

**CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

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REQUEST FOR QUALIFICATIONS

Notice to Prospective Qualified Respondents

January 06, 2025

You are invited to review and respond to this Request for Qualifications (RFQ), entitled RFQ Number **9CA06996**, Retainer contract for **Construction Management Services for California Department of Forestry and Fire Protection (CAL FIRE) Headquarters Region**. In submitting your qualification, you must comply with these instructions.

On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. By submitting a bid or proposal, Contractor represents that it is not a target of Economic Sanctions. Should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for rejection of the Contractor's bid or proposal any time prior to contract execution, or, if determined after contract execution, shall be grounds for termination by the State.

Note that all agreements entered into with the State of California will include by reference General Terms and Conditions (GTC 04/2017) and Contractor Certification Clauses that may be viewed and downloaded at Internet site: [Standard Contract Language \(ca.gov\)](http://Standard Contract Language (ca.gov)).

A Disabled Veteran Business Enterprise (DVBE) goal is not required, but DVBE participation is encouraged.

As required by Executive Order S-02-06, the California Department of Forestry and Fire Protection (CAL FIRE) is committed to meeting the State's 25 percent (25%) Small Business (SB) participation goal. Certified SBs, Micro Businesses (MB), and contractors willing to commit to subcontracting a minimum of 25 percent (25%) of their net bid price to certified SBs or MBs (if applicable), are encouraged to submit bids. See **Section 3, Preference and Incentive Programs**, in this RFQ.

This contract requires Prevailing Wages if the total contract amount exceeds **\$1,000.00**. If the total contract amount is under **\$1,000.00**, then Prevailing Wage language will be removed prior to award. Refer to **Sample Standard Agreement**, for requirement details.

In the opinion of the California Department of Forestry and Fire Protection (CAL FIRE), this RFQ is complete and without need of explanation. However, if you have questions, or should you need any clarifying information, the contact person for this RFQ is:

Anton Snytkin
Department of Forestry and Fire Protection
(916) 809-5897
Anton.Snytkin@fire.ca.gov

Please note that no *verbal* information given will be binding upon the State unless such information is issued in writing as an official addendum.

Questions regarding this solicitation will be addressed, in writing, and in accordance with the Questions and Answers portion of this RFQ. See **Section D Item 1, Key Action Dates** for more details.

Anton Snytkin
Contract Analyst

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A) Purpose and Description of Services

1. The California Department of Forestry and Fire Protection (CAL FIRE), Technical Services Division, is requesting Statements of Qualifications (SOQ) from Construction Management firms, pursuant to Government Code §4525 et. seq.
2. This solicitation is to establish retainer agreements with qualified firms to be used on as-needed basis by CAL FIRE. Successful firms may be awarded multi-year **\$1,500,000.00** agreements, up to five (5) years, on a fixed rate basis. Task Orders for the retainer agreement for specific projects will be prepared on an as needed basis. The scope of services and total fee for individual Task Orders will be negotiated utilizing the rates specified in the retainer agreement. The State does not guarantee any Task Orders will be made under the agreements during the contract period to the selected firm(s).
3. Contractor agrees to provide to the CAL FIRE Professional Construction Management Services as described herein:

Contractor shall provide all materials, labor, equipment, tools, permits, taxes, transportation, and fees to provide Professional Construction Management Services for infrastructure projects at CAL FIRE's Headquarters Region facilities as described in **Exhibit A, Scope of Work**. Task Orders will be issued for specific projects. CAL FIRE does not guarantee a specific number or dollar amount of Task Orders to be issued under the agreement during the contract period to the selected firm.
4. CAL FIRE Headquarters is outlined in the **Scope of Work, Attachment 2 – CAL FIRE Retainer, Headquarters Region Map**.

B) Minimum Qualifications for Respondents

1. Respondent must be either an individual or firm currently licensed to do business in California and provide proof of such as required in **Required Attachment Checklist, Attachment 1**.
2. Respondent must have a business license or incorporation papers for their respective State showing that their company is in good standing in that state, if the Prime Respondent's base of operation is located outside the State of California and provide proof of such as required in **Required Attachment Checklist, Attachment 1**.
3. Respondent shall provide a completed Federal Form SF330 (Architect-Engineer Qualifications) **Parts I & II** for Respondent's firm as required in **Required Attachment Checklist, Attachment 1**.
4. Letter of Interest that includes the Federal Identification Number of the firm and the person authorized to negotiate and sign all agreements.
5. Executive Summary (two (2)-page maximum).
6. The Prime Bidder must be certified by, and approved to work on specific projects by, the Division of the State Architect (DSA); Classification #1 or #2. Prime Bidder is responsible for including proof of certification and approval with their bid submission.
7. The Prime Bidder must have a minimum five (5) years of experience as an Inspector of Record (IOR) for Public Works construction projects. Prime Bidder is responsible for including proof of this experience by completing the Satisfactory References document and including the document with their bid submission.
8. The Prime Bidder must have certification as a Laboratory Evaluation and Acceptance (LEA) facility. Prime Bidder is responsible for including proof of certification and approval with their bid submission.
9. Written statement of the firm's qualifications that is responsive to **Attachment 2, Selection Criteria**. Firms shall respond in writing indicating how they believe their qualifications fulfill the requirements of these criteria. Firms must respond to each numbered criterion with complete and organized responses.

C) Task Order Process

Following successful negotiations and an executed agreement, a task order shall be issued and signed by both parties to authorize work under the agreement. The task order shall be used to authorize work under the agreement, so long as it does not amend any terms of the agreement.

Task orders shall only be issued during the first thirty-six (36) months of the term of the retainer agreement. The first thirty-six (36) months of the agreement will be referred to as "phase 1 - active phase". During the last twenty-four (24) months of this agreement only work authorized under task orders issued during phase 1-active phase will be completed. The last twenty-four (24) months of this agreement shall be referred to as "phase 2 - completion phase" At the sole discretion of the State, a task order may be issued during phase 2 - completion phase to the extent necessary to complete work authorized during phase 1 - active phase.

1. Task Order Issuance:

- A. Work pursuant to the agreement shall be authorized utilizing a task order.
- B. The task order will identify the scope of service(s), location(s), project deliverable(s), budget, and project schedule.
- C. The task order shall be negotiated for a firm fixed price based on rates identified in the executed agreement.
- D. Consultant shall not be entitled to payment for any work prior to the receipt of an executed task order.
- E. Work authorized pursuant to a task order shall be competed in accordance with the schedule identified in the task order.
- F. Total amount payable by the State for authorized work shall not exceed the amount agreed to in the task order.

