



SAN MATEO COUNTY
COMMUNITY
COLLEGE DISTRICT



Districtwide Exterior Lighting Upgrade
Design- Build

Mandatory Pre-Proposal Conference



February 18 and 19, 2015



Agenda

- Welcome and Introductions
- Pre-Proposal Conference Administration
- Proposal & Contract Award Schedule
- Anticipated Project Schedule
- Owner Controlled Insurance Program
- Project Labor Stabilization Agreement
- Dept of Industrial Relations (DIR) Requirements
- Project Overview
- Proposal Package
- Occupied Campus Coordination Requirements
- Project Documents
- Question & Answer





Introductions

DISTRICT REPRESENTATIVES

- **José Nuñez**, Vice Chancellor, Facilities Planning, Maintenance & Operations
- **Karen Powell**, Executive Director, Facilities, Maintenance & Operations
- **Susan Harrison**, Director, General Services
- **Joe Fullerton**, Energy Management Coordinator
- **Yanely Pulido**, Contracts Manager

CAMPUS REPRESENTATIVES

- **John Hashizume**, Facilities Manager, Cañada College
- **Michele Rudovsky**, Facilities Manager, College of San Mateo
- **John Doctor**, Facilities Manager, Skyline College

CONSTRUCTION MANAGEMENT AND CONSULTANTS

- **Christine Tai**, Swinerton Management & Consulting, District Construction Manager
- **Gustav Deuss**, GRD Energy, Inc., Commissioning Agent
- **Kristina Santi**, Interface Engineering, Design Engineer
- **Ben Laboy/ Lance Kincaid**, Newcomb Anderson McCormick

Team Members





Pre-Proposal Conference Administration

- Mandatory Conference - attendance is required of prime Design-Build Entity
- Please Sign Attendance Sheet - Copy will be posted on District Project Website





Proposal & Contract Award Schedule

- RFP Invitation Issued: **February 13, 2015**
- Mandatory Pre-Proposal Conference: **February 18 and 19, 2015**
- Last Day for Written RFI's: **March 5, 2015**
- Last Day to Issue Addenda: **March 10, 2015**
- Proposals Due @ District Office: **March 17, 2015 @ 3:00 p.m.**
- Interviews Held: **March 26, 2015**
- Issue Notice of Intent to Award: **April 10, 2015**
- SMCCCD Board of Trustees Meeting (anticipated Contract approval):
April 29, 2015





Anticipated Project Schedule

- Issue Notice of Award: **April 30, 2015**
- DBE turns in all Contract paperwork: **May 14, 2015**
- District issues Notice To Proceed letter: **May 15, 2015**
- Project Kick-Off Meeting: **TBD**
- Contractual Project Start Date: **TBD**
- Design Completion: **TBD**
- Construction period: **TBD**
- Substantial Completion: **TBD**
- Final Completion: **TBD**





Owner Controlled Insurance Program - OCIP

Rick McHale, Sharon McBrian, Keenan & Associates:

- Definition of OCIP – Covers on-site construction work
- Bidding requirements: Insurance qualification form and evidence of IIPP
- Contractor safety and how to qualify for OCIP
 - Serious and Willful violations
 - IIPP
 - EMR
- Off-site insurance and auto liability coverage
- Base Proposal amounts **SHALL NOT** include costs for insurance coverage provided under OCIP



Coverages provided by OCIP

<u>Builder's risk</u> Limits based on project value	<u>General Liability</u> \$5M per occ./\$10M Gen Aggregate /\$5M Comp Ops Project specific limits	<u>Workers' Compensation</u> Statutory limits / \$1M employers liability	<u>Contractors Pollution Liability</u> \$25M per occurrence /\$25M aggregate
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Coverages Not Provided By OCIP

Automobile Liability	Contractor's Personal Property & Tools
Professional Liability	Aircraft / Watercraft Liability

Bid Requirement

Provide completed Insurance Qualification Form with Proposal

Bidder's Qualification

- No more than one (1) Serious and Willful violation finding in the past five (5) years.
- Must provide a copy of the Table of Contents for its Injury and Illness Prevention Program (IIPP)
- Current published Workers' Compensation Experience Modification Factor (EMR) at bid opening shall not be greater than 1.25 averaged over the last three published years.

