**Article A – Request for Proposals (Advertisement)**

**Request for Proposals for Design-Build Project**

**(Project Name), Project Number (#)**

**(Campus Name)**

**(Address)**

The Trustees of the California State University will receive sealed proposals in the (Room), at the above address, for the design and construction of the (Project Name), Project Number (#), for the (name of campus), campus.

Proposals will be received until 2:00 p.m. on (proposal due date), in accordance with the proposal documents, at (location of bid opening).

In general, the scope of work consists of the design and construction, under a procedure more commonly referred to as “turnkey construction,” a (type of project), known as (name of project). The project includes all site development, site utilities sidewalks, landscaping and structures within the boundaries as prescribed. Each proposer will submit a technical proposal and cost proposal to design and construct the total project. The budget for this project is limited to $(insert budget).

RFP documents will be issued to intending proposers on or after (date). Proposers must request them in person from (name of contact person, department, address, city, ST, and zip--if campus is distributing plans, name and department is only necessary), telephone (phone no.), after the required nonrefundable deposit of $(amt of deposit) per set has been made. Deposits must be in the form of a company or certified check made payable to the University.

Each proposer offering a proposal must comply with bidding provisions of Article 32.00 *et seq.* of the Contract General Conditions, and should be familiar with all the provisions of the Contract General Conditions and Supplementary General Conditions, especially Article 35.02-b, regarding the necessity to prequalify with the Trustees ten (10) business days prior to the proposal due date. {Campus: if RFQ was employed for this project, delete prequalification related text above and in paragraph below.}

Proposers must be prequalified with the Trustees. Proposers shall register and log in to “PlanetBids” to apply for prequalification at <http://www.calstate.edu/contractor-prequalification>.

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This project is a public works project and is subject to prevailing wage rate laws (see Contract General Conditions, Article 35.02-c). All contractors and all tiers of subcontractors bidding on this project shall register to bid public works projects with the Department of Industrial Relations (DIR), and maintain current this registration pursuant to Labor Code Section 1725.5. Please go to <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for more information and to register.

A pre-proposal conference and site visit has been scheduled for (date of walkthrough), at (time). Interested proposers should assemble at (location of walkthrough or meeting place) on the campus. It is strongly recommended that proposers attend this conference, as it may be the only time proposers can walk through the project area, raising questions or requesting clarifications. Afterwards, all other requests or clarifications shall be submitted in writing.

The Trustees require the successful proposer to achieve three percent (3%) DVBE participation in contracting construction projects as established in the Request for Proposals. {University shall describe the DVBE incentive herein, as it must be in the advertisement.} Proposers shall contact the Trustees’ DVBE Advocate at (phone no.).

It will be the responsibility of each proposer to obtain a proposal package in sufficient time to fulfill requirements therein. Proposal packages are obtainable only by prequalified contractors, licensed in the State of California with a (license type) license, and registered with the DIR to bid public works projects. Proposers must request proposal packages from the Trustees, located at (campus name, address); Attention: (name, phone no., fax no., e-mail address).

End of Article A, Request for Proposal (Advertisement)