2. Task Order Compensation:

- A. It is understood and agreed that **\$1,500,000.00**, unless amended, is the total amount that may be authorized pursuant to the retainer agreement, and that the actual amount of work requested by the State may be less.
- B. The State provides no guarantee as to the actual dollar amount that will be expended under the agreement. In no event shall a task order be issued that exceeds the maximum agreement amount.
- C. Invoices shall be progressively provided on a regular basis that will be determined upon the Task Order issuance.
- D. A ten percent (10%) retention of all progress payments shall be held for each Task Order until the scope of work is completed and approved by the State.

D) Qualification Requirements and Submission Information

1. Key Action Dates

It is recognized that time is of the essence. All Respondents are hereby advised of the following schedule and will be expected to adhere to the required dates and times.

Event	Date	Time
RFQ available to prospective Respondents	01/06/2025	12:00 pm
Written Question Submittal	01/24/2025	2:00 pm
Final Date and Time for Proposal Submission	02/04/2025	2:00 pm

CAL FIRE will reach out to all qualified firms and provide a SOQ Evaluation Short List and Interview and Selection dates, once evaluations are complete.

2. Written Question and Answer Period

- A. Potential Respondents may submit written questions regarding the proposal by 2:00pm on 01/24/2025. All questions should be emailed to anton.snytkin@fire.ca.gov. NO QUESTIONS will be accepted after 2:00pm on 01/24/2025.
- B. Written questions must include: the individual's name, firm name, complete address and must reference RFQ No. **9CA06996**.

C. Questions and answers will be collectively compiled and posted to the Cal eProcure website (<https://caleprocure.com/pages/index.aspx>). It is the responsibility of the Respondent to access the website for any changes or addenda that may be posted. Refer to this RFQ, **Section D 1., Key Action Dates**, for the schedule of events and dates/times. It is the responsibility of the Respondent to check Cal eProcure for all addenda. Respondent can contact the Contract Analyst named above with questions.

3. Contractor Registration Program

- A. No Contractor or Subcontractor may be listed on a proposal for a public works contract unless registered with the Department of Industrial Relations (DIR), pursuant to Labor Code (LAB) §1725.5 with limited exceptions from this requirement for bid purposes only under LAB §1771.1(a)).
- B. No Contractor or Subcontractor may be awarded a public works contract or commercial service contract requiring prevailing wages, unless registered with DIR pursuant to LAB §1725.5.
- C. CAL FIRE will verify each of the registration numbers prior to contract award. Respondents that do not possess the required DIR registration will be deemed non-responsive and rejected from further consideration in the solicitation process.
- D. Firms submitting Statements of Qualification must list their DIR registration number, as well as the DIR registration number for each listed subcontractor. Which subcontractor is assigned to each registration number must be clear. If a coverage determination has been provided by DIR, the coverage determination letter may be submitted in lieu of a DIR registration number.

4. State General Prevailing Wage Rates

State General Prevailing Wage Rates will apply for the County(ies) of **Sacramento, Yolo, Amador, and El Dorado** as described in the attached **Sample Standard Agreement, Section E**. The predetermined general prevailing wage rates published by DIR may be obtained via the Internet at: [Director's General Prevailing Wage Determinations \(ca.gov\)](#). It is the Respondent's responsibility to use the correct classification determination published by DIR.

5. Preference and Incentive Programs

There are no mandatory participation requirements for Small Business (SB) or Disabled Veteran Business Enterprise (DVBE) services for this contract opportunity, although the State encourages SB and DVBE wherever possible. If you believe your Firm or your subcontractor qualifies as a SB or DVBE, you may visit [California State Government Marketplace \(ca.gov\)](#) for more information, or call the Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) at (916) 375-4940 for further information. Please note no preference or incentives in the qualifications category can be given under the contracting law set up for professional services (Architectural, Engineering, Environmental Services, etc.) contracts.

6. Submission of Proposal

- A. All proposals must be submitted and sent to CAL FIRE by dates and times shown in **Section D. Qualification Requirements and Submission Information Item 1) Key Action Dates**.
- B. Proposals shall be submitted Electronically.
 - 1) Electronic proposal submittals shall be sent to Bids@fire.ca.gov.
 - 2) All proposal documents will be in an attachment as a PDF. If any proposal information is in the body of the email, it shall be rejected.
 - 3) Subject line must include **RFQ #9CA06996 HEADQUARTERS AND NAME, DATE AND TIME, Contractor Business Name**.
 - 4) The proposal submission email inbox is **ONLY** for proposal submissions, contact the Contract Analyst directly with questions.
- C. **Late proposals will not be considered.**
- D. Respondent shall respond to each selection criteria identified in **Attachment 2, Selection Criteria**, indicating how they believe their experience fulfills the requirements.

- E. All proposals shall include the documents identified in **Required Attachment Checklist, Attachment 1**. Proposals with incomplete documents or not including the proper "required attachments" shall be deemed non-responsive. A non-responsive proposal is one that does not meet the basic proposal requirements.
- F. All documents requiring a signature must bear an original signature of a person authorized to bind the firm submitting the proposal.
- G. Proposals must be submitted for the performance of all the services described herein. Any deviation from the work specifications will not be considered and will cause a proposal to be rejected.
- H. A proposal may be rejected if it is conditional or incomplete, or if it contains any alterations of form or other irregularities of any kind. The State may reject any or all proposals and may waive an immaterial deviation in a proposal. The State's waiver of immaterial deviation shall in no way modify the RFQ document or excuse the respondent from full compliance with all requirements if awarded the agreement.
- I. Costs for developing proposals and in anticipation of award of the agreement are entirely the responsibility of the respondent and shall not be charged to the State of California.
- J. An individual who is authorized to bind the respondent contractually shall sign **Respondent's Certification Sheet, Attachment 3**. The signature should indicate the title or position that the individual holds in the firm. An unsigned proposal may be rejected.
- K. A Respondent may modify a proposal after its submission by withdrawing its original proposal and resubmitting a new proposal prior to the proposal submission deadline. Respondent modifications offered in any other manner, oral or written, will not be considered.
- L. A Respondent may withdraw its proposal by submitting a written withdrawal request to the State, signed by the respondent or an authorized agent. A respondent may thereafter submit a new proposal prior to the proposal submission deadline. Proposals may not be withdrawn without cause subsequent to proposal submission deadline.
- M. The awarding agency may modify the RFQ prior to the date fixed for submission of proposals by the issuance of an addendum to all parties who received a proposal package.
- N. The awarding agency reserves the right to reject all proposals. The agency is not required to award an agreement.
- O. Before submitting a response to this solicitation, respondents should review, correct all errors, and confirm compliance with the RFQ requirements.
- P. Where applicable, Respondent should carefully examine worksites and specifications. Respondent shall investigate conditions, character, and quality of surface or subsurface materials or obstacles that might be encountered. No additions or increases to the agreement amount will be made due to a lack of careful examination of work sites and specifications.
- Q. No oral understanding or agreement shall be binding on either party.
- R. Respondent must complete and submit to the awarding agency **Payee Data Record, STD 204, Attachment 7**, to determine if the Contractor is subject to state income tax withholding pursuant to California Revenue and Taxation Code (RTC) §18662 and 26131. This form can be found on the Internet at: [STD 204 - Payee Data Record \(ca.gov\)](#). No payment shall be made unless a completed STD 204 has been returned to the awarding agency.
- S. Respondent must sign and submit to the awarding agency, **Contractor Certification Clauses (CCC), Attachment 8**, which can be found on the Internet at: [CCC 04/2017 \(ca.gov\)](#).

