

Agenda

SUTTER COUNTY BOARD OF EDUCATION

Regular Meeting

Wednesday, August 10, 2022 - 5:30 p.m.

Sutter County Superintendent of Schools Office

970 Klamath Lane – Board Room

Yuba City, CA 95993

A full Board packet is available for review at the Sutter County Superintendent of Schools Office Reception Desk, 970 Klamath Lane, Yuba City, CA (8:00 a.m. – 5:00 p.m., Monday through Friday – excluding legal holidays) and the Sutter County Superintendent of Schools' website at www.sutter.k12.ca.us.

- 5:30 p.m.**
- 1.0 Call to Order
 - 2.0 Pledge of Allegiance
 - 3.0 Roll Call of Members:
 - June McJunkin, President
 - Victoria Lachance, Vice President
 - Jim Richmond, Member
 - Harjit Singh, Member
 - Trustee Area 1 - Vacant
 - 4.0 Items of Public Interest to Come to the Attention of the Board
 - Members of the public are given an opportunity to address the Board regarding items not listed on the agenda. *The California Government Code, Section 54954.3(a) states, ".....no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2.*
 - 5.0 Approve Minutes of the July 13, 2022, Regular Meeting
[Action Item]
 - The minutes of the July 13, 2022, Regular Meeting of the Sutter County Board of Education are presented for approval.
 - 6.0 Internal Business Department Update
Ron Sherrod
 - 7.0 Quarterly Report on Williams/Uniform Complaints (April 1, 2022 – June 30, 2022) Brian Gault

Education Code 35186 requires the county superintendent to report on the number and nature of complaints.

8.0 Business Services Report

8.1 Monthly Financial Report – July 2022 – Nic Hoogeveen

8.2 Investment Statement – May 2022 – Ron Sherrod

8.3 Facilities Report – James Peters

9.0 Learning Communities for School Success Program (LCSSP) Grant
Presentation of Results – Virginia Burns

Per grant reporting requirements, results from year two implementation will be presented to the Board.

10.0 Revised 2022-2023 Calendar for Feather River Academy
Brian Gault – **[Action Item]**

The revised 2022-2023 calendar for Feather River Academy is being submitted for Board approval.

11.0 Revised 2022-2023 Calendar for Pathways Charter Academy
Brian Gault – **[Action Item]**

The revised 2022-2023 calendar for Pathways Charter Academy is being submitted for Board approval.

12.0 Request for Qualifications (RFQ) for the Design of the New Career Training
and Conference Center – James Peters – **[Action Item]**

The Request for Qualifications (RFQ) for the Design of the New Career Training and Conference Center is being presented for Board approval.

13.0 Financing Plan for Harter Building Construction – Ron Sherrod

Government Financial Strategies (GFS) will present the financial plan for the anticipated construction of the Harter Building.

14.0 Sutter County Board of Education Strategic Plan and Goals
Superintendent Tom Reusser – **[Action Item]**

The Sutter County Board of Education Strategic Plan and Goals was reviewed/revised by the Board at the July 13, 2022, Board Meeting and is being presented for approval.

15.0 Items from the Superintendent/Board

16.0 Adjournment

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board Meeting room, to access written documents being discussed at the Board Meeting, or to otherwise participate at Board Meetings, please contact the Superintendent's Office at 530-822-2900 for assistance. Notification at least 48 hours prior to the meeting will enable the Superintendent's Office to make reasonable arrangements to ensure accessibility to the Board Meeting and to provide any required accommodations, auxiliary aids or services.

All Open Session Agenda related documents, including materials distributed less than 72 hours prior to the scheduled meeting, are available to the public for viewing at the Sutter County Superintendent of Schools Office located at 970 Klamath Lane, Yuba City, CA 95993.

Agenda Item No. 5.0

BOARD AGENDA ITEM: Approve Minutes of the April 13, 2022, Regular Board Meeting

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

☒ Action

Maggie Nicoletti

☐ Reports/Presentation

SUBMITTED BY:

☐ Information

Superintendent Tom Reusser

☐ Public Hearing

PRESENTING TO BOARD:

☐ Other (specify)

Superintendent Tom Reusser

BACKGROUND AND SUMMARY INFORMATION:

The minutes of the regular meeting of the Sutter County Board of Education held July 13, 2022, are presented for approval.

Unapproved
SUTTER COUNTY BOARD OF EDUCATION MINUTES
Regular Meeting
July 13, 2022

1.0 Call to Order

A regular meeting of the Sutter County Board of Education was called to order by President McJunkin at 5:31 p.m., July 13, 2022, at the Sutter County Superintendent of Schools Office, 970 Klamath Lane, Yuba City, California.

2.0 Pledge of Allegiance

Victoria Lachance led the Pledge of Allegiance.

3.0 Roll call of Members

June McJunkin, President – Present
Victoria Lachance, Vice President – Present
Jim Richmond, Member – Present
Harjit Singh, Member – Absent
Trustee Area 1 ~ Vacant

Superintendent Tom Reusser, Ex-officio Secretary – Present

Staff Members Present: Ron Sherrod, Whitney Hardison, Joe Hendrix, and Maggie Nicoletti

4.0 Items of Public Interest to come to the attention of the Board

None

5.0 Approve the following Minutes of the Sutter County Board of Education

A motion was made to approve the minutes of the following Regular Meetings of the Sutter County Board of Education.

5.1 The minutes of the June 15, 2022, regular meeting of the Sutter County Board of Education are presented for approval.

Motion made to approve the minutes of the June 15, 2022, regular meeting of the Sutter County Board of Education.

<i>Motion</i>	Lachance	<i>Seconded:</i>	Richmond
<i>Action:</i>	Motion Carried		
<i>Ayes:</i>	3 (McJunkin, Lachance and Richmond)		
<i>Noes:</i>	0		
<i>Absent:</i>	1 (Singh)	<i>Abstain:</i>	0

5.2 The minutes of the June 22, 2022, regular meeting of the Sutter County Board of Education are presented for approval.

Motion made to approve the minutes of the June 22, 2022, regular meeting of the Sutter County Board of Education.

<i>Motion</i>	Richmond	<i>Seconded:</i>	Lachance
<i>Action:</i>	Motion Carried		

Ayes: 3 (McJunkin, Lachance and Richmond)

Noes: 0

Absent: 1 (Singh)

Abstain: 0

6.0 External Business Department Update

Whitney Hardison distributed an External Business PowerPoint handout to the Board. She reviewed the handout with the Board and highlighted specific roles and functions of the department. The handout further outlined the External Business Department's top goals and accomplishments.

7.0 Disclosure of Collective Bargaining Agreement for Sutter County Superintendent of Schools Employee Association (CSEA), Chapter #634

Ron Sherrod said they are required to present a summary of the outcome of the negotiations for CSEA. Ron reviewed the summary with the Board and stated that this is a two year summary.

8.0 Business Services Report

8.1 Monthly Financial Report: Ron Sherrod reviewed the Summary Report of Revenues, Expenditures and Changes in Fund Balance for June 2022 with the Board. Ron stated that attendance has been down throughout the state, not just in Sutter County. Not many changes since the last update.

8.2 Facilities Update: Ron stated there is not a lot to update. He met with Government Financial Strategies regarding the new building. Ron stated there is still some fine-tuning that needs to be done. Hopefully, the presentation regarding the new building will come before the Board at the August Board Meeting.

9.0 Sutter County Board of Education Strategic Plan and Goals

The Board reviewed the Sutter County Board of Education Strategic Plan and Goals. There were a couple of revisions made and the Plan will be brought back to the Board in August for approval.

10.0 Items from the Superintendent/Board

Superintendent Reusser stated that we had two WASC reviews; FRA and Adult Education. They each received a six year review.

June gave an update on AeroSTEM. She stated first, the Board President resigned and then, at the end of the meeting, the Board secretary resigned.

11.0 Adjournment

A motion was made to adjourn the meeting at 6:50 p.m.

Motion: Richmond

Seconded: Lachance

Action: Motion Carried

Ayes: 3 (McJunkin, Richmond, and Lachance)

Noes: 0

Absent: 1 (Singh)

Abstain: 0

BOARD AGENDA ITEM: Internal Business Department Update

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR: PREPARED BY:

<u>Action</u>	<u>External Business</u>
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____ Reports/Presentation SUBMITTED BY:

<u>✓</u> Information	<u>External Business</u>
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____ Public Hearing PRESENTING TO BOARD:

____ Other (specify) _____ Ron Sherrod

BACKGROUND AND SUMMARY INFORMATION:

Ron Sherrod will present an Internal Business Department overview to the Board.

Agenda Item No. 7.0

BOARD AGENDA ITEM: Quarterly Reports on Williams/Uniform Complaints April 2022 - June 2022

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

Danielle de Alba

 x Reports/Presentation

SUBMITTED BY:

 Information

Brian Gault

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Brian Gault

BACKGROUND AND SUMMARY INFORMATION:

As per education code 35186 the county superintendent reports on the number and nature of complaints filed for:

- 1.) Textbooks and instructional materials
- 2.) Teacher vacancies or mis-assignments
- 3.) Facilities and conditions

There were no complaints filed by a district and no complaints filed by the county office programs during the period of April 2022 through June 2022.



970 Klamath Lane
Yuba City, CA 95993
PHONE: (530) 822-2933
FAX: (530) 822-3085

QUARTERLY REPORT ON WILLIAMS/VALENZUELA UNIFORM COMPLAINTS

(Education Code § 35186)

District: Sutter County Superintendent of Schools
Person completing this form: Brian Gault *BG*
Title: Assistant Superintendent

The Quarterly Report will be submitted at the Sutter County Superintendent of School's Board Meeting on August 10, 2022 for the reporting months of April, May, and June 2022.

Please indicate the date this information will be reported publicly at your District's governing board meeting: August 10, 2022

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total Number of Complaints	Number Resolved	Number Unresolved
Textbooks & Instructional Materials	0		
Teacher Vacancies or Misassignments	0		
Facilities/Conditions	0		
TOTALS	0		

Tom Reusser
PRINT NAME OF DISTRICT SUPERINTENDENT

SIGNATURE OF DISTRICT SUPERINTENDENT

BOARD AGENDA ITEM: Business Services Report

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

Nic Hoogeveen

 Reports/Presentation

SUBMITTED BY:

 X Information

Nic Hoogeveen

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Nic Hoogeveen

BACKGROUND AND SUMMARY INFORMATION:

The monthly financial report for July will be reviewed.

Summary Report of Revenues, Expenditures and Changes in Fund Balance (Unrestricted and Restricted Combined)

July 2022

07/01/22-07/15/22

Description	Account Codes	Original Budget	Operating Budget	Actuals to Date	Projected Yr Totals	Difference (Col D - B)	2022-23 % Actuals as a % of Budget
		7/1/22 (A)	7/1/22 (B)	7/15/22 (C)	7/15/22 (D)	(E)	
A. Revenues							
1. Local Control Funding Formula	8010-8099	\$ 9,778,465	\$ 9,778,465	\$ -	\$ 9,778,465	-	A 0.0%
2. Federal Revenues	8100-8299	\$ 4,895,206	\$ 4,895,206	\$ 66,941	\$ 4,939,397	44,191	B 1.4%
3. Other State Revenues	8300-8599	\$ 14,004,106	\$ 14,004,106	\$ -	\$ 14,004,106	-	C 0.0%
4. Other Local Revenues	8600-8799	\$ 12,255,528	\$ 12,255,528	\$ 20	\$ 11,945,368	(310,160)	D 0.0%
5. TOTAL REVENUES		\$ 40,933,305	\$ 40,933,305	\$ 66,961	\$ 40,667,336	\$ (265,969)	0.2%
B. Expenditures							
1. Certificated Salaries	1000-1999	\$ 9,388,755	\$ 9,388,755	\$ -	\$ 9,308,115	(80,640)	E 0.0%
2. Classified Salaries	2000-2999	\$ 11,149,653	\$ 11,149,653	\$ -	\$ 11,209,783	60,130	F 0.0%
3. Employee Benefits	3000-3999	\$ 9,588,122	\$ 9,588,122	\$ -	\$ 9,575,736	(12,386)	G 0.0%
4. Books and Supplies	4000-4999	\$ 1,075,493	\$ 1,075,493	\$ 16,386	\$ 1,108,857	33,364	H 1.5%
5. Services, Other Operation	5000-5999	\$ 5,944,845	\$ 5,944,845	\$ 596,624	\$ 5,981,575	36,730	I 10.0%
6. Capital Outlay	6000-6999	\$ 511,989	\$ 511,989	\$ -	\$ 625,359	113,370	J 0.0%
7. Other Outgo	7100-7299	\$ 467,846	\$ 467,846	\$ -	\$ 467,846	-	K 0.0%
8. Direct Support/Indirect	7300-7399	\$ (116,949)	\$ (116,949)	\$ -	\$ (116,949)	-	L 0.0%
9. Debt Service	7400-7499	\$ -	\$ -	\$ -	\$ -	-	M 0.0%
10. TOTAL EXPENDITURES		\$ 38,009,754	\$ 38,009,754	\$ 613,010	\$ 38,160,322	150,568	1.6%
C. Excess (Deficiency) of Revenues Over Expenditures Before Other Financing Sources and Uses (A5-B10)							
		\$ 2,923,551	\$ 2,923,551	\$ (546,049)	\$ 2,507,014	\$ (416,537)	-21.8%
D. Other Financing Sources/Uses							
1. Transfers In	8910-8979	\$ 50,000	\$ 50,000	\$ -	\$ 50,000	-	N 0.0%
2. Transfer Out	7610-7629	\$ 2,589,923	\$ 2,589,923	\$ -	\$ 2,589,923	-	O 0.0%
3. Contributions	8980-8999	\$ -	\$ -	\$ -	\$ -	-	P 0.0%
Total, Other Fin Sources/Uses		\$ (2,539,923)	\$ (2,539,923)	\$ -	\$ (2,539,923)	\$ -	0.0%
E. Net Change to Fund Balance							
		\$ 383,628	\$ 383,628	\$ (546,049)	\$ (32,909)	\$ (416,537)	
F. Fund Balance (Fund 01 only)							
1. Beginning Balance		\$ 16,969,611	\$ 16,969,611	\$ 16,969,611	\$ 16,969,611	-	
2. Adjustments/Restatements		\$ -	\$ -	\$ -	\$ -		
Ending Balance		\$ 17,353,239	\$ 17,353,239	\$ 16,423,562	\$ 16,936,702	\$ (416,537)	
G. Components of Ending Fund Balance							
Designated Amounts	9711-9730	\$ 10,500	\$ 10,500		\$ 10,500	\$ -	
Legally Restricted	9740-9760	\$ 5,721,404	\$ 5,721,404		\$ 4,451,667	\$ -	
Assigned	9780	\$ 9,591,351	\$ 9,591,351		\$ 10,437,023	\$ -	
Restricted Economic Uncertainty	9789	\$ 2,029,984	\$ 2,029,984		\$ 2,037,512	\$ -	
Unassigned/Unappropriated	9790	\$ -	\$ -		\$ -	\$ -	

Explanation of Differences
Net Change in Current Year Budget July Board Report
07/01/22-07/15/22

	<u>Amount</u>	<u>Explanation of Differences</u>
A <u>Local Control Funding Formula (8010-8099)</u>		
	<u>\$ -</u>	
B <u>Federal Revenues (8100-8299)</u>		
Special Education	\$ 38,525	Adjusting budget for smartboards not received in prior year
Feather River Academy (FRA)	\$ 5,764	Adjusting Comprehensive Support and Improvement LEA budget after deferred revenue posting
Various departments	\$ (98)	Miscellaneous Adjustments
	<u>\$ 44,191</u>	
C <u>Other State Revenues (8300-8599)</u>		
	<u>\$ -</u>	
D <u>Other Local Revenues (8600-8799)</u>		
Special Education	\$ 2,770	Adjusting for billbacks 1:1 mileage budget
Curriculum, Instruction, and Accountability (CIA)	\$ (312,930)	Removing Brittan from Expanded Learning Opportunities Consortium budget
	<u>\$ (310,160)</u>	
E <u>Certificated Salaries (1000-1999)</u>		
Curriculum, Instruction, and Accountability (CIA)	\$ (74,889)	Moving Program Coordinator to Classified salary
Feather River Academy (FRA)	\$ (5,751)	Re-allocating budget for Multi-Tiered System of Support Conference
	<u>\$ (80,640)</u>	
F <u>Classified Salaries (2000-2999)</u>		
Curriculum, Instruction, and Accountability (CIA)	\$ 60,130	Moving Program Coordinator from Certificated salary
	<u>\$ 60,130</u>	
G <u>Employee Benefits (3000-3999)</u>		
Curriculum, Instruction, and Accountability (CIA)	\$ (11,027)	Adjusting budget for Program Coordinator from Certificated to Classified
Feather River Academy (FRA)	\$ (1,359)	Re-allocating budget for Multi-Tiered System of Support Conference
	<u>\$ (12,386)</u>	
H <u>Books and Supplies (4000-4999)</u>		
Special Education	\$ 49,179	Adjusting budget for smartboards not received in prior year
Feather River Academy (FRA)	\$ (15,000)	Adjusting budget to cover Edgenuity for one more year
Various departments	\$ (815)	Miscellaneous Adjustments
	<u>\$ 33,364</u>	
I <u>Services, Other Operations (5000-5999)</u>		
County Office	\$ 6,648	Establishing budget for Site Camera Project #105 1st year subscription
Special Education	\$ 5,106	Adjusting for billbacks 1:1 mileage budget
Curriculum, Instruction, and Accountability (CIA)	\$ (2,586)	Reducing Probation Officer budget
Feather River Academy (FRA)	\$ 27,312	Adjusting budget to cover Edgenuity for one more year and aligning budget for Multi-Tiered System of Support Conference
Various departments	\$ 250	Miscellaneous Adjustments
	<u>\$ 36,730</u>	

Explanation of Differences
Net Change in Current Year Budget July Board Report
07/01/22-07/15/22

	<u>Amount</u>	<u>Explanation of Differences</u>
J <u>Capital Outlay (6000-6999)</u>		
County Office	\$ 113,370	Establishing budget for Site Camera Project #105
	<u>\$ 113,370</u>	
K <u>Other Outgo (7100 - 7299)</u>		
	<u>\$ -</u>	
L <u>Direct Support / Indirect (7300-7399)</u>		
	<u>\$ -</u>	
M <u>Debt Services (7400 - 7499)</u>		
	<u>\$ -</u>	
N <u>Transfers In (8910-8979)</u>		
	<u>\$ -</u>	
O <u>Transfers Out (7610-7629)</u>		
	<u>\$ -</u>	
P <u>Contributions (8980-8999)</u>		
	<u>\$ -</u>	
Net Change in Current Year Budget	\$ (416,537)	

Agenda Item No. 8.2

BOARD AGENDA ITEM: Investment Statements

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

Ron Sherrod

 Reports/Presentation

SUBMITTED BY:

X Information

Ron Sherrod

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Ron Sherrod

BACKGROUND AND SUMMARY INFORMATION:

The Investment Statement as of May 31, 2022 from the County Treasurer will be presented.

Christina N. Hernandez



Acting Treasurer-Tax Collector

June 30, 2022

To: Sutter County Board of Supervisors

Re: Sutter County Investment Portfolio Report for May 31, 2022

Following is the Sutter County Investment Portfolio report as of May 31, 2022. The schedule includes all short-term, mid-term and long-term investments held at the conclusion of business on the final day of the month. The Sutter County Treasurer and Tax Collector is given authority over the pooled investment portfolio through Board delegation pursuant to Government Code §27000.1. Investment activities of the pooled treasury are governed by Government Code §53601 as incorporated in the Sutter County Investment Policy. Investment of the county's, school districts' and special district's surplus funds start with the objective of safety of the principle to minimize possibility losses. Following safety is the liquidity objective to provide coverage of day to day operations and to meet contingency as they arise. The final objective is earning a reasonable return or yield on the funds invested. The Sutter County Investment Policy may be found on the Treasurer's webpage at: https://www.suttercounty.org/assets/pdf/ttc/Investment_Policy_2022.pdf

As Treasurer and Tax Collector, I certify that this document reflects the government agencies' pooled investments and that all investments are in compliance with the County of Sutter Investment Policy.

The combined cash and investments in the county treasury total \$376,265,519 and will provide sufficient cash flow liquidity to meet estimated pooled treasury expenditures for the next six months.

Invested treasury funds total \$369,422,691 with \$77,442,499 under the management of the Local Agency Investment Fund and California Asset Management Program. The Bank of New York, which provides third-party safekeeping services to Sutter County, provides market value data. The dollar-weighted average maturity of invested funds is 1,137 days.

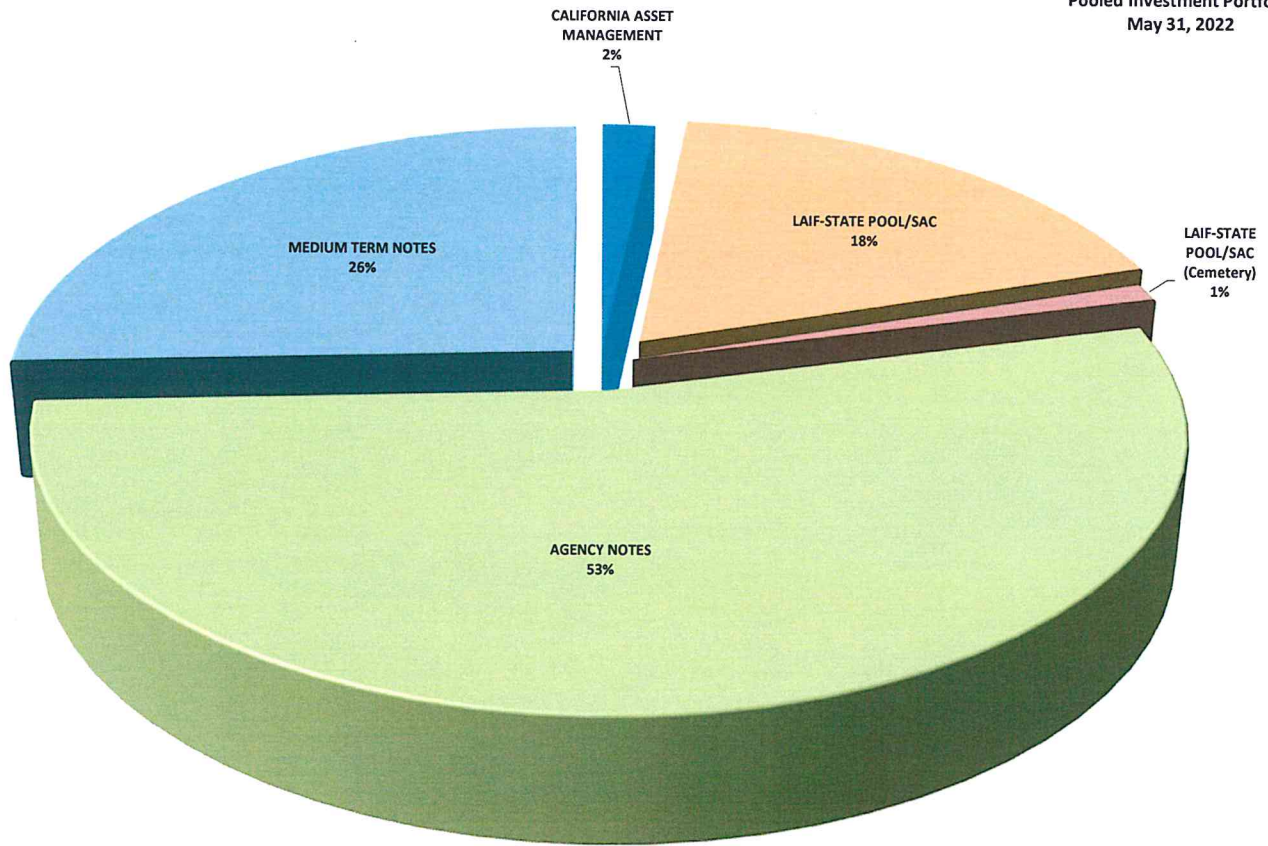
Investments are selected based on criteria contained in the Sutter County Investment Policy, which emphasizes safety, liquidity, yield and diversification. Therefore, the interest rates will fluctuate, and the types of investments will vary depending upon county needs and market availability on a particular day.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be "CH", followed by a long horizontal stroke.

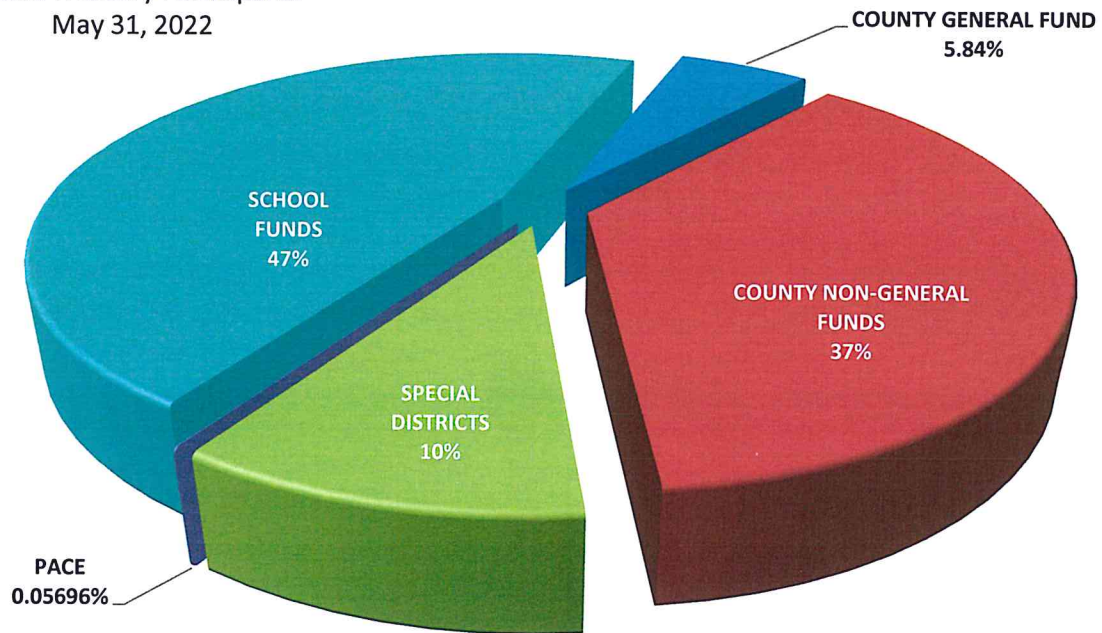
Christina N. Hernandez
Acting Treasurer-Tax Collector

Sutter County
Pooled Investment Portfolio
May 31, 2022



	<u>BOOK VALUE</u>	<u>PERCENTAGE OF MANAGED PORTFOLIO</u>	<u>INVESTED % OF POOLED PORTFOLIO</u>	<u>AVERAGE DAYS TO MATURITY</u>	<u>AVERAGE YIELD</u>
CAMP	\$6,414,375.72	1.74%	1.75%	1	0.50%
LOCAL AGENCY INVESTMENT FUND (COUNTY)	67,404,089.96	18.25%	18.43%	1	0.57%
LOCAL AGENCY INVESTMENT FUND (CEMETERY)	3,624,033.78	0.98%	-	1	0.57%
MEDIUM TERM NOTES	95,116,720.21	25.75%	26.00%	836	1.59%
AGENCY NOTES	<u>196,863,471.21</u>	<u>53.29%</u>	<u>53.82%</u>	<u>1,103</u>	<u>3.03%</u>
TOTAL MANAGED INVESTMENTS	\$369,422,690.88	100.00%		1,137	2.17%
LESS: LAIF FUNDS NOT POOLED	3,624,033.78	0.98%			
TOTAL POOLED INVESTMENTS	<u>\$365,798,657.10</u>	<u>99.02%</u>	<u>100.00%</u>	<u>1,136</u>	<u>2.19%</u>

Sutter County
Pooled Treasury Participants
May 31, 2022



The Pooled Treasury is comprised of 354 separate funds representing the County's General Fund, County Non-General funds, special districts, school districts and funds collected and held for the various PACE programs that are authorized by the City of Yuba City.

