

**REQUEST FOR QUALIFICATIONS/PROPOSALS
FOR
GENERAL CONTRACTOR CONSTRUCTION
SERVICES - LEASE LEASEBACK**



**VISTA UNIFIED
SCHOOL DISTRICT**
EXCELLENCE ★ INNOVATION

RFQ/P# V26270411RFP

**PROPOSAL DEADLINE DATE:
SEPTEMBER 25, 2026
BY 2:00PM**

**SUBMIT TO:
VISTA UNIFIED SCHOOL DISTRICT
ATTN: MR. KEVIN LESKO,
DIRECTOR OF PURCHASING
1234 ARCADIA AVE
VISTA, CA 92084**

**REQUEST FOR QUALIFICATIONS/PROPOSALS
FOR
GENERAL CONTRACTOR CONSTRUCTION
SERVICES - LEASE LEASEBACK**

SECTION 1 – INTRODUCTION

Vista Unified School District (VUSD) is requesting proposals from qualified firms to provide comprehensive general construction services for the design and construction of a variety of existing school site expansions and enhancements. Other district projects may also be awarded based on the submission of these proposals. These projects will be funded from a variety of available funding sources, including, but not limited to potential future bond measure funding. These projects will utilize a lease leaseback delivery method.

The selected general contractor firm ("General Contractor") will review construction plans in detail to confirm the ability to construct projects within the schedules and provide baseline schedules/budgets as the District established in this request for proposal. The General Contractor will be responsible for identifying all drawing and specification changes, additions, clarifications, and bid packaging which will be required prior to bid to ensure that these established schedules and budgets will be achieved, with minimal change orders during construction.

The General Contractor will competitively procure trade subcontractors in accordance with Education Code § 17406 and Public Contract Code § 20111.6, holding all subcontracts directly as an entity, provide administration oversight & coordination between their subcontractors, architect, owner, LOR, IOR & any other agencies required for design approval and final certification of the project (i.e. DSA, DEH, SDG&E, City of Vista, VID, etc.), during project construction through project closeout and the end of the warranty period.

The General Contractor will perform all offsite and agency coordination activities for these projects on behalf of the District, including but not limited to: (1) establishment and coordination of all wet and dry utility services to the on-site tie-ins, and (2) coordination of site grading, perimeter road improvements, and utility provisions of the developers providing these sites to the District.

The General Contractor will ensure a smooth completion and start-up of the constructed facilities and all associated systems and equipment sufficiently in advance of the required completion dates to ensure school staff move-in and training on the facilities prior to the start of school classes.

The General Contractor will ensure prompt warranty responses from their sub-contractors throughout the first year of occupancy (warranty period).

VUSD will compare and evaluate all qualifying general contractor proposals and select a firm or combination of multiple firms that provide the best value for the District. The following factors should be incorporated in your proposals:

- Ability to prepare preliminary schedules and preliminary budgets for projects
- Fee competitiveness
- Ability to meet budgets and timelines established by the District
- Ability to address each of the program needs of the District
- Ability to provide superior management of construction and coordination of related activities
- Understanding of the District's educational goals, objectives, and management methods
- Professional excellence and demonstrated competence
- Specialized experience of the firm
- Training and experience of key personnel
- Staff capacity, depth, and workload
- Documenting and reporting of project conditions and status
- Nature and quality of the firm's completed work
- Reliability and continuity of the firm
- Location of the firm's offices
- Experience working with State Agencies on State-funded School Facility Program projects
- Other considerations deemed relevant by the District

Evaluation of proposals will be scored, and weighted per the following structure:

Relevant Project Experience & Past Performance: 25 Points

Key Personnel & Staffing Capacity: 20 Points

Fee & General Conditions Proposal: 25 Points

Technical Approach, Safety Record & Best Value Plan: 15 Points

District Values Alignment (Equity, Sustainability, Local Workforce): 15 Points

To receive consideration by the District, firms submitting proposals must have experience both as a General Contractor, Lease Leaseback Contractor and as General Contractor for California Public School Construction projects.

Firms submitting proposals must submit one (1) original unbound hard copy and one (1) electronic copy (thumb drive) in Adobe Portable Document File format of the Statement of Qualifications ("SoQ") no later than **2:00 p.m. on September 25, 2026**.

