



**BEACH CITIES HEALTH DISTRICT
REQUEST FOR QUALIFICATIONS & PROPOSAL (RFQ&P)
CONSTRUCTION MANAGER CONSULTANT**

Issue Date: May 13, 2021

Proposal Due Date: June 14, 2021

Proposals Directed To: Beach Cities Health District

Proposal Contact: Monica.Suua@bchd.org

Number of Proposal Copies: 1 electronic copy

In compliance with this Request for Qualifications & Proposal (RFQ&P) and to all conditions imposed herein, the undersigned offers and agrees to furnish the services in accordance with the attached signed response or as mutually agreed upon by subsequent negotiation. By signature hereto, the consultant certifies that all representations and certifications contained in its response are complete and accurate as required.

Name and Address of Firm:

Name:

Signature:

Title:

Date:

Phone #:

Federal Emp. ID#

Fax #:

E-mail address:

**BEACH CITIES HEALTH DISTRICT
REQUEST FOR QUALIFICATIONS & PROPOSAL (RFQ&P)
CONSTRUCTION MANAGER CONSULTANT**

**514 NORTH PROSPECT AVENUE
REDONDO BEACH, CA 90277**

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SECTION 1: GENERAL INFORMATION

1.1 Purpose

The intent of this Request for Qualifications & Proposal ("RFQ&P") is to identify a Consultant who can provide services consistent with the scope of work included in this document to Beach Cities Health District, a public agency that serves the cities of Hermosa Beach, Manhattan Beach and Redondo Beach. The Consultant may be a properly licensed individual or business.

Consultant must adhere to rigid performance standards that are mission critical to our facility's success. This document will provide Consultants with the information necessary to prepare and submit responses for consideration of this service. Consultants responding to this RFQ&P are expected to provide Beach Cities Health District (hereafter referred to as BCHD) with information and evidence that will enable the evaluation of the information in expectation of a contract award in a manner that best serves BCHD. BCHD has the right to use any and all ideas presented in any response to this RFQ&P. BCHD reserves the right to award a contract, or multiple contracts, based solely on what it considers provides the greatest long-term benefit to BCHD and the best quality of service to the community and customers.

1.2 Beach Cities Health District Overview

The Beach Cities Health District (BCHD) is a dynamic public health agency serving the 120,000 residents of Hermosa Beach, Manhattan Beach and Redondo Beach through a wide range of innovative health and wellness programs that promote healthy lifestyles, physical health and fitness, and emotional balance. The organization strives to develop programs and services that meet our mission:

To enhance individual and community well being in the cities of Hermosa Beach, Manhattan Beach, and Redondo Beach through a broad array of innovative health services, collaborative partnerships, and community programs.

A tax-free public agency, BCHD spends over \$10 million annually in service provisions to the residents.

1.3 Contact Point and Issuing Office

The sole point of contact for questions or additional information is:

Monica Suua, CFO
Beach Cities Health District
1200 Del Amo Street
Redondo Beach, CA 90277
Monica.Suua@bchd.org

All responses to this RFQ&P must be delivered electronically to the point of contact shown above. All questions and requests for additional information must be in writing and received by e-mail through the point of contact shown above.

SECTION 2: SCOPE OF SERVICES

2.1 Scope of Work

BCHD is seeking the services a Construction Manager Consultant to provide consulting services on a time spent basis (at an approved hourly rate) as required for the Healthy Living Campus (HLC) project and various BCHD projects including existing properties owned by BCHD.

Information on Beach Cities Health District, the Healthy Living Campus project, the Draft HLC Master Plan and the Environmental Impact Report for the HLC are available on BCHD's website. Consultants should thoroughly review these documents prior to responding to this RFQ& P.

Consultant will report to the CEO and will work with the CFO, BCHD Leadership Team and BCHD's other consultants working on the HLC project. Consultant may be asked to assist BCHD with:

The Environmental Impact Report (EIR) that was issued for Public comments on March 10, 2021.

The Application for a Conditional Use Permit (CUP) for the HLC project to the City of Redondo Beach, if authorized by the Board.

Design review and recommendations for the Draft Master Plan also published on March 10, 2021.

Preparation and presentation of Committee and Board Agenda items for BCHD Property & Finance Committees and to the BCHD Board of Directors.

The District's Financial Advisors for the selection of a Program for the Care of the Elderly (PACE) partner and Residential Care for the Elderly (RCFE) partner.

Applications and coordination with the Cities of Redondo Beach and Torrance for the planning and permitting of the Healthy Living Campus, if authorized by the Board.

Public outreach & citizen's input, market analysis of the PACE and RCFE programs, operating cost analysis of the RCFE and construction & development cost estimates for the HLC projects.

The selection of a Design/Build contractor.

