

REQUEST FOR QUALIFICATIONS



Greger Facility
1110 Kaufman Road
Oakdale, California

1. REQUEST FOR QUALIFICATIONS

Oakdale Irrigation District (OID), is requesting statements of qualifications from qualified firms or individuals (Architect) to provide design recommendations, plans, specifications and bid support for the construction of a new facility known as "Greger Facility".

2. SCOPE AND NATURE

OID is considering the construction of a large office structure to support its administrative and field operations.

Location: The Greger Facility is located on three parcels, totaling 9.64 acres, in the City of Oakdale. The site is located at the southwesterly corner of Kaufman Road and Greger Street. See Attachment B for further location information.

Zoning: The site is currently zoned Limited Industrial with a general plan designation of Industrial.

Layout: The architectural design scope will include the design of the new facility including buildings, parking, covered storage areas, open storage, fencing, security, driveways, landscaping, ADA compliance, and other incidental items

Building:

The Greger Facility shall be a newly built structure with approximately 19,000 square feet of office area. The building is anticipated to be a single-story structure, however, this can be modified to a two story building or a basement based on the architect's design recommendations. The office building shall have both individual office spaces and cubicle spaces. The District is looking for a modern working environment to include areas for administration, finance, information technology systems, water operations, maintenance operations, board room, engineering,

conference rooms, break rooms, restrooms and vaults. It is anticipated that the building will consist of approximately 23 separate offices and 25 cubicles. The building type will be determined by the OID Board of Directors after the architect has been selected. The building will need to be in conformance with the City's industrial design guidelines. See Attachment A for additional building and surrounding site information.

Parking:

The Facility shall have adequate parking to accommodate 30 office staff, 50 field staff, 10 visitors, 5 ADA spaces, and 30 additional spaces for board meetings.

Indoor/Covered Storage:

Storage areas shall be sized to accommodate trucks, materials, equipment, supplies, parts, tools, service bays, welding, fuel, lubrication, hazardous materials, and hazardous waste. Approximate indoor/covered storage shall be 57,000 square feet.

Outdoor Storage/Yard:

Storage areas shall be sized to accommodate both pick-up and delivery of pipe, concrete structures, vehicles, heavy equipment, trucks, materials, hazardous materials, and hazardous waste. An all-weather surface for access will be included. Approximate outdoor storage shall be 300,000 square feet.

Fencing/Security:

The perimeter of the facilities' property line shall have an 8' tall chain-link fence topped with three-strand barbed wire or other configuration as directed by the OID.

Driveways:

The Facility shall have access to Greger Road as well as Kaufman Road and designed to accommodate large trucks and trailers.

Landscaping:

Adequate landscaping with a xeriscape focus shall be designed per City of Oakdale and State of California current building codes and by the direction of OID. The zoning landscape requirement is five percent (5%) or 20,000 square feet.

Americans with Disabilities Act (ADA) Compliance:

Adequate ADA compliance throughout the facility shall be designed per City of Oakdale and State of California current building codes.

Incidental Items:

The architect shall provide such assistance with, but not limited to:

- Plans and documents to be used in the bidding for construction of the project.
- Assistance with selection and or design of furniture, fixtures, and equipment.
- Participation in the review of bids and selection of a construction company.
- Oversight and inspections during construction and approval of the completed project for acceptance.
- Participation in relevant permitting processes.
- Coordination with the City of Oakdale staff per building code compliance.
- Coordination with the State/County staff per building code compliance.
- Energy and water efficiency and sustainability consultation and direction.

3. PROJECT TENTATIVE SCHEDULE

- April 4, 2018, Solicit Statement of Qualifications from architects.
- June 1, 2018, Statements Due from architects.
- August 1, 2018, Interview shortlisted architects
- October 2, 2018 Award Contract to selected architect.

4. PROPERTY INSPECTION

The site is visible from the roadway. All interested architects may visit the site prior to submitting a bid if desired, but may not enter into the property.

5. LOCAL ARCHITECT

OID desires the architectural firm to be a regionally local firm to aid in the approvals and to be readily available and accessible during design, permitting, and construction phases of this project to address issues that might arise.

6. EXPERIENCE AND QUALIFICATIONS SUBMISSION

Each architect submitting documents shall include, but not limited to, the following:

- The name of the firm and location of all its offices, specifically indicating the principal place of business.
- A brief history of the firm and the range of services offered.
- The age of the firm, the total number of years of experience providing architectural services for projects similar to this facility within the past five (5) years minimum.
- A Management Plan that provides at least the following information: (The Management Plan shall be concise yet contain sufficient information for evaluation).
 - The education, training, experience, licensing, and qualifications of members of the firm and key employees for these projects, including the individuals responsible for the

performance of the work described herein. Including an organization chart.

