

REQUEST FOR QUALIFICATIONS FOR:

OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT
(OSHPD) INSPECTOR OF RECORD (IOR), CLASS A CONSULTING FIRMS
FOR THE
TULARE LOCAL HEALTHCARE DISTRICT
TULARE HOSPITAL TOWER PROJECT
RFQ 21-001

Responses Due: Monday, 09/27/2021

Issue Date: Monday, 08/30/2021

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1.0 Intent

- a. The Tulare Local Healthcare District (hereinafter referred to as “DISTRICT”) is soliciting Statement of Qualifications (SOQ) from qualified firms (hereinafter referred to as “INSPECTOR”) to provide consulting California Office of Statewide Health Planning and Development (OSHPD) Class A inspection services necessary to ensure the adequate completion of the Tulare Hospital Tower Project (“Project”).
- b. Background: The DISTRICT is a public agency organized under the provisions of Division 23 of the California Health and Safety Code and tasked with servicing an underserved, under-insured/uninsured population residing in the southwestern portion of Tulare County, California, including in the cities of Tulare, Angiola, Earlimart, Pixley, Plainview, Tipton, Waukena, and Woodville. The stated mission of the DISTRICT is to “provide safe efficient, technologically advanced healthcare with respect for the diversity of our region”. In 2004, the DISTRICT embarked on building the Tower adjacent to the existing Tulare Regional Medical Center Hospital (“Hospital”) in order to provide additional space in which to facilitate safe, efficient care utilizing infrastructure and equipment with state of the art technology, while also meeting State of California seismic requirements. An \$85-million bond was passed in 2005 as part of a capital campaign to construct the Tower and construction began in 2010, but, as of yet, is not complete. The PROJECT is an important facet to the DISTRICT’s ongoing and diligent efforts to provide services to the community in accordance with its mission and is a key component of the Hospital’s long-term strategy for wellness in the region. It is now come time to successfully complete the PROJECT and an inspector of record is a necessary component in getting this accomplished.

2.0 Required Pre-Qualifications

- a. Only those INSPECTORS who are able to meet the qualifications set forth in this Request for Qualifications (RFQ) shall be considered during this solicitation.
- b. Licensing Requirements: INSPECTOR must possess and maintain, at all times during the INSPECTOR’S provision of services related to the PROJECT, an OSHPD Class A Inspector of Record Certification issued by OSHPD in good standing.
- c. INSPECTOR must have the knowledge and experience working with OSHPD and also have experience working in a hospital setting.
- d. INSPECTOR must have substantial construction materials testing and inspection services experience in the following areas:
 - i. Healthcare Facilities (OSHPD 1)

3.0 Calendar of Events

Issue RFQ	08/30/2021
Deadline for Written Questions	09/20/2021
Deadline for all Submittals in Response to RFQ	09/27/2021
Interviews, if any, of Short-listed Firms	Week of 9/20/2021
Estimated Notification of Selection	10/29/2021
Estimated AGREEMENT Date	11/19/2021

- a. Future Addenda: INSPECTORS who received notification of this solicitation by means other than through a DISTRICT mailing shall contact the DISTRICT’s designated point-

of-contact (as designated herein) to request to be added to the mailing list. Inclusion on the mailing list is the only way to ensure timely notification of any addenda and/or information that may be issued by the DISTRICT prior to the solicitation submittal date. IT IS THE INSPECTOR'S SOLE RESPONSIBILITY TO ENSURE THAT THEY RECEIVE ANY AND ALL ADDENDA FOR THIS RFQ by either informing DISTRICT of their mailing information or by regularly checking the DISTRICT website at www.tularelocalhealthcaredistrict.org Addenda will be posted on the website the day they are released.

4.0 Point of Contact

- a. Questions and correspondence regarding this solicitation shall be in writing directed to the Chief Executive Officer of DISTRICT

Sandra Ormonde
Tulare Local Healthcare District
P.O. Box 1136
Tulare, CA 93275
sormonde@tulareregional.org

