

Attachment 7

Kezar Pavilion Renovation Structural Engineering Services Proposer Minimum Qualifications Reference Form

Instructions: Please complete each Minimum Qualification (MQ) listed below. Proposers must provide references to the MQs as requested below.

Company Name:

Contact Person:

Address:

Phone:

Email Address:

Minimum Qualifications

A. Prime Proposer or Joint Venture (JV) Partner Qualifications

The Prime Proposer must demonstrate the expertise and experience necessary to perform the scope of work described in the RFQ. At a minimum, the Prime Consultant, or the Lead JV Partner, or their Key Staff must possess the following qualifications.

Note: Key Staff shall mean, an owner, partner or principal responsible for making significant administrative and business decisions on behalf of the firm.

P-MQ 1: Evidence that the Principal or Key Staff has at least 15 years of business experience performing professional structural engineering services. The years of experience need not all be with the same firm.

YES ☐ NO ☐ If "No," your company is not qualified to bid

Name of Personnel who performed the work:

Position One

Title:

Employer:

Dates of Employment:

Confirming Reference Name, Title, Firm & Contact Information:

Position Two

Title:

Employer:

Dates of Employment:

Confirming Reference Name, Title, Firm & Contact Information:

Position Three

Title:

Employer:

Dates of Employment:

Confirming Reference Name, Title, Firm & Contact Information:

Attach more sheets if necessary

Resume attached: YES ☐ NO ☐

P-MQ 2: The Principal or Key Staff must hold a current and valid Structural Engineer (SE) license in the State of California. *Provide a copy of the license in the Proposal appendix.*

YES ☐ NO ☐ If "No," your company is not qualified to bid

P-MQ 3: Evidence that the Principal or Key Staff has provided professional structural engineering services on at least three (3) projects with a construction cost greater than \$25 million in the last 15 years. At least one (1) of these projects must feature a significant historic building that underwent seismic upgrades, and at least one (1) that is a recreation facility, or civic building (i.e. City Hall, Courthouse, Museum).

YES ☐ NO ☐ If "No," your company is not qualified to bid.

Name of Personnel who performed the work:

Project 1 Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Historic Building with seismic upgrades? YES ☐ NO ☐

Recreation Facility or Civic Building? YES ☐ NO ☐

Confirming Reference Name, Title, Firm & Contact Information:

Project 2 Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Historic Building with seismic upgrades? YES ☐ NO ☐

Recreation Facility or Civic Building? YES ☐ NO ☐

Confirming Reference Name, Title, Firm & Contact Information:

Project 3 Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Historic Building with seismic upgrades? YES ☐ NO ☐

Recreation Facility or Civic Building? YES ☐ NO ☐

Confirming Reference Name, Title, Firm & Contact Information:

P-MQ 4: Evidence that the Principal or Key Staff has provided professional structural engineering services on at least one (1) project with a construction cost greater than \$50 million in the last fifteen (15) years.

YES ☐ NO ☐ If "No," your company is not qualified to bid

Name of Personnel who performed the work:

Project Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Confirming Reference Name, Title, Firm & Contact Information:

P-MQ 5: Evidence that the Principal or Key Staff has provided professional structural engineering services on at least two (2) alternative delivery projects such as CM/GC, CM at risk or GMP or approved equal.

YES ☐ NO ☐ If "No," your company is not qualified to bid

Name of Personnel who performed the work:

Project 1 Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Delivery method:

Confirming Reference Name, Title, Firm & Contact Information:

Project 2 Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Delivery method:

Confirming Reference Name, Title, Firm & Contact Information:

P-MQ 6: Completed Attachment 3, CMD LBE Forms.

YES ☐ NO ☐ If "No," your company is not qualified to bid

B. Non-Lead JV Partner Qualifications (if applicable)

If proposing as a joint venture, the **Non-Leading JV Partner** must demonstrate through the firm's own qualifications, substantial financial capability, reliability, corporate strength and depth as well as significant knowledge, and breadth of experience in providing professional services described in this RFQ necessary to successfully perform its role and responsibilities.

Note: Demonstrate experience in a lead role (as a Prime, Principal or Lead Role)

J-MQ 1: Evidence that the Principal or Lead Role has at least ten (10) years of business experience performing professional structural engineering services. The years of experience need not all be with the same firm.

