

How To Do Business With The San Diego Community College District



San Diego Community College District

Measure HH

San Diego City College
July 10, 2025

AGENDA

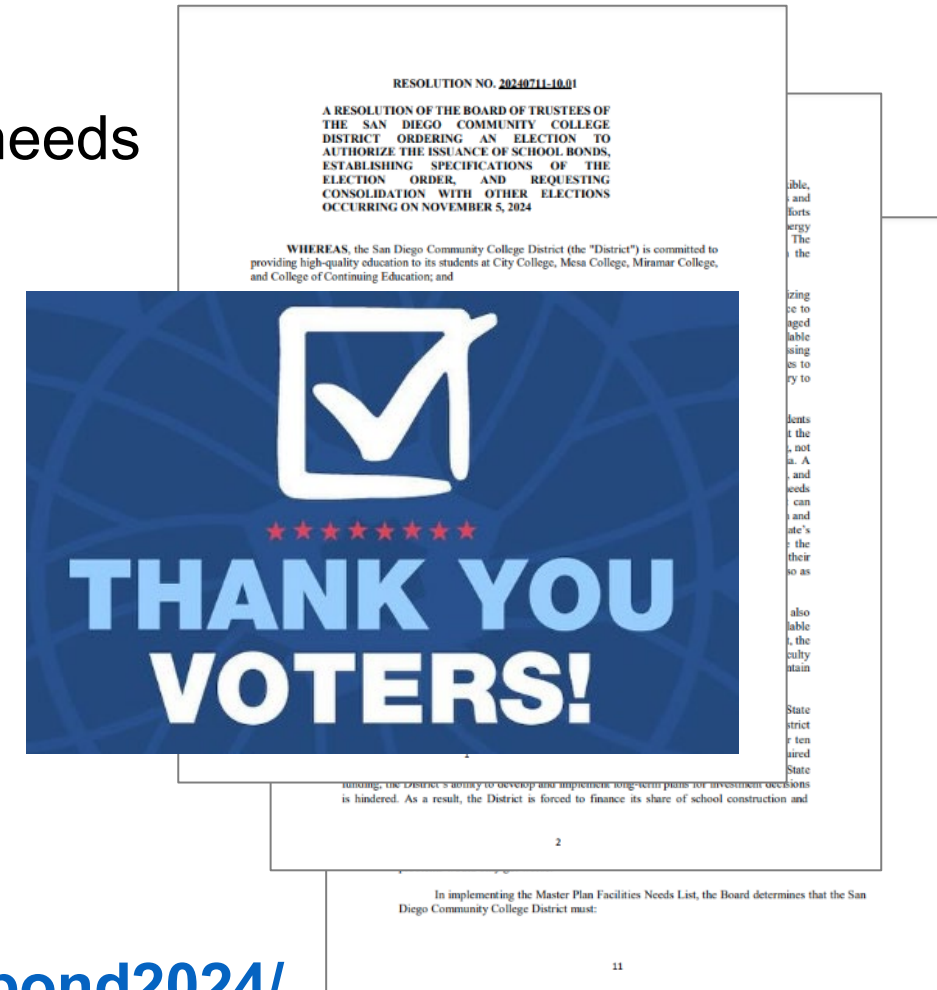
- **SDCCD Capital Improvements Program – Measure HH**
 - Phase I Projects
 - Community Benefits Agreement (CBA)
 - Workforce Education Program Pilot
 - Meal Program Pilot
 - Facilities Services Opportunities
- **Contractor Registration/Prequalification**
 - What is CUPCCAA?
 - PlanetBids Contractor Registration/Prequalification
 - Department of Industrial Relations (DIR) Registration
 - SDCCD Vendor Registration
 - SDCCD Prequalifications (\$220K and up)
- **Grow Your Small Business**

Measure HH – Key Highlights



- \$3.5 billion in general obligation bonds
- Will address SDCCD's urgent and critical facilities needs
- High priorities include:
 - New classrooms
 - New career training facilities
 - Computer science, technology, and instructional laboratories
 - Expand childcare facilities and services
 - Upgrade athletics and performing arts
 - Creation of affordable student housing

<https://www.sdccd.edu/departments/operations/bond2024/>



Phase I Projects



Eight Requests for Qualifications/Proposal (RFQ/P) were posted on SDCCD's PlanetBids Vendor Portal on June 6. Responses are due July 16.

City College

- Saville Theater Replacement Project
- Building D Replacement Project

Miramar College

- Montgomery Field Aviation Instructional Center
- Early Education Center
- Performing Arts Center and English/Gallery Building

