



## Desert Community College District

### Request for Qualifications

For

### Professional Architectural Services

Related to the

College of the Desert

Palm Springs Development Project

April 20, 2020

Statements of Qualifications Due:

**May 15, 2020**

College of the Desert  
Attn: Mac McGinnis  
Bond Program Manager  
43-500 Monterey Ave.  
Palm Desert, CA 92260

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## **A. INTRODUCTION**

The Desert Community College District (District) invites the submission of Statements of Qualifications for Professional Services in alignment with the District's current development needs for the College of the Desert – ***Palm Springs Development Project*** ("Project"). The proposed Master Program totals approximately 205,000 net square feet and an estimated 310,000 gross square feet.

This is a significant project that will create a new community college campus and workforce development center in the heart of Palm Springs, serving the needs of the Coachella Valley and surrounding region. The District intends to create a world-class facility that will prepare students for immediate entry into their chosen career fields by providing high-quality education and hands-on experience in industry-shaped working environments.

The Project is supported by local and regional businesses and is informed and driven by current industry standards and developing trends. It is anticipated to be an important, high-profile undertaking that will benefit not only the District, but the surrounding community. The strategic imperative of this project is to focus on the following guiding principles:

- I. Develop a collection of educational facilities and experiences that include a world-class culinary institute, state of the art digital and media arts program, center of excellence in health and wellness and special event and meetings venues. These spaces are "best in class" spaces that inspire innovation and learning.
- II. Create a teaching and learning hotel: a "world-class" boutique lifestyle luxury hotel experience that provides a multitude of learning environments and experiences to prepare students for careers in the hospitality industry.
- III. Embrace and lead in the sustainability efforts in all areas of design.
- IV. Create a seminal resource for the Desert community, improving the work force of the future, enhance the economy of the community and celebrate the unique diversity of the Coachella Valley.

The District will narrow the field of respondents to a list of six (6) qualified firms who will be invited to interview with District staff. Following the interviews, a shortlist of three (3) qualified Architectural firms ("Architect" or "Architects") will be invited to enter a Design Competition ("Competition") as outlined below with specific deliverables. Work will be conducted under a Professional Services Agreement (PSA).

The selected firms must be able to start the competition immediately and will be given the Master Program ("Program") documents prepared by the District that outlines the vision of the Project. Upon the conclusion of the competition each firm will present its design proposal to the District to be judged based on an internal scoring system. The District may then, at its sole discretion, enter into a contract with the Architect responsible for the preferred scheme for Design and Construction Phase services for the Project.

All questions should be sent electronically to:

***Mac McGinnis***

***Bond Program Manager, MAAS Companies***

***[mmcginnis@bond.collegeofthedesert.edu](mailto:mmcginnis@bond.collegeofthedesert.edu)***

The deadline for submissions is **4:00PM, May 15, 2020**

All submissions should be sent electronically to:

**Mac McGinnis**

**Bond Program Manager, MAAS Companies**

[mmcginnis@bond.collegeofthedesert.edu](mailto:mmcginnis@bond.collegeofthedesert.edu)

The Subject on the email should read as follows:

**Palm Springs Development Project – Architect of Record Qualifications**

All SOQ's should be addressed as follows:

**College of the Desert, Palm Desert Campus**

Mac McGinnis

Bond Program Manager

c/o Bond Program Management Office

43-500 Monterey Avenue,

Palm Desert, CA 92260

Submissions are to be by email only by the stated deadline.

**B. PROJECT VISION STATEMENT**

The project shall be Designed and executed in a manner so as to respect and respond to the local desert climate and regional elements of Palm Springs Mid Century Modernist architecture as delineated in the Palm Springs Development Project Master Planning documents: Physical Site Master Plan, Master Program, Design Guidelines, Basis of Design, Sustainability Strategy, and Infrastructure Plan. These documents will be made available to the three (3) Architects invited to participate in the Competition. The design of the project shall address flexibility and adaptability, longevity, sustainability/ climate-smart design, intuitive wayfinding, aesthetics, open spaces, access and mobility, community health and wellness.

