



CAMBRIAN SCHOOL DISTRICT

Board of Trustees

Resolution No. 21-22-10

PROCEDURES AND CRITERIA FOR SELECTING MODULAR BUILDING CONTRACTORS FOR DESIGN-BUILD PROCUREMENT

WHEREAS, the Board of Trustees (“Board”) of the Cambrian School District (“District”) desires to undertake Design-Build modular building projects (“DB Modular Building Projects”) in accordance with applicable law;

WHEREAS, under Education Code section 17250 et. seq., the District must award Projects based on a competitive solicitation process to the proposer providing the best value to the District, taking into consideration the proposer’s demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required;

WHEREAS, before awarding a DB Modular Building contract, the District’s Governing Board must adopt procedures and guidelines (“Best Value Procedures and Guidelines”) for evaluating the qualifications of proposers that ensure the best value selections by the District are conducted in a fair and impartial manner;

WHEREAS, the District’s Best Value Procedures and Guidelines shall be mandatory when awarding DB Modular Building contracts;

WHEREAS, District staff has developed Best Value Procedures and Guidelines to evaluate the qualifications of proposers in a prequalification phase prior to the request for proposals (RFP), submission and evaluation of proposals;

WHEREAS, the Best Value Procedures and Guidelines are attached hereto as **Exhibit “A;”**

WHEREAS, the Best Value Procedures and Guidelines incorporates the required procedures of Education Code section 17250 et. seq., including, identification of criteria, methodology for evaluating each criterion, and the weight assigned to each criterion; and

WHEREAS, the District desires to adopt and publish the Best Value Procedures and Guidelines to evaluate the qualification of proposers for its DB Modular Projects;

NOW, THEREFORE, the Board of Trustees of the Cambrian School District hereby finds, determines, declares, orders and resolves as follows:

Section 1. That the above recitals are true and correct.

Section 2. That the Board of Trustees hereby determines that it is in the best interest of the school district to authorize design-build project procurement for the construction of the modular buildings pursuant to Education Code Section 17250 et. seq.

Section 3. That the Best Value Procedures and Guidelines attached hereto as **Exhibit “A”** are adopted and published pursuant to Education Code section 17250 et. seq.

Section 4. That the District’s Superintendent, or designee, is authorized to implement the Best Value Procedures and Guidelines when evaluating the qualification of proposers when awarding contracts for its Projects and to take any action which is necessary to carry out, give effect to, and comply with the terms and intent of this Resolution.

APPROVED, PASSED AND ADOPTED by the Board of Trustees of the Cambrian School District on this 16th day of June, 2022, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

President of the Board of Trustees of the
Cambrian School District

Attest:

Secretary of the Board of Trustees of the
Cambrian School District

EXHIBIT A.

BEST VALUE PROCEDURES AND GUIDELINES FOR THE SELECTION OF DESIGN BUILD (DB) MODULAR CONTRACTORS BASED ON BEST VALUE PROCEDURES AND GUIDELINES PURSUANT TO EDUCATION CODE SECTION 17250

1. Procedure for Soliciting Statements of Qualifications

- a. The District shall prepare a request for Statement of Qualifications ("RFSOQ") and solicit responses from known modular DB contractors.
- b. The Request for statement of Qualifications shall give notice of the RFSOQ by publishing the notice:
 - i. in accordance with the requirements of Public Contract Code section 20112, by publishing notice in a newspaper of general circulation published in the District, or if there is no such paper, then in some newspaper of general circulation circulated in the county; and
 - ii. in a trade paper of general circulate at least once a week for two weeks.
- c. The prequalification questionnaire (Attachment 1) will be sent to interested parties, and will be evaluated to ensure respondents have a satisfactory track record of performing similar work.

