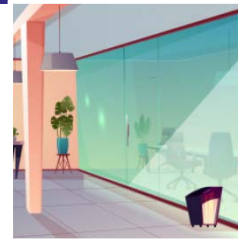
Paul Dong, IMEG
Curtis Ro, IMEG

Project Overview



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- Adding dividers/shields to our cubicles and spaces that have exposure
- Adding signage for our new pathways and markers to ensure safe physical distancing
- Automating frequently touched surfaces such as doors and restroom fixtures.



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- Addressing our infrastructure needs
- Adding solar and the structural roof support
- Replacing our HVAC
- Reroofing
- Redesigning our IT network
- Upgrading IT hardware
- Upgrading Audio/Visual components for the Multi-purpose room (MPR) and adjacent Commissioner's Conference Room on the first floor.

Phase 2 work will be more of an informed approach once more is known on how to best address our building layout and management practices to fit the expectation of a safe and healthy environment post-COVID.

First 5 LA expects to enter into a lump sum agreement with a Design-Builder for the project duration of six (6) months:

responsible for the completion of construction documents and drawings, as well as the construction per the final approved design, obtain all permits and certificate of occupancy.

assume design and construction risk and has direct authority over its specialized co

assume the risk of delivering the Project and will be responsible for all its construction means and methods.

Design-Builder: Scope of Work

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Terms of the Project

Terms of the Project

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- 6-month agreement.
- Project term – 6 months.
- Anticipated start date – June 2021.
- Contract will be lump sum
- Estimated total project budget not to exceed \$3,000,000

Timeline

An abstract graphic featuring a solid red rectangular background. A large white circle is positioned on the left side, partially overlapping the red area. To the right of the white circle, there is a smaller blue circle that also overlaps with the red background. The word "Timeline" is written in a bold, dark blue, sans-serif font in the upper left quadrant of the white circle.

Timeline for Two Part Solicitation

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UIS Uhndvng wr Vkruwlvng Uhvsrqghqwr	P dufk 48/5354 Dgghqgd Shqglbj
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Brief Q&A

Before we continue with the submission process.

We will also have another Q&A at the end of this presentation

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Minimum Requirements and Desired Qualifications

Proposers must meet the following experience for the:

Minimum Requirements

- Five (5) years of D-B experience for Public Works facilities renovation projects.
- An established local office within 60 miles of the renovation project site
- Class B General Contractor's License in good standing with the State of California is required.
- Bonding capacity of \$3 million or greater.



Required Documents and Selection Process

Required Documents to Submit

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- **Online Application**
- **Cover Letter**
- **Relevant Qualifications & Experience of the Firm and Subcontractors**
- **Key Personnel Qualifications & Staffing Plan**
- **Overview and Approach**
- **Three (3) References (Appendix C)**
- **Litigation and Contract Compliance Form – signed (Appendix D)**
- **CA General Contractor's Class B License**
- **Contractor's Acknowledgment of Compliance with Insurance Requirements – signed (Appendix E)**
- **Safety Record and EMR**

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Required Documents: 1. Online Application

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Online Application

In order to respond to this RFQ, proposers must complete an online application form and submit all required documents specified below through the online application system.

Proposers must set-up an online account in order to access the application form.

Instructions on setting up the account and access the online application may be found at: <https://www.first5la.org/news-resources/funding-center/>

To access the online application for Design-Build Services:

https://www.grantrequest.com/SID_725?SA=SNA&FID=35345

Required Documents: 1. Online Application

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Please answer the following questions:

Is your firm located in Los Angeles County or within a 60 mile radius?

-Select One- ▼

Does your firm have five (5) years of D-B experience for Public Works facilities renovation projects?

-Select One- ▼

Does your firm have a Class B General Contractor's License in good standing with the State of California?

-Select One- ▼

Does your firm have bonding capacity of \$3 million or greater?

-Select One- ▼

Submit

Required Documents: 1. Online Application

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Design-Build Services RFQ

* Organization Name

* Address

* City:

* State:

* Zip Code:

County of Los Angeles Address (if different from above) ⓘ

City

State

Zip Code

Organization Primary Contact Information

Required Documents: Online Application

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Organization Information

Attachments

Review My Application

Attachments

Printer Friendly Version | E-mail Draft

Please upload the following documents (PDF, Word or Excel files accepted). Required documents that consist of multiple pages must be combined into one document and then upload. For example, if you are submitting multiple Memoranda of Understandings (MOUs) you must save all MOUs into one document and then upload. This is also the case for excel files (xlsx) with multiple sheets, be sure to upload the document in it entirely.

