

San Joaquin Delta College

LA-RFP-45 Pre-Proposal Meeting



Introduction

Tuesday, February 24, 2015

San Joaquin Delta Community College District



Dr. Matt Wetstein, SJDCCD Assistant Superintendent/VP of Instruction

Maria Bernardino, SJDCCD Director of Purchasing and Contracts

Kathy Roach, Measure L Bond Program Manager/NCC Project Manager



Web Site Registration Process

- ▶ RFP/RFQ Documents can be downloaded from the following web site:
<http://www.deltacollege.edu/dept/purchasing/SJDCBusinessOpportunities.html>
- ▶ Vendors must register as plan-holders to view and/or download the documents
- ▶ Vendors will receive automatic notifications on new documents or addendums are posted
- ▶ This presentation will be posted following this session.

LA-RFP-45 Key Dates	Event or Activity
February 24, 2015	First Pre-Proposal Meeting 4:30 – 5:30 PM.
March 12, 2015	Second Pre-Proposal Meeting 4:30 – 5:30 PM
March 19, 2015	Last day for Respondents to submit written questions to District regarding RFP/RFQ
April 2, 2015	District responses to Respondents’ questions and comments to be issued. Final RFQ/RFP addenda issued.
April 9, 2015	Proposal Due Date, Thursday by 1:00 p.m.
April – May 2015	Internal Technical team review of Proposals and Q&A with Respondents to clarify proposals. Brief Administration & receive decision on Short-List.
June – July 2015	Technical Team engages further with short-listed Respondents and conducts any additional due diligence needed to fully brief the Administration.
July – August 2015	Technical Team briefs Administration to determine Proposals to bring to Board
August 2015	Closed session Board meeting/workshop to present shortlisted proposals and Liberty Road Feasibility Study. Administration would make recommendations regarding Proposal(s) and/or Liberty Road Property for further consideration as the site/facility for NCC and to obtain Board authorization for additional steps.



Proposals – Instructions for Submittal

Refer to Article 3 for complete details

- ▶ Proposal format shall be 8.5” x 11” with the page limitation not to exceed 15 pages including any written, photographic or graphic material.
- ▶ 1 unbound copy marked “Copy for Reproduction”, as specified in the document.
- ▶ 10 bound copies. These 10 bound copies must include all information required by this RFP/RFQ, and will be maintained by the District as confidential.
- ▶ Portable storage drive (flash drive) with an electronic copy (PDF) of the entire Proposal, which shall be maintained as confidential by the District.
- ▶ Proposals must be received no later than 1:00:00 p.m., on Thursday, April 9, 2015 and must be delivered to the Purchasing Department, as specified in the documents.
- ▶ A campus map will be posted on the web site showing parking lots closer to the Purchasing Department.



Proposals – Fair and Structured Process

- ▶ The District intends to identify several sites/facilities from the responses to this RFP/RFQ and enter into more detailed discussions and possibly further negotiations with the Respondents.
- ▶ The results of these detailed negotiations may be the final selection of a preferred site for the District's North County Center in addition to or in lieu of the District's existing Liberty Road Property.
- ▶ The rationale for pursuing this solicitation is similar to that used in much of the District's Purchasing and Contracts Department. By using a fair and structured process, the District can:
 1. Clearly communicate District's needs
 2. Best meet those needs
 3. Solicit and collect similarly-structured proposals within a designated period
 4. Identify those proposals that possess the attributes desired



Proposals Content –Article 8

1. **Cover letter and authority verification**
2. **Summary statement of the Proposal and its merits**
3. **Overview of Respondent**
4. **Site/facility use – past and present**
5. **Location, size and shape, and accessibility**
6. **Geotechnical and related characteristics**
7. **Environmental, health, and safety (EH&S) issues**
8. **Utilities, public services, and amenities**
9. **Cost**
10. **Local community support for, or opposition to, a project of this type and scale**



The page limitation is not to exceed 15 pages including any written, photographic or graphic material. YOU DON'T HAVE TO SUBMIT 15 PAGES.

RFP/RFQ Questions, Amendments, and Clarifications – Article 9

- ▶ The District will respond to questions submitted in writing via email to Kathy Roach (kroach@deltacollege.edu) on or before 1:00 PM Pacific Standard Time March 19, 2015. All answers will be provided in writing and posted on the District's website. Questions received after this date will not be answered.
- ▶ All emails shall contain "RFP/RFQ #LA-RFP-45" in the email subject line.
- ▶ Answers to questions will be posted on the District's website as an amendment form–Refer to Article 9.
- ▶ Respondents are encouraged to register and check the website frequently to obtain any new postings.
- ▶ Respondents are solely responsible for obtaining any and all information posted on the District's website.



