

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
RFQ/P #24-1214 FOR
GEOTECHNICAL ENGINEERING AND
MATERIALS TESTING & INSPECTION POOL**

NOTICE IS HEREBY GIVEN that Sacramento City Unified School District ("District") is seeking qualified firms, partnerships, corporations, associations, or professional organizations to provide professional geotechnical engineering and materials testing & inspection services for selected projects involving Bond Measure H facility improvements and various capital projects. The pool will include four (4) to six (6) firms who understand the wide range of needs inherent to K12 school bond programs, who are sufficiently experienced to meet those needs, and are located within a reasonable distance from the District's campuses.

Experienced firms interested in being considered for inclusion in this pool must submit a Statement of Qualifications ("SOQ") as set forth in this Request for Qualifications/Proposals ("RFQ/P"), which defines the services sought by the District and generally outlines the requirements for submittal. The actual number of teams selected for the pool will vary based on qualifications and the right fit for the District. **Selection into the pool does not guarantee selection for any specific project.**

Respondents to this RFQ/P must submit electronically through:

Planet Bids - Sacramento City Unified School District - Vendor Portal

<https://pbsystem.planetbids.com/portal/61521/portal-home>

ALL RESPONSES ARE DUE NOVEMBER 17, 2023 BY 2:00:00 P.M.

Paper, oral, telegraphic, facsimile, telephone or email Bid submissions will not be accepted. Bid submissions received after this date and time will not be accepted. The District reserves the right to waive any informalities or irregularities in the Bid submissions. The District also reserves the right to reject any and all Bid submissions and to negotiate contract terms with one or more Respondents.

All Bidders shall receive notice of amendments electronically

Questions regarding the RFQ/P may be directed in email to **Tina Alvarez-Bevens** at Tina-Alvarez-Bevens@scusd.edu and **Chris Ralston** at Chris-Ralston@scusd.edu and must be submitted in email on or by **2:00 P.M. ON November 1, 2023.**

Each Submittal must conform and be responsive to the requirements set forth in the RFQ/P. District reserves the right to waive any informalities or irregularities in received Submittals. Further, District reserves the right to reject any and all Submittals and to negotiate contract terms with one or more Respondents for any portion of the services. District retains sole discretion to determine issues of compliance and to determine whether any Respondent is responsive, responsible, and qualified. SCUSD is an Equal Opportunity Employer.

I. RFQ/P RESPONSE SCHEDULE

District reserves the right to change the dates on the schedule without prior notice.

DATE/TIME	EVENT
October 25, 2023	Release of RFQ/P.
November 1, 2023, at 2:00 P.M.	Deadline to receive emailed questions from Respondents.
November 7, 2023, by 2:00 P.M.	Deadline for District to issue Addenda to answer questions / clarifications.
November 17, 2023, at 2:00 P.M.	Deadline for Submittals in response to RFQ/P.
Anticipated by December 4, 2023	Notice to selected Respondent(s) for inclusion in pool and contract negotiation.

II. BACKGROUND

Sacramento City Unified School District ("District") is a California public school district serving approximately 47,000 students on 75 campuses spanning 70 square miles. During the March 2020 election, Sacramento City USD voters approved Measure H, the District's \$750 million bond proposal, to provide safe, environmentally adaptable, modern schools and playfields through an equitable framework.

The District is seeking experienced and proven firms to provide geotechnical engineering and materials testing & inspection services for selected projects. This RFQ/P explains the services sought and generally outlines the requirements. District may use this RFQ/P to select a pool of qualified Respondents for future consideration.