Proposals are to be prepared fully at the proposers' expense. Proposals received remain the property of the District. The District reserves the right to accept or reject all proposals.

Each firm shall submit the Statement of Qualifications ("SoQ") prominently marked with "REQUEST FOR QUALIFICATIONS/PROPOSALS FOR GENERAL CONTRACTOR CONSTRUCTION SERVICES - LEASE LEASEBACK – V26270411RFP" and the name of the firm submitting the SoQ. The proposer must comply with the licensure requirements under Education Code § 17406 et. seq.

SoQ shall be submitted to the District, as follows:

Deadline for Submittal of Responses:

No later than **2:00 p.m. on September 25, 2026** Late Responses will be returned unopened.

Method of delivery:

Hand delivery, FEDEX, UPS or other mail/shipping service. **Responses sent by Facsimile (FAX) or email will not be accepted. It is the sole responsibility of the responding firm to ensure the timeliness of the delivery.**

Delivery Address:

Vista Unified School District
ATTN: Mr. Kevin Lesko - Director of Purchasing
1234 Arcadia Ave
Vista, CA 92084

Proposers are required to disclose any relationships with the District and execute the non-collusion affidavit included with this RFQ/P. The original SoQ shall be submitted and signed in blue ink, by an authorized individual or officer of the firm submitting the proposal.

Firms interested in submitting proposals should not contact District Governing Board members, the Superintendent, Assistant Superintendents or any other officials or staff of the District. The District may reject proposals if a firm or its representatives make direct contact with the District. **Firms may contact the District's Director of Purchasing with questions, or requests for clarification related to this RFQ/P via email:**

Questions, requests for explanation or clarifications in regard to this RFQ/P shall be made in written form and submitted via email before 2:00 p.m. on **September 11, 2026** to Mr. Kevin Lesko, Director of Purchasing– kevinlesko@vistausd.org.

The District will advise all parties known to have received a copy of the RFQ/P of responses to the requests for explanation or clarification by email and via posting on <https://www.vistausd.org/departments/businessservices/fiscal-services/purchasing>. All parties interested in responding to the RFQ/P are responsible for checking the websites for any updates.

Prequalification Requirements: California Public Contract Code § 20111.6 mandates prequalification for General Contractors and MEPS subcontractors (C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-42, C-43, and C-46) on school projects over \$1M. All firms are required to be pre-qualified through the PQBIDS Platform at the following link: <https://pqbids.com/vista-usd/>

SECTION 2 - SELECTION PROCESS/ PROJECT TIMETABLE

The following timeframe is presented as a general guideline:

1. RFI Deadline: 2:00 p.m. **September 11, 2026**
2. Issue Answers/Addendum: **September 18, 2026**
3. Proposals due: **2:00 p.m. September 25, 2026**

SECTION 3 - PROJECT DESCRIPTION

The District's [Long Range Facilities Master Plan](#) includes but is not limited to: new construction, classroom modernization, site modernization, fire, life, health and safety, security, information technology infrastructure, utility infrastructure, systems infrastructure and associated equipment, athletic facilities (title ix), athletic playing fields (title ix), portable renovation and/or removal, fixtures, furnishings and equipment projects. The District intends to use this RFQ/P to augment the contractor pool to award a pool of pre-qualified contractors to provide comprehensive general construction services under a lease leaseback delivery method for all District projects, regardless of the funding source. The four vendors that are already awarded in the Measure LL Pool are: Balfour Beatty, Bernards, Neff Construction, and Swinerton. Projects are to be assigned, and/or determined through an informal competitive process within the awarded pool. Being Selected to this pool is not a guarantee of any work.

SECTION 4 - SCOPE OF SERVICES:

Pre-Construction Phase. The selected LLB General Contractor shall work collaboratively with the District and its Architect of Record to provide preconstruction consulting services pursuant to Education Code § 17406, including:

