

**REQUEST FOR QUALIFICATIONS  
FOR  
COLLABORATIVE DESIGN-BUILD SERVICES**

**Bid Solicitation # B250018  
Placer County Forensic Sciences Laboratory at Placer Center  
California State University (CSU), Sacramento  
6000 J Street, Sacramento, CA 95819**

**1 - INTRODUCTION**

The State of California, acting through the Board of Trustees of The California State University, hereinafter called Trustees, on behalf of California State University, Sacramento, hereinafter called University, and Placer County, are requesting Statements of Qualifications (SOQ) from interested and qualified Design-Builders (Respondents) to provide design, preconstruction and design-build construction services for the project referenced above (Project).

The delivery method for this Project is a modified form of the Trustees' Design-Build process, called Collaborative Design-Build. This is a two-phased project delivery process: Phase 1-Design and Preconstruction Services to define the Project, hereinafter referred to as Phase 1, and Phase 2-Design-Build Construction Services to complete the design and construct the Project, hereinafter referred to as Phase 2. There will be separate agreements for each phase. This modified process selects the Design-Builder on qualifications and proposed fees (a design competition is not utilized).

During Phase 1 the University will issue a design and preconstruction services agreement, under which the Design-Builder will: complete the programming; develop the schematic design; commit to a guaranteed maximum price (GMP) and schedule; start Design Development; confirm other criteria are appropriate; and obtain CSU Board of Trustees (BOT) approval. Upon receipt of both the BOT approval of the schematic design and the University and Placer County's authorization to proceed, Design-Builder shall: continue with the design development; publish a set of the Design-Build Construction Documents; and establish and submit a GMP to the Trustees and Placer County.

During Phase 2 the University will issue a GMP collaborative design-build agreement incorporating: the Design-Build Contract Documents; updated criteria; direct construction cost budget; GMP; contingency; remaining design fees; site management fees; payment and performance bond premiums; overhead and profit; and schedule as agreed upon in Phase 1.

The Trustees and Placer County are not obligated to proceed with Phase 2 with the selected Design-Builder. The Design-Builder is not obligated to proceed with Phase 2 if it so determines that the budget is not adequate, or for other business reasons. Phase 1 work products and electronic files of the Design-Builder are the property of the Trustees and Placer County. In the event the Trustees, Placer County and Design-Builder do not continue into Phase 2, these documents will be used by the University and Placer County in any manner, including use as bridging documents for subsequent contracts.

**2 - PROJECT DESCRIPTION**

The joint Project between Placer County and the University approximately consists of a new 30,000 GSF laboratory building for forensic sciences, in addition to academic and administrative spaces for the University and Placer County. It will be located within Placer Center, an undeveloped 301-acre parcel within the larger Placer One Development (formerly Placer Ranch Specific Plan). The University recently completed a Master Plan and Environmental Impact Report for this off-campus center located in Placer County. These documents can be viewed at the following:

[Placer Center Map](#)

[Placer Center Master Plan](#)

[Sunset Area Plan & Placer Ranch Specific Plan](#)

[Placer Center Final EIR](#)

[Placer Center Final EIR Appendices](#)

The Project will be the first in the Phase One development of Placer Center. The new building is anticipated to contain eight (8) to ten (10) laboratories and administrative offices to support Placer County forensic work. The labs may support, but are not limited to, the following types of forensic work: toxicology, DNA analysis, drug chemistry, trace evidence, vehicle examination, arson, ballistics, shoe/tire tracks and cyber security. Academic lab(s) to accommodate up to 24 stations, classroom(s) to accommodate up to 120 seats, and administrative space to support the University are included in the program. Miscellaneous support space and common areas such as a conference room for use by both the University and Placer County are included in the anticipated program. Connectivity to an entry road and utility connections at Sunset Boulevard will be required, in addition to parking that supports the public and private/secure functions of the facility.

The Direct Construction Cost Budget is approximately \$29,000,000.00 the University continues to identify grant programs that may support additional funding for the project, which may increase the budget within the duration of the contract.