5.0 Scope of Work

- a. Inspector Minimum Work Performance Percentage: INSPECTOR shall perform, with his or her own firm, contract work amounting to not less than seventy five percent 75% of the original contract price.
- b. INSPECTOR's services (collectively, the "Services") may include, but are not limited to, the following activities:
- i. Managing the administrative aspects of various inspection groups and coordinating such activity and technical work—which shall include managing and coordinating deputy and special inspectors, third party systems certifiers and contracted commissioning agents—in the performing of inspection work on field construction and alterations to various buildings, coordinating all record keeping requirements for inspections, including inspection log and the OSHPD Testing, Inspection and Observation (TIO) Program, and participating in pre-bid functions, construction review and owner's meetings, as requested by the DISTRICT. Said services require INSPECTOR to possess the skill sets necessary to encourage collaboration, consensus-building and problem-solving among the project stakeholders.
 - ii. Reviewing of construction plans and specifications for adequacy and completeness prior to start of construction.
 - iii. Reviewing of project specifications.
 - iv. Participating in constructability reviews as requested.
 - v. Participating in life-safety inspections for substantial completion readiness.
 - vi. Evaluating and assessing of in-progress construction work in terms of compliance with the Project Schedule, Project Pay Applications as requested.
 - vii. Participating in settlement of construction conflicts, including interpretation of the Contract Documents, assessment and evaluation of Change Order proposals.
 - viii. Coordinating and facilitating of OSHPD and/or equivalent facility project close-out procedures.

- ix. Monitoring of Record Drawings as required by the Contract Documents.
- x. Ensuring compliance with California Administrative code, CCR, Title 24, Part 1, Chapter 7, “General Duties of the Inspector.”

6.0 Contract Term

- a. The initial term of the contract (the “AGREEMENT”) with the DISTRICT resulting from this RFQ will be for a period of five (5) years.
- b. The AGREEMENT shall contain a clause stating that DISTRICT reserves the right to cancel the AGREEMENT or any extension of the AGREEMENT, without cause, with a thirty (30) day written notice, or immediately with cause.
- c. If the AGREEMENT includes options for renewal or extension, INSPECTOR must commence negotiations for any desired rate changes a minimum of ninety (90) days prior to the expiration of the AGREEMENT.
 - i. Both DISTRICT and INSPECTOR shall agree upon rate extensions or changes in writing.
 - ii. DISTRICT does not have to provide a reason if it elects not to renew.

7.0 Required Content/Format for RFQ Package

- a. CONTENT AND LAYOUT: INSPECTOR shall provide the information as requested and as applicable to the proposed Services. The SOQ package shall be organized as per the table below. Headings and section numbering utilized in the SOQ package shall be the same as those identified in the table. ALL SECTIONS WITHIN THE SOQ PACKAGE SHOULD BE TABBED AND LABELED. At a minimum, the SOQ packages shall include, but not be limited to, the following information in the format indicated:

Statement of Qualifications Package Layout Organize and Number Sections as Follows:	
Section 1	COVER LETTER – Contact Information and General Firm Information
	SIGNED (ADDENDAS if any)
	RFQ SIGNATURE PAGE
	TABLE OF CONTENTS
Section 2	PRE-QUALIFICATIONS AND RELATED EXPERIENCE ATTACHMENT A – PRE-QUALIFICATIONS AND RELATED EXPERIENCE
Section 3	PROJECT REFERENCES ATTACHMENT B – PROJECT REFERENCES
Section 4	SEALED PRICING ATTACHMENT C – FEE SCHEDULE
Section 5	EXCEPTIONS
Section 6	APPENDIX

Section 1 – Requirements

- COVER LETTER: Each SOQ must be accompanied by a cover letter not exceeding the equivalent of two (2) single-sided pages and should provide contact information and firm information as follows:

- Primary Contact:
The below-listed information for the representative of the firm that DISTRICT can contact during the solicitation process through to potential contract award and for additional information. The representative must be empowered to speak on contractual and policy matters.
 - Name
 - Address
 - Email address
 - Telephone Number
 - Fax Number
- Firm Info
 - Year Established: Provide the year the firm (or branch office, if appropriate) was established as currently named.
 - Ownership Type: Provide the type of ownership or legal structure of the firm (sole proprietor, partnership, corporation, joint venture, etc.)
 - DUNS Number: Provide the nine-digit Data Universal Number System (DUNS) Number issued by Dun and Bradstreet Information Services. Firms must have a DUNS number to bid on government proposals.
 - Former Firm Names: Indicate any other previous names for the firm (or branch office) during the last six (6) years. Insert the year that this business name change was effective and the associated DUNS number. This information is used to review past performance on Federal contract.
- SIGNED ADDENDA (applicable only if any addenda were released for this solicitation) AND SIGNED RFQ SIGNATURE PAGE: SOQs submitted without an executed signature page will be deemed non-responsive. All signatures must be handwritten and in BLUE ink. All prices and notations must be typed or written in BLUE ink. Errors may be crossed out and corrections printed in ink or typed adjacent, and must be initialed in BLUE ink by the person signing the proposal.
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Section 2 – Pre-qualifications and Related Experience

