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July 18, 2023

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Discussion and Possible Direction on Assessor Parcel Numbers 053-041-002 & 053-031-002 Historically Referred to as the "Todd Property" and now Owned by the State of California.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive a presentation from staff and provide direction, if any.

BACKGROUND AND DISCUSSION

Staff will provide an update on the status of the former "Todd Property" at the intersection of US 101 and Davis Streets. The parcel is a 18+/- acre largely undeveloped parcel that has recently been acquired by the State of California Department of General Services for the use of CalFire as a new regional headquarters facility. Attached is a recent RFQ for project development & management of the proposed facility that has a description of the proposed project.

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Request for Qualifications (RFQ)
Department of General Services
Real Estate Services Division
Project Management and Development Branch

The Department of General Services (DGS), Real Estate Services Division (RESA), Project Management and Development Branch (PMDA) is requesting Statements of Qualifications (SOQ) from Architectural and Engineering firms, pursuant to Government Code §4525 et. seq.

I. PROJECT DESCRIPTION

RESA-PMDA 2022-13

**HUMBOLDT DEL NORTE UNIT HEADQUARTERS
CALIFORNIA DEPARTMENT OF FORESTRY & FIRE
PROTECTION (CALFIRE)
FORTUNA, HUMBOLDT COUNTY, CALIFORNIA**

This project includes planning, design, and construction of an administration/training building, an emergency command center/support building, a self-contained breathing apparatus repair building, a service center building, an auto shop, a covered vehicle wash rack with water recycle system and building, a telecommunications building, a covered parking structure for 15 vehicles (with photovoltaic panels), a standard 2-engine fire station with a dozer/transport dozer shed, 2 generator/pump/storage buildings (with generators), a radio communications tower, site development, utilities, propane or natural gas system, a septic system, a domestic water well with water treatment and storage, a fire suppression water system with water storage, landscaping and irrigation, site lighting and fencing, telephone and radio cabling, sitework and related improvements. Demolition and hazardous materials abatement, at the existing site, will be required upon completion of the new site. The project must be designed in accordance with all current regulations, codes, statutes, Governors Executive Order B-18-12, and zero net energy (ZNE)

The estimated cost of construction is approximately **\$39,423,000**. The estimated duration of this contract will be five (5) years.

II. SCOPE OF SERVICES

The successful firm will provide professional architectural and engineering design, and additional services for the above-referenced design-bid-build project. The services may include, but are not limited to, preparation of construction documents, calculations, reports, assessments, studies, preliminary plans, working drawings, cost estimates, regulatory approvals, bidding and solicitation support, and construction support. All work must be performed under and be approved by a design professional licensed in the State of California.

The firm selected for this work and all sub-consultants/sub-contractors are precluded from participating in any of the construction or other competitively bid contract work on this project.

MINIMUM REQUIREMENTS

Firms that are interested in providing professional services for this contracting opportunity shall submit the following information in 8.5" x 11" format (11-point font or greater) with each of the numbered sections collated in a separate tab. Firms shall ensure that their written responses indicate how they meet the Selection Criteria in Section V below.

Submit two (2) hard copies of the following, and one (1) electronic copy as detailed below:

1. Letter of interest that includes the Federal Identification Number (FEIN) of the firm as well as the person authorized to negotiate and sign all agreements.
2. Executive Summary (2 pages maximum).
3. Federal Form SF330 (“Architect-Engineer Qualifications”) Parts I & II for your firm, and Federal Form SF330 Part II for any proposed sub-contractors. The current revision of these forms is available on the [GSA Webpage for SF330](#).
 - a. For each resume, firms may supplement the Form 330 (no more than one supplemental page per person) with further information on each individual's proposed project assignment and responsibilities, their specific professional experience related to this assignment, and their current work assignment(s) and projected completion dates.
4. Written statement of the firm's qualifications that is responsive to the selection criteria below. Firms shall respond in writing indicating how they believe their qualifications fulfill the requirements of these criteria. **Firms must respond to each numbered criterion with complete and organized responses.**
5. Additional Required Documents
 - a. Current Statement of Information (can be obtained on the [California Secretary of State's website](#)). If operating under a fictitious business name, provide all supporting documentation (i.e. fictitious business name statement certified by the appropriate county clerk).
 - b. Verification of California license for Architects, Professional Engineers, Land Surveyors, or Geologists (can be obtained on [the Department of Consumer Affairs website](#)).
 - c. If applicable, proof of current certification from the DGS Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS). This information can be obtained [DGS Office of Small Business and Disabled Veteran Business Enterprise Services website](#).
 - d. Completed and signed California Civil Rights Laws Attachment, available on the [website link to the Civil Rights Laws Attachment Form](#)
 - e. Proof of current registration with the California Department of Industrial Relations as a Public Works Contractor for the firm submitting SOQ, and subs. [Website link to the DIR Contractor Registration Search](#).
 - f. Darfur Contracting Act Certification. [Website link to the Darfur Contracting Act Certification Form](#).
 - g. Iran Contracting Act Certification. [Website link to the Iran Contracting Certification Form](#).
 - h. The Bidder's Declaration Form (GSPD-05-105). This form documents subcontracted services. [The Website link to the GSPD-05-105 Form](#).