At the close of business May 31, 2022 pool participants' cash and investment balances consisted of the following:

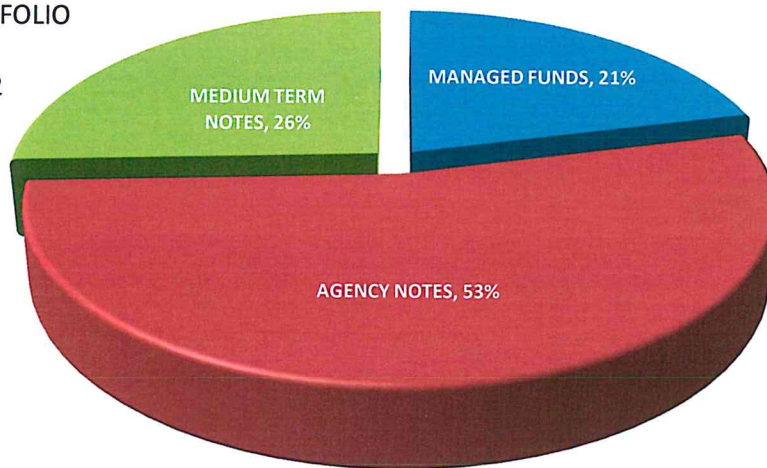
COUNTY GENERAL FUND	5.84%
COUNTY NON-GENERAL FUNDS	37.19%
SPECIAL DISTRICTS	10.37%
SCHOOL FUNDS	46.56%

The pooled portfolio is comprised of three major classes of assets. At May 31, 2022 agency notes made up 53%, medium term notes represented 26% and funds under management within the Local Area Investment Fund (LAIF) and the California Asset Management Program (CAMP) completing the portfolio at 21%.

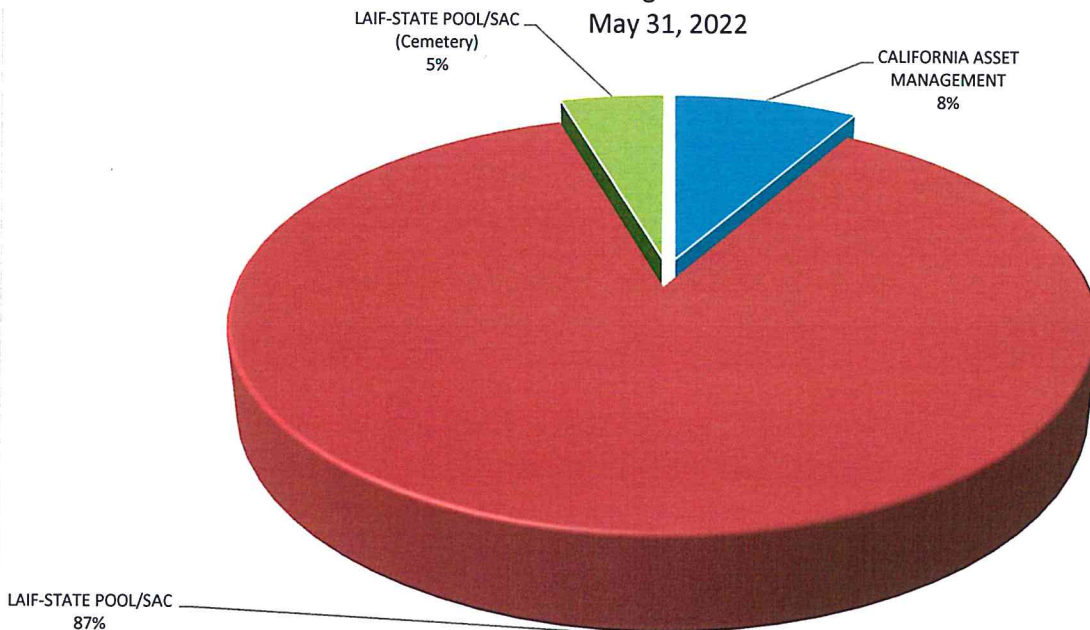
All assets are in compliance with the Sutter County Investment Policy and adhere to the requirements of California Government Code §53601-§53645 and §16429.1-§16429.3, which relate to the investing in the Local Area Investment Fund (LAIF)

Within the three major classes of assets the portfolio is further diversified, again, operating within the constraints of California Government Code and the Sutter County Investment Policy. The following charts provide a quick glance of the make-up of each category.

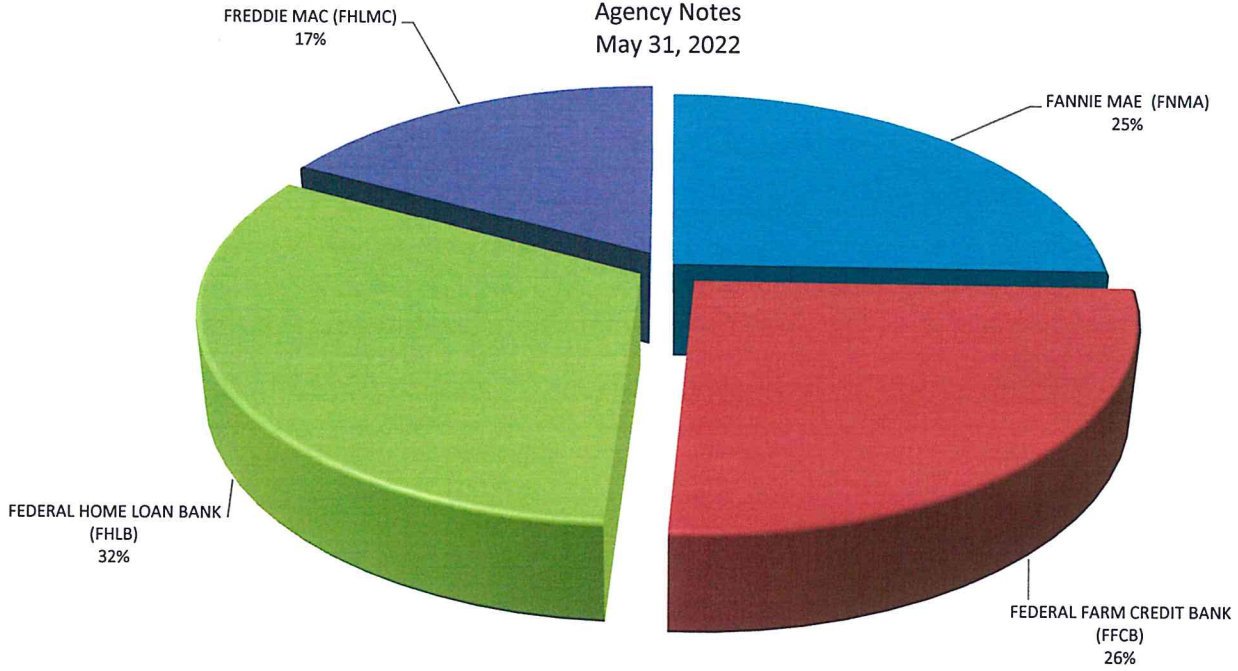
SUTTER COUNTY
INVESTMENT PORTFOLIO
CATEGORIES
MAY 31, 2022



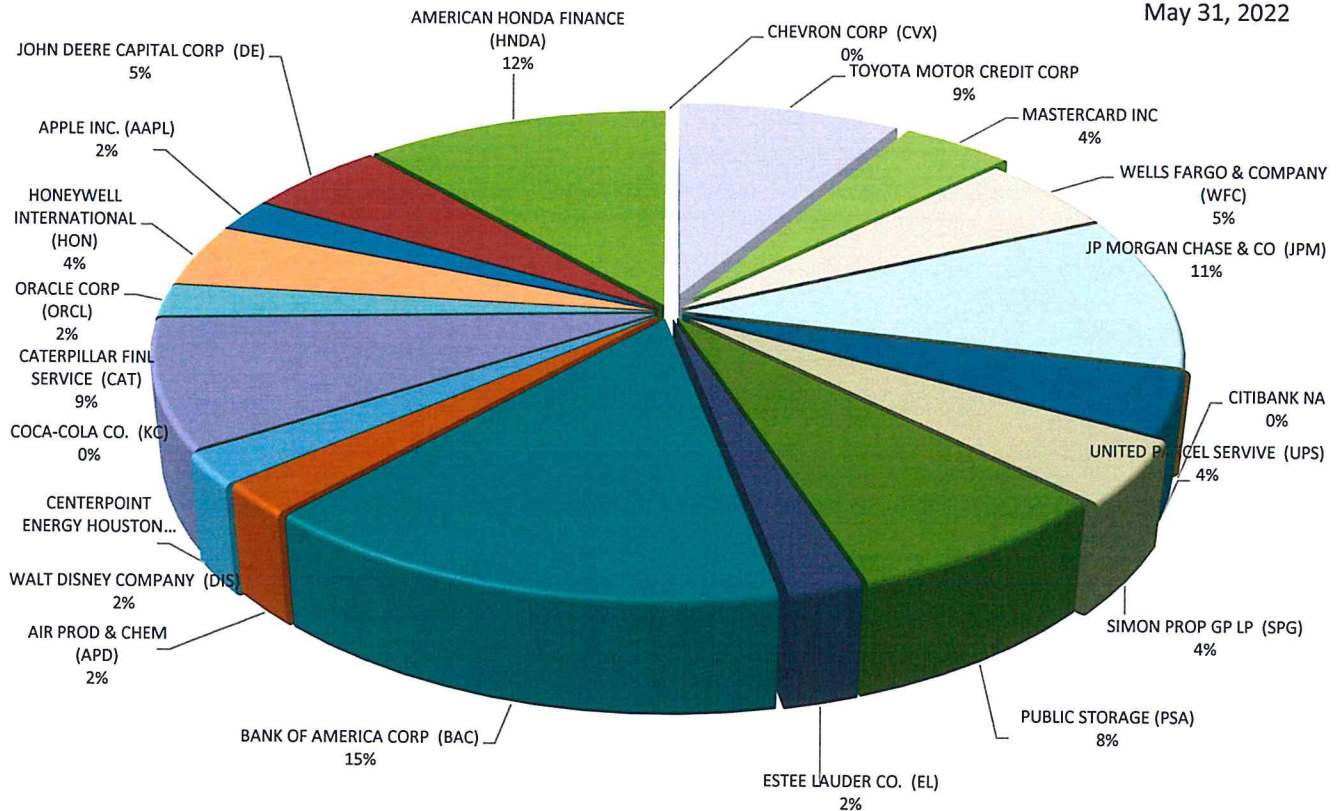
Sutter County
Managed Funds
May 31, 2022



Sutter County
Agency Notes
May 31, 2022

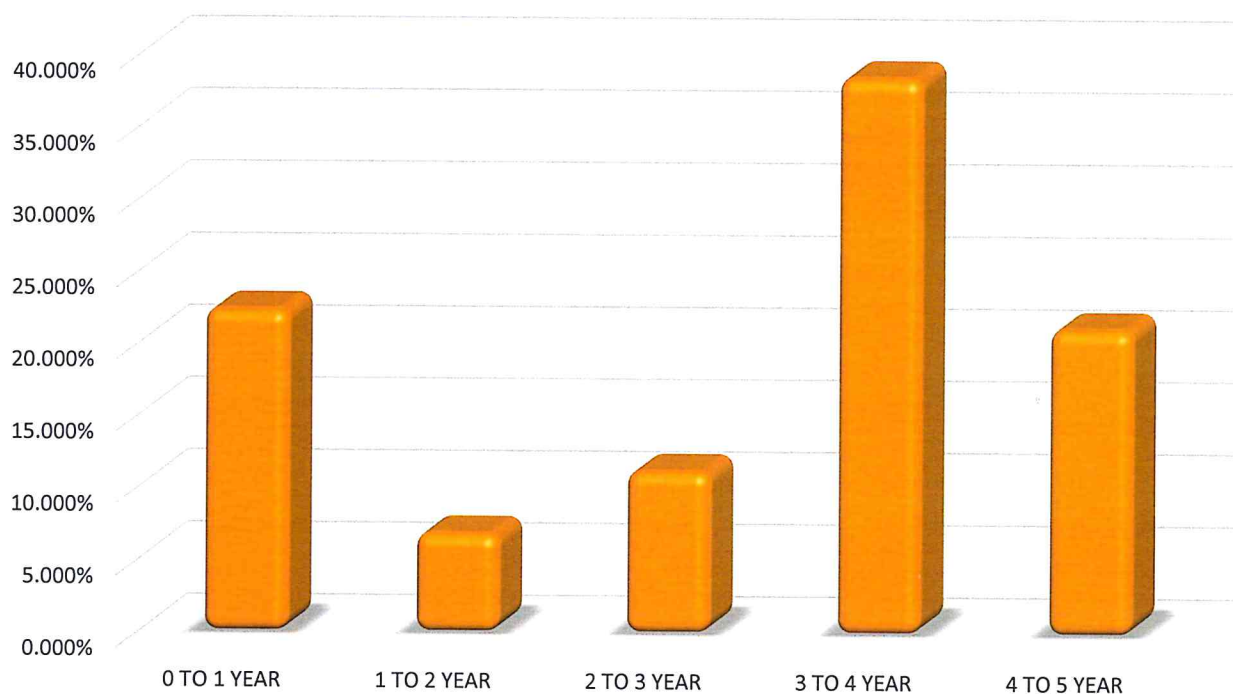


Sutter County
Medium Term Notes
May 31, 2022



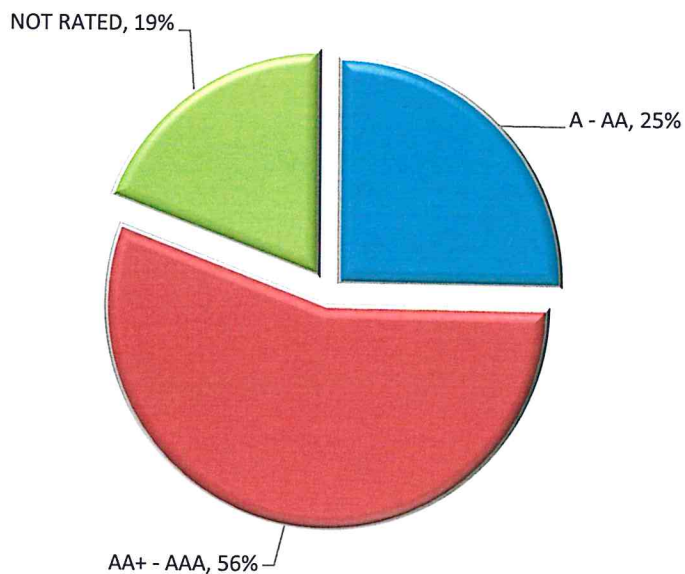
All investments conform to California Government Code §56301 with maturities of no more than five years.

Sutter County
Pooled Portfolio Aging
May 31, 2022



Investments in the pool must have a category rating of A or better at the time of purchase, as prescribed in the Sutter County Investment Policy, with the exception of LAIF, which is authorized in GC §16429.1-§16429.3.

Sutter County
Pooled Portfolio Asset Ratings
May 31, 2022




SUTTER COUNTY
INVESTMENT PORTFOLIO
May 31, 2022



TREASURY						DATE	DATE	TOTAL		
NUMBER	INSTITUTION/BRANCH	CUSIP	BOOK VALUE	MARKET VALUE	PAR VALUE	INVESTED	MATURES	DAYS	CURRENTLY	RATE
MANAGED FUNDS										
2022-00A	CALIFORNIA ASSET MANAGEMENT	0	6,414,375.72	6,414,375.72	10,410,347.04	N/A	N/A	1	0.50000%	0.50000%
2022-00B	LAIF-STATE POOL/SAC	0	67,404,089.96	67,404,089.96	67,404,089.96	N/A	N/A	1	0.57000%	0.57000%
2022-00C	LAIF-STATE POOL/SAC (Cemetery)	0	3,624,033.78	3,624,033.78	3,624,033.78	N/A	N/A	1	0.57000%	0.57000%
TOTAL MANAGED FUNDS			77,442,499.46	77,442,499.46	81,438,470.78					
AGENCIES NOTES										
2020-110	FEDERAL HOME LOAN BANK (FHLB)	3130AJSF7	1,000,000.00	942,300.00	1,000,000.00	07/08/20	01/08/25	1,645	0.65562%	0.65000%
20219	FEDERAL HOME LOAN BANK (FHLB)	3130AKJR8	4,000,000.00	3,700,880.00	4,000,000.00	12/16/20	12/16/25	1,826	0.57956%	0.57000%
2020-159	FEDERAL FARM CREDIT BANK (FFCB)	3133EL4W1	3,997,262.11	3,697,560.00	4,000,000.00	09/04/20	08/25/25	1,816	0.62076%	0.61000%
2020-169	FEDERAL FARM CREDIT BANK (FFCB)	3133EMBE1	1,999,429.02	1,911,920.00	2,000,000.00	09/30/20	03/28/24	1,275	0.30052%	0.30000%
20196	FEDERAL FARM CREDIT BANK (FFCB)	3133EMGF3	1,999,087.31	1,906,720.00	2,000,000.00	11/16/20	05/16/24	1,277	0.35101%	0.35000%
20208	FEDERAL FARM CREDIT BANK (FFCB)	3133EMHL9	1,999,888.46	1,925,080.00	2,000,000.00	12/03/20	11/30/23	1,092	0.31019%	0.31000%
20204	FEDERAL FARM CREDIT BANK (FFCB)	3133EMJC7	4,000,000.00	3,676,000.00	4,000,000.00	12/01/20	12/01/25	1,826	0.56971%	0.56000%
20217	FEDERAL FARM CREDIT BANK (FFCB)	3133EMKT8	4,000,000.00	3,670,640.00	4,000,000.00	12/17/20	12/17/25	1,826	0.54876%	0.54000%
20227	FEDERAL FARM CREDIT BANK (FFCB)	3133EMLR1	4,000,000.00	4,000,000.00	4,000,000.00	12/24/20	12/23/25	1,825	0.50964%	0.50000%
2020-179	FREDDIE MAC (FHLMC)	3134GW4Z6	4,000,000.00	3,675,840.00	4,000,000.00	10/27/20	10/27/25	1,826	0.55076%	0.54000%
2020-141	FREDDIE MAC (FHLMC)	3134GWKL9	2,000,000.00	1,858,800.00	2,000,000.00	08/12/20	08/12/25	1,826	0.60372%	0.60000%
2020-161	FREDDIE MAC (FHLMC)	3134GWP75	2,000,000.00	1,848,520.00	2,000,000.00	09/23/20	09/23/25	1,826	0.62632%	0.62500%
2020-168	FREDDIE MAC (FHLMC)	3134GWW51	2,000,000.00	1,839,660.00	2,000,000.00	09/30/20	09/30/25	1,826	0.50397%	0.50000%
20197	FREDDIE MAC (FHLMC)	3134GXCH5	4,000,000.00	3,710,400.00	4,000,000.00	11/25/20	11/25/25	1,826	0.61026%	0.60000%
20198	FREDDIE MAC (FHLMC)	3134GXCS1	4,000,000.00	3,677,840.00	4,000,000.00	11/25/20	11/25/25	1,826	0.63125%	0.62500%
20201	FREDDIE MAC (FHLMC)	3134GXDM3	4,000,000.00	3,645,600.00	4,000,000.00	12/01/20	12/01/25	1,826	0.63022%	0.62500%
20218	FREDDIE MAC (FHLMC)	3134GXJH8	4,000,000.00	3,874,280.00	4,000,000.00	12/29/20	12/29/23	1,095	0.22029%	0.22000%
20221	FREDDIE MAC (FHLMC)	3134GXJJ4	4,000,000.00	3,788,440.00	4,000,000.00	12/28/20	06/28/24	1,278	0.32122%	0.32000%
20222	FREDDIE MAC (FHLMC)	3134GXJK1	4,000,000.00	3,774,720.00	4,000,000.00	12/30/20	09/30/24	1,370	0.36158%	0.36000%
20228	FANNIE MAE (FNMA)	3135G05X7	1,997,304.04	1,840,700.00	2,000,000.00	12/24/20	08/25/25	1,705	0.38073%	0.37500%
2020-180	FANNIE MAE (FNMA)	3135G06B4	2,000,000.00	1,833,360.00	2,000,000.00	10/22/20	10/22/25	1,826	0.56581%	0.56000%
20212	FANNIE MAE (FNMA)	3135G06K4	2,000,000.00	1,844,940.00	2,000,000.00	12/17/20	12/17/25	1,826	0.65524%	0.65000%
20231	FANNIE MAE (FNMA)	3135G06Q1	6,009,003.29	5,476,320.00	6,000,000.00	12/30/20	12/30/25	1,826	0.64577%	0.64000%
20210	FANNIE MAE (FNMA)	3135GA6J5	2,000,000.00	1,931,180.00	2,000,000.00	12/07/20	12/07/23	1,095	0.32020%	0.32000%
20224	FANNIE MAE (FNMA)	3135GAC25	4,000,000.00	3,802,000.00	4,000,000.00	12/24/20	09/24/24	1,370	0.31115%	0.31000%
2020-185	FANNIE MAE (FNMA)	3136G46K4	4,000,000.00	3,705,160.00	4,000,000.00	10/28/20	07/28/25	1,734	0.50541%	0.50000%
20190	FANNIE MAE (FNMA)	3136G46N8	4,000,000.00	3,694,760.00	4,000,000.00	11/02/20	10/29/25	1,822	0.60522%	0.60000%
2020-137	FANNIE MAE (FNMA)	3136G4C43	4,000,000.00	3,720,320.00	4,000,000.00	08/14/20	08/14/25	1,826	0.65295%	0.65000%
2020-136	FANNIE MAE (FNMA)	3136G4D75	4,000,000.00	3,717,280.00	4,000,000.00	07/30/20	07/29/25	1,825	0.60386%	0.60000%
2020-134	FANNIE MAE (FNMA)	3136G4G31	4,000,000.00	3,723,520.00	4,000,000.00	07/30/20	07/20/25	1,816	0.65277%	0.65000%
2020-140	FANNIE MAE (FNMA)	3136G4G98	2,000,000.00	1,854,580.00	2,000,000.00	08/12/20	08/12/25	1,826	0.56476%	0.56000%
2020-149	FANNIE MAE (FNMA)	3136G4H71	1,999,729.24	1,850,320.00	2,000,000.00	08/18/20	08/18/25	1,826	0.50565%	0.50000%
2020-150	FANNIE MAE (FNMA)	3136G4N74	2,000,000.00	1,853,720.00	2,000,000.00	08/21/20	08/21/25	1,826	0.56486%	0.56000%
2020-155	FANNIE MAE (FNMA)	3136G4X32	2,000,000.00	1,855,400.00	2,000,000.00	08/26/20	08/26/25	1,826	0.60380%	0.60000%
2020-123	FANNIE MAE (FNMA)	3136G4ZR7	4,000,000.00	3,731,160.00	4,000,000.00	07/21/20	07/21/25	1,826	0.70020%	0.70000%
21050	FEDERAL HOME LOAN BANK (FHLB)	3130AMKB7	4,000,000.00	3,731,960.00	4,000,000.00	05/26/21	05/26/26	1,826	1.05000%	1.05000%
21052	FEDERAL HOME LOAN BANK (FHLB)	3130AMMQ2	3,000,000.00	2,782,020.00	3,000,000.00	06/08/21	06/08/26	1,826	0.91000%	0.91000%
21054	FEDERAL HOME LOAN BANK (FHLB)	3130AMPJ5	2,000,000.00	1,856,760.00	2,000,000.00	06/16/21	06/16/26	1,826	0.95000%	0.95000%
21066	FEDERAL HOME LOAN BANK (FHLB)	3130AMT28	2,000,000.00	1,858,980.00	2,000,000.00	06/30/21	06/30/26	1,826	1.00000%	1.00000%
21082	FEDERAL HOME LOAN BANK (FHLB)	3130ANPE4	4,000,000.00	3,720,040.00	4,000,000.00	08/26/21	08/26/25	1,461	0.70000%	0.70000%
21085	FEDERAL FARM CREDIT BANK (FFCB)	3133EM3T7	3,997,346.66	3,677,960.00	4,000,000.00	09/01/21	09/01/26	1,826	0.88500%	0.87000%
21089	FEDERAL HOME LOAN BANK (FHLB)	3130ANTP5	2,000,000.00	1,901,860.00	2,000,000.00	09/16/21	09/16/24	1,096	0.50000%	0.50000%
21090	FEDERAL HOME LOAN BANK (FHLB)	3130ANRR3	4,000,000.00	3,714,080.00	4,000,000.00	09/17/21	09/17/26	1,826	1.00000%	1.00000%
21112	FEDERAL HOME LOAN BANK (FHLB)	3130APRD9	2,000,000.00	1,896,020.00	2,000,000.00	11/16/21	05/16/25	1,277	1.03000%	1.03000%
21113	FEDERAL HOME LOAN BANK (FHLB)	3130APQM0	2,000,000.00	1,914,200.00	2,000,000.00	11/18/21	11/18/24	1,096	1.00000%	1.00000%


