



Facilities Design
and Construction

**REQUEST FOR
STATEMENTS OF QUALIFICATIONS
FOR
COMMISSIONING SERVICES
FOR
PROJECT NO. 9557270
Sacramento Ambulatory Surger Center (SASC Project)**

February 18, 2022

**UC DAVIS HEALTH
FACILITIES DESIGN & CONSTRUCTION
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TABLE OF CONTENTS

Background.....	3
Professional Services Requested	4
Submittal Requirements.....	6
Screening Criteria	8
Selection Process and Schedule	8

ATTACHMENTS

Attachment A – Consultant Statement of Qualifications Form

Attachment B – Commissioning Consultant Rate Sheet

Attachment C -- University of California Professional Services Agreement – Blanket (Sample)

PROJECT BACKGROUND:

The University of California, Davis Medical Center, located in Sacramento, is the primary teaching hospital for UC Davis Health. The new Sacramento Ambulatory Surgery Center (SASC) project will increase UC Davis Health's operating room capacity by constructing up to 262,000 gross square feet of California Department of Health Care Access and Information (HCAI), Level 3 space. This project is envisioned to support a preliminary program of 12 operating rooms, 58 pre- and post-operative recovery bays and 14 single occupant 23-hour recovery rooms. The building will also include public spaces, clinical support, operations space (sterilization, pharmacy, etc.) imaging space, physical therapy space as well as administration support space to facilitate patient support and education.

The SASC Project will be delivered by the Progressive Design-Build Approach emphasizing Integrated Project Delivery processes. This delivery method requires intensive and close collaboration between the Progressive Design-Builder, the Architect, all consultants, UC Davis Health staff, HCAI, the Campus Fire Marshal, design-build and design-assist trade contractors, all other subcontractors and other project participants. The SASC project will require all major members of Commissioning (Cx) Team to be co-located in the Big Room for the commissioning phases of the project.

All work included in this bid package will be performed under the authority and jurisdiction of UC Davis Health and HCAI.

The Commissioning Agent will be contracted directly with the University.

PROJECT DESCRIPTION:

Project Delivery Method: Progressive Design-Build
Estimated Construction Cost: \$392M
Estimated BGSF: 262,000 GSF
Estimated Project Duration: 30 Months

PROJECT SCHEDULE:

Following is the University timeframe for the SASC project. Assumptions include phased approvals, overlapping packages, incremental review and approval with both University Plan Review and HCAI review

Phase 1: Schematic and Design Development Documents (ending July 2022)

Phase 2: Construction Documents & Approvals (ending December 2022)

Phase 3: Construction (2023 through 2025)

Completion: First Patient, Q1 2025.

PROFESSIONAL SERVICES REQUESTED:

This selection process will identify the most qualified firm to provide the SASC project with Commissioning (Cx) Services. The University expects the Proposer to adequately staff the Project with fully qualified commissioning staff as the job demands.

The Commissioning (Cx) Agent shall perform services in accordance with the Contract Documents, Title 24 of the California Code of Regulations (as amended), Design, and Construction of Buildings under HCAI Jurisdiction, dated March 2006, LEED, the University of California Office of the President Green Building Sustainability Goals, and all applicable State and local codes and regulations and shall furnish all material, labor, equipment and tools.

These services may include, but are not limited to:

Design Phase:

- A. Establish and document the Owner's Operational Criteria (OPC) and goals for system function, performance, and maintainability.
- B. Formulate and communicate a design phase Cx plan outlining key schedule dates, attendees required at each meeting, and responsibilities of all parties.
- C. Review and develop OPC document to be consistent with applicable codes, long-term maintainability goals, UC Davis Campus Standards and energy usage goals.
- D. Conduct and document a comprehensive review of design documents and specifications for compliance with OPRs, applicable codes, long-term maintainability goals, Campus Standards and energy or utility usages goals at 100% Design Development, 100% Construction Documents, and Bid (permitted) documents.
- E. Review electrical, mechanical and plumbing, emergency power and UPS, building management and other equipment selections in collaboration with PDB and Owner, including calculations, installation specifications, and all other applicable items.
- F. Peer Review: The Cx Agent shall review plans and specifications to ensure that owner's sustainability goals are met and provide enhanced commissioning submission/certification at 100% Design Development, 50% Construction Documents and 100% Construction Documents.
- G. Provide and communicate peer review comments at each milestone (see E above), and ensure follow-up to all comments in subsequent design milestones.
- H. Develop commissioning specifications, subject to review and approval by Owner and Progressive Design-Build project team, for inclusion in the Design Development set.
- I. Controls: Conduct controls design meetings to review and formulate the controls scope and sequence of operations with the Owner, Owner's Representative, Progressive