1. **Design Meetings.** Attend meetings with staff, special consultants and Architect to review scope, plans and specifications, project strategy, schedule and phasing plan. Responsible for providing input on streamlining the project in regards to timely or early delivery of project and within or under budget.
2. **Estimating, Scheduling, and Cost/Design Control.** Review the designs in detail to confirm the ability to construct these projects within the schedules and budgets established in this request for proposal. Provide baseline budget & schedule. Identify all drawing and specification changes, additions, clarifications, and bid packaging which will be required prior to bid to ensure that these established schedules and budgets will be achieved, with very minimal change orders during construction. Prepare independent estimates and develop cost reduction alternates as needed to achieve budgetary goals.
3. **Preliminary Construction Schedule.** Responsible for preparing and providing a preliminary construction schedule that complies with District expectations of taking occupancy within the timeline that the District sets. This includes building into the schedule, the provision:
 - A. of adequate time for Agency review and approval of drawings, including planning drawings, permits, etc., [example: DSA, offsite, SDG&E, DEH, traffic control, etc.,]
 - B. of adequate time for long lead items
 - C. of adequate time for phasing of work if required
 - D. of adequate time for commissioning of systems, including Agency approvals and sign-offs [state elevator, DSA, DEH, etc.,]
 - E. of adequate time for punch list corrections
 - F. of adequate time for training
 - G. of adequate time for District personnel to set up the classrooms and associated support spaces [IT install & setup, furniture, etc.,].
4. **Site Logistics Plan.** Responsible for preparing and providing a site logistics plan with associated written narrative that includes:
 - A. Management of construction area
 - B. Management of pedestrian and vehicular traffic
 - C. Management of deliveries
 - D. Understanding of Bell Schedules and Extracurricular Activities [athletics, band, etc.,]
5. **Bidding Procedures.** Develop and expedite bidding procedures for bid document issuance, bidder tracking and receipt of bids.
6. **Generate Bidder Interest.** Maintain contact with potential bidders on a regular basis throughout the bid period. This includes bonded subcontractors and suppliers. Coordinate and ensure subcontractors and associated bidders are pre-qualified with VUSD prior to bid & award of project. Contractors whose scope of work is valued to be \$1M or above are to be pre-qualified with the District.

7. **Bid Advertisements.** Prepare and place notices and advertisements to solicit bids on the projects in accordance with Public Contract Code requirements. Include good faith effort for DVBE requirements.
8. **Prepare and Expedite Bid Document Delivery.** Coordinate and expedite the preparation and delivery of bid documents and addenda to the bidders.
9. **Pre-Bid Conference(s).** Conduct pre-bid conference(s) as required.
10. **Coordination and Inquiries.** Coordinate communications related to bidder inquiries and seek resolution for the appropriate party and timely forward such information to bidders.
11. **Addenda Review.** Review each addendum during the bid phase for the cost, or constructability impact, and make appropriate comments or recommendations.
12. **Bid Evaluation.** Open bids and evaluate bids for completeness, full responsiveness and price, including alternate prices and unit prices, and develop contract award recommendations.
13. **Construction Contract.** Prepare the construction contracts and issue Notices to Proceed, upon Governing Board approval. Provide value engineering guidance, input, administration and assistance.
14. **Constructability Review.** Review construction processes from start to finish during pre-construction phase; identify obstacles before project is built; reduce or prevent errors, delays, and cost overruns; review plans and specifications to prevent errors, delays and cost overruns. Provide a running list of comments including tracking items from identification of potential issues to resolution of comment.

Construction Phase: General Contractor will provide services commencing between the contract award and the pre-construction meeting and continuing thirty-five (35) days beyond the final filing of the notices of completion. Examples:

1. **Pre-construction Conference.** Conduct pre-construction and pre-installation orientation conferences for the benefit of the successful contractor, orienting them to the reporting procedures and site rules prior to the commencement of actual construction.
2. **Site Logistics Plan.** Responsible for preparing and providing a site logistics plan with associated written narrative that includes:
 - A. Management of construction area
 - B. Management of pedestrian and vehicular traffic
 - C. Management of deliveries
 - D. Understanding of Bell Schedules and Extracurricular Activities [athletics, band, etc.,]
3. **Construction Management.** Manage the construction in a manner identical to a General Contractor's role. This includes providing experienced field supervision coordinating and planning a streamlined and efficient execution of the work. Supervision is responsible for submitting timely: Requests For Information (RFI's), inspection requests, coordination of shutdowns, etc., This supervision is responsible for Quality Control of all work prior to inspection requests, during construction, through punch list corrections to project closeout and warranty period.