**C. PROJECT BACKGROUND**

The District will proceed with capital development of its ***Palm Springs Development Project*** (Project) in one phase. The new facilities will provide a regional workforce innovation center that will educate and train students for 21st century jobs and careers. The Project will provide a collaborative, living and learning environment featuring a variety of teaching and learning opportunities.

The Palm Springs Development Project will include site development and infrastructure, and two major programmatic groupings served by dedicated facilities: A) Hospitality & Tourism (including Learning Hotel, Restaurants, Culinary Institute and state of the art Event Center) and B) the Accelerator, comprised of Student Services, flexible classroom space, maker space, labs, Digital Media and Entertainment facilities, Film, Radio and Television Broadcasting, and Health and Wellness training. Both indoor and outdoor spaces will be of the highest quality, providing students, industry partners and visitors the opportunity to learn, create and socialize in world class spaces.

Innovative spaces are planned to include open and flexible environments (such as experiential labs, student commons, and special event space), and a high-tech digital accelerator space that will enhance

student success. The Project will embody a sustainable campus philosophy that can feature best practice technologies, energy production, energy management and monitoring as part of the Projects goal to achieve LEED Gold certification. It is further anticipated that sustainability will also inform the curriculum, practical learning and work experience, and be a demonstrable feature of the new Palm Springs site. Concepts include an integrated mobility hub to accommodate a range of pedestrian, bike, bus, electric and shared vehicles integrated with local and regional transportation networks. Facilities and open spaces will be welcoming, safe and accessible.

A center of innovation and collaboration, the Project will offer continuing and custom education responsive to all ages. Collaborations with local, regional and national partners will expand offerings and opportunities for students as well as expand and extend the reach and impact of District programs and services.

The Planning and Programing phase of the Project is under development and will conclude by early May. As part of the planning effort the Master Program for the project has been developed in order to implement the District's vision. The Program Master Architect will have an advising role as a District consultant with whom the selected Architect of Record will be obliged to coordinate.

The Palm Springs Development Project will be located on the Northwest corner of the intersection of S. Farrell Drive and E. Baristo Rd. in Palm Springs, CA. The project encompasses approximately 27 acres and was formerly occupied by a commercial mall which has been demolished.

It is envisioned that the project delivery method will be Design-Bid-Build/Multiple Prime, however, that decision is subject to the District's final determination. Consultant shall be required to assist in reviewing and assessing proposed project delivery methods as part of their basic services.

#### **D. PROJECT OBJECTIVES**

- Translate the District's vision for the Project into Schematic Design documents and exhibits for presentation at the conclusion of the Competition. Documents shall be suitable for immediate use in the continuation and completion of the Schematic Design phase of the Project.
- Implementation of Project related site infrastructure and support spaces including on-site and off-site utilities, central plant(s), storm water retention and Maintenance and operations building as identified in the Master Program.
- Environmental Stewardship is fundamental to the Palm Springs Development Project and will play a vital role in design and programs offered. The project at a minimum will need to be designed to achieve LEED Gold certification.
- As part of the planning phase of the new Palm Springs Development Project a comprehensive master program was developed and identifies those spaces deemed necessary to support the project's four signature programs: Hospitality and Tourism, Digital Media, Sustainability and the Center of Excellence for Healthcare Education. The master program will serve as a guide in achieving the Districts vision.

#### **E. MINIMUM QUALIFICATIONS**

- Must have built, or currently be designing/building a world class hotel (4-5 star, not a limited service product). Have a global perspective, defined by relevant experience in the high-end hospitality market, knowledge of multi-cultural lifestyles, and the ability to express that perspective and experience in architectural design. Provide relevant, specific examples.

