

**INVITATION FOR
REQUEST FOR QUALIFICATIONS AND PROPOSALS
ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT SERVICES
FOR THE YUCCA VALLEY AQUATICS AND RECREATION CENTER**

The Town of Yucca Valley (“Town”) is requesting written Proposals (“Proposals”) of licensed professional architectural/ engineering firms/teams (“Proposers”) with experience in complete architectural and engineering design development, construction cost estimating, preparation of construction documents, preparation of bid documents, and design support during demolition, construction and commissioning (collectively “Services”) The Town is specifically seeking the services of a design team with highly successful aquatic and recreation center design experience, experience in designing creative Projects that are environmentally responsible and resource efficient, along with the incorporation of innovative technologies, as well as experience working with the public sector.

Obtaining or Inspecting Contract Documents:

Request for Qualifications and Proposals may be obtained from the Town of Yucca Valley website at:

[Request for Proposal \(RFP\) or Competitive Bid | Yucca Valley, CA](#)

All proposers downloading or requesting the Request for Qualifications and Proposals MUST complete all required information on the website to receive the following documents:

1. Request for Qualifications and Proposals
2. Fee Proposal Matrix – Excel Format
3. Town Council Presentation and Approval 10/2021
4. CEQA Report
5. Feasibility and Needs Assessment completed 4/2020

NOTE: Contractor License Number is not applicable to this RFQ/P for A/E Design Services.

Notice to Bidders:

- **A MANDATORY Pre-Proposal Conference** will be held on site at the Brehm Park Family Recreation Center; 56640 Little League Drive, Yucca Valley CA; on November 10, 2021 at 1:00 pm. Respondents will have an opportunity at the conference to ask questions about the RFP, including Proposal requirements and procedures, the services required, and Project details.
- The pre-proposal meeting is in person and is MANDATORY for the prime consultant. Instructions to participate at this meeting are outlined in the Instruction to Proponents section of the Request for Proposal (RFP) document. Those who are interested must register as a prospective proponent by:

- **Inquiries / Clarifications**

All requests for clarification for this RFQ/P must be in writing and directed to:

Erica DiCioccio – Project Manager – DAHLIN

(949) 250-4678

Erica.DiCioccio@DahlinGroup.com

Requests for Information / clarification must be received in writing by November 15, 2021. Clarification responses will be provided to all consultants that have expressed interest in this RFP. The Town and its Project Manager will not respond to verbal questions submitted by telephone or in person.

Schedule for Submittal and Selection

TASK	DATE/TIME
RFP Issued	November 1, 2021
Pre-RFP Mandatory Site Walk and Conference	November 10, 2021
Deadline for Submitting Questions	November 15, 2021
Addendum Issued	November 19, 2021
Submission Deadline for RFP	November 29, 2021 (digital) November 30, 2021 (hard copy)
Town Review of Submitted RFPs	November 30, 2021- December 3, 2021
Issue Notice of shortlist for Interviews	December 6, 2021
Shortlist Interviews (in person)	December 13- 14, 2021
Town Selection of Firm	December 15, 2021
Contract Negotiations	December 16-20, 2021
Town Council Approval of Firm	December 21, 2021
Contract Finalization	December 21- January 6, 2022
Contract Execution	January 7, 2022
Start of Design Services	January 10, 2021
Construction Period	February 2023 – March 2024