III. GENERAL INFORMATION:

- 1. General. Firms shall employ the appropriate professionals, licensed by the State of California.** Firms must have extensive experience with the Office of Public School Construction ("**OPSC**"), the California Building Standards Code, Title 24 of the California Code of Regulations, and the Division of the State Architect ("**DSA**"). Firms must have extensive experience in the construction of public-school facilities in addition to being a public school district representative, working with architects, contractors, and other school facility related consultants, and establishing project scope, and project budgets.
- 2. Pool of Qualified Applicants.** The purpose of the RFQ/P is to obtain information that will enable the District to select a limited number of pre-qualified consultants that can provide the District with geotechnical engineering and materials testing and inspection services and related work for various future facility projects. It is the District's intent that the RFQ/P process will enable the District to streamline the process by which consultants are selected to perform geotechnical engineering and materials testing and inspection services for the District. One or more Firm(s) may be selected to be part of the District's pool of qualified Firms for certain District facility projects based on qualifications and demonstrated

competence in providing Project Inspection services, as set forth herein for any and all projects identified by the District.

- 3. Prevailing Wage.** This is a public works project and any Firm under the Agreement must pay not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed within the boundaries of the District, pursuant to sections 1770 et seq. of the California Labor Code. Prevailing wage rates are available from the District or on the Internet at: <<http://www.dir.ca.gov>>. Firms shall comply with the registration and qualification requirements pursuant to sections 1725.5 and 1771.1 of the California Labor Code and the skilled and trained workforce requirements of Education Code section 17407.5.

IV. SCOPE OF SERVICES

Any firm selected based on this RFQ/P process must be capable of providing full geotechnical engineering for any and all selected projects. Please refer to **Attachment A, Exhibit A** Description of Services for included services.

1. Geological and Soil Engineering General Requirements

a. The Geological and Soil Engineering Consultant ("GSE Consultant") shall be a registered Geotechnical Engineer in California with experience in soils engineering. The work to be provided by the GSE Consultant includes the following: supply all equipment and labor to perform field exploration, drill test borings, sample soils and perform laboratory tests; evaluate geologic and seismic conditions; and provide full soils evaluations with detailed soils reports which shall include construction level recommendations, surface evaluation, subsurface exploration coring, boring log, R-value test results, grain size distribution, soils classification according to the Unified Soils Classification System, laboratory testing of earth materials collected, ground water evaluation, existing geologic, seismic, and soil conditions present within the Property, and evaluation of potential impacts to the Project under conditions associated with faults, strong seismic ground shaking, seismic-related ground failure such as liquefaction, landslides, and unstable geologic units and/or soils.

b. Soil compaction testing, concrete material verification and testing, concrete batch plant inspection, post-installed anchor testing, structural masonry material verification and testing, structural steel material verification, steel fabrication inspections, high strength bolt testing, welding inspections, and nondestructive testing. Consultant shall provide final DSA-6 lab verified report form, final lab affidavit, and all other required reports / documentation for final DSA certification. Provide ICBO/AWS/ACI and/or DSA certified technical staff and services for all required special inspection and materials testing for project (on an on-call basis). Laboratory services shall comply with all applicable jurisdictional requirements of the DSA, CCR Title 24, the UBC 1701 standards, structural inspection notes and specifications. Field time ticket, special inspector daily report, Coordination with the District Representative and the District Project Inspector (PI) for on-site inspections.

c. The geological and soil engineering studies of the Property shall be conducted in compliance with Education Code sections 17212.5. The GSE Consultant will be the District's advisor for the existing sites and identified projects with regard to compliance with statutes and regulations on Geological and Soil Engineering services. The successful GSE Consultant will ensure that the District complies with all laws and regulations governing Geological and Soil Engineering which are applicable to the construction, renovation, or modernization of a public school or public school facilities, including without limitation Public Resources Code section 21000 et seq., Government Code section 65402, Education Code section 17210 et seq. and all applicable regulations. The successful GSE Consultant shall coordinate its work with the District's other consultants without limitation. The successful GSE Consultant shall respond to public comments on any reports issued by the GSE Consultant on the Project and shall attend and participate in any public hearings upon District request.