- The contract duration for the Phase 2 agreement is approximately 836 calendar days. The budget and duration will be established in the RFP.
- The contract specifies that liquidated damages are \$4,500 for each calendar day construction completion is late.
- The Design-Builder is required to be licensed in the state of California with a 'B' license and registered to bid public works with the California Department of Industrial Relations (DIR).
- The Design-Builder is required to be prequalified by the CSU Prequalification Program Administrator; refer to RFQ Section 4.
- The Architect is required to be licensed in the state of California.
- The Architect is required to be prequalified by the Trustees, and may visit the following website for more details and contact information: <https://www.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/operations-center/Pages/architectural-prequalification.aspx>

### **3 - SCOPE OF DESIGN-BUILDER'S WORK**

The Trustees will specify the work to be performed by the Design-Builder in the Phase 1 agreement and the subsequent Phase 2 agreement. The services that will be required of the Design-Builder are identified within CSU's sample documents for design, design-build services, and procedure guidelines, all of which are available for download at <https://www.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/Pages/construction-management-sample-forms.aspx>. By submitting an SOQ, the Respondent represents that it is qualified and capable to provide the requirements of these agreements.

The following is a brief overview of the services the Design-Builder will be required to perform, if awarded both the Phase 1 and the Phase 2 agreements:

1. Provide cost estimates per CSU schematic design level requirements, review and confirm the initial budget and provide continuous cost management to assure the schematic and final design remains within the budgeted cost estimate.
2. Fully develop the program of the Project in coordination with the University and Placer County to align with the budget.
3. Further develop the Owner's Project Requirements as part of the programming and validation phase to implement throughout design phases.
4. Develop an Operational Cost Study to support Placer County's allocation of ongoing funds to support the building for the first 5 years of occupancy, along with ongoing projections.
5. Schedule the Project, as appropriate, to conform to Project scope and Trustees' parameters.
6. Develop appropriate and fully detailed Project criteria in coordination with the University and Placer County.
7. Develop the schematic design deliverables per the CSU requirements and assist with presentation to the CPDC committee and the Board of Trustees.
8. Commit to a GMP at the end of schematic design, or during Design Development, as agreed by the Trustees.
9. Provide Phase 1 services per CSU guidelines and as necessary to bid and construct the Project.
10. Procure all agency review, peer review and local agency approvals as required.
11. Provide construction planning, phasing, and scheduling during Phase 1 through Phase 2.

12. Develop and maintain a Project schedule that incorporates all tasks and approvals of all involved parties necessary to complete the Project within the contract durations.
13. Provide preconstruction and construction quality assurance.
14. Incorporate Design-Assist and Design-Build trade contractors as appropriate and as proposed.
15. Publicly advertise and prequalify trade contractors to comply with Trustees' standards.
16. Comply with requirements to subcontract a minimum of three percent (3%) of the Project to DVBE subcontractors.
17. Develop Trade Contractor Bid Packages and receive bids in the most logical, competitive, and seamless manner.
18. Pay prevailing wages and comply with prevailing wage laws.
19. Manage and administer the Project construction phase to achieve construction completion within the contract time and budget and with high quality workmanship.

#### **4 - DESIGN-BUILDER SELECTION PROCESS**

The Trustees and Placer County will select the Design-Builder using a two-step process. The first step in the selection process focuses on selecting the most qualified firms. The Trustees and Placer County issue this RFQ, to which respondents may submit SOQs to the Trustees and Placer County. The Trustees and Placer County will appoint a selection committee to review and score the SOQs. There will be a minimum of three firms, and a maximum of five firms, selected to continue in the selection process and they will represent the highest scoring firms above the minimum qualifying score (50% of total maximum points) with all required qualifications. Unsuccessful firms will be notified.

The second step in the process will focus on the selection of the firm with team members that are most suited to the Project. The Trustees and Placer County will issue the Draft Request for Proposals (RFP) to the short-listed finalists, and hold pre-proposal meetings, after which the Trustees and Placer County will issue the Final RFP. The Trustees' and Placer County selection committee will score the proposals from the finalists, conduct interviews, and perform reference checks. The Trustees and Placer County will award a Phase 1, Design and Preconstruction Services agreement for schematic design to the highest scoring firm, who will become the successful Design-Builder. The judgment of the Trustees and Placer County in this selection process is not subject to appeal.