YES ☐ NO ☐ If "No," your company is not qualified to bid

Name of Personnel:

Position One

Title:

Employer:

Dates of Employment:

Confirming Reference Name, Title, Firm & Contact Information:

Position Two

Title:

Employer:

Dates of Employment:

Confirming Reference Name, Title, Firm & Contact Information:

Position Three

Title:

Employer:

Dates of Employment:

Confirming Reference Name, Title, Firm & Contact Information:

Attach more sheets if necessary

Resume attached:

YES ☐ **NO** ☐

J-MQ 2: The Principal or Lead Staff for the JV Partner must hold a current and valid Structural Engineer (SE) license in the State of California. *Provide a copy of the license in the Proposal appendix.*

YES ☐ NO ☐ If "No," your company is not qualified to bid

J-MQ 3: Evidence that the Principal or Lead Staff for the JV Partner has provided professional structural engineering services on at least 3 projects with a construction cost greater than \$15 million in the last fifteen (15) years. At least one of these projects must feature a building that underwent seismic upgrades, and one of these projects must feature a historic building renovation.

YES ☐ NO ☐ If "No," your company is not qualified to bid

Name of Personnel who performed the work:

Project 1 Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Building with seismic upgrades? YES ☐ NO ☐

Historic Building Renovation? YES ☐ NO ☐

Confirming Reference Name, Title, Firm & Contact Information:

Project 2 Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Building with seismic upgrades? YES ☐ NO ☐

Historic Building Renovation? YES ☐ NO ☐

Confirming Reference Name, Title, Firm & Contact Information:

Project 3 Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Building with seismic upgrades? YES ☐ NO ☐

Historic Building Renovation? YES ☐ NO ☐

Confirming Reference Name, Title, Firm & Contact Information:

C. Prime Consultant's Lead Personnel Qualifications

The Prime Consultant's Lead Personnel must possess the following minimum qualifications. Lead Personnel shall mean the Lead Engineer, Project Manager, or Designer.

L-MQ 1: Evidence that the Lead Personnel shall have a minimum of fifteen (15) years of experience in structural engineering.

YES ☐ NO ☐ If "No," your company is not qualified to bid

Name of Personnel:

Position One

Title:

Employer:

Dates of Employment:

Confirming Reference Name, Title, Firm & Contact Information:

Position Two

Title:

Employer:

Dates of Employment:

Confirming Reference Name, Title, Firm & Contact Information:

Position Three

Title:

Employer:

Dates of Employment:

Confirming Reference Name, Title, Firm & Contact Information:

*Attach more sheets if necessary*Resume attached: YES ☐ NO ☐

L-MQ 2: The Lead Personnel must hold a current and valid Structural Engineer (SE) license in the State of California. *Provide a copy of the license in the Proposal appendix.*

YES ☐ NO ☐ If "No," your company is not qualified to bid

L-MQ3: Evidence that the Lead Personnel has provided professional structural engineering services on at least 2 projects with a construction cost greater than \$25 million in the last ten (10) years. At least one of these projects must feature a significant historic building that underwent seismic upgrades and at least one that is a recreation facility, or civic building (i.e. City Hall, Courthouse, Museum).

YES ☐ NO ☐ If "No," your company is not qualified to bid**Name of Personnel who performed the work:****Project 1 Title:**

Owner:

Location:

Date work was completed:

Final construction cost:

Building with seismic upgrades? YES ☐ NO ☐

Historic Building Renovation? YES ☐ NO ☐

Confirming Reference Name, Title, Firm & Contact Information:

Project 2 Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Building with seismic upgrades? YES ☐ NO ☐

Historic Building Renovation? YES ☐ NO ☐

Confirming Reference Name, Title, Firm & Contact Information:

L-MQ4: Evidence that the Lead Personnel has provided professional structural engineering services on at least one (1) alternative delivery project such as CM/GC, CM at risk or GMP or approved equal.

YES ☐ NO ☐ If "No," your company is not qualified to bid

Name of Personnel who performed the work:

Project Title:

Owner:

Location:

Date work was completed:

Final construction cost:

Delivery method:

Confirming Reference Name, Title, Firm & Contact Information:

D. Subconsultant Qualifications

The subconsultant firm must possess the following minimum qualifications.

S-MQ 1: At least five (5) years in business providing services in the relevant structural engineering discipline and a principal, partner, or owner of the firm with a minimum of ten (10) years' experience in that discipline. The ten (10) years of experience need not be with the same firm.

YES ☐

NO ☐

If "No," your company is not qualified to bid

Proposer Certification:

I hereby certify that the references provided above accurately identify where in this Proposal each Minimum Qualification is addressed.

Signature: _____

Date: _____

Print Name: _____

Position: _____

Department Reviewer Certification:

Proposals must demonstrate that the Proposer meets all Minimum Qualifications (MQs) set forth above. Proposals that do not meet the MQs may be deemed non-responsive or non-responsible and will not be eligible for further consideration.

I certify that I reviewed the Proposal and Proposer:

☐ Meets all Minimum Qualifications

☐ Does Not Meet all the Minimum Qualifications. If checked, identify the MQ(s) not met: [Click or tap here to enter text.](#)

Signature: _____

Date: _____

Print Name: _____

Position: _____

