NOTICE IS HEREBY GIVEN that the Marin Community College District, acting through its Governing Board, hereinafter referred to as the District, is seeking Statements of Qualification from Environmental Consultants (“Consultants”) with experience performing the environmental reviews and providing appropriate documents that comply with the requirements of the California Environmental Quality Act and the National Environmental Quality Act for large scale capital improvement programs for public higher education institutions. The document(s) produced must cover the overall District Master Plan and major and minor modernization projects for all District premises, including, the Kentfield Campus in Kentfield, CA, the Indian Valley Campus in Novato, CA, and Bolinas Marine Biology Laboratory in Bolinas, CA.

The focus of the District’s Measure C Bond Capital Improvement Program is replacing obsolete facilities and renovating and modernizing the remainder of its facilities. Following is a list of potential projects:

**Kentfield Campus – Modernizations**
- Science Center
- Fine Arts Building
- Fusselman Hall
- Student Services Building
- Learning Resources Center
- Harlan Center
- PE Complex

**Kentfield Campus – New Construction**
- Learning Resources Building
- Multi-purpose Academic Building
- Campus Service & Facility Center

**Indian Valley Campus** - Modernizations
- Pomo Complex—renovation, enhancement, and extension
- Ohlone Complex Capital Preservation
- Miwok Complex Capital Preservation
- Administrative/Bookstore/Childcare Complex Capital Preservation
- Library Capital Preservation
- Pool and Boiler Complex Capital Preservation

**District Wide**
- Bolinas Marine Biology Laboratory - Renovation
- Technology Improvements
- Infrastructure Projects (Utilities, Roads, Parking and Signage)
- Energy Efficiency Improvements
- ADA Improvements

The District is seeking Statements of Qualification from all interested and qualified firms.
All Statements of Qualifications received will be reviewed and ranked according to specific criteria. The top rated firms will be notified and asked in for an interview.

There will be a mandatory Pre-Submittal Conference for all interested Consultants at 2:00 pm on Friday, April 22, 2005 at the Indian Valley Campus, Administrative Services, Building 9, Room AS 101.

**Statements of Qualification:** Submittals will be received from only Consultants who have completed the District’s Professional Consultant Request for Qualification questionnaire and specified qualification report. This notice is available at http://www.marin.cc.ca.us, or by contacting Ben Cayabyab at the email address below. The Request for Qualifications will be available through the same sources on April 11th. All submittals must be marked clearly on the envelope with the firm’s name and “Statement of Qualification for CEQA Consultants.” ALL submittals shall consist of two (2) printed copies and one digital copy saved on CD. Submittals are limited to 30 pages. The 30 page limit does not include the cover letter, table of contents, tabs, Attachment A or Attachment B. Sealed submittals must be sent by mail, recognized carrier, or hand delivered to:

College of Marin  
Attention: Ben Cayabyab  
1800 Ignacio Blvd, Building 9, Room 100  
Novato, CA 94949  
Ben.Cayabyab@marin.cc.ca.us

It is the responsibility of the submitting firm to deliver the Statement of Qualification to the address stated above by 2:00 pm on April 28, 2005. UPS does not deliver to this address.

**Firms that previously submitted a Statement of Qualification on March 14th do not need to resubmit.**

**Late submittals will not be accepted or considered.**

**Procurement of Statements of Qualification:** Submittals will be received from only Consultants who have completed the District’s Professional Consultant Request for Qualification questionnaire and specified qualification report.

**Evaluation of the Statement of Qualifications:** The District’s evaluation is solely for the purpose of determining which consultants are deemed responsible and qualified. Statements of Qualification will be reviewed and a determination will be made by the District based upon the submitted SOQ application and any other information available to the District. The District may request a Consultant to submit additional information pertinent to the Submittal. The District also reserves the right to investigate other available sources in addition to any documents or information submitted by the Consultant.

The District retains the sole discretion to determine issues of compliance and to determine whether an applicant is responsive and responsible. The District will determine a Consultant’s quality, fitness and capacity to perform the services requested. The District’s decision on Qualification will be based on the evaluation of several factors including but not limited to the following:

1. Consultant’s Experience Providing Similar Reviews and Documents on Comparable Programs
2. Approach to Providing Services
3. Qualification of Proposed Personnel
4. Record of Defending Challenges to Documents Prepared
5. Litigation and Arbitration History
6. Disqualification from Previous Programs or Projects
7. Compliance with Prevailing Wage Requirements

Statements of Qualification will be prioritized based upon experience with comparable projects in environments similar to the Marin Community College District’s Capital Improvement Program (CIP).
**Prevailing Wage Requirements:** Consultants are further informed that they will be subject to and must comply with all of the requirements under the California Labor Code to pay the general prevailing rate of per diem wages and for holiday and overtime work to all workers employed by the consultant. Copies of prevailing rates of per diem wages are available from the Department of Industrial Relations, State of California.

**Confidentiality:** Responses to the SOQ questionnaire and specified qualification report and any financial information submitted for SOQ evaluation are not public records and not open to public inspection. The District will maintain the confidentiality of these records to the extent permitted by law. In the event a third party requests these confidential records, the District will notify the affected consultant, and it shall be the consultant's responsibility to defend the District in any action to compel disclosure of the consultant's confidential information.

The Marin Community College District is an equal opportunity employer.

Board of Trustees  
Marin Community College District

**Published:** April 8, 2005  
April 15, 2005