4. **Submittal Procedures.** Establish and implement procedures established in the contract for submittals, change orders, payment requests and other procedures; maintain logs, files, and other necessary documentation. Responsible for identifying any long lead items and managing the submittal process to pre-empt any potential delays to the project. Responsible for coordinating a streamlined, efficient and timely submission of any required deferred submittals.
5. **Job Site Meetings.** Coordinate weekly job-site progress meetings with contractor(s), record, transcribe and distribute minutes to all attendees, the District, the Architect, and all other appropriate parties. This includes Foremen's Meetings, Pull-Planning meetings and any other meetings required for a successful completion of the project.
6. **Exercise of Contract Prerogative.** When appropriate and when approved by the District, enforce the District's contract prerogatives, such as giving the contractor notice to accelerate the progress when the schedule goals are in jeopardy due to contractor failings, withholding payment for cause and other prerogatives when required to achieve contract compliance.
7. **Master Construction Schedule.** Prepare and update the master construction schedule and distribute the updated master schedule to the District, Architect and other appropriate parties.
8. **Computerize the Construction Schedule.** Prepare the detailed master program as well as the master construction schedule utilizing appropriate computer software; Primavera P6 or similar. This information will be the basis for all future reports reflecting actual project progress during the construction phase. The contractors shall provide their detailed schedules in accordance with the contract documents and this will be used to establish the master schedule.
9. **Construction Schedule.** Responsible for preparing and providing a construction schedule that complies with District expectations of taking occupancy within the timeline that the District sets. This includes building into the schedule, the provision:
 - A. of adequate time for Agency review and approval of drawings, including planning drawings, permits, etc., [example: DSA, offsite, SDG&E, DEH, traffic control, etc.,]
 - B. of adequate time for long lead items
 - C. of adequate time for phasing of work if required
 - D. of adequate time for commissioning of systems, including Agency approvals and sign-offs [state elevator, DSA, DEH, etc.,]
 - E. of adequate time for punch list corrections
 - F. of adequate time for training
 - G. of adequate time for District personnel to set up the classrooms and associated support spaces [IT install & setup, furniture, etc.,].

A cost loaded schedule utilizing the Critical Path Method (CPM) will be required on projects that are in excess of \$5M. A professional contract scheduler with a minimum 3-years experience in developing and maintaining complex Critical Path Schedules will be required.

10. **Monthly Construction Schedule Updates.** Prepare and distribute monthly construction updates. After an evaluation of the actual progress as observed by the General Contractor, scheduled activities will be assigned percentage-complete values in conjunction with the contractor. The report will reflect actual progress as compared to

schedule progress noting variances. This report will also be the basis for determining implementation of certain District prerogatives concerning progress of the project, when required.

- **Recovery Schedule.** If requested by the District, the General Contractor shall assist the contractors in preparing a recovery schedule. This recovery schedule will reflect the corrective action and extraordinary efforts to be undertaken.
 - **Claims Analysis.** General Contractor's service shall focus on preventing claims.
 - **Contractor Claims Negotiations.** If required, the General Contractor will negotiate claims with the contractor on behalf of the District.
 - **Construction Schedule.** Upon the District's transmission of a Notice of Award to the successful contractors, the General Contractor will review the contractors' development of their detailed construction schedules. The General Contractor will receive and distribute the detailed construction schedules to the contractors, the District, the Architect and other parties.
 - **Schedule of Values.** The General Contractor will review and reconcile each contractors' schedule of values for each of the activities included in construction schedules. This report will then be used as the basis for all future progress payments during the construction phase.
 - **Completion.** The General Contractor in conjunction with the Architect will, after all corrective action of all punch list items, make a final comprehensive review of the project, make a report to the District which will indicate whether the General Contractor and the Architect find the work performed acceptable under the contract documents and the relevant project data, and make recommendations as to final payment to the contractor.
11. **Construction Progress Review.** Review the progress of construction with the contractors, observe work in place and properly store materials monthly, and evaluate the percentage complete of each construction activity as indicated in the construction schedule.
12. **Monthly Contractor Payment.** Present a single monthly progress payment requested to the District, detailing the amounts to be disbursed to the Prime Contractors, in an AIA format acceptable to the District. Monitor, enforce, collect, and document certified payroll compliance for DIR for each progress payment.
13. **Change Order Processing System.** Establish and implement a Change Order processing system, which will minimize change orders. Ensure that all change orders are resolved as follows:
- Design errors/omissions – offset by reductions in Architect/Engineer fees
 - Missed coverage/coordination between individual bid packages/contracts – offset by reductions in General Contractor fees.
 - District requested scope increases (additional building area, etc.) – offset as much as possible by General Contractor/Architect value engineering, subject to District approval.
14. **Negotiations of Change Order Costs.** Negotiate Change Orders on behalf of the District when appropriate.
15. **Change Order Reports.** Prepare and distribute change Order reports when requested by the District and at least monthly throughout the construction phase.

