

**REQUEST FOR
STATEMENTS OF QUALIFICATIONS
FOR
ARCHITECTURAL CONSULTING SERVICES
FOR
CAMPUS DESIGN GUIDELINES & STANDARDS**

JUNE 30, 2022

**UC DAVIS HEALTH
FACILITIES DESIGN & CONSTRUCTION
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ATTACHMENTS:

Consultant Statement of Qualifications Form

BACKGROUND:

UC Davis Health is an integrated, academic teaching and research healthcare organization maintaining the historic UC Davis tradition of being guided by public service in all its endeavors. UC Davis Health includes the School of Medicine, the Betty Irene Moore School of Nursing, a 645-bed (Trauma Level 1) acute care hospital, a National Cancer Institute-designated Cancer Center, the M.I.N.D. Institute, and outpatient clinics throughout the Sacramento region.

UC Davis Health's Facilities Planning and Development Division (FP&D) is comprised of several teams responsible for the delivery of the Health System's Capital Improvement Program with an active portfolio of approximately 1000 projects totaling approximately \$7.5 billion. This large portfolio requires coordination among project teams to ensure consistency in project delivery and to ensure the creation of a cohesive campus environment.

The intent of this effort is to develop a set of campus design guidelines and standards to consistently communicate UC Davis Health's planning and design principles to internal stakeholders, outside agencies, consultants, and contractors. While FP&D currently has some project design guidelines and standards, they are inadequate for the size and scope of the current project portfolio. Therefore, this effort will integrate existing guidelines and standards (where applicable) while filling in the gaps to create a set of cohesive documents. This Request for Statements of Qualifications (RFSOQ) is for firms interested in providing consulting services to support this effort.

PROFESSIONAL SERVICES REQUESTED:

The selected firm shall be responsible for developing comprehensive documents that shall contain UC Davis Health's Campus Design Guidelines & Standards.

The selected firm shall be led by an architect team supported by subconsultants which may include urban designers, MEP engineers, structural engineers, landscape architects, etc. Interested firms shall demonstrate collaborative expertise in the design of comparable design document preparation.

The final deliverable shall include comprehensive documents that clearly articulate UC Davis Health's Campus Design Guidelines & Standards in both a graphic and written narrative. While the documents will necessarily be technical in nature, FP&D will be selecting a firm that can provide a compelling graphic and narrative vision that describes the foundation upon which technical guidelines, standards and specifications are built. Therefore, interested firms should assemble a team with exceptional architectural design fluency.

Interested firms must also demonstrate a history of delivering similar types of initiatives and their ability to engage cross-functional stakeholders in large organizations in collaborative discussions throughout the process. The selected firm will be expected to sign a Professional Services Agreement (Included as an attachment) that will include lump sum fees and/or hourly rates, for provision of the effort to provide the design documents.

SCOPE OF WORK:

The final deliverable shall include comprehensive documents that clearly articulate UC Davis Health's Campus Design Guidelines & Standards in both a graphic and written narrative. These documents will identify standards and guidelines that are more or less stringent depending on building typology. For example, campus buildings that require Department of Health Care Access

and Information (HCAI) review will have a greater level of detail and more stringent standards than a campus office building.

The following chapter outline is intended to provide interested firms with a sense of the scope of work for the project and organization of the final deliverable. However, this chapter outline should be viewed as non-exhaustive.

UC Davis Health's Campus Design Guidelines & Standards:

1. Establishing the Vision for UC Davis Health
 - a. Campus Planning & Urban Design Principles
 - b. Building Design Principles
2. UC Davis Health Campus Guidelines:
 - a. Site Design Guidelines
 - i. Site Entry
 - ii. Site Wayfinding (Guidelines currently being developed as part of a separate project – for incorporation only)
 - iii. Parking
 - iv. Outdoor Spaces
 - b. Building Design Guidelines
 - i. Facade
 - ii. Building Entry
 - iii. Lobbies, Check-in, and Waiting
 - iv. Corridors, Elevators & Stairwells (Guidelines for elevator lobbies are currently being developed as part of a separate project – for incorporation only)
 - v. Patient Rooms
 - vi. Offices
3. UC Davis Health Campus Standards:
 - a. Clinical Modules & Room Templates
 - b. Building Design Standards:
 - i. Div. 02 – Existing Conditions
 - ii. Div. 03 – Concrete
 - iii. Div. 04 – Masonry
 - iv. Div. 05 - Metals
 - v. Div. 06 – Wood, Plastics & Composites
 - vi. Div. 07 – Thermal & Moisture Protection
 - vii. Div. 08 – Openings
 - viii. Div. 09 – Finishes
 - ix. Div. 10 – Specialties
 - x. Div. 11 – Equipment
 - xi. Div. 12 - Furnishings
 - xii. Div. 13 – Special Construction
 - xiii. Div. 14 – Conveying Equipment
 - c. Engineering Standards
 - i. Div. 21 - Fire Suppression
 - ii. Div. 22 - Plumbing
 - iii. Div. 23 - Heating, Ventilation, & Air Conditioning