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TREASURY						DATE	DATE	TOTAL DAYS		
NUMBER	INSTITUTION/BRANCH	CUSIP	BOOK VALUE	MARKET VALUE	PAR VALUE	INVESTED	MATURES	INVESTED	CURRENTLY YIELD	RATE
21118	FEDERAL FARM CREDIT BANK (FFCB)	3133ENFR6	4,250,000.00	4,036,565.00	4,250,000.00	12/01/21	12/01/25	1,461	1.34000%	1.34000%
21121	FEDERAL HOME LOAN BANK (FHLB)	3130AQ5P4	2,000,000.00	1,894,020.00	2,000,000.00	12/30/21	12/30/26	1,826	1.61000%	1.61000%
21125	FEDERAL FARM CREDIT BANK (FFCB)	3133ENHC7	4,000,000.00	3,766,080.00	4,000,000.00	12/16/21	12/14/26	1,824	1.60000%	1.59986%
21127	FEDERAL HOME LOAN BANK (FHLB)	3130APVC6	3,648,280.81	3,440,380.50	3,650,000.00	12/16/21	12/01/26	1,811	1.37500%	1.38543%
21128	FEDERAL HOME LOAN BANK (FHLB)	3130AQDD2	2,500,000.00	2,351,375.00	2,500,000.00	12/30/21	12/30/26	1,826	1.45000%	1.45000%
21129/21132	FEDERAL FARM CREDIT BANK (FFCB)	3133ENHV5	4,000,000.00	3,787,960.00	4,000,000.00	12/22/21	06/22/26	1,643	1.39000%	1.39000%
21130	FEDERAL FARM CREDIT BANK (FFCB)	3133ENJC5	4,000,000.00	3,697,720.00	4,000,000.00	12/22/21	12/22/26	1,826	1.29000%	1.29000%
22002	FEDERAL FARM CREDIT BANK (FFCB)	3133ENKG4	3,978,940.27	3,744,440.00	4,000,000.00	01/12/22	01/11/27	1,825	1.58491%	1.47000%
22004	FEDERAL FARM CREDIT BANK (FFCB)	3133ENLD0	4,000,000.00	3,797,320.00	4,000,000.00	01/26/22	01/26/26	1,461	1.53000%	1.53000%
22003	FEDERAL HOME LOAN BANK (FHLB)	3130AQKM4	4,000,000.00	3,804,680.00	4,000,000.00	01/28/22	01/28/27	1,826	1.75000%	1.75000%
22009	FEDERAL HOME LOAN BANK (FHLB)	31330AQWC3	3,500,000.00	3,363,850.00	3,500,000.00	02/28/22	02/24/27	1,822	2.05000%	2.05000%
22026	FEDERAL HOME LOAN BANK (FHLB)	3130ARJH5	3,987,200.00	3,980,000.00	4,000,000.00	04/22/22	04/22/27	1,826	3.21980%	3.15000%
22029	FEDERAL HOME LOAN BANK (FHLB)	3130ARRX1	5,000,000.00	4,990,500.00	5,000,000.00	04/25/22	07/25/25	1,187	2.50158%	2.50000%
22027	FEDERAL HOME LOAN BANK (FHLB)	3130ARRP8	4,000,000.00	3,988,680.00	4,000,000.00	04/28/22	04/28/27	1,826	3.12500%	3.12500%
22028	FEDERAL HOME LOAN BANK (FHLB)	3130ARPB1	4,000,000.00	3,985,360.00	4,000,000.00	04/28/22	04/28/27	1,826	3.50000%	3.50000%
TOTAL AGENCY NOTES			196,863,471.21	185,242,730.50	196,900,000.00					
MEDIUM TERM NOTES										
2019-144	AIR PROD & CHEM (APD)	009158AV8	2,055,216.02	2,009,940.00	2,000,000.00	12/10/19	07/31/24	1,695	3.08989%	3.35000%
20230	AMERICAN HONDA FINANCE (HNDA)	02665WDL2	4,064,311.68	3,729,120.00	4,000,000.00	12/28/20	07/08/25	1,653	1.19346%	1.20000%
2020-166/176	AMERICAN HONDA FINANCE (HNDA)	02665WDN8	7,020,937.05	6,451,480.00	7,000,000.00	09/24/20	09/10/25	1,812	1.00682%	1.00000%
20220	APPLE INC. (AAPL)	037833DT4	2,039,480.15	1,886,360.00	2,000,000.00	12/16/20	05/11/25	1,607	1.11585%	1.12500%
20215	BANK OF AMERICA CORP (BAC)	06048WK41	3,997,051.35	3,559,200.00	4,000,000.00	12/10/20	11/25/25	1,811	0.66286%	0.65000%
20211	BANK OF AMERICA CORP (BAC)	06048WK58	4,000,000.00	3,809,200.00	4,000,000.00	12/18/20	12/18/23	1,095	0.40434%	0.40000%
20223	CATERPILLAR FINL SERVICE (CAT)	14912L5X5	2,109,888.74	2,027,420.00	2,000,000.00	12/16/20	11/24/23	1,073	3.43993%	3.75000%
2020-080	CATERPILLAR FINL SERVICE (CAT)	14912L6C0	2,091,100.40	2,011,340.00	2,000,000.00	05/01/20	06/09/24	1,500	3.03985%	3.30000%
20229	CATERPILLAR FINL SERVICE (CAT)	14913R2H9	4,028,495.38	3,657,760.00	4,000,000.00	12/28/20	11/13/25	1,781	0.81050%	0.80000%
20209	JOHN DEERE CAPITAL CORP (DE)	24422EVH9	1,004,458.45	978,480.00	1,000,000.00	12/04/20	07/05/23	943	0.69356%	0.70000%
21008	JOHN DEERE CAPITAL CORP (DE)	24422EVK2	3,999,816.12	3,638,440.00	4,000,000.00	02/01/21	01/15/26	1,809	0.71271%	0.50000%
21063	BANK OF AMERICA CORP (BAC)	06048WM49	2,000,000.00	1,834,140.00	2,000,000.00	06/15/21	06/15/26	1,826	1.00000%	1.00000%
2019-150	WALT DISNEY COMPANY (DIS)	254687FK7	1,990,349.96	1,936,740.00	2,000,000.00	12/10/19	08/30/24	1,725	1.68735%	1.75000%
2019-143	ESTEE LAUDER CO. (EL)	29736RAN0	2,002,941.96	1,946,700.00	2,000,000.00	12/10/19	12/01/24	1,818	1.90616%	2.00000%
2020-096	HONEYWELL INTERNATIONAL (HON)	438516CB0	2,029,931.41	1,894,500.00	2,000,000.00	06/04/20	06/01/25	1,823	1.32424%	1.35000%
2020-153	JP MORGAN CHASE & CO (JPM)	48128GV98	2,000,000.00	1,806,080.00	2,000,000.00	08/28/20	08/28/25	1,826	0.77408%	0.75000%
20225	JP MORGAN CHASE & CO (JPM)	48128GY53	2,000,000.00	1,773,000.00	2,000,000.00	12/22/20	12/22/25	1,826	0.83899%	0.82500%
2020-093	ORACLE CORP (ORCL)	68389XBT1	2,086,280.76	1,909,860.00	2,000,000.00	06/01/20	04/01/25	1,765	2.36561%	2.50000%
2019-123	SIMON PROP GP LP (SPG)	828807CR6	4,114,581.84	4,031,640.00	4,000,000.00	11/01/19	02/01/24	1,553	3.47123%	3.75000%
2020-079	TOYOTA MOTOR CREDIT CORP	89236TDK8	2,026,711.62	1,983,400.00	2,000,000.00	05/01/20	10/18/23	1,265	2.14795%	2.25000%
2017-086	TOYOTA MOTOR CREDIT CORP	89236TEA9	2,000,000.00	2,000,460.00	2,000,000.00	08/03/17	06/26/22	1,788	0.50365%	0.46788%
2019-122	UNITED PARCEL SERVICE (UPS)	911312BT2	4,011,806.68	3,934,160.00	4,000,000.00	11/01/19	09/01/24	1,766	2.09072%	2.20000%
2017-071	WELLS FARGO & COMPANY (WFC)	95000N2L2	2,000,000.00	2,001,580.00	2,000,000.00	06/27/17	06/27/22	1,826	0.95422%	0.93325%
2020-074	WELLS FARGO & COMPANY (WFC)	95001D6U9	1,000,000.00	983,610.00	1,000,000.00	04/30/20	04/30/23	1,095	2.13869%	2.15000%
2020-075	WELLS FARGO & COMPANY (WFC)	95001D6W5	2,000,000.00	1,933,220.00	2,000,000.00	04/30/20	04/30/25	1,826	2.48744%	2.50000%
21081	BANK OF AMERICA CORP (BAC)	06048WN22	2,000,000.00	1,776,980.00	2,000,000.00	08/26/21	08/26/26	1,826	1.25000%	1.25000%
21106	JP MORGAN CHASE & CO (JPM)	48128G5U0	2,000,000.00	1,793,180.00	2,000,000.00	10/29/21	10/29/26	1,826	1.48000%	1.48000%
21115	JP MORGAN CHASE & CO (JPM)	48130UZH1	4,000,000.00	4,000,000.00	4,000,000.00	11/30/21	11/30/26	1,826	1.50000%	1.50000%
21120	PUBLIC STORAGE (PSA)	74460DAG4	3,487,259.25	3,198,239.55	3,495,000.00	12/03/21	11/09/26	1,802	1.50000%	1.50000%
21124	TOYOTA MOTOR CREDIT CORP	89236TGL3	4,086,091.53	3,896,080.00	4,000,000.00	12/15/21	10/07/24	1,027	2.00000%	1.13000%
22011	HONEYWELL INTERNATIONAL (HON)	438516BL9	2,030,364.72	1,923,740.00	2,000,000.00	02/14/22	11/01/26	1,721	2.13199%	2.50000%
22012	PUBLIC STORAGE (PSA)	74460WAA5	3,809,645.14	3,619,040.00	4,000,000.00	02/14/22	02/15/26	1,462	2.16210%	0.87500%
22025	MASTERCARD INC	57636QAR5	4,030,000.00	3,973,840.00	4,000,000.00	04/12/22	03/26/27	1,809	3.13046%	3.30000%

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TREASURY						DATE	DATE	TOTAL DAYS	 CURRENTLY	
NUMBER	INSTITUTION/BRANCH	CUSIP	BOOK VALUE	MARKET VALUE	PAR VALUE	INVESTED	MATURES	INVESTED	YIELD	RATE
22037	BANK OF AMERICA CORP (BAC)	06048WV56	2,000,000.00	2,000,000.00	2,000,000.00	05/05/22	05/05/26	1,461	4.000000%	4.000000%
TOTAL MEDIUM TERM NOTES			93,116,720.21	87,908,929.55	94,495,000.00					
TOTAL POOL INVESTMENTS			369,422,690.88	352,594,159.51	372,833,470.78					
							AVERAGE	1,605	1.20969%	1.20316%

Transactions
For the Month ended

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Treasury Number	CUSIP CONF#	Settlement Date	Broker	Asset	Rate / COUPON	Purchase at Cost	Sale / Call	Maturities	Coupon Received	POSTED TO SYMPRO
MANAGED FUNDS										
22036	STMT	5/3/2022	CAMP	CAMP INTEREST	0.5000%	4,028.68			4,028.68	
22038	3492678	5/5/2022	CAMP	CAMP WITHDRAW	0.5000%		4,000,000.00			
22035	1664257	5/3/2022	LAIF	LAIF WITHDRAW	0.4300%		5,000,000.00			
22039	1664748	5/12/2022	LAIF	LAIF WITHDRAW	0.4300%		4,000,000.00			
22040	1704468	5/12/2022	LAIF	LAIF CEM DEPOSIT	0.4300%	80,000.00				
22041	1665011	5/17/2022	LAIF	LAIF WITHDRAW	0.4300%		4,000,000.00			
22042	1665331	5/24/2022	LAIF	LAIF WITHDRAW	0.5700%		4,000,000.00			
22043	1665483	5/26/2022	LAIF	LAIF DEPOSIT	0.5700%	10,000,000.00				
22044	1665594	5/27/2022	LAIF	LAIF DEPOSIT	0.5700%	5,000,000.00				
						15,084,028.68	21,000,000.00		4,028.68	

PURCHASES/SALES/CALLS/MATURITIES

22037	06048WV56	5/5/2022	CANTOR	BANK OF AMER CRP	4.0000%	2,000,000.00				
						2,000,000.00	0.00	0.00	0.00	

COUPONS

22011	438516BL9	5/2/2022		HONEYWELL INTL INC	2.5000%				25,000.00	
2020-075	95001D6W5	5/2/2022		WELLS FARGO & CO	2.5000%				25,000.00	
2020-074	95001D6U98	5/2/2022		WELLS FARGO & CO	2.1500%				10,750.00	
21120	74460DAG4	5/9/2022		PUBLIC STORAGE	1.5000%				26,212.50	
20220	037833DT4	5/11/2022		APPLE INC	1.1250%				11,250.00	
20229	14913R2H9	5/13/2022		CATERPILLAR FINL SRVC	0.8000%				16,000.00	
20196	3133EMGF3	5/16/2022		FEDERAL FARM CR BKS	0.3500%				3,500.00	
21112	3130APRD9	5/16/2022		FEDERAL HOME LN BKS	1.0300%				10,300.00	
21113	3130APQM0	5/17/2022		FEDERAL HOME LN BKS	1.0000%				10,000.00	
20223	14912L5X5	5/24/2022		CATERPILLAR FINL SRVC	3.7500%				37,500.00	
20215	06048WK41	5/25/2022		BANK AMER CORP	0.6500%				6,500.00	
20197	3134GXCH5	5/25/2022		FEDERAL HOME LN BKS	0.6000%				12,000.00	
20198	3134GXCS1	5/25/2022		FEDERAL HOME LN BKS	0.6250%				12,500.00	
21050	3130AMK87	5/26/2022		FEDERAL HOME LN BKS	1.0500%				21,000.00	
20208	3133EMHL9	5/31/2022		FEDERAL FARM CR BKS	0.3100%				3,100.00	
21115	48130UZH1	5/31/2022		JP MORGAN CHASE FINL CO	1.5000%				30,000.00	
Total coupons from bonds									260,612.50	
Total coupons received this period									264,641.18	

Total portfolio activity 17,084,028.68 21,000,000.00 0.00

Reconciliation

Total Change due to activity		(3,915,971.32)
Net accretion and amortization of premiums and discounts		
Portfolio balance	April 30, 2022	373,338,662.20
Total Pool Portfolio	May 31, 2022	369,422,690.88

Agenda Item No. 8.3

BOARD AGENDA ITEM: Facilities Update

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

James Peters

 Reports/Presentation

SUBMITTED BY:

 X Information

James Peters

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

James Peters

BACKGROUND AND SUMMARY INFORMATION:

End of year 21-22 and the New Year 22-23 Site profile worksheets and summary

Site Profile Worksheet - Current Projects**Fiscal Year 21-22**

August 1, 2022

Estimate

Status

Facilities**\$264,450.00**

Facilities Master Plan	\$28,750.00	Completed Nov. 2021
Harter Bldg Preliminary Design & RFQ	\$80,000.00	Prelim Design Complete
Room scheduler software & infrastructure	\$5,200.00	Completed-launched July 1, 2022
Site cameras @ Klamath & FRA	\$150,000.00	Contracted for August 2022
Door access control update	\$500.00	Completed August 2021

Klamath**\$182,100.00**

HVAC redesign and replacement	\$180,000.00	In process-with Engineers
Annual painting +/-1400 sq. ft.	\$2,100.00	Completed May 2022
Floor finish replacement +/- 1400 sq. ft.	\$0.00	Deferred for 21-22 FY

1 Stop Gateway**\$5,000.00**

Marquee sign replacement	\$5,000.00	On hold
--------------------------	------------	---------

FRA**\$264,200.00**

Common area floor replacement	\$90,000.00	Completed July 2022
HVAC assessment and replacement	\$60,000.00	In process - AB841
Boyd Hall asphalt slurry & stripe	\$12,000.00	Deferred
Annual painting +/-1800 sq. ft.	\$2,700.00	Complete Feb 2022

Adult Ed**\$45,500.00**

Site lighting improvement in parking areas	\$1,500.00	Complete
Energy efficiency measures	\$44,000.00	HVAC complete, lighting on hold

CTC**\$8,500.00**

Bldg occupancy retrofit	\$8,500.00	Complete Sept. 2021
New bldg signage		Aligned to Cosmo construction
Cosmetology school design and construction		Push to FY22-23

Fleet**\$70,000.00**

Procuring ADA van for the SELPA	\$70,000.00	Complete March 2022
---------------------------------	-------------	---------------------

Shady Creek**\$187,000.00**

Site road repair and slurry	\$33,000.00	Complete August 2021
HVAC assessment and design	\$154,000.00	Engineer retained July 2022

Total	\$972,750.00	
-------	---------------------	--

Site Profile Worksheet - Projects in queue
Fiscal Year 22-23

August 1, 2022

Estimate

Status

Facilities

\$1,495,040.00

Harter Bldg Phase 1 and 2, with GMP approval	\$1,363,040.00	RFQ begins August 2022
Site cameras @ Klamath & FRA	\$132,000.00	Contracted for August 2022

Klamath

\$194,500.00

HVAC redesign and replacement	\$180,000.00	In process-with Engineers
Restroom remodels		In development
Annual painting +/-1400 sq. ft.	\$2,500.00	
Floor finish replacement +/- 1400 sq. ft.	\$12,000.00	

1 Stop Gateway

\$5,950.00

Marquee sign replacement	\$5,000.00	On hold
Add sink to room 102 for Health Careers	\$950.00	Coimplete July 2022

FRA

\$165,200.00

HVAC assessment and replacement	\$60,000.00	In process - AB841
Boyd Hall apshalt slurry & stripe	\$12,000.00	Planned for October 2022
Annual painting +/-1800 sq. ft.	\$2,700.00	
Flooring replacement in two classrooms	\$15,000.00	

Adult Ed

\$33,500.00

Install sinks in Health Careers classrooms	\$20,000.00	In development
Update the staff breakroom	\$1,500.00	In development
Energy efficiency measures	\$12,000.00	HVAC complete, lighting on hold

CTC

\$8,500.00

Cosmetology school design and construction	\$8,500.00	In progress
New bldg signage		Aligned to Cosmo construction

Fleet

\$0.00

Rotation of four Nissan Sentras, two Ford Escapes		In development
---	--	----------------

Shady Creek

\$187,000.00

Site road repair and slurry	\$33,000.00	
HVAC assessment and design	\$154,000.00	In process-with Engineers

Total	\$2,047,690.00	
--------------	-----------------------	--

Site Profile Worksheet – update summary August 2022

FY21-22 update and 22-23 outlook

Facilities

- The Career Training & Conference Center (CTC-formerly known as the Harter Building) RFQ is set to begin in August 2022. The current plan is to have Phase 1 & 2, with a Guaranteed Maximum Price established and approved design completed, and inspections and permitting close to approval before the end of the fiscal year. The goal is to take occupancy in November 2024.
- The new room scheduler successfully launched on July 1.
- Site camera design and cost engineering complete. Cost escalation has increased the estimated project budget by \$30,000.00. The site camera project is scheduled to begin on August 22, 2022, barring material delays.

Klamath

- John Burger Heating & Air is working with Carrier Engineers to develop a more efficient and comfortable system, and we expect to bid in the late fall.
- We intend to develop a restroom remodel project for this winter.

FRA

- Flooring installation for FRA ISP, Admin, and Boyd Hall was completed in July 2022.
- AB841 application has been approved to receive State funding for assessments and recommendations for the HVAC systems.
- Boyd Hall asphalt slurry and stripe are pushed back to late summer or fall due to contractor availability.

CTC

- Medical Assisting has been relocated and operating full force in the new location. Cosmetology equipment is coming in and being assembled. Electrical work is 90% complete. We are currently working on aesthetic improvements to the salon.

Shady Creek

- A fourth attempt to retain an engineer willing to tackle the HVAC retrofit project challenges led us back into contact with the HVAC engineer for our Prop 39 endeavors. My hopes are high that this time we will make progress.

Special Ed

- We lost a relocatable building to a fire in the spring at Sutter Union High School. Insurance has been very supportive. The new building (refurbished) is delivered and set. Electrical is being installed this week with the goal of occupancy for the first day of school.

Districts

- With COVID-19 getting further behind us, we can now get back to supporting our Districts. We have requests from Nuestro, AeroSTEM, East Nicolaus High School, and Meridian. We will update you as the details become clear.

Agenda Item No. 9.0

BOARD AGENDA ITEM: Learning Communities for School Success Program (LCSSP) Grant of 2020

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

 Action

 X Reports/Presentation

 Information

 Public Hearing

 Other (specify)

PREPARED BY:

Virginia Burns

SUBMITTED BY:

Virginia Burns

PRESENTING TO BOARD:

Virginia Burns

BACKGROUND AND SUMMARY INFORMATION:

SCSOS- Educational Services received the Learning Communities for School Success Program (LCSSP) grant in fall of 2020. This grant developed a school counseling consortium model to support our small districts with the intent to improve school connectedness, attendance, and graduation rates. Results from year 2 implementation will be presented to the board for grant per grant reporting requirements.

BOARD AGENDA ITEM: Revised 2022-2023 Calendar for Feather River Academy

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

X Action

John Kovach

 Reports/Presentation

SUBMITTED BY:

 Information

John Kovach

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)








Brian Gault

BACKGROUND AND SUMMARY INFORMATION:

An error was identified on the approved 2022-2023 School Calendar for Feather River Academy. The previous version had December 1st on Wednesday, when it is actually on Thursday. Making the correction, without adjustment elsewhere, would have reduced the number of instructional days to 179. To compensate and provide the required 180 instructional days, September 26 was changed from non-attendance to a student attendance day. Parents and staff are in support of the revision.



Recommend the approval of the revised 2022-2023calendar for Feather River Academy

FEATHER RIVER ACADEMY STUDENT ATTENDANCE CALENDAR 2022-2023

	Legal Holiday
	Beginning & End of School
	Student Non Attendance Day
	Minimum Day
	End of Quarter
	Extended School Year
	Staff Work Day


First Day August 8, 2022
Last Day June 2, 2023

August 2022

M	T	W	TH	F
	9		11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

18

September 2022

M	T	W	TH	F
			1	2
	6		8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

17

October 2022

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	
17	18	19	20	21
24	25	26	27	28
31				

21

November 2022


M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

16

Legal /Observed Holidays

September 5, 2022 Labor Day
November 11, 2022 Veteran's Day
November 24, 2022 Thanksgiving Day
December 25, 2022 Christmas Day
January 1, 2023 New Year's Day
January 16, 2023 Martin Luther King Day
February 17, 2023 Lincoln's Birthday (observed)
February 20, 2023 President's Day (observed)
May 29, 2023 Memorial Day

December 2022

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	
19	20	21	22	23
26	27	28	29	30

12

January 2023

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

20

Student Non-Attendance Days


November 21-25, 2022
Dec. 19, 2022 - Jan. 2, 2023
April 10-14, 2023

February 2023

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

14

March 2023

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	
20	21	22	23	24
27	28	29	30	31

23

Extended School Year

September 27-30, 2022
February 21-24, 2023
June 5-23, 2023

April 2023

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

15

May 2023


M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

22

First Semester = 84
Second Semester = 96

1st Quarter = 44
2nd Quarter = 40
3rd Quarter = 47
4th Quarter = 49

June 2023

M	T	W	TH	F
			1	
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23

2

Days 180

Agenda Item No. 11.0

BOARD AGENDA ITEM: Revision to 2022-2023 Calendar for Pathways Charter Academy

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

X Action

John Kovach

 Reports/Presentation

SUBMITTED BY:

 Information

John Kovach

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Brian Gault

BACKGROUND AND SUMMARY INFORMATION:

An error was identified on the approved 2022-2023 School Calendar for Pathways Charter Academy. The previous version had December 1st on Wednesday, when it is actually on Thursday. Making the correction, without adjustment elsewhere, would have reduced the number of instructional days to 179. To compensate and provide the required 180 instructional days, September 26 was changed from non-attendance to a student attendance day. Parents and staff are in support of the revision.

Recommend the approval of the revised 2022-2023 calendar for Pathway Charter Academy

PATHWAYS CHARTER ACADEMY STUDENT ATTENDANCE CALENDAR 2022-2023

	Legal Holiday
	Beginning & End of School
	Student Non Attendance Day
	Minimum Day
	End of Quarter
	Extended School Year
	Staff Work Day

First Day August 8, 2022
Last Day June 2, 2023

August 2022

M	T	W	TH	F
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

18

September 2022

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

17

October 2022

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

21

November 2022

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

16

Legal /Observed Holidays

September 5, 2022 Labor Day
November 11, 2022 Veteran's Day
November 24, 2022 Thanksgiving Day
December 25, 2022 Christmas Day
January 1, 2023 New Year's Day
January 16, 2023 Martin Luther King Day
February 17, 2023 Lincoln's Birthday (observed)
February 20, 2023 President's Day (observed)
May 29, 2023 Memorial Day

December 2022

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

12

January 2023

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

20

Student Non-Attendance Days

November 21-25, 2022
Dec. 19, 2022 - Jan. 2, 2023
April 10-14, 2023

February 2023

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

14

March 2023

M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

23

Extended School Year

September 27-30, 2022
February 21-24, 2023
June 5-23, 2023

April 2023

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

15

May 2023

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

22

First Semester = 84
Second Semester = 96

1st Quarter = 44
2nd Quarter = 40
3rd Quarter = 47
4th Quarter = 49

June 2023

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23

2

Days 180
Approved by Board

Agenda Item No. 12.0

BOARD AGENDA ITEM: Request for Qualifications (RFQ) for the Design-Build of the New Career Training & Conference Center

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 x Action

James Peters

 Reports/Presentation

SUBMITTED BY:

 Information

James Peters

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

James Peters

BACKGROUND AND SUMMARY INFORMATION:

The Request for Qualifications (RFQ) for the Design-Build of the New Career Training & Conference Center is being presented for Board approval



**REQUEST FOR QUALIFICATIONS
FOR THE
DESIGN-BUILD OF A NEW
CAREER TRAINING & CONFERENCE CENTER (CTC)
PROJECT #95**

RESPONSES TO THE REQUEST FOR QUALIFICATIONS SUBMITTAL DEADLINE

September 30, 2022, 1:00 P.M.

**SUBMIT TO
SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
970 Klamath Lane, Yuba City, CA 95993
(530) 822-2900
Attention: James Peters**

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Overview

NOTICE IS HEREBY GIVEN that the Sutter County Superintendent of Schools (“SCSOS”), acting by and through the Superintendent of Schools and the Sutter County Board of Education authority, is soliciting and issuing this Request for Statements of Qualifications (RFQ) from Design-Build Firms (herein referred to as Firm) interested in providing professional services for the preconstruction, design, and construction of the New Career Training and Conference Center (“CTC”), to be located on a vacant, undeveloped lot, off of Harter Parkway, Yuba City, Calif. 95993, APN 63-010-135:

The Sutter County Superintendent of Schools and the Sutter County Board of Education are dedicated to the principles of educational excellence for all ages and needs, community partnerships, and sound fiscal practices. The SCSOS seeks to improve the availability and effectiveness of the career training programs by developing a building to house the necessary offices, mixed-use classrooms, and conference spaces to consolidate efforts, provide maximum accessibility to the community and reduce long-term costs.

This solicitation is intended to identify a single entity of qualified consultants, designers, and builders with whom the SCSOS will select to provide design-build services for the building and grounds (herein referred to as “Project”).

All contractors and sub-contractors shall be free from conflicts of interest arising from financial relationships with potential suppliers, constructors, financiers, or owners of related projects or products.

This is a Public Works Project.

Interested firms are invited to submit a Response to this Request for Qualifications as described below, with one (1) unbound original, and six (6) bound copies, along with a digital copy of its response to:

**SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
c/o James Peters, Director of FMOF
970 Klamath Lane, Yuba City, Ca. 95993**

**All Responses to the Request for Qualifications must be received on or before
September 30, 2022, no later than 1:00 p.m.**

If you have any questions regarding this RFQ, please email James Peters, Director of Facilities, Maintenance, Operations, & Fleet, @ jamesp@sutter.k12.ca.us.

The SCSOS Information and Background

Located in North-Central California, Sutter County has twelve (12) school districts and nine (09) charter schools. As of the 2020-21 census day, approximately 23,695 students were enrolled in Sutter County schools, including approximately 487 students served directly by the SCSOS.

The Sutter County Superintendent of Schools is headquartered in Yuba City, with facilities in Sutter and Nevada Counties. The SCSOS offers many programs and services to the student and community populations throughout the region, including fiscal assistance and oversight, special and alternative education programs, Tri-County Career Technical & Induction programs, a Special Education Local Planning Area, curriculum, instruction, and assessment support, and other roles.

The Sutter County Superintendent of Schools, Mr. Tom Reusser, strives to lead the SCSOS office in a direction that best serves students, Sutter County School Districts, and the community. With a specific impression that education leads to opportunity and opportunity looks different to each unique individual within the community, Mr. Reusser aspires to ensure that the SCSOS is positioned to help everyone grow and thrive in the direction that best suits their hopes and dreams. While maintaining a high priority in the K-12 education arena, Mr. Reusser has also prioritized adult education and regional occupation programs. A critical piece in this equation is determining at what capacity the SCSOS can fulfill this vision while limiting duplication of services for our regional partners.

The Sutter County Board of Education commissioned a Long-Range Facilities Master Plan (FMP) to support and provide direction. The information attained during the FMP process helped the SCSOS determine that consolidating programs and services into a single building, which also offers plentiful classroom and conference space, would improve services and opportunities, reduce costs, and fortify Mr. Reusser's vision into a long-term actuality.

The SCSOS' Goals and Objectives

Career training is a diverse and ever-changing industry. Providing for community needs, garnering available funding options and grants, and avoiding duplication of services with regional partners require fluid planning and flexibility.

A significant challenge comes from finding available spaces that meet the criteria to best provide services. The SCSOS intends to design and construct a facility built with the ability to be adapted to changes as needed and therefore offer educational services for many decades to come.

