

**COUNTY OF SAN DIEGO  
DEPARTMENT OF GENERAL SERVICES**

**REQUEST FOR  
STATEMENT OF QUALIFICATIONS (RSOQ)**

**FOR  
LINCOLN ACRES BRANCH LIBRARY AND COMMUNITY CENTER  
ARCHITECTURAL AND CONSTRUCTION ADMINISTRATION SERVICES**

**Provided to the**

**Project Management Division  
Department of General Services  
San Diego, California**

**This is a description of the services and submittal requirements.**

COUNTY OF SAN DIEGO  
Department of General Services  
Project Management Division  
5555 Overland Avenue, Building 2, Suite 2207  
San Diego, CA 92123-1294

**November 10, 2008**

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LINCOLN ACRES BRANCH LIBRARY AND COMMUNITY CENTER  
ARCHITECTURAL AND CONSTRUCTION ADMINISTRATION  
PRE-QUALIFICATION RFSQ 9953

In accordance with the provisions of Public Contract Code Section 20133, the County of San Diego, Department of General Services is following a two step process to select an Architectural Services Consultant and award a contract for architectural and construction administration services to support construction of a branch library in the community of Lincoln Acres. In the first step the County is issuing Attachment B Essential Requirements Questionnaire. A Pre-Qualification Committee will evaluate all submittals and pre-qualify those answering all Attachment B questions correctly. In the second step a Selection Committee will evaluate, score, and rank all pre-qualified submittals. The highest qualifying score will be selected as the Architectural Services Consultant to the Lincoln Acres Branch Library project. Firms scoring below the highest score will be notified in writing.

A complete response to the RFSQ will consist of providing the following:

- Completed Attachment B Essential Requirements Questionnaire.
- Completed Standard Form 330 (SF 330) Architect - Engineer Qualifications.  
Note: Section F must contain at least four example projects.

This response must be submitted with a cover sheet indicating the Offeror's name and address using the following format:

LINCOLN ACRES BRANCH LIBRARY  
RFSQ 9953

Company Name and Address: \_\_\_\_\_  
Attention: Enrique Cesena, AIA, Project Manager

Submit one (1) original and three (3) copies of your responses to the County of San Diego Department of General Services, 5555 Overland Avenue, Building 2, Room 220, San Diego, CA 92123.

**Due Date and Time: Wednesday November 26, 2008 not later than 3:00 p.m.**

This RFSQ does not commit the County of San Diego to issue a request for proposal, award a contract, or to pay any costs incurred in the response to this solicitation or the preparation of the Pre-Qualification Document. The County of San Diego reserves the right to cancel this solicitation, in part or in its entirety, should this be in the best interest of the County.

Questions and requests for clarification related to definition or interpretation of this procurement must be received by e-mail only and not later than five (5) business days prior to the Due Date and Time to allow an Addendum to be posted.

**Questions must be submitted by email to: [enrique.cesena@sdcounty.ca.gov](mailto:enrique.cesena@sdcounty.ca.gov)**

**Subject: Lincoln Acres Branch Library RFSQ 9953**

Oral explanation or instructions shall not be considered binding on behalf of the County. Any modification to this RFSQ will be issued by the County as a written addendum and posted to the Department of General Services' (DGS) website.

This solicitation is available for download from DGS' website:

- County of San Diego website
- Departments
- General Services
- Facility, Planning, Design & Construction
- View / Respond to Solicitations

It is the Offeror's responsibility to check for addenda.

If you have questions or comments, please contact Enrique Cesena, Project Manager at the e-mail address listed above.

*Enrique Cesena for*

APRIL HEINZE, PE, Director  
Department of General Services

AH:EC:dt