

**Request for Proposals
Magnolia Science Academy, San Diego
DeAnza School Site Architectural and Engineering Services**

Name of school: Magnolia Science Academy, San Diego
Address: 6365 Lake Atlin Ave, San Diego, CA 92119

RFP submission deadline: August 11, 2016
RFP Reward Announcement: August 15, 2016
Work Begins: August 16, 2016

Purpose/Rationale

Magnolia Science Academy San Diego (“MSA SD”) is currently located at 6365 Lake Atlin Ave, San Diego, CA 92119. The school site was sold by the San Diego Unified School District (“SDUSD”) to Preface LLC, a for-profit housing developer who acquired the site with a plan to construct market rate homes. Magnolia Public Schools has negotiated an agreement with Preface LLC that enables MSA SD to remain at the school site for the 2016-2017 school year.

Magnolia and SDUSD have executed a term sheet that will enable MSA SD to develop the DeAnza school site at 6525 Estrella Avenue as its permanent location. The campus is currently vacant. It is approximately 3.2 acres and will be improved with a minimum of 16 classrooms, offices, bathrooms and a multipurpose room.

Staff is working with SDUSD Facilities personnel and consultants in order to evaluate the project under CEQA guidelines and finalize a site plan. The new facility will be planned and constructed in time for occupancy at the beginning of the 2017 school year. The site will have the capacity to house up to 470 students in grades 6-8.

The new site will be constructed with modular buildings with an approved DSA PC number, which are Division of State Architecture approved modular buildings. Utilizing this building methodology will allow us to construct the campus in approximately six (6) to seven (7) months. We anticipate that the project will be approved by January 2017, with construction starting shortly thereafter. The facility will be ready for occupancy before the beginning of the 2017 school year

Magnolia Public Schools is seeking an experienced and qualified firm that has successfully worked with the San Diego Unified School District on similar facilities projects to respond to the posted RFP for the provision of full service architectural and engineering services for the planning, approval and development of the site.

All proposals by qualified and licensed general contractors shall be submitted to Frank Gonzalez, via email at fgonzalez@magnoliapublicschools.org. For questions regarding the scope of work or other aspects of this RFP, please call 323.422.9129.

Scope of Work

The preparation of all required architectural and engineering plans to develop a charter school campus at 6525 Estrella Avenue, San Diego, CA 92120.

The MSA SD DeAnza Site project is the planning, design and construction administration of a new educational facility for Magnolia Public Schools. At minimum the new school site will have the following programmatic requirements and attributes:

- A campus with 16 modular core educational classrooms (minimum of 800 square feet each)
- Science and robotics laboratories (minimum of 800 square feet each, total of two)
- Offices for administrators and counselors (main office, small offices for two administrators and one counselor)
- One modular room that can be utilized as a copy room, staff work room with storage, and small staff lounge with kitchen
- A multi-purpose room with a small serving kitchen (at least 2000 sf for the MPR and 250 sf kitchen)
- Student and staff bathrooms
- A site layout conducive to student safety and ongoing supervision with clear sight lines
- Landscaping throughout the site
- An outdoor eating area
- Open play area for recreation and physical education

The project plans will need the review and approval of the SDUSD and DSA. The project will need to be carefully coordinated with SDUSD personnel, the adjacent school and other interested parties.

The construction documents will be submitted for review to SDUSD, DSA and possibly the City of San Diego.

When responding to the RFP take into consideration requirements for all requirements and approvals such as site plans, elevations, and all engineering drawings that are necessary to receive project approval. We will require renderings that will be used for meetings with the school district, neighborhood groups and other interested parties.

Timeline

The design phase of the project will commence on or about August 16, 2016. We anticipate construction to begin in January 2017 and to be completed in time for the 2017 school year.

The site is available to visit by appointment. Please contact Frank Gonzalez at 323.422.9129 to arrange a visit.

RFP Response Requirements

Only qualified and licensed architectural firms responding formally and meeting all of the requirements of the RFP will be considered for selection.

All respondents will submit a detailed response that includes the following:

1. A statement of qualifications of the firm's experience, with an emphasis on work with the San Diego Unified School District.
2. A list of three (3) client references with contact information.
3. A narrative response including the following:
 - a. Name and Address of Company
 - b. Contact Person, Email and Phone Number
 - c. California Architect's Board License Number
 - d. A detailed description of the approach to the Project
 - e. Two to three examples of the firm's recent work including floor and site plans, and renderings
 - f. A description of the firm's experience working with the SDUSD and DSA on charter or public school facilities projects
 - g. The name of principal at the firm that will be working on the project, along with a list of proposed team members including MEP, Civil and Structural Engineer(s) and Landscape Architects, as needed
 - h. A listing and explanation of any litigation, claim or arbitration against the firm over the last ten (10) years
 - i. A detailed budget for architecture and engineering services for the project that should cover all aspects of the development through construction completion
 - j. A proposed design schedule. Please note that construction will need to begin in January 2017, so that the project is completed in time for occupancy by MSA SD for the 2017 school year.

Minimum Respondent Requirements

Working with Magnolia and SDUSD staff, the selected awardee is expected to design the project including working with a modular company with a DSA PC modular number to detail the project specifications; work with DSA to ensure all necessary approvals and permits are issued; assist in developing the schedule and budget; assist in the preparation of a bid package for site work and modular procurement; participate in project meetings; provide standard construction administration services; closeout the project; and, conduct all business in accordance with all applicable local, state and federal laws and regulations.

The firm shall have a valid license issued by the state of California. The firm shall have valid professional liability insurance coverage.

Review Process and Timeline

The RFP review committee will evaluate all responses to the RFP. The review committee reviewing the bids consists of MSA San Diego Principal Gokhan Serce, Regional Director Erdinc Acar and Frank Gonzalez. A recommendation to award a contract to the winning bidder will be made by staff to the board of directors.

Magnolia Public Schools aim in soliciting proposals is to select a firm that can provide the requested services in a professional, high quality, cost effective and efficient manner. The evaluation will consider the following:

1. Experience in the education field
2. Quality of the proposed approach to the design
3. Ability to deliver the services on time
4. Cost of the services
5. Additional factors considered in the best interest of Magnolia Public Schools

Please submit response documents via email in .pdf format to Frank Gonzalez, at fgonzalez@magnoliapublicschools.org. Responses are due by August 11, 2016 at 12:00pm. An announcement of the award will be made by August 15, 2016.

Attachments

MSA SD Draft Site Plan