7. Rejection of Submissions

- A. Statement of Qualifications (SOQ) submissions not received by the date and time specified will be rejected.
- B. Facsimile (FAX) submissions shall not be considered.
- C. The SOQ submission must not contain false or misleading statements, or provide contradictory attributes or conditions claimed by the Respondent. If, in the opinion of CAL FIRE, such information was intended to mislead CAL FIRE in its evaluation of the SOQ, and the attribute, condition, or capability is a requirement of this RFQ, it will be the basis for rejection of the SOQ submission.

- D. Deviations in the SOQ submission, whether or not intentional, may cause the SOQ submission to be non-responsive and not considered for award.
- E. The State does not accept alternate contract language from a prospective Respondent. A SOQ submission with such language will be considered a counter proposal and will be rejected. The [State's General Terms and Conditions \(GTC\)](#) are not negotiable.
- F. CAL FIRE is not required to award a contract. CAL FIRE reserves the right to reject any or all submissions and to waive informalities and minor irregularities in responses received and to accept all or any portion of a submission, if deemed in the best interest of the State and not contrary to law. CAL FIRE's waiver of any immaterial deviation or defect will in no way modify the RFQ documents or excuse the Contractor from full compliance with the RFQ specification, if awarded the contract.

8. Errors in the Submission

- A. Respondent is cautioned to not rely on CAL FIRE during the evaluation to discover and report to the Respondent any defects and errors in the submitted documents. Respondent, before providing a submission, should carefully proof their documents for errors and adherence to the RFQ requirements.
- B. Respondent may modify its submission by withdrawing its original submission and resubmitting a new submission prior to the final submission deadline. Modifications offered in any other manner, oral or written, will not be considered.
- C. Respondent may withdraw a submission by submitting a written withdrawal request to CAL FIRE, signed by an authorized agent. Respondent may thereafter submit a new submission prior to the submission deadline. Submissions may not be withdrawn without cause subsequent to final submission deadline.
- D. CAL FIRE may modify the RFQ prior to the submission due date noted on the Notice to Prospective Qualified Respondents by posting an Addendum on the CSCR website, located at: [Event Search \(ca.gov\)](#).
- E. CAL FIRE reserves the right to reject any/all submissions. CAL FIRE is not required to award an agreement.
- F. CAL FIRE may, at its sole option, correct discrepancy/errors on the copy sets on the basis that if intent is not clearly established by the complete SOQ submission the set marked as Master Copy will have priority over additional copies.

9. Evaluation and Selection

- A. At the time of qualification package opening, each qualification package will be checked for the presence or absence of required information in conformance with the submission requirements of this RFQ.
- B. CAL FIRE will evaluate each qualification package to determine its responsiveness to the published requirements.
- C. Qualification packages that contain false or misleading statements, or which provide references, which do not support an attribute or condition claimed by Respondent, may be rejected.
- D. Qualification packages that do not adhere to the personnel limitations set forth by PCC §10410 – 10411 shall be rejected.
- E. Award if made, will be to the highest scored responsible qualification package.
- F. In the event of a tie score, the award will be determined by a coin toss. The coin toss will be held in the State Agency's headquarters area office. This is a public event, which Respondents will be invited to attend. The selection of Contractor will be at the sole discretion of the State.

10. Evaluation Process

- A. The evaluation team shall determine a consensus scoring for each item, based on the team's verbal discussion of each Respondent's responses. To determine the consensus scoring, evaluators will carefully review and discuss the completeness of the Respondent's response, as well as clarity of documentation presented in the qualification package submitted in response to this RFQ. The evaluation team will establish a score for each item based on the consensus of the team.
- B. The following List of Evaluation Items summarizes the items, the weighting of importance for each item, and the maximum number of points to be awarded by the evaluation team:

EVALUATION CRITERIA		
ITEM	TASK	MAXIMUM POINTS POSSIBLE
1	Experience of the Firm	20
2	Experience of Principals	20
3	Experience of Key Personnel	20
4	Project Management	20
5	Resource Availability	20
6	Working with other Entities	20
7	Problem Solving	20
8	Public Works	20
9	Experience Working With OSFM/DSA	20
10	Quality of Work	20
11	Cost Estimating and Scheduling	20
TOTAL	MAXIMUM POINTS POSSIBLE	220

A	B	C
% OF POINTS POSSIBLE	INTERPRETATION	EXPLANATION FOR PERCENTAGE POINTS
0%	Not Responsive	The response fails to address the criteria. The omissions, flaws, or defects are significant and unacceptable.
10-30%	Minimally Responsive	The response minimally addresses the criteria. The omissions, flaws, or defects are significant and unacceptable.
40-60%	Inadequate	The response addresses the criteria. There are one (1) or more omissions, flaws, or defects or the criteria are addressed in a limited way that results in a low degree of confidence in the proposed solution.
70%	Adequate	The response adequately addresses the criteria. Any omissions, flaws, or defects are inconsequential and acceptable.
80%	Good	The response fully addresses the criteria with a good degree of confidence in the Firm's response or proposed solution. There are no identified omissions, flaws, or defects. Any identified weaknesses are minimal, inconsequential, and acceptable.
90%	Excellent	The response fully addresses the criteria with a high degree of confidence in the Firm's response or proposed solution. The Firm offers one or more enhancing features, methods, or approaches that exceed basic expectations.
100%	Exceptional	All criteria are addressed with the highest degree of confidence in the Firm's response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution.

