



MAGNOLIA PUBLIC SCHOOLS

Request for Qualifications / Proposals
for Design-build services to upgrade the fire alarm system at
18238 Sherman Way, CA 91335

Due Date:

June 14, 2024 by 5:00 PM

1.0 INTRODUCTION

Magnolia Education & Research Foundation doing-business as Magnolia Public Schools ("MPS"), a charter school management organization, operates Magnolia Science Academy 1 ("MSA-1") located at 18238 Sherman Way Reseda CA 91335. The purpose of this RFP is to obtain proposals from qualified design build firms that will enable Magnolia to select a qualified firm for design build services to upgrade MSA-1 middle school building fire alarm system, so it is up to code requirements and include a voice evacuation system for enhanced safety and communication and connect all fire alarm systems to one panel per fire department request.

Please see the 2.0 Project Description for details.

Site Tour

A site tour will be facilitated.

Proposals Due

Responses to the RFP are due no later than **5:00 PM (PST), Friday, June 14, 2024**, to the following individual:

Mustafa Sahin
Facility Project Manager
Magnolia Public Schools
250 East 1st Street
Suite 1500
Los Angeles, CA 90012
msahin@magnoliapublicschools.org
760-587-6031

Questions regarding this RFP may be directed to the individual identified above via email.

Proposal Format:

One (1) electronic PDF copy (by email) of your proposal must be delivered to the person indicated by the deadline stated above. Please endeavor to keep any emailed material to a single manageable file size (at or about 10 MBs) so that it may be easily distributed to the Selection Committee.

Respondents are encouraged to only include information pertinent to the Projects and the Selection Committee's ability to select the vendor best suited to successfully complete this job.

Interviews:

Interviews will be held at the discretion of MPS and MSA-1. Interviews, if any, are expected to be held according to the schedule outlined below.

Selection Committee:

The Selection Committee will be composed of representatives from MPS and MSA-1

1.1 Timeline

RFP Distributed:	May 30, 2024
Proposals Due:	June 14, 2024

Interviews, if any (exact date and time TBD):	Week of June 17, 2024
Selection Announced:	Week of June 24, 2024
Contract Execution:	ASAP

2.0 PROJECT DESCRIPTION

The general scope of work is upgrading the fire alarm system to meet current code requirements and installation of voice evacuation system.

The scope of work includes, but is not limited to, the following:

- Assessment of existing fire alarm system and identification of deficiencies.
- Design and engineering of an upgraded fire alarm system that complies with all relevant codes and regulations.
- Procurement and installation of new fire alarm equipment, including devices, control panels, and communication systems.
- Integration of a voice evacuation system to enhance emergency communication capabilities.
- Testing and commissioning of the upgraded system to ensure functionality and reliability.
- Permitting and compliance with local building and fire codes.
- Be present during the inspections until we get the clearance from Fire Department.

The building and premises are available for examination. Please coordinate site access with Mustafa Sahin, msahin@magnoliapublicschools.org or (760) 587-6031.

3.0 PROPOSAL FORMAT

Respondent shall format its response as set forth below to facilitate timely review and selection. Please be specific to the RFP, and do not include materials not explicitly requested, such as generic marketing materials.

Your response should include the following:

- Letter of interest
- Name of your company and the individual responsible for the account
- Restate all the requirements of Section 4.0 and provide responses to each.

See Section 1.0 for additional proposal format clarifications.

4.0 PROPOSAL REQUIREMENTS

4.1 Vendor Qualifications and Experience

4.1.1 Vendor Description.

Provide a description of your company and why it is qualified to undertake the Project(s). In particular, describe your experience with similar projects (that is, projects subject to the California Public Contract code).

Provide the following:

A minimum of three (3) references, including

(a) name and scope of the project

(b) client name and contact information

(c) contract amount

4.1.2 Qualifications and Experience of Key Personnel.

Identify the person(s) that will be principally responsible for working with the MPS and leading this engagement and their qualifications and experience.

4.1.3 Insurance.

Provide a description of vendor's insurance coverage.

4.2 Cost

Respondent's proposal should include an overall cost and should be broken down in detail. The proposal should also provide a break-down of any and all other costs and fees including, but not limited to, labor, delivery fees, installation fees, applicable taxes, etc.

4.3 Schedule

MPS and MSA1 desire to complete this project as soon as possible, please also provide the expected completion of the project.

4.4 Contract

The successful respondent will be required to sign an agreement with Owner in the form of (AIA Document A101-2017). Please provide an affirmative statement of respondent's concurrence or else any changes that respondent desires to make to the form.

5.0 CONTACT

Questions to Owner will be accepted via email by the Project Manager identified above. Answers to questions will be provided to all participants as available.

6.0 RFP/Q EXHIBITS

Exhibit A- Project Location

7.0 BID ACCEPTANCE/REJECTION & MODIFICATION

The Owner reserves the right to modify this RFP/Q, reject any or all proposals, cancel the solicitation process at its sole discretion. Owner will endeavor to inform all parties who have expressed interest in submitting a response to this RFP/Q of any such changes.

8.0 PROPOSAL VALIDITY

RFP responses shall be valid until execution of a contract, which is expected to occur on or about the week of July 29, 2024. No changes to information received within the Respondent's proposal shall be changed or altered without approval by the Owner.

Exhibit A

Project Location