Proprietary Information–Article 12

- The District will treat financial information in the response to this RFP/RFQ as proprietary.
- The District prefers not to receive proprietary technical information. If the Proposal includes any proprietary technical information, it must be marked “Proprietary” or equivalent.
- The District will use its reasonable efforts to:
 1. Maintain such proprietary information in confidence, giving it the same degree of care, but no less than a reasonable degree of care, as it exercises with its own proprietary information to prevent its unauthorized disclosure; and
 2. Only disclose such proprietary information to its employees, agents, consultants, subcontractors, Auditors or Government personnel who have a need to know in order to achieve the goals stated within this RFP/RFQ.



San Joaquin Delta CCD – Overview

- ▶ **MISSION:** San Joaquin Delta Community College District serves the needs of students and the community by providing excellent post–secondary education to the associate degree level, general education and preparation for transfer to other post–secondary institutions, career and technical education, economic development, and the development of intellectual autonomy.
- ▶ 219 tenured and tenure track full–time faculty
- ▶ More than 400 part–time faculty provide high quality instructional services to roughly 25,000 students per year
- ▶ FY2014–2015 operating budget is over \$85 million
- ▶ 3 educational centers at locations in Stockton (5151 Pacific Avenue), Manteca (5298 Brunswick Road), and Mountain House (2073 South Central Parkway), California.
- ▶ Comprehensive community college with roughly 90 degree and certificate programs



Measure L Bond Program – General

In 2004 the voters passed Measure L, a \$250 million general obligation bond measure for the District to do the following:

- ▶ Make improvements to the Stockton Campus
- ▶ Modernize and expand existing facilities/construct new facilities
- ▶ Establish and [s/c] expanded SJDC education center in Tracy/Mountain House Area
- ▶ Establish SJDC education centers in Lodi/Galt Area and Mother Lode/Foothills Area to accommodate growth and increasing student enrollment
 - Property acquisitions were specifically noted



Measure L Bond Program – North County Education Center

- ▶ In 2006, the District used Measure L funds to acquire a 140-acre, 3-parcel site just south of the City of Galt and bounded by Liberty Road, North Lower Sacramento Road and Highway 99 (“Liberty Road Property”)
- ▶ The District is currently conducting an updated Feasibility Study of the Liberty Road Property to assess its ability to support the envisioned educational programs at an acceptable level of cost
 - 1) initial capital for both on- and offsite–infrastructure and facilities development
 - 2) on-site environmental constraints and mitigation costs
 - 3) ongoing operational and maintenance costs for the life of the facilities (“life cycle costs”)



Envisioned Academic Programs at North County Center

- ▶ Themes: transfer and career preparation, with a focus on celebrating and supporting a vision of agriculture for the future – both with a global view and a more local, “farm to fork” view
- ▶ Stress the importance of the Central Valley to the nation and world
- ▶ Agricultural offerings would be a significant feature of the NC Center, which could include a sizable (perhaps 6000 sq. ft.) barn and animal husbandry facility that could accommodate an award-winning animal science program.
- ▶ Offer a mix of general education, transfer pattern courses, and career technical programs in areas such as:
 - Agriculture & Ag Business (including sustainable and international agriculture)
 - Transportation/shipping & logistics
 - Business
 - Hospitality and community education offerings tied to wine and hospitality of the region
 - Pre-nursing/health sciences including wet lab facilities for biology, chemistry & soil science
 - Library, computer labs, and student support services



District Business Model, Funding & Operations

- ▶ College budget is largely based on state revenue allocations
- ▶ Full time equivalent students (FTES) targets drive funding levels
- ▶ College cannot raise its tuition – rates set by the Legislature
- ▶ Annual budget process tied to state budget process:
 - Governor's proposal in January
 - May revision based on tax revenue projections
 - June approval by Legislature and Governor
 - Fiscal year starts July 1 – with details not quite worked out at the state level
 - During the recession, FTES targets were lowered, reducing the College's operating budget

Fiscal Year	Annual Revenue
2009–10	\$83.7 M
2010–11	\$85.7 M
2011–12	\$77.8 M
2012–13	\$81.2 M
2013–14	\$82.3 M
2014–15	\$85.5 M

