

SANTA CLARA COUNTY OFFICE OF EDUCATION
1290 Ridder Park Drive, San Jose, CA. 95131-2304

NOTICE INVITING QUOTATIONS FOR ARCHITECT SERVICES – RFQ 07-23-24
for
SOUTH COUNTY ANNEX – 9300 WREN AVENUE, GILROY CA 95020
SUNOL COMMUNITY SCHOOL – 258 SUNOL STREET, SAN JOSE CA 95126

• **Notice:** Notice is hereby given that the County Superintendent of Schools of the Santa Clara County Office of Education (hereinafter referred to as SCCOE), is requesting quotes from interested vendors to provide **ARCHITECT SERVICES** for the Santa Clara County Office of Education.

No offer of intent should be construed from this legal notice that the SCCOE intends to enter a contract with the interested company for ARCHITECT SERVICES unless, in the sole opinion of the SCCOE, it is in the best interest of the SCCOE to do so. The SCCOE reserves the right to negotiate final contractual terms with the successful company.

• **Mandatory Question & Answer Session:** Ted Pierce, Manager, Facilities and Construction, will lead a mandatory Question & Answer Session via Zoom on **Tuesday, April 2nd, 2024 at 9:00am**. Zoom details are as follows:

Meeting ID: 995 7368 0607 <https://sccoe.zoom.us/j/99573680607>

Summary of the Question & Answer Session will be sent out on **Wednesday, April 3rd, 2024**.

• **Submittal:** Sealed written quotes must be filed with the SCCOE in person or via mail delivery at 1290 Ridder Park Drive, San Jose CA 95131, no later than **3:00 pm, Wednesday, April 10th, 2024**. There will not be a formal opening for these proposals. Submittals must be addressed to:

Josephine Dy-Liacco
Supervisor – Purchasing Services

Jas Sohal
Manager – Purchasing & Warehouse Services

• **Project Timeline:**

29-May	RFQ Release
2-Apr	Question & Answer Session via Zoom
3-Apr	Question & Answer Session Summary
10-Apr	Sealed RFQ submit Due by 3pm
11-Apr	Vendor Award
12-Apr to 19-Apr	SCCOE Contract Routing, REQ entry, etc...
19-Apr	PO issuance
22-Apr	Kick-off Meeting
24-May	Drawings due to SCCOE

- **Withdrawal:** Companies may not withdraw quotes for a period of sixty (60) days after the date set for opening of proposals.

- **Rejection:** The County Superintendent of Schools reserves the right to reject all quotes and to waive any irregularity therein. Quotes will be reviewed, and a recommendation will be made to the County Superintendent of Schools and the board.

- **Administrative Questions:** Administrative questions can be sent to Jas Sohal, Manager, Purchasing and Warehouse Services at jsohal@sccoe.org and Josephine Dy-Liacco, Supervisor, Purchasing Services at jdyliaacco@sccoe.org . Copy of the RFQ is available on the SCCOE website at <http://www.sccoe.org/depts/bizserv/purchasing/Pages/Bids-Posting-System.aspx>

County Superintendent of Schools
Santa Clara County Office of Education
By: Jas S. Sohal
Manager, Purchasing & Warehouse Services