Mesa College

- Sports & Kinesiology Sciences
- Performing Arts Center and Parking Structure

College of Continuing Education

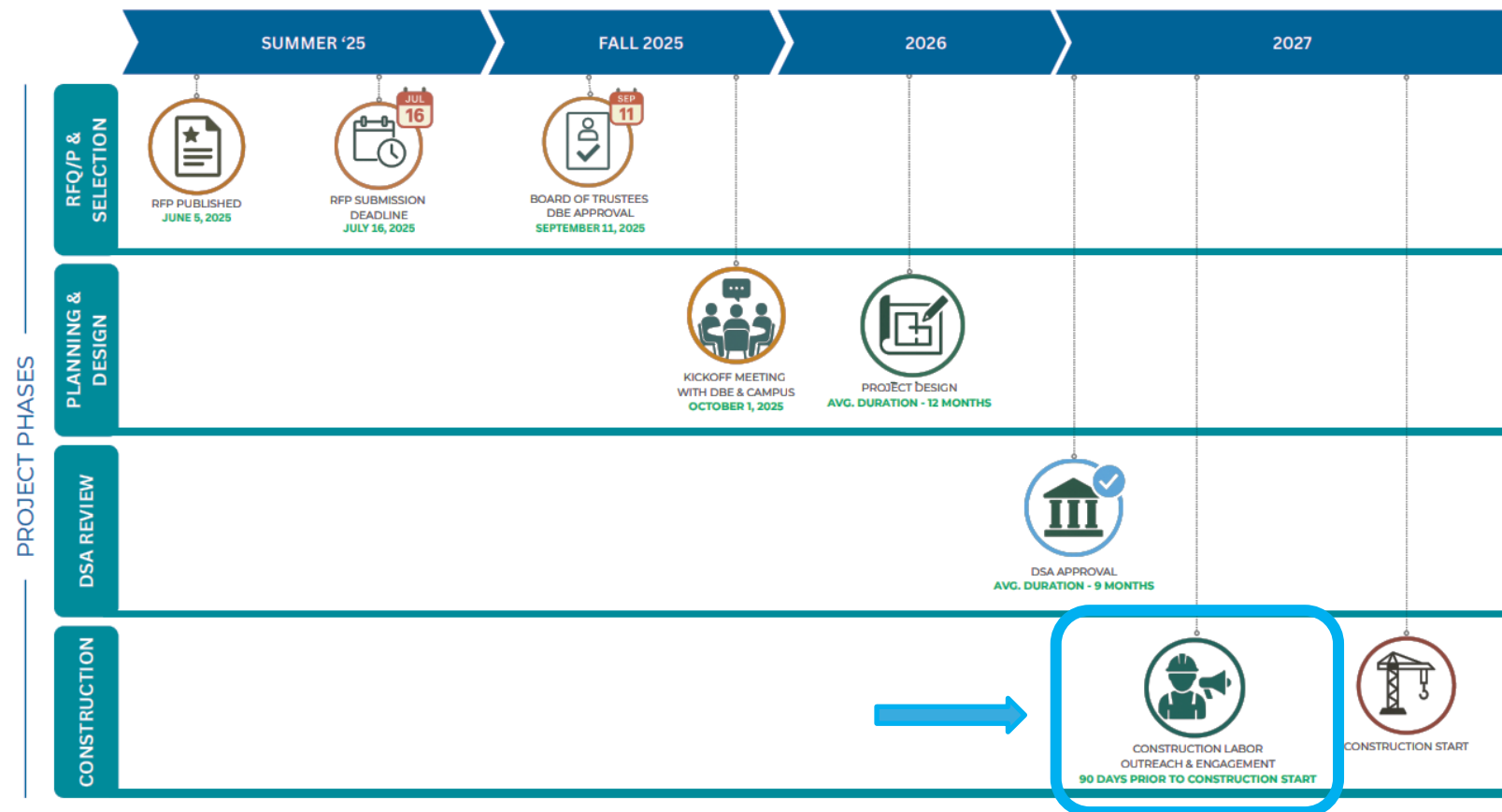
- West City Expansion

Measure HH - Phase I Projects



San Diego Community College District

MEASURE HH PHASE 1 PROJECT TIMELINE



Be. Belong. Become.

*DURATIONS TO BE REFINED PER PROJECT
AS DBE TEAMS ARE SELECTED..

Measure HH - Phase I Projects



Small Contractor Outreach Plan for Design/Build Solicitations Submittal Template (Pass/Fail)

Project Name: _____

Firm Name: _____

Outreach Contact Person: _____

Title: _____

Phone: _____ Email: _____

Section 1 – Outreach Strategy Narrative

Provide a brief narrative (approx. 1–2 pages) describing your approach to engaging small and historically underutilized businesses, to include the following:

- Disabled Veteran Business Enterprise (DVBE)
- Disadvantaged Business Enterprise (DBE)
- Minority-owned Business Enterprise (WBE) – may include Minority Woman-owned Business Enterprise (MWBE)
- Persons with a Disability Business Enterprise (PDBE)
- Small Business Enterprise (SBE) – may include Small Business for Public Works Business Enterprise (SB/PW), Small Business Micro Enterprise (SB-Micro), and firms certified as small or emergent by the City of San Diego
- Veteran-owned Business Enterprise (VOBE) – not interchangeable with DVBE
- Woman-owned Business Enterprise (WBE) – may include State Woman Business Enterprise (SWBE) and Minority Woman-owned Business Enterprise (MWBE)

Your approach should include:

- How firms were identified and contacted
- Steps taken to confirm certification information, where applicable, including certifying agency, certification ID or profile #, and expiration
- Steps taken to ensure equitable access to information
- Any partnerships with local trade groups, outreach platforms, or business networks
- Plans to continue outreach during preconstruction and construction phases

Section 2 – Minimum Outreach Expectations

While there are no formal numeric participation goals, the District encourages proposers to dedicate a portion of the total contract value to certified small and historically underutilized firms. This target includes both preconstruction and construction phase scopes. The suggested participation levels are as follows:

Contract Size	Suggested % to Small Firms
\$10M–\$25M	20%–25%
\$25M–\$40M	22%–28%
\$40M–\$60M	20%–25%
Over \$60M	18%–22%

Complete the table below with your estimated contract value, minimum number of small firms contacted, and expected contract volume to small and disadvantaged firms.

Estimated Total Project Contract Value	Minimum # of Small Firms to Contact	Expected Contract Volume for Small Firms

Based on your estimated project value, reference the table below for a suggested minimum number of firms to contract.

Estimated Total Contract Value	Minimum Number of Small Firms to Contact
\$10 million – \$25 million	15
\$25 million – \$40 million	25
\$40 million – \$45 million	30
\$45 million – \$60 million	40
Over \$60 million	50

Section 3– Firms Contacted

(Add lines as needed; may be provided as a separate document)

Firm Name	Certification Type (if any)	Trade/Scope	Contact Date	Contact Method

Section 3 – Letters or Documentation (Optional but Recommended)

Attach any emails, letters of interest, confirmations, and certification documentation from the above firms.

