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East Side Union High School District

RFP-43-16-17 for DSA Project Inspection Services

May 11, 2017

East Side Union High School District is requesting a proposal for the above mentioned project from the District's approved Division of State Architect (DSA) Project Inspection/Inspector of Record (IOR) to provide as needed, comprehensive, professional DSA project inspection/IOR services. DSA is requiring a **Class 2** Inspector for this Project. The Inspector who is selected for this project must be approved by DSA prior to the start of construction.

General Project Information:

- Project Name: **MP New Student Center & Quads**
- Project Number: **Z-035-601**
- DSA Application # **01-111985**, File #**43-H10**
- Project Address:
 - **Mount Pleasant High School**
1750 S. White Rd., San Jose, CA 95127
- Construction Contract Value: **\$4,981,000.00**
- Delivery Method:
 - **Design Bid Build – Single Prime Contractor**
- Respondent should review construction documents for complete scope of work. Generally, the Project consists of the following:
 - **Modernization of an existing library building located in the center of Campus. This includes the surrounding adjacent quads/courtyards and all necessary site and utility improvements. Site improvements include new concrete stairs, ramp and walks, all associated utilities, site drainage, landscaping and irrigation, accessibility and logistics. The 7,056 gross square foot modernized library will include study/office spaces, a group gathering or communal space, study areas with book stacks, and building support. This project also includes upgrading the roof of the Administrative Building and associated overhangs/canopies as shown.**
- Drawings and Specifications for the project are available on the project documents web site:
 - **<http://www.esuhd.org/Community/Purchasing/Capital-Purchasing/Current-RFQ-RFP-BIDS/index.html>**
- Project Team Members:
 - Architect: **Gould Evans**
 - Hazardous Materials Consultant: **HazMat Doc**
 - Construction Manager: **Gilbane Building Company**
 - Contractor: **Strawn Construction, Inc.**
 - Special Testing & Inspections: **TBD**

Project Attachments to this RFP:

- DSA Form 103 Testing & Inspection Sheet

Schedule:

- Construction duration is estimated as **150 calendar days**.
- Milestone 1: Complete work at 3 of the 4 exterior quads prior to academic school year.

IOR Services Required and Professional Inspection Services Agreement

- Minimum IOR Services required are delineated on the District's Professional Inspection Services Agreement (attached)



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Proposals

- Please submit a services and fee proposal based on the drawings, specifications, Testing & Inspection Sheet, front end requirements and project schedule. Proposals should include, at a minimum, the following:
 - Indicate the team member(s) proposed for this Project
 - Provide a list of similar projects your team members have completed
 - Provide a fee proposal that delineates the following:
 - Base fee. Total base fee based on # month duration.
 - Hourly rate
 - Weekend and holiday rate if applicable
 - Other expenses - identify (if none, please state none)
 - If construction exceeds the preliminary anticipated schedule, specify if/how IOR will approach additional service consideration.
 - The District will not pay:
 - Mileage charges
 - Per diem charges
 - Provide clarifications, exceptions and exclusions as needed
- Costs of preparation of proposals will be borne by the proposer.
- Proposals are due before **2:00 PM on May 26, 2017** and must be submitted via email to:
CapPurchasing@esuhsd.org

Capital Purchasing Department, East Side Union High School District, 830 N. Capital Ave,
San Jose, CA. (408) 347-5079
- Please specify on email subject line: **“RFP-43-16-17, MP New Student Center & Quads, DSA Project Inspection Services”**

Selection Process and Criteria:

- Selection will be based on District review of respondents’ proposed services and fee, qualifications and experience, past project successes as it pertains to providing IOR services.
- This request does not constitute an offer of employment or to contract for services.
- The District reserves the option to reject any or all proposals, wholly or in part, received by reason of this request.
- All proposals shall remain firm for forty-five (45) days following the closing date for receipt of proposals.
- The District reserves the right to award the contract to the Inspector who presents the proposal which in the judgment of the District, best accomplishes the desired results.
- The District reserves the right to reject all proposals without cause.

Requests for Information:

- Direct questions pertaining to this Project to **Joanna Ma at Gilbane Building Company (408) 476-6180** or jmal@gilbaneco.com and copy CapPurchasing@esuhsd.org.

END OF DOCUMENT



CONFLICT OF INTEREST STATEMENT East Side Union High School District (Consultants)

[This form must be filled out, signed, dated and submitted by all persons seeking to serve as a consultant to the District]

Board Policy 3600 of the East Side Union High School District provides in part:

“Independent contractors applying for a consultant contract shall submit a written conflict of interest statement disclosing financial interests as determined necessary by the Superintendent or designee, depending on the range of duties to be performed by the consultant. The Superintendent or designee shall consider this statement when deciding whether to recommend the consultant's employment.”

The Superintendent has determined that all persons seeking to serve as a consultant to the District shall fill out truthfully, sign, date and submit this Conflict of Interest Statement prior to performing any consultant work or services for the District.

I, _____ [NAME OF CONSULTANT], hereby certify the following:

1. I am not an employee of the District.
2. Within the past year I have not been a member of the District Board of Trustees of the District.
3. Neither I nor any member of my immediate family (includes parent, spouse, domestic partner, or child) or member or resident of my household is a member of the District's Citizens Bond Oversight Committee for the District's Measure G or Measure E bond programs.
4. Within the past year I have not provided or made, and will not provide or make, any promise of any gift¹ of any kind (money, meals, goods, services, entertainment tickets, etc.), in-kind services, commission, or fully or partially expense-paid trips to any District Board Member or District employee whose responsibilities include the selection of District consultants or the evaluation, supervision or oversight of District consultants (a “**Responsible Employee**”), except:

¹ “Gifts” do not include promotional or advertising items such as calendars, desk pads, notebooks and other office items valued less than \$25.00 and which are of the type usually offered by business concerns free of charge to all as part of their public relations programs.



5. I do not employ or retain, and will not employ or retain, any current District **Responsible Employee** as a consultant, independent contractor or employee during the term of my consultancy agreement with the District.

6. I am authorized to make, and do make, this certification on behalf of _____
[CONSULTANT].

The foregoing certifications are true and correct. I make this certification under penalty of perjury under the laws of the State of California.

Signature of Consultant

Signature Date