- C. After the evaluation has been made, CAL FIRE shall negotiate a contract with the best qualified firm at compensation that CAL FIRE determines to be fair and reasonable.
- D. After providing notification to the successful firm of its selection, CAL FIRE shall provide written instructions for the fee negotiations which are to follow. Negotiations shall begin within 14 days(estimated) after the successful firm has been notified of its selection or upon receipt of the cost proposal. Contractor should be notified if additional time is necessary to begin fee negotiations.
- E. If CAL FIRE is unable to negotiate a satisfactory contract with the firm considered to be most qualified, negotiations with that firm shall be terminated and fee negotiations undertaken with the second most qualified firm (and then the third most qualified if necessary) shall take place.
- F. Upon successful negotiations, CAL FIRE will commence contract development for the Agreement and route the Agreement to obtain signatures and approvals for an executed contract.

NOTE: The length of time between SOQ submission and contract award notification may vary. During evaluation and selection, Respondents may not be provided information as to status until such time as evaluation and selection has been completed.

11. Contract Administrative Process

- A. Firms will be selected based on written responses to this RFQ and an oral interview.

- B. Submittals will be evaluated and scored based upon the above selection criteria for those firms who have complied with the minimum qualification requirements.
- C. Typically, three firms with the highest scores will be selected for the “short list.” These firms will be invited for an interview and asked to make an oral presentation on their firm and its qualifications and experience.
- D. Upon completion of all interviews, a single firm will be selected for each region. Regions are identified in **Attachment 2 – CAL FIRE Retainer, Headquarters Region Map** to this RFQ. The selected firms will be asked to submit a fee proposal specifying the hourly rates for specific classifications of employees, subcontractors, and/or services to be provided. The State and each firm will enter negotiations to create fixed rates. If a satisfactory agreement cannot be negotiated, the State will terminate negotiations with that firm and begin negotiations with the next ranked firm, and so on, in that region. After successful negotiations, a contract will be awarded and executed. The State does not guarantee the quantity of services being requested from each firm may utilize services from firms in other regions on an as needed basis (example: if a firm is unavailable to provide the work or the State and the firm cannot agree on a per project costing).
- E. The State reserves the right to terminate the selection proceedings at any time.

12. Performance of Service

- A. Upon award of contract, the winning Respondent must provide a Certificate of Insurance (COI) within 10 working days from award of contract. This COI will identify the required insurance and policy endorsements for each type of policy as indicated in **Standard Sample Agreement, Exhibit E, Section 1., Insurance Requirement**.
- B. Upon award of the contract, the winning Respondent agrees to sign the contract on the State’s Standard Agreement (STD 213), with Exhibits. The STD 213 (See sample contract agreement provided, **(RFQ Attachment A)**) must be signed by an individual authorized to bind the firm contractually.

13. Disposition of Qualifications

- A. Upon Qualifications opening, all documents submitted in response to this RFQ will become the property of the State of California and will be regarded as public records under the California Public Records Act (Government Code (GOV) §6250 et seq.) and subject to review by the public.
- B. Qualifications packages may be returned only at the Respondent's expense unless such expense is waived by the awarding agency.

14. Generative Artificial Intelligence (GenAI)

- A. During the term of the contract, Contractor must notify the State in writing if their services or any work under this contract includes, or makes available, any previously unreported GenAI technology, including GenAI from third parties or subcontractors. Contractor shall immediately complete the [GenAI Reporting and Factsheet \(STD 1000\)](#), **(Attachment 6)** to notify the State of any new or previously unreported GenAI technology.
- B. At the direction of the State, Contractor shall discontinue the use of any new or previously undisclosed GenAI technology that materially impacts functionality, risk or contract performance, until use of such GenAI technology has been approved by the State.
- C. Failure to disclose GenAI use to the State and submit the GenAI Reporting and Factsheet (STD 1000) may be considered a breach of the contract by the State at its sole discretion and the State may consider such failure to disclose GenAI and/or failure to submit the GenAI Reporting and Factsheet (STD 1000) as grounds for the immediate termination of the contract. The State is entitled to seek any and all relief to which it may be entitled to as a result of such non-disclosure.
- D. The State reserves the right to amend the contract, without additional cost, to incorporate GenAI Special Provisions into the contract at its sole discretion and/or terminate any contract that presents an unacceptable level of risk to the State.

15. Iran Contracting Act

- A. Pursuant to the Iran Contracting Act of 2010 (Pub. Cont. Code Sections 2200 et seq., hereinafter “the Act”), persons identified on the list established under Public Contract Code Section 2202.5 (hereinafter “List”) are ineligible to bid on, submit a proposal for, enter into, or renew any contract with the State for goods or services of one million dollars or more.

- B. Any person who submits a bid or proposal must complete and submit to CAL FIRE with its bid proposal, the **Iran Contracting Act Certification (DGS PD 3), Attachment 15**, certifying that it is not on the most current List unless the person is exempted from the certification requirement by Public Contract Code Section 2203(c) or (d). If claiming an exemption, the person shall provide written evidence that supports an exemption under Public Contract Code Section 2203(c) or (d) with its bid or proposal. **The Iran Contracting Act Certification** can also be downloaded at https://www.documents.dgs.ca.gov/dgs/FMC/GS/PD/PD_3.pdf.
- C. Any person, for a contract that is exempt from bidding or is renewed, or for whom a contract is otherwise awarded by the State, must complete and submit to CAL FIRE the DGS PD 3, certifying that it is not on the most current List, before the contract has been executed by the parties, unless the person is exempted from the certification requirement by Public Contract Code Section 2205(c) or (d). If claiming an exemption, the person shall provide written evidence that supports an exemption under Public Contract Code Section 2203(c) or (d), before execution of the contract.

E) Required Attachments

Refer to the following pages for additional Required Attachments that are a part of this RFQ.

ATTACHMENT 1
Required Attachment Checklist

Respondent's Company Name:

STATEMENT OF QUALIFICATIONS REQUIRED ATTACHMENT CHECKLIST

A complete Statement of Qualifications package will consist of the items identified below. Complete this checklist to confirm the items in your Qualifications submission. Place a check mark or "X" next to each item that you are submitting to the State. For your Qualifications to be responsive, all required attachments must be returned, (except if not applicable as indicated). This checklist must be returned with your qualifications package. Do not add additional documents, introduction letters, expensive bindings, colored displays, or promotional materials that are not identified in RFQ.