Section 4 – Affirmation of Continued Efforts

I affirm that our firm will continue to engage small, local, and historically underutilized businesses throughout the project. We commit to documenting these efforts and will comply with any reporting requests from the District.

Signature: _____

Name: _____

Date: _____

Proposer Guidelines

Proposed Minimum Requirements (to Pass)

1. Outreach Plan Narrative (1–2 pages)

- Describe your outreach strategy for small and underutilized firms.
- Include plans to notify firms of opportunities early and transparently.

2. Evidence of Outreach

- Provide a list of small/local/certified firms contacted, including:
 - Date contacted
 - Method of communication (email, phone, event)
 - Trade or service discussed
- Optional: include letters of interest or confirmation from those firms.

3. Point of Contact

- Designate a named Small Contractor Outreach Lead responsible for implementation and reporting.

4. Statement of Intent

- Affirmation that the design-builder will continue outreach during preconstruction and construction phases, even if no numeric goal is imposed.

5. Certification Acknowledgement

- Include a statement that the proposer will verify small business certifications.

Community Benefits Agreement (CBA)



SDCCD's **Community Benefits Agreement (CBA)** applies to all awarded construction contracts **valued at \$1M or higher**.

- Focused on provisioning jobs and apprenticeships for current and former SDCCD students
- Focuses direct support of our apprenticeship programs and other related academic programs
- Carve-out possible for critical infrastructure and maintenance projects
- All bids must receive a minimum of three qualified proposals; bids will be awarded to the lowest-cost responsible bidder

<https://www.sdccd.edu/departments/operations/bond2024/community-benefits-agreement.aspx>

Workforce Education Program Pilot



As part of a pilot program, all contractors and consultants awarded contracts on Measure HH projects are required to **enroll in professional or personal development courses through SDCCD**. Courses can be completed online or in person at any of the SDCCD colleges.

Enrollment Requirement

- Applies to contractors with contracts >\$250K - **or** - firms with 35 or more employees
- Five employees or 5% of regional employees, whichever is greater
- Individuals must enroll in and complete an SDCCD course within the current or prior two semesters from contract execution.
- Tuition and student fees are covered by employer
- **FREE COURSES** are offered at the College of Continuing Education

Workforce Education Program Pilot

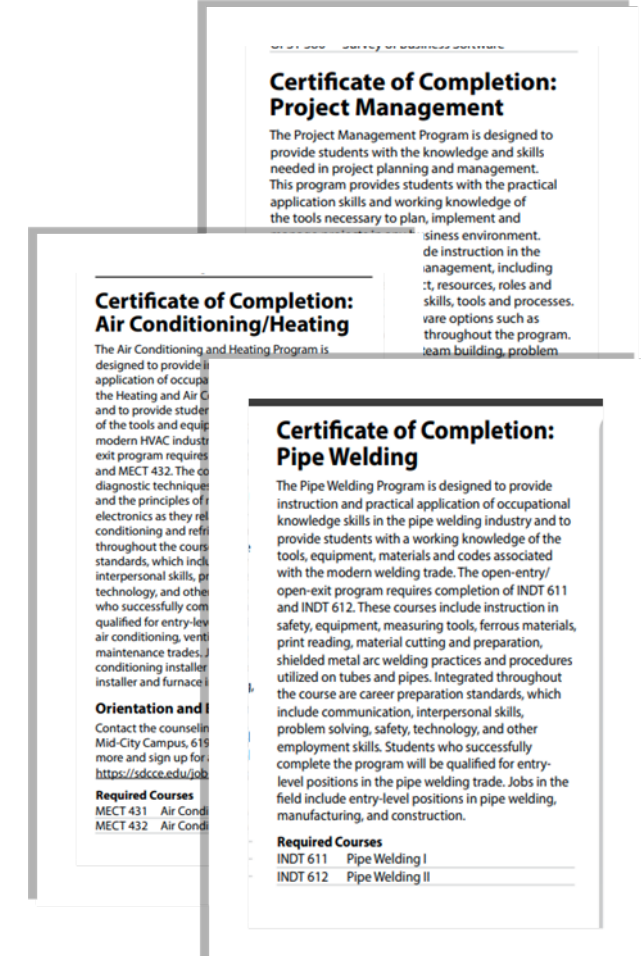


OPPORTUNITY

- Supports workforce development and upward mobility
- Reinforces SDCCD's mission of lifelong learning
- Strengthens contractor partnerships through shared growth

BENEFITS

- At least 5% of each firm's workforce completes SDCCD coursework
- Improves technical and professional skills
- Promotes equity and retention within partner firms
- Improves workforce recruiting, retention, turnover, etc.




Workforce Education Program Pilot



- Able to provide direct assistance in registration
- “Help Desk” support available via phone
- Website provides ideas of courses that align with career development
- All SDCCD course registration will fulfill this requirement

<https://sdcce.edu/workforce/>




BOND WORKFORCE EDUCATION PROGRAM

Enroll Now »

Free Training & Classes
80+ career education certificates and classes including the following.

- ▶ [English as a Second Language](#)
- ▶ [HVAC \(Heating, Ventilation, and Air Conditioning\)](#)
- ▶ [Construction](#)
- ▶ [Child Development](#)
- ▶ [Culinary](#)
- ▶ [Healthcare](#)
- ▶ [Information Technology](#)
- ▶ [Business & Accounting](#)
- ▶ [Clothing & Textiles](#)
- ▶ [Business](#)

FORWARD *together*

A collage of nine small photographs showing students in various educational settings: a woman working on a laptop, a man writing on a whiteboard, a group of children sitting on the floor, a man working on a computer, a woman working on a sewing machine, a man working on a car, a woman working on a computer, a man working on a car, and a woman working on a car.