All Respondents must be prequalified with the Trustees prior to the SOQ due date, or their SOQ submission will not be considered. The last day to submit an application for prequalification online to the CSU Chancellor's Office is indicated on the enclosed schedule. Each Respondent's prequalification rating must be greater than the budgeted Phase 2, Design-Build Construction Services agreement amount for this Project. For information regarding prequalification, go to: <https://www.calstate.edu/csu-system/doing-business-with-the-csu/capital-planning-design-construction/operations-center/Pages/contractor-prequalification.aspx>, and click on the link for PlanetBids. Direct any prequalification questions to the Trustees' Prequalification Administrator at [cocm.prequal@calstate.edu](mailto:cocm.prequal@calstate.edu).

#### **Joint Venture Affidavit**

If two or more prospective firms desire to submit a proposal as a joint venture on this project, they must file an affidavit of joint venture with the Trustees at least five (5) Days prior to the date and time set for opening SOQs, on a form obtained from the Trustees. The affidavit of joint venture will be valid only for the specific project for which it is filed. Each party to the joint venture must be prequalified, as provided herein, at least one (1) Business Day prior to the date and time set for submitting the SOQs. If the Trustees announce that the joint venture is the successful Proposer in response to the Request for Proposals, the joint venture shall obtain the joint venture license prior to Trustees' award of the Contract (Business and Professions Code sections 7029 and 7029.1).

If the Trustees and Placer County award neither the Phase 1, Design and Preconstruction Services agreement, nor the Phase 2, Design-Build Construction Services agreement, Respondents will not be entitled to recover any monetary awards of any type whatsoever. The Trustees and Placer County reserve the right to reject all responses to this RFQ. The Trustees and Placer County may terminate the Design-Builder's Phase 1 agreement prior to completion and seek to complete the Project by other means or abandon the Project. There is no guarantee the Trustees will award the Phase 2 agreement.

## 5 - TENTATIVE SELECTION PROCESS SCHEDULE

Schedule Activities	Schedule
RFQ Advertised	January 7, 2026
RFQ Conference (Non Mandatory) see section 10	January 22, 2026 @ 10:00 am PST
Last day to submit application for prequalification on PlanetBids	January 23, 2026
Last day to submit RFQ questions	January 29, 2026 @ 10:00 am PST
Last day to submit Affidavit of Joint Venture form	January 30, 2026
RFQ Addenda issued (if required)	January 30, 2026
Statement of Qualifications due	February 6, 2026 @ 10:00 am PST
Proposer Shortlist published by e-mail	February 17, 2026
Draft RFP distributed to shortlist	February 18, 2026
Pre-Proposal Meeting #1	Week of March 2, 2026
Pre-Proposal Meeting #2	Week of March 9, 2026
Last day to submit RFP questions	March 16, 2026 @ 10:00 am PST
Proposals due date and time	March 26, 2026 @ 10:00 am PST
Proposing firms interviewed (Week of)	Week of April 6, 2026
Successful Proposer announced	April 10, 2026
Phase1 (design and preconstruction services) agreement executed	May 15, 2026
Schematic design BOT submittal due	November 2026
Phase 2 (design build) agreement executed	February 15, 2027
Phase 2 start date (NTP)	February 16, 2027
Notice of Completion	September 1, 2028
Design-Build Contract Duration	564Days

The above schedule is a proposed schedule that is subject to change. The Phase 1 and Phase 2 agreements, if awarded, will identify the schedule commitments. Any changes to the schedule for the RFQ/RFP process will be issued to all Respondents/Proposers via addenda.

## 6 - INSTRUCTIONS FOR SUBMITTING AN SOQ

**Statement of Qualifications must be submitted through the PlanetBids portal before the date and time shown in the Selection Process Schedule.**

Respondents for this Project shall submit a Statement of Qualifications in accordance with the following instructions:

1. Provide all information requested in this RFQ.
2. Provide information as it pertains to your team. When referencing projects that were joint ventures, or individual efforts, indicate such and explain each JV member firm's role in the project.
3. The SOQ should be well organized, as concise and complete as possible, while still providing the requested information. The document shall not exceed 60 pages in length, inclusive of the cover page, table of contents and any section tabs.
4. Where contact information is requested, include the company name, address and a company representative's name, phone number and e-mail address.
5. Submit the SOQ electronically in PlanetBids at the following link:  
<https://pbsystem.planetbids.com/portal/15739/portal-home>
6. The submission files shall be titled "B250018 Sacramento State Placer Center\_Firm Name".
7. The SOQ must be submitted in the PlanetBids portal prior to the date and time indicated in the Selection Process Schedule.