The selected Respondent must be capable of performing the full Scope of Services set forth at **Exhibit A** to the District's form of Independent Consultant Agreement for Geotechnical Engineering and Materials Testing & Inspection Services ("Agreement"), which is distributed with this RFQ/P as **Attachment A** and incorporated herein by this reference. The exact scope of services and final fee, however, will be negotiated with the selected firm and finalized in any resulting contract.

c. FORM OF AGREEMENT

Respondent must be capable of executing and performing in accordance with District's form of Independent Consultant Agreement for Geotechnical Engineering and Materials Testing & Inspection Services ("Agreement"), which is distributed with this RFQ/P as **Attachment A** and incorporated herein by this reference. **Any proposed changes to the form of Agreement must be identified in Respondent's Submittal**; undisclosed change requests may not be entertained.

d. LIMITATIONS

This RFQ/P is neither a formal request for bids, nor an offer by District to contract with any party responding to this RFQ/P. All decisions concerning selection will be made in the best interests of District. The awarding of a contract pursuant to this RFQ/P, if at all, is at sole discretion of District.

District makes no representation that participation in the RFQ/P process will lead to an award of contract or any consideration whatsoever. District shall in no event be responsible for the cost of preparing any Submittal in response to this RFQ/P.

Submittals and any other supporting materials submitted to District in response to this RFQ/P will not be returned and will become the property of District unless portions of the materials are designated as proprietary at the time of submittal and are specifically requested to be returned. Vague designations and/or blanket statements regarding entire pages or documents are insufficient and will not bind District to protect the designated matter from disclosure.

e. FULL OPPORTUNITY

No Respondent will be discriminated against on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status in any consideration leading to the award of the contract. District also affirmatively ensures that Disadvantaged Business Enterprises ("DBE"), Small Local Business Enterprises ("SLBE"), Small Emerging Local Business Enterprises ("SELBE"), and Disabled Veterans Business Enterprises ("DVBE") shall be afforded full opportunity to respond to this RFQ/P.

f. RESTRICTIONS ON LOBBYING AND CONTACTS

From the period beginning on the date of the issuance of this RFQ/P and ending on the date of the award of the contract, no person, or entity submitting in response to this RFQ/P, nor any officer, employee, representative, agent, or consultant representing such a person or entity shall contact through any means or engage in any discussion regarding this RFQ/P, the evaluation or selection process/or the award of the contract with any member of District, Governing Board, selection members, or any member of the Citizens' Oversight Committee. Any such contact shall be grounds for the disqualification of Respondent.

g. RELATIONSHIP TO OUTSIDE GOVERNMENTAL AGENCIES

Depending upon the scope of work, Respondent may be required to assist District in working with various outside governmental agencies, including but not limited to, the following as applicable: City or County Planning Commissions and Departments, the Department of Toxic Substance Control ("DTSC"), the regional air quality control district, the State and regional water quality control boards, the State Department of Education, the Division of the State Architect (DSA), the State Allocation Board, and the Office of Public School Construction (OPSC). Respondent shall discuss its relevant experience with these agencies.

V. SUBMITTAL REQUIREMENTS

A. Format

B. Respondents to this RFQ/P must comply with the following format requirements: Content

1. Cover Letter

Provide a letter of introduction signed by an authorized officer of Respondent. If Respondent is a joint venture, duplicate the signature block and have a principal or officer also sign on behalf of each party to the joint venture.

Include in the cover letter all of the following:

- Brief description of why Respondent is well suited for, and can meet, District's needs.
- Identification of individual(s) who are authorized to speak for Respondent during the evaluation process.
- One (1) of the follow statements:

"[INSERT RESPONDENT'S NAME] received a copy of District's form of Independent Consultant Agreement for Geotechnical Services ("Agreement") attached as Attachment A to the RFQ/P. [INSERT RESPONDENT'S NAME] has reviewed the Agreement, including, without limitation, the indemnity provisions and insurance provisions. If given the opportunity to contract with District, [INSERT RESPONDENT'S NAME] has no objections to the use of the Agreement."

