



Request for Proposals
to Provide Pre-Construction Services
for Magnolia Science Academy 2 Middle and High School

Date of Issuance:

December 26, 2024

Due Date:

January 17, 2025

1.0 INTRODUCTION

Magnolia Education & Research Foundation, dbaMagnolia Public Schools ("**MPS**" or "**Owner**"), is a charter school management organization that was founded twenty three (23) years ago. MPS operates a high-performing network of ten (10) public charter schools in Los Angeles, San Diego, and Orange counties that provide a college preparatory educational program emphasizing science, technology, engineering, arts, and math (STEAM). Twenty-three years after opening its flagship campus in Reseda, Magnolia's mission continues to focus on preparing students to succeed in college through a rigorous academic program while reinforcing core values through character development classes that cultivate respect for self and others. Magnolia's vision is to build a more peaceful and inclusive global society by transforming traditional ideas with creative thinking, effective communication, and the rigor of science.

MPS is soliciting proposals from qualified firms for pre-construction services for the project planning and feasibility, design development support, procurement and cost management, construction logistics and planning, utility coordination, permitting and approvals, risk management phases of a new middle and high school project (the "**Project**") at 16600 Vanowen Street Van Nuys, CA 91406 (the "**Property**") for its Magnolia Science Academy—2 ("**MSA-2**") school. See Exhibit A. The Property consists of approximately 95,800 square feet of land. Presently, MSA-2 is located at 17125 Victory Blvd, Van Nuys, CA 91406, on the campus of the Los Angeles Unified School District ("**LAUSD**"), approximately 1 mile away from the Property.

Site Tour

A site tour will be facilitated on a case by case and as requested basis.

Proposals Due

Responses to the RFP are due no later than **5:00 PM (PST), Friday, January 17, 2025**, to the following individual:

Mustafa Sahin
Project Manager
Magnolia Public Schools
250 East 1st Street, Suite 1500
Los Angeles, CA 90012
msahin@magnoliapublicschools.org

Questions regarding this RFP may be directed to the individual identified above via email.

Proposal Format

One (1) electronic PDF copy (by email) of your proposal must be delivered to the person indicated by the deadline stated above. Five (5) hardcopies must be delivered by no later than three (3) business days following the above deadline. Please endeavor to keep any emailed material to a single manageable file size (at or about 10 MBs) so that it may be easily distributed to the Selection Committee.

Respondents are encouraged to only include information pertinent to the Project and the Selection Committee's ability to select the vendor best suited to successfully complete this job.

Interviews

Interviews will be held at the discretion of MPS and MSA-2. Interviews, if any, are expected to be held the week of January 20th or 27th, 2025. Location and time are to be determined.

Selection Committee

The Selection Committee will be composed of representatives from MPS and MSA-2, including MPS's Director of Facilities, Facilities Project Manager and such other stakeholders, agents, and representatives as MPS and MSA-2 shall deem necessary.

1.1 Proposed Timeline

RFP Distributed:	December 26, 2024
Proposals Due:	January 17, 2025
Interviews, if any (exact time TBD):	Week of January 20 th or 27 th , 2025
Selection Announced and NTP Issued:	February 3, 2025 or sooner
Magnolia Board Approval:	February 13, 2025
Contract Execution:	ASAP following Board Approval

2.0 PROJECT DESCRIPTION

2.1 General Description

The proposed project (the “**Project**”) is the design and construction of a new middle and high school building for approximately 564 middle school and high school students with 20 classrooms, a gymnasium, open green space, outdoor physical education area, outdoor lunch area, administration offices, drop off and pick up area, sufficient parking to meet LA City code requirements, and any other state requirements.

MPS will pay for the Project with a combination of its own equity and private financing. The project will be submitted to the Los Angeles Department of Building and Safety (“**LADBS**”). The Project will not be required to be prevailing wage.

MPS and MSA-2 desire to complete the Project in time for the 2026-27 school year, that is, June/July 2026.

MPS has submitted a conditional use permit (“**CUP**”) application to the City of Los Angeles Planning Department to build and operate a school on the Property. The CUP is still winding its way through the Planning Department. MPS presently estimates a May 2025 completion for the CUP. MPS has selected Berliner Architects as the architect for the Project. MPS will proceed with the design for submission to LADBS while the CUP is in process.

2.2 Scope of Services. The scope of services for the Project shall include the following.

2.2.1 Project Schedule and Budget

Design services for the Project are scheduled to begin in January 2025, with an anticipated LADBS submittal in April 2025. The preliminarily construction budget is estimated at \$15 million for the academic building. MPS expects that the gymnasium portion of the Project will be deferred due to cost considerations.