- Experience in delivering projects of similar size, scale, and quality utilizing incremental submittal to the Division of the State Architect (DSA) and managing the plan check process.
- Demonstrate experience in successful execution of similar architectural services involving site development and design of facilities for higher education, civic or public use to include the following:
  - Meeting and conference spaces
  - Classrooms, Laboratories, Digital Instruction and support spaces
  - Flexible, multi-use spaces with extensive digital media provisions
  - Presentation/Lecture Halls
  - Film and Digital Media Creation
  - Theaters
  - Computer Laboratories and testing facilities
  - Workforce Training
  - Faculty and Education Staff Offices and support spaces
  - Radio Stations
  - Health and Wellness Training Facilities
  - Mobility Hub and multi-modal transportation facilities
  - Pedestrian Bridge and site amenities
- Show specific experience designing a world-class culinary institute or culinary arts education center.
- Demonstrate and prove experience and application of design standards or guidelines to large projects.
- Demonstrate the ability to successfully integrate indoor and outdoor spaces, building forms and site amenities with appropriate lighting, landscaping, and furnishings to create gracious working and learning environments.
- Demonstrate the ability to design environmentally responsible, sustainable sites and facilities that use current and emerging technology suitable for use by a public agency.

#### **F. DESIRED QUALIFICATIONS**

- Show experience integrating infrastructure and utilities, open space, and principles of environmental stewardship and sustainability into a comprehensive Project design.
- Experience in the design of world-class meeting and special event spaces. To include attendee and service circulation, technology integration and associated efficiency models for food service.
- Experience with design of underground parking structures beneath the primary development (learning Hotel). Demonstrate prior experience that allows for flow and efficiency, circulation and capacity.
- Provide experience with projects in similar climate to the California desert and the impact that it has.
- Demonstrate the ability to use architectural design to create a sense of mission, place and purpose for an owner, preferably for a campus or public purpose.
- Experience with fast-track projects executed in a public bidding environment. Cite examples.
- Experience with public contracts, public procurement and approval processes, and preferred experience working with higher education institutions in California.

The Architect (including any designated sub consultants), specifically and including the primary staff proposed to provide the requested services, must demonstrate the breadth and depth of experience required, and must be supported by an appropriate secondary staff.

The Architect must demonstrate that their firm (and sub-consultant team members) has operated as a business for a minimum of ten (10) years, providing services in and related to Site Development, Infrastructure design, Landscape Architecture, Civil, Structural and Building Systems Engineering, Architecture, Construction Administration and related disciplines. Principals and team leaders will each demonstrate a minimum of fifteen (15) years' individual experience.

The ideal Architect will have a sufficient depth of resources, with appropriate levels of experience to accomplish the scope of work, including creation and submission of all deliverables. The District understands and acknowledges that the scope of work will require collaboration with multiple experts. Applicants are encouraged to retain sub-consultants as needed to meet the project requirements.

### **G. Design Competition Process**

Submitted qualifications will be reviewed by the District to create a "long list" of six (6) Architectural firms that will be interviewed by the District. From the six (6) firms interviewed the District will invite three (3) firms to enter the design competition. Each Architect will present its design based on the Master program and design guidelines established by College of the Desert (COD). At the conclusion of the competition the District intends to award a contract to a single Architect to serve as the Architect of Record for the entire Project. The selected Architect will then continue development of its presented design scheme into a final Schematic Design document package before continuing into the next phase of the Project. The two firms that participate in the Design Competition but are not selected to serve as the Architect of Record will receive a stipend for participation in the Design Competition of \$250,000 each.

The District will procure and provide additional background studies as necessary to facilitate design and engineering, including but not limited to surveys, geotechnical reports, soils studies, etc. Consultant shall be responsible for bringing to the District's attention any additional supplementary information which is critical to completion of the design phase.