- iv. Div. 25- Integrated Automation
- v. Div. 26 - Electrical
- vi. Div. 27 - Communications
- vii. Div. 28 - Safety & Security
- d. Construction Standards
 - i. Div. 31 – Earthwork
 - ii. Div. 32 – Exterior Improvements
 - iii. Div. 33 - Utilities
- e. Wayfinding Standards
 - i. Interior
 - ii. Exterior
- f. Site Standards
 - i. Exterior Lighting
 - ii. Site Furnishings
 - iii. Transportation
- g. Landscape Standards
 - i. Flatwork
 - ii. Plantings

SUBMITTAL REQUIREMENTS:

Please address all the items noted in this section in your Qualifications submittal. Failure to do so will result in your submittal not being considered. Qualifications will be evaluated based on demonstration of meeting the requirements of this RFSOQ. Qualifications shall be no more than 30 pages (as indicated below) and all pages should be in 8 ½ x 11 format and tabbed as follows.

Tab 1 - Cover Letter and Organization Introduction (2 pages maximum): Submit a cover letter with general statements about the organization’s qualifications for the services described in this RFSOQ. Include at least the following:

- a. Firm name, business address, telephone, email address, website address and fax numbers
- b. Location of main office and the local office which will serve this project
- c. Key personnel who will staff this project
- d. Highlight relevant experience delivering comparable projects.
- e. Highlight any relevant experience with University of California system, UC Davis Health, and HCAI projects.

Cover Letter should be addressed to Leila Couceiro, Contracts Manager.

Tab 2 - Design Expertise (6 pages maximum): Demonstrate your firm’s design expertise and philosophy with a written narrative and representative graphics and imagery. Describe your firm’s approach in understanding an organization’s existing architecture and physical environment and translating that into organizational design language. Explain how your firm translates design language into technical project criteria and specifications. Describe your firm’s approach for balancing design objectives with code compliance.

Tab 3 - Relevant Work Experience (6 pages maximum): Provide descriptions of three work experiences that are similar in scope and complexity to this Project and have been executed within the past ten years by the firm. Please include at least the following information:

- f. Project name

- g. Project owner with current address and telephone number
- h. Project duration
- i. Year of Completion
- j. Consultant's role on the project
- k. Project description

Tab 4: Staffing (12 pages maximum): List all personnel proposed for the project and identify the proposed Project Manager and main point of contact for this project. Provide a project organizational chart and include the resumes for all proposed project personnel, to include, at a minimum, the following information:

- l. Full name, position in the firm, years with the firm and office location
- m. Education (list all degrees and institutions), CA licenses and affiliations
- n. Project role and responsibilities
- o. Relevant project experience

Tab 5: Project Approach (4 pages maximum): Describe your firm's understanding of the project and the process your firm would use to complete the project. Describe a methodology for evaluating existing information and an approach for integrating cross-functional stakeholders into the process. Describe your firm's approach for keeping projects on budget and on schedule.

Submittal should be specifically tailored to this RFSOQ and include a completed Consultant Statement of Qualifications Form (attached). Provide attachments as appropriate to respond directly to the screening criteria. Boiler plate or generic pages are not desired.

ONE (1) pdf copy of your firm's statement of qualifications must be received by the University **no later than 2:00 p.m. Tuesday, July 26, 2022** via upload link provided by Leila Couceiro, Contracts Manager - lcouceiro@ucdavis.edu.

SCREENING CRITERIA

1. **Design Expertise:** Design expertise and design acumen demonstrated with graphic and narrative examples. **Points: 30**
2. **Relevant Work Experience:** Previous experience that demonstrates success in completing comparable projects including demonstrated experience creating campus and/or project design guidelines, standards, and specifications. This experience must be demonstrated for the specific personnel proposed for assignment to this project. **Points: 30**
3. **Staffing:** Clear and appropriate definition of roles including a project organizational chart and resumes. Proven staff experience and expertise to manage and deliver projects with comparable scope and complexity. **Points: 30**
4. **Project Approach:** Proven project management expertise with the ability to create and manage a project process within the context of a large and diversified organization. Proven ability to collaborate with cross functional partners and forge consensus. Proven ability to create and manage a project process within a defined budget and schedule. Project implementation approach tailored to the special needs of the project. **Points: 30**

SELECTION PROCESS AND SCHEDULE:

The selection of firms for each Work Scope category will be accomplished by the following process: After Qualification Statements are received, a Screening Committee will review, conduct reference checks, and recommend a short list of firms for brief interviews. The identified design and/or project manager for each category must be present at the interviews to be conducted by a Selection Committee. The target dates are listed below:

1 st Ad for services:	June 30, 2022
Statements due:	2:00 p.m. Tuesday, July 26, 2022
Screening completed:	8/12/22 (Tentative)
Interviews completed:	9/2/22 (Tentative)
Recommendation approval:	9/2/22 (Tentative)
Firm's notification(s):	9/5/22 (Tentative)