- How the firm intends to manage their responsibilities and provide energy modeling, value engineering for life cycle costs, cost control, risk identification, and risk mitigation.
- Proposed project production schedule showing critical dates and other information in sufficient detail for the selection committee to determine the feasibility of the time frames indicated.
- The experience, qualifications, and expertise of the firm with these types of projects, i.e. interior office work space areas. This should include the firm's technical capabilities and ability to timely perform the services as reflected by the firm's current and projected workload and having adequate personnel, equipment, and facilities.
- The plan should also clearly identify the architect's methods for providing the following:
 - Description of architectural services for the project described herein.
 - Description of construction administration (not construction management).
 - Analysis and consultation with OID and other relevant consultants in the determination of the best construction delivery method for this project.
 - Indicate all firms that the architect anticipates to utilize to provide engineering, landscaping, interior design, acoustic engineering, lighting design and any other services required.
- Financial documents regarding the architectural and engineering costs and fees for the professional services to be provided to OID. Provide a Statement of Fee Compensation based on a percentage of the total budgeted construction cost or on a flat fee basis. Fees for certain activities can be quoted

separately such as for coordination with consultants described above.

- The names of at least three (3) past clients with projects similar in size and scope who may be contacted for references.
- Include illustrative drawings of three (3) floor plans of similar type projects the firm has designed, if any, along with renderings and/or photographs of completed projects. Include any other information that would aid in the evaluation of the designs such as costs, material used, energy efficiency, etc. The format shall be 8.5x11 and only include enough material to be illustrative, not complete sets of drawings.
- Accessibility of the architect personnel to OID.
- List and describe any litigation, arbitration, or other alternative dispute resolution proceedings the architect has been involved in with an owner within the past five (5) years.
- List and describe any actions taken by a regulatory agency against the architect or its agents or employees with respect to any work performed.
- Provide any other pertinent information regarding qualifications and performance data requested by OID.
- To be considered responsible to the requirements of the RFQ, the architect shall provide verifiable evidence that the firm, personnel, and associated consultants are appropriately licensed by the State of California and meet all the requirements and qualifications described herein. OID reserves the right to request additional information which, in its sole opinion, is necessary to assure that the architect's competence, business organization, and financial resources are adequate to perform the work described herein.
- Provide a list of projects currently under contract.
- OID reserves the right to accept or reject all submittals from architects.

7. GREGER FACILITY PROPOSED LAYOUT SUBMISSION

OID requests that a draft office building and exterior layout be submitted for possible design consideration based on Item 2: SCOPE AND NATURE.

OID evaluation criteria shall include:

- A proposed illustration of the building front (as seen from Greger Street) that follows the above listed criteria.
- A proposed floor plan showing the listed work areas.
- A proposed exterior area plan encompassing the entire 9.64 acre lot. This will include proposed locations for the facility's office building, driveways, parking, storage areas, and landscaping

8. EVALUATION CRITERIA AND SELECTION

OID will evaluate each RFQ submitted based on responsiveness to the project's needs. OID will take into account the estimated value, the project scope and complexity, as well as the professional nature of the services to be rendered.

OID evaluation criteria shall include:

- Competence to perform the services as reflected by technical training and education, general experience, experience in providing the required services, and the qualifications and competence of persons who would be assigned to perform the services.
- Ability to perform the services as reflected by workload and the availability of adequate personnel, financial resources, equipment, and facilities to perform the services expeditiously.
- Past performance as reflected by the evaluations and references of others who have retained the services of the architect with respect to factors such as control of costs, quality of work, and an ability to meet deadlines.
- Experience, qualifications, and ability to perform required design tasks.
- Personnel accessibility of architectural firm to OID
- Experience with the various methods of construction and scheduling.

- Costs, durability, energy efficiency, etc. of prior designs.
- Interview presentation.

OID Management staff along with Giuliani & Kull, Inc. staff will interview the top five (5) firms and narrow that number down to three (3) candidate firms. The OID Board of Directors will conduct interviews of these top firms and make the final selection.

The Board of Directors will then likely appoint a subcommittee of Board members and OID Management staff to negotiate the terms and conditions of a contract, which then will be presented to the entire Board of Directors to be approved by formal Board action.

The OID will require the firm or individual with which a contract has been established to provide evidence of that they have the necessary professional liability insurances, errors and omission insurance and workers compensation insurance in place and at the levels that meet the District's established levels for a project of this scope.

The submission and review of the Request for Qualifications does not constitute an agreement or contract with OID, or any other entity, and they reserve the right to not enter into any agreement with any architect.

9. REQUEST FOR QUALIFICATIONS SUBMISSION

Three (3) paper copies of the Request for Qualifications and a USB flash drive with a copy of the document shall be addressed and delivered in a sealed envelope to Oakdale Irrigation District, Attention: Jason R. Jones, 1205 East F Street, Oakdale, CA 95361. Documents shall be received until 2:00 pm on June 1, 2018. Any document received after that time and date will not be opened or considered, and will be returned to the bidder.

