

## PROFESSIONAL SERVICES for CAPITAL IMPROVEMENTS PROJECTS at CAL POLY



Facilities Planning & Capital Projects welcomes your interest in providing professional services related to capital improvement projects and public works at California Polytechnic State University. The information below is provided to assist firms in participating in design and construction at Cal Poly.

**WHERE WE ADVERTISE:** At Cal Poly, when we require the services of a consultant for architecture, engineering, or other special professional services, we always place an advertisement in BidSync:  
<http://www.bidsync.com/>

We keep project information current on the Facilities Planning & Capital Projects website. [Click here](#) for "Current RFQs and RFPs".

Depending on the size and type of project, a legal advertisement may be placed in the publication listed below.

- F. W. Dodge/McGraw Hill's "Green Sheet" and/or "Daily Pacific Builder"
- The Tribune

### PROCUREMENT METHODS:

**Request for Qualifications (RFQ):** An RFQ is used to solicit firms with the verifiable certification, desirable qualifications, and recent experience required for professional services. Project Architects must be prequalified with the CSU. The RFQ is usually available for one month prior to submittal due date. An optional pre-submittal conference is frequently scheduled half-way through the solicitation period. The RFQ, distributed in CD format only, is available upon request by fax and at no charge.

**Request for Proposals (RFP):** Depending on the project, an RFQ may be utilized to develop a short-list of firms who are invited to participate in a Request for Proposal process. In general, this process is utilized to procure design-build teams or construction manager at risk.

### ADDITIONAL RESOURCES:

We encourage visiting the California State University (CSU) website. Cal Poly is one of 23 California State University campuses. The CSU pre-qualifies architects on an annual basis. The CSU web address is <http://www.calstate.edu/CPDC/>

*Pictured above is the ASI Recreation Center Expansion and Renovation, designed by Cannon Design and currently under construction by Sundt.*