_____	Attachment 1	Required Attachment Checklist
_____	Attachment 2	Selection Criteria
_____	Attachment 3	Respondent's Certification Sheet
_____	Attachment 4	Bidder Declaration (GSPD-05-105)
_____	Attachment 5	DARFUR Contracting Act (CAL FIRE-720)
_____	Attachment 6	Generative Artificial Intelligence (GenAI) Disclosure & Factsheet
_____	Attachment 7	Payee Data Record (STD 204)
_____	Attachment 8	Contractor Certification Clauses (CCC 04/2017)
_____	Attachment 9	California Civil Rights Laws Attachment
_____	Attachment 10	Non-Collusion for Public Works
_____	Attachment 11	Department of Industrial Relations Registration Numbers
_____	Attachment 12	Federal Form 330 Parts I and II Respondent's (Firm) Contract Specific Qualifications and General Qualifications
_____	Attachment 13	Respondent's References
_____	Attachment 14	IRAN Contracting Act Certification

Additional Required Information to be included:

1. The Prime Respondent must be either an individual or firm currently licensed to do business in California and proof of such shall be included in the Proposal.
2. The Prime Respondent has a business license or incorporation papers for their respective State showing that their company is in good standing in that state, if the Prime Respondent's base of operation is located outside the State of California and proof of such shall be included in the Proposal.
3. Current Statement of Information (can be obtained on the California Secretary of State's website, [Search | California Secretary of State](#)). If operating under a fictitious business name, provide all supporting documentation (i.e. fictitious business name statement certified by the appropriate county clerk).
4. If applicable, proof of current certification from the DGS Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) [The State of California Certifications](#) .
5. Proof of current registration with the California Department of Industrial Relations as a Public Works Contractor for the firm submitting SOQ, and subs. [Website link to the DIR Contractor Registration Search](#).

ATTACHMENT 1
Required Attachment Checklist

6. Completed and signed California Civil Rights Laws Attachment, available on the [Civil Rights Laws Attachment Form](#)
7. Proof of the Division of the State Architect (DSA) Classification #1 or #2.
8. Letter of Interest
9. Executive Summary

ATTACHMENT 2
Selection Criteria

Criteria 1: Experience of the Firm

RESPOND TO:

Demonstrate relevant professional experience and technical expertise of the firm by providing the following information:

1. List each person with their role for all staff identified as a part of this proposal.
2. List experience of subcontractors in relation to the work to be performed.
3. Explain the nature and quality of completed work.

EVALUATION:

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

Type of Response		Points Possible
1	Possess 10+ years in Professional Construction Management Services	20
2	Possess 5 to 10 years in Professional Construction Management Services	15
3	Possess 2 to 5 years in Professional Construction Management Services	10
4	Possess less than 2 years in Professional Construction Management Services	5
5	Does not possess experience in Professional Construction Management Services	0
Maximum Points Possible		20

ATTACHMENT 2
Selection Criteria

Criteria 2: Experience of the Principals

RESPOND TO:

Professional experience of the Principals to be assigned to the project. List the Principals to be assigned to and involved with the project.

EVALUATION:

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

	Type of Response	Points Possible
1	Possess 10+ years in Professional Construction Management Services	20
2	Possess 5 to 10 years in Professional Construction Management Services	15
3	Possess 2 to 5 years in Professional Construction Management Services	10
4	Possess less than 2 years in Professional Construction Management Services	5
5	Does not possess experience in Professional Construction Management Services	0
Maximum Points Possible		20

ATTACHMENT 2
Selection Criteria

Criteria 3: Experience of Key Personnel

RESPOND TO:

Professional experience and training of key personnel, including both design and field personnel. List staff experience, licensing, certification, and training. The history of Respondent's personnel experience must reflect its culture, quality, and potential for continued success. Respondent must demonstrate to CAL FIRE that their personnel have positive references from other companies regarding Respondent's plan review service to be qualified to support CAL FIRE. Please provide contact information and three satisfactory references from contracts that Respondent currently have or have recently had. Provide customers' information, references, and point of contact. Please limit summary to three pages or less, plus attachments.

NOTE: Respondent will receive a score of zero (0) if Respondent does not provide three (3) satisfactory references, and the proposal will be disqualified from further consideration. In the event, any of the references are/were dissatisfied with Respondent's performance, the Proposal will be disqualified from further consideration and the Respondent's submittal will be deemed not responsive.

EVALUATION

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

Type of Response		Points Possible
1	One or more of the 3 satisfactory references stated that the Proposer performed or is performing outstandingly.	20
2	All 3 references stated that the Proposed performed or is performing satisfactorily.	10
3	One or more of the references are/were dissatisfied with the Proposer's performance.	5
4	Did not provide contact information sufficient to evaluate the Proposer's performance.	0
5	Did not provide 3 satisfactory references.	0
Maximum Points Possible		20

ATTACHMENT 2
Selection Criteria

Criteria 4: Project Management

RESPOND TO:

Clearly identify the project manager, their demonstrated experience working a multi-discipline team and collaborating with various stakeholders.

EVALUATION:

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

	Type of Response	Points Possible
1	All criteria are addressed with the highest degree of confidence in the Firm's response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution.	20
2	The response fully addresses the criteria with a good degree of confidence in the Firm's response or proposed solution. There are no identified omissions, flaws, or defects. Any identified weaknesses are minimal, inconsequential, and acceptable.	15
3	The response minimally addresses the criteria. The omissions, flaws, or defects are significant and unacceptable.	10
4	The response fails to address the criteria. The omissions, flaws, or defects are significant and unacceptable.	0
Maximum Points Possible		20

ATTACHMENT 2
Selection Criteria

Criteria 5: Resource Availability

RESPOND TO:

Firm's available resources and demonstrated ability to maintain schedule. Demonstrate the team's reliability and continuity of staff and sub consultants.

EVALUATION:

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

	Type of Response	Points Possible
1	All criteria are addressed with the highest degree of confidence in the Firm's response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution.	20
2	The response fully addresses the criteria with a good degree of confidence in the Firm's response or proposed solution. There are no identified omissions, flaws, or defects. Any identified weaknesses are minimal, inconsequential, and acceptable.	15
3	The response minimally addresses the criteria. The omissions, flaws, or defects are significant and unacceptable.	10
4	The response fails to address the criteria. The omissions, flaws, or defects are significant and unacceptable.	0
Maximum Points Possible		20

ATTACHMENT 2
Selection Criteria

Criteria 6: Working with Other Entities

RESPOND TO:

Demonstrated ability of coordinating and collaborating with various stakeholders including, but not limited to, utility providers, governmental agencies, and municipalities.

