



Chicago Park Elementary School District
15725 Mount Olive Road
Grass Valley, CA 95945

REQUEST FOR QUALIFICATIONS / PROPOSALS

Material Testing & Special Inspection Services

The Chicago Park Elementary School District is seeking a Statement of Qualifications from qualified material testing and special inspection firms approved by DSA for material testing and special inspection services.

Section 1 General

1.1 Background Information

The community of Chicago Park Elementary School District has a need for new school facilities and the modernization of facilities. The Chicago Park Elementary School District is seeking to utilize one or more firms to facilitate new projects and modernization projects and increase its pool of consultants. Consultants to provide material testing and special inspection services, including but not limited to building structures, on/off-site and site service work, in accordance with the plans and specifications prepared by the District's architect.

1.2 Project Location

Chicago Park Elementary School

1.3 Statements of Qualification (SOQs) and Proposals Due

Due Date: Thursday, August 17, 2023, 2:00 PM

Location: *Electronically only* addressed to:

Katie Kohler, Superintendent/Principal
15725 Mount Olive Road
Grass Valley, CA 95945
(530) 346-2153, Ext. 202 (Office)
katiek@chicagoparkschool.org

Copied electronically to:

MimiDene Zanze, Williams & Associates
(530) 906-6690
mimidene@williams-assoc.com

Section 2 Response Format

2.1. Letter of Interest and Table of Contents

Provide a cover letter expressing interest not more than 2 pages and a Table of Contents

2.2. Firm Background and Resources

Provide general information about your firm, as applicable, including:

- a. Number of years in business
- b. Location of office from which work will be performed/dispatched
- c. Team members
- d. Professional credentials, licenses, etc.
- e. Necessary technical equipment
- f. Firm resources
- g. Four examples of relevant experience in the last five (5) years including:
 1. Project name/location
 2. Year completed/current status
 3. Client name (District name) and contact
 4. Contractor names and contact information
 5. IOR names and contact information
- h. Identify any proposed consultants to be used on the project.
- i. Provide a brief overview as to the proposed strategy and approach to the required needs for the various categories responding to
- j. Identify lead time requirements for scheduling of services and milestones
- k. Include any client references and/or letters of recommendation

Section 3 General Price List

3.1. Pricing Format

Please provide unit pricing as noted below for all applicable services.

Include the following for each category/task as deemed applicable:

No. Days/Tests/Trips ____ No. Hours ____ Rate/Hour \$_____ Extension \$_____

Note any special lead times for scheduling. Assume 24 hours otherwise.

1. Soils
 - a. Field Compaction Testing
 - b. Equipment Fee
 - c. Moisture Density Curve
 - d. Soils Sampling
 - e. Sieve Analysis
 - f. Plasticity
 - g. Other (List)

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2. Reinforcing Steel
 - a. Field Placement Inspection
 - b. Inspection/Sampling & Tagging
 - c. Tensile Strength Test
 - d. Bent Test
 - e. Other (List)
 3. Concrete
 - a. Mix Design Review
 - b. Concrete/Reinforcement Placement Inspection
 - c. Concrete Sampling
 - d. Compression Tests (Cylinder)
 - e. Pick Up Samples
 - f. Batch Plant Inspection
 - g. Drying Shrinkage Tests
 - h. Base Plate Grouting
 - i. Imbeds
 4. Masonry
 - a. CMU Block/Mortar
 - b. Grout (Life) Placement Inspection
 - c. Grout Sampling
 - d. Mortar Compression
 - e. Grout Compression
 - f. Pick Up Samples
 - g. Block Compression
 - h. Block Absorption
 - i. Other (List)
 5. Structural Steel
 - a. Shop Inspection
 - b. Field Inspection
 - c. Welders Certification
 - d. Ultrasonic Scope
 - e. Tensile Test
 - f. Other (List)
 6. Fireproofing
 - a. Sampling/Thickness
 - b. Unit Weight/Density
 - c. Other (List)
 7. Glu-Lam Beams
 - a. Fabrication
 - b. Administration Fee (If Sublet)
 - c. Other (List)
 8. Roofing
 - a. Routine/Continuous Inspection
 - b. Roofing Tests
 - c. Other (List)

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9. Special Testing/Engineering
 - a. Pre-Construction Meeting
 - b. Load Testing
 - c. Pachometer Testing
 - d. Other (List)
 10. Miscellaneous
 - a. Affidavit
 - b. Engineering/Submittal Review/Certifications
 - c. Other (List)
 11. Additional Fees (Rates)
Enclose Firm Rate Sheet
 - a. Staff Engineer
 - b. Travel Time
 - c. Mileage
 - d. Vehicle
 - e. Overtime Rate
 - f. Double-time Rate
 - g. Shift Differential
 - h. Administration Fees
 - i. Reimbursables Requested (List with Applicable Rates)
 12. Exclusions/Qualifications

Please list any special qualifications or exclusions that pertain to this proposal.

Section 4 Evaluation Criteria

1. Qualifications – Firm experience and commensurate project history
2. Team – Experience and availability of Team
3. Approach – Approach to provide services in a timely and efficient manner
4. Fees - Reasonable and competitive fee structure

Based upon the information presented in the Statements of Qualifications (“SOQ”), the Selection Committee will choose the most highly-qualified firm(s). The selected Candidate(s) may then be requested to participate in an interview process, at which time they will discuss their Proposal, including a detailed scope of services, proposed fee and schedule. After the interviews, the Selection Committee will identify the firm or firms that can provide the greatest overall benefit for the scope of work. The Chicago Park Elementary School District reserves the right to complete the selection process without proceeding to an interview process and may choose to select a firm based on the information supplied in the Statement of Qualifications.

Section 5 DVBE Guidelines

DVBE guidelines, as established by the Office of Public School Construction, and/or information describing your procedures in seeking DVBE participation if/as relevant to the services provided under this RFQ, shall be part of this Statement of Qualifications.

Section 6 Limitations

The Chicago Park Elementary School District reserves the right to redefine or adjust its priorities, and modify the process as it deems necessary, and to select one or more firms to perform services. At its discretion, the Chicago Park Elementary School District may eliminate any firm or waive any informality in the selection process.

This Request for Qualifications does not commit the Chicago Park Elementary School District to award a contract or to reimburse the proposer for costs incurred in submitting this qualification. The Chicago Park Elementary School District reserves the right to reject any or all proposals received as a result of this request, to negotiate with any proposer, to extend the submission deadline, or to amend or cancel in part or in its entirety this qualification.