The SCSOS intends to achieve the following goals and objectives.

- A. To consolidate relevant programs operating on multiple sites into a single location.
- B. Improve upon effectiveness and efficiency of career training and job placement activities.
- C. To provide local employment opportunities by streamlining operations.
- D. To reduce expenditures associated with property leases and invest in SCSOS-owned property.
- E. To enhance the economic value of the SCSOS' assets by developing the assets in a manner that supports the SCSOS' goals.
- F. To provide structures aesthetically compatible with the SCSOS facilities and surrounding neighborhood.
- G. To provide enhanced environments and reduced costs in our classrooms.
- H. To provide much-needed conference space designed to the needs of larger institutions, agencies, schools, and businesses in the region.
- I. To have a building designed for long-term use and adaptable to the changing needs of programs.

Project Overview

The new Career Training Center (CTC) will be an advanced, sustainable, energy-efficient, and adaptable two-story building, approximately thirty-six thousand (36,000) square feet, housing multiple programs and departments including (but not limited to):

1. Sutter County 1 STOP
 - a. Business Workforce Specialist offices
 - b. Job Central
 - c. California Employment Development Department branch
2. Sutter County Adult Education offices
3. Tri-County Regional Occupation Program offices
4. North Central Adult Education Consortium offices
5. Program classrooms and conference rooms
6. Community Conference Room

The Project will be constructed for sustainability and efficiency, with spans that allow most interior partition walls to be non-load bearing and relocatable or operable. The Project will be designed and built to provide a healthy environment, reduce waste, and conserve energy and water. The Project design includes as close to net-zero energy-ready photovoltaic systems, energy management for HVAC and lighting, and integrated door access and camera surveillance. The Project will be designed to include network connectivity and audio/video needs for the modern office, classroom, and conference spaces. The Project will include a secure, reliable, and fault-tolerant data center.

Project Budget

Anticipated costs for the Project are inclusive of:

1. Agent Construction Management Fees
2. Special Test/Inspection services fees and expenses
3. Architectural and Engineering fees
4. California Geological Survey application fees
5. Project-related insurance and bond costs
6. Owner Contingencies
7. Furniture, Fixtures, and Equipment (FFE)

The total anticipated budget for preconstruction, design, construction, furniture, fixtures, and equipment is approximately twenty million, three hundred thousand dollars (\$17,500,000).

Part 1: Performance Criteria

The SCSOS team has prepared a preliminary design for reference (Attachment D), general space allocation programming (Attachment E), and general cost estimate (Attachment F) for a two-story building of approximately thirty-six thousand (36,000) square feet. Responding firms (Respondents) shall review and become familiar with the preliminary design references and incorporate such information in the Statement of Qualifications, as this RFQ requires.

No work is expected to be performed concerning the information contained within the reference documents. These preliminary documents are included solely for reference to provide additional information to Firms responding to this RFQ. No technical questions regarding the reference documents will be reviewed, accepted, or responded to during the RFQ process. Discrepancies shall be discussed and submitted for review and response during the RFP process.

Phase 1

The SCSOS will perform a Request for Qualification (RFQ) process, perform reviews, request interviews, and perform an RFP process with select Respondents.

Phase 2

Upon selecting the Design-Build Firm (Firm), the Firm will work with the SCSOS team and respective outside agencies to develop the Project engineering, design drawings, materials, and equipment specifications and formalize a guaranteed maximum price (GMP) and Project schedule of work.

Phase 3

With final approval of phase 2 from the SCSOS and the Sutter County Board of Education, the selected Firm will work with the SCSOS and respective outside agencies to qualify and complete any additional requirements (i.e., building permit process, special inspections, etc.).

Phase 4

Mobilization and construction

Phase 5

Project punch, final inspections, closeout, and occupancy

Phase 1 - Procurement Method

The SCSOS has determined that the best value, not to exceed, guaranteed maximum price, design-build delivery method for the Project to be in the best interest of the SCSOS and constituents. The SCSOS anticipates that no more than six (06) respondents will be selected and interviewed by the SCSOS team to provide an opportunity for a maximum thirty (30) minute oral presentation on deliverables about this RFQ. Oral presentation scores will be included in the final consideration of Firm selection. After the RFQ interviews, a Letter of Intent to furnish a Request for Proposal (RFP) identifying the top three (03) highest scoring Respondents, based upon qualifications and the technical performance criteria, including the RFQ interview, will be issued. Upon completion of the RFP process, with approval by the Sutter County Board of Education, in a regularly scheduled Board meeting, the SCSOS will issue a Notice of Intent to Award to the selected Firm, and Phase 2 will commence based upon a stipulated and agreed to amount for Phase 2 below. All respondents shall receive status updates through each step of the process.

Phase 2 - Preconstruction Services phase

This second phase is associated with the Firm's work to attain a guaranteed maximum price (GMP) through partial design development. The work includes but is not necessarily limited to:

1. Completing SCSOS Project programming,
2. Production of required schematic design documents to thirty percent (30%) necessary for the Firm to depict programming and provide schematic drawings that meet SCSOS approval,
3. Provides Firm with sufficient design data to create a Design-Build "Cost Model" to provide a Guaranteed Maximum Price (GMP) cost breakdown for all remaining design and construction work,
4. Develop project schedules, bid trade packages, cost models/estimates needed, etc.

If the SCSOS and the Design-Build Firm do not agree to a Guaranteed Maximum Price, or the SCSOS elects not to proceed beyond Phase 2 for any reason, the SCSOS may complete the Project design and construction of the Project at the SCSOS's sole discretion.

All criteria, information, documentation, deliverables, or other product developed as part of the Preconstruction Phase shall become the sole property of the SCSOS. The SCSOS may use them to complete and close out the Project at no additional cost or expense to the SCSOS.

Phase 3, 4, & 5 - Design-Construct Services Phase

This phase shall be contingent upon the Firm providing programming, schematic designs, scheduling, fifteen (15) year lifecycle costs, and guaranteed maximum pricing (GMP) for the completion of the remaining design and preconstruction activities and all construction activities necessary to complete the construction and closeout of the Project, which are acceptable to the SCSOS. The Firm will manage the architecture and engineering as required to design to the cost model and provide turnkey construction and commissioning of the project in Phase 3, 4 & 5 – Construction phases.

Project Delivery

The SCSOS anticipates **completion and delivery of the Project within approximately twenty-three (23) months** of the SCSOS's issuance of a Notice to Proceed. The SCSOS reserves the right to terminate the selection, contract negotiations, or contract processing proceedings at any time.

Preliminary Project Schedule:

		Days
RFQ, review, interviews, and RFP	Sunday, August 21, 2022	89
	Friday, November 18, 2022	
Notice to Proceed	Friday, December 02, 2022	14
Preconstruction Phase 2, Part 1	Monday, December 12, 2022	45
	Thursday, January 26, 2023	
Board of Education approval of 30% and GMP	Wednesday, February 08, 2023	13
Preconstruction Phase 2, Part 2	Thursday, February 09, 2023	104
	Wednesday, May 24, 2023	
Board of Education approval of GMP final	Wednesday, June 14, 2023	21
Phase 3 & 4 – Permits and construction	Monday, June 19, 2023	469
	Monday, September 30, 2024	
Phase 5 – Punch and closeout	Monday, September 30, 2024	32
	Friday, November 01, 2024	
Guarantee period	Friday, November 01, 2024	730
	Sunday, November 01, 2026	

Schedule contingent upon Sutter County Board approval of Board meeting dates

RFQ Request and Conference details

1. **Purpose of the RFQ.** This RFQ aims for prospective respondents to submit materials establishing qualifications to provide the work, labor, materials, and services necessary to complete the Project programming, design, and construction.
2. **Obtaining the RFQ.** This RFQ must be obtained from the SCSOS by contacting the SCSOS's Director of Facilities, Maintenance, Operations, & Fleet (FMOF), whose contact information is noted below. **The RFQ will not be available online.** The SCSOS will only send invitations to attend the mandatory ZOOM Briefing Conference and respond to questions about the RFQ through addenda to those respondents who requested and obtained the RFQ from the SCSOS by contacting the Director of FMOF.
3. **SCSOS RFQ Contact.**
Request for the RFQ Instruction, questions, or other communications relating to this RFQ shall be directed to the SCSOS at:

Sutter County Superintendent of Schools
970 Klamath Lane, Yuba City, Calif. 95993
Attention: James Peters, Director of FMOF
jamesp@sutter.k12.ca.us

Part 2: Request for Statements of Qualifications details

General Conditions

1. **This is a Public Works Project.** The respondent must possess the design and construction skills, experience, knowledge, and resources to deliver the Project meeting the SCSOS' scope, functional, operational, time, and budget criteria. Qualifications criteria include, at a minimum, the following:
 - a. California Labor Code (LAB) §1725.5 - "A contractor shall be registered pursuant to this section to be qualified to bid on, be listed in a Response, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any public work contract that is subject to the requirements of this chapter. For the purposes of this section, "contractor" includes a subcontractor as defined by Section 1722.1."
 - b. (LAB) §1770 - The Director of the Department of Industrial Relations shall determine the general prevailing rate of per diem wages in accordance with the standards set forth in Section 1773, and the director's determination in the matter shall be final except as provided in Section 1773.4. Nothing in this article, however, shall prohibit the payment of more than the general prevailing rate of wages to any worker employed on public work. This chapter does not permit any overtime work in violation of Article 3.
 - c. (LAB) §1771 - "Except for public works projects of one thousand dollars (\$1,000) or less, not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the public work is performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work fixed as provided in this chapter, shall be paid to all workers employed on public works.
 - d. (LAB) §1772- "Workers employed by contractors or subcontractors in the execution of any contract for public work are deemed to be employed upon public work."
 - e. (LAB) §1773.3 – "(a) (1) An awarding agency shall provide notice to the Department of Industrial Relations of any public works contract subject to the requirements of this chapter within thirty (30) days of the award.

(2) Notwithstanding paragraph (1) and subject to the discretion of the Labor Commissioner, an awarding body shall provide notice to the Department of Industrial Relations of any public works contract awarded pursuant to Section 10122, 20113, 20654, or 22050 of the Public Contract Code that is subject to the requirements of this chapter within 30 days after the award of the contract, but in no event later than the last day in which a contractor has workers employed upon the public work.

(3) The notice shall be transmitted electronically in a format specified by the department and shall include the name of the contractor, any subcontractor listed on the successful bid, the bid and contract award dates, the contract amount, the estimated start and completion dates, job site location, and any additional information the department specifies that aids in the administration and enforcement of this chapter.

(b) In lieu of responding to any specific request for contract award information, the department may make the information provided by awarding bodies pursuant to this section available for public review on its Internet Web site."

(c) (1) An awarding body that fails to provide the notice required by subdivision (a) or that enters into a contract with or permits an unregistered contractor or subcontractor to engage in the performance of any public work in violation of the requirements of Section 1771.1, shall, in addition to any other sanction or penalty authorized by law, be subject to a civil penalty of one hundred dollars (\$100) for each day in violation of either requirement, not to exceed an aggregate penalty of ten thousand dollars (\$10,000) for each project.

2. **Skilled and Trained Workforce.** The skilled and trained workforce requirements under Public Contract Code §2600 apply to the Project. To be deemed qualified, Respondents must, in the Statement of Qualifications:
 - a. Commit to compliance with the skilled and trained workforce requirements under Public Contract Code § 2600; or
 - b. Provide evidence that the Respondent is a party to a project labor agreement that binds the Respondent and its subcontractors of any tier to use a skilled and trained workforce. Failure to submit skilled and trained workforce reports or failure to comply with skilled and trained workforce requirements will subject the Firm to penalties established by law.
 - I. **Skilled Journeypersons.** Pursuant to the skilled and trained workforce requirement, at least sixty (60) percent of the skilled journeypersons employed to perform work on the project by the Firm and each of its subcontractors at every tier must be graduates of an apprenticeship program for the applicable occupation, except for the following occupations: acoustical installer, bricklayer, carpenter, cement mason, drywall installer or lather, marble mason, finisher, or setter, modular furniture or systems installer, operating engineer, pile driver, plasterer, roofer or water proofer, stonemason, surveyor, teamster, terrazzo worker or finisher, and tile layer, setter, or finisher, as to which 30% of the skilled journeypersons employed in such occupations shall be graduates of an apprenticeship program for the applicable occupation.
 - II. **Project Labor Agreement.** If the Respondent is exempt from compliance with the skilled and trained workforce of Public Contract Code §2600, by virtue of a Project Labor Agreement (PLA), the Respondent is a party to, the terms of Respondent's PLA must: (i) bind the Respondent and all its subcontractors at every tier performing Work on the Project to use a skilled and trained workforce; (ii) apply to the Project; (iii) provide community benefit provisions that the union will exert its utmost efforts to recruit and employ a local workforce as a project requirement ensuring sufficient numbers of skilled craftsperson dispatched to fulfill the requirements of the Contractor are qualified local residents if permissible under applicable laws and hiring hall policies/bylaws; that a local workforce; and (iv) have a term which expires after the anticipated Project construction completion date.
3. **Joint Venture Respondents.** The SCSOS will consider responses to this RFQ submitted by a Joint Venture as the proposed Firm. Qualifications for Joint Venture Respondents will generally require all Joint Venture members to meet minimum qualification requirements. Where the RFQ requires responses relating to specific services or activities during the design-build process, Joint Venture Respondents must identify the Joint Venture member assigned the primary responsibility for completing the service or activity.
4. **Jurisdiction and oversight.** The SCSOS intends that the resulting assets from the Project are flexible as necessary to meet the changing needs of the SCSOS facilities for many decades to come. The Project shall be constructed pursuant to California Building Code, including adherence to the requirements, policies, protocols, and oversight from California State public school agencies as necessary, including, but not limited to, the California Department of State Architects (DSA), to ensure the facilities are available for all capacities and age groups.

SCSOS Modifications to the RFQ.

1. **Modification.** The SCSOS expressly reserves the right to modify any portion of this RFQ before the latest date/time for submission of RFQ Responses, including, without limitation, the cancellation of this RFQ. Any modifications made by the SCSOS to the RFQ will be in writing; potential Respondents who have obtained this RFQ from the SCSOS before any such changes will be issued modifications to the RFQ by written addenda. All addenda issued by or on behalf of the SCSOS shall become part of the RFQ. Addenda will be distributed only to the Respondents who have obtained the RFQ from the SCSOS's RFQ Contact above.
2. **No Oral Clarifications/Modifications.** The SCSOS will not provide any oral clarifications or modifications to the RFQ or the requirements hereof; no employee, officer, agent, or representative of the SCSOS is authorized to provide verbal clarifications or modifications to the RFQ. No Respondent shall rely on any oral clarification or modification to the RFQ.
3. **Unauthorized Communications.** Unless and except when requested to do so in writing by the SCSOS or as otherwise permitted by this RFQ, Respondents (including, without limitation, members of the Firm, Sub-Consultants, and Subcontractors) shall not, before completion of the RFQ, communicate, either verbally or in writing, with (i) any member of the RFQ Selection Committee; (ii) any consultant or professional retained by the SCSOS to provide the SCSOS advice or professional services in respect to the Project or the RFQ; or (iii) any employee or representative of the SCSOS.
4. **Public Records.** All materials submitted in response to the RFQ are deemed the property of the SCSOS upon submission to the SCSOS. Responses to the RFQ and other materials submitted in addition to that shall be deemed "public records" except for those marked or noted by a Respondent as "trade secrets" (as that term is defined and used in Civil Code §3426.1), "confidential" or "proprietary." Financial statements are not subject to disclosure under the Public Records Act. The foregoing notwithstanding, the SCSOS may reject for non-responsiveness a Response to the RFQ which indiscriminately notes that the Response or portions thereof are "Trade Secret," "Confidential," or "Proprietary" and exempt from disclosure as a public record. Notwithstanding the designation of materials submitted in response to the RFQ as "public records," such materials shall not be subject to disclosure under the Public Records Act until after:
 - a. conclusion of negotiations between the SCSOS and Respondent(s) concerning RFQ Responses and/or the terms, conditions, and covenants of the Firm Contract; and
 - b. a decision is made as to the Respondent to whom SCSOS staff will recommend to the Sutter County Board of Education for the award of the Firm contract.
5. **Liability.** The SCSOS is not liable or responsible for the disclosure of RFQ Responses, or portions thereof, deemed to be public records, including those exempt from disclosure if the disclosure is required by law, by order of a court of competent jurisdiction, or which occurs through inadvertence, mistake or negligence on the part of the SCSOS or its agents or representatives. If the SCSOS is required to defend or otherwise respond to any action or proceeding wherein a request is made for the disclosure of the contents of any portion of an RFQ response deemed exempt from disclosure hereunder, by submitting an RFQ Response, each Respondent agrees to defend, indemnify and hold harmless the SCSOS in any action or proceeding from and against any liability, including without limitation, attorneys' fees arising therefrom. The party submitting materials sought by any other party shall be solely responsible for the cost and defense in any action or proceeding seeking to compel disclosure of such materials; the SCSOS's sole involvement in any such action shall be that of a disinterested stakeholder, retaining the requested materials until otherwise ordered by a court of competent jurisdiction.
6. **Privacy:** The SCSOS will open and review Responses privately to assure confidentiality and avoid disclosing the contents to competing firms before and during the review, evaluation, and negotiation process. However, The SCSOS may, upon applicable request, disclose any response to the extent it is a public record in accordance with California law.
7. **Confidential Information:** It is understood that information submitted in response to this RFQ and subsequent presentations may contain technical, financial, or other data that would constitute trade

secrets, the public disclosure of which possibly could injure the firm's competitive position. To the extent the firm reasonably determines that information in its Response constitutes trade secrets in accordance with applicable law, the firm may seek to protect such trade secrets from disclosure by explicitly identifying the pages of its response that contain such information by properly marking such pages and inserting the following notice in its response:

NOTICE: *[Insert Firm name]* believes that information on pages ____ of this response identified by an asterisk (*) or marked along the margin with a vertical line constitute trade secrets, disclosure of which possibly could injure the competitive position of *[insert Firm's name]*. *[Insert Firm's name]* requests that such information be used only in connection with the evaluation of the response or otherwise in connection with any agreement entered into by *[insert Firm's name]* and the SCSOS, but *[insert Firm's name]* understands that disclosure may nonetheless occur to the extent the SCSOS determines disclosure is proper in accordance with federal, state and/or local law.

The SCSOS may disclose or use any information included in a response that is not so marked and made subject to such notice. If the SCSOS receives a request for information that is properly identified and for which notice is given in accordance with the preceding, the SCSOS will advise the Firm of the request.

If the Firm objects to the disclosure of such information, the Firm, within a reasonable time, but in no event over five (05) business days, shall submit to the SCSOS a detailed statement indicating the reasons the Firm believes disclosure is not proper by Federal, State and/or local law. The SCSOS will review such statements to determine whether a disclosure is proper in accordance with applicable law. If the Firm requests that the SCSOS resist disclosure of such information, the SCSOS may agree to such request if the SCSOS determines that requested information likely is exempt from disclosure pursuant to Federal, State, or local law but subject to the Firm in each such event agreeing to assume responsibility for and to pay any and all costs incurred by the SCSOS, including, without limitation, attorney fees and expenses.

The SCSOS will exercise reasonable care in applying the requirements of this paragraph, but in no event shall the SCSOS be responsible or liable for any damage or injury that may result from any disclosure of information the Firm believes constitutes a trade secret.

8. **Modification or Withdrawal of Response:** A Firm may withdraw its response by providing a written request for withdrawal to the SCSOS up to thirty (30) calendar days from receipt of the response. At any time before the deadline for submittal of responses specified in this RFQ, a Firm may modify its response by submitting the modified response together with a written request to withdraw the original Response and replace it with the modified response.
9. **Insurance Requirements:** The SCSOS will require that the selected Firm have insurance in effect at all times during the term of this agreement and that the Firm provide certificates of insurance indicating the SCSOS, its employees, agents, and consultants as additional insured, and copies of policies as evidence that the insurance is in effect. The SCSOS will establish the applicable insurance requirements and limits during negotiations with the Firm.

10. **Other Contractual Requirements:** The contract(s) for each of the SCSOS's projects will set forth additional provisions applicable to work on the project by the selected Firm, including, without limitation, requirements for (i) compliance with SCSOS policies, such as those prohibiting the use of alcohol, tobacco, and illegal drugs on SCSOS property; and (ii) fingerprinting and background checks per California Department of Justice (DOJ) procedures.
11. **Unethical Behavior:** By submitting a response, a Firm shall be deemed to represent and warrant that neither it nor any of its agents or other representatives gave or offered to give any gratuity (in the form of entertainment, gifts, or otherwise) to any SCSOS officer or employee with the intent or goal of obtaining favorable treatment concerning the selection of a Firm for the SCSOS's projects. If the SCSOS determines that a Firm has breached or violated such warranty, the SCSOS may terminate any agreement with such Firm, in whole or in part, and the Firm shall be responsible and liable for any associated losses and/or damages incurred by the SCSOS. The rights and remedies of the SCSOS according to this paragraph are not exclusive and are in addition to any other rights and remedies the SCSOS may have pursuant to law or contract.

RFQ ZOOM Briefing Conference.

The SCSOS will conduct a Mandatory RFQ Briefing Conference via ZOOM Video Conferencing on:
September 07, 2022 @ 1:00 p.m.

The SCSOS will send invitations to attend the mandatory ZOOM Briefing Conference only to those Respondents who requested/obtained the RFQ from the SCSOS by contacting the SCSOS's Director of FMOF.

1. Any entity that does not receive an invitation to participate in the ZOOM Briefing Conference due to not obtaining the RFQ from the SCSOS following the RFQ public Advertisement and Response Instructions will be considered non-responsive and will not be eligible to submit a response to this RFQ.
2. A designated representative (employed by the Firm) must attend the entirety of this conference on the Firm's behalf.
3. The focus of the Briefing Conference is to review the RFQ process and submittal requirements, general project scope, goals and requirements, and the qualification process. The Briefing Conference is mandatory. RFQ Responses submitted by a Respondent whose representative(s) did not attend the entirety of the Briefing Conference will be rejected by the SCSOS as being non-responsive. Respondents' attendance will be verified at the beginning and conclusion of the Briefing Conference.
4. Errors/Discrepancies/Clarifications to RFQ. If a Respondent encounters errors or discrepancies in this RFQ or portions hereof, the Respondent shall immediately notify the SCSOS RFQ Contact of such error or discrepancy. Any Respondent seeking clarification of any part of this RFQ shall submit the requested clarification in writing to the SCSOS RFQ contact. Responses of the SCSOS to any requested clarification will be in writing; if, in the sole judgment of the SCSOS, any clarification response affects the RFQ or other Respondents, the SCSOS will issue the clarification response by a written addendum distributed to all potential Respondents who have previously obtained this RFQ from the SCSOS.
5. All requests for clarification of this RFQ must be submitted and received by the SCSOS no later than **September 09, 2022, 1:00 p.m.**; the SCSOS will not respond to clarification requests submitted thereafter. All communications to the SCSOS shall be as outlined previously.
6. Continuing Obligation. Each Respondent is under a continuing obligation, commencing upon submission of its RFQ Response, to immediately notify the SCSOS, in writing, if it learns that any of the following have occurred:
 - a. Any statement made in any portion of its RFQ Response was false, misleading, or omits material facts rendering any statement in its RFQ Response to be false or misleading;
 - b. Circumstances have occurred since the Respondent submitted its RFQ Response that, if they had occurred before the date that the Respondent submitted its RFQ Response, would have required the disclosure of such circumstances; or

- c. the Respondent has undergone a change in ownership in which ownership of fifty percent (50%) of more of its stock, ownership equity, or assets has changed.
7. No Commitment to Award Firm Contract; SCSOS Reservation of Rights. Issuance of this RFQ and the SCSOS's receipt or review of RFQ Responses does not commit the SCSOS to the award of the Firm Contract.
8. The SCSOS expressly reserves the right to modify the due date for RFQ Responses, RFQ requirements, or action to award the Firm Contract in the sole and exclusive discretion of the SCSOS.
9. Responses to the Design-Build Services Statement of Qualifications ("SOQ"), Attachment A to this RFQ, including information about current bonding capacity, notarized statement from the surety, and the most recent reviewed or audited financial statements, with accompanying notes and supplemental information, are required. The SCSOS will use these materials to rate and score Respondents. The SCSOS reserves the right to check other sources available. The SCSOS's decision will be based on objective evaluation criteria. The SCSOS reserves the right to waive minor irregularities in the RFQ Responses.
10. Notice of Appeal and Hearing for Selection of Respondent for First Oral Interview. A respondent who timely submits an RFQ Response that is not one (1) of the three (3) highest scored RFQ Responses may appeal its RFQ Response score ("RFQ Appeal") by strict compliance with the following:
 - a. RFQ Appeals must be in writing and must be submitted to the SCSOS RFQ Contact by 4:00 PM on the fifth (5th) calendar day after the SCSOS issues the Letter of Intent to furnish an RFP for the Project.
 - b. The RFQ Appeal must include:
 - i. all factual basis for the RFQ Appeal;
 - ii. all evidentiary materials supporting the factual basis for the RFQ Appeal; and
 - iii. all legal authorities supporting the RFQ Appeal.
 - c. If a Respondent timely submits an RFQ Appeal strictly conforming to the preceding, the SCSOS will schedule an RFQ Appeal Hearing within ten (10) days of the date of submittal of an RFQ Appeal.
 - i. The SCSOS will endeavor to schedule the RFQ Appeal Hearing upon mutual agreement with the Respondent submitting the RFQ Appeal. Still, the SCSOS expressly reserves the right to unilaterally schedule the RFQ Appeal Hearing.
 - ii. The RFQ Appeal Hearing is an informal process conducted by a panel of SCSOS employees or SCSOS consultants authorized by the SCSOS to conduct the RFQ Appeal Hearing and render a decision on behalf of the SCSOS to an RFQ Appeal. The Respondent submitting an RFQ Appeal will be allowed to present witnesses and evidentiary materials supporting the RFQ Appeal. Witnesses presented by the Respondent submitting an RFQ Response will be required to testify under oath and are subject to cross-examination by the Appeal Panel. The Appeal Panel will issue rulings on RFQ Appeals in writing ("RFQ Appeal Decision") within three (3) business days of the conclusion of an RFQ Appeals Hearing.
 - iii. RFQ Appeal Decisions constitute the SCSOS's final administrative action to the RFQ Appeal and are not subject to further administrative review.
11. No Warranty by the SCSOS. Respondents are solely responsible for the suitability of any information provided by the SCSOS that is in the nature of estimates of costs, statements of needs or requirements, projections, budgets, or other information describing the proposed Firm Contract or Project contemplated by this RFQ. Nothing stated in this RFQ or any portion hereof shall be construed as implying the creation or existence of any warranty expressed or implied on the part of the SCSOS concerning the accuracy, sufficiency, or completeness of such information.
12. RFQ Response Costs. All costs and expenses incurred by a Respondent to prepare and submit a response to this RFQ shall be borne solely and exclusively by the Respondent.

RFQ Documents.

In addition to this RFQ, the following form a part of the RFQ:

Attachment A	SOQ Scoring Matrix
Attachment B	Design-Build Services Statement of Qualification Application
Attachment C	Working Relationship Matrix
Attachment D	Conceptual Programming Study Drawings
Attachment E	Space Programming data
Attachment F	SCSOS Total Project Cost Estimate

RFQ Activities Timeline.