Subcontractors' Qualification

- All Subcontractors must establish compliance with such minimum standards within thirty (30) days of the District's Notice of Award, or before working on site, whichever comes first:

The number of combined allowable Serious and Willful violation findings against the Bidder and Bidder's Subcontractors in the past five (5) years shall not exceed:

- 1 to 3 Contractor/Subcontractors – a maximum of 1 Serious and Willful Violation
 - 4 to 6 Contractor/Subcontractors – a maximum of 2 Serious and Willful Violations
 - 7 or more Contractor/Subcontractors – a maximum of 3 Serious and Willful Violations
- 100% of the Subcontractor firms must submit a copy of the Table of Contents for their Injury and Illness Prevention Program (IIPP) within 30 days of Notice Of Award, or before working on site, whichever is first.
 - 75% of the listed Subcontractors must have an EMR of 1.25 or less averaged over the last three published years.





Project Labor Stabilization Agreement

Contract Section 01 35 27 – Project Labor Agreement

- Awarded Design Build Contractor and all their Subcontractors must adhere to the PLA
- Signed PLA Letter Of Assent required with Contract
- Copies of the Agreement are available at the District website

https://smccd-public.sharepoint.com/fpo/ProjDocs/Construction%20Documents/PLASMCCCD_01.pdf





Department of Industrial Relations (DIR) Requirements

Requirements to be issued via bid period Addendum

- DIR monitors compliance with prevailing wage requirements on public works projects.
- Mandatory for projects awarded after April 1, 2015.
- All contractors and subcontractors who bid or work on a public works project must register and pay an annual fee to DIR.
- Refer to the DIR website for more information
 - <http://www.dir.ca.gov/Public-Works/SB854.html>





Project Overview

- This project includes:
 - Replacement/ retrofit of exterior fixtures
 - Integrate lighting controls to existing BMS
 - Canada and Skyline
 - College of San Mateo
- Basic intent
 - Reduce energy, maintenance, and operation costs via energy efficient fixtures and controls
 - Provide adequate light levels for public safety and security
 - Maintain architectural integrity and uniformity





Proposal Package

- Refer to Section 00 11 19 Request for Proposal for details
 - In 2.3.7 Technical Proposal
 - Summary of Proposed Fixtures and Wattages
 - Funded partially by Proposition 39/ California Green Energy Job Act
 - In 2.3.8 Proposal Pricing Form/ Document 00 41 98
 - Pricing by College
 - Alternate 1 CSM Retrofit of pyramid-shaped pole lights





Occupied Campus Logistics

- *Cañada College, The College of San Mateo and Skyline College are all Occupied Campuses*
 - *College Educational Mission is Paramount*
 - *Construction logistics must accommodate the College's schedule, events and priorities*
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- Communication with Construction Manager
 - Weekly Owner/Architect/Contractor Meeting
 - Project Coordination
 - Protect existing utilities
 - Study As-Builts
 - Field Review with Chief Engineer
 - **Advance Notice – Utility Shutdowns/Access Interruptions**
 - Signage – Traffic Control/Pedestrian Re-direct
 - Contractor Parking – In designated parking lots.
 - Academic Calendar- Refer to District website. High traffic volumes during first three weeks of semester.
 - Staging and Laydown Areas - To be approved by Facilities Manager.
 - Safety –
 - Separation/ Barriers to public Required
 - Site Safety Signage
 - D-B Point of Contact On Site – at all times



Project Documents

- Project documents are available at the District's public Sharepoint site at <https://smccd-public.sharepoint.com/fpo/SitePages/Home.aspx?RootFolder=%2Ffpo%2FProjects%2FProject%20Documents%2FDW&FolderCTID=0x012000A4ACA71DCC991B409AC6DBA360514349&View=%7bCB69A40B-EB1F-4A59-8A53-66DFB8005A3A%7d>

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Reference Documents

- Project Documents on the SharePoint site include:
 - Bid Documents
 - RFP 86702 Project Manual
 - Existing Fixture Surveys (pdf and Excel)
 - Site Lighting Plans (pdf and CAD)
 - Summary of Proposed Fixtures and Wattages (pdf and Excel)
 - Reference As-Builts drawings(available upon request)





Pre-Proposal Site Walks

- Non- mandatory
- Design Engineer and Facility Engineer present
- Discuss dates/ times for site walks
 - Canada College
 - College of San Mateo
 - Skyline College





Questions & Answers

Thank You

for Your Interest in our Project!

Check District Wide Updates at our Facilities Homepage:
<http://www.smccd.edu/accounts/smccd/departments/facilities/>