2. Procedure for Soliciting Proposals

- a. The District shall prepare a request for sealed proposals ("RFP") and submit to qualified proposers. The District shall include in the RFP:
 - i. An estimate of the price of the Project;
 - ii. A clear, precise description of the preconstruction services that are required, and the facilities to be constructed;
 - iii. Drawings and technical criteria prepared by the District's Architect (Bridging Documents);
 - iv. A format that proposals must follow, including the elements they must contain;
 - v. The standards the District will use in evaluating proposals;
 - vi. The date upon which proposals are due; and
 - vii. The timetable the District will follow in reviewing and evaluating proposals.
- b. In order to submit a proposal, a proposer shall be prequalified in accordance with subdivisions (b) to (m), inclusive, of Public Contract Code section 20111.6.

3. Contents of Request for Proposals

- a. The RFP shall identify all criteria that the District will consider in evaluating the proposals and qualifications of the proposers, by considering, relevant experience, safety record, price proposal, and other factors specified in the RFP.

EXHIBIT A.

- b. The price proposal shall include the proposer’s proposed cost to perform the services and construction requested, inclusive of the proposer’s proposed fee to perform preconstruction services or any other work related to the facilities to be constructed.
- c. The RFP shall specify whether each criterion will be evaluated pass-fail, or will be scored as a best value score, and whether proposers must achieve any minimum qualification score for award of the contract.

4. Methodology and Weighting System for Evaluating Proposals

- a. The District’s rating system is a best value score system weighted as follows:

CRITERIA ITEM	DESCRIPTION	MAXIMUM POINTS
COST FACTORS		
Price	Proportional cost comparison score. Lowest cost proposer will receive 75 points. Points for other proposers shall be proportionally decreased based on the cost differential between that proposer and each lower cost proposer. i.e. if the second low proposers cost is 5% higher than the lowest proposer, then the second low proposer will receive 5% of 75 = (3.75) less points = 71.25 points	75 points
A. ON COST FACTORS		
Technical Expertise	Technical expertise with like-Projects, including past performance and successful completion thereof	10 points
Approach to Design and Construction	Building functionality, compatibility with existing structures, building criteria, architectural style	3 points
Schedule	Proven ability to create and manage schedules	3 points
Life Cycle Costs Approach	Building features, quality, durability and aesthetics	3 points
Skilled Labor Force availability	Workforce and available skilled and qualified subcontractors to meet project schedule and delivery date	3 points
Safety Record	History of safe construction sites	3 points
		MAXIMUM POINTS: 100

- b. Based on these criteria and rating system, District staff assigns points to each proposer and calculates the percentage of points assigned for each criterion and for the total maximum points. The higher the percentage point, the higher the proposer is ranked, and the more it reflects the better combination of price and qualifications for the Project.

EXHIBIT A.

- c. The District's evaluation may be facilitated by interviews, at the discretion of the District.

5. Evaluation and Award

Proposals shall be evaluated and the contract awarded in the following manner:

- a. All proposals received shall be reviewed to determine those that meet the format requirements and the standards specified in RFP.
- b. District shall evaluate the proposers based solely upon the criteria and evaluation methodology set forth in the RFP, and shall assign a best value score to each proposal. Once the evaluation is complete, all responsive proposals shall be ranked from the highest best value to the lowest best value to the District.
- c. The District's Board of Trustees ("Board") shall award the contract to the responsive proposer whose proposal is determined, in writing by the Board, to be the best value to the District.
- d. If the selected proposer refuses or fails to execute the tendered proposed contract, the Board of Trustees may award the contract to the proposer with the second highest best value score if it deems it to be for the best interest of the District. If the second selected proposer refuses or fails to execute the tendered instrument, the Board of Trustees may award the instrument to the proposer with the third highest best value score if it deems it to be for the best interest of the District.
- e. Notwithstanding any other law, upon issuance of a contract award, the District shall publicly announce its award, identifying the entity to which the award is made, along with a statement regarding the basis of the award. The statement regarding the District's contract award and the contract file shall provide sufficient information to satisfy an external audit.

6. Discretion to Reject Proposals

The District's Board, at its sole discretion, may reject all proposals and request new proposals

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