16. **Contractor Claims.** Resolve all claims by contractors against the District for additional cost or time due to any alleged cause.
17. **Project Status Reports.** Prepare and distribute a weekly, biweekly, and monthly cumulative Project Status report, which will include cost status reports.
18. **Administration of the Project.** The General Contractor is responsible for complying with their contractual obligations to the Client and meeting the Client expectations:
 - Providing full-time on-site management of the project at all times when a subcontractor or vendor is performing work onsite.
 - Site Logistics, this includes preparing, providing and managing a Safety plan: vehicle flagging & spotting oversight of deliveries, compliance with city noise ordinances / Environmental Protection Agency (EPA), StormWater Pollution Prevention Plan (SWPPP), sanitary facilities/equipment cleaning and removal schedules.
 - Schedule, this includes Phasing if required.
 - Quality Control of all subcontractor work
 - Observing the materials and equipment being incorporated into the work to assure that they are handled, stored, and installed properly and adequately and follow the contract documents for the project. Report to the District regarding these activities. Collaborate with the District's independent inspection and testing consultants.
 - Identifying problems encountered in accomplishing the work and ensuring appropriate action to resolve these problems with a minimum effect on the timely completion of the project. (General Contractor will be subject to \$1,000 per day Liquidated Damages)
 - Monitor, enforce, collect, and document certified payroll compliance for DIR and provide reporting to the District on a monthly basis. Notify the District immediately of any discrepancies.
 - Providing a computerized/cloud based system such as Procore to monitor and provide timely reports on projects. This system will have at minimum the following attributes: documents, drawings, locations, meeting agendas and minutes, models, photos, observations, RFI management, specifications, and submittals.
19. **Training Sessions.** Coordinate and schedule training sessions for the District's maintenance and operational personnel and assure that the contractor's obligations in providing this training are fulfilled.
20. **Substantial Completion.** In conjunction with the Architect, decide remaining work necessary for substantial completion, and notify the contractor of any deficiencies. In the event of remaining incomplete items, the General Contractor will, upon District's concurrence, issue a certificate of substantial completion with the exceptions noted, and/or contract with others to complete the work on behalf of the District.
21. **Owner's Manuals.** Receive all written material such as operations and maintenance manuals, warranties and guarantees for all equipment installed in the project. All equipment instruction material shall be reviewed and delivered to appropriate District personnel.
22. **As-Built Documents.** Coordinate and expedite functions in connection with the contractor's obligation to provide "as-built" documents. Ensure that all as-builts are to be updated weekly and incorporated on original Computer Aided Design (CAD) drawings in CAD format.

23. Post Construction Phase:

- Occupancy Permit. The General Contractor will assist the District in obtaining the occupancy permit. This task may encompass accompanying governmental officials (Fire Marshall, DSA, Health Department, City of Vista, VID etc.) during inspections of the facility, assisting in preparing and submitting proper documentation to the appropriate approving agencies, assisting in final testing and other necessary and reasonable activities.
- Final Project Report. General Contractor will prepare final project accounting and close-out reports of all above indicated report systems. These reports will summarize for historical purposes any items which are not self-explanatory. General Contractor to transmit all equipment instruction manuals and warranty information to the Architect for approval.
- Warranty Issues. During the warranty period, the General Contractor will manage the work of subcontractors and resolve any warranty issues pertaining to the project. The General Contractor will provide all warranty information to the District, digitally and in hard copy. General Contractor will provide updated and corrected "as-builts" to the District.
- Project Closeout. After the project the General Contractor will work with the project architects and District to track and facilitate the close-out of projects through regulatory and state agencies. If closing out the project requires work to be done by the General Contractor, the General Contractor will continue to work with Architect(s), to obtain final DSA certification (Closeout with Certification (#1 Letter) of the project.
- Certified Payroll/DIR: Collect and document certified payroll compliance for DIR. Ensure that any and all issues are resolved prior to project closeout.