Unrestricted General Fund Revenue,
2009–present



District Business Model, Funding & Operations

- ▶ Two key goals for NCC and any new educational center:
- ▶ Approval by the Chancellor's Office and Board of Governors
- ▶ Attracting students as quickly as possible such that enrollments exceed 1,000 Full Time Equivalents (FTEs) annually.
 - Meeting the enrollment threshold is critical to ensure that State of California will provide operational funds and facilities-related capital funds to the District.
- ▶ Center funding helps defray the cost of operating a separate center, which requires dedicated staff and management
 - College gets a base allocation for approved centers
 - Roughly \$1.1 million for each approved center that enrolls more than 1,000 FTES per year
 - Mountain House Center qualifies for that funding
 - The College will not open a center without reasonable ability to acquire operating funds for 1,000 FTES



Community Colleges Operate in a Highly Regulated Environment

- ▶ Federal Code of Regulations (financial aid, federal grants, non-discrimination laws)
- ▶ Accrediting Commission for Community and Junior Colleges (ACCJC)
 - Establishes standards for operation and program development that are tied to federal regulatory language
 - Must secure approval for any new center as a “substantive change” before opening and offering financial aid
 - College is currently fully accredited



Accrediting Commission for Community and Junior Colleges
Western Association of Schools and Colleges



Community Colleges Operate in a Highly Regulated Environment

- ▶ State Regulations – California Education Code Part 49, Community Colleges, Education Facilities (§§ 81003 – 82548), including the California Code of Regulations Title 24 and the Field Act
- ▶ California Code of Regulations Title 5 (education and postsecondary education)
- ▶ California Post-Secondary Education Council (CPEC) – Used to control campus feasibility and site decisions – but no longer exists
 - Lots of processes still exist and similar governance functions are now being provided by the CCC Chancellor's Office
- ▶ CCC Board of Governors (BOG)
- ▶ CCC Chancellor's Office
 - CCCCCO Fiscal Standards
 - CCCCCO Facilities Planning & Utilization
 - CCCCCO Academic Affairs & Student Services



California Community Colleges
Chancellor's Office



Regulation and Operation continued...

- CCC Chancellor's Office administers and oversees aspects of the District's planning and operations, including facilities development, operations, and maintenance.
- Chancellor's Office is currently updating the overall CCC System-Wide Long Range Master Plan
- Anticipated completion by the end of calendar year 2015 and presented to the Board of Governor's for approval in January 2016.



California Community Colleges
Chancellor's Office

- CCC System Long Range Master Plan Update will influence the physical development of the CCC System, including the projections of need related to new educational centers
- Delta College's proposed NCC will also be subject to certain discretionary approvals of the Chancellor's Office, Board of Governors, and Accrediting Commission
- District cannot predict with certainty when/if the proposed NCC will be approved and constructed



Chancellor's Office Requirements for New Ed Centers

Required submittals for the review and approval of a new educational center by the Chancellor's Office & BOG

- ▶ **Preliminary Notice – information only; no approval necessary**
- ▶ **Letter of Intent**
 - District notification of a specific need to expand services via an Ed Center in a given area. If approved by Chancellor's office, the District proceeds to develop a needs assessment.
- ▶ **Needs Assessment**
 - A formal analysis that provides data and detailed programmatic, fiscal, and other justifications for establishing a new Ed Center. After the Chancellor's Office completes its review of the document, an action item is prepared for the Board of Governors.

