



**OXNARD UNION HIGH SCHOOL DISTRICT**

**RFQ/P CLARIFICATION AND INFORMATION ADDENDUM #1**

**RFQ/P: 631**

**REQUEST TO PREQUALIFY, FOR STATEMENT OF QUALIFICATIONS, AND FOR SEALED PROPOSALS FOR PRECONSTRUCTION AND CONSTRUCTION SERVICES (LEASE LEASEBACK) FOR NEW DEL SOL HIGH SCHOOL**

**RFQ/P DUE DATE: October 8<sup>th</sup>, 2020 on or before 2:00PM**

Electronic Acknowledgement Required:

Oxnard Union High School District  
309 South K Street, Building G  
Purchasing Department  
Oxnard, CA 93030  
Attention: Deanna Rantz  
([Deanna.rantz@oxnardunion.org](mailto:Deanna.rantz@oxnardunion.org))

RFQ/P #631

OXNARD UNION HIGH SCHOOL DISTRICT

RFQ/P CLARIFICATION AND  
INFORMATION ADDENDUM #1

*Item #1 of RFQ/P Clarification Addendum #1: **Please refer to Exhibit A for clarification of General Conditions Item 41- REQUIRED CONTRACTOR'S CORE CREW items 42 thru 46 and Interview Personnel***

**Contractor Acknowledgement**

Your signature on this document acknowledges you received this disclosure and that you had the opportunity to review your scope of work with the project manager or designee.

While OUHSD retains the right to periodically review the work of any service provider, its supervisors, or its subcontractors, OUHSD does not assume responsibility for any issues identified outside of contract compliance.

**[Service Provider Name]** \_\_\_\_\_

**[Street Address]** \_\_\_\_\_

**[City, State Zip]** \_\_\_\_\_

The above service provider certifies that they, any and all of its subcontractor's, or its supervisors, prior to commencing any work on an OUHSD site, have reviewed and understand the contents of this Document.

**[Name]** \_\_\_\_\_

**[Title]** \_\_\_\_\_

\_\_\_\_\_  
Employer Representative Signature

\_\_\_\_\_  
Date

**RFQ/P**  
**CLARIFICATION**  
**AND INFORMATION**  
**ADDENDUM#1**  
**Exhibit "A"**

**General Conditions Item**  
**41 thru 46 Required**  
**Contractor's Core Crew**  
**and Interview Personnel**

**CONTRACTOR shall provide**, at a minimum, the following core management personnel for the mentioned project, these individuals shall only be replaced at the approval of the District once acknowledged:

Each of the following team members will be required throughout the Pre-Construction and GMP Phases (PX, PM, APM and PE). The remainder of the core team will be required as stated within the title positions.

- A) Part Time Project Executive (PX)** - CONTRACTOR shall provide, at a minimum, **One (1)** competent English-speaking, Experienced Project Executive. The PX shall represent the CONTRACTOR. The PX shall be authorized to sign documents on behalf of the Contractor. The PX shall have a proven track record of successful accomplishment on previous projects of similar complexity. The PX shall attend the first weekly construction meeting of each month at a minimum. **The PX shall attend the Interview Process and on-site part-time from NTP thru Substantial Completion.**
- B) Full Time Project Manager (PM)** - CONTRACTOR shall provide, at a minimum, **One (1)** competent English-speaking, Experienced and Qualified Project Manager. The PM shall represent the CONTRACTOR and any communications given to the PM shall be as binding as if given to the CONTRACTOR. The PM shall be authorized to sign documents on behalf of the Contractor including, but not limited to, Change Orders. The PM shall have a proven track record of successful accomplishment on previous projects of similar complexity and scope to this Project. The PM shall attend all weekly construction meetings. **The PM shall attend the Interview Process and on-site full-time from NTP thru Substantial Completion.**
- C) Full Time Assistant Project Manager (APM)** - CONTRACTOR shall provide, at a minimum, **One (1)** competent English-speaking, Experienced and Qualified Assistant Project Manager. The APM shall represent the CONTRACTOR and any communications given to the APM shall be as binding as if given to the CONTRACTOR. The APM shall be authorized to negotiate Change Orders with District's representatives in behalf of the Contractor. The APM shall have a proven track record of successful accomplishment on previous projects of similar complexity and scope to this Project. The PM shall attend all weekly construction meetings. **The APM shall attend the Interview Process and assigned on-site full-time from NTP thru Substantial Completion and Closeout period.**
- D) Full Time Project Superintendents (PS)** - CONTRACTOR shall provide, at a minimum, **One (1) assigned to the Project** competent and qualified English-speaking, Experienced and Qualified Project Superintendent with the appropriate number of years supervising all trades and coordinating projects of this scope and complexity as evidenced by submitted background information. This person shall be physically present at the Project site while any aspect of the Work is being performed and shall have the responsibility of directing and coordinating all aspects of the Work. The PS shall provide and document accurate daily man-counts for each trade including detailed trades/work in progress. The PS shall be retained at this capacity for the duration of the Work. **PS shall be on-site full-time from Mobilization thru Substantial Completion. Contractor shall provide additional supervision if found required.**

- E) Full Time Quality Assurance and Control (QA/QC)** - CONTRACTOR shall provide, at a minimum, **One (1) assigned to the Project** competent and qualified English-speaking, Experienced and Qualified Quality Assurance and Control Professional with the appropriate number of years assisting all trades and coordinating material deliveries, and products compliance for projects of this scope and complexity as evidenced by submitted background information. This person shall be physically present at the Project site while any aspect of the Work is being performed and shall have the responsibility of assisting superintendent, directing and coordinating all aspects of the Work to ensure compliance. The QA/QC shall work hand in hand with the projects designated (DSA) Inspector of Record and Provide daily project reports. The QA/QC shall be retained at this capacity for the duration of the Work. **QA/QC shall be on-site full-time from Start of Construction thru Substantial Completion.**
- F) Full Time Project Engineer (PE)** – CONTRACTOR shall provide, at a minimum, of **One (1)** competent and qualified full-time English-speaking Project Engineer. This individual shall be physically present at the Project site while any aspect of the Work is being performed and shall have the responsibility for directing and coordinating all aspects of the Work. The PE shall have provable experience in their area of focus and on projects of similar scope and complexity to this Project. The PE shall attend all weekly construction meetings. **Project Engineer shall attend the Interview Process and on-site full-time from NTP thru the completion of the Project Closeout period.**
- G) Full Time Project Safety Engineer (PSE)** – CONTRACTOR shall provide, at a minimum, of **One (1)** competent and qualified full time English-speaking Project Safety Engineer. This individual shall be physically present at the Project site while any aspect of the Work is being performed and shall have the responsibility for directing and coordinating all aspects of the Work. The PSE shall have provable experience in their area of focus and on projects of similar scope and complexity to this Project. The PSE shall attend all weekly construction meetings and provide monthly updates. **Project Safety Engineer shall be on-site from Start of Construction thru Substantial Completion.**