All Phases:

1. Other duties as required and agreed to by the District and General Contractor.

SECTION 5 – MINIMUM QUALIFICATIONS AND REQUIREMENTS:

The questions provided in this section relate to the services being proposed. Personal resumes and brochures should be included as part of this section. If the proposal includes services or features that are not covered by the questions, you may include a description of those items. If a question is not applicable to your presentation, please indicate using "N/A" in the answer blank. The evaluation process will not provide credit for services, capabilities, or features which are not clearly shown in the proposal. Your firm's name must be listed at the top of each page on the line provided for that purpose. Please answer all questions as fully as possible.

1. Has your firm previously provided contract services for similar relevant projects? ☐ Yes ☐ No
2. Will the firm and the assigned personnel have current experience in construction of public school facilities in California?
 - As a General Contractor? ☐ Yes ☐ No
 - As a LLB Contractor? ☐ Yes ☐ No
 - As a General Contractor? ☐ Yes ☐ No

List the names of the assigned personnel, identify which school projects everyone worked on and the time frame during which the individual's work was accomplished. Superintendents in charge of the project (i.e., on site, day to day management) must have

proven experience in preparing and providing schedules utilizing Primavera P6 or similar software; this includes preliminary schedules, construction schedules provided to bidders at bid time, construction schedule during construction, etc., Project Managers with similar scheduling experience as noted above is preferred.

3. Provide general information including a short history of your firm, incorporation information, and services provided. Be sure to identify types of projects, dates, names, addresses, and phone numbers of clients served. Include a statement about your firm's ability to expand your services plus any other information that may be beneficial to the District in evaluating your firm competitively.
4. Provide a list of your current company workload and backlog for the next five years. Provide project type, project estimated value, project estimated start date (can be month/year) and which client the project is with.
5. Can your firm provide insurance as required by the District and described below? ☐ Yes ☐ No
6. Provide your company track record of informal or formal stop notices received in the past THREE (3) years.
7. Provide your company track record of working in partnership with DSA IORs and associated references. Be sure to identify types of projects, dates, names, addresses, and phone numbers of clients served. Projects are to be recent from the past THREE (3) years.
8. Provide your company track record of working in partnership with designers/architectural firms and associated references. Be sure to identify types of projects, dates, names, addresses, and phone numbers of clients served. Projects are to be recent from the past THREE (3) years.

INSURANCE

General Contractors shall maintain in force, during the full term of the contract, insurance described below.

a. The Consultant shall carry Workers' Compensation and Employers Liability Insurance in accordance with the laws of the State of California. However, such amount shall not be less than one million dollars (\$1,000,000).

b. Comprehensive general and auto liability insurance with limits of not less than one million dollars (\$1,000,000) combined single limit, bodily injury and property damage liability per occurrence, including:

- 1) Owned, non-owned and hired vehicles;
- 2) Blanket contractual;
- 3) Broad form property damage;
- 4) Products/completed operations; and
- 5) Personal injury.

c. Professional liability insurance, including contractual liability, with limits of one million dollars (\$1,000,000), per occurrence. Such insurance shall be maintained during the term of this AGREEMENT and renewed for a period of at least five (5) years thereafter and/or at rates consistent with the time of execution of this AGREEMENT adjusted for inflation. If Consultant subcontracts any portion of their duties, Consultant shall require any such subcontractor to purchase and maintain insurance coverage as provided in this subparagraph. Failure to maintain professional liability insurance is a material breach of this AGREEMENT and grounds for immediate termination.

d. Valuable Document Insurance. The Consultant shall carry adequate insurance on all drawings and specifications as may be required to protect the Client in the amount of its full equity in those drawings and specifications and shall file with the Client a certificate of that insurance. The cost of that insurance shall be paid by the Consultant, and the Client shall be named as an additional insured.

