



**REQUEST FOR QUALIFICATIONS
RFQ NO. 0001-04
Orange Coast College Field House Complex, Restroom
Facility & Athletic Fields**

**COAST COMMUNITY COLLEGE DISTRICT
Physical Facilities Department
1370 Adams Avenue
Costa Mesa, CA 92626
Telephone (714) 438-4673 Fax (714) 438-4893**

IMPORTANT INFORMATION REGARDING RFQ DATES

Orange Coast College is very anxious to find that right architect for the Field House Complex project. In order to meet the Board of Trustee April Board Meeting, there will be a very short period for getting out the short list, interviewing and requesting proposals. Architectural firms interested in this project need to be aware of the upcoming dates for this RFQ:

1. Proposals shall be delivered and addressed to the Coast Community College District, Physical Facilities Department, Building D, Attention: Ardith Richey, 1370 Adams Avenue, Costa Mesa, CA 92626 and shall be labeled: "RFQ No. 0001-04 ORANGE COAST COLLEGE FIELD HOUSE COMPLEX, RESTROOM FACILITY AND TWO ATHLETIC FIELDS." Proposals are due on March 19th by 4:00 p.m.
2. The College will have a short list completed by Tuesday, March 23rd at 4:00 p.m. Architects on the short list will be notified no later than March 24th at 10:00 a.m. of pending interview time.
3. Interviews will be held on Friday, March 26, 2004 from 8:30 a.m. until 3:30 p.m. Interviews will be held at the Orange Coast College Student Health Building.
4. At the end of the interviews, three firms will be requested to submit a proposal for the project. The proposals will be due on Wednesday, March 31, 2004 at 10:00 a.m. The committee will recommend one firm to the Board of Trustees at the April 7, 2004 Board Meeting.

Questions regarding this RFQ may be directed to Ardith Richey at (714) 438-4673 or by email at arichey@mail.cccd.edu. RFQ document can be found at www.cccd.edu/facilities/projects.