## 7 - MANAGING OFFICE FOR THE SELECTION PROCESS

Respondents shall direct all communications concerning the selection process to the Managing Office for the Selection Process. In e-mail communications, place the name of the Project in the subject line. The campus contact for the Managing Office for the Design-Build Selection Process is:

Campus Contact Name	<i>Shon Tilby</i>
Campus, Dept.	<i>California State University, Sacramento</i>
Address (mailing):	<i>Procurement &amp; Contract Services 6000 J Street, MS 6008 Sacramento, CA 95819</i>
Address (physical):	<i>Sacramento State, Modoc Hall, Suite 3005</i>
E-Mail:	<i>shon.tilby@csus.edu</i>

## 8 - SOQ REQUIRED INFORMATION AND SCORING

Provide the following information in your SOQ. Each question will be scored against an ideal response which, in the opinion of the Trustees' Sand Placer County's election Committee, would receive the maximum number of points possible, as indicated herein. When describing experience, indicate if the experience is of the firm and/or the individuals proposed for the project. The SOQ evaluation will give equal weight to the experience of the firm and the individuals proposed for the project. If all information is not provided, the SOQ may not be considered. The Trustees and Placer County may, at their discretion, call the contacts provided or others as may become known for reference checks. SOQs should be organized with numbered tabs/sections corresponding to the following questions. Provide concise and complete responses; **non-requested information and lengthy responses are discouraged.**

Required Information:	Maximum Score
1. Cover letter confirming that Respondent's SOQ submittal is in response to this RFQ and agrees to enter into schematic design and design-build contracts if selected, and all information in the SOQ is accurate under penalty of perjury.  Describe any lawsuits to which you have been a party with any of your Project owners in the last 5 years. Describe if you were the plaintiff or defendant, a brief summary of each case, and the outcome. If there have been none, make that statement.	10 points
2. Organization Information, provide this information separately for the General Contractor and the Architect: <ul style="list-style-type: none"> <li>Identify Respondent's full legal name, type of business entity, physical and mailing address, phone, fax, e-mail, and website.</li> <li>Provide the address of the office that will manage this Project, and contact information of the project manager including email address of the primary contact for this SOQ.</li> </ul>	5 points
3. Copy of Respondent's CSU prequalification letter.	5 points
4. Copies of Respondent's California Contractor's License and DIR public works registration number.	5 points
5. Project Specific Requirements: Describe any project specific experience your team members have had with these special design and construction skills or requirements. <ul style="list-style-type: none"> <li>Agency Coordination: This project will be a collaboration between two public agencies, with both public facing functions and high security zones. Provide examples of projects in which members of the Design-Build team have participated that involved two distinct clients, including strategies for engagement and how conflicts between the needs of those entities were resolved. Given the nature of the facility in handling sensitive materials, provide examples of projects where the Design-Build team needed to balance competing needs of public facing activities with those of high security zones. What techniques were implemented to create an inviting facility, while maintaining security needs?</li> <li>Utility Coordination: As the first project on an undeveloped site, utilities will need to be coordinated with the Placer One developer, available infrastructure, and in alignment with the overall master plan for Placer Center. Describe experience the Design-Build team has had with coordinating utility needs for a building that is</li> </ul>	100 points

within in the initial phase of a larger development.

- **Programming & Operational Cost Study:** Developing the Project's program in the early stages of Phase I will be critical to success in maintaining the budget and schedule. Describe experiences your team has in working with client representatives to define and confirm the program early in the Design-Build process, and how that process may evolve over the duration of the project. Describe any efforts your team has been involved, or your anticipated approach in assisting clients with understanding long-term cost impacts related to building operations for support fiscal planning.
- **Permits, Plan Check and Inspections:** This project may be subject to the review, approval and inspection of several regulatory and peer review bodies, including but not necessarily limited to:
  - Division of the State Architect
  - CSU Office of Fire Safety
  - CSU Mechanical Review Board
  - CSU Seismic Review Board
  - Third Party Plan Check Agencies

The Respondent shall provide examples of strategies they have developed to successfully navigate through these processes effectively and without delays to the schedule. Experience with the Office of the State Fire Marshall may be included in addition to the CSU Office of Fire Safety.