10. IDENTIFICATION OF REQUEST FOR QUALIFICATIONS

Documents shall be submitted in a sealed envelope with the architect's name, address, and telephone number clearly marked on the cover. The lower left corner of the sealed envelope shall read as follows:

Statement of Qualifications For Architectural Services

11. REQUEST FOR INFORMATION REGARDING REQUEST FOR QUALIFICATIONS

Discrepancies in, and/or omissions from this Request for Qualifications Documents, or questions as to their meaning shall be immediately brought to the attention of the Oakdale Irrigation District by submission of a written request for an interpretation or correction.

Such submission, if any, must be sent to:

Oakdale Irrigation District

Jason Jones, jjones@oakdaleirrigation.com

Giuliani & Kull, Inc.

Nick Prichard, nprichard@gkenigneers.com

Attachment A

Building Details and Areas

Attachment A
Building Details and Areas
Oakdale Irrigation Greger Facility

Oakdale, CA

Date Prepared: 2/22/18



Description	Quantity	Dimension	Total Space (Square Feet)
OFFICE WORKSPACE			
CFO	1	15' x 20'	300
CFO Supervisor	1	15' x 15'	225
Admin Assistant	1	15' x 15'	225
GM Office	1	20' x 20'	400
SCADA Supervisor	1	15' x 15'	225
Water Operations Manager	1	15' x 20'	300
DSO Supervisors / Assistant	3	15' x 15'	675
District Engineer	1	15' x 20'	300
Assistant Engineer	3	15' x 15'	675
PR Office	1	15' x 15'	225
In House Attorney	1	15' x 15'	225
HR / Safety Officer	1	15' x 15'	225
Contacts Manager	1	15' x 20'	300
Future Offices	3	10' x 15'	450
C & M Manager	1	15' x 20'	300
C & M Supervisors	2	15' x 15'	450
Sub-Total:		23	5,500
CUBICAL WORKSPACE			
Finance Staff	6	10' x 10'	600
Reception Office	1	20' x 20'	400
IT Office	2	10' x 15'	300
SCADA Technicians	4	10' x 10'	400
WUD Technicians	2	10' x 10'	30
DSO Work Stations	10	5' x 10'	500
Sub-Total:		25	2,230
GENERAL WORKSPACE AREAS			
Public Restrooms	1	10' x 25'	500
Office Restrooms	2	10' x 25'	500
Board Room	1	40' x 60'	2,400
Board Chambers	1	15' x 20'	300
Break Room	1	20' x 20'	400
Janitors / Storage Closet	1	10' x 10'	100
HVAC Room	1	10' x 20'	200
Server Room	1	10' x 15'	150
DSO Locker Room	1	15' x 15'	225
DSO Break Room	1	15' x 15'	225
Printer / Supply / Mail	1	15' x 20'	300
C & M Break Room	1	20' x 20'	400
General Meeting Room	1	20' x 20'	400
Sub-Total:			6,100
VAULTS			
Finance Vault	1	20' x 45'	900
Engineering Vault	1	30' x 40'	1,200
Sub-Total:			2,100
CONFERENCE ROOMS			
DSO Conference Room	1	15' x 15'	225
Finance Conference Room	1	15' x 20'	300
Engineering Conference Room	1	15' x 20'	300
Sub-Total:			825
PARKING			
Office Staff	30	9' x 20'	5,400
Field Staff	50	9' x 20'	9,000
Visitors	10	9' x 20'	1,800
ADA	7	9' x 20'	1,260
Overflow	30	9' x 20'	5,400
Driveway	1	30' x 400'	12,000
Sub-Total:			34,860
INDOOR AREAS / STORAGE			
Auto Shop	1	20' x 20'	400
Welding Shop	1	120' x 140'	16,800
Pest Department Shop	1	50' x 60'	3,000
Warehouse	1	60' x 240'	14,400
SCADA Shop	1	20' x 60'	1,200
Water Utilities Shop	1	20' x 60'	1,200
Covered Storage	1	20' x 400'	8,000
Covered Truck Parking	1	60' x 200'	12,000
Sub-Total:			57,000
OUTDOOR AREAS / STORAGE			
SCADA Tower	1	20' x 20'	400
Fuel Island	1	34' x 20'	680
Generator	1	15' x 15'	225
Vehicle / Truck Wash Bay	1	30' x 30'	900
Equipment Storage	1	385' x 400'	154,000
Material Storage	1	390' x 400'	156,000
Sub-Total:			312,205

Total Area	420,820	Square Feet
	9.66	Acres

Attachment B

Location Maps

Oakdale Irrigation District

Greger Facility



Kaufman Rd & Greger St

River Rd

N Yosemite Ave

W F St

S Yosemite Ave

Albers Rd

Crane Rd

120

108



Oakdale Irrigation District

Greger Facility