- INSPECTOR must acknowledge in writing that it meets all of the pre-qualifications and licensing requirements as set forth in Section 2.0 Required Pre-Qualifications and complete ATTACHMENT A – PRE-QUALIFICATIONS AND RELATED EXPERIENCE herein.

Section 3 – Project References

- Provide project information on ATTACHMENT B- PROJECT REFERENCES and include at least five (5) example projects within the last 5 years. If applicable, describe previous work experience with California acute care hospitals under OSHPD jurisdiction, including knowledge of California Building Codes; OSHPD rules, regulations and review process, and preparation of OSHPD permit documentation including field review processes during project construction and project final at a minimum, including at least the following information:
 - Project Name
 - Brief Project Description

- Client Contact Information
- Size of Project
- Specification of Special Area (types of testing performed)

Section 4 – Sealed Pricing

- Selection of INSPECTOR shall be based on qualifications per the Selection Criteria listed herein. Fees may be negotiated after the tentative award announcement is made for this solicitation. If fee negotiations with the firm determined most qualified are not successful, and/or the fees discussed are outside the budgetary constraints for the project, DISTRICT reserves the right to suspend negotiations with the most qualified bidder and proceed to next most qualified bidder, and so on.
- SEALED PRICING: INSPECTOR shall submit the Fee Schedule for all key personnel in a separate sealed envelope as per ATTACHMENT C – FEE SCHEDULE herein. Specific expenses that are common across this industry and scope should also be listed. **Fee schedule must be submitted in a SEALED ENVELOPE attached to the original proposal copy** or the proposal may be deemed non-responsive.
- Costs that are subject to sales tax should be identified as taxable. All applicable CA sales tax shall be included as a separate line item.

Section 5 – Exceptions

- Submit any and all exceptions to this solicitation on separate pages, and clearly identify the top of each page with “EXCEPTION TO TULARE LOCAL HEALTHCARE DISTRICT, TULARE HOSPITAL TOWER PROJECT RFQ 21-001, SECTION X.X”; each Exception shall reference the RFQ section number, and briefly explain the reason for taking Exception as appropriate. INSPECTOR should note that the submittal of an Exception does not obligate DISTRICT to revise the terms of the RFQ or AGREEMENT.

Sections 6 – Appendix

- INSPECTOR may provide any additional information that it believes to be applicable to this SOQ package and include such information in an Appendix section.
- b. ADDITIONAL REQUIREMENTS: To be considered “responsive”, submitted SOQs shall adhere to the following:
 - i. Six (6) sets of the SOQ package, comprised of one SOQ marked “Original” and five (5) copies, shall be submitted in response to this RFQ. Each copy shall include a cover indicating the company name submitting, and should reference “RFQ 21-001”. In addition, submit one (1) electronic version of the entire SOQ package on a USB memory stick. **DO NOT INCLUDE YOUR FEE SCHEDULE IN THE ELECTRONIC COPY.** Additional copies may be requested by DISTRICT at its sole discretion.
 - ii. Each SOQ shall be prepared on 8.5” x 11” paper, preferably double-sided and bound. Fold out charts, tables, spreadsheets, brochures, pamphlets and other pertinent information or work product examples may be included as Appendices.
 - iii. INSPECTOR shall not use white-out or a similar correction product to make late changes to its proposal or qualifications package, but said INSPECTOR may instead line out and initial in BLUE ink any item which no longer is applicable or accurate.

- iv. To validate an SOQ, each INSPECTOR must submit the **RFQ SIGNATURE PAGE** (contained herein) with its qualifications. SOQs submitted without this page will be deemed non-responsive. Each SOQ's signature must be handwritten, in BLUE ink, and be included with the original copy of the SOQ. Photocopies of the RFQ signature page may be inserted into the remaining three (3) SOQ copies. All prices and notations must be typed or handwritten in BLUE ink in the original SOQ copy as well. Errors may be crossed out and corrections printed in BLUE ink or typed adjacent, and must be initialed in BLUE ink by the person signing the SOQ.
- c. **CONFIDENTIAL OR PROPRIETARY CONTENT:** Any page of the SOQ that is deemed by INSPECTOR to be a trade secret by the INSPECTOR shall be clearly marked "CONFIDENTIAL INFORMATION" or "PROPRIETARY INFORMATION" at the top of the page.