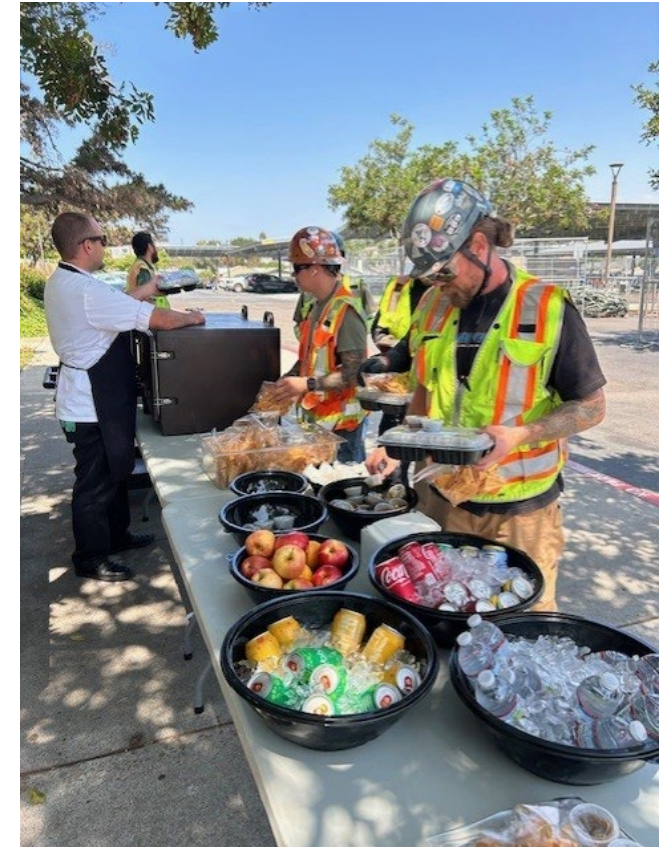
Crew Support Program Pilot



As part of SDCCD's commitment to promoting safety, well-being, and enhancing the workplace experience for construction workers, the district will provide daily lunch meal service at all construction sites for the life of the project.

Program Benefits

- Provide consistent and nutritious lunches for construction workers.
- Improve worker morale, productivity, and retention.
- Minimize food waste and incorporate sustainable practices.
- Minimize extraneous traffic in the adjacent community around breaktimes.
- Minimize competition for students with vending options on campus.



Facilities Services Opportunities



The SDCCD Facilities Services Department works to support the custodial, maintenance and landscape needs of the District office and campuses.

- On average there are 175 tenant improvement projects each year
- Serves needed mechanical, plumbing, electrical, flooring, painting, carpentry, drywall, consumables and sustainability-related projects
- Interested in diversifying pool of on-call contractors and will provide support needed to ensure success and help small business grow

Facilities Services Opportunities



Near-term opportunities include deferred maintenance and upgrade projects; information about the bid schedule will be available in August.

- Deferred Maintenance
- Upgrade Projects
 - Roofing
 - Mechanical
 - Lighting
 - HVAC

Contact: District Facilities Office, fscc@sdccd.edu or call 619-388-6422.

SDCCD will follow CUPCCAA procedures to identify contractors qualified to bid on these site improvement projects.

SDCCD Capital Improvements Program – Measure HH Overview



Kellie Silva

Contract Specialist

Operations, Enterprise Services, and Facilities



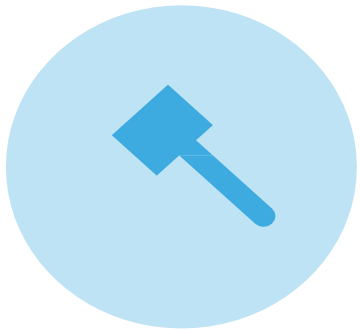
San Diego Community College District

Measure HH

CA Uniform Public Construction Cost Accounting Act (CUPCCAA)



What *is* CUPCCAA?



Enacted in 1983
under Section 22000
of the California
Contract Code



Provides alternative
bid limits for public
works projects



Streamlines bidding
process for public projects,
reducing administrative
hurdles and speeding up
project starts - **especially
for small jobs**



Simplifies procedures
for authorization of
emergency work

CA Uniform Public Construction Cost Accounting Act (CUPCCAA)



For Projects Up to \$75,000:

Public agencies can perform projects themselves, negotiate contracts, or use purchase orders for projects costing \$75,000 or less.

For Projects Between \$75,001 and \$220,000:

Projects within this range can be contracted using **informal bidding** procedures.

For Projects Over \$220,000:

Projects exceeding \$220,000 require **formal bidding** processes.

Exception for Excess Bids:

If all bids received for a project exceeding \$220,000 are over the limit, the agency can award a contract to the lowest responsible bidder for up to \$235,000, provided the agency's cost estimate was reasonable.

Contractor Registration / Prequalification



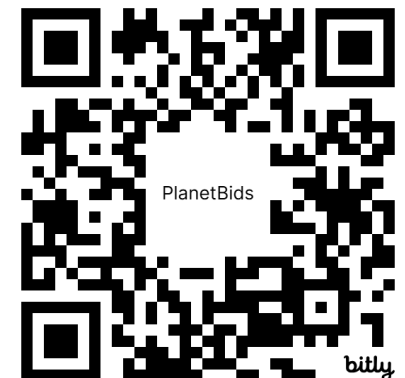
All publicly bid opportunities are posted to PlanetBids.