2.2.2 Scope of Services

The scope of services shall include but not be limited to the following:

2.2.2.1 Project Planning and Feasibility.

- a. Budget Development: Establishing and refining the project's budget based on scope and market conditions.
- b. Feasibility Studies: Assessing whether the project is viable within financial, technical, and regulatory constraints.
- c. Scheduling: Developing a preliminary project timeline and identifying critical milestones.

2.2.2.2 Design Development Support.

- a. Design Coordination: Collaborating with architects, engineers, and consultants to ensure designs are practical and meet the project's goals.
- b. Value Engineering: Evaluating the design to identify cost-effective solutions while maintaining quality and functionality.
- c. Constructability Reviews: Reviewing plans and specifications to ensure they are realistic and buildable.

2.2.2.3 Permitting and Approvals

- a. Permit Applications: Assisting in acquiring building permits, zoning variances, environmental clearances, and other required approvals
- b. Regulatory Compliance: Ensuring that the project complies with all local, state, and federal regulations.

2.2.2.4 Risk Management

- a. Risk Assessment: Identifying potential risks, including financial, environmental, or logistical challenges.
- b. Mitigation Planning: Developing strategies to address and minimize risks before construction begins.

2.2.2.5 Utility Coordination

- a. Utility Relocation or Upgrades: Ensuring all necessary utility work is identified and scheduled.
- b. Service Connections: Coordinating with utility providers for new or upgraded services.

2.2.2.6 Sustainability and Energy Planning

- a. LEED Certification Planning (if an as requested): Incorporating sustainable practices into the project design and execution.
- b. Energy Efficiency Strategies: Developing plans to reduce the project's energy footprint.

3.0 PROPOSAL FORMAT

Respondent shall format its response as set forth below to facilitate timely review and selection. Please be specific to the RFP, and do not include materials not explicitly requested, such as generic marketing materials. See Section 1.0 for additional proposal format clarifications.

Your response should include the following:

3.1 Letter of Interest:

Provide a clear and concise letter expressing the prospective Architect's interest in the Project, appropriate qualifications and experience with similar K-12 projects. The letter of interest, coversheet, or both should provide contact information for the firm, including a contact email address.

Provide a brief description of your company and why it is qualified to undertake the Project.

3.2 Relevant Experience:

Describe firm experience with completing LADBS and/or charter school projects:

- A description of projects under construction or completed by your firm within the last five years. Include (1) name of project, (2) construction cost (both estimated and final), including GC profit, (3) completion date and original projected completion date, (4) delivery method (CM@Risk, CM MP, DBB), (5) contract type (Cost Plus, Cost Plus with GMP, Lump Sum), and (5) contact information of client.

3.3 Applicant Description and Qualifications:

Identify key staff that will work on the project, and describe their roles. Include resumes of main team members proposed for the Project, with their relevant qualifications and background. Identify both the architect and subconsultants as part of the team proposed (team members as well as firms). Concise presentation of this material is strongly encouraged.

3.4 Proposed Fee and Schedule:

Provide a Not to Exceed Fee for the Project,

3.5 References:

Provide the following:

Three (3) school references, preferably charter school projects, including

- name and scope of the project, including timeline
- client name and contact information
- contract amount, including original fee and final fee

Two (2) architect/architect of record references

- name and scope of the project, including timeline
- client name and contact information

3.6 Insurance:

Provide a description of your insurance coverage.

3.7 Contract:

The successful applicant will be required to sign an agreement with Owner substantially in the form of AIA Document B101-2017. Please provide an affirmative statement of respondent's concurrence or else any changes that respondent desires to make to the form agreement.

4.0 CONTACT

Questions to Owner will be accepted via email by the Project Manager identified above. Answers to questions will be provided to all participants as available.

5.0 RFP EXHIBITS

Exhibit A: Project Site Location

Exhibit B: ALTA Survey

Exhibit C: MPS's Mission and Vision

Exhibit D: Drawings Submitted as Part of CUP Application

6.0 BID ACCEPTANCE/REJECTION

The Owner reserves the right to reject any or all proposals, modify this RFP, or cancel the solicitation process at its sole discretion.

7.0 PROPOSAL VALIDITY

RFP responses shall be valid until execution of a contract, which is expected to occur immediately following the selection announcement. No changes to information received within the respondent's proposal shall be changed or altered without approval by Owner.

Exhibit A

Project Site

7111 Winnetka Ave Winnetka CA 91306





Exhibit B

ALTA Survey

16600 Vanowen St ALTA Survey



Exhibit C

MPS's Mission & Vision

MISSION

Magnolia Public Schools provides a safe and nurturing community using a whole-child approach to provide a high-quality, college preparatory STEAM educational experience in an environment that cultivates respect for self and others.

VISION

Graduates of Magnolia Public Schools commit to building a more peaceful and inclusive global society by transforming traditional ideas with creative thinking, effective communication, and the rigor of science.



Exhibit D

CUP Plans