

RFP Technical Documents Checklist

Project Name: _____ Project No: _____

Campus: _____ Proposers' Names: _____
(Design and Builder)

No.	Required	Provided	Does Not Provide	Items
I.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Request for Proposals for Construction Manager Services at Risk with Guaranteed Maximum Price
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Information for Proposers: Request for Proposals for Construction Manager Services at Risk with Guaranteed Maximum Price
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Plan - Exhibit A
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CSU Campus Composite Site Utilities Plan—Exhibit B
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project Location
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposal Forms
A.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fee Proposal Form
B.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bid Certification
C.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Noncollusion Declaration
D.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Small Business Preference
E.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certificate of Appropriate License
F.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fee Proposal Form Signature Page
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sample Abstract of Bids
II.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appendix 1: Sample Contract forms
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Service Agreement for Preconstruction Services
A.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rider A
B.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibits A, B, and C
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Agreement forms for Construction phase
A.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Service Agreement CMR
a.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Payment Bond
b.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Performance Bond
c.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certification
B.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Agreement TOCA for Multiple Projects Master Enabling Agreement
a.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rider A—Agreement General Provisions
b.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rider B—Scope of Work
c.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibit A—Fee Schedule
C.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Task Order
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Subcontractor Directory
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Payee Data Record

5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Notice to Proceed
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Notice to Proceed TOCA MEA
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sample CM Letter Warranting Documents
8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sample Contractor Prequalification Document
9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DVBE Participation Requirement Transmittal
10.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DVBE Summary of Participation
11.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DVBE Bidders Certification
12.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	DVBE Business Enterprise Declarations
13.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Prime Contractor's DVBE Subcontracting Report
14.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	List of Trade Contractors for CM at Risk Projects
15.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bid Abstract TOCA
III.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appendix 2: Contract General Conditions and Supplementary General Conditions
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Contract General Conditions for CMAR with GMP
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Supplementary General Conditions to Contract General Conditions for Construction Manager at Risk with Guaranteed Maximum Price Projects
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Task Order-Construction Agreement for Multiple Projects Supplementary General Conditions to Contract General Conditions for Construction Manager at Risk with Guaranteed Maximum Price Projects
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Owner Controlled Insurance Program information
IV.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appendix 3: Prevailing Wage Rates
V.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appendix 4: Sample Construction Forms
VI.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appendix 5: Division One Sample Specifications
VII.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appendix 6: CSU Procedure Manual for Capital Projects
VIII.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appendix 7: Design Assist and Design Build Subcontracting
IX.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Special Condition

No.	Required	Provided	Does Not Provide	Technical Doc
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site survey (up to entries of adjacent buildings to ensure accessibility is maintained)
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Campus metes & bounds
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Geotech report
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Existing campus Fire Lane map
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Haz Mat survey
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Campus utility map, including
A.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Gas lines, sizes and known pressures
B.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water service (any softening/filtering required?)
C.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reclaimed water if available
D.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire flow info (will need to be repeated again w/in 6 months of plan review)
E.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Central plant availability & capacity
F.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sewer lines sizes and known capacity/issues

G.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storm drain sizes and known capacity/issues
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As-built drawings of buildings for renovation
8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Seismic studies for renovation
9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Campus standards (be sure you actually like these things)
10.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sole source items (and justifications)

Reviewed by: _____

Name & Title: _____

Reviewed by: _____

Name & Title: _____