- Register with your CA contractor's license number and be notified of opportunities when they're posted
- Include current DIR registration
- Complete preliminary prequalification
- <https://vendors.planetbids.com/portal/57760/portal-home>

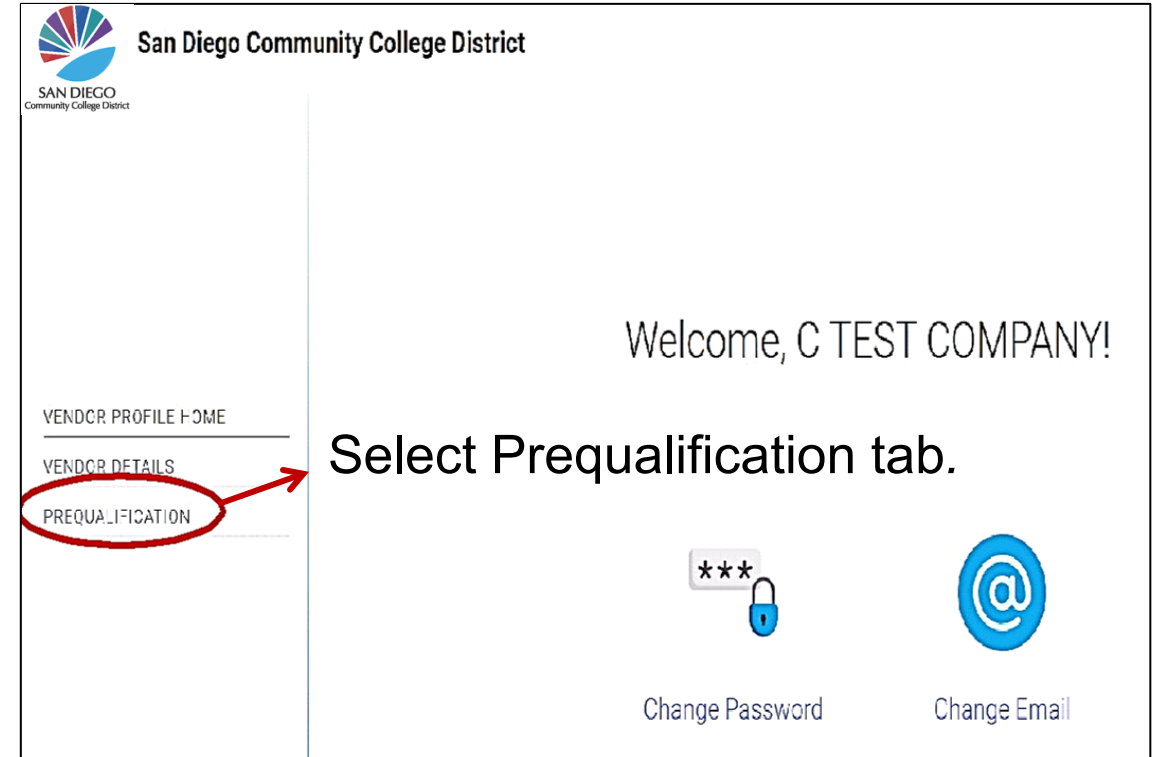
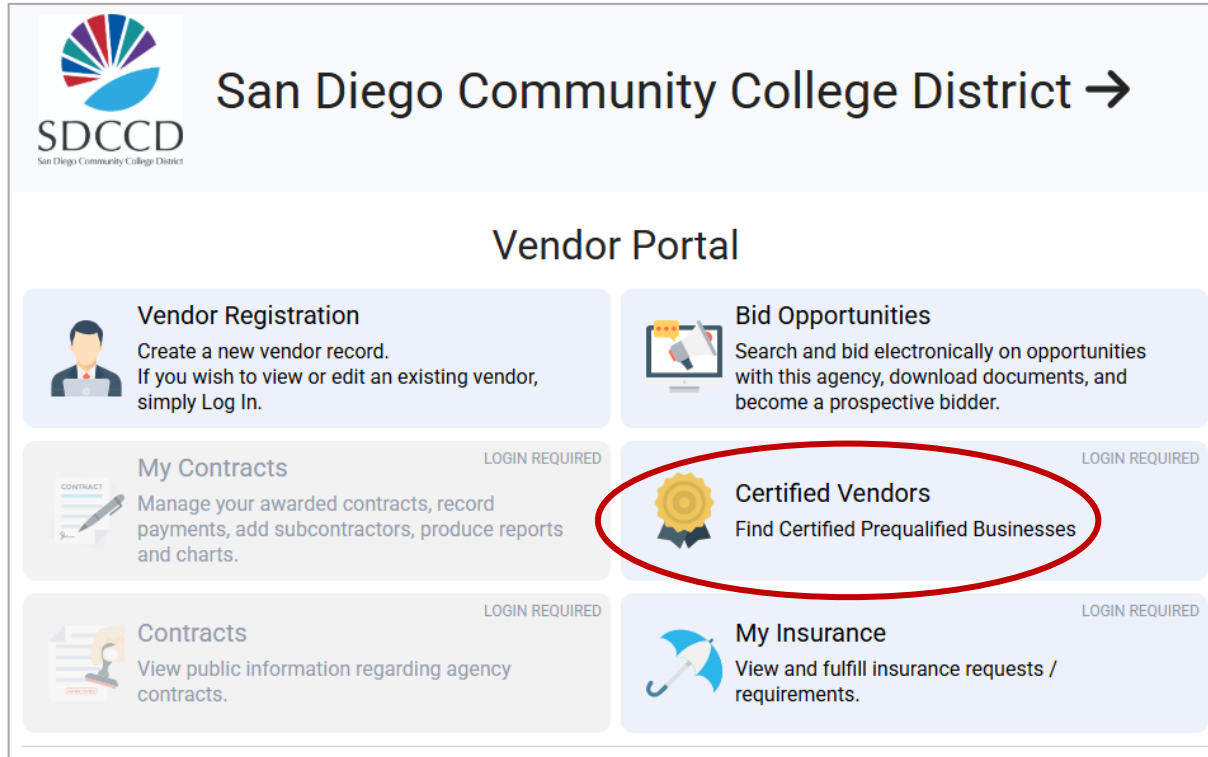
By registering as a vendor with SDCCD, you join a list of contractors qualified to perform work per contract code requirements.



