

Board of Trustees Agenda Item

Board Meeting Date: January 9, 2012

Title of Item: Request to Cancel Prequalification #1372-200C for the De Anza College Measure “C” A9 & PE6 HVAC Improvements Project

Background and Analysis:

Project 200C addresses the thermal comfort and noise issues of the building occupants in Building A9 and the thermal comfort issues of the occupants in ten (10) offices on the north side of PE6 facing the pool. The construction estimate is \$526,300.

On September 28 and October 5, 2011, Purchasing Services advertised the Prequalification Questionnaire (PQ) #1372-200C in the San Jose Post Record and on Bidnet, and also notified nine (9) local Builders’ Exchanges. Six (6) contractors submitted the completed questionnaire to the District by the October 27, 2011 due date. However, of the six (6) contractors that submitted a PQ, one (1) contractor did not meet the minimum requirements for its safety record and program. As of this writing, only three (3) contractors meet the minimum score required to prequalify. As part of the PQ submittal, contractors are required to provide verifiable data about three California public projects completed in the last seven years of similar scope and size with DSA (or similar) oversight. However, the two (2) remaining contractors submitted some projects that did not meet these minimum criteria. Additionally, some of the project information submitted by the two (2) contractors failed to include correct Owner names and telephone numbers. Even when the Owner contact information was correct or corrected, some of the project Owners did not respond in a timely manner to District inquiries. This has created a prolonged staff-intensive evaluation process for Purchasing Services and the Measure C Bond Director that is still not complete even though the process has been underway since October 28, 2011.

Due to the project schedule, there is not sufficient time available to continue the prequalification process. Cancelling the prequalification will also allow more contractor participation in the competitive bid process. Purchasing Services and the De Anza College bond team plan to begin advertising the construction project in January and to ask the Board of Trustees to award the contract for the work in March or April 2012. Although actual work will not begin on the project until summer 2012, it is imperative to award the contract earlier to allow the selected contractor sufficient time to procure long-lead items as required by the contract. Therefore, District Purchasing Services and the Measure C bond team recommend that the prequalification process be cancelled.

Recommendation: Cancel Prequalification #1372-200C for the De Anza College Measure “C” A9 & PE6 HVAC Improvements project

Submitted by:	Carmen Redmond
Additional contact names:	Charles Allen, Tom Armstrong, Gina Bailey
Is backup provided?	No