

REQUEST FOR QUALIFICATIONS

for

Construction Claims Consulting Services For Public Facilities Construction Projects

July 8, 2020



SOLICITED BY:
COUNTY OF RIVERSIDE
FACILITIES MANAGEMENT
PROJECT MANAGEMENT OFFICE
3133 MISSION INN AVENUE
RIVERSIDE, CA 92507

THE OPPORTUNITY:

The County of Riverside (County) is offering an opportunity for professional firms to pre-qualify to provide construction claims and other contract dispute resolution services associated with future public facilities construction projects on an “on-call” basis for a period of three (3) years. *This prequalification is not project specific.*

Services may include but not be limited to:

- Project Documents Review for Dispute Resolution Purposes
- Claims Documents Review for Dispute Resolutions Purposes
- Forensic Review of Scopes, Schedules and Costs Related to Claims and Other Disputes
- Time and Cost Impact Analyses Related to Claims
- Review and Evaluation of Loss of Productivity Claims
- Evaluation of Entitlement
- Damages Quantification
- Assist with the Preparation of Responses to Claims and Other Disputes
- Assist with Preparation for and Through Claims Processes, Mediation, Arbitration, Litigation, and or other Dispute Resolution Processes as Necessary
- Provide Expert Witness as Necessary
- Attend Meetings with Project Stakeholders

The selected firms will meet the criteria described herein and be determined by the evaluation committee during the selection phase to be the best qualified firms for this particular set of services. The screening/selection committee will be composed of representatives from the County of Riverside Facilities Management.

THE SPONSOR:

The County of Riverside is the public sponsor for this RFQ with the County of Riverside Facilities Management acting as lead agency. The Director of Facilities Management serves as the designated building official for county-owned buildings and has the responsibility to support other County departments and agencies by administering the countywide facilities management program, which includes public facilities new construction, renovation or tenant improvement projects. The County's function will be administrative and financial. Administratively, the County will execute all required contracts to support the services and also direct and manage the same. Financially, the County will fund the services. All deliverables will be subject to final approval of the County.

The County of Riverside Facilities Management, Project Management Office will appoint a project manager who will serve as the point of contact for all issues related to any future professional services contract resulting from this RFQ.

EXAMPLES OF COMPLETED PUBLIC FACILITIES PROJECTS:

- John J. Benoit Detention Center (2020), Indio (Design-Bid-Build), \$376 M
- Smith Correctional Facility Health Clinic (2019), Banning (Construction Manager Multiple-Prime), \$7.5 M
- US Bankruptcy Courts Tenant Improvements (2020), Riverside (Design-Bid-Build), \$4.8 M
- 4th Street Fire Administration Renovation (2019), Perris (Easy Indefinite Quantity Construction-EZIQC), \$5.3 M
- Riverside University Health System Medical Center Cardiac Catheterization Lab (2019), Moreno Valley (Design-Bid-Build), \$5.1 M
- RC3 Data Center Tenant Improvements (2020), Riverside (Job Order Contracting -JOC), \$312 K

THE SELECTED FIRM(s):

Firms submitting a Statement of Qualifications will be evaluated for selection based on the following criteria:

- Indication of specific interest
- History of the firm including: years in business, current number of professional personnel and current volume of work
- Firm's description of experience for a minimum of five (5) of its largest projects that **best represent your firm's portfolio of construction claims expertise**
- Firm's experience on public facilities projects for other public sector clients.
- Relevant experience of sub-consultants, if applicable, and assigned staff as a "project team"
- Overall project approach including, but not limited to, quality control program, work organization, management and customer service philosophy.
- Firm's demonstrated ability and management commitment to successfully complete a project within budget and schedule.
- Resumé and current workload of listed team members.
- Client References with addresses and telephone numbers
- Relative location of firm to Riverside County

Following evaluation of the Statement of Qualifications (SOQs) by the committee, a short list of firms may be selected for interviews. The number of firms selected for interview would be at the committee's discretion.

Should the selection committee determine an interview process to be necessary, firms selected for interview would make a presentation limited to one hour: (30) minutes for presentation and (15) minutes for questions and answers. The firms would be encouraged to bring no more than four (4) individuals to the presentation and to focus exclusively on the scope of work identifies herein.

COSTS ASSOCIATED WITH THE RFQ PROCESS:

Each respondent will be responsible for all his/her expenses incurred during the RFQ process.

THE PRE-QUALIFICATION SELECTION PROCESS:

The elements and sequence of this qualification based selection process are as follows:

- Issuance of this RFQ to prospective firms
- Submittal of a bound Statement of Qualifications (SOQ) package from prospective firms to the County
- Evaluation of Qualifications by the County (including review of SOQs and interviews as deemed necessary by the County)
- Selection of a top ranked firms
- Notification to all respondents of the apparent successful firms to be pre-qualified
- Board approval of pre-qualified firms

Significant criteria to be used in selection process may include, but not be limited to:

- Written response adherence to the RFQ
- Reference information
- Experience, demonstrated history of claims consultation services, resources available
- Presentations and, if necessary, interviews

PUBLIC RECORDS ACT:

Responses to this RFQ become the exclusive property of the County. "Statement of Qualifications" become a matter of record and shall be regarded as public record when the County of Riverside Facilities Management recommends firms to the Board of Supervisors, and such recommendations appear on the Board Agenda.

FUTURE CONTRACT AWARDS

This prequalification is not project specific. Future contract award(s) will be based on the selection of the firm, on an as-needed basis, from the Board-approved list of firms deemed most qualified for the construction type, size, and project delivery method as well as successful scope/fee negotiations as construction claims consulting services are needed. The County reserves the right to accept or reject any or all proposals, waive any irregularity and to require the proposer to verify, clarify or explain any part of the submitted proposal, including conflicts of interest.

ANTICIPATED SELECTION PROCESS SCHEDULE:

Task	Date
Issuance of SOQ	July 8, 2020
SOQs Due (by 5:00 PM)	August 19, 2020
Interviews	Upon Notification
Final Determination	Upon Notification
Board of Supervisors Approval	TBD

Alternate formats of this notice for individuals with disabilities are available upon request. Respondents to this RFQ should submit three (3) SOQ packages. Packages should clearly define the firm's project team, including background/experience, and contain lists of similar projects (including financial information) worked on with references for same and relevant current project information.

Packages must be delivered to the County of Riverside Facilities Management, Project Management Office by no later than 5:00 p.m. on August 19, 2020. Three (3) copies of the SOQ should be submitted. They should be labeled "RFQ – Construction Claims Consulting Services." No electronic submittals are accepted.

and be addressed to:

County of Riverside
Facilities Management
Project Management Office
3133 Mission Inn Avenue
Riverside, CA 92507
Attention: **Serena Chow**

Please Contact **Serena Chow** with any questions or comments at (951) 955-6619 or schow@rivco.org.