The following is a description of the principal activities to be completed under this RFQ and the timeline for completing each activity. The following notwithstanding, the SCSOS expressly reserves the right to modify the extent, nature, or scope of RFQ activities and/or the timeline for commencing/completing RFQ activities by the issuance of addenda clarifying such modification:

RFQ Advertising (Published dates)	Sunday, August 21, 2022
	Sunday, August 28, 2022
Mandatory RFQ ZOOM Briefing Conference	Wednesday, September 07, 2022
Last day for submittal of RFQ Questions by e-mail	Friday, September 09, 2022
Responses to RFQ Questions issued no later than	Tuesday, September 13, 2022
Latest date and time for submittal of RFQ Responses	Friday, September 30, 2022
Invitation to Interview (Shortlisted DBEs)	Friday, October 14, 2022
RFQ Interviews	Wednesday, October 19, 2022
	Thursday, October 20, 2022
Letter of Intent to furnish an RFP to the top 3 ranked shortlisted Respondents.	Wednesday, October 26, 2022
RFP Process	Wednesday, October 26, 2022
	Friday, November 18, 2022

The latest date/time for submitting RFQ Responses is September 30, 2022, at 5:00 pm

RFQ Responses not received at or before the latest date/time for submission of RFQ Responses by the Facilities, Maintenance, Operations & Fleet office will be rejected by the SCSOS for non-responsiveness. Respondents are solely responsible for the timely submission of RFQ Responses.

Respondents are advised that the SCSOS utilizes a centralized mailroom to receive items transmitted by United States Mail and private courier services, including FedEx, California Overnight, DHL, etc. Items received in the centralized mailroom will be distributed to the intended recipients only as part of the mailroom's daily delivery routine. A response to this RFQ received in the SCSOS's central mailroom will not be deemed received by the FMOF office until the delivery of such item is effectuated to the FMOF office. Accordingly, Respondents are encouraged to personally deliver or retain a private service to deliver RFQ Responses directly to the SCSOS front reception desk.

RFQ submission location

Responders should mail or hand-deliver RFQ responses in a sealed container to the reception desk in the front lobby of the SCSOS office at:

Sutter County Superintendent of Schools
970 Klamath Lane, Yuba City, Calif. 95993
Attention: James Peters, Director of FMOF
fmof@sutter.k12.ca.us

Submitted responses will be time and date stamped upon receipt—only responses recorded as received before the RFQ submission deadline will be considered responsive. Emailed and/or faxed submissions will not be accepted.

RFQ Requests for Information (RFI) and response

1. **Requests for Information (RFI):** Questions regarding this RFQ should be outlined in writing and sent via e-mail to **James Peters** at jamesp@sutter.k12.ca.us. The e-mail subject line of each such question should be specified as “RFI-CTC.”
2. **Authorized person to receive RFIs:** No person other than James Peters is authorized to receive questions relating to this RFQ. The SCSOS shall have no obligation to respond to questions sent to any person or entity other than James Peters. In its discretion, the SCSOS may disregard the response of any Firm that, in connection with this RFQ, contacts any SCSOS representative other than James Peters, including, without limitation, any member of the Sutter County Board of Education, the Superintendent, Deputy Superintendent, Assistant Superintendents, Directors, Coordinators, Administrators, Managers or any other SCSOS employee, agent or consultant.
3. **Responses to RFIs:** The SCSOS will, to the best of its ability, respond to RFIs regarding this RFQ. The SCSOS will send each question and response to the last known e-mail addresses of the Firms known by the SCSOS to have received and actively pursuing a response to this RFQ, but in no event shall the SCSOS be responsible or liable for any failure of a Firm to receive any such question and response.
4. **Deadline for RFIs:** The deadline for submitting questions regarding this RFQ is **Friday, September 9, 2022, at 1:00 p.m.** The SCSOS, at its discretion, may determine not to respond to questions submitted after the deadline or may extend the deadline for submittal of responses so that all Firms will have the benefit of answers to questions submitted after the deadline. All Firms will receive equal opportunity in the course of responses and in the event that a deadline extension is deemed necessary.

Part 3A: Content of Responses

General:

Each Response must be in writing and should be concise, well organized, tailored to this RFQ, and demonstrate the Firm's understanding of the SCSOS' goals and objectives. Firms will be evaluated based on the information submitted under Part 3, together with other information that may be available to the SCSOS. Responses must include all of the information specified below in this Part 3 and must respond with such information in the same order set forth below.

- a. The submittal shall use no less than 11 pt. Times New Roman font and shall be on 8 ½" x 11-inch paper, preferably in portrait orientation (except as noted), with 1" page margins on all sides. Mistakes may be crossed out, and corrections made adjacent. However, each correction must be initialed by the person signing the Letter of Interest. All submitted materials must be bound in either a three-ring binder or spiral-bound notebook. Tabbed dividers should be used to identify and separate discrete sections of the RFQ response, which correspond to the RFQ Response Format described below. All references to the number of pages requested as part of this RFQ process are equivalent to a single, double-sided page. For example, if the requirement is no more than three (3) pages, then three (3) double-sided pages are acceptable.
- b. Respondents are not prohibited but are discouraged from submitting materials in addition to those specifically responding to the matters noted below. If a Respondent elects to submit materials with its RFQ response, which are in addition to the matters described below, the Respondent shall separately bind all such additional materials from the RFQ Response.

Each Respondent shall submit:

- I. One (1) unbound, and six (6) bound hard copies of their RFQ Response;
- II. One (1) copy of the RFQ Response in PDF format on a USB flash drive;
- III. One (1) original copy of their Audited Financial Statement(s) in a sealed envelope.

Identify the sealed container with the audited financial statement envelope and RFQ Response contents with the address and label as follows:

Sutter County Superintendent of Schools
970 Klamath Lane, Yuba City, Calif. 95993
C/O James Peters, Director FMO&F

RFQ Response for - DB New CTC Building

Firm name

Date

Firm Calif. License number

Firm DIR registration number

1. **Cover Sheet.** Identify the submittal as the Response to this RFQ and identify the Firm submitting the RFQ Response along with the address, telephone/fax numbers, and email addresses of the Firm's principal contact(s) in connection with this RFQ or the RFQ Response.
2. **Executive Summary:** Include an overview of the response (not over two pages) describing the highlights of the Firm's relevant experience, qualifications, and philosophy. The overview should also summarize the Firm's interest and expertise in performing the pre-construction, design, and construction phases as detailed in the RFQ to meet the needs and goals of the SCSOS.
3. **Table of Contents**

4. **Firm Information:** Specify or provide all of the following information:

- a. Legal name and address of Firm
- b. Name and address of the Firm's principal place of business
- c. Firm's legal form of entity (sole proprietorship, partnership, corporation, joint venture, etc.) and state of incorporation or other organization. If the Firm is a joint venture or partnership, identify all members of the joint venture or partnership and provide all information required pursuant to this paragraph for each member
- d. Firm's engagement model and fee structure (including process, scope, and commitment points)
- e. Number of years Firm has been engaged in design-build projects
- f. Evidence that the Firm is authorized to conduct business in the State of California
- g. If the company is a subsidiary or affiliate of another company or companies, identify such other company or companies
- h. Provide a comprehensive narrative of the services offered by the firm.

5. **Firm's Relevant Experience:** Provide all of the following information, as applicable. Please mark "N/A" only if such information/experience is non-existent:

Describe the Firm's understanding, knowledge, and experience with sustainable, long-life, low-maintenance construction.

- a. Describe the Firm's understanding, knowledge, and experience with the California LEED certification for State buildings
- b. Describe the Firm's experience with value engineering, life cycle cost analysis, and bid alternate design
- c. Describe the Firm's experience with the Division of the State Architect (DSA), Office of Public School Construction (OPSC), the California Department of Education (CDE), the Department of Industrial Relations (DIR), and the California Energy Commission (CEC)

6. **Project References:**

Identify all Design-Build projects completed by the Firm. Limit the response to *no more than the ten (10) most recent projects*. Please include the following information for each project:

List all design-build projects your Firm has facilitated or performed on behalf of its clients during the last ten (10) years. Include:

- a. The contact name and telephone number or email address of the primary contact for the relevant client
- b. Dates the contract was performed and completed
- c. The general scope of the project.
- d. The exact role the Firm performed for the project
- e. Team members still currently employed by the Firm that worked on the project
- f. The project cost (including hard and soft costs)

7. **Proposed Firm Team:** Provide all of the following information:

- a. Name of the Firm's proposed project manager and a description of such person's experience as relevant to the SCSOS project
- b. Names of team members who would be dedicated to the SCSOS project
- c. Roles and responsibilities of team members, including an organizational chart
- d. Brief description of the team's ability to implement a successful project (history, the performance of similar scope of services, etc.)
- e. History of past projects undertaken and completed by the team as a group or individually while employed by the Firm
- a. Resumes for key members of the Firm's proposed team, including key personnel of any subcontractors that the Firm proposes to use

8. **Firm's History:** Indicate whether there has been, within the preceding five (05) years, any occurrence of the situations described below and, if yes, then describe in detail the circumstances surrounding each such situation and the outcome. Failure by a Firm to disclose any such situations may result in a determination that the Firm is ineligible to bid on, contract for, or perform any work in connection with any future SCSOS projects. Each Firm must disclose:
- Each circumstance in which the Firm ever had a contract terminated for cause or convenience and include the reasons for termination
 - Disbarment (of either the Firm or any of its principal officers or owners) by any Federal, State, county, municipal, or other local agency
 - Involvement as a party in any litigation, arbitration, or mediation associated with a project (not including any action filed to validate a transaction)
 - Any convictions of the Firm or any of its principal officers or owners for violation of any Federal or State antitrust law (by, e.g., bid rigging, collusion, or otherwise restricting competition between bidders) or other law relating to bidding or performance of public works
 - Determination by a governmental or public authority, which became final or un-appealable, that the Firm or any of its principal officers or owners: (i) knowingly concealed any deficiency in the performance of any contract or project; (ii) falsified any information or made deceptive or fraudulent statements in connection with any contract or project; or (iii) willfully disregarded applicable laws, regulations, rules or contractual requirements in connection with any contract or project
9. **Firm's Claims and Litigation History:** Indicate whether, in the preceding five (05) years, the Firm has filed any claims, stop notice and/or lawsuits against any public agencies in connection with any contracts or projects of such public agencies and, if yes, identify the public agency and describe the nature and the outcome of such claim and lawsuit. Failure by a Firm to disclose any such claims and/or litigation may result in a determination that the Firm is ineligible to bid on, contract for, or perform any work in connection with the SCSOS projects.
10. **Firm's Engagement Model and Fee Structure:** Including process, scope, and commitment points.
11. **Firm's proposed pre-construction, design, and construction schedules:** Each Firm is expected to have a better sense of the time needed to perform the scope of work with the resources they have. Provide a speculated duration of events for the following:
- Preconstruction phase
 - Design phase
 - Mobilization
 - Construction phase
 - Final inspections, punch, delivery to the SCSOS
 - Total anticipated time, start to finish (a-e)

Part 3B: RFQ Submittal Requirements and Instructions.

The SCSOS Evaluation Committee will determine which, if any, statements of qualifications are in the SCSOS's overall best interest to accept. During the evaluation process, the SCSOS may request additional information, clarifications, explanations, and answers from any respondent. It is anticipated that no more than six (6) highest scoring Respondents, based upon the number of points scored in Parts A and B, described below, will be invited to participate in a presentation and/or interview regarding their qualifications. The invited respondents must be able to be available for the presentation and/or interviews within seven (07) days of the request unless another date has been agreed upon.

The SCSOS reserves the right to conduct negotiations with any number of respondents, as determined by the SCSOS, for entering into contract agreements.

Tab 1, Part A - Questionnaire

Section A1: Statement of Qualification Application

(30 Total Maximum Points)

Each Respondent must complete the Design-Build Services Statement of Qualification Application ("SOQ") Attachment B to this RFQ. The SCSOS's Selection Committee will evaluate and score each SOQ for completeness (Pass/Fail), conformance to project requirements, history of violations, claims, arbitration and/or litigation, and other requirements. Statement of Qualification Applications must be signed under penalty of perjury in the manner designated at the end of the Statement of Qualification Application by an individual who has the legal authority to bind the Respondent on whose behalf that person is signing. If any information provided by a Respondent becomes inaccurate, the Respondent must immediately notify the SCSOS and provide updated, accurate information in writing, under penalty of perjury.

Section A2: Safety Record.

(10 Maximum Points)

Include submission of evidence that establishes the Firm's average Worker's Compensation Insurance Experience Modification Rate (EMR) for the most recent three (3) year period.

For purposes of this RFQ, a Firm is not qualified to submit a Response if Worker's Compensation Insurance EMR for the most recent three (3) year period that is more than 1.0. An "acceptable safety record" is a Worker's Compensation Insurance EMR for the most recent three (3) year period that is an average of 1.0 or less. If the Firm Respondent is a Joint Venture, the average EMR of each Joint Venture member for the most recent three (3) year period must be 1.0 or less. The following scoring for Section A2 requirement will be assigned based on the Firm Respondent's average Worker's Compensation EMR for the most recent three (3) year period. If the Firm Respondent is a Joint Venture, the average EMR of all Joint Venture members for the most recent three (3) year period will be used:

- i. 2 points for an average between 1.0 and .95
- ii. 4 points for an average between .96 and .90
- iii. 6 points for an average between .89 and .85
- iv. 8 points for an average between .86 and
- v. 10 points for an average of .71 or less.

Section A3: Geographic Location of Home Office.

(10 Maximum Points)

Include submission of evidence that establishes that the Firm has a current home office located within a mile radius of the SCSOS: The Firm's home office location is within:

- i. 80-mile radius, the Respondent will receive 10 points
- ii. 100-mile radius, the Respondent will receive 8 points
- iii. 120-mile radius, the Respondent will receive 6 points
- iv. 140-mile radius, the Respondent will receive 4 points
- v. Greater than a 150-mile radius will receive 2 points.

Section A4: Financial Information

(Pass/Fail). **Include in a separate sealed envelope**

Provide a full set of financial statements for the Design-Build Firm's most recent complete fiscal year, accompanied by either an audit or review report by an independent Certified Public Accountant. Compiled or internally prepared financial statements will not be accepted.

In situations where Design-Build Entities are Joint Ventures for such purpose as proposing this Project, all members of the Joint Venture are required to provide their respective financial statements for review.

Tab 2: Part B – Experience

(675 Total Maximum Points).

The information provided in this Part B must clearly identify the relevance of each example regarding the requirements of the Project. The Respondent should provide specific project-related experience and individual team member histories which include Design-Build delivery, education agency projects, and conference facility projects that include energy-efficient and sustainable design. Include relevance of project type, size, scope, and complexity.

In order for a project to qualify as relevant, the information submitted must demonstrate that the team's involvement with the project began at the initial stages and extended through completion and acceptance of the project by the owner and that the individual team member remained involved through their proposed commitment to the project.

Examples of projects the team members have previously completed together will be evaluated. Evidence will be required that establishes the Firm and the Design-Build Team members have completed, or demonstrate the capability to complete, projects of similar size, scope, and complexity and that the proposed key personnel have sufficient experience and training to competently manage and complete the design and construction of the Project. Firm Profiles, Personnel Resumes, and Project Profiles must clearly identify the relevance of specific project experience to the requirements of the Project. The Firm and its team members' experience will be evaluated by the SCSOS's Selection Committee, and points allocated for the relative merit of written data and responses to the following sections:

Section B1: Executive Summary

(10 Points Maximum)

In summary, limited to two (2) pages, provide the key benefits and features you want the SCSOS to know about the Respondent's Design-Build Team and why the SCSOS should choose your Team over others for the project. Point out what most differentiates your Team from your competition.

Section B2: Design-Build Team

(15 Points Maximum)

The information requested in this section is intended to provide the SCSOS's Selection Committee with an understanding of the Firm's staffing rationale and how it proposes organizing its team to successfully execute the Project.

- A. **Narrative and Organizational Chart (5 Points Maximum):** The narrative and organizational chart shall be limited to three (3) pages. A folded 11 x 17 sheet may be used for the organizational chart and will count as one page. (Submission of a detailed management plan is not required, nor expected. The selected Firm will develop a detailed Management Plan during the Preconstruction Phase.) The Narrative and Organizational Chart will be scored based on their clarity in identifying the key team members and firms, and in describing the relationships between the team members on projects of similar size, scope, and complexity.
- i. Provide an organizational chart demonstrating the proposed make-up of the major participants in the Design-Build Team. The organizational chart assists the SCSOS Selection Committee in understanding how the team envisions working together
 - ii. In addition, describe the teaming relationships within the Firm (Architects/Designers and General Contractor) for whom similar projects have been completed together
 - iii. Describe how team members have directed or participated in projects with strong team organizations, clear lines of authority, and a hierarchy
 - iv. Provide information on how the schedules, budgets, and quality have been maintained throughout the projects. Indicate how communication between the various team members and the Owner was managed to ensure all project requirements were addressed and met
- B. **Working Relationship Matrix (5 Points Maximum):** The Firm shall select up to ten (10) projects from the like projects submitted and list them in Attachment C Working Relationship Matrix (WRM) herein to provide the SCSOS's Selection Committee an understanding of the proposed members' experience and ability to function as a team at the outset of the project due to prior existing working relationships. For each position listed on the WRM, indicate whether the key individual being proposed for the project had a significant role in the listed project's success by placing a "mark" in the appropriate box. List key individuals that apply to the Team members the Firm proposes to assemble for preconstruction, design, and construction.
- C. **Firm Profiles (5 Points Maximum):** For each Design-Build Team member identified in DB Services Statement of Qualifications Application Attachment B, Design-Build Firm, and Firm Proposed Project Team; submit firm profiles providing evidence that establishes the firm has completed or demonstrates that the firm has the capability to complete projects of similar size, scope, and complexity utilizing the Design-Build delivery method. Include the firm's history, significant accomplishments, and professional philosophy. The profile for the Firm shall be limited to two (2) pages. The profiles for other Design-Build Team members shall be limited to one (1) page for each profile.

Section B3: Personnel Resumes

(200 Total Points Maximum)

Submit resumes of key personnel who will be assigned to the Project and who will contribute a significant effort. Each resume must include name, qualifications, and the anticipated degree of involvement during each of the preconstruction, design, and construction phases of the Project. The resumes should provide evidence that the key personnel has sufficient experience and training to competently manage and complete the design and construction of the Project. Personnel resumes shall be limited to one (1) page in length for each resume. An additional maximum of ten (10) points will be awarded to key project personnel currently certified as Design-Build Professionals from the Design-Build Institute of America (DBIA).

1. **Key Firm Management Personnel Resumes** (10 Points Maximum Each)
 - a. Firm's Executive Leader
 - b. General Contractor's Project Executive
 - c. Architect of Record's Project Executive
 - d. Any other management team leaders with key responsibility for the day-to-day execution of the Project, if any, including resumes.
2. **Key Design Team Personnel Resumes:** Key personnel includes professionals who will be assigned to this Project to provide quality control and design leadership, including the following:
 - a. Architect Project Manager, if different from Architect of Record (10 Points Maximum)
 - b. Architect Space Programmer/Interior Designer (10 Points Maximum)
 - c. Laboratory Design (20 Points Maximum)
 - d. Mechanical – Project Manager, if different from Engineer of Record (10 Points Maximum)
 - e. Mechanical – Engineer of Record and/or Design-Build Contractor (5 Points Maximum)
 - f. Electrical – Project Manager, if different from Engineer of Record (10 Points Maximum)
 - g. Electrical – Engineer of Record and/or Design-Build Contractor (5 Points Maximum)
 - h. Electrical – Project Manager for Low Voltage/Telecom/Security (10 Points Maximum)
3. **Key Construction Team Personnel Resumes:** Key personnel includes professionals not identified above as a part of the Firm's Management team, including the following:
 - a. General Contractor's Preconstruction/Design Manager (10 Points Maximum)
 - b. General Contractor's Project Manager (10 Points Maximum)
 - c. General Contractor's General Superintendent (10 Points Maximum)
 - d. General Contractor's Preconstruction/Project Estimator (10 Maximum Points)
 - e. General Contractor's MEP Coordinator (10 Points Maximum)
 - f. General Contractor's Quality Control Manager (5 Points Maximum)
 - g. General Contractor's Schedule Control Manager (5 Points Maximum)
 - h. DBIA Certifications of five (5) or more Team Members (10 Points Maximum)
 - i. Additional Special Knowledge or Capabilities (20 Points Maximum)

Any other construction team leaders with key responsibility for the day-to-day execution of the Project, if any, include resumes.
4. **Additional Resumes:** Firms are encouraged to submit up to five (5) additional resumes as necessary to fully communicate any special knowledge or capabilities to be provided by the team as it relates. Specialty design consultants providing expertise, including but not limited to:
 - a. Design of Science Laboratories Civil Engineer
 - b. Acoustical Engineer
 - c. Audio Visual Engineer
 - d. Industrial Hygienist/Hazardous Material Designer
 - e. Fire Protection Engineer
 - f. Energy Efficiency/Sustainability Design
 - g. Building Envelope Design

- h. Solar
- i. Any other notable design consultant(s)

Section B4: Project Profiles

(200 Total Points Maximum)

The information requested in this section is intended to permit the SCSOS's Selection Committee to review the experience and actual results of the team's ability to successfully design and construct projects similar in nature and complexity to the Project.

The Firm, AOR, and General Contractor of record each shall provide respective design and construction project profiles for a maximum of five (5) projects completed within the last ten (10) years or currently under construction.

- a. Project profiles are to consist of profiles showing design experience and construction experience for Education and Conference Building projects.
- b. Project Profiles are to be limited to one (1) page total per submitted project, five (5) pages total each for Design and Construction.
- c. Projects should demonstrate the team's design and construction experience on similar learning/conference facility projects in terms of size, scope, and complexity and with the Design-Build delivery method.

For each project, complete and submit a Project Profile. Additional information, photos, and other graphic materials may be included. Include a narrative addressing the design/construction philosophy and salient features for each project, as well as a brief statement indicating the relevance of the project to the SCSOS's Project. Indicate the degree of involvement by key construction personnel proposed in the RFQ for each project; if none, state so. Submit Project Profiles that encompass the following:

Design Experience (100 Points Maximum):

- a. Submit a portfolio of Project Profiles (maximum of five (5)) representative of the Architect's ability to provide a high level of quality on similar projects.
- b. Submit Project Profiles for projects completed within the last ten (10) years or currently under construction. List at least two (2) projects with a construction cost each of more than ten million dollars (at least one must be in California).
- c. List at least two (2) projects using the Design-Build delivery method (one of which must be in California). One project may fulfill both requirements (i.e., >\$10 Million D-B Project in California).

Construction Experience (100 Points Maximum):

- a. Submit a portfolio of Project Profiles (maximum of five (5)) representative of the General Contractor's ability to construct with a high level of quality on their projects.
- b. Submit Project Profiles for construction projects completed within the last ten (10) years or currently under construction by the General Contractor.
- c. List at least two (2) projects with a construction cost each of more than ten million dollars (at least one must be in California).
- d. List at least two (2) projects using the Design-Build delivery method (one of which must be in California). One project may fulfill both requirements (i.e., >\$10 Million D-B Project in California).

Project Profiles shall include:

- a. Specific challenges that had to be overcome during the design and construction process and how they were resolved. Based on those challenges, describe how the General Contractor's approach to managing design and construction-related activities has evolved.
- b. Role in managing the design-build trade partners and the process used to coordinate between the architect and the design-build trade partners and how the implementation affected the production, cost, quality, and schedule of the listed project.
- c. Development of a detailed space program for multiple distinct user disciplines.
- d. The complexity of the building systems similar to the Project.

Section B5: Project References
(50 Points Maximum)

The information requested in this section is intended to permit the SCSOS's Selection Committee to validate the actual performance of the firm and/or individual team members on a given project.

List five (5) projects for reference if the Firm AOR and General Contractor of Record have worked as a Design-Build Team on the same projects

List five (5) projects each for the AOR and General Contractor of Record for reference.

References support the Project-related facilities and experience utilizing the Design-Build delivery method. For each project listed, identify the following:

- a. Project Name
- b. Firm Name
- c. Owner Contact Name
- d. Contact's Title
- e. Phone Number
- f. E-mail Address
- g. Relationship to the project.

The Owner Contact should be someone intimately familiar with the firm's involvement in the listed project.

The SCSOS intends to contact those individuals and firms that are shortlisted as references by the Firm, AOR, and General Contractor of Record. Points will be assigned based on the reference's characterization of its involvement in the project, similar in use, size, and cost. The SCSOS, at its sole discretion, may choose to contact other references, including owners listed on the Project Profiles.

The SCSOS reserves the right to maintain the confidentiality of the past performance information provided by the references listed by the Firm, as well as references obtained by other means. By submitting a proposal for consideration under this solicitation, the Firm agrees that it shall not seek to discover from any source the contents of such communications.

Section B6: Project Approach (200 Points Maximum)

The information requested in this section is intended to provide the SCSOS's Selection Committee with an understanding of how the Firm intends to manage the preconstruction, design, and construction of the Project under the Design-Build delivery method and why their specific approach is best suited to achieve the SCSOS's critical success factors and aspiration. Provide the Firm's approach to addressing Design-Build projects, including the philosophy and approach to the design of learning and conferencing facilities in California. This section is limited to ten (10) pages. The Firm shall also demonstrate its understanding of Design-Build projects by identifying those features of critical teaching/learning/conferencing facility projects such as detailed classroom and laboratory programming, modern learning environment, site utilization, energy efficiency, sustainability, signage/wayfinding, communication, and audiovisual systems with a description of how those features have been addressed to ensure project success. Points will be allocated based on the Firm's response to the following items:

1. Critical Design-Project Management Function (30 Points Maximum):

Describe how the Firm will ensure the design will achieve a high level of design quality and functionality while maintaining the SCSOS's "Target Value" budget. Include documentation illustrating the Firm's system to:

- a. Managing the project to ensure that the Best Value is delivered to the Owner
- b. Managing and monitoring the project to meet the constraints of the budget
- c. Managing and monitoring the design to meet the requirements for sequence, constructability, productivity, fabrication, procurement, and schedule
- d. Managing and monitoring the project to meet the performance and quality criteria of the project

Provide examples from past projects, along with examples of how any internal issues between and among the design disciplines and the Firm were resolved (cost issues, e.g.).

2. **Preconstruction Approach/GMP Development** (20 Points Maximum): Describe how the Firm will establish the GMP acceptable to the SCSOS in the Preconstruction Phase 2. Confirm the GMP can be established within the allotted Preconstruction Phase time frame called out in the RFQ. If the Firm disagrees with the preconstruction time frame, explain why and how the time Preconstruction Phase should be adjusted.
3. **Construction Approach/Conformance** (20 Points Maximum): Describe how the Firm will measure value and ensure a high level of quality and that the intent of the design is fulfilled during construction. Describe the Firm's Team philosophy for producing quality buildings and the approach to quality control. Provide information on the approach to minimizing warranty callbacks and provide documentation to attest to the success of this approach. Describe how the coordination of the Basis of Design was achieved between design disciplines and the construction team.
4. **Approach to Programming** (30 Points Maximum): Describe how the Firm will implement space programming to achieve comprehensive program requirements, establish critical adjacencies, determine special needs and work strategies, etc., while achieving a modern work environment.
5. **Design-Cost Interface** (10 Points Maximum): Describe the tool(s) the Firm will implement to identify, evaluate, manage, and resolve changes during design, procurement, and construction.
6. **Experience with AHJ and Phased Packages** (20 Points Maximum): Provide a narrative demonstrating experience and successful partnerships with the "Authorities Having Jurisdiction" (AHJ), such as the Local Fire Marshal, Division of the State Architect (DSA), Department of Conservation, and other regulatory agencies as appropriate. Describe how the Firm will organize Phase and Deferred Approval Packages with representative AHJs to increase efficiency, support collaboration, and leverage the experience of specific trade subcontractors.