**Scan the QR
code to
register!**



Contractor Registration / Prequalification



Once registered, go to **Certified Vendors** to complete the PlanetBids Prequalification Application. Be sure to include CUPCCAA in the Category/Description section when completing the application.

NOTE: In order to bid on projects valued above \$220K, additional supplemental prequalification applications will need to be completed separately from the PlanetBids application.

SDCCD Prequalification Applications



Contractor prequalification is **a requirement** for many prime contractors and subcontractors intending to bid or submit a proposal for SDCCD construction projects.

- Prequalification applications should be submitted 10 business days prior to a project's solicitation due date.
- SDCCD will issue a prequalified list of contractors for each project prior to the solicitation due date.
- Prequalifications are effective from July 1 to June 30 on a fiscal year basis unless otherwise noted and require annual renewal.
- Be sure to submit **all required financial documentation** with your application to ensure timely processing.

SDCCD Prequalification Applications



Prequalification Application for Contracts Valued at \$1M and up

Contractors (primes and subs) approved for this prequalification are eligible to bid on ***any*** SDCCD project.

- Complies with Public Contract Code §20651.5, requiring bidders to submit questionnaires, financials, and other qualification documents for public works.
- Contracts in this range are subject to the district's Community Benefits Agreement.

Prequalification Application for Contracts Valued from \$220,000 to \$999,999

These contracts would not be subject to the CBA.

***Financial and safety information is required for approval
for all levels of prequalification***

Safety Record – Experience Modification Rate (EMR)



What is an EMR?

- The Experience Modification Rate is a numerical expression of a company's workers' compensation claims history compared to other companies in the same industry.
- EMRs are calculated using three years of prior workers' compensation claims history, but with a one-year lag.
- If a firm is brand new (e.g. in its first or second year), it hasn't accumulated enough claim and payroll history.
- A firm typically becomes EMR-eligible after three full policy years of workers' comp coverage excluding the most recent year – AND – meeting the minimum premium threshold, which varies by state (typically ~\$10,000/year in manual premium)

Timeline and Requirements

- EMR is calculated annually
- Uses three years of loss data, excluding the most recent year
- New companies typically receive a 1.0 EMR until they establish their own history
- EMR letters are typically issued 2-3 months before workers' compensation policy renewal

Common Submission Issues

When submitting EMR documentation, ensure you avoid these common issues:

- Letter is expired or not current
- Documentation not from authorized rating bureau/insurance provider
- EMR value not clearly stated
- Missing company name or incorrect information

Learn more at <https://support.workrise.com/hc/en-us/articles/40665097130131-Experience-Modification-Rate-EMR-Overview/>

Department of Industrial Relations - Contractor Registration



Contractors interested in opportunities on the SDCCD capital improvements/bond program are **required to register** with the Department of Industrial Relations (DIR), since SDCCD opportunities are considered "public works."



<https://www.dir.ca.gov/public-works/contractor-registration.html>

Department of Industrial Relations - Contractor Registration



Contractors must meet the following requirements to register:

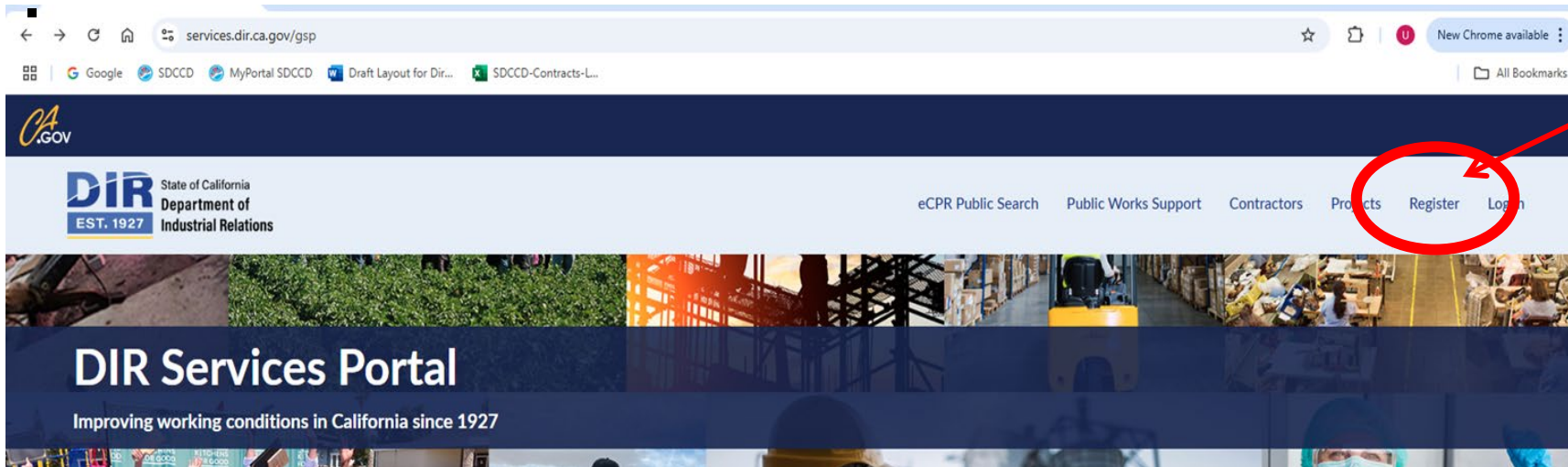
- Provide workers' compensation coverage for employees
- Use only registered public works subcontractors
- Hold a valid CSLB license if required by trade
- Have no unpaid wage or penalty assessments
- Not be federally or state debarred
- Not have prior registration violations (first-time violators may qualify with a penalty)



Department of Industrial Relations - Contractor Registration



Go to: <https://services.dir.ca.gov/gsp>.