Please note that, without limitation, all materials, designs, data, reports, images, plans, digital and hardcopy files and the like shall become the property of the District, and all rights thereto shall be held solely by the District. By submitting qualifications in response to this Request for Qualifications (RFQ), applicants acknowledge and affirm that they relinquish all rights, expressed or implied, including intellectual property rights, to any and all design work and associated materials created as part of this Project or in response to this RFQ to the Desert Community College District, for its own use without limitation.

### **H. RFQ PROCESS**

The District is soliciting Statements of Qualifications (SOQs) via this RFQ document. Statements of Qualifications will be due to the District in accordance with the schedule below. SOQs must contain sufficient detail to enable the District's Selection Committee to determine the merits of the Response. SOQs shall clearly demonstrate satisfaction of the Minimum Qualifications and Desired Qualifications listed above, address all elements requested below, and not exceed twenty (20) double-sided 8.5x11 inch sheets, (that is, forty (40) pages) excluding Letter of Introduction (single page), cover pages, and tabs/dividers. The Response must be submitted in the form of ten (10) original hard-copies and one (1) electronic copy in PDF digital document format via USB flash drive. The electronic copy should be a single digital document which, if printed, will match the original hardcopies. The District reserves the right,

without any other considerations, to reject Statements of Qualifications that do not conform to these format requirements.

Upon receipt, the District will conduct an initial review of the SOQs and related documents for completeness and responsiveness, assess the information provided, and schedule interviews, at its discretion, with selected firms. Further procedures for the interviews will be relayed to the selected firms.

The District reserves the right, at its sole discretion, to accept or reject any and all responses and Statements of Qualifications received as a result of this RFQ and to waive any informalities or irregularities in any response or proposal received. All costs associated with the response to the RFQ are the sole responsibility of the Respondents.

**I. RFQ SCHEDULE**

|                                       |                              |
|---------------------------------------|------------------------------|
| <b><i>RFQ Presented to Firms:</i></b> | <b><i>April 20, 2020</i></b> |
| <b><i>Deadline for Questions:</i></b> | <b><i>April 29, 2020</i></b> |
| <b><i>Responses Posted:</i></b>       | <b><i>May 8, 2020</i></b>    |
| <b><i>SOQs Due:</i></b>               | <b><i>May 15, 2020</i></b>   |

NOTE: Potential respondents are encouraged to submit questions as soon as possible. Questions will be answered as soon as practical after receipt. The above timing is provided as the latest window in order to maintain the current RFQ schedule.

**J. PROJECT SCHEDULE (Design Competition)**

It is anticipated that the design competition will begin as early as June 15, 2020. The targeted duration for the competition phase is 10 weeks. At the District’s discretion, this period may be shortened or extended depending on project needs.

**K. DETAILED SOQ REQUIREMENTS**

1. LETTER OF INTRODUCTION. A single-page Letter of Introduction on company letterhead shall include the name, address, email address and phone number of the Architect’s representative to be contacted in response to the RFQ. The Letter shall not exceed one page and should demonstrate the Respondent’s familiarity with the type of consulting services required, within a public bond program structure, and with specific relevant experience. The Letter should introduce the Architect’s team (including any subcontractors) and identify the person or persons who will be responsible in oversight capacity for the work; and additionally identify the person or persons who will be responsible for specific efforts within the scope of work. The letter should include the following statement attesting to an understanding of the requirements:

*We have read the District’s Request for Qualifications for Professional Architectural Services and fully understand its intent. We certify that we have adequate personnel, equipment, and facilities to provide the District with the services that we have indicated in our response that we can provide. We understand that our ability to meet the criteria outlined in the RFP+Q shall be judged solely by the District. As the signer of this proposal, I have full authority to bind \_\_\_\_\_(Firm Name)\_\_\_\_\_ to all commitments made herein.*