EVALUATION:

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

	Type of Response	Points Possible
1	All criteria are addressed with the highest degree of confidence in the Firm's response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution.	20
2	The response fully addresses the criteria with a good degree of confidence in the Firm's response or proposed solution. There are no identified omissions, flaws, or defects. Any identified weaknesses are minimal, inconsequential, and acceptable.	15
3	The response minimally addresses the criteria. The omissions, flaws, or defects are significant and unacceptable.	10
4	The response fails to address the criteria. The omissions, flaws, or defects are significant and unacceptable.	0
Maximum Points Possible		20

ATTACHMENT 2
Selection Criteria

Criteria 7: Problem Solving

RESPOND TO:

Demonstrated ability to provide innovative cost-effective solutions to solve Construction Management problems, including unexpected problems. This includes the ability to prepare construction documents for occupied facilities that minimizes CAL FIRE's daily operations.

EVALUATION:

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

	Type of Response	Points Possible
1	All criteria are addressed with the highest degree of confidence in the Firm's response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution.	20
2	The response fully addresses the criteria with a good degree of confidence in the Firm's response or proposed solution. There are no identified omissions, flaws, or defects. Any identified weaknesses are minimal, inconsequential, and acceptable.	15
3	The response minimally addresses the criteria. The omissions, flaws, or defects are significant and unacceptable.	10
4	The response fails to address the criteria. The omissions, flaws, or defects are significant and unacceptable.	0
Maximum Points Possible		20

ATTACHMENT 2
Selection Criteria

Criteria 8: Public Works

RESPOND TO:

Demonstrated capabilities and provide examples of successfully supporting bid phase of public works projects, and support services during construction.

EVALUATION:

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

	Type of Response	Points Possible
1	All criteria are addressed with the highest degree of confidence in the Firm's response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution.	20
2	The response fully addresses the criteria with a good degree of confidence in the Firm's response or proposed solution. There are no identified omissions, flaws, or defects. Any identified weaknesses are minimal, inconsequential, and acceptable.	15
3	The response minimally addresses the criteria. The omissions, flaws, or defects are significant and unacceptable.	10
4	The response fails to address the criteria. The omissions, flaws, or defects are significant and unacceptable.	0
Maximum Points Possible		20

ATTACHMENT 2
Selection Criteria

Criteria 9: Experience Working With OSFM/DSA

RESPOND TO:

Demonstrated experience and knowledge of regulatory requirements including obtaining project approvals from the Office of the State Fire Marshal and Division of the State Architect, as applicable.

EVALUATION:

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

	Type of Response	Points Possible
1	All criteria are addressed with the highest degree of confidence in the Firm's response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution.	20
2	The response fully addresses the criteria with a good degree of confidence in the Firm's response or proposed solution. There are no identified omissions, flaws, or defects. Any identified weaknesses are minimal, inconsequential, and acceptable.	15
3	The response minimally addresses the criteria. The omissions, flaws, or defects are significant and unacceptable.	10
4	The response fails to address the criteria. The omissions, flaws, or defects are significant and unacceptable.	0
Maximum Points Possible		20

ATTACHMENT 2
Selection Criteria

Criteria 10: Quality of Work

RESPOND TO:

Demonstrated effectiveness of quality assurance programs and procedures utilized by the firm for projects of varying size and complexity.

EVALUATION:

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

	Type of Response	Points Possible
1	All criteria are addressed with the highest degree of confidence in the Firm's response or proposed solution. The response exceeds the requirements in providing multiple enhancing features, a creative approach, or an exceptional solution.	20
2	The response fully addresses the criteria with a good degree of confidence in the Firm's response or proposed solution. There are no identified omissions, flaws, or defects. Any identified weaknesses are minimal, inconsequential, and acceptable.	15
3	The response minimally addresses the criteria. The omissions, flaws, or defects are significant and unacceptable.	10
4	The response fails to address the criteria. The omissions, flaws, or defects are significant and unacceptable.	0
Maximum Points Possible		20

ATTACHMENT 2
Selection Criteria

Criteria 11: Cost Estimating and Scheduling

RESPOND TO:

Demonstrated expertise and experience in cost estimating, scheduling, and phasing, value engineering, and cost benefit analysis.

EVALUATION:

Respondent will be evaluated based on the statement submitted. Respondent will be assigned points for its response to the above, based on the criteria listed below.

Type of Response		Points Possible
1	Possess 10+ years in cost estimating, scheduling, and phasing, value engineering, and cost benefit analysis.	20
2	Possess 5 to 10 years in cost estimating, scheduling, and phasing, value engineering, and cost benefit analysis.	15
3	Possess 2 to 5 years in cost estimating, scheduling, and phasing, value engineering, and cost benefit analysis.	10
4	Possess less than 2 years in cost estimating, scheduling, and phasing, value engineering, and cost benefit analysis.	0
Maximum Points Possible		20

ATTACHMENT 3

Respondent's Company Name:

RESPONDENT'S CERTIFICATION SHEET

This Respondent's Certification Sheet must be signed and returned along with all the "required attachments" as an entire package in duplicate with original signatures. The proposal must be transmitted in accordance with the RFQ instructions.

- A. Our proposal is submitted as detailed in **Attachments 1 through 14**.
- B. All required attachments are included with this certification sheet.
- C. The signature affixed hereon and dated certifies compliance with all the requirements of this proposal document.
The signature below authorizes the verification of this certification.

An Unsigned Respondent's Certification Sheet May Be Cause for Rejection.

1. Company Name	2. Telephone Number ()	2a. Fax Number ()
3. Address		
E-mail Address:		
Indicate your organization type:		
4. <input type="checkbox"/> Sole Proprietorship	5. <input type="checkbox"/> Partnership	
6. <input type="checkbox"/> Corporation	6a. <input type="checkbox"/> L.L.C. Limited Liability Corporation	
Indicate the applicable employee and/or corporation number:		
7. Federal Employee ID No. (FEIN):	8. California Corporation No.:	
9. Indicate applicable license and/or certification information:		
10. Respondent's Name (Print)	11. Title	
12. Signature	13. Date	
14. Are you certified with the Department of General Services, Office of Small Business and DVBE Certification as:		
a. California Small Business Enterprise <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, enter certification number:	b. Disabled Veteran Business Enterprise <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, enter certification number:	
NOTE: A copy of your Certification is required to be included if either of the above items is checked "Yes".		
Date application was submitted to OSBCR, if an application is pending:		

ATTACHMENT 3

Completion Instructions for Respondent's Certification Sheet

Complete the numbered items on the Respondent's Certification Sheet by following the instructions below.