The State encourages Small Businesses and Disabled Veteran Business Enterprises participation.

To locate certified firms for subcontracting purposes, start on Cal eProcure. [Website link to CaleProcure](#). Click on “Small Business / Disabled Veteran Business Enterprise,” then “Search for Certified SB/DVBE Firms.” In the Certification Type, select any combination of Micro Business (MB), Small Business (SB), or Disabled Veteran Business Enterprise (DVBE).

Additionally, there are fields that allow for a narrowing of the search. In the UNSPSC Classifications field, a search can be conducted in which the words “architectural” or “engineering” are used. If, for example, the UNSPSC Classification for Architectural Engineering (81101508) is selected, in addition to Disabled Veteran Business Enterprise (DVBE), Service Area (County) Sacramento (34), a number of DVBE certified firms that associate with the Architectural Engineering category are shown.

If you feel your company or your subcontractor qualifies as either, visit the [website link to DGS SB & DVBE](#) for more information or call OSDS at (916) 375-4940 for further information.

Please note that no preference in the qualifications category can be given to Small Business firms under the contracting law set up for professional services contracts (Architectural, Engineering, Environmental Services, etc.). Procedures shall assure maximum participation of small business firms, as defined by the Director of General Services pursuant to Government Code Section 14837.

III. SUBMISSION INFORMATION AND DEADLINE

Hard Copy Submittal Deadline: **Friday, April 7th, 2023, at 5:00 P.M.**

Address for Submission:

Department of General Services
Real Estate Services Division, Project Management & Development Branch
Attn.: Jessica Leach-Simon, Contracts Analyst and Nora Sandstedt, Contracts Technician
707 3rd Street, 4th Floor
West Sacramento, CA 95605

Within 24 hours of submission of SOQ to the State, one electronic copy shall be uploaded by the submitting firm to the following DGS Box.com site: <https://dgscloud.app.box.com/f/d634d813df07437fb4b88989eb0e54b6>. Electronic copy shall be identical to the hard copy submitted, in PDF format.

Facsimile or e-mail submittals will not be considered.

IV. SELECTION CRITERIA

Submitted SOQ packages will be evaluated on the nine (9) areas listed below.

1. **Experience of Firm**

Professional experience of the firm in relation to the work to be performed.

- List each person with their role for all staff identified as a part of this proposal.
- Experience of subcontractors in relation to the work performed.
- Nature and quality of completed work.

2. **Experience of Principals**

Professional experience and licenses of the principals to be assigned to the project.

- List the Principals to be assigned to and involved with the project.

3. **Experience of Key Personnel**

Professional experience and training of key personnel, including both design and field personnel, and subcontractor staff.

- List staffs experience, education, licensing, certification, and training.

4. Resource Availability

- Firm's resource availability and demonstrated ability to meet deadlines and produce timely required deliverables. SOQs shall demonstrate reliability of firm, continuity of firm's staff and sub contractors, and confirmation of staff availability being proposed for the project.
- Location of firm office(s) for project coordination and services.

5. Working with Other Entities

Demonstrated ability to collaborate and work with various utilities, and governmental departments including experience coordinating with multiple stakeholders.

6. Problem Solving

Demonstrated ability to provide creative and innovative solutions to solve design and engineering problems, including unexpected problems, via examples of past projects.

7. Demonstrated LEED, ZNE and Zero Net Carbon experience and capabilities.

8. Demonstrated expertise and experience in cost estimating, scheduling and phasing, value engineering, and cost benefit analysis.