2. TABLE OF CONTENTS. This should include the page number for each major subject heading. It need not include page numbers for itemized requirements within each major subject heading.
3. ARCHITECT'S INFORMATION. Using, as a minimum, the following criteria, the respondent shall communicate its qualifications to provide the services required:
  - a. Respondent's service philosophy and process.
  - b. Capacity and capability of the Respondent, including its ability to manage a multi-disciplinary staff and consultant team.
  - c. Respondent's experience, over the last five (5) years, in designing similar projects for public entities, supported by at least three (3) examples, including project name, location, client, and dollar value of each.
  - d. Respondent's experience with California regulatory agencies, preferably for higher education facilities, including DSA.
  - e. Current workload and availability of proposed staff.
4. PROPOSED TEAM. Provide single-page resumes of proposed Architect team members. Note that the District expects the proposed team members to be employed for the duration of the services. Substitutions will not be permitted without District consent. In the resumes, or in clearly-identifiable supplemental narrative in the SOQ, identify their qualifications relevant to this Project, including, at a minimum, the following:
  - a) Proposed role.
  - b) Number of years employed by current firm.
  - c) Number of years in their relevant profession.
  - d) Experience working with other proposed team members.
  - e) Education and Credentials, such as LEED Professional.
  - f) Reference projects, and an indication as to whether they were performed while employed by the current firm, or previous employer (please list firm name).
5. PROJECT APPROACH. Discuss design strategies, specifically addressing the firm's approach to the following:
  - a) Hierarchy of the design team and delegated roles
  - b) Organization and scheduling of the work to complete the scope of services
  - c) Scheduling: provide a preliminary Schedule for performance of the work.
  - d) Relay anticipated frequency and timing of necessary meetings with District staff and stakeholders.
  - e) Convey site-specific data needs for information not provided by the District.
  - f) Analysis of data provided by self, District, and others, and presentation of same.
  - g) Working as an integrated project team with the District and stakeholders
  - h) Collaboration with sub consultants
  - i) Development of deliverables and documents, both hardcopy and digital

- j) Presentation of Milestone documents to the District and collection and implementation of District comments and responses
6. REFERENCES. Provide at least five (5) references from projects of similar nature, dollar value, and duration within the last seven (7) years. At least three (3) of these references should be from higher education, or public entities that can attest to the quality and responsiveness of your firm and its services. Include the following:
- a) Name, Address, and Phone Number of references.
  - b) Name, Phone Number, and Email Address of Contact Person.
  - c) Project Description and Status of Project.
  - d) Project Duration and Delivery Method.
7. LITIGATION, CLAIMS, CONFLICTS and INSURANCE. Provide a statement that outlines all items listed below as relates to your firm:
- a) Litigation filed either by an owner or an owner's consultant or contractor which names the firm, firm's employees, direct consultants or consultant's employees as defendants of any tier. State the nature of the complaint, the beginning and end date, or anticipated end date of each lawsuit, case number of proceeding and the judgement or resolution or anticipated judgement or resolution.
  - b) Termination for default or cause during firm's existence.
  - c) Information concerning any convictions for filing false claims.
  - d) Bankruptcy and the date the petition was filed and the county in which the petition was filed, if applicable.
  - e) Identify any other names or businesses that the firm has used in the past and the reason that the name or business is no longer being used.
  - f) Any recent, current, or anticipated obligations that relate in any way to similar work, the Project, or the District that may have a potential to conflict with the firm's ability to provide the services described herein.
  - g) Direct or indirect business, financial, or any other connection with any official, employee, or consultant of the District.

#### **L. CONTRACT**

A draft copy of the Professional Services Agreement for this work will be provided to the six (6) firms selected out of the respondents. Upon review of the agreement, including all insurance requirements, Respondents shall confirm their ability to enter into the agreement including all terms and conditions, or state any issues or modification they would deem necessary in order to enter into an agreement accordingly.

Thank you for your interest in this Project and the Desert Community College District.