Item Numbers	Instructions
1, 2, 2a, 3	Must be completed. These items are self-explanatory.
4	Check if your firm is a sole proprietorship. A sole proprietorship is a form of business in which one person owns all the assets of the business in contrast to a partnership and corporation. The sole proprietor is solely liable for all the debts of the business.
5	Check if your firm is a partnership. A partnership is a voluntary agreement between two or more competent persons to place their money, effects, labor, and skill, or some or all of them in lawful commerce or business, with the understanding that there shall be a proportional sharing of the profits and losses between them. An association of two or more persons to carry on, as co-owners, a business for profit.
6, 6a	Check if your firm is a corporation. A corporation is an artificial person or legal entity created by or under the authority of the laws of a state or nation, composed, in some rare instances, of a single person and his successors, being the incumbents of a particular office, but ordinarily consisting of an association of numerous individuals. Or a Limited Liability Corporation
7	Enter your federal employee tax identification number.
8	Enter your corporation number assigned by the California Secretary of State's Office. This information is used for checking if a corporation is in good standing and qualified to conduct business in California.
9	Complete, if applicable, by indicating the type of license and/or certification that your firm possesses and that is required for the type of services being procured.
10, 11, 12, 13	Must be completed. These items are self-explanatory.
14	If certified as a California Small Business, place a check in the "Yes" box, and enter your certification number on the line. If certified as a Disabled Veterans Business Enterprise, place a check in the "Yes" box and enter your service code on the line. If you are not certified to one or both, place a check in the "No" box. If your certification is pending, enter the date your application was submitted to OSBCR.

ATTACHMENT 4

BIDDER DECLARATION FORM (GSPD-05-105)

All Respondents must complete the Bidder Declaration Form (GSPD-05-105) and include it with the qualifications response.

The Bidder Declaration Form can be found at:

[DGS Bidder Declaration form \(ca.gov\).](http://DGS Bidder Declaration form (ca.gov).)

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ATTACHMENT 5

STATE OF CALIFORNIA NATUARL RESOURCE AGENCY
DEPARTMENT OF FORESTRY AND FIRE PROTECTION
DARFUR CONTRACTING ACT VENDOR CERTIFICATION
CAL FIRE-720 (Rev. 08/21) (Page 1 of 2)

DARFUR CONTRACTING ACT VENDOR CERTIFICATION

Pursuant to Public Contract Code Section 10478, if a bidder or proposer currently, or within the previous three (3) years, has had business activities or other operations outside of the United States, it must certify that it is not a "**scrutinized company**" as defined in Public Contract Code Section 10476 (**see attached definition**).

Therefore, to be eligible to submit a bid or proposal, please complete the company/vendor information and one of the three following clauses (**NOTE**: Clause #1 requires initials only; Clause #2 requires initials only; Clause #3 requires initials and a certification signature):

DATE	FEDERAL ID NUMBER
PRINTED COMPANY / VENDOR NAME	
PRINTED NAME <u>AND</u> TITLE OF AUTHORIZED PERSON INITIALING AN OPTION BELOW	

Complete ONLY ONE of the following:

1. Initials only

We do not currently have, or we have not had within the previous three (3) years, business activities or other operations outside of the United States.

OR
2. Initials only

We are a scrutinized company as defined in Public Contract Code section 10476, but we have received written permission from the Department of General Services (DGS) to submit a bid or proposal pursuant to Public Contract Code section 10477(b). A copy of the written permission from DGS is included with our proposal or proposal.

OR
3. Initials +
certification below

We currently have, or we have had within the previous three (3) years, business activities or other operations outside of the United States, but we certify below that we are not scrutinized company as defined in Public Contract Code section 10476.

ATTACHMENT 5

CERTIFICATION for #3

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Respondent to the clause listed above in #3. This certification is made under the laws of the State of California.

BY (AUTHORIZED SIGNATURE)

PRINTED NAME AND TITLE OF AUTHORIZED PERSON SIGNING

DATE EXECUTED

EXECUTED IN THE COUNTY AND STATE OF

DEFINITION of SCRUTINIZED COMPANY

PUBLIC CONTRACT CODE SECTION 10476

10476. As used in this article, the following definition applies:

"Scrutinized company" means a company in Sudan that is involved in power production activities, mineral extraction activities, oil-related activities, or the production of military equipment, but **excludes a company that can demonstrate any of the following:**

- (a) Its business operations are conducted under contract directly and exclusively with the regional government of southern Sudan.
- (b) Its business operations are conducted under a f from the Office of Foreign Assets Control or are expressly exempted under federal law from the requirement to be conducted under such a license.
- (c) Its business operations consist of providing goods or services to marginalized populations of Sudan.
- (d) Its business operations exclusively consist of providing goods or services to an internationally recognized peacekeeping force or humanitarian organization.
- (e) Its business operations consist of providing goods or services that are used only to promote health or education.
- (f) Its business operations with the Government of Sudan will be voluntarily suspended for the entire duration of the contract for goods or services for which they have bid on, or submitted a proposal for, a contract with a state agency.
- (g) It has adopted, publicized, and is implementing a formal plan to cease business operations within one year and to refrain from conducting any new business operations.

ATTACHMENT 6

GENERATIVE ARTIFICIAL INTELLIGENCE (GENAI) DISCLOSURE & FACTSHEET

All bidders must complete the Generative Artificial Intelligence (GenAI) Disclosure & Factsheet and include it with the bid response.

Generative Artificial Intelligence (GenAI) Disclosure & Factsheet Form can be found at:

[STD 1000 Generative Artificial Intelligence \(GenAI\) Disclosure & Factsheet \(ca.gov\).](https://www.ca.gov/programs-and-initiatives/ai/ai-disclosure-factsheet-form)

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ATTACHMENT 7

PAYEE DATA RECORD (STD 204)

All Respondents must complete the Payee Data Record (STD 204) and include it with the qualifications response.

