



**Business Services
Contracts Office**

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*Janea Marking, Chief Business Officer
Robert Aldama, Purchasing Manager II*

**Lease/Leaseback
Mandatory Pre-Proposal Conference Agenda**

PROJECT: **RFP #0142-468
Hollywood Park Elementary School Modernization**
MEETING DATE: **December 19, 2024**
TIME: **2:00 PM**
LOCATION: **4915 Harte Way, Sacramento, CA 95822**

1. Introductions

- a. Sacramento City Unified School District – Tina Alvarez-Bevens & Robert Aldama
- b. Nacht & Lewis Architects
- c. Premier Management Group, Inc.
- d. LLB Representatives

2. Review RFP Milestone Dates / Requirements (Sections I and III of RFP)

- a. RFP SCHEDULE
 - i. **12/19/2024 at 2:00am – Mandatory** Preproposal conference at **Hollywood Park Elementary School- 4915 Harte Way, Sacramento, CA 95822**. We will meet at the flag-pole in front of the campus initially.
 - ii. **1/6/2025 by 2:00pm** – Deadline to submit questions via email in accordance with RFP section VII. General Information.
 - iii. **1/5/2025** – Deadline to submit pre-qualification applications. Link to Quality Bidders can be found at <https://www.scusd.edu/contractor-prequalification>.
 - iv. **1/10/2025 by 2:00pm** – If applicable, an addendum will be uploaded to the RFP Document link <https://gateway.app.e-builder.net/app/bidders/landing?accountid=aaf85f30-eade-4a97-af1d-5076c07d8a32&projectid=2bf21236-ce60-4ba0-9e07-1bf80a32a7af&bidpackageid=9ad0b3b7-dd52-46e7-a241-0faa7c80501a>
 - v. **1/15/2025 by 1:00pm – Proposals due.**
 - vi. **1/21/2025** – District Notification to Selected Interview Firms.
 - vii. **1/24/2025** – Interviews.
 - viii. **1/30/2025** – District selection of successful LLB Entity.
 - ix. **2/06/2025** – Anticipated board award of LLB.
 - x. **2/07/2025** – Pre-construction NTP issued for pre-construction services..
- b. Pre-qualification Requirement – due 10 business days prior to RFQ due date – online application at <https://www.scusd.edu/contractor-prequalification> (Ed Code Section 20111.6)
- c. Registration to the DIR by RFQ due date (Labor Code Section 1725.5)
- d. SK&T / Apprenticeship Program Compliance (Ed Code Section 17407.5)
- e. Financing Required (12-month post construction phase)

3. Scope of the Project – (A/E) (Section IV of the RFP)

Construction includes but not limited to:

- a. Site Work includes but is not limited to remove, expand and replace parking lot, upgrades including ADA spaces, addition of EV parking stalls, upgrades to the path of travel (including path to public way), upgrades to site fencing and gates, landscaping upgrades throughout the campus, new playground structures and grind & overlay the playground to include new striping. Additional field improvements include new sod, new track surface and exercise stations, and new irrigation throughout the entire campus.
- b. Beautification scope includes but is not limited to: Prep, Prime & Painting of all exterior and interior surfaces listed in the drawings per specifications. Removal, prep, and replacement of flooring at all rooms identified on the drawings, replacement of all clocks, bell and intercom equipment and installing new data network equipment, displays, and other related infrastructure. Abatement as required in reports.
- c. Roofing scope includes but is not limited to: Roof coating as shown on drawings, removal and replacement of existing roofing with new built-up roof system by design. New gutters, roof drains, and replacement of all existing roof blocks as identified on drawings.

Expected key features include but are not limited to:

- d. New PC Shade Structures & (2) New Play Apparatuses
- e. New Landscape features in classroom quads, kindergarten, & in field

4. Review Anticipated Project Timelines (Section I of the RFP)

- Preconstruction services is scheduled to go from 2/07/2025 – 03/11/2025.
- The LLB entity will be required to provide a 50% CD estimate in early March/2025.
- DSA submittal target is by 10/08/2024 with DSA approval by 12/31/2024.
- The Entity will be asked to begin and complete the TBR Development for final District approval not later than 1/15/2025 and for board approval on 2/6/2025.
- The District anticipates issuing the Notice to Proceed for construction services on 03/7/2025.
- The construction duration is anticipated to be from 03/12/2025 – 08/08/2025, with final project acceptance anticipated by 08/15/2025.
- The post-construction duration is anticipated from 08/15/2025 – 09/15/2025.