- **Justice, Equity, Diversity, Inclusion and Belonging:** Sacramento State is committed to ingraining these values into our collaborative work and seek to ensure our project partners share in that commitment. To better understand the design-build team's diverse staffing and the firm's advocacy for such values, please include information about senior level leadership and/or Board of Directors across the General Contractor and Architecture partners that demonstrates a diverse leadership group. Ideally this would be in the form of percentage values highlighting diversity among gender, ethnicity, disability, neurodiverse or other identities that may be appropriate, but note that individual names are not necessary. It is also worthwhile to share any approaches each partner may have in implementing these values within their respective firms.
6. Respondent's general design-build experience for projects that the firms (GC and AE) have worked on together. Projects completed via other delivery models may be included in this section, however, design-build experience will be scored higher. 60 points
- Describe projects that are similar in size and complexity, and show how these projects are relevant to the proposed project.
  - Provide a matrix indicating all proposed team members and their joint project experience, if any. Give titles, names and positions.
  - Provide project owner references for the responding architect and contractor team, and include contact information for each project owner reference (provide project owner names and owner point-of-contact names and respective e-mail addresses and telephone numbers).
7. General Contractor's Forensic and/or Science Laboratory Experience: 80 points
- List and describe the project experience of the general contracting firm on similar Forensic and/or Science Laboratory and Administrative Building projects including location, size, cost and year of completion. Relevant academic, public and private project experience can be included. Demonstration of experience in construction of forensic labs in an academic or public agency setting will be scored highest.

<ul style="list-style-type: none"> <li>• Describe how this experience is relevant and similar in size and complexity to the proposed project.</li> <li>• The emphasis should be on demonstration of design-build experience.</li> <li>• Provide owner and/or architect references and contact information for these projects.</li> </ul>	
8. Architect's Forensic and/or Science Laboratory Experience:	80 points
<ul style="list-style-type: none"> <li>• List and describe the project experience of the design firm on similar Forensic and/or Science Laboratory and Administrative Building projects including location, size, cost and year of completion. Relevant academic, public and private project experience can be included. Demonstration of experience in designing forensic labs in an academic or public agency setting will be scored highest.</li> <li>• Describe how this experience is relevant and similar in size and complexity to the proposed project.</li> <li>• The emphasis should be on demonstration of design-build experience.</li> <li>• Provide owner and/or contractor references and contact information for these projects.</li> </ul>	
9. Respondent's experience utilizing DVBE subcontractors, and SBE partners.	25 points
10. The Trustees' prequalification letter (see #3 above) will also indicate the Respondent's Composite Weighted Safety Score. The Trustees will rank each responding firm according to this Composite Weighted Safety Score. Two points will be awarded for each point above the minimum Composite Safety Score of 25.	50 points
11. Respondent's unique qualifications to perform on this Project.	50 points
12. Respondent's experience within 60 miles of the Project site for both the contractor and architect.	50 points
13. During the past five (5) years was your firm (GC or AE) required to pay penalties for failure to pay prevailing wages? If yes, please provide a description of each instance and the amount of penalties paid.	30 points
<b>TOTAL Maximum Points 550 points</b>	

## 9 - QUESTIONS

Respondents must submit all questions regarding this RFQ in PlanetBids in writing and received no later than the due date indicated in the Selection Process Schedule. The Trustees and Placer County will not consider questions received after the due date. Written responses to submitted questions will be answered by the Trustees and Placer County and posted in PlanetBids and available to all registered Respondents. Respondents may request clarifications verbally, however, the Trustees will not consider verbal responses binding.

## 10 - RFQ CONFERENCE

The Trustees will hold a non-mandatory conference to discuss this RFQ and the delivery process on the date(s) indicated in the enclosed schedule. Below are the details for the conference

RFQ Conference Time: January 22, 2026, at 10 am  
RFQ Conference Location: 2<sup>nd</sup> floor Conference Room  
Welcome Center  
California State University, Sacramento  
6000 J Street  
Sacramento, CA 95819

-End of Request for Qualifications-