Click on REGISTER



- Public works contractors can register or renew for one, two, or three fiscal years (July 1-June 30) for a fee of \$400, \$800 or \$1,200.
- Credit card payments can be processed within 24 hours; other forms of payment may delay registration up to eight weeks.

Department of Industrial Relations - Contractor Registration

A screenshot of the State of California Department of Industrial Relations (DIR) website, specifically the contractor registration page. The browser address bar shows "services.dir.ca.gov/gsp?id=gsp_register_v1". The page header includes the "CA.GOV" logo and the "DIR State of California Department of Industrial Relations EST. 1927" logo. Navigation links for "eCPR Public Search", "Public Works Support", and "Contractors" are visible. A dark blue box on the left contains the text "Your government working for you" and "Register to use the DIR Services Portal and manage your information:". On the right, under the heading "Register", the text "I want to register..." is followed by two buttons: "As a QME Physician" and "As a Public Works Contractor or Awarding Body". The second button is circled in red, and a red arrow points from it to the text below the screenshot.

Click on "As a Public Works Contractor"

Department of Industrial Relations - Contractor Registration



The logo for the State of California, featuring the letters "CA" in a stylized font with ".GOV" below it.

The logo for the Department of Industrial Relations, featuring the letters "DIR" in a stylized font with "EST. 1927" below it.

State of California
Department of
Industrial Relations

eCPR Public SearchPublic Works SupportContractorsProjectsRegisterLog in

★ First Name

Enter first name

Middle Name (Optional)

Enter middle name

★ Last Name

Enter last name

If you are a member of a public or government Awarding Body, you should use an email with the official domain of your entity to create your account instead of a personal email.
Example: admin@awardingbodyname.edu

★ Email Address

Enter your email address

★ Phone number

(999)-999-9999

★ Password

★ Confirm Password

Prevailing Wage Requirements



Prevailing wages must be paid to all workers employed on public works projects of \$1,000 or higher.

What is the methodology for determining the prevailing wage rate?

The prevailing wage is the basic hourly rate paid on public works to most workers in a craft or trade in the area. If no single rate covers a majority, the rate paid to the largest group of workers prevails.

How does the prevailing wage affect me?

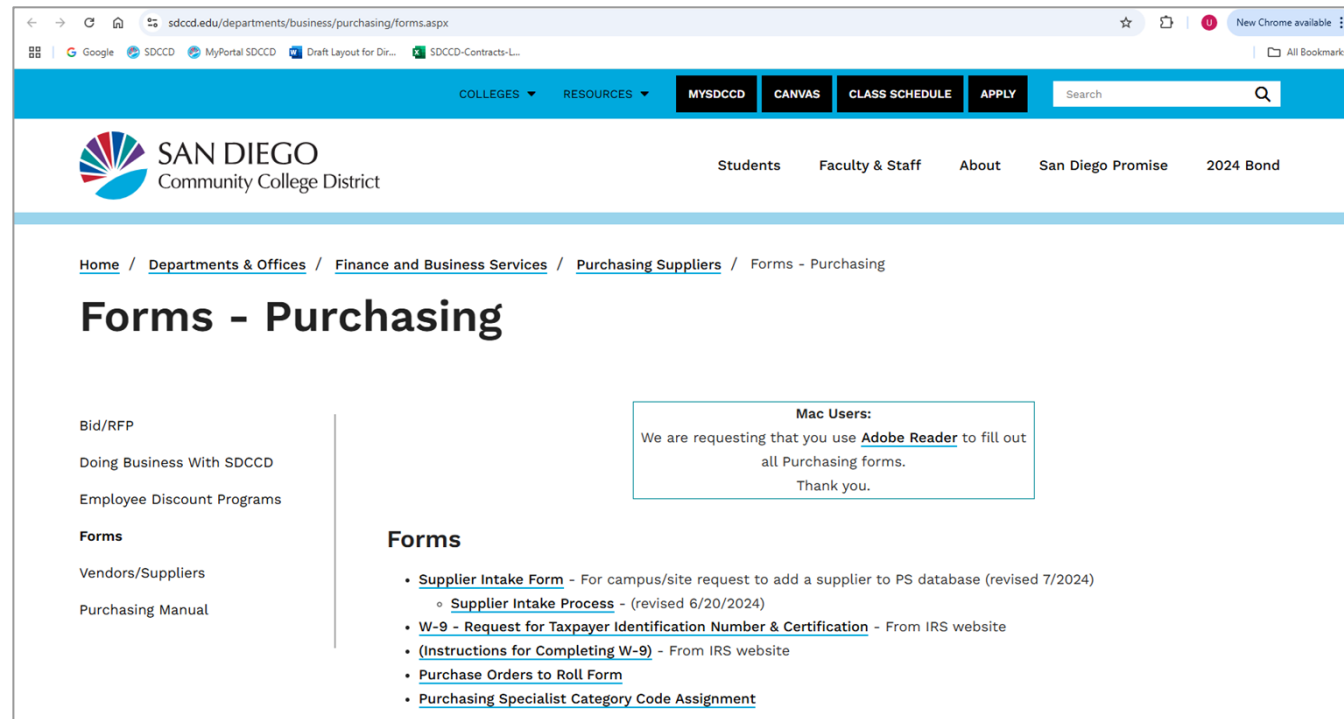
Prevailing wage laws ensure contracts aren't won by paying lower wages. All bidders must pay at least the general prevailing wage on public works projects.

See a list of FAQs at http://www.dir.ca.gov/OPRL/FAQ_PrevailingWage.html.

SDCCD Vendor Registration



Contractors also need to **register as a vendor** for SDCCD in order to generate a purchase order **(and be able to get paid)**.