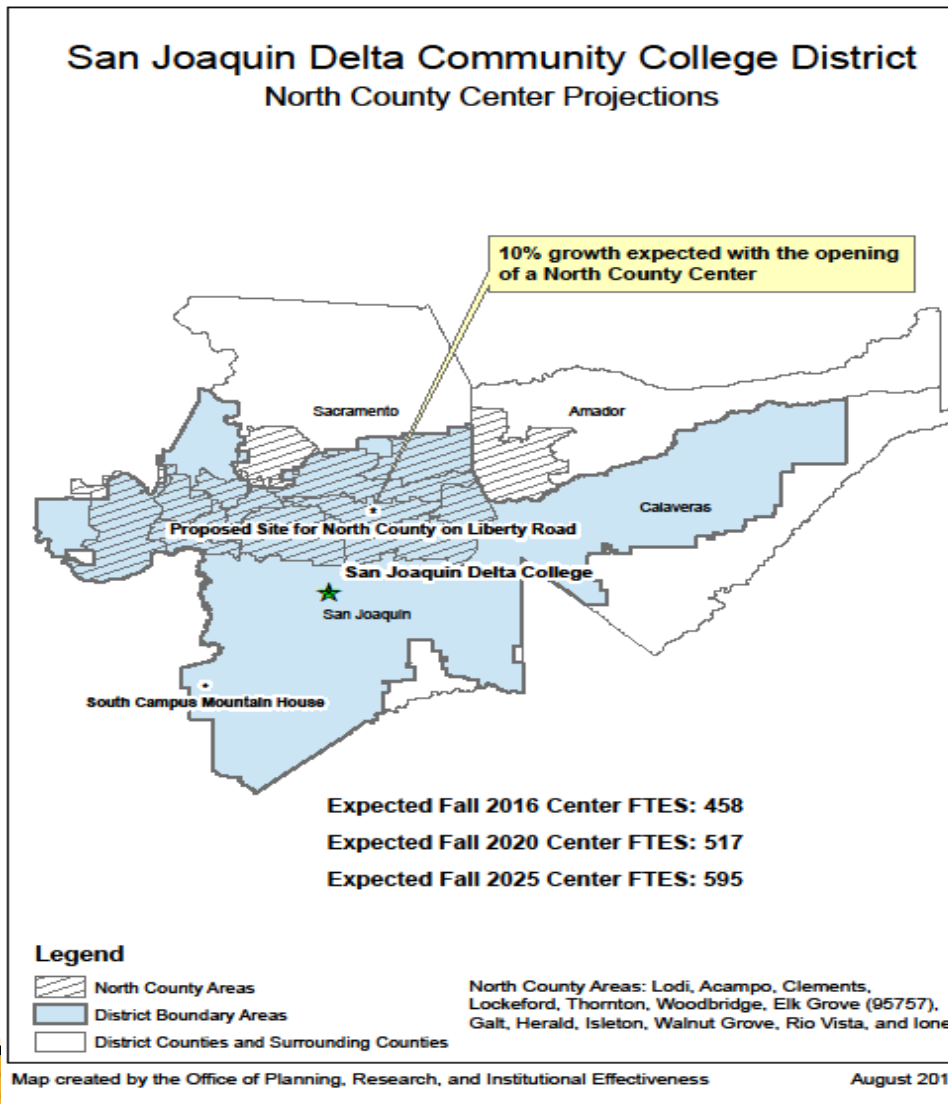


Education Centers – Siting is Critical

- ▶ The college will need to provide a detailed justification for the NCC that:
 - Fits with the CCC System Plan
 - Provides a coherent academic program
 - Demonstrates regional need and a detailed exploration of alternatives in the way of facilities, real estate, and potential sites.

- ▶ Need to “get it right” in terms of:
 - Academic Program – not just considering the District’s needs/wants, but those of neighboring districts, the CCC System Master Plan, the Chancellor’s Office
 - Getting net FTES increases to justify the investment & the higher long term operating costs (as opposed to just having one campus)
 - Attracting enough FTES so that operating funds are provided by State of California, rather than continuing to be fronted by District’s Reserves

NCC – Siting is Critical

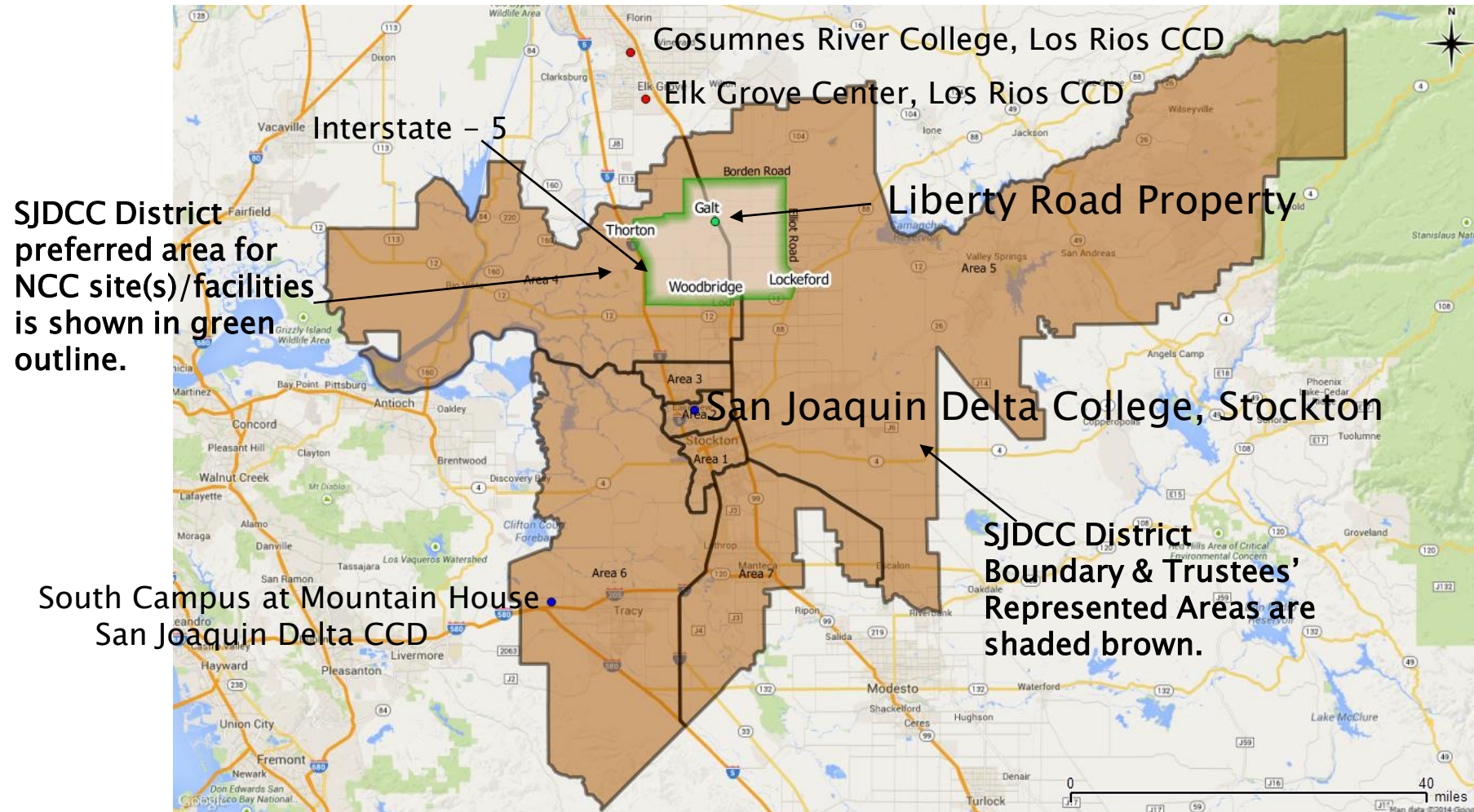


Four data sources are used to forecast enrollment at San Joaquin Delta College and its Centers:

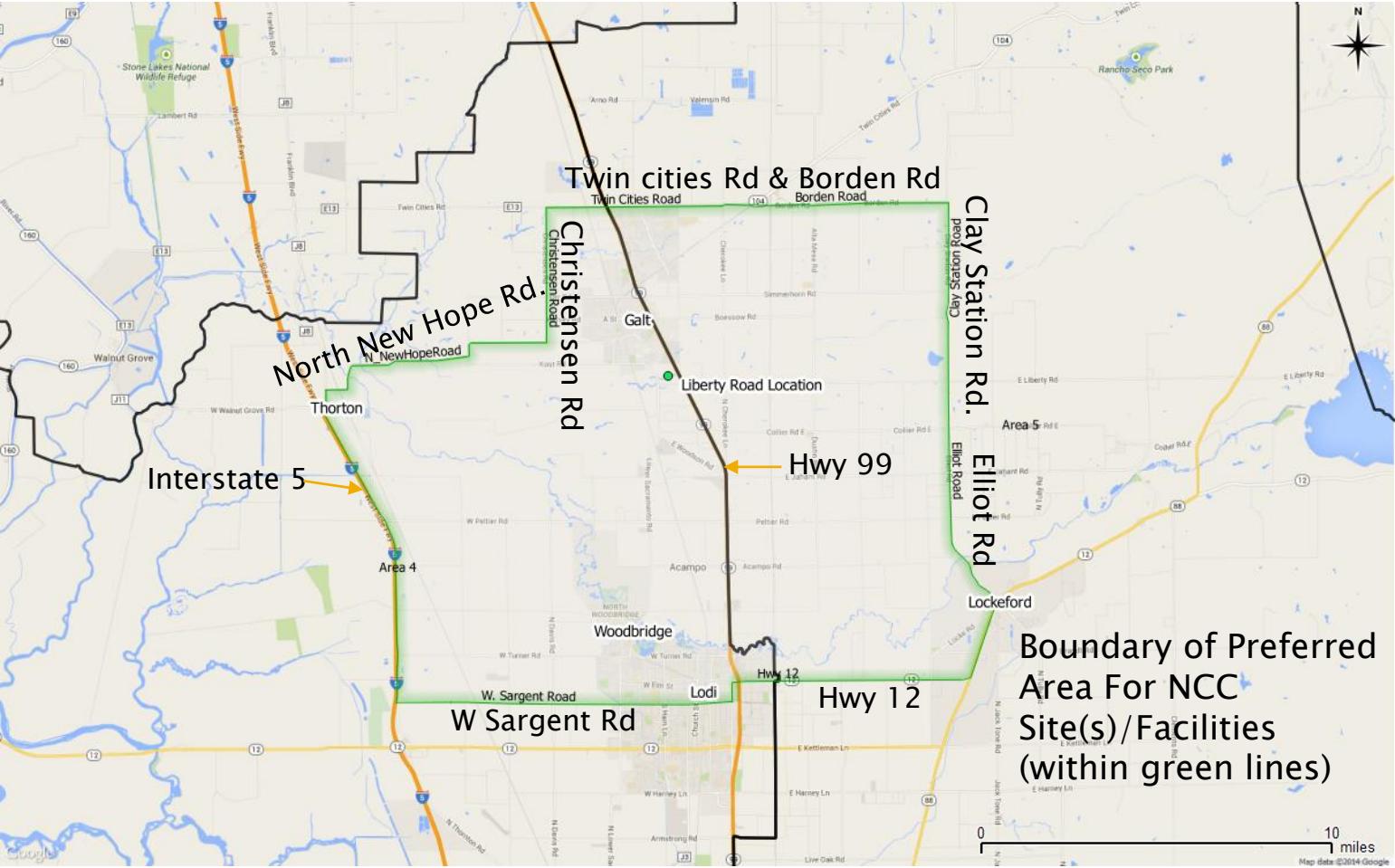
- ▶ US Census Bureau's 2012 American Communities Survey Data
 - ▶ California Department of Finance's Demographic Research Unit
 - ▶ California Community Colleges Chancellor's Office's Facilities Planning Unit, and
 - ▶ San Joaquin Delta Community College District's student information system ("System 2020").
- Liberty Road Property was purchased in 2006.
 - Feasibility Study is currently underway.
 - LA-RFP-45 solicits alternative sites/facilities for consideration and evaluation in comparison to the site already owned.

SJDCCD North County Center – LA-RFP-45

APPENDIX B – NCC – Project Site Selection, Area Overview



SJDCCD North County Center – LA-RFP-45
NCC – Project Site Selection, Area Overview



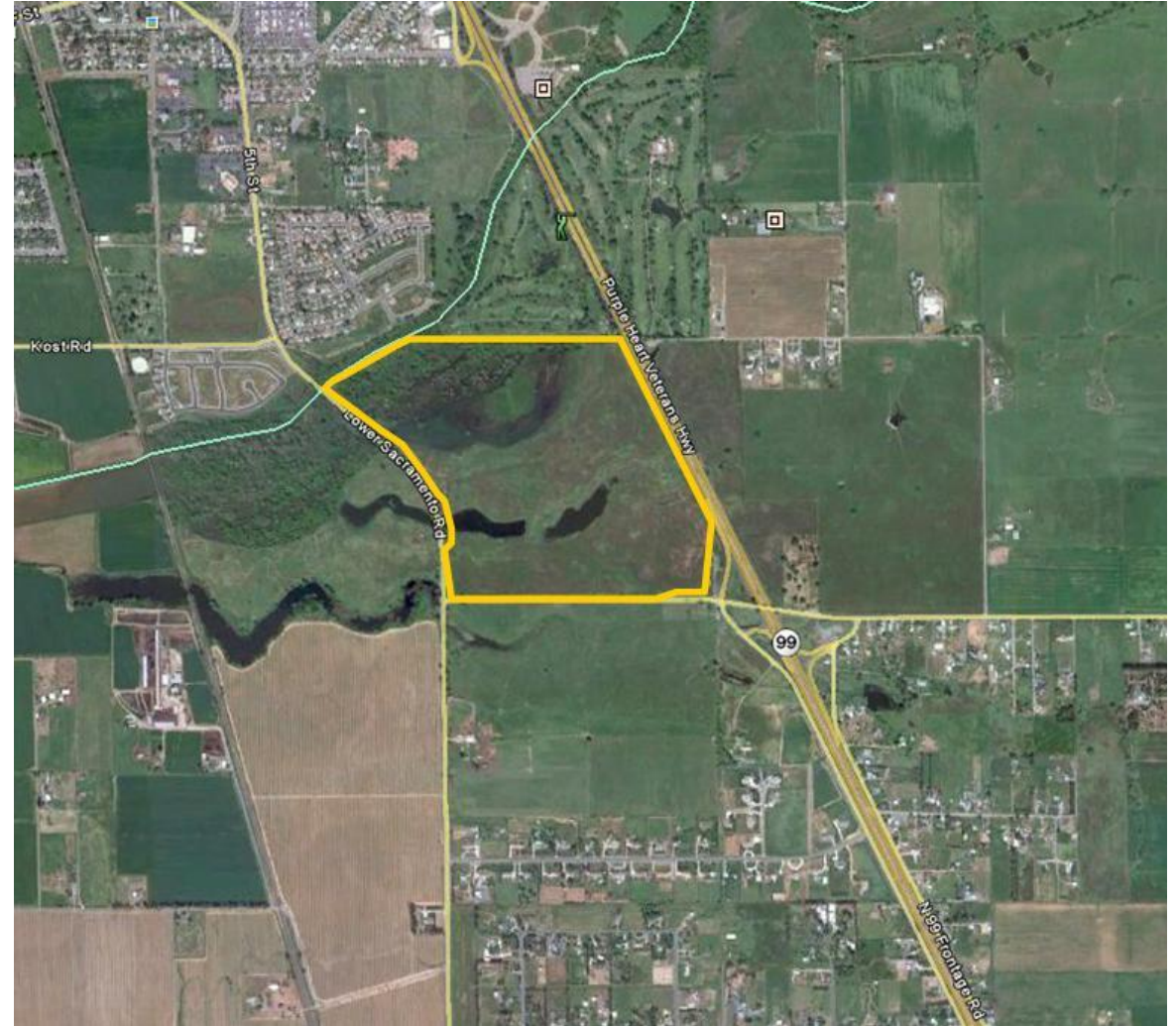
North County Center – Site Selection

- ▶ **The District's Liberty Road Property – Anticipated to largely meet the Preferred Site Attributes**
- ▶ **Other sites and facilities might exist within or near the preferred geographical boundaries that could prove to be in the best interest of the District, its constituencies, and the taxpayers at large.**
- ▶ **The District is issuing this RFP for the purpose of identifying a short-list of sites/facilities that best meet the Preferred Site Attributes.**



North County Center (NCC) – Liberty Road Property

- 140 acres, 3 parcels = Liberty Road Property
- Purchased in 2006
- Not anticipating use of the “North 40” due to potential environmental issues
- Feasibility study presently underway by Subject Matter Experts (SMEs)
- LA-RFP-45 solicits alternative sites/facilities that will be evaluated on their own merit (relative to criteria)
AND
- Compared to the Liberty Road Property and its merits and feasibility study



NCC Preferred Site Attributes – General Attributes

- ▶ **Site/facility(ies) for an efficient and well–designed educational center**
- ▶ **Maximum build–out of 130,000 –150,000 Gross Square Feet (GSF) of facilities**
- ▶ **Plus acreage for parking, associated utilities and infrastructure**
- ▶ **8 – 10 acres of undeveloped fertile land for a successful educational farming program**
- ▶ **Total acreage requirement: from 25 to 40 net developable acres***
- ▶ **The ideal site will be within the preferred geographic area in northern San Joaquin County.**

*** The District will consider acquiring property in excess of the 25-40 net acres if those additional acres provide significant benefit to the District from a planning, operational, and open-space standpoint.**



Preferred Site Attributes – Specifics

“Shoot for the moon. Even if you miss, you'll land among the stars.”

Norman Vincent Peale

There's a very good reason for the District to list so many attributes...

- Find the optimal site/facility for the North County Center

See Article 7 of LA-RFP-45 for the specific site attributes. These reflect:

- A conservative approach to site investigation and potential purchase
- Mandatory requirements per the Education Code
- Good practices related to land and construction project development by public entities, and educational institutions in particular.



Evaluation Process/Qualification Criteria

The qualification criteria the District will use to evaluate sites/facilities include the following factors (not necessarily listed in order of importance):

- Location and proximity within the preferred geographic area that provides an environmental suitable for, and comprised of, the attributes supportive of an educational center (near term and long term).
- Development capacity to match the District's needs.
- Ability to provide an environment that would facilitate excellent academic instruction and opportunities outlined in Appendix C.
- Compatibility with surrounding land uses.
- Environmental site constraints associated with development of the site.
- Public transportation accessibility.
- Proximity to public amenities that enhance the workplace and educational environment.

See Article 13 of the RFP for complete details.



Evaluation Process/Qualification Criteria, continued

The qualification criteria the District will use to evaluate sites/facilities include the following factors (not necessarily listed in order of importance):

- Community support.
- Sustainable and/or low-impact development potential or opportunities.
- Existing and potential utilities capacity and the ability to secure low-cost utility service.
- Existing facilities (buildings) potential for adaptive reuse at a reasonable initial cost and with sustainable lifecycle costs.
- Ability to develop the site in a manner consistent with the District's program and schedule.
- Costs of site acquisition and all other known and anticipated costs associated with development of the site.
- Impact of adjacent development(s)

See Article 13 of the RFP for complete details.



DSA Regulation



Division of the
State Architect
CALIFORNIA DEPARTMENT OF GENERAL SERVICES

- Any new or existing buildings proposed for use by the District must meet the current version of the DSA seismic and structural, fire/life/safety requirements (Title 24 + Field Act + all relevant interpretations)
- If a proposed facility does not meet the applicable standards, the District would be required to improve the facility to meet current requirements and obtain DSA certification thereof—a process that is costly and time consuming.
- “Beauty—and “a good deal”—is in the eye of the beholder. Please understand the process and potential costs of rehabilitating such facilities for use by the District and structure proposals accordingly.
- Respondents should visit the DSA website to learn about these requirements.

See Article 6 & Appendix A of the RFP for details & links to pertinent regulations.



Administrative Differences – Field Act vs. Uniform Building Code (UBC)

*FIELD ACT TITLE 24, CCR (Required for CCC Instructional Facilities)	*UNIFORM BUILDING CODE (Non-Field Act Buildings)
Design	Professionals
<ul style="list-style-type: none">• School building construction plans must be prepared by a CA-registered Structural Engineer or a licensed Architect.	<ul style="list-style-type: none">• A licensed civil engineer can be responsible for design and construction.
Plan Approval	Process
<ul style="list-style-type: none">• Designs are reviewed & checked by Department of General Services (DGS) –an independent State Agency (via DSA).• Design errors or omissions must be corrected or included on the plans before a contract for construction can be issued.	<ul style="list-style-type: none">• Detailed requirements are not provided.
Inspection of	Construction
An independent inspector (DSA-certified) is required to provide continuous inspection of the construction to verify that construction is in conformance with approved plans.	Periodic special inspection by the local jurisdiction, at certain construction milestones, is specified (e.g., before concrete placement and covering of structural framing).



Administrative Differences – Field Act vs. Uniform Building Code (UBC)

FIELD ACT TITLE 24, CCR (Required for CCC Instructional Facilities)	UNIFORM BUILDING CODE (Non-Field Act Buildings)
Changes to Plans	During Construction
<ul style="list-style-type: none">The responsible architects and engineers are required to periodically observe the construction and prepare changes to plans, if needed, to the DSA for review & approval.	<ul style="list-style-type: none">Changes to plans are generally not subject to review.
Plan Approval	Process
<ul style="list-style-type: none">All parties concerned (architects, engineers, inspectors, testing laboratories, and contractors) must file reports, under penalty of perjury, to verify compliance with approved plans.	<ul style="list-style-type: none">Detailed requirements are not provided.
*Source: The Field Act and its Relative Effectiveness in Reducing Earthquake Damage in California Public Schools, CSSC 09-02 Appendix G.	See: http://www.seismic.ca.gov/pub/CSSC%2009-02%20The%20Field%20Act%20Report%20Appendices.pdf



NCC Project Schedule

- ▶ It is anticipated that the District will determine its preferred location for its North County Center by late August 2015.
- ▶ After completion of the District's site selection process and the CCC Board Of Governors' approval of the CCC Long Range Master Plan update, the District intends to submit a "Letter of Intent" to establish the subsequent timeframe for establishing "education center" status with the CCC Chancellor's Office.
- ▶ Required project planning, environmental review, design and design review and approvals, procurement, construction and start-up of operations will vary depending on which proposal and site/facility is ultimately selected.



- ▶ Clarifications? Questions?
- ▶ Respondents are reminded to submit their questions in writing to:
 - Kathy Roach at kroach@deltacollege.edu
 - and observe other requirements of the RFP
- ▶ Thank you for your interest and attending! We look forward to receiving your proposals.