OR

"[INSERT RESPONDENT'S NAME] received a copy of District's form of Independent Consultant Agreement for Geotechnical Services ("Agreement") attached as Attachment A to the RFQ/P. [INSERT RESPONDENT'S NAME] has reviewed the Agreement, including, without limitation, the indemnity provisions and insurance provisions. If given the opportunity to contract with District, [INSERT RESPONDENT'S NAME] has objections to the use of the Agreement, all of which are identified in the Appendix to this Submittal."

A copy of District's form of Agreement is **Attachment A to this RFQ/P**. To the extent Respondent has any objections to the form Agreement, Respondent must state the objection, and must provide a reasonable description of its requested change in response to the objection. **District will not entertain unidentified objections or vaguely described objections during any contract negotiation.** Objections may be attached as

an Appendix to Respondent's response and will not count toward the page limit.

- Certification that no official or employee of District, nor any business entity in which an official of District has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract(s), nor that any such person will be employed in the performance of any/all contract(s) without immediate divulgence of this fact to District.
- Certification that no official or employee of Respondent has ever been convicted of an ethics violation.
- Evidence that Respondent is legally permitted to conduct business in the State of California and properly licensed (as applicable) for the scope of services.
- Above the signature(s) the following language: *"By virtue of submission, [INSERT RESPONDENT'S NAME] declares that all information provided in the Submittal is true and correct."*

2. Business Information

- Company name.
- Address.
- Telephone.
- Website.
- Name and email of main contact.
- Federal Tax I.D. Number.
- License or Registration Number (if applicable).
- Type of organization (e.g., corporation, partnership, etc.). If a joint venture, describe the division of responsibilities between participating companies, offices (location) that would be the primary participants, and percentage interest of each firm.
- A brief description and history of Respondent, including number of years Respondent has been in business and date established under this name.
- Number of employees.
- Location of office where the bulk of services solicited will be performed.
- State of California certification of Small Business or Disabled Veteran Business Enterprise status, if any.
- How subconsultants are generally used by your firm and to what extent work is performed in-house versus by subconsultant(s).

3. Relevant Qualifications

Describe your firm's experience, expertise, and approach in the following areas:

- Working with the California Geological Survey ("CGS") and CGS processes.
- Conformance with federal/state/local applicable code requirements.
- Working with City or County Planning Commissions and Departments, the DTSC, the

regional air quality control district, the State and regional water quality control boards, the State Department of Education, the DSA, the State Allocation Board, and the OPSC.

- Provide a brief overview as to the proposed strategy and approach to the required needs for the various categories responding to.
- Identify lead time requirements for scheduling of services and milestones (length of time to schedule a drill rig, receive lab results and provide a report).
- Include any client references and/or letters of recommendation.

4. Relevant Project Experience

Provide information about prior professional services furnished by your firm in the last ten (10) years on a minimum of five (5) K-12 educational projects, and list the following for each project:

- District name and name of contact person, title, telephone number, and email address to be contacted for a reference.
- Project name and location.
- Completion date of project/current status.
- Briefly state relevance of the project for consideration in this RFQ/P.
- Key individuals of the firm involved and their roles in the project.
- Any subconsultants that worked with the firm.
- Contractor names and contact information.
- IOR names and contact information.

5. Proposed Project Team

Identify key team members, including subconsultants, and state their qualifications relevant to the scope of services and anticipated role in delivering the services. List dates of employment by your firm whether employed as an employee, independent contractor, subconsultant, or otherwise, and office addresses for each of the identified personnel. Describe for each his/her/their experience with public school construction projects, including identifying the projects for the past five (5) years.

If subconsultants are to provide any work, include a statement as to how this shall be organized, including identified roles and qualifications of subconsultants, if any. Respondent will be required to demonstrate long-term relationships with any subconsultants.