The planned delivery of the project through a Design/Build process.

Preparation of budgets, cost estimates, schedules and reports for the HLC project.

Other activities as directed by the CEO.

SECTION 3: PROPOSAL FORMAT AND CONTENTS

To be considered, Consultant shall submit a complete response (maximum of 50 pages) to this Request for Qualifications & Proposal (RFQ&P) using the format outlined below. Proposals by a joint team or a prime/subcontractor team shall list the full names and addresses of all team members and the proposed relationship/role of each.

3.1 Letter of Transmittal

The prospective Consultants proposal shall include a brief letter of transmittal signed by an individual or individuals authorized to bind the prospective Consultant contractually.

3.2 Qualifications and Experience of Firm, Including Subcontractors

The Consultant shall provide information on their business, applicable certificates of recognition, and other pertinent information that demonstrates their qualifications to perform the contract. Information on education, training, certification, awards, etc. for individual employees of the Vendor or Subcontractor may be supplied.

Consultant should have a minimum of 10 years of experience consulting on Prevailing Wage projects of a similar nature and scope for Public Agencies in Southern California and shall demonstrate familiarity and experience with the California Public Contract Code.

The Consultant shall demonstrate previous experience working with a project team to competently and efficiently plan, develop and manage construction of similar Public Agency projects. The response shall identify the project leader and, if proposed, any team members, reporting responsibilities, and address how any recommended subconsultants fit into the organization.

3.3 Required Disclosures

In addition to all other requests listed in Section 3 of this RFQ&P, Vendors responding to this RFQ&P will provide the following disclosure:

A disclosure of the Consultants name and address and, as applicable, the name and address of any company or venture that owns or has majority stake in the Consultant and the names of key officers and directors of the Consultant. A disclosure providing information regarding any major contract that has been terminated for any reason within the last 5 years by Consultant/or Subcontractors responding to this RFQ&P.

3.4 Insurance Requirements

Please attach copies of all proof of insurance as described below that qualifies you to provide the service requested.

Contractor shall provide and maintain insurance coverage of adequate levels in compliance with the following as applicable:

- Worker's Compensation per California Requirements
- Comprehensive Public/General Liability \$1,000,000 per occurrence

SECTION 4: SUMMARY OF KEY DATES

4.1 Key Dates

The following dates are shown for informational and planning purposes only. BCHD reserves the right to change any of the dates.

Public Notice – RFQ&P issued	May 13, 2021
RFQ&P responses due by 3:00 P.M. on	June 14, 2021
Responses reviewed & interviews conducted by Zoom	June 21 – July 15
Board Review; possible commencement of services:	July 28, 2021

SECTION 5: CRITERIA FOR EVALUATION OF PROPOSALS

5.1 Evaluation Criteria & Award Notice

BCHD staff will review the responses. Responses will be received and evaluated on the understanding that the Consultant accepts full responsibility for, and will be contractually bound by, all statements made within the proposal and by sales and/or technical representatives. This responsibility extends to verbal sales commitments, vendor literature and claims of the capacity and ability of the proposed Consultant and its representatives to meet the specified scope of service requirements contained in this RFQ&P.

The evaluation of Responses will include, but may not be limited to, the items listed in this RFQ&P. Additional significant consideration will be given to the quality and comprehensiveness of each Consultants response to this RFQ&P and to the hourly rate schedule submitted.

BCHD reserves the right to accept responses in whole or in part, and to negotiate with any Consultant in any manner necessary to serve the best interests of BCHD. Consultants may be strictly held to the terms submitted in their responses as maximums, but may be required to reduce costs depending upon aspects of the services which may be determined by BCHD to be unnecessary, or aspects for which BCHD decides to assume the responsibility. The response submitted by any successful Consultant, and accepted by BCHD whether in whole or in part, will become part of the contract awarded as a result of this RFQ&P and the Consultant will be expected to sign a contract with BCHD, consistent with the RFQ&P, and such contract may include additional terms and conditions.

BCHD reserves the right to withdraw or cancel this RFQ&P at its own discretion. BCHD also reserves the right to reject any and all responses resulting from this solicitation. BCHD reserves the right to obtain any information from any lawful source regarding past business history and practices of the Consultant, and the ability of Consultant to supply Construction Manager Services. Such information may be taken into consideration in evaluating the responses.

All notices and communications regarding this RFQ&P will solely be conducted through the Consultants point of contact listed in the response and the BCHD contact identified in this document. Awards will follow the timeline outlined in Section 4.1.

SECTION 6: SCOPE OF WORK PROPOSAL

6.1 Scope of Work Proposal

Consultant will provide hourly rates and recommend a budget of the estimated total hours required including any reimbursable expenses to provide BCHD with the services as described in this RFQ&P for a 12-month period beginning in August 2021.