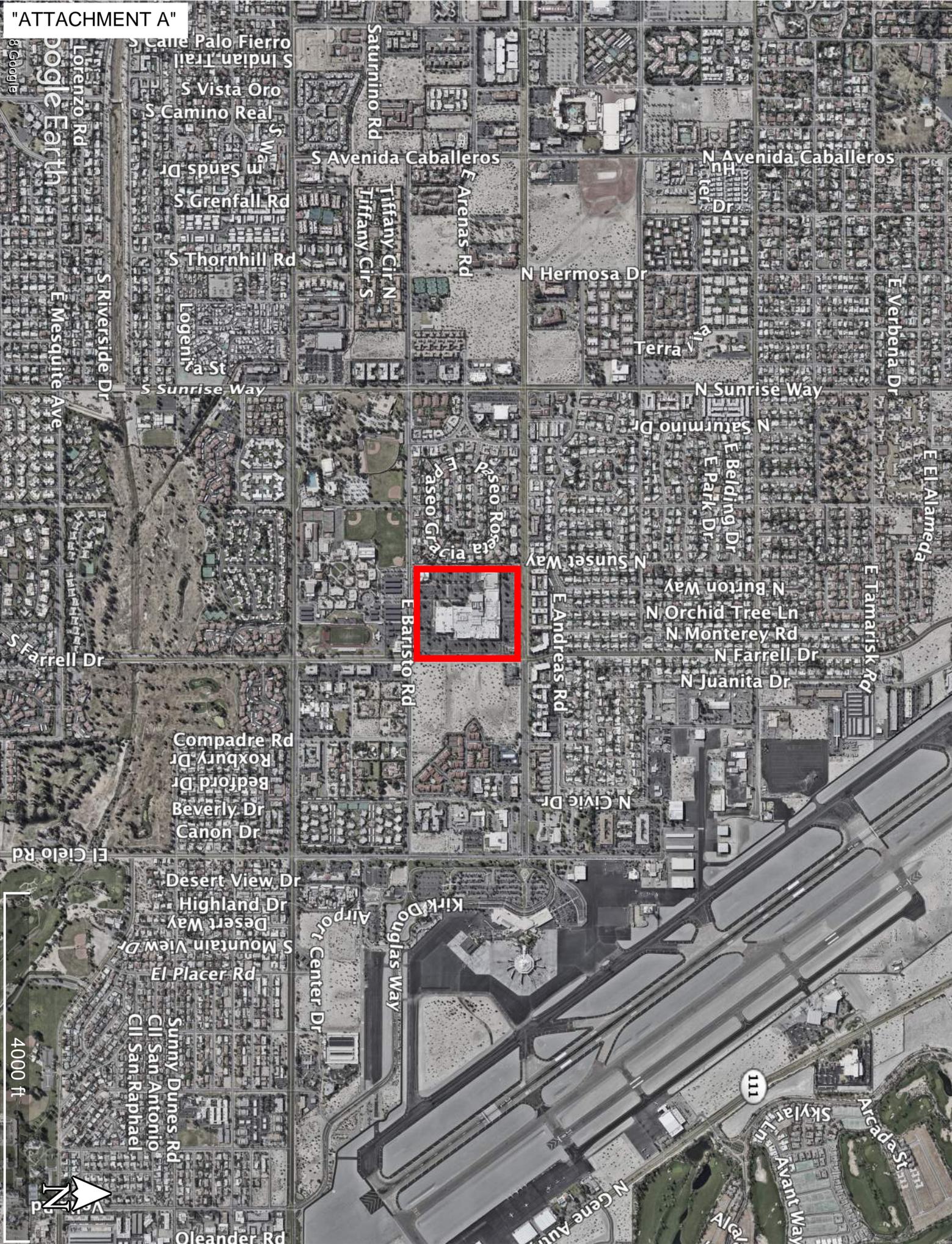
Note: For the firms interested in participating please send your contact information to:

***Mac McGinnis***

***Bond Program Manager, MAAS Companies***

**[mmcginnis@bond.collegeofthedesert.edu](mailto:mmcginnis@bond.collegeofthedesert.edu)**

"ATTACHMENT A"



Google Earth

4000 ft