9. Demonstrated expertise and experience in the permitting, coordination, and design of Fire Station Headquarters.

Firms SOQ will respond in writing showcasing how their experience fulfills the requirements of the above criteria.

Consultant team must be comprised of all disciplines necessary to effectively provide essential and ancillary services for the work described for the project. Team shall be experienced with designs of similar nature, size and complexity.

V. CONTRACT ADMINISTRATIVE PROCESS

Firms will be selected on the basis of written responses to this RFQ and an oral interview.

Submittals will be evaluated and scored based upon the above selection criteria for those firms who have complied with the minimum qualification requirements.

Typically, three firms with the highest scores will be selected for the "short list." These firms will be invited for an interview and asked to make an oral presentation on their firm and its qualifications and experience.

Upon completion of all interviews, a single firm will be selected. The selected firm will be asked to submit a fee proposal specifying the hourly rates for specific classifications of employees, subcontractors, and/or services to be provided. The State will enter into negotiations to create fixed rates. In the event that a satisfactory agreement cannot be negotiated, the State will terminate negotiations with that firm and begin negotiations with the next ranked firm, and so on. After successful negotiations, a contract will be awarded and executed.

The State reserves the right to terminate the selection proceedings at any time.

Ten percent (10%) percent retention will be held for all progress payments made to consultant. When the estimated amount to be retained exceeds ten thousand dollars (\$10,000.00), and the retention continues for a period of 60 days beyond the completion of phased services, upon written request and at the expense of the consultant, the State will pay the retentions earned directly to a state or federally chartered bank in this state, as the escrow agent. [Website link to Public Contract](#)

[Code § 6106.5](#). Visit the website link for [Public Contract Code § 6106.5 \(e\)](#) for further requirements pertaining to sub-consultants.

VI. LABOR COMPLIANCE MONITORING & ENFORCEMENT PROGRAM - CONTRACTOR REGISTRATION

Pursuant to [Labor Code § 1725.5](#), contractors must register with the Department of Industrial Relations (DIR) as a public works contractor to bid on, be listed in a bid proposal or engage in the performance of any public works contract. The application also provides agencies that administer public works programs with a searchable database of qualified contractors. Application and renewal are completed online [DIR Contractor Registration Info Page](#). The current annual fee can be located on the DIR website. The registration period coincides with the fiscal year.

Firms submitting Statements of Qualification must list their Department of Industrial Relations (DIR) registration number, as well as the DIR registration number for each listed subcontractor. Which subcontractor is assigned to each registration number must be clear. If a coverage determination has been provided by DIR, the coverage determination letter may be submitted in lieu of a DIR registration number.

All A&E contractors and subcontractors shall be required to comply with the monitoring and enforcement program, including, but not limited to, contractor registration, submittal of electronic certified payroll reports (eCPRs) directly to the DIR as applicable and cooperation with on-site monitoring by DIR personnel if the work performed is covered by prevailing wage laws. Not all work performed by an A&E Firm or its subcontractors are covered by prevailing wage laws. Refer to [Labor Code § 1771.4 et seq.](#) and the [website link to the Prevailing Wage Requirements](#).

VII. PREVAILING WAGES

Pursuant to [Labor Code Section § 1774](#), the contractor and any subcontractors, regardless of tier, shall pay not less than the specified prevailing wage rates to all workers employed in the execution of the agreement. [Website link the Labor Code Section § 1774](#).

Copies of the prevailing rate of per diem wages are on file at the Department of General Services, which shall be made available to all interested parties. Additionally, these prevailing wage rates are available on the DIR website. [Website link to the DIR Prevailing Wage Determination page](#).

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

VIII. ECONOMIC SANCTIONS

Firms submitting an SOQ must be advised of Executive Order N-6-22 Russia Sanctions. On March 4, 2022, Governor Gavin Newsom issued Executive Order (EO) N-6-22 regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. By submitting a SOQ, the submitting firm represents that it is not a target of Economic Sanctions. Should the State determine the submitter is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for rejection of the Bidder's SOQ any time prior to contract execution, or, if determined after contract execution, shall be grounds for termination by the State.

IX. QUESTIONS

All technical questions should be directed to Michael Ton, at 916-376-3836, or



michael.ton@dgs.ca.gov.

All questions regarding the submission of RFQs should be directed to Jessica Leach-Simon, Contracts Analyst at jessica.leachsimon@dgs.ca.gov.