8.0 Submittal Instructions and Conditions

- a. Submittal Identification Requirements: **ALL BOXES AND/OR ENVELOPES MAILED OR DELIVERED CONTAINING STATEMENT OF QUALIFICATIONS MUST BE SEALED AND CLEARLY MARKED IN THE LOWER LEFT CORNER:**
 - i. **SOLICITATION NUMBER RFQ 21-001**
 - ii. **INSPECTOR'S COMPANY NAME**
- b. Mailing address: SOQs shall be mailed to DISTRICT at the mailing address indicated on the RFQ SIGNATURE PAGE of this RFQ.
- c. Due Date: SOQs must be received by DISTRICT on or before the time and date specified, at the location and to the person specified on the RFQ SIGNATURE PAGE of this RFQ. It is the sole responsibility of each INSPECTOR to ensure that its SOQ is received at or before the specified time. Emailed, postmarks and facsimiles are not acceptable. SOQs received after the deadline shall be deemed non-responsive and shall be rejected.
- d. Acceptance: SOQs are subject to acceptance at any time within ninety (90) days after opening of this RFQ. DISTRICT reserves the right to reject any and all SOQs, or part of any proposal, to postpone the scheduled deadline dates, to make an award in its own best interest, and to waive any informalities or technicalities that do not significantly affect or alter the substance of an otherwise responsible proposal or qualifications package and that would not affect an INSPECTOR's ability to perform the work adequately as specified.
- e. Ownership: All submittals in response to this RFQ become the property of DISTRICT, without condition. If an INSPECTOR does not wish to submit a SOQ but wishes to acknowledge the receipt of the request, the reply envelope shall be marked "No Bid".
- f. Compliance: Proposal or qualifications packages that do not follow the format, content and submittal requirements as described herein, or fail to provide the required documentation, may receive lower evaluation scores or be deemed non-responsive.
- g. CAL-OSHA: The items proposed shall conform to all applicable requirements of the California Occupational Safety and Health Administrative Act of 1973 (CAL-OSHA).

9.0 Selection Criteria

- a. The selection of INSPECTOR and subsequent contract award will be based on the criteria contained in this RFQ, as demonstrated in the submitted proposal. Each INSPECTOR should submit information sufficient for DISTRICT to easily evaluate its SOQ with respect to the selection criteria herein contained. The absence of required information may cause the proposal to be deemed non-responsive and may be cause for rejection, in the District’s sole discretion.
- b. The selection criteria include, but are not limited to, the following:

Staff Qualifications	Points 0-25
Key Staff Personnel: List key qualified staff, their job titles, qualifications, and experience proposed for the services identified herein this RFQ, including licenses and/or certifications they may hold.	
Project Experience	Points 0-25
Demonstrated experience of the INSPECTOR in relation to the scope of work, an quality of services provided in the past: (1) Healthcare experience with projects of similar size and scope; and (2) Examples of previous experience.	
OSHPD Experience	Points 0-25
Knowledge and experience working with the OSHPD in a hospital setting, and description of your current relation Inspector of Record and General Contractor on Project.	
Quality Assurance	Points 0-20
Demonstrated record that the INSPECTOR has delivered high quality services and documentation to its clients, and has in place and effective continuous quality improvement process. This will be qualified by bidder’s submittal and references as per Attachment B, Project References.	
Local Preference	Points 5
TOTAL POSSIBLE POINTS - 100	

- c. Bidders will not be selected based on pricing. Fees shall be negotiated with the selected firms at DISTRICT’s discretion to ensure fair and reasonable pricing as per the Little Brooks Act. In the event that a fee for the required services cannot be negotiated with the selected top ranked firm, DISTRICT reserves the right to discontinue negotiations and begin negotiations with the next highest-ranked firm.
- d. DISTRICT reserves the right to act as its own reference if a prospective INSPECTOR has provided services to DISTRICT previously.
- e. INSPECTOR shall not engage in unlawful activity including, but not limited to, the payment of rebates, kickbacks, or other unlawful consideration, in connection with this solicitation process.

