Legal Consultants
Request for Qualifications

May 13, 2005
Organization

College of Marin - CIP

Board of Trustees

President’s Cabinet

Modernization Committee

District Architect Consultants (TBD)

Swinerton M & C Program & Construction Mgr

Maintenance & Operations

Swinerton Construction Mgr Indian Valley Campus

Swinerton Construction Mgr Kentfield Campus
Demographics

- **Kentfield Campus (KTD) - Kentfield**
  - Built - 1926
  - Acreage – 87 Acres / 373,806 sf / 18 Buildings
  - Parking – 1,774 Spaces
- **Indian Valley Campus (IVC) - Novato**
  - Built - 1975
  - Acreage - 333 Acres / 171,549 sf / 22 Buildings
  - Parking – 900 Spaces
- **District-wide**
  - 6,943 Students
  - 5,334 Student FTES
  - 287 Faculty and Staff
Kentfield Campus (KTD)
Kentfield Campus
Tentative Project List

- Modernization of Learning Resource Center – 66,000 gsf
- Modernization of Harlan Center – 25,651 gsf
- Modernization of Fusselman Hall – 14,717 gsf
- Modernization of Science Center – 50,837 gsf
- Modernization of Fine Arts Center – 79,636 gsf
- Modernization of Student Center – 36,227 gsf
- Modernization of Diamond Physical Ed Center – 36,392 gsf
- Multi-purpose, Child Care & Support Facility – 75,000 gsf – New Construction
- Liberal Arts Complex or Science Building - 75,000 gsf – New Construction
- Facilities Maintenance Center 30,000 gsf – New Construction
- Gateway Entrance Plaza – New Construction
Kentfield Campus (KTD)
Indian Valley Campus (IVC)
Indian Valley Campus
Tentative Projects List

- Modernization of Pomo Center - 47,494 gsf
- Modernization of Administrative & Children’s Center - 19,588 gsf
- Capital Renewal & Expansion of Central Plant - 2,000 gsf
- Capital Renewal of Library – 14,280 gsf
- Capital Renewal of Miwok Cluster – 28,410 gsf
- Capital Renewal of Ohlone Cluster – 20,543
- Pedestrian & Bicycle Bridges
Indian Valley Campus (IVC)
District-Wide Tentative Projects List

- Telecommunications
- Infrastructure
  - Site
  - Parking & Roadways
  - Utilities (Sanitary, Storm, Electrical, Gas)
- Fire Alarm Replacement
- Access Controls
- ADA Accessibility Improvements
- Signage
Design Consultant Categories

A/E Consultant
Acoustics and Acoustics/Audiovisual
Arborist
Architect
Architect & Planners
Architects & Engineers
CEQA
Civil Engineering
Electrical Engineering
Energy Consultants
Energy, Utility & Telecom Infrastructure
FF & E Consultants
Fire Protection – Alarms
Fire Protection – Sprinklers
Geotechnical

Industrial Hygienist
Inspector of Record
IT Data & Telecom
Laboratory Planner
Landscape
Landscape and Planning
Legal
MEP (Mechanical, Electrical and Plumbing Engineers)
Planner
Security / Access Control
Sports
Structural Engineer
Testing and Inspection
Theatre Consultants
Legal Services Selection Process RFQ

- Advertisement (April 25, 2005)
- Issue RFQ (May 5, 2005)
- Mandatory Prequalification Briefing (May 13, 2005)
- SOQ Due (May 26, 2005 @ 2:00 PM)
- Screen SOQs and Develop Long List
- Notify Shortlisted Firms (June 3, 2005)
- Short-Listed Firms Interviews (July 7, 2005)
- Board of Trustees Action (July 2005)
Legal Services Selection Criteria

- Late submittals will not be accepted or considered.
- Responsiveness and Completeness of RFQ
- Experience working on Public Projects in Marin County
- Experience with Higher Education Clients
- Experience on Comparable Programs specifically Community Colleges
- Experience working with Academic Shared Governance
- Approach to Communication
- Fee Schedule
- Experience performing legal reviews and providing documents and recommendations that comply with state and federal laws for California Community Colleges.
Legal Services Selection Criteria (cont.)

- **Standard contracts development for design and construction, contract reviews, negotiations, review and advise relative to California Environmental Quality Act compliant documents**
- **Advice on claims avoidance and resolution** associated with the overall Capital Improvement Program and defense of District in relation to any of the above items for all District premises
- Project Team
- References
Timeline

- RFQ Due on May 26, 2005
- Submission NLT 2:00 pm on May 26, 2005
- Sealed submittals are to be addressed to:
  College of Marin
  Attention: Ben Cayabyab
  1800 Ignacio Blvd, Building 9, Room 100
  Novato, CA  94949
  Ben.Cayabyab@marin.cc.ca.us
Questions & Answers

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