6. Litigation History

Provide a comprehensive five (5)-year summary of Respondent's litigation history (including arbitration and mediation) with any clients (current or previous). This includes current/ongoing matters. State the issues in the litigation, the status of the litigation, names of parties, and outcome. A Submittal failing to provide the requested information on litigation history will be considered non-responsive.

7. Fee Proposal

Include proposed: hourly billing rates by position, staffing plan, and reimbursable schedule.

8. Appendix

Shall include:

- Executed Non-Collusion Declaration (**Attachment B**)
- Executed Iran Contracting Act Certification (**Attachment C**)
- Certificate(s) of Insurance identifying Respondent's current insurance coverages.

May include:

- Key team member resumes.
- Identification and explanation of any and all objections to the form of Agreement.

h. SELECTION PROCESS

A. Selection Criteria

Each Submittal must be complete. Incomplete submittals will be considered nonresponsive and grounds for disqualification. District retains sole discretion to determine issues of compliance and to determine whether a Respondent is responsive, responsible, and qualified. District may elect to conduct interviews with some or all of Respondents.

The criteria for evaluating Respondents may include, without limitation, the following:

- Overall responsiveness of the Submittal;
- Experience and performance history of Respondent with similar services;
- Qualifications, experience, and results of proposed personnel;
- Value of services under proposed fees;
- References from clients;
- Capacity and commitment to provide services to District; and
- Technical capabilities and track record of use.

District will identify Respondent(s) that can provide the greatest overall benefit to District and may also identify Respondent(s) for inclusion in a qualified pool for consideration for future contracts.

B. District Investigations

District may perform investigations of Respondents that extend beyond contacting the references identified in the Submittal. District may request a Respondent submit additional information pertinent to the review process. District also reserves the right to investigate and rely upon information from other available sources in addition to any documents or information submitted.

C. Interviews

District, at its sole discretion, may elect to interview one or more Respondents. If a Respondent is requested to come for an interview, the key proposed staff will be expected to attend the interview. **Any proposed changes to the form of Agreement attached hereto as Attachment A shall be provided with the Submittal and may be the subject of inquiry at the interview.**

D. Final Determination and Award

District reserves the right to contract with any entity responding to this RFQ/P for all or any portion of the services described herein, to reject any Submittal as nonresponsive, and/or not to contract with any Respondent for the services described herein. District makes no representation that participation in the RFQ/P process will lead to an award of contract or any consideration whatsoever. District reserves the right to contract with any person or firm not participating in this process. District shall in no event be responsible for the cost of preparing any Submittal in response to this RFQ/P, including any supporting materials.

Awarding of contract(s) is at sole discretion of District. District may, at its option, determine to award contract(s) only for portions of the scope of services identified herein. In such case, the successful Respondent(s) will be given the option not to agree to enter into the contract and District will retain the right to negotiate with any other Respondent selected as a finalist. If no finalist is willing to enter into a contract for the reduced scope of work, District will retain the right to enter into negotiations with any other Respondent to this RFQ/P.

Public Records. Responses will become the property of the District and subject to the California Public Records Act, Government Code sections 6250 et seq. Those elements in each response that are trade secrets as that term is defined in Civil Code section 3426.1(d) or otherwise exempt by law from disclosure and which are prominently marked as "TRADE SECRET," "CONFIDENTIAL," or "PROPRIETARY" may not be subject to disclosure. The District shall not be liable or responsible for the disclosure of any such records including, without limitation, those so marked if disclosure is deemed to be required by law or by an order of the Court. A Firm that indiscriminately identifies all or most of its response as exempt from disclosure without justification may be deemed non-responsive. In the event the District is required to defend an action on a Public Records Act request for any of the contents of a response marked "Confidential," "Proprietary," or "Trade Secret," the Firm agrees, by submission of its Response for the District's consideration, to defend and indemnify the District from all costs and expenses, including attorneys' fees, in any action or liability arising under the Public Records Act.

WE THANK YOU FOR YOUR INTEREST!