<https://www.sdccd.edu/departments/business/purchasing/forms.aspx>

SDCCD Vendor Registration



[Home](#) / [Departments & Offices](#) / [Finance and Business Services](#) / [Purchasing Suppliers](#) / Forms - Purchasing

Forms - Purchasing

[Bid/RFP](#)

[Doing Business With SDCCD](#)

[Employee Discount Programs](#)

Forms

[Vendors/Suppliers](#)

[Purchasing Manual](#)

Forms

Supplier Intake Form - For campus/site request to add a supplier to PS database (revised 7/2024)

◦ [Supplier Intake Process](#) - (revised 6/20/2024)

• [W-9 - Request for Taxpayer Identification Number & Certification](#) - From IRS website

• [\(Instructions for Completing W-9\)](#) - From IRS website

• [Purchase Orders to Roll Form](#)

• [Purchasing Specialist Category Code Assignment](#)

Mac Users:

We are requesting that you use [Adobe Reader](#) to fill out all Purchasing forms.

Thank you.

Complete the **Supplier Intake Form**



W-9 Form must be completed and included in your application



Email completed documents to:
OESFContractsDO@sdccd.edu



San Diego Community College District Measure HH Program

Mike Sabellico

Regional Director
msabellico@swccd.edu



Preparing to Compete

Start Strong by Addressing Key Readiness Steps:

- Vendor Registration
- Certification Pathways
- Bonding Resources




Website: <https://apexsocal.org>

Position Your Business

Strengthen Your Response:

- Capability Statements
- Market Research
- Proposal Review

Leaders in Green Services & Solutions

Capability Statement  **ABSOLUTE CLEANING SERVICE LLC**

Company
Absolute Cleaning Service, LLC ("ACS") is an integrated commercial cleaning and facility maintenance provider committed to providing innovative green services and solutions to its clients. Established to meet a growing demand for streamlined, single source janitorial and facilities maintenance provider, ACS specializes in delivering high quality techniques and supplies for office post-construction and cleanroom cleaning. ACS provides construction teams, facility managers and healthcare and commercial building facilities the ability to maintain focus on their core business, while we manage their facilities.

Mission
To consistently deliver customized janitorial services & facility maintenance solutions that exceed customer expectations.

Leaders in Green Cleaning
ACS has provided complete and professional janitorial services to approximately 2.2 million square feet of commercial and government office space. Our customer base includes government facilities, commercial properties, professional, manufacturing, healthcare and industrial facilities as well as federal, state, county and city facilities. ACS utilizes "State of the Art" green cleaning procedures and implement policies to obtain the highest standards of an environmentally safe working establishment. We assist you to become LEED compliant by designing cleaning routines and employing green cleaners that reduce or eliminate the use of hazardous substances.

Solutions

Janitorial Services <ul style="list-style-type: none">– Green Cleaning & Green Consumables– Cleanroom Cleaning– Post Construction Cleaning– Office & Restroom Services– General and Detailed Cleaning Programs– Day Porter Services/Full-Service Night Crews	Grounds Maintenance: <ul style="list-style-type: none">– Parking Lot Maintenance– Pressure Washing– Landscaping– Site Preparation / Sitework– Ground Maintenance & Irrigation– Parking Lot Maintenance	Specialty Services: <ul style="list-style-type: none">– Facility Maintenance and Management– Logistics Support and Planning– Electrical Supplies and Maintenance– Sustainable Energy Solutions– Carpet & Upholstery Cleaning– Floor Maintenance & Repair– Window Washing– Asbestos Clean Up/ Hazardous Waste Removal– Fire, Flood, Natural Disaster Clean Up
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The ACS Services Advantage
ACS provides on-going maintenance for commercial, retail and industrial environments and construction site clean-up by combining consistent service and flexibility with experience to meet all your needs.

Additional Benefits

- Customized maintenance programs
- Flexible scheduling
- Experienced supervisors
- Trained and professional crews
- Dedicated customer service 24/7
- and toll-free number for immediate service
- Fully bonded and insured
- Free estimates
- References

Past/Current Performance

RAND Construction- 200 I Street, SE - 429,000 SQ Feet
Turner Construction-Takoma ES- Washington, DC - 119,000 SQ Feet
Army Corps of Engineers/ ICCB-N Campus - 130,000 Sq. ft
Smithsonian/ African American Museum - Trailers
Whiting-Turner Construction- Turner Elementary- Washington, DC
Whiting-Turner Construction-Stuart Hobson Elementary- Washington, DC
US Coast Guard/St. Elizabeth's- Department of Homeland Ops Center
Greystar Properties- The Courts of Avalon
Davis Construction- Progression Place Office Building

412 H Street NE | Washington DC 20002 | Phone: 202.544.0202 | Cell: 301.536.4678 | www.absolutecleaningllc.com

Licensed, Bonded, Insured, Experienced

- Liability Insurance: \$5.0 Million
- Performance Bond: \$1.5 Million

Geographic Region:

- Mid Atlantic Region

License and Certifications:

- EN: 451232915
- DUNS #067971369
- SDE# 11-1854
- M.DOT MDE# 11-349
- CDE #LS02V65755592013
- LBE, SBE, DBE, OZE, VOB, HUBZONE
- CAGE CODE: 6CS72
- NAICS CODES: 561720, 561740, 42512
- Green Clean Institute Certified

Website: <https://apexsocial.org>

Engage with APEX

Tap Into No-cost Support to Stay Competitive:

- 1:1 Advising
- Webinars & Networking
- Sign Up to Get Started:

<https://sdcoc.ecenterdirect.com/signup>





Website: <https://apexsocal.org>


Contacts




DIVISION

 Operations, Enterprise Services, and Facilities

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Facilities, Risk Management,
and Operations

Kellie Silva

SDCCD Contract Specialist
Facilities Management

Questions & Discussion