7. **Management of Design and Construction** (10 Points Maximum): Describe how the Firm will ensure the management of both design and construction will be achieved as an integrated process as required to minimize risks and produce more consistent results, and optimize project performance.
8. **Pre-Existing and Unforeseen Conditions** (20 Points Maximum): Provide a narrative describing how the Firm will effectively utilize the design-build approach to address pre-existing and unforeseen conditions within the site and adjacent buildings in order to minimize or eliminate the need to carry additional contingencies.
9. **Approach to Collaborative Environment** (20 Points Maximum): Provide a narrative describing the Firm's approach to establishing and maintaining an efficient environment that allows for cross-disciplinary coordination, effective decision making, and maintaining accountability and commitments from the project and SCSOS teams. Outline your approach for the incorporation of other techniques that may be incorporated into the approach in order to create a collaborative environment, including virtual environments, with all stakeholders during the Design-Build process.
10. **Preliminary Schedule** (20 Points Maximum): Provide a schedule in bar chart form illustrating how the Firm intends to manage the Preconstruction Phase of the Project. Include a one (1) page narrative for the Preconstruction Phase, identifying tasks, milestones, risks, challenges, and potential project impacts.

Part 4: Interview

(800 Maximum Points)

It is anticipated that no more than six (6) highest scoring Respondents, based upon the number of points scored in Parts A and B, will be interviewed by the Selection Committee to further evaluate the Design-Build Entities' qualifications. The interview will provide the opportunity to clarify and elaborate on the written material previously submitted in the RFQ package. The SCSOS will provide the date, time, agenda with deliverables, and location on the invitation to Interview.

The SCSOS reserves the right to conduct negotiations with any number of respondents, as determined by the SCSOS, for entering into contract agreements.

Selection and RFP

Each Selection Committee member will independently evaluate, assess, and score each tab In Parts A and B to arrive at each Respondent's Total Points scored on the RFQ ("Total Points").

The "Total Points" for each tab will be averaged by the number of Selection Committee Members scoring to arrive at an average score for each tab for each Respondent ("Average Points").

Each Respondent's Final Score will be determined by totaling the Average Points for each tab to arrive at a Final Score. The Respondents will be ranked based on the highest scores to the lowest score. The six (6) highest scoring Respondents will be shortlisted and invited to be interviewed by the Selection Committee to further evaluate the Design-Build Firm's qualifications.

Interview Shortlist Evaluation. Upon completing, scoring, and ranking interviews of six (6) highest scoring Respondents, the Selection Committee will make recommendations to the Superintendent of no more than the three (3) highest scoring Firms. The SCSOS will issue a Letter of Intent to furnish an RFP to Firms deemed sufficiently qualified to produce the Project under a Design-Build delivery method as approved by the Superintendent. Participating Firms will then present their Project proposal to meet or exceed the requirements outlined in the RFP.

[END OF SECTION]

ATTACHMENT A

Scoring. The scoring will be based upon the total point (1525 points maximum) accumulated from the scoring of Parts A, B, and C utilizing the following matrix:

SCORING MATRIX (PARTS A, B, and C)		Max. Score	Min. Score to Qualify
Tab 1: Part A Questionnaire			
	Section A1: Statement of Qualification (SOQ)		
1	Design Build Firm	Pass	Pass
2	Firm Proposed Project Team	Pass	Pass
3	Revenue	Pass	Pass
4	References	Pass	Pass
5	Insurance	Pass	Pass
6	Essential Requirement	Qualified	Qualified
7	Performance/Experience	20	12
8	Safety	7	5
9	Legal/Administrative Proceedings and Surety	Pass	Pass
10	Reference	3	2
11	Accuracy and Authority (Executed)	Pass	Pass
	Section A2: Safety Record		
	EMR for the most recent three (3) year period	10	N/A
	Section A3: Geographic Location of Home Office		
	The firm has a current home office located either within an 80- mile radius; within a 100-mile radius; within a 120-mile radius; or exceeds a 120-mile radius	10	N/A
	Section A4: Financial Information		
	Include a full set of financial statements for the Firm's most recent complete fiscal year, with either an audit or review report	Pass	Pass
Part A Questionnaire – Maximum Point Total		50	19
Tab 2: Part B Experience			
	Section B1: Executive Summary		
	Includes key benefits and features about the Respondent's Design-Build Team and why the Firm is the best choice for the SCSOS	10	N/A
	Total Maximum Points (Executive Summary)	10	N/A
	Section B2: Design-Build Team		
	Narrative and Organizational Chart	5	N/A
	Working Relationship Matrix	5	N/A
	Firm Profiles	5	N/A

	Total Maximum Points (Design-Build Team)	15	
	Section B3: Personnel Resumes		
1	Firm's Executive Leader	10	N/A
	General Contractor's Project Executive	10	N/A
	Architect of Record's Project Executive	10	N/A
2	AOR's Project Manager	10	N/A
	AOR's Space Programmer/Interior Designer	10	N/A
	Laboratory Design	20	N/A
	Mechanical Project Manager	10	N/A
	Mechanical Engineer of Record	5	N/A
	Electrical Project Manager	10	N/A
	Electrical Engineer of Record	5	N/A
	Electrical Project Manager Low Voltage/Telecom	10	N/A
3	GC's Preconstruction/Design Manager	10	N/A
	GC's Project Manager	10	N/A
	GC's General Superintendent	10	N/A
	GC's Preconstruction/Project Estimator	10	N/A
	GC's MEP Coordinator	10	N/A
	GC's Quality Control Manager	5	N/A
	GC's Schedule Control Manager	5	N/A
	DBIA Certifications of five (5) or more Team Members	10	N/A
4	Additional Special Knowledge or Capabilities	20	N/A
	Total Maximum Points (Personnel Resumes)	200	
	Section B4: Project Profiles		
	5 Design/AOR Projects @ 20 points maximum each	100	N/A
	5 Constructor Projects @ 20 points maximum each	100	N/A
	Total Maximum Points (Project Profiles)	200	
	Section B5: Project References		
	5 Design/AOR Projects @ 5 points maximum each	25	N/A
	5 Constructor Projects @ 5 points maximum each	25	N/A
	Total Maximum Points (Project Profiles)	50	
	Section B6: Project Approach		
1	Critical Design-Project Management Function	30	N/A
2	Preconstruction Approach/GMP Development	20	N/A
3	Construction Approach/Conformance	20	N/A
4	Approach to Programming	30	N/A
5	Design-Cost Interface	10	N/A
6	Experience with AHJ and Phased Packages	20	N/A
7	Management of Design and Construction	10	N/A

8	Pre-Existing and Unforeseen Conditions	20	N/A
9	Approach to Collaborative Environment	20	N/A
10	Preliminary Schedule	20	N/A
	Total Maximum Points (Project Approach)	200	N/A
	Part B Experience – Maximum Point Total	675	N/A
	Part C Interview – Maximum Points Total	800	N/A
	PARTS A, B, and C – MAXIMUM POINT TOTAL	1,525	19

[END OF SECTION]

ATTACHMENT B**Design-Build Services Statement of Qualification Application (SOQ)****Design-Build Firm ("Firm")**

Complete the following for the Firm (the firm or entity who will enter into the Design-Build Contract with the SCSOS for completing the preconstruction, design, and construction of the Project.)

Firm Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	
Firm website address	
Primary Contact Name	
Primary Contact Telephone Number	
Primary Contact email address	
Form of Firm	Check the appropriate box describing the Firm form of entity.
Corporation	<input type="checkbox"/>
State of Incorporation & Registration Number	
Partnership	<input type="checkbox"/>
Describe the type of partnership, i.e., general partnership, limited partnership	
Limited Liability Company	<input type="checkbox"/>
Limited Liability Partnership	<input type="checkbox"/>
Joint Venture	<input type="checkbox"/>
Identify each member and the form of entity of each Joint Venture	
Sole Proprietorship	<input type="checkbox"/>
Identify all equity owners	

Firm Members.**Proposed Design Team**

Complete the following for the proposed architects & engineers:

AOR

Architectural Firm Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Principal Name	
Calif. Architect or Engineer License	
Project Manager	
Calif. Architect or Engineer License	
Design Phase Manager	
Calif. Architect or Engineer License	
Construction Phase Manager	
Calif. Architect or Engineer License	

Structural

Structural Engineer Firm Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Principal Name	
Calif. Architect or Engineer License	

Project Manager	
Calif. Architect or Engineer License	
Design Phase Manager	
Calif. Architect or Engineer License	
Construction Phase Manager	
Calif. Architect or Engineer License	

Mechanical

Mechanical Engineer Firm Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Principal Name	
Calif. Architect or Engineer License	
Project Manager	
Calif. Architect or Engineer License	
Design Phase Manager	
Calif. Architect or Engineer License	
Construction Phase Manager	
Calif. Architect or Engineer License	

Electrical

Electrical Engineer Firm Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	

Principal Name	
Calif. Architect or Engineer License	
Project Manager	
Calif. Architect or Engineer License	
Design Phase Manager	
Calif. Architect or Engineer License	
Construction Phase Manager	
Calif. Architect or Engineer License	

Civil

Civil Engineer Firm Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Principal Name	
Calif. Architect or Engineer License	
Project Manager	
Calif. Architect or Engineer License	
Design Phase Manager	
Calif. Architect or Engineer License	
Construction Phase Manager	
Calif. Architect or Engineer License	

Contractors

Proposed Trade Contractors. Complete the following for proposed trade contractors for the construction of the Project. Trade Contractors identified by the Firm in the following are **for information only**.

Firms invited to participate in the RFP phase for selection of the Firm will be required to submit a Subcontractors List for all subcontractors to the Firm that will be performing work valued at or more than one-half of one percent (0.05%) of the Construction Costs portion of the Firm Contract price.

The SCSOS reserves the right to require that the proposed trade contractors for structural, earthwork/civil work, electrical (line voltage and low voltage), mechanical, plumbing, fire protection, roofing, solar, and carpentry (rough and finish) be pre-qualified in the RFP phase.

General Contractor

General Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	
Primary Contact Name	
Primary Contact Telephone Number	
Primary Contact email address	

Structural Concrete

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Structural Steel

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Concrete

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Earthwork

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Mechanical

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Electrical

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Electrical, low-voltage

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Plumbing

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Fire Protection

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Roofing

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Landscape

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Rough Carpentry

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Finish Carpentry

Contractor Name	
Address, City, State, Zip Code	
Mailing Address (if different from the street address)	
Telephone including area code	
Fax	
Calif. State Contractor's License Number	
Calif. State Department of Industrial Relations Registration Number	

Revenue.

Complete the following for the Respondent's construction operations; if any portion of the revenue disclosed is generated by non-construction operations or activities, the Respondent must identify the portion of revenue attributed to construction operations and generally describe the business activities of the Respondent that generates non-construction operations related revenue.

Calendar Year/ Fiscal Year	Annual Gross Revenue	Annual Net Revenue	Average Value of all Contracts	Dollar Value of Largest Contract
(2017)2017/2018				
(2018)2018/2019				
(2019)2019/2020				

Please note: In recognition of the worldwide impact of COVID-19, the SCSOS is requesting financial information that reflects the Firm's standing prior to the pandemic (2017-2020).

References.

DSA Project Inspectors			
Firm Name	Address	Telephone No.	Contact Name
Architects			
Firm Name	Address	Telephone No.	Contact Name

Insurance.

If Respondent is a Joint Venture, duplicate and complete the following for each member of the Joint Venture.

Commercial General Liability Insurance	Insurer:	
	Policy No.	
	Broker	
Commercial General Liability Insurance Broker	Contact Name	
	Address	
	Telephone	
	Email	
Workers Compensation Insurance	Insurer:	
	Policy No.	
	Broker	
Workers Compensation Insurance Broker	Contact Name	
	Address	
	Telephone	
	Email	
	Insurer:	
	Policy No.	
	Broker	

Essential Requirements -

A Respondent will not be deemed qualified if the answer to any of the following questions results in a “not qualified” response. The Response submitted will be rejected as failing to meet the minimum qualifications for the work.

Base qualification

1. Contractors' License.

1. Respondent is a Contractor, and the Respondent possesses a valid and currently in good standing California Contractors' license Class B – General Contractor
☐ Yes
☐ No (**Not Qualified**)
☐ Not Applicable; Respondent is a Joint Venture
2. Respondent is a Joint Venture, and each member of the Joint Venture possesses a valid and currently in good standing California Contractors' license Class B – General Contractor
☐ Yes
☐ No (**Not Qualified**)
3. If the Respondent is invited to submit a response to the Request for Proposals, a Class B General Building Contractors License will have been issued for the Joint Venture prior to the Respondent submitting a response to the Request for Proposals.
☐ Yes
☐ No (**Not Qualified**)

2. DIR Contractor Registration

1. Respondent is currently a DIR Registered Contractor?
☐ Yes
☐ No (**Not Qualified**)
☐ Not Applicable; Respondent is a Joint Venture
2. If Respondent is a Joint Venture Contractor, each member of the Joint Venture is currently a DIR Registered Contractor.
☐ Yes
☐ No (**Not Qualified**)
3. If the Respondent is invited to submit a response to the Request for Proposals, the Joint Venture will be a DIR Registered Contractor prior to the Respondent submitting a response to the Request for proposal.
☐ Yes
☐ No (**Not Qualified**)

3. Commercial General Liability Insurance

1. Respondent has a current commercial general liability insurance policy with coverage limits of at least \$1,000,000 per occurrence and \$2,000,000 in aggregate.
☐ Yes
☐ No (**Not Qualified**)
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, each member of the Joint Venture currently maintains a commercial general liability policy with coverage limits of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate.
☐ Yes
☐ No (**Not Qualified**)
3. If the Respondent is invited to submit a Request for Proposals, the Joint Venture will obtain commercial general liability insurance of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate.
☐ Yes
☐ No (**Not Qualified**)

4. Professional Liability Insurance

1. Contractor-Led Design-Build Firm Respondent and its Architect of Record (AOR) sub-consultant each have a current professional liability insurance policy with coverage limits of at least \$2,000,000 per claim and \$4,000,000 in the aggregate.
☐ Yes
☐ No (**Not Qualified**)
☐ Not Applicable; Respondent is a Joint Venture or Architect-led Firm
2. Architect-Led Design-Build Firm Respondent has a current professional liability insurance policy with coverage limits of at least \$2,000,000 per claim and \$4,000,000 in aggregate.
☐ Yes
☐ No (**Not Qualified**)
☐ Not Applicable; Respondent is a Joint Venture or other Contractor-led Firm
3. If the Respondent is a Joint Venture, each member of the Joint Venture currently maintains a professional liability policy with coverage limits of at least \$2,000,000 per claim and \$4,000,000 in the aggregate.
☐ Yes
☐ No (**Not Qualified**)
4. If the Respondent is invited to submit a Request for Proposals, the Joint Venture will obtain professional liability insurance with coverage limits of at least \$2,000,000 per claim and \$4,000,000 in aggregate.
☐ Yes
☐ No (**Not Qualified**)

5. If Contractor-Led, Architect-Led, and Joint Venture-Led Respondents are invited to submit a Request for Proposals, their AORs will obtain Excess Professional Liability for the project with coverage limits of at least \$10,000,000.

☐ Yes

☐ No (**Not Qualified**)

5. Workers Compensation Insurance

1. Respondent has a current workers' compensation insurance policy as required

☐ Yes

☐ No (**Not Qualified**)

☐ Not Applicable; Respondent is a Joint Venture

2. If the Respondent is a Joint Venture, each member of the Joint Venture currently maintains Workers Compensation insurance as required by the Labor Code or is legally self-insured pursuant to Labor Code §3700.

☐ Yes

☐ No (**Not Qualified**)

3. If the Respondent is invited to submit a Request for Proposals, the Joint Venture will obtain Workers Compensation insurance as required by the Labor Code or is legally self-insured pursuant to Labor Code §3700.

☐ Yes

☐ No (**Not Qualified**)

6. Labor Code Debarment

1. The Respondent is ineligible or debarred from submitting Responses for public works projects or public works contracts pursuant to Labor Code §1777.1 or Labor Code §1777.7.

☐ Yes (**Not Qualified**)

☐ No

☐ Not Applicable; Respondent is a Joint Venture

2. If the Respondent is a Joint Venture, a member of the Joint Venture is ineligible or debarred from submitting Responses for public works projects or public works contracts pursuant to Labor Code §1777.1 or Labor Code §1777.7.

☐ Yes (**Not Qualified**)

☐ No

7. Non-Responsibility

1. A public agency, within the past five (5) years, has conducted proceedings that resulted in a finding that the Respondent, or any predecessor to the Respondent, is not a “responsible” Respondent for a public works project or a public works contract.
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, a public agency, within the past five (5) years, has conducted proceedings that resulted in a finding that a member of the Joint Venture, or any predecessor to any member of the Joint Venture, is not a “responsible” Respondent for a public works project or a public works contract.
☐ Yes (**Not Qualified**)
☐ No

8. Agreement Not to Bid

1. Within the past five (5) years, has the Respondent, or any predecessor-in-interest of the Respondent, entered into an agreement or verbally/orally agreed with any public agency not to submit Responses, quotes, or respond to any design, construction, design-build, lease-lease-back, construction management, or related services.
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, within the past five (5) years, has the Joint Venture, or any predecessor-in-interest of the Joint Venture, entered into an agreement or verbally/orally agreed with any public agency not to submit Responses, quotes, or respond to any design, construction, design-build, lease-lease-back, construction management, or related services.
☐ Yes (**Not Qualified**)
☐ No

9. Contract Default Termination

1. During the past five (5) years, the Respondent has been declared in default under any construction contract to which the Respondent was a party.
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, during the past five (5) years, the Joint Venture has been declared in default under any construction contract to which the Joint Venture member was a party.
☐ Yes (**Not Qualified**)
☐ No

10. Criminal Conviction

1. During the last five (5) years, the Respondent or any predecessor to the Respondent or any of the equity owners of the Respondent has been convicted of a federal or state crime involving fraud, theft, or any other act of dishonesty?
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, during the last five (5) years, a member of the Joint Venture or any predecessor to the member of the Joint Venture, or any of the equity owners of the member of the Joint Venture has been convicted of a federal or state crime involving fraud, theft, or any other act of dishonesty?
☐ Yes (**Not Qualified**)
☐ No

11. Surety Completion

1. During the past five (5) years, a Surety has completed any project or the Respondent's obligations under a construction contract for construction, design-build, or lease-lease-back services.
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, during the past five (5) years, a Surety has completed any project or a Joint Venture member's obligations under a construction contract for construction, design-build, or lease-lease-back services.
☐ Yes (**Not Qualified**)
☐ No

12. Contract Default

1. During the past five (5) years, the Respondent has been declared in default under any construction contract to which the Respondent was a party.
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, during the past five (5) years, a member of the Joint Venture has been declared in default under any construction contract to which the Joint Venture member was a party.
☐ Yes (**Not Qualified**)
☐ No

13. Three (3) Year Workers Compensation EMR

1. The Respondent's Worker's Compensation Insurance average EMR over the past three (3) years is more than 1.25.
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, the Worker's Compensation Insurance average EMR of a member of the Joint Venture over the past five (5) years is more than 1.25.
☐ Yes (**Not Qualified**)
☐ No

14. Surety Payments

1. At any time during the past five (5) years, has any surety company made any payments on behalf of the Respondent to satisfy any claims made against a bid, performance, or payment bond issued to the Respondent, in connection with a construction project, either public or private?
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, at any time during the past five (5) years, has any surety company made any payments on behalf of a member of the Joint Venture to satisfy any claims made against a bid, performance, or payment bond issued to the Joint Venture member, in connection with a construction project, either public or private.
☐ Yes (**Not Qualified**)
☐ No

15. Surety Bond Issuance

1. During the past five (5) years, has a surety declined to issue a surety bond for your organization in connection with a construction project?
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, during the past five (5) years, has a surety declined to issue a surety bond for a member of the Joint Venture in connection with a construction project?
☐ Yes (**Not Qualified**)
☐ No

16. Bond Capacity

1. If the Respondent is awarded the contract, will the issuance of the bonds required for the Work result in at least twenty percent (20%) of the Respondent's aggregate bonding capacity remaining unused?
☐ Yes
☐ No (**Not Qualified**)
☐ Not Applicable; Respondent is a Joint Venture

2. The Respondent's per-project bonding capacity exceeds \$20,000,000.
☐ Yes
☐ No (**Not Qualified**)
☐ Not Applicable; Respondent is a Joint Venture
3. If the Respondent is a Joint Venture, and the Joint Venture is awarded the contract, will the issuance of the bonds required for the work result in at least twenty percent (20%) of the aggregate bonding capacity of each Joint Venture member remaining unused?
☐ Yes
☐ No (**Not Qualified**)
4. The 'per project' bonding capacity of the Joint Venture member exceeds \$20,000,000.
☐ Yes
☐ No (**Not Qualified**)

17. Insurance Policy Renewal

1. In the last five years, has any insurance carrier for any policy of insurance refused to renew the insurance policy for your firm?
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, in the last five years, has any insurance carrier, for any policy of insurance, refused to renew the insurance policy for a member of the Joint Venture?
☐ Yes (**Not Qualified**)
☐ No

18. Bond Premium Charges

1. In the past five (5) years, has the Respondent paid a bond premium equaling greater than one percent (1%) of the contract price of the construction project for which the bond was procured?
☐ Yes (**Not Qualified**)
☐ No
☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, in the past five (5) years, has a member of the Joint Venture paid a bond premium equaling greater than one percent (1%) of the contract price of the construction project for which the bond was procured?
☐ Yes (**Not Qualified**)
☐ No

19. Skilled and Trained Workforce

1. If prequalified and shortlisted by the SCSOS, the Respondent will provide an enforceable commitment to the SCSOS that the Respondent and its contractors at every tier will meet the Skilled Trained Workforce requirements of Public Contract Code Section 2600 et seq. (EDC § 17250.25(c)(1)) if certain types of project labor agreements are not in place. (EDC § 17250.25(c) (2).)
 - ☐ Yes
 - ☐ No (**Not Qualified**)
 - ☐ Not Applicable; Respondent is a Joint Venture
2. If the Respondent is a Joint Venture, and if prequalified and shortlisted by the SCSOS, the Joint Venture members will provide an enforceable commitment to the SCSOS that the Joint Venture and its contractors at every tier will meet the Skilled Trained Workforce requirements of Public Contract Code Section 2600 et seq. (EDC § 17250.25(c) (1)) if certain types of project labor agreements are not in place (EDC § 17250.25(c) (2).)
 - ☐ Yes
 - ☐ No (**Not Qualified**)

Performance/Experience.

A Respondent must receive a minimum of 140 points out of a possible 230 points in this section to be deemed “Qualified.” The responses of a Respondent who is not deemed “Qualified” will be rejected for non-responsiveness. If the Respondent is a Joint Venture, references to “your organization” in the following are references to each member of the Joint Venture; the response must be applicable to *all* members of the Joint Venture.

1. Within the past three (3) years, has your organization performed work as the general contractor/prime contractor on at least one project subject to DSA jurisdiction?
 - ☐ Yes 10 points
 - ☐ No 0 points
2. Within the past five (5) years, has your organization performed work as the general contractor/prime contractor on at least one project subject to DSA jurisdiction where the value was at least 20,000,000.00?
 - ☐ Yes 10 points
 - ☐ No 0 points
3. Within the past ten (10) years, has your organization performed work as the general contractor/prime contractor on at least one public works new construction project subject to DSA jurisdiction where the gross square footage was at least 40,000 square feet?
 - ☐ Yes 10 points
 - ☐ No 0 points
4. If yes to 1 above, what was the number of public works projects subject to DSA jurisdiction your organization performed within the past three (3) years as the general contractor/prime contractor? (circle one)

0 Projects	0 points
1 Project	5 points
2 Projects	10 points
3 or more	15 points

5. If yes to 2 above, what was the number of public works projects subject to DSA completed by your organization as the general contractor/prime contractor where the value was at least \$20,000,000.00 in the past five (5) years? Projects shall be listed in the References section below. (circle one)
- | | |
|------------|-----------|
| 0 Projects | 0 points |
| 1 Project | 5 points |
| 2 Projects | 10 points |
| 3 Projects | 15 points |
| 4 or more | 20 points |
6. If yes to 1, 2, or 3 above, what was the number of public works projects constructed by your organization where the Project Owner is a California Community College District? (circle one)
- | | |
|------------|-----------|
| 0 Projects | 0 points |
| 1 Project | 5 points |
| 2 Projects | 10 points |
| 3 Projects | 15 points |
| 4 or more | 20 points |
7. If yes to 1, 2, or 3 above, what was the number of public works projects where the Project Owner is a California public K-12 school district; within the past five (5) years? (circle one)
- | | |
|------------|----------|
| 0 Projects | 0 points |
| 1 Project | 1 points |
| 2 Projects | 3 points |
| 3 or more | 5 points |
8. If yes to 1, 2, or 3 above, what was the number of CSU and/or UC projects your organization completed as the general contractor/prime contractor; within the past five (5) years? (circle one)
- | | |
|------------|----------|
| 0 Projects | 0 points |
| 1 Project | 1 point |
| 2 Projects | 3 points |
| 3 or more | 5 points |
9. If yes to 3 above, what was the number of public works new construction projects subject to DSA jurisdiction where the construction square footage was at least 40,000 square feet? (circle one)
- | | |
|------------|-----------|
| 0 Projects | 0 points |
| 1 Project | 5 points |
| 2 Projects | 10 points |
| 3 or more | 15 points |
10. If yes to 3 above, within the past ten (10) years, how many new construction projects, where the value was at least \$20,000,000.00 and subject to DSA jurisdiction, has your organization performed work as the general contractor/prime contractor where the building was a mixed-use, classroom, conference, and office building? (circle one)
- | | |
|------------|-----------|
| 0 Projects | 0 points |
| 1 Project | 20 points |
| 2 Projects | 40 points |
| 3 or more. | 60 points |

11. Has a complaint ever been filed against your organization's California Contractors' License with the California Contractors' State License Board?
- ☐ Yes – 0 points
- ☐ No - 5 points
12. Has your organization ever asked to be relieved of or refused to sign a contract for construction services awarded to it?
- ☐ Yes – 0 points
- ☐ No - 5 points
13. Has your organization ever failed to complete a construction contract?
- ☐ Yes – 0 points
- ☐ No - 5 points
14. Has your organization ever been declared in default of a construction contract?
- ☐ Yes – 0 points
- ☐ No - 5 points
15. Has your organization ever failed to complete a public works construction contract within the authorized time?
- ☐ Yes – 0 points
- ☐ No - 5 points
16. Has your organization ever been assessed and paid liquidated damages under a construction contract with either a public or private owner?
- ☐ Yes – 0 points
- ☐ No - 5 points
17. Has any insurance carrier, for any policy of insurance, refused to renew an insurance policy for your organization?
- ☐ Yes
- ☐ No
- If yes, on how many occasions? _____
- 10 points for no occasion,
- 5 points for 1 occasion
- 0 points for more than 1 occasion
18. Has a surety ever declined to issue a surety bond for your organization in connection with a construction project?
- ☐ Yes
- ☐ No
- If yes, on how many occasions? _____
- 10 points for no occasion,
- 5 points for 1 occasion
- 0 points for more than 1 occasion

19. Has your organization ever been assessed a penalty for violating the Subcontracting Fair Practices Act pursuant to Public Contract Code §4110?

☐Yes

☐No

If yes, on how many occasions? _____

10 points for no occasion,

5 points for 1 occasion

0 points for more than 1 occasion

Safety.

A Respondent must receive a minimum of 50 points out of a possible 70 points in this section to be deemed “Qualified.” The Response of a Respondent who is not deemed “Qualified” will be rejected for non-responsiveness. If the Respondent is a Joint Venture, references to “your firm” in the following are references to each member of the Joint Venture; the response must be applicable to *all* members of the Joint Venture.

1. Has CAL OSHA cited and assessed penalties against your firm for any “serious,” “willful,” or “repeat” violations of its safety or health regulations in the past five (5) years?