1. Cover Letter (Max 15 Pages)
2. Relevant Qualifications & Experience of the Firm and Subcontractors (Max 10 pages)
3. Key Personnel Qualifications & Staffing Plan (Max 10 pages)
4. Overview and Approach (Max 10 pages)
5. Safety Record and EMR
6. Appendix C – References
7. Appendix D – Litigation and Contract Compliance Form
8. Appendix E – Acknowledgement of Compliance with Insurance
9. General Contractor's License

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In order to respond to this RFQ an application packet complete with required documents must be received by First 5 LA before the closing of this solicitation.


Upload

The maximum size for all attachments combined is 1,000 MB. Please note that files with certain extensions (such as ".exe", ".com", ".vbs", or ".bat") cannot be uploaded.

Title:

File Name: No file chosen

Litigation and Contract Compliance Form (Appendix D): Please read the information on the required Litigation and Contract Compliance Form thoroughly and include a signed copy by the SOQ deadline. **If you checked "Yes" to any of the questions on this form, please explain** whether this will impact the Project on this solicitation. Omission of the form will constitute an incomplete SOQ and may be grounds for disqualification.

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Selection Process and Review Criteria

Selection Process and Review Criteria

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Selection Process and Review Criteria

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- Applications that fail to adhere to First 5 LA's page limitation requirements will be adjusted by the removal of page(s) from the application. Pages will be removed before the Proposal Review. The removed page(s) will not be made available to reviewers.
- **Failure to submit all required documents will constitute an incomplete proposal and may be grounds for disqualification.**
- Proposers are responsible for any errors and omissions in their proposals and applications. It is the responsibility of the proposer to ensure, prior to submission, that its proposal reflects the requirements of this solicitation.
- **Proposals received after the deadline will not be considered February 24, 2021, 5:00 pm PT.**
- Proposers should not wait to submit documents through the online application system minutes before the closing time. First 5 LA will not be responsible for any delays proposers may encounter with the online application system due to multiple proposers uploading documents before the closing time.
- First 5 LA shall not be liable for any costs incurred in connection with a proposer's preparation of a proposal in response to this RFQ. Any cover letters, resumes and curriculum vita, including attached materials, submitted in response to this RFQ shall become First 5 LA's property and subject to public disclosure.

How to Apply

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For more information on how to apply, please visit:

<https://www.first5la.org/article/design-build-services/>



HOW TO APPLY

To respond to this RFQ, please submit all required documents through the online application system designated by First 5 LA by no later than **5:00 p.m. PT on February 24, 2021**, by taking the following steps:

Step 1: Create a user account by clicking [here](#).

Step 2: Once a user account has been created, click on the following link for the appropriate application:

Click [here](#) to access the application for the Design-Build RFQ

Step 3: Once an application has been started, click [here](#) to modify and/or submit your application. Please do not create a new application once you have started your application.

For help with the online application click [here](#).

Applicants must submit all required documents specified in the RFQ through this online form. It is highly recommended that you print a copy of your application for your records prior to clicking "Submit." To do this, click "Printer-Friendly Version." You should review the printed copy prior to submitting the application electronically. In addition, you should ensure that the attachments were successfully uploaded by reviewing the list of attachments included.

NOTE: Once the online application is submitted, proposers cannot make edits.

Please check the Funding Center webpage regularly for updates and addenda.

First 5 LA has the right to amend this solicitation by written addendum. First 5 LA is responsible only for that which is expressly stated in the solicitation document and any authorized written addenda thereto. Such addenda shall be made available via the online funding center. Failure to address the requirements of such addendum may result in the proposal not being considered, at the sole discretion of First 5 LA. Addenda to this solicitation, if any, will be posted on First 5 LA's website, which may be accessed by clicking <https://www.first5la.org/news-resources/funding-center/>. It is the responsibility of proposers to ensure, prior to submission, that their application reflects the most recent information and RFQ requirements.

A woman with long dark hair and sunglasses is lying on her stomach on a grassy field, smiling broadly. She is holding two young children. One child, a boy in a plaid shirt, is sitting up and looking to the side. The other child, a girl in an orange shirt, is lying down and looking towards the camera with a joyful expression. The background is a soft-focus green field under bright sunlight.

Q&A

tjohnson@first5la.org

