

San Diego Community College District Propositions S & N Construction Bond Program
Recognition for Exemplary Performance in Small Business Outreach & Engagement
Large Contractor and Professional Services Awards

Overview

The San Diego Community College District is proud of the increased participation of small and historically underutilized businesses (S/HUBE) on the \$1.555 billion Propositions S and N Construction Bond Program. The District has established a recognition program to acknowledge the efforts of large construction and professional services firms in enhancing S/HUBE participation. The Recognition Awards for Exemplary Performance in Small Business Outreach & Engagement have been established to highlight the accomplishments of firms that share and demonstrate the District's commitment to diversity in contracting and employment.

The recognition program seeks to encourage the continued integration of Small Contractor Outreach Program objectives in the delivery of Propositions S and N projects at City, Mesa and Miramar Colleges and six Continuing Education campuses. Firms selected for award will be acknowledged by the San Diego Community College District Board of Trustees and featured in local and trade media.

Large Construction & Professional Services Award Categories

- Recognition Award for Exemplary Practices in Construction
- Recognition Award for Exemplary Practices in Professional Services

Firms eligible for nomination include large construction contractors that have been awarded prime, construction management and/or design/build contracts; and architectural and engineering firms that participated in the design phase of Propositions S and N projects. Nominated firms must have completed projects between January 1, 2011 and December 31, 2011.

Nominated firms will be evaluated on their demonstrated commitment to the District's Small Contractor Outreach Program objectives. Innovative and successful strategies to mitigate barriers, promote contracting and workforce diversity, build capacity and enhance business sustainability for small and historically underutilized businesses will be considered as part of the award selection process.

Nomination & Award Process

- 1) Nominations will be solicited from construction firms awarded prime or subcontracts, architectural firms, engineering firms and Campus Project Managers from City, Mesa and Miramar Colleges, and Continuing Education campuses. Nominees must have completed construction or design activity between January 1, 2011 and December 31, 2011. Firms may self-nominate using the [***Contractor and Professional Services Recognition Award Nomination Form***](#) for their category. Firms may also be nominated by any of the four Campus Project Management teams. Nomination forms are to be submitted to the Campus Project Manager (CPM) who supervised the work of the nominated firm no later than January 23, 2012
- 2) Campus Project Managers (CPMs) will perform the initial vetting of the nomination using the [***Contractor and Professional Services Recognition Award Scoring Matrix***](#). The CPMs will prepare a shortlist of no more than four firms per category.

- 3) The nomination forms and scoring matrices will be provided to District Outreach and Labor Compliance team members for secondary review and additional input based on their experiences working with the nominees.
- 4) Compiled materials including the nomination form, matrices, and data will be submitted to the District's Contract Specialist, Construction Manager and Assistant Construction Manager for additional review and input. They will develop recommendations and nominee rankings that will be submitted to Facilities Management Vice Chancellor Dave Umstot for final selection.

**San Diego Community College District Recognition Program for Exemplary Performance
Large Contractor & Professional Services Award
Nomination Solicitation Form – 2011-2012**

NOMINEE & PROJECT INFORMATION	
Nominee:	
Nominee Phone #s, Email and Mailing Address:	Phone #s: Email: Mailing Address:
Nominee Category:	<input type="checkbox"/> Design/Eng. <input type="checkbox"/> Construction Manager <input type="checkbox"/> Prime/GC <input type="checkbox"/> Design/Builder
Project(s) Name: <i>Multiple projects completed by the nominated firm may be listed if applicable</i>	
Campus & CPM:	
Project Description: <i>Brief synopsis of the Prop S & N project including any unique or relevant characteristics impacting small and historically underutilized firms.</i>	
Nomination By:	
Nominator Phone, Email and Mailing Address:	Phone #s: Email: Mailing Address:
Basis for Nomination: <i>Brief synopsis of nomination rationale. Please include any available quantitative data.</i>	
Signature: The undersigned nominates the firm identified herein for consideration of the Recognition for Exemplary Performance Award.	
_____ Signature	_____ Date

NOMINATION EVALUATION QUESTIONS

Please answer the questions utilizing specific examples. Explain each item in 250 words or less.

- A) How did the nominated firm demonstrate buy-in and commitment in addressing the objectives of the District's Small Contractor Outreach Program? Please describe at least three specific examples and their outcomes.
- B) Please describe the nominee's efforts to identify and engage small and historically underutilized contractors as "defined" by the District?
- C) Please describe any technical or other assistance the nominee provided to small and historically underutilized subcontractors or subconsultants.
- D) Does the nominated firm have corporate policies that address diversity in contracting and employment and, if so, was the policy disseminated to potential bidders?
- E) Did the nominee respond to the District's request to encourage self-declaration/reporting of tradespersons' ethnicity and gender?
- F) Is a commitment to diversity reflected in the composition of the nominee's consultant team?
** Question for A&E nominees only.*
- G) Please list and/or attach any relevant project data and/or materials that support the information submitted in the application. Materials may include: advertisements, outreach event marketing and presentation materials; progress meeting agendas/minutes, written policies/directives referencing EEO/workforce diversity; subcontracting reports/data; lower tier data; correspondence to/from S/HUBEs; and closeout reports.