



REQUEST FOR PROPOSAL

RFP #2024-25-080P

DSA Project Inspector Services for New District Services Office

Please email proposal by
December 12, 2023, at 2:00pm
to Colette Leyva, Program Analyst
coletteleyva@maasco.com

SITE VISIT: Tuesday, November 28, 2023, at 9:00am

Oceanside Unified School District
Building E – Bond Program Management Building
2111 Mission Ave.
Oceanside, CA 92058

Company Name: _____ Contact: _____

Address: _____ Phone #: _____

Email Address: _____ Fax: _____

The Oceanside Unified School District is soliciting DSA Project Inspection Services proposals for the following public works projects.

Project Names:

- New District Services Office, Project #899-739

Scope:

Provide competent and proactive project inspection per the requirements of Part 1, Title 24 of the California Code of Regulations, and perform all duties required of DSA Project Inspectors. Review proposed Addenda and Change Order Proposal Requests with the District, Facilities Consultant, and the Architect. Monitor and coordinate special inspectors and materials testing laboratories. Advise the architect, the District, and the Facilities Consultant of all non-complying construction. Provide the District with daily construction reports on a weekly basis. Provide other reports as may be required or requested. Reports should include work performed, unresolved issues, schedule progress, workers on site, weather conditions, quality control, submittal status, and reporting of any other relevant issues. Attend all construction meetings. Verify that record drawings are accurate and kept up to date as well as assist with DSA closeout. Provide DSA required inspections and documentation for the demolition of existing buildings and construction of a new 2-story 28,000 sq ft building. The work is scheduled to begin in February 2024. Construction budget is \$24,900,000.

RFP Timeline:

- **Wednesday, November 15, 2023:** RFP distributed to Board Approved DSA Project Inspector Service Providers Pool with project scope, budget, and corresponding attachments.
 - Attachment - AERIAL SITE MAP
 - Increment 1- DRAWINGS/SPECIFICATIONS
 - Increment 1- DSA 103 FORM
 - Increment 2- DRAWINGS/SPECIFICATIONS
 - Increment 2- DSA 103 FORM

<https://www.dropbox.com/scl/fo/6yekeug5quz77u6xbaxm1/h?rlkey=lilko81ye10za7dla092m8jj&dl=0>

- **Tuesday, November 28, 2023, beginning at 9:00am:** Non-Mandatory Job Walk/Site Visit
 - **NOTE:** *If you are not interested in participating in the site walk, or will not attend, please notify Colette Leyva prior to the Non-Mandatory Job Walk/Site Visit.*
- **Friday, December 1, 2023, by 2:00pm:** RFI due to Colette Leyva via email. Please reference the specific RFP number and site.
- **Thursday, December 7, 2023, at 2:00pm:** RFI responses delivered via email.
- **Tuesday, December 12, 2023, by 2:00pm:** Proposals due to Colette Leyva via email.
- **Tuesday, January 16, 2024 (tentative):** Award of selected DSA Project Inspector at the Board of Education meeting.

Signature

Date

Please include in the proposal:

- This cover letter
- Three (3) examples of similar project experience within the last three (3) years, including total project cost
- Identify any obstacles the firm experienced with projects and how they were resolved
- Project fees, including a rate sheet for additional services
- Available hours will be from 7:00AM-3:30PM Monday-Friday 40 hours per week.