5. Development of the TBR Phase may include:

- a. Design / Constructability review
- b. Value Engineering Analysis
- c. Detailed Cost Estimating with options to meet the District's budget
- d. Development of trades' scope of work, bidding, lowest bid or best-value and preparation of the TBR
- e. Preliminary and Final TBR – Discuss (within District Boundaries) Sub/Supplier Participation

6. Determination of Project Cost (Section III of RFP) Highlights below:

- a. Engineer's estimate of the TBR: \$8,000,000 (including all contingencies, fees, general conditions, bonds, insurance, and financing).
- b. If Entity plans to self-perform any work, their bid must be submitted directly to the District a minimum of 48 hrs. prior to the subcontractors bid due date. A minimum of 3 bids per trade is required.
- c. LLB Entity Fee – Cannot exceed 5.5 % of the sum of the Direct Cost of the Construction Work + General Conditions (excludes costs of bonds and insurance, allowances, and contingencies)
- d. Construction Contingency – to be determined upon final TBR proposed
- e. Owner's Contingency – Percentage will be finalized during TBR development. % is of the total cost (excluding Construction Contingency & Allowances)

- 7. Evaluation Criteria – (Section V & VI of the RFP)**
- a. Proposals submitted in seven (7) hard copies & one (1) electronic copy – Point Score to develop short list of technical criteria.
 - b. Interview of firms – Review / Adjust Point Score
 - c. Open Fee Proposals and calculate the best value score highest to lowest.
- 8. Exhibit D – Fee Proposal (Submit one (1) hard copy and one (1) electronic copy in a separate sealed envelope).**
- a. Fixed price for Pre-construction services including \$40,000 Site investigation allowance.
 - b. Fixed price for monthly General Conditions cost – Refer to Exhibit C
 - c. Fixed % Construction Phase Fee (Profit & Overhead)
 - d. Fixed % for Bonds
 - e. Fixed % for Insurance – Refer to Exhibit E
 - f. Fixed % for financing
- 9. Inquires.** Any questions regarding this RFP or selection process shall be directed in writing to all of the following:

Sacramento City USD Contracts Office
Robert Aldama: robert-aldama@scusd.edu
& Tina Alvarez-Bevens: tina-alvarez-bevens@scusd.edu

and

Wayne Sjolund, Project Director
Premier Management Group, Inc.
wsjolund@pmgcm.com

Rami Wahhab, Construction Manager
Premier Management Group, Inc.
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10. Please refer to the RFP Exhibit M for the SCUSD Project Labor Agreement.

11. Adjourn & Walk the Site

Sacramento City Unified School District

Sign in Sheet:

Title: Pre-Proposal Walk

Project: Hollywood Park ES Modernization

Date/Time: December 19, 2024, 2:00 PM



| Company | Representative print name | Signature | Phone # | Email Clearly Print |
|---------------------------------|---------------------------|-----------|---------------|--|
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Sacramento City Unified School District

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|-----------------------|---------------------------|-----------|--------------|-----------------------------|
| Rodan Builders | Ryan Clark | | 650-508-1700 | Bids@RodanBuilders.com |
| No da Builders | Sustan Lussin | | 650-431-4699 | Bids@rodanbuilders.com |
| RODAN BUILDERS | Jesse Lovitt | | 650-508-1700 | bids@rodanbuilders.com |
| NCCU Curt Ferreira | Curt Ferreira | | 510-679-9471 | cferreira@nccrc.org |
| McGuire & Hester | Wade Schell | | 707-333-0393 | wshell@mcguireandhester.com |
| Ten Cate | Jarrold Lawson | | 408-515-1706 | j-lawson@tencategrass.com |
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| STB JAMES Const. | Brian McCarthy | Brian McCarthy | 530-613-9147 | Brian McCarthy@sbjames.com |
| Wickman Development | Tyler Griffin | Tyler Griffin | 916-833-8543 | wickoffice2@wickmanDev.com |
| Wickman Development | | | | |
| STB James | Valeria Mora | Valeria Mora | 240-608-0775 | valmora@sbjames.com |



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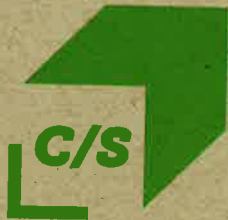
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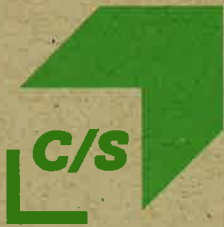


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