10.0 Preference for Local INSPECTORS

- a. The DISTRICT desires, whenever possible, to contract with qualified Local Vendors to provide goods and services to the DISTRICT. Local Vendor is defined as:
 - i. Vendor either owns, leases, rents or otherwise occupies a fixed office or other commercial building, or portion thereof, having a street address with Tulare County, Kern County, Kings County, or Fresno County (the "Area"). Vendor possesses a valid and verifiable business license, if required, issued by a city within the Area or by one of the four counties with the Area when the address is located in an unincorporated area within one of the four counties;
 - ii. Vendor employs at least one full time employee within the Area, or if the business has no employees, the business must be at least fifty percent (50%) owned by one or more persons whose primary residences is located within the Area;
 - iii. Vendor's business must have been in existence, in Vendor's name, within the Area for at least two (2) years immediately prior to the issuance of either a request for competitive bids or request for proposals for the DISTRICT;
 - iv. Newly established businesses which are owned by an individual formerly employed by a Local Vendor for at least two (2) years also qualifies for the preference; and
 - v. If applicable, vendor must possess a valid resale license form the State Franchise Tax Board showing vendor's local address within the Area and evidencing that payment of the local share of the sales tax goes to either a city within the Area or to one of the four counties within the defined Area.

11.0 Contract Awards

- a. The award from this RFQ will be subject to approval by DISTRICT'S Board of Directors.
- b. DISTRICT reserves the right to interview each selected INSPECTOR before a contract is awarded. The costs of attending an interview is each INSPECTOR'S responsibility.
- c. DISTRICT is not liable for any costs incurred by INSPECTOR in response to this solicitation.
- d. Unsuccessful INSPECTORS who have submittal a fully responsive SOQ will be notified of the final decision as soon as it has been determined.
- e. The award resulting from this solicitation will be made to the INSPECTOR that submits a response that, in the sole opinion of DISTRICT, that evidences said INSPECTOR's ability to best provide services that will serve the overall interest of DISTRICT.
- f. DISTRICT does not guarantee a minimum or maximum dollar value for any AGREEMENT or AGREEMENTS resulting from this RFQ.

12.0 Sequential Contract Negotiation

- a. DISTRICT will pursue contract negotiations with the INSPECTOR who submits the best proposal and is deemed the most qualified in the sole opinion of DISTRICT, and which SOQ is in accordance with the criteria as described within this RFQ. If such contract negotiations are unsuccessful, in the opinion of either DISTRICT or INSPECTOR, DISTRICT may pursue contract negotiations with the entity that submitted a proposal which DISTRICT deems to provide evidence of the INSPECTOR next best qualified to provide the Services, or DISTRICT may issue a new solicitation or take any other action which it deems to be in its best interest.

13.0 Agreement to Terms and Conditions

- a. INSPECTOR selected through the solicitation process will be expected to execute a formal AGREEMENT with DISTRICT for the provision of the requested Services. The AGREEMENT shall be written by DISTRICT in a standard format approved by DISTRICT counsel, similar to the "SAMPLE AGREEMENT SECTION" attached hereto. Submission of a signed bid/qualifications and the RFQ SIGNATURE PAGE will be interpreted to mean INSPECTOR HAS AGREED TO ALL THE TERMS AND CONDITIONS set forth in the pages of this solicitation and the standard provisions included in the SAMPLE AGREEMENT SECTION herein. DISTRICT may, but is not required to, consider including language from the INSPECTOR'S proposed AGREEMENT, and any such submission shall be included in the EXCEPTIONS section of INSPECTOR'S proposal.

14.0 Collusion

- a. INSPECTOR shall not conspire, attempt to conspire, or commit any other act of collusion with any other interested party for the purpose of secretly, or otherwise, establishing an understanding regarding rates or conditions to the solicitation that would bring about any unfair conditions. Any such action by INSPECTOR shall be immediate grounds from disqualification from being considered under this RFQ, or, as the case may be, will be grounds for immediate termination of the AGREEMENT.

