

Additional Information
April 26, 2022 Board Meeting

The following additional information was provided regarding the April 26 Board meeting agenda:

Item 3.b, Architectural Services for Temporary Culinary Arts Facilities:

1. This seems like it should involve relatively straightforward architectural services (such as utilities and foundations) since the buildings are existing modular units. There is not enough justification presented about why three qualified, lower cost bids should be rejected in favor of the second highest cost bid. **In accordance with Government Code Section 4526, the Selection Panel is recommending the selected firm due to them demonstrating the most competence and specific project experience for temporary culinary arts laboratories. Of the (5) firms, the recommended firm is the only one that has completed a temporary culinary kitchen with DSA approval. This type of facility is not a typical modular building, nor does it follow the typical modular building approval processes. Attached for reference is the screening panel's evaluation matrix, which provides a reasoning for selection. Below is a summary from the evaluation matrix of the issues regarding each proposal:**

- 19Six: 3. Firm Project Experience; 7. Specific Team Member Project Experience
- Little: 8. Fee
- SVA: 3. Firm Project Experience; 5. Current Workload & Availability; 7. Specific Team Member Project Experience
- tBP: 3. Firm Project Experience; 7. Specific Team Member Project Experience

The fee for a firm to complete this project does not equate apples to apples. To start, not all were "qualified"; therefore, the Committee did not just select the firm with the lowest proposed fee. In review of the different proposals, as well as the interviews, the following was clear:

1. Of those interviewed, two of the three firms questioned the approach already approved by DSA to obtain Access only approval
 - a. HPI is the only firm that has direct experience with this project type (Cerritos College) and suggested this solution as it was the same solution they utilized for Cerritos College. HPI was able to obtain DSA concurrence of this approach due to 2019 California Administrative Code Section 4-314, which defines "temporary-use" building(s) for community colleges as "not considered to be school buildings"; therefore, DSA review is exempt as long as the use period "is not for more than three years from the date of first occupancy."
 - b. Full DSA review would require a custom modular kitchen facility to be built, which would extend the schedule (likely between 10-16 months) as well cost significantly more (likely three to five times more) than the current approach.
2. Some had little to no culinary arts experience at all
 - a. HPI completed various permanent culinary arts facilities, but also was the sole firm who completed a DSA approved temporary facility
3. Other firms had mentioned they would need to look into proper structural supports within the building that the District intends to lease (the former Cerritos College building) due to large hoods over the cooking equipment.
 - a. HPI is the Architect of Record of the Cerritos College project and coordinated with the manufacture to previously install the hoods to meet code requirements.

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Overall Summary:

- This project requires two separate DSA approvals, two separate bid cycles, and two separate construction phases; therefore, the higher fee is acceptable due to the level of effort required for more than just one project.
- HPI is the most qualified firm that best understood the scope of work, level of effort involved, and the type of project; therefore, negotiations occurred to reduce the fee where possible.
- Due to the urgency of the District's Anaheim Campus Building Repair project and the need to move the HRC program during its construction, time is of the essence for this project. HPI was deemed the firm with the most experience to ensure this reduced project schedule can be met and the District's state funded project remains viable.

Staff will also be available to answer additional questions during the Board meeting.

Item 6.c, Revised Board Policies:

1. BP 4300, Section 7.0 (page 6.c.10): Please remind us why this is being revised to apply only to the use of District funds for student travel and attendance at events. **The proposed revisions include legally required language that was recommended by the CCLC Policy & Procedure Service and its legal counsel, Liebert Cassidy Whitmore, in order to adhere to Title 5 Section 55220 which explicitly requires that the CEO establish procedures to regulate use of funds for student travel and activities that are performed as part of a class assignment or co-curricular activity.**

RFP #CC2022-006 HRC AE Services for Temporary Relocation to Cypress

Pre-qualified RFQ	#2122-11
Date Advertised/Released	03/29/22
Due Date	04/11/22
Paper Screening Date	04/11/22
Interview Date	04/18/22

	FIRM	Address	Proposal Received Y/N	RFP Proposed Fee	Committee Paper Screening Completed	Evaluation Criteria*	To be Interviewed	Committee Interviews Completed	Final Committee Recommendation	Evaluation Criteria
1	19Six	madnani@19six.com	Y	\$214,550	Y	3,7	Y	4/18/2022	N	1. Responsiveness to RFQ/RFP 2. Firm Information 3. Firm Project Experience 4. Project Team and Sub-Consultants 5. Current Workload & Availability 6. Firm Approach & Methodology 7. Specific Team Member Project Experience 8. Fee 9. Budgets/Cost Estimates 10. Provided Confidential Financial Information (if requested) 11. Provided comments on Draft Agreement (if applicable) 12. Client Reference Checks
2	HPI	lfrapwell@hpiarchitecture.com kgorman@hpiarchitecture.com	Y	\$300,000 (negotiated from \$340K)	Y		Y	4/18/2022	Y	
3	Little	jay.tittle@littleonline.com	Y	\$449,607	Y	8	N	-	-	
4	MRY	mviolich@mryarchitects.com	N	-	-	-	-	-	-	
5	SVA	bsimons@sva-architects.com jcheng@sva-architects.com	Y	\$205,910	Y	3,5,7	N	-	-	
6	tBP	gmoon@tbparchitecture.com	Y	\$116,600	Y	3,7	Y	4/18/2022	N	
7	HGA	kamirdelfan@hga.com	N	-	-	-	-	-	-	

* Screening panel members shall denote the number(s) of the evaluation criteria when insufficient

Evaluating Team Members

Signature/Date

Alejandra Ramirez, Cypress

Alejandra Ramirez
Alejandra Ramirez (Apr 19, 2022 12:13 PDT)

Allison Coburn, Cypress

Allison Coburn
Allison Coburn (Apr 19, 2022 11:55 PDT)

Dr. Kathleen Reiland, Cypress

Kathleen Reiland

Rick Williams, District

Richard Williams
Richard Williams (Apr 21, 2022 14:55 AKDT)











CC2022-006-EVAL-HRC AE Services-Matrix FINAL


Final Audit Report


2022-04-21


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