The Payee Data Record (STD 204) is available at:

[STD 204 - Payee Data Record \(ca.gov\).](http://STD 204 - Payee Data Record (ca.gov).)

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ATTACHMENT 8

CONTRACTOR CERTIFICATION CLAUSES (CCC 04/2017)

All Respondents must complete the Contractor Certification Clauses form (CCC 04/2017) and include it with the qualifications response.

The Contractor Certification Clauses Form is available at:

[DGS Contractor Certification Clauses form \(ca.gov\).](http://DGS%20Contractor%20Certification%20Clauses%20form%20(ca.gov).)

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ATTACHMENT 9

CALIFORNIA CIVIL RIGHTS LAWS ATTACHMENT

All Respondents must complete the California Civil Rights Laws Attachment and include it with the qualifications response.

The California Civil Rights Laws Attachment is available at:

[DGS OLS 04 CA Civil Rights Laws Attachment \(ca.gov\)](http://DGS.OLS.04.CA.CIVIL RIGHTS LAWS ATTACHMENT (ca.gov)).

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ATTACHMENT 10

NON-COLLUSION DECLARATION FOR PUBLIC WORKS

**NON-COLLUSION DECLARATION TO BE EXECUTED BY BIDDER AND
SUBMITTED WITH BID FOR PUBLIC WORKS
(Rev 04/22)**

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on (date), at (city), (state).

Signed: _____
Print/Type Name

ATTACHMENT 11

DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) REGISTRATION NUMBER

Pursuant to Labor Code §1771.1, Contractors and Subcontractors shall not submit a proposal unless currently registered with the Department of Industrial Relations (DIR). Firms are to list the names and DIR registration numbers of themselves, and all subcontractors identified on their **Bidder Declaration, Attachment 4**.

CONTRACTOR / SUBCONTRACTOR	DIR REGISTRATION NUMBER

ATTACHMENT 12

FEDERAL FORM 330 PARTS I AND II
RESPONDENT'S CONTRACT SPECIFIC QUALIFICATIONS AND GENERAL QUALIFICATIONS

All Respondents must complete the Federal Form 330 and include it with the qualifications response.

Federal Form 330 is available at:

[Standard Form 330 - Architect-Engineer Qualifications \(gsa.gov\)](http://www.gsa.gov)

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ATTACHMENT 13

Respondent's Company Name:

RESPONDENT REFERENCES

Submission of this attachment is mandatory. Failure to complete and return this attachment with your proposal will cause your proposal to be rejected and deemed non-responsive.

List below three (3) references of similar types of services performed within the last fifteen (15) years. If three (3) references cannot be provided, please explain why on an attached sheet of paper.

REFERENCE 1

Name of Firm:	City:	State:	Zip Code:
Street Address:			
Contact Person:		Telephone Number:	
Dates of Service:		Value or Cost of Service:	

Brief Description of Service Provided

REFERENCE 2

Name of Firm:	City:	State:	Zip Code:
Street Address:			
Contact Person:		Telephone Number:	
Dates of Service:		Value or Cost of Service:	

Brief Description of Service Provided

REFERENCE 3

Name of Firm:	City:	State:	Zip Code:
Street Address:			
Contact Person:		Telephone Number:	
Dates of Service:		Value or Cost of Service:	

Brief Description of Service Provided

ATTACHMENT 14

(if applicable)

IRAN CONTRACTING ACT CERTIFICATION

All bidders must complete the Iran Contracting Act Certification (DGS PD 3) and include it with the bid response.

Iran Contracting Act Certification (DGS PD 3) Form can be found at:

https://www.documents.dgs.ca.gov/dgs/FMC/GS/PD/PD_3.pdf.

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ATTACHMENT A

The following pages represent the Sample Standard Agreement STD 213.

The following pages represent a Sample Task Order.

**State of California and
Consultant TBD**

**AGREEMENT #XXXX
TASK ORDER #XX**

SCOPE OF SERVICES

**CHP – ACADEMY FIRE WATER LOOP PHASE II/III
CALIFORNIA HIGHWAY PATROL (CHP)
WEST SACRAMENTO, YOLO COUNTY, CALIFORNIA
PROJECT# XXXXXXXXXXXXXXXXX**

Contractor shall complete water system modeling, a QA/QC review, and develop an Opinion of Probable Construction Cost for the CHP - Academy Fire Water Loop PState of California and AGREEMENT #XXXX Consultant TBD TASK ORDER #XXhase II/III project as detailed below.

TASKS:

Contractor shall provide professional civil engineering services for the following tasks:

Task 1: Water System Modeling (\$14,210.00)

1. Review of provided design drawings and “Water System Study for CHP Academy” report (study) dated 10/21/2019.
2. Development of Water Model to verify line sizes and orientation will meet the Academy’s water demands and pressures. The model will include existing conditions as well as existing-to remain, plus proposed.
3. Prepare report that summarizes findings as well as compare the results of the Water Model and the results presented in the study and summarize any differences. Existing fire flow data, as well as existing and anticipated demands will be provided.

Task 2: QA/QC Review (\$18,018.00)

1. QA/QC review of the 95%-complete construction documents (plans and specifications), prepared by DGS and provided electronically via PDF.
2. Any comments will be documented digitally on the PDF and provided to DGS for review/consideration.
3. A detailed virtual meeting will be held to discuss comments.

Task 3: Opinion of Probable Construction Costs (OPCC) (\$12,000.00)

1. Development of an OPCC based on the 95%-construction documents that will include construction costs to fully execute the project. This will contain a 10% contingency and will be in present dollars.

COMPENSATION:

Total Compensation for the Scope of Services under this Task Order shall not exceed the amount of **\$44,228.00**.

Summary:

Task 1: Water System Modeling	\$14,210.00
Task 2: QA/QC Review	\$18,018.00
Task 3: Opinion of Probable Construction Costs (OPCC)	\$12,000.00
Total	\$44,228.00

DELIVERABLES:

- Water Modeling Report – PDF Format.
- QA/QC Review – PDF Format.
- OPCC – PDF Format

SCHEDULE:

Services provided under this Task Order shall commence from the date of receipt of an executed Task Order and be completed by the following milestones:

1. Water System Modeling 6 weeks from an executed Task Order
2. QA/QC Review 4 weeks from Water System Modeling
3. Opinion of Probable Construction Costs (OPCC) 4 weeks from an executed Task Order

INVOICING:

Contractor shall submit invoices to:

E-mail invoices to:

E-mail: TBD

All other terms and conditions of the Agreement shall remain the same.