15.0 Rights to Pertinent Materials

- a. All responses, inquiries, and correspondence related to this solicitation and all reports, charts, displays, schedules, exhibits and other documentation produced by the INSPECTOR that are submitted as part of the SOQ will become the property of DISTRICT when received by DISTRICT and may be considered public information under applicable law. Any proprietary information in the submittal must be identified as such and marked "CONFIDENTIAL INFORMATION" OR "PROPIETARY INFORMATION". DISTRICT will not disclose proprietary information to the public, unless required by law; however, DISTRICT cannot guarantee that such information will be held confidential.

16.0 SAMPLE AGREEMENT

ATTACHMENT A – PRE-QUALIFICATIONS AND RELATED EXPERIENCE
RFQ #21-001

Only those bidders who meet all of the pre-qualifications as set forth in Section 2.0 of RFQ# 21-001 shall be considered for a contract award

I. Confirm that your firm meets all of the pre-qualification and licensing requirements as set forth in the RFQ Section 2.0: Required Pre-Qualifications below by circling Yes or No, as appropriate:

Yes No Licensing Requirements: INSPECTOR shall possess and maintain and OSHPD Class A Inspector of Record Certification issued by OSHPD while providing services to DISTRICT.

Yes No INSPECTOR shall have a minimum of five (5) years' experience providing construction materials testing and inspection services for OSHPD projects.

Yes No INSPECTOR shall have the knowledge and experience working with the (OSHPD) and also have experience working in a hospital setting.

Yes No Management Knowledge and Company Experience:
INSPECTOR shall have substantial construction materials testing and inspection services experience in the following areas:
a. Healthcare Facilities (OSHPD 1)

II. Provide a description of the services provided by your firm, emphasizing the experience and history of the types of services this RFQ is soliciting for as described in Section 5.0 – Scope of Work herein this RFQ. Emphasize OSHPD experience, experience with other public owned hospitals and hospitals within California, if applicable.

III. Describe your proposed approach for meeting these services which, at a minimum, includes the following:

- a. Firm Name and Address
- b. Key Staff Personnel: List key qualified staff, their job titles, qualifications, and experience proposed for the services identified herein this RFQ, including licenses and/or certifications they may hold
- c. List any subconsultants you propose using while providing services under this Agreement. Describe what services you would have those subconsultants render as applicable to the Agreement awarded via this RFQ.
- d. Ability to Perform: Provide a description of the services provided by your firm, and a statement of the experience and history providing the services described in the RFQ's

Section 5.0 – Scope of Work. Describe your proposed approach for meeting these services.

- e. Litigation History: Description of litigation to which the firm has been a party in the most recent five year period. Please include the following details:
 - i. Name of case
 - ii. Date filed
 - iii. Court in which filed
 - iv. Judgment or result
- f. Availability of Resources: Describe your ability to provide staff and resources for Testing and Inspection services when necessary.

End of Attachment A

DRAFT

ATTACHMENT B – PROJECT REFERENCES
RFQ #21-001

Provide project information and include at least five (5) example projects within the last five (5) years. If applicable, describe previous work experience with California acute care hospitals under OSHPD jurisdiction, including knowledge of California Building Codes; OSHPD rules, regulations and review process; and preparation of OSHPD permit documentation including field review processes during project construction and project final; at a minimum, include the following information:

Project Name

Include the name of the General Contractor on the Project

Brief Project Description

Include information about scope, schedule and record of performance. Indicate if the project was completed on time and within budget.

Client Contact Information

Include telephone number and email address if possible. DISTRICT may use this information for a reference check.

Size of Project

Include square footage and total cost.

Specification of Specialty Area

Specify which of the following specialty areas this project falls under construction materials and testing services.

End of Attachment B

ATTACHMENT C – FEE SCHEDULE
RFQ #21-001

Fee schedule shall be included in a separate sealed envelope and is to be opened only after final selection of qualified INSPECTOR has been made by the DISTRICT.

End of Attachment C

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RFQ SIGNATURE PAGE

Tulare Local Healthcare District

RFQ #21-001
ISSUE DATE: 08-30-21

RFQ TITLE: Inspector of Record for Tulare Local Healthcare District Tower Project

STATEMENT OF QUALIFICATIONS ARE DUE IN THE OFFICE OF THE DISTRICT BY 5:00 PM, LOCAL TIME, ON MONDAY, SEPTEMBER 27, 2021

MAILING ADDRESS:
Tulare Local Healthcare District
PO Box 1136
Tulare, CA 93275

QUESTIONS ABOUT THIS RFQ SHALL BE IN WRITING RECEIVED NO LATER THAN MONDAY, SEPTEMBER 20, 2021, BY 5:00 PM, LOCAL TIME, DIRECTED TO:

Sandra Ormonde, CEO Tulare Local Healthcare District
PO Box 1136, Tulare, CA 93275
Email: sormonde@tulareregional.org

INSPECTOR MUST INCLUDE THE FOLLOWING IN EACH STATEMENT OF QUALIFICATIONS (SOQ 1 Original, plus 3 paper copy, and 1 electronic copy)

- ALL REQUIRED CONTENT AS DEFINED PER RFQ SOLICITATIONS SECTION 7.0 HEREIN
- RFQ #21-001 ATTACHMENT A – Pre-Qualifications and Related Experience
- RFQ #21-001 ATTACHMENT B – Project References
- RFQ #21-001 ATTACHMENT C – Fee Schedule (Sealed in a separate envelope)
- RFQ #21-001 Local Business Declaration Form (Submit this form ONLY if your organization qualifies as per Section 10.0)

This RFQ Signature Page must be included with your submittal in order to validate your Statement of Qualifications.

SOQs submitted without this page will be deemed non-responsive.

CHECK HERE IF YOU HAVE ANY EXCEPTIONS TO THIS SOLICITATION

BIDDERS MUST COMPLETE THE FOLLOWING TO VALIDATE YOUR SOQ:

I hereby agree to furnish the articles and/or services stipulated in my Statement of Qualifications, subject to the instructions and conditions in the Request for Qualifications package. I further attest that I am an official officer representing my firm and authorized with signatory authority to present this Statement of Qualifications.

Company Name: _____ Date: _____

Signature: _____ Phone: _____ Fax: _____

Printed Name: _____ Title: _____

Email Address: _____

Street Address/PO Box _____ City _____ State: _____ Zip Code _____

**TULARE LOCAL HEALTHCARE DISTRICT
LOCAL BUSINESS DECLARATION FORM**

If a business entity is claiming to be a "Local Vendor" as defined by Section 10.0 of this RFQ, it must certify they meet the definition of "Local Vendor" as defined and in accordance with this RFQ. Any business entity claiming to be a local business as defined by this RFQ, shall so certify in writing herein that they meet all the criteria listed within this RFQ.

DISTRICT shall not be responsible or required to verify the accuracy or any such certifications, and shall have sole discretion to determine if a bidder meets the definition of "local vendor as provided herein. Any business which false claims a local preference may be deemed non-responsive to this RFQ.

Any business eligible for the local preference who desires to have the preference applied during the award selection process shall return this completed Local Business Preference Declaration Form with its proposal or qualifications package response. Upon request, bidder agrees to provide additional information to substantiate this certification.

Select that which is applicable to your business entity (at least one in order for a business to be considered local):

- It either owns, leases, rents or otherwise occupies a fixed office or other commercial building, or portion thereof, having a street address within the Area. Vendor possesses a valid and verifiable business license, if required, issued by a city within the Area or by one of the four counties within the Area when the address is located in an unincorporated area within one of the four counties as defined as "Area"; and
- It employs at least one full time employee within the "Area", or if the business has no employees, the business shall be at least fifty percent (50%) owned by one or more persons whose primary residence(s) is located within the "Area"; and
- Its business has been in existence, in its current name, within the "Area" for at least two (2) years immediately prior to the issuance of either a request for proposal or request for qualifications or request for quotations for the DISTRICT; and
- It is a newly established business which is owned by an individual formerly employed by a Local Business for at least two (2) years.

As per this RFQ: "Area" shall mean Tulare County, Fresno County, Kings County and Kern County.

Note: If applicable your organization must possess a valid resale license from the State Franchise Tax Board showing its local address within the "Area" and evidencing that payment of the local share of the sales tax goes to either a city within the "Area" or to one of the four counties within the defined "Area".

On behalf of my business entity i.e., organization, I certify under penalty of perjury that I have both read and confirm that my business entity meets the requirements as outlined within this RFQ.

Company Name: _____ Date: _____

Signature: _____ Phone: _____ Fax: _____

Printed Name: _____ Title: _____

Email Address: _____

Street Address _____ City _____ State: _____ Zip Code _____

This form must be submitted within a bidder's proposal in order for the DISTRICT to apply the applicable local preference. Bidders who do not qualify as a local business as per this RFQ should not submit this form.