☐Yes

☐No

If yes, on how many occasions? _____

10 points 1 or less occasion

5 points for 2 occasions

0 points for more than 2 occasions

2. Has the Federal Occupational Safety and Health Administration (“OSHA”) cited and assessed penalties against your firm in the past five (5) years?

☐Yes

☐No

If yes, on how many occasions? _____

10 points 1 or less occasion

5 points for 2 occasions

0 points for more than 2 occasions

3. Has the EPA, any Air Quality Management District, or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractor in the past five years?

☐Yes

☐No

If yes, on how many occasions? _____

10 points 1 or less occasion

5 points for 2 occasions

0 points for more than 2 occasions

4. How often does your firm require documented safety meetings to be held for construction employees and field supervisors during the course of a project? _____

20 points for once a week or more often

10 points for Bi-Weekly

0 points for any other answer

5. Has there been more than one occasion during the last five (5) years on which your firm was required to pay either back wages or penalties for your own firm's failure to comply with California's prevailing wage laws?

(Note: This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor to your firm.)

☐ Yes

☐ No

If yes, on how many occasions? _____

10 points 1 or less occasion

5 points for 2 occasions

0 points for more than 2 occasions

6. At any time during the last five years, has your firm been found to have violated any provision of California apprenticeship laws or regulations or the laws pertaining to the use of apprentices in public works?

☐ Yes

☐ No

If yes, provide the date(s) of such findings, and attach copies of the Department's final decision(s): _____

10 points for 2 or fewer occasions

5 points for 3 occasions

0 points for more than 3 occasions

Legal/Administrative Proceedings and Surety.

If the response to any of the following questions is a "yes," complete and accurate details must be attached; failure to attach such details will render the Response of the Respondent to be non-responsive and rejected. Responses to the following will be used to evaluate the Respondent's responsibility. If the Respondent is a Joint Venture, references to "Respondent" in the following are references to each member of the Joint Venture; the response must be applicable to *all* members of the Joint Venture.

1. Have legal, arbitration, or administrative proceedings been brought against the Respondent or any of the principals, officers, or equity owners of the Respondent within the past ten (10) years which arise out of or are related to any construction project?

☐ Yes

☐ No

If "yes," on a separate attachment, include the following details:

- i. The name of the party initiating proceedings against the Respondent
- ii. The contact name, address, phone, and email address of the party initiating proceedings;
- iii. The circumstances resulting in the initiation of proceedings;
- iv. The amount or other relief demanded; and
- v. The outcome of proceedings.

2. Has the Respondent brought any legal, arbitration, or administrative proceedings against the owner of a construction project within the past ten (10) years which arise out of or are related to the construction project, excluding claims for personal injury?
- ☐Yes
☐No
- If “yes,” on a separate attachment, include the following details:
- i. The name of the owner
 - ii. The contact name, address, phone, and email address of the owner;
 - iii. The circumstances resulting in the initiation of proceedings;
 - iv. The amount or other relief demanded; and
 - v. The outcome of proceedings.
3. Has the Respondent brought any legal, arbitration, or administrative proceedings against the architect or design professional for a construction project within the past ten (10) years which arise out of or are related to the construction project?
- ☐Yes
☐No
- If “yes,” on a separate attachment, include the following details:
- i. The name of the architect;
 - ii. The contact name, address, phone, and email address of the contact person for the architect or design professional;
 - iii. The circumstances resulting in the initiation of proceedings;
 - iv. The amount or other relief demand; and
 - v. The outcome of proceedings.
4. Has the Respondent brought any legal, arbitration, or administrative proceedings against the construction/project manager for a construction project within the past ten (10) years which arise out of or are related to the construction project?
- ☐Yes
☐No
- If “yes,” on a separate attachment, include the following details:
- i. The name of the construction/project manager;
 - ii. The contact name, address, phone, and email address of the contact person for the construction/project manager;
 - iii. The circumstances resulting in the initiation of proceedings;
 - iv. The amount or other relief demand; and
 - v. The outcome of proceedings.
5. At any time during the past five (5) years, has any surety company made any payments on behalf of the Respondent to satisfy any claims made against a bid, performance, or payment bond issued to the Respondent, in connection with a construction project, either public or private?
- ☐Yes
☐No
- If “yes,” on a separate attachment, set forth:
- i. The amount of each such claim;
 - ii. The name and telephone number of the claimant;
 - iii. The date of the claim;

- iv. The grounds for the claim;
 - v. The present status of the claim;
 - vi. The date of the resolution of such claim, if resolved;
 - vii. The method by which such was resolved if resolved;
 - viii. The nature of the resolution; and
 - ix. The amount, if any, at which the claim was resolved.
6. During the past five (5) years, has a surety declined to issue a surety bond for the Respondent in connection with a construction project?
- ☐Yes
- ☐No
- If “yes,” on a separate attachment, provide details of the denial of bond coverage and the name of the company or companies which denied coverage.
7. At any time during the past five (5) years, has any surety company made any payments on behalf of the Respondent to satisfy any claims made against a bid, performance, or payment bond issued to the Respondent, in connection with a construction project, either public or private?
- ☐Yes
- ☐No
- If “yes,” on a separate attachment, set forth:
- i. The amount of each such claim;
 - ii. The name and telephone number of the claimant;
 - iii. The date of the claim;
 - iv. The grounds for the claim;
 - v. The present status of the claim;
 - vi. The date of the resolution of such claim, if resolved;
 - vii. The method by which such was resolved if resolved;
 - viii. The nature of the resolution; and
 - ix. The amount, if any, at which the claim was resolved.
8. In the last five years, has any insurance carrier for any policy of insurance refused to renew the insurance policy for your firm?
- ☐Yes
- ☐No
9. Within the past five (5) years, has the Respondent been required to pay either back wages or penalties for the Respondent’s failure to comply with California prevailing wage laws?
- This question refers only to the Respondent’s violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.
- ☐Yes
- ☐No
- If “yes,” on a separate attachment,
- i. Describe each instance of prevailing wage rate violation;
 - ii. Identify the project on which a prevailing wage rate violation occurred;
 - iii. The public agency owner of the project;
 - iv. The number of employees affected by each prevailing wage rate

- violation; and
 - v. The amount of back wages and penalties the Respondent was required to pay.
10. Within the past five (5) years, has there been more than one occasion in which the Respondent was penalized or required to pay back wages for failure to comply with the Federal Davis-Bacon prevailing wage requirements?
- ☐Yes
- ☐No
- If “yes,” on a separate attachment,
- i. Describe each instance of prevailing wage rate violation;
 - ii. Identify the project on which a prevailing wage rate violation occurred;
 - iii. The number of employees affected by each prevailing wage rate violation; and
 - iv. The amount of back wages and penalties the Respondent was required to pay.
11. Within the past five (5) years, has the Respondent been found to have violated any provision of California apprenticeship laws or regulations or the laws pertaining to the use of apprentices on public works projects?
- ☐Yes
- ☐No
- If “yes,” on a separate attachment, provide the date(s) of such findings, and attach copies of the Apprenticeship Counsel’s final decision(s).

References.

The respondent must receive a minimum of 30 points out of a possible 30 points in this section.

Similar Completed Projects. Provide the following for three (3) projects the Respondent has completed within the past five (5) years similar in size, scope, function, and construction value to the SCSOS Project:

Project Name	
Owner Name	
Owner telephone	
Owner email	
Architectural Firm Name	
Principal Name	
Architect telephone	
Architect email	
Function/Use of Project	
Delivery Method	
Original contract duration	
Actual contract duration	
Type of contract	
Original contract price	
Final adjusted contract price	

Project Name	
Owner Name	
Owner telephone	
Owner email	
Architectural Firm Name	
Principal Name	
Architect telephone	
Architect email	
Function/Use of Project	
Delivery Method	
Original contract duration	
Actual contract duration	
Type of contract	
Original contract price	
Final adjusted contract price	

Project Name	
Owner Name	
Owner telephone	
Owner email	
Architectural Firm Name	
Principal Name	
Architect telephone	
Architect email	
Function/Use of Project	
Delivery Method	
Original contract duration	
Actual contract duration	
Type of contract	
Original contract price	
Final adjusted contract price	

Accuracy and Authority.

The undersigned is duly authorized to execute this Statement of Qualifications under penalty of perjury on behalf of the above-identified Respondent.

The undersigned warrants and represents that he/she has personal knowledge of each of the responses to this Statement of Qualifications and that they have conducted all of the necessary and appropriate inquiries to determine the truth, completeness, and accuracy of responses to this Statement of Qualifications.

The undersigned declares and certifies that the responses to this Statement of Qualifications are complete and accurate; there are no omissions of material fact or information that render any response to be false or misleading, and there are no misstatements of fact in any of the responses.

The above-identified Respondent acknowledges and agrees that if the Sutter County Superintendent of Schools (SCSOS) determines that any response herein is false or misleading or contains misstatements of fact so as to be false or misleading, the Respondent's response to the RFQ may be rejected by the SCSOS for non-responsiveness.

Executed this ____ day of _____ 20__ at _____.
(City and State)

I declare under penalty of perjury under California law that the foregoing is true and correct.

By: _____
(Signature of Respondent's Authorized Officer or Representative)

(Typed or Printed Name)

Title: _____

(SEAL)

ATTACHMENT C

Working Relationship Matrix

Insert the project name and check the boxes to indicate which projects team members have worked on. If a member has not worked on a project, leave the box blank.	Name	Project Name									
Design-Build Firm's Exec. Leader											
GC's Project Executive											
AOR's Project Executive											
AOR's Project Manager											
Architect of Record											
AOR's Lead Designer											
Space Programmer/Int. Designer											
Mechanical Project Manager											
Mechanical Engineer of Record											
Electrical Project Manager											
Electrical-Low Voltage Project Manager											
Electrical Engineer of Record											
GC's General Superintendent											
GC's Preconstruction/Design Manager											
GC's Project Manager											
GC's Preconstruction/Project Estimator											
GC's Quality Control Manager											
GC's Schedule Control Manager											
GC's BIM Manager											

GC's MEP Coordinator											
Specialty Consultant:											
Specialty Consultant:											
Specialty Consultant:											
Specialty Consultant:											
Specialty Consultant:											

ATTACHMENT D - Conceptual Programming Study

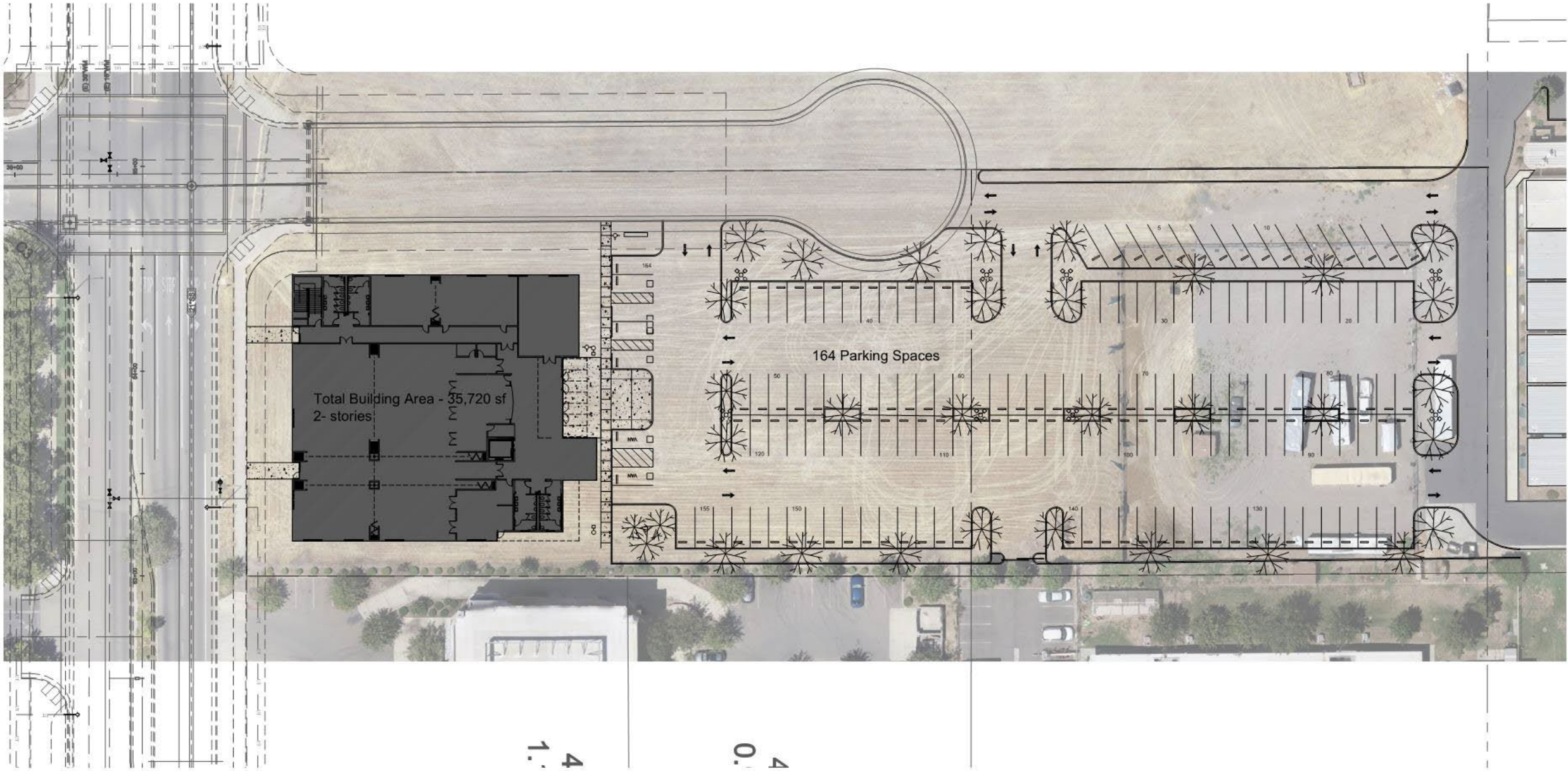


CONCEPTUAL PROGRAMMING STUDY
**SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
HARTER PARKWAY PROGRAMS & CONFERENCE BUILDING**

February 1, 2022



**HARRINGTON
DESIGN ASSOCIATES**
5785 PACIFIC STREET, SUITE E2
ROCKLIN, CA 95677 (916) 577-5789
www.HarringtonDA.com



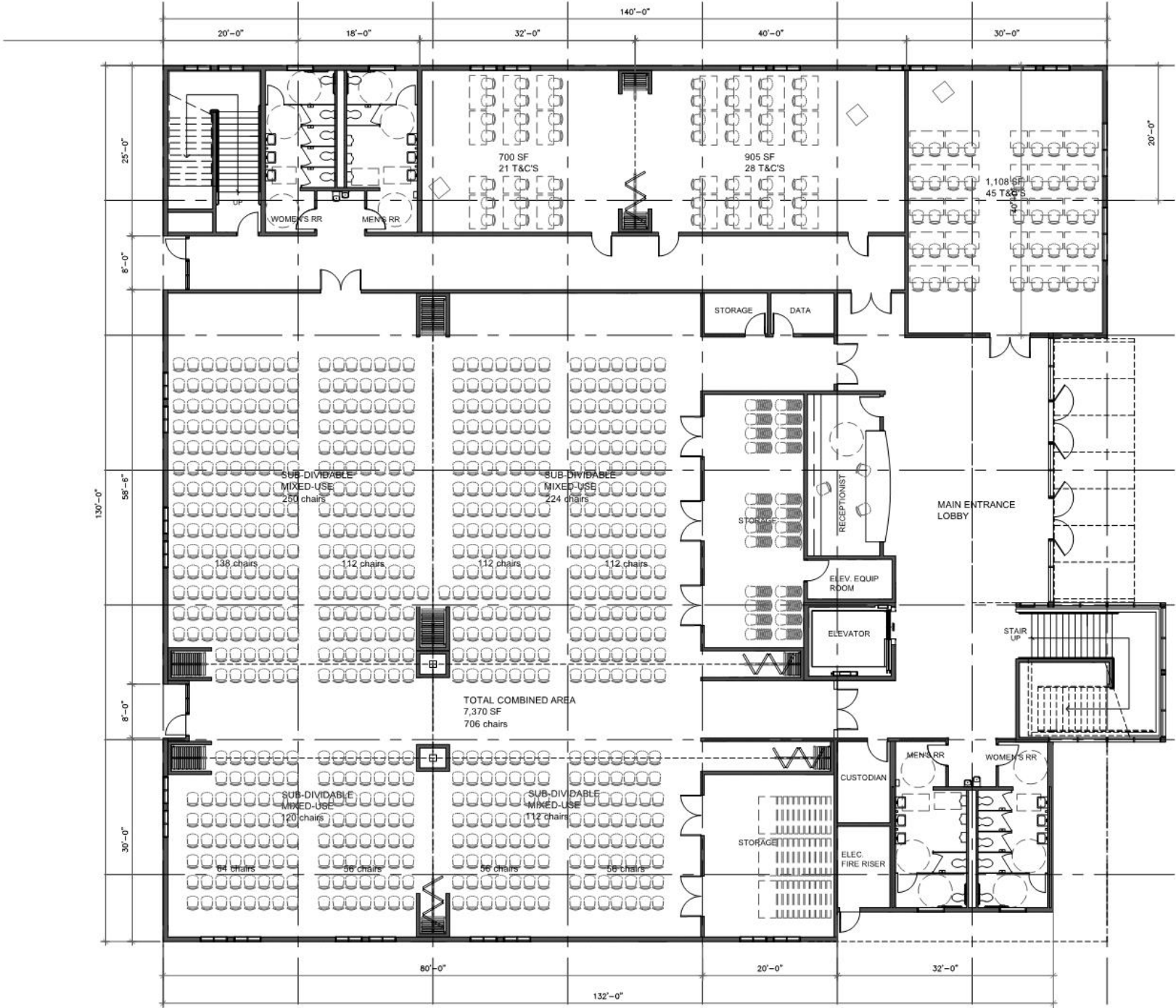
CONCEPTUAL PROGRAMMING STUDY

SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
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February 1, 2022



**HARRINGTON
DESIGN ASSOCIATES**
5785 PACIFIC STREET, SUITE E2
ROCKLIN, CA 95677 (916) 577-5789
www.HarringtonDA.com



CLASSROOMS	3	2,713 SF
LARGE CONFERENCE SPACE	1	7,270 SF
STORAGE		1,020 SF

FIRST FLOOR PLAN 17,632 SF

SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
PROGRAM & CONFERENCE BUILDING



CONCEPTUAL PROGRAMMING STUDY
**SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
HARTER PARKWAY PROGRAMS & CONFERENCE BUILDING**

February 1, 2022

**HARRINGTON
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www.HarringtonDA.com



ATTACHMENT E – Space Programming

Facilities reduced from inventory

Building 1000 – 8289 ft2 – One Stop	Count	FT2	% of footprint
Offices- in 16 rooms at 105.65 ft2 avg	16	1690.5	20%
Training/conference	6	2328.75	28%
Common area/ Utility (counting restrooms & breakrooms)	6	2446	30%
Storage	1	1824	22%
		8289.25	

Building 1100 – 6541 ft2 – One Stop & Adult Ed

Offices 0 ft2	0	0	0%
Classroom/Training/Conference	6	4830	74%
Common area/ Utility (counting restrooms & breakrooms)	7	1437	22%
Storage	1	274	4%
		6541	

Building 300 – 4776 ft2 - SPED & ED Services

Offices- in 9 rooms at 147.46 ft2 avg	9	1327	28%
Classroom/Training/Conference	2	1056.63	22%
Common area/ Utility (counting restrooms & breakrooms)	7	1989	42%
Storage	1	403.5	8%
		4776.13	

Sierra – 6232 ft2 - Adult Ed

Offices- in 5 rooms at 204 ft2 avg	5	1020	16%
Classroom/Training/Conference	5	4070.4	65%
Common area/ Utility (counting restrooms & breakrooms)	4	1105.7	18%
Storage	1	36	1%
		6232.1	

Adult Ed 990 Klamath

Offices- in 8 rooms at 168 ft2 avg	8	1348	14%
Classroom/Training/Conference	13	5375	57%
Common area/ Utility (counting restrooms & breakrooms)	12	1993	21%
Storage	7	636	7%
		9352	

Career Training Center 939 Live Oak

Offices- in 11 rooms at 147 ft2 avg	11	1617	17%
Classroom/Training/Conference	5	2819	30%
Common area/ Utility (counting restrooms & breakrooms)	12	2824	30%
Storage	3	161	2%
		7422	

Difference – reduction of 42612 ft2 of facilities

Offices - reduction of 49 offices @ 142.91 ft2 avg	49	7002.625	16%
Classroom/Training/Conference	37	20479.84	48%
Common area/ Utility (counting restrooms & breakrooms)	48	11795.08	28%
Storage	14	3334.875	8%
		42612	100.00%

New building conceptual

	Count	FT2	% of footprint
Offices - in 6 rooms	6	1166	3.31%
Training/conference (Modular-mixed use)	25	19664	55.76%
Common area/ Utility-base	1	13414	38.04%
Storage	5	1020	2.89%
		35264	100.00%

Note on the conceptual design:

The information represented in the above table identifies space programming per the conceptual drawings in Attachment D.

Adult Education is an ever-evolving and changing program, adapting to the needs of the community and grant funding. Over time, the space needed changes. The SCSOS intends to design and construct a building with minimal common area hallway space as possible and maximize the space for modular, mixed-use rooms. With appropriate load-bearing spans, the SCSOS intends to construct the conference, classroom, and office spaces as larger, modular, mixed-use spaces, approximately five hundred square feet (500 sq. ft.) each, with wood framed and finished partition walls that may be moved as the need arises during the lifespan of the building.

ATTACHMENT F**SCSOS Total Project Cost Estimate**

Preconstruction & soft cost		Cost Estimate	% of Cost	Cost p/ft2
1	Design Fees Preliminary Plans/Preconstruction (Phase 2, 30%)	\$339,500.00	1.94%	\$9.63
2	Design Progressive Design-Build (Phase 3, 70%)	\$738,500.00	4.22%	\$20.94
4	Geotechnical	\$47,250.00	0.27%	\$1.34
5	Special Inspections	\$43,750.00	0.25%	\$1.24
6	Utility fees	\$12,250.00	0.07%	\$0.35
7	Commissioning	\$350,000.00	2.00%	\$9.93
8	Project Development/CM/Consultant Fees	\$175,000.00	1.00%	\$4.96
9	Design review/permit fees (DSA)	\$141,925.00	0.81%	\$4.02
10	Inspector (DSA certified/owner retained)	\$525,000.00	3.00%	\$14.89
11	Environmental Approvals	\$66,115.00	0.38%	\$1.87
12	Builder's Course of Construction Insurance	\$14,000.00	0.08%	\$0.40
13	Legal	\$3,500.00	0.02%	\$0.10
Subtotal Indirect Design/Construct Costs		\$2,456,790.00	14.04%	\$69.67
Contingency Indirect Costs (10%)		\$245,679.00	1.40%	\$6.97
Total preconstruction and soft costs		\$2,702,469.00	15.44%	\$76.64

Construction

1	Construction Design-Build Services	\$11,028,500.00	63.02%	\$312.74
2	Site work	\$437,500.00	2.50%	\$12.41
3	Solar	\$1,225,000.00	7.00%	\$34.74
Subtotal Direct Design/Construct Costs		\$12,691,000.00	72.52%	\$359.89
Contingency Direct Costs (10%)		\$1,269,100.00	7.25%	\$35.99
Total Design/Construction Cost		\$13,960,100.00	79.77%	\$395.87

SCSOS Direct cost

1	Owner fixtures, furniture, and equipment	\$612,500.00	3.50%	\$17.37
2	Signage	\$105,000.00	0.60%	\$2.98
3	Window Coverings	\$43,750.00	0.25%	\$1.24
Subtotal SCSOS Direct Costs		\$761,250.00	4.35%	\$21.59
Contingency SCSOS Direct Costs (10%)		\$76,125.00	0.44%	\$2.16
Total SCSOS Direct Construction Cost		\$837,375.00	4.79%	\$23.75

TOTAL CONSTRUCTION COSTS**\$17,499,944.00 100.00% \$496.26**

Clarification of terms used in the Design-Build RFQ Attachment F

Special Inspections

Special inspections are tests and observations of materials, fabrication, erection, or placement of components and connections critical to the structural integrity of the building identified in the *Statement of Special Inspections*. The *Statement of Special Inspections* is prepared by the Structural Engineer considering what is critical to the structural integrity of the specific building. Special inspections aim to confirm that the building is constructed to resist extreme design loading conditions such as earthquakes and wind loads. The building may or may not ever experience these extreme loading conditions, but if it does, building performance should be consistent with the design.

Commissioning

Building commissioning is a systematic process of checks and balances to ensure that building systems are designed, constructed, and operated for peak performance. Commissioning is responsible for actively reviewing construction documents, validating and testing the specified equipment once installed, and verifying that building personnel is appropriately trained in operating and maintaining equipment. The commissioning team brings a holistic perspective to the design process.

In addition to ensuring building elements such as heating, cooling, air handling, water, and refrigeration systems work as they should, commissioning agents are also working towards improved energy usage and reduced operation and maintenance costs. While a project's design professionals and installing contractors are ultimately responsible for the quality of the installation and testing of building systems, commissioning agents to provide a second set of eyes and ears throughout the design and construction process, catching any deficiencies and resolving issues before building occupancy.

Special Inspector

An inspector, separate from the Project inspector, performs special inspections and commissioning on occasion.

Summary of delivery methods – Design-Bid-Build and Design-Build

While many delivery methods for construction are allowable within the California Public Contract Code, the Sutter County Superintendent of Schools (SCSOS) finds that only two fit the specific goals and objectives for the Career Training and Conference Center; Design-Bid-Build and Design-Build.

The Sutter County Superintendent of Schools has determined that the Design-Build delivery method is in the best interest of the organization, the Sutter County Board of Education, and the community as a whole.

Here is a summary for your convenience:

Design-Bid-Build

The owner or representative works with design professionals to facilitate a project's design, engineering, testing, and permitting. The resulting documents are then used to perform a sealed bid process for responding contractors. The final anticipated project cost is determined by the lowest responsible and responsive bid of the best value in a public bid opening. The owner or representative accepts all responsibility for errors or flaws in the bid documents, which may result in delays and additional costs during construction. There is also inherent risk in receiving the lowest bid that exceeds the funding available to the owner, requiring the process to be repeated if desired.

Design-Build

The owner or representative works with design professionals to facilitate a conceptual design and a general specification that best represents the project vision. The conceptual design is used for advertising to interested contractors to provide a 'resume' for a qualification process. The selected contractor from the qualification process then works with the owner or representative to facilitate the project's design, engineering, testing, permitting, and construction. The anticipated cost is pre-determined during the process, and the contractor proceeds on an agreed 'guaranteed maximum price.' The contractor accepts all responsibility for errors or flaws in the design documents, other than issues that arise from discovery (inevitably unknown conditions, such as unearthing a burial site). Though not perfect, Design-Build relieves a lot of the burden of a project from the owner.

Agenda Item No. 13.0

BOARD AGENDA ITEM: Financing Plan for Harter Building Construction

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

 Action

Ron Sherrod

 Reports/Presentation

SUBMITTED BY:

 X Information

Ron Sherrod

 Public Hearing

PRESENTING TO BOARD:

 Other (specify)

Ron Sherrod

BACKGROUND AND SUMMARY INFORMATION:

Government Financial Strategies (GFS) will present the financial plan for the anticipated construction of the Harter Building.