e. Each policy of insurance required in b. above shall name Client and its officers, agents and employees as additional insureds; shall state that, with respect to the operations of Consultant hereunder, such policy is primary and any insurance carried by Client is excess and non-contributory with such primary insurance; shall state that not less than thirty (30) days' written notice shall be given to Client prior to cancellation; and shall waive all rights of subrogation. Consultant shall notify Client in the event of material change in, or failure to renew, each policy. Prior to commencing work, Consultant shall deliver to Client certificates of insurance as evidence of compliance with the requirements herein. In the event Consultant fails to secure or maintain any policy of insurance required hereby, Client may, at its sole discretion, secure such policy of insurance in the name of and for the account of Consultant, and in such event, Consultant shall reimburse Client upon demand for the cost thereof.

f. If Consultant subcontracts any portion of their duties, Consultant shall require any such subcontractor to purchase and maintain insurance coverage for the types of

insurance referenced, in amounts which are appropriate with respect to that subcontractor's part of work which shall in no event be less than five hundred thousand dollars (\$500,000) per occurrence.

- a. Failure to maintain professional liability insurance is a material breach of this AGREEMENT and grounds for immediate termination.

BONDING

What is the maximum amount for which your firm has received performance and payment bonding on a single project and annually cumulative?

	SINGLE PROJECT	ANNUALLY
As a General Contractor		
As a LLB Contractor		
As a General Contractor		

SECTION 6 - PROPOSAL FORMAT:

To be submitted as follows:

- A. Submit (1) one unbound hardcopy and (1) one electronic copy on a flash drive.
- B. Limit to 50 single-sided pages, plus covers, sample forms, dividers and DVBE forms.
- C. Organize contents in sections as follows:

Tab 1: Table of Contents

Tab 2: Company Overview

District Values Alignment

1. Equity & Inclusion: Vista Unified School District is dedicated to equity and inclusion. Upon review of VUSD Board Policy 415 on Equity, provide examples of your company's policy on equity and inclusion and provide examples of how it has guided your recent work on at least two public school projects (grades T/K-14).

2. Sustainability: Vista Unified School District is dedicated to sustainability and advancing work towards a carbon neutral economy including a Board Policy 3510 on Green Schools and 3511 Energy and Water Management. Please provide examples on your company's sustainability policies and adherence to sustainable building practices and provide examples in your recent work on at least two public school projects (grades T/K-14).

Local & Small Business: Utilization of Local Workforce, VUSD Alumni, Minority / Women Owned / Small Business: Our work seeks to support the improvement of neighborhood schools. In support of equity and inclusion, please describe your company's efforts to support the

development of local workforces, alumni, women owned, and small businesses in communities where you have built projects. Provide examples in your recent work on at least two public school projects (grades T/K-14).

Project Sizes - As projects may range in complexity and investment from small to large, please indicate your firm's interests (not scored) in small, medium, and large projects. Use the following as a general guideline: Small = 3-10 million dollars, Medium 11-60 million dollars, large >60 million dollars.

Project types - As projects are grouped into categories, indicate your firm's interest (not scored) in specific project categories. For this section use the following project categories as examples to address: (A) Major Modernization, (B) Fire, Life, Safety; and/or (C) Innovative Facilities

Tab 3: Preliminary Plan of Action (services provided)

Tab 4: Company Fact Sheet, and Assigned Staff Resumes:

History, data about the firm, number of employees, licenses, and complete listing and resumes of anticipated, and back up, staff to key positions such as superintendent, project manager, project engineer, etc.

Tab 5: Project Experience: (divide into three sections, one for LLB Construction Projects, one for Construction Management Projects, one for General Contract Projects)

School Projects, Past Projects, Relevant Project Photographs. Include contact persons, contract values, and contract lengths and completion dates.

List at least 5 recent projects (within the past 5 years) with summary of services, construction cost, name of client contact, start date, completion date.

Tab 6: Staff:

Organization chart with actual specific staff proposed with resumes. Assume construction starts in ten months.

Tab 7: General Construction Services: Provide details about program development, design phase management, cost control systems, schedule adherence, and contract administration.

Tab 8: Fees

Submit fee proposal for General Construction Fees (fixed fee or fee scale) with General Condition costs listed separately.

List any phase of the project which will not be performed within the fee proposed.

List hourly rates for each staff category and a not-to-exceed amount which will apply for any work which will be in addition to a not included in the fixed fee/ fee scale portion of the project.

Tab 9: Appendix – Include all forms and other supporting documents.

(Phone)