Sutter County Superintendent of Schools

Financing Plan for Construction of the Harter Building to House SCSOS Departments and Programs



SUTTER COUNTY SUPERINTENDENT OF SCHOOLS
Tom Reusser, Superintendent



Government
Financial
Strategies

Presented by Lori Raineri
August 10, 2022

Agenda

- ◆ Paying for Construction of the Harter Building
- ◆ Financing Plan
- ◆ Preview of Financing Process
- ◆ Next Steps

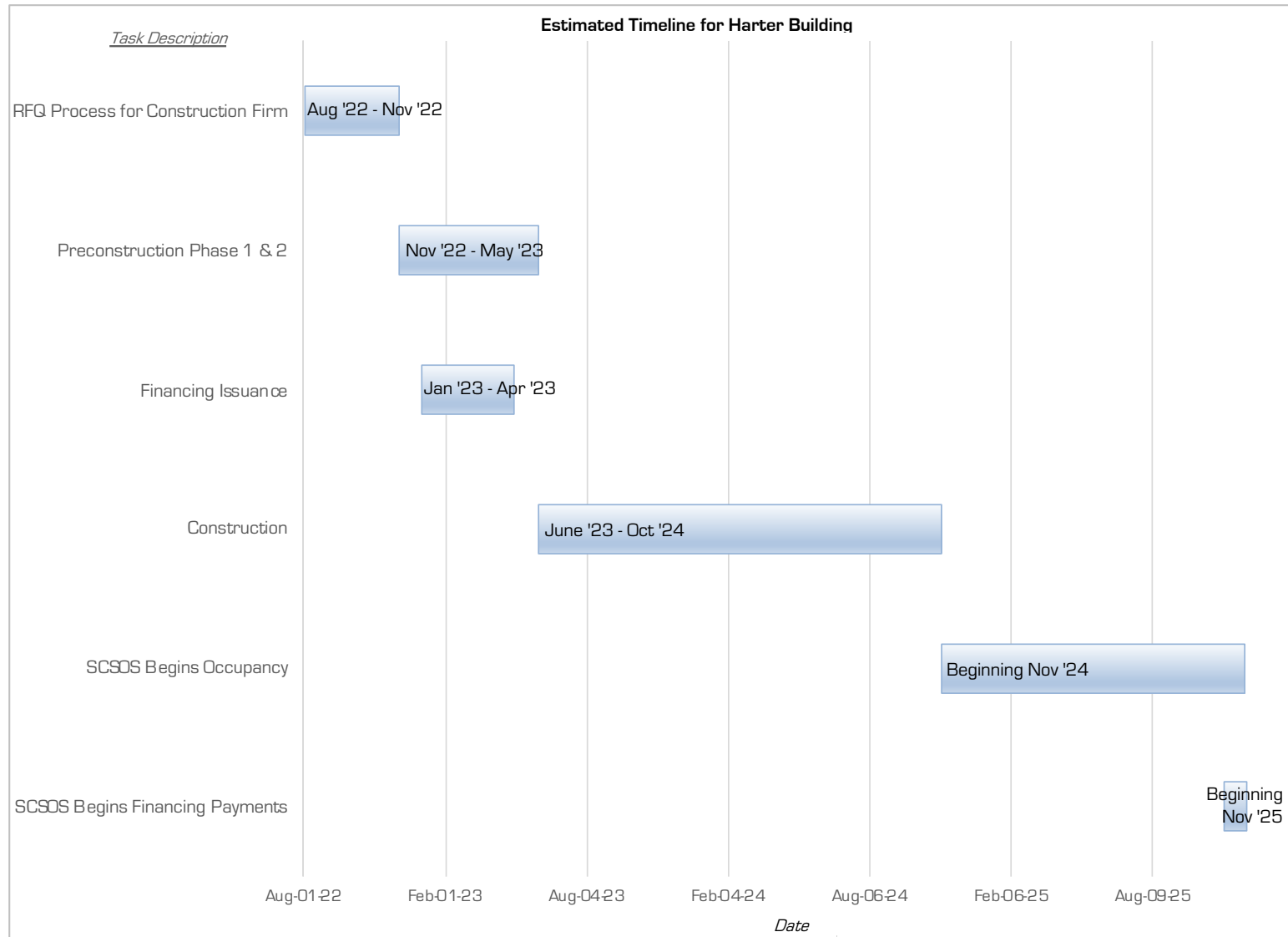


Potential Harter Building



Note: picture from Conceptual Programming Study, Harrington Design Associates, February 1, 2022.

Estimated Timeline



Paying for Construction

◆ The Harter Building can be paid from:

- ▶ Cash contribution from recent property sales:
 - Building 300
 - Parking Lot
 - Sierra Building
- ▶ Cash contribution from the Special Reserve Fund for Capital Outlay
- ▶ General Fund Reserve
- ▶ Financing the remaining cost

Preliminary Cash Contribution Plan

<u><i>Funding Source</i></u>	<u><i>Cash Contribution</i></u>
Property Sales:	\$2,000,000
Capital Outlay Reserve:	\$5,600,000
General Fund Reserve:	\$400,000
Total:	<u>\$8,000,000</u>

Preliminary Construction Funding Plan

<u><i>Funding Source</i></u>	<u><i>Contribution</i></u>
Cash Contribution:	\$8,000,000
Financing Proceeds:	\$9,500,000
Total:	<u>\$17,500,000</u>

Note capital outlay reserve (Fund 40) has estimated ending fund balance of \$7.6 million for FY 2022-23 including funds from property sales, per FY 2022-23 Budget.

Agenda

✓ Paying for Construction of the Harter Building

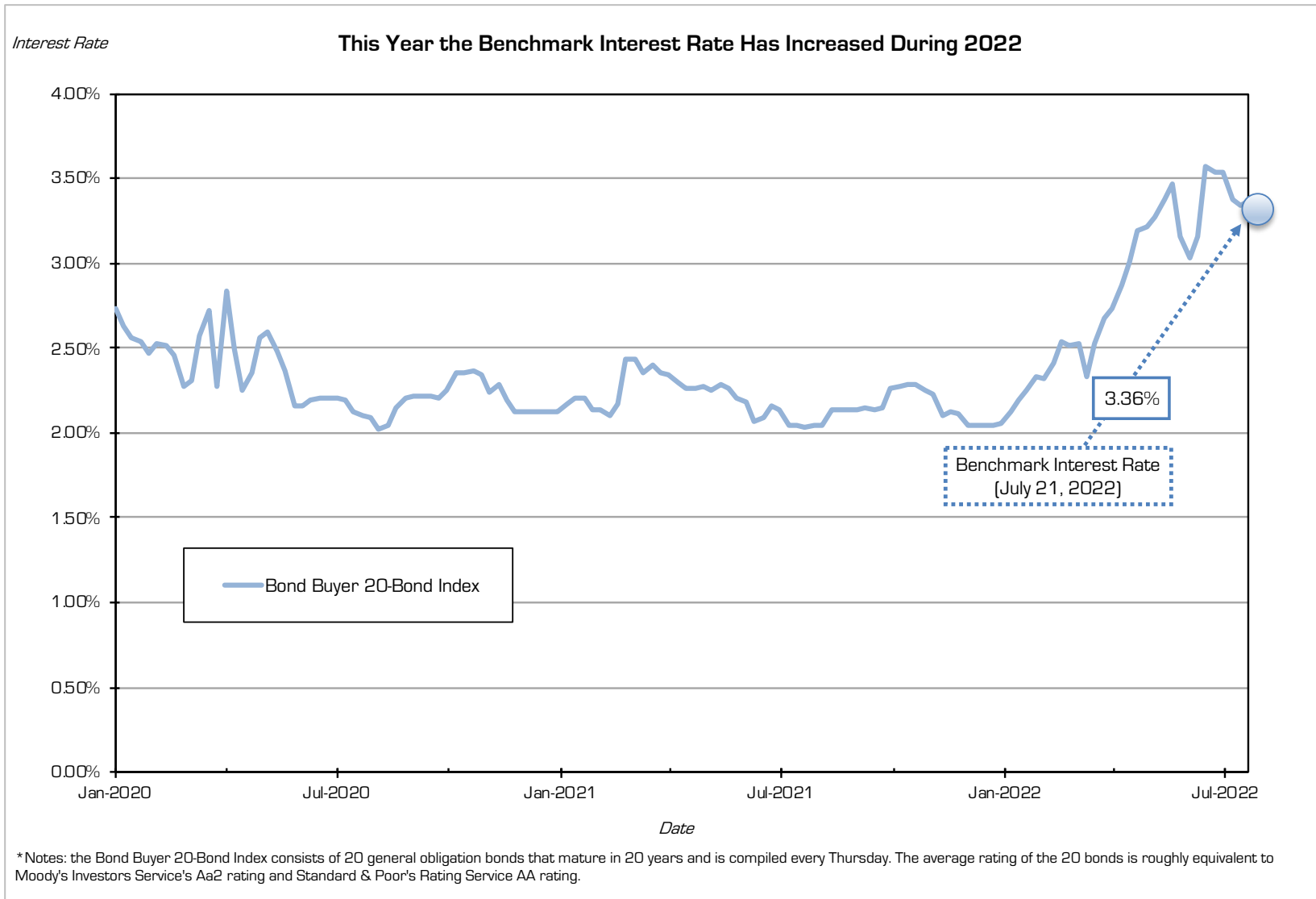
◆ Financing Plan

◆ Preview of Financing Process

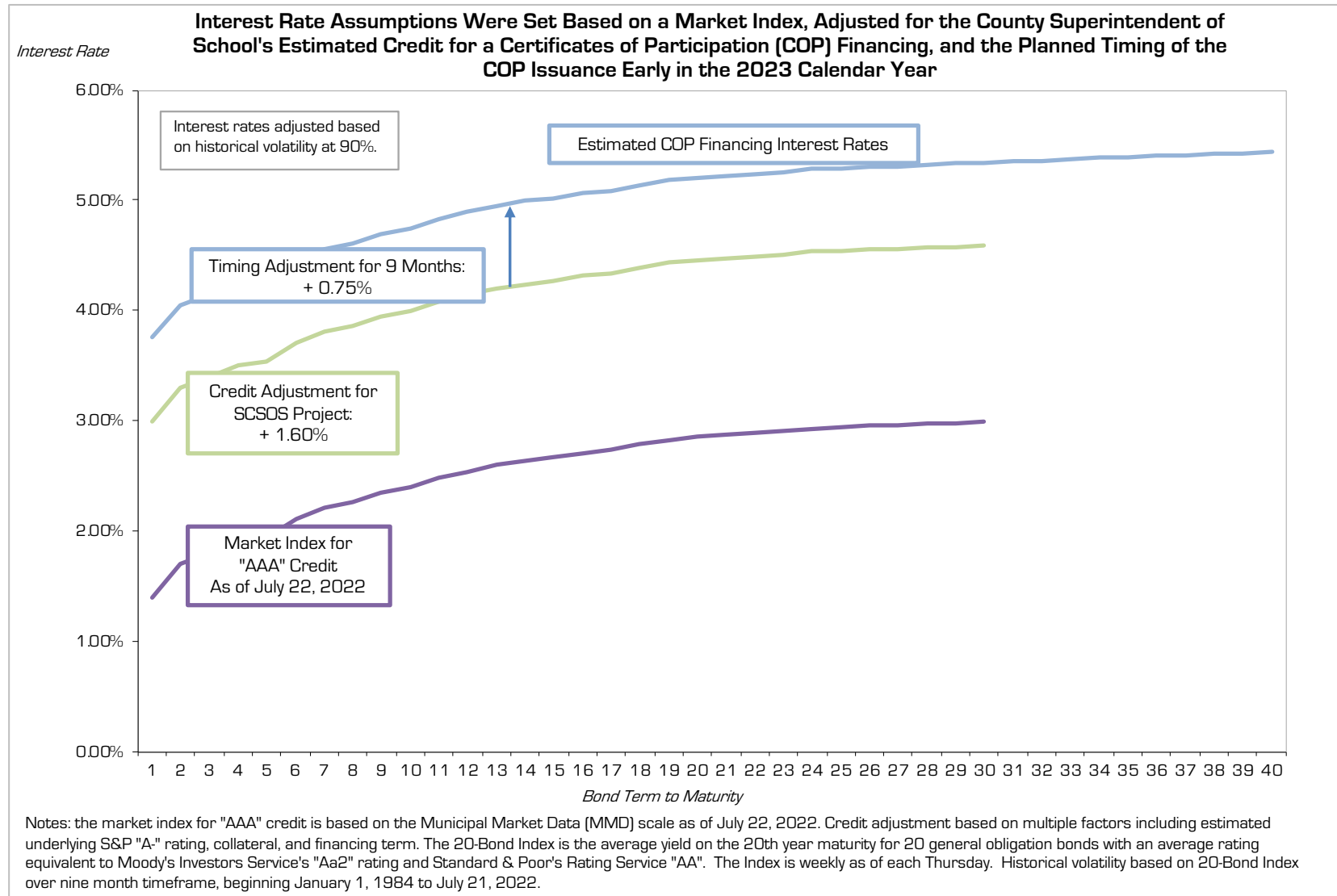
◆ Next Steps



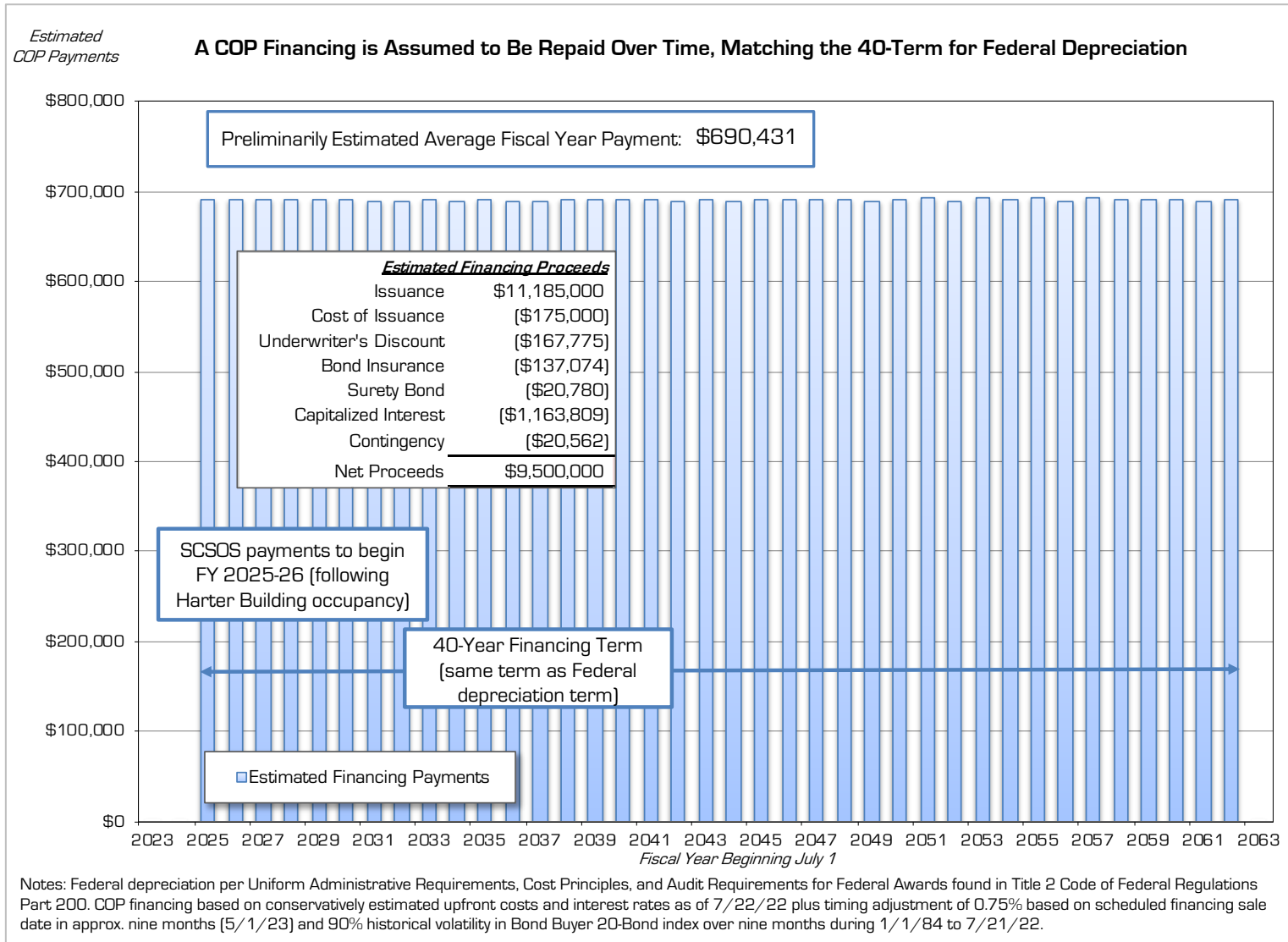
Financing Cost On the Rise



Even Higher Interest Rates Assumed



Estimated Financing Payments



Repaying this Financing

◆ This financing can be repaid by:

- ▶ First, cancelling lease agreements for rental facilities that house programs that can be moved into the Harter Building:

Potential Facilities Lease Cancellations		
<u>Location</u>	<u>Department</u>	<u>Current Lease</u>
950 Tharp Road #1000	One-Stop	\$110,582
950 Tharp Road #1100	One-Stop	\$103,440
990 Klamath Lane	Adult Ed/CTC/ROP	\$99,909
939 Live Oak Blvd.	Career Training Center	\$127,308
Total:		\$441,239

- ▶ Then, redirecting rent expenses toward financing payments.
 - Estimated to cover 64% of the payments initially.
 - Benefit grows over time due to avoiding rent increases.

Note: lease amounts per Sutter County Superintendent of Schools.

Repaying a Financing (Continued)

- ◆ The remaining portion of the financing (approx. \$250,000) is preliminarily expected to be repaid by a combination of:
 - ▶ Increasing rental rates charged for the cost of housing One Stop Federal programs in the Harter Building:
 - WorkAbility
 - Workforce Innovation and Opportunity Act (WIOA)
 - ▶ Adding building depreciation to M&O allocations charged to departments.
 - ▶ Increasing tuition/fees for CTC programs.
 - ▶ Expanding CTC programs:
 - Cosmetology
 - Dental Assistant and/or Vocational Nursing



Note: the Federal programs receive reimbursement through the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards found in Title 2 Code of Federal Regulations Part 200.

Agenda

✓ Paying for Construction of the Harter Building

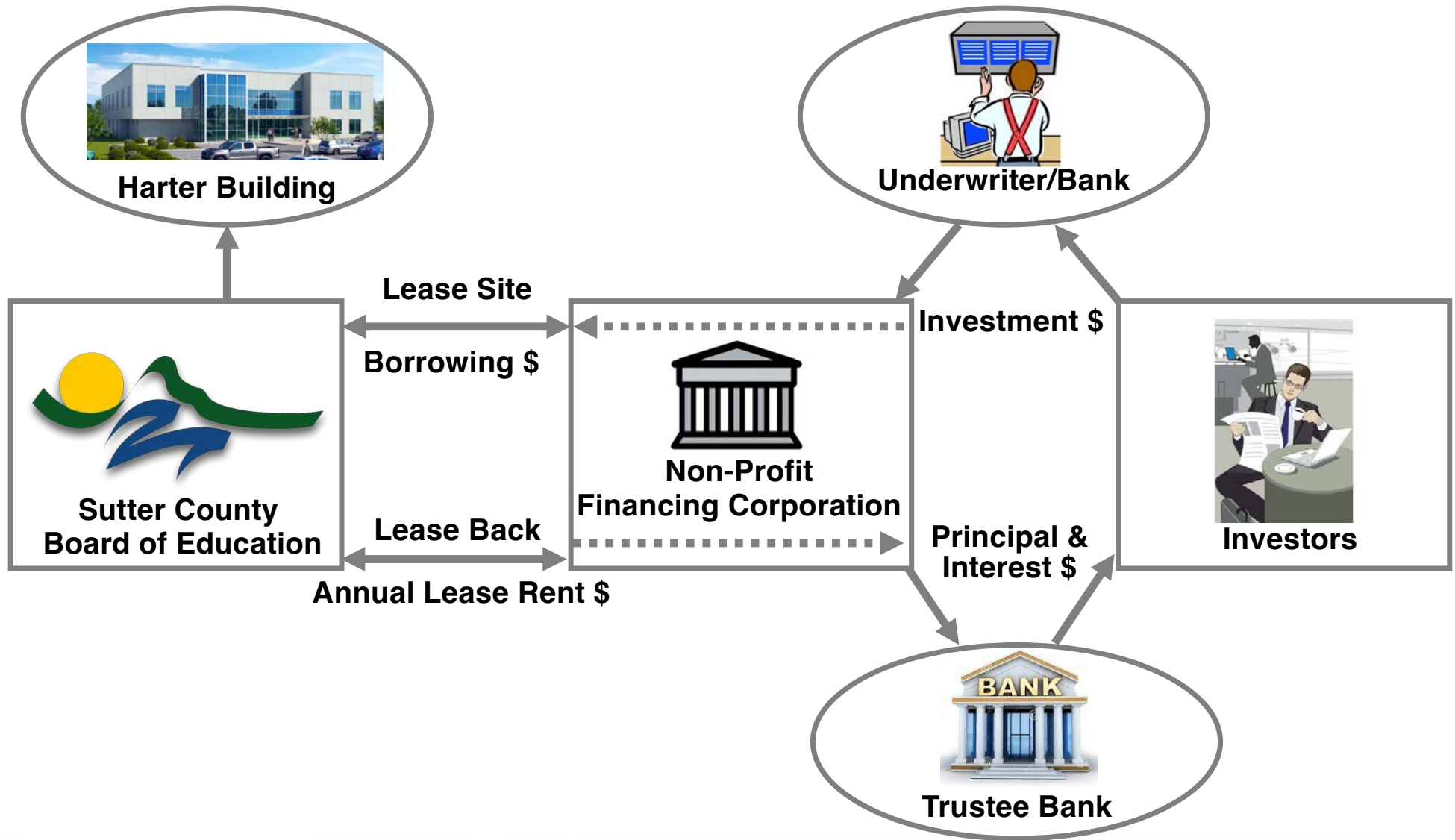
✓ Financing Plan

◆ Preview of Financing Process

◆ Next Steps



Financing Legal Structure: COPs



Sites Subject to Lease

- ◆ 3 sites will initially be subject to the lease agreement:
 - ▶ Main Administration (insured value ~\$4 million)
 - ▶ Feather River Academy (insured value ~\$6 million)
 - ▶ New Building
- ◆ The 3 sites will serve as initial collateral for the loan.
 - ▶ Once the new building is completed, one or two sites may be dropped from serving as collateral.
 - ▶ In the event SCSOS defaults on the loan, investors have the option to take possession of the sites to sell or lease.
- ◆ As a practical matter, investors are counting on SCSOS to live up to its obligation in good faith.



COP Sale Methods

- ◆ Competitive Process - auction



- ◆ Negotiated Process - sale to pre-selected underwriter or lender/investor



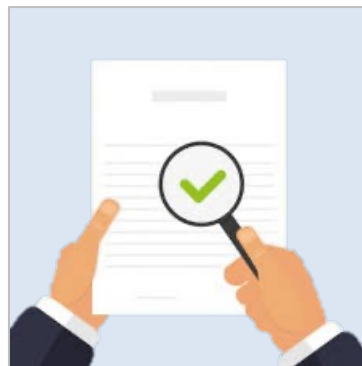
The Government Finance Officers Association (GFOA) recommends that "bond issuers sell their debt using the method of sale that is most likely to achieve the lowest cost of borrowing while taking into account both short-range and long-range implications for taxpayers and ratepayers."

Recommended COP Sale Process

- ◆ Current recommendation: competitive bid process.
- ◆ Based on review of Government Finance Officers Association (GFOA) published best practices.
- ◆ Based on our history with competitive bids (prior 20 years):
 - ▶ Sacramento COE 2002 COPs: 5 bids
 - ▶ Yuba COE 2003 COPs: 4 bids
 - ▶ Yolo COE 2004 COPs: 2 bids
 - ▶ SCSOS 2008 COPs for Shady Creek: 2 bids
 - ▶ Madera CSOS 2011 COPs: 4 bids
 - ▶ Yolo COE 2015 COPs: 3 bids
- ◆ Recommendation may be updated based on market conditions at the time of the COP sale.

COP Legal Documents

- ◆ A Board Resolution and legal documents associated with the financing are expected to be drafted and provided to the Board for consideration of approval early in the 2023 calendar year.
- ◆ Additional information on the legal documents and an update on market conditions are also planned for the Board's review early in the 2023 calendar year.



State Superintendent Review

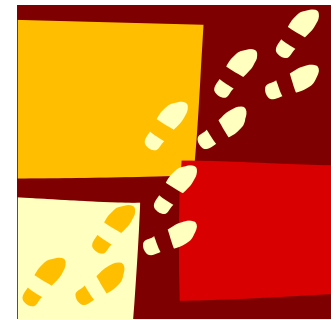
- ◆ SCSOS must notify the State Superintendent of Public Instruction's office regarding the financing.
 - ▶ Per Education Code 17150.1(b)
 - ▶ Notification required to occur at least 30 days before Board considers approval
 - ▶ Similar to how school districts notify County Superintendent of Schools of financing under Education Code 17150.1(a)
- ◆ The Superintendent's office may comment publicly to the Board regarding the capability of SCSOS to repay the financing.



Note: we assist in preparation of a debt notification report on behalf of SCSOS for the State Superintendent of Public Instruction's office, similar to debt review reports we prepare when reviewing the proposed debt of school districts submitted for review to SCSOS.

Next Steps

- ◆ Tonight: information on preliminary financing plan.
- ◆ January 2023: planned information presentation update to the Board of Education.
- ◆ February 2023: Board asked to consider of approval of the financing and associated legal documents.
- ◆ April 2023: financing process completed and funds available for construction of the Harter Building.



Agenda Item No. 14.0

BOARD AGENDA ITEM: Sutter County Board of Education Strategic Plan & Goals

BOARD MEETING DATE: August 10, 2022

AGENDA ITEM SUBMITTED FOR:

PREPARED BY:

☒ Action

Maggie Nicoletti

☐ Reports/Presentation

SUBMITTED BY:

☐ Information

Superintendent Tom Reusser

☐ Public Hearing

PRESENTING TO BOARD:

☐ Other (specify)

Superintendent Tom Reusser

BACKGROUND AND SUMMARY INFORMATION:

The Sutter County Board of Education Strategic Plan and Goals was reviewed by the Board at the July 13, 2022, Board Meeting and is being presented for approval.

Sutter County Board of Education

Mission

The mission of the Sutter County Board of Education is to do what is best for our students.

Vision

The Sutter County Board of Education, as a premier board, provides a unified voice for students, staff, and community through the following:

- Support for county office programs and districts to ensure excellence in education;
- A system of checks and balances for budget;
- Local Control and Accountability Plan (LCAP);
- Adoption of courses of study;
- Collaboration with the superintendent and engagement of the community to promote the mission and vision of the county office; and
- A plan for providing safe state-of-the-art facilities.

Collective Commitments

The Sutter County Board of Education commits to:

- Act collectively and openly as a cohesive board;
- Be guided by community interest;
- Be informed by recommendations of the superintendent and professional staff;
- Advocate for students, staff and community;
- Be knowledgeable about California Constitution;
- Ensure fiscal stability;
- Fulfill legal mandates; and
- Be visible in the community.

Goals

The Sutter County Board of Education has adopted the following goals aligned with our vision and mission:

- Remain current regarding knowledge of budget, LCAP, and programs through Board Meetings and annual reports from county office departments and programs;
- Be visible in the community by providing student scholarships, attending programs, school events, and district board meetings;
- Promote the Sutter County Superintendent of Schools' mission and vision;
- Collaborate with the County Superintendent to review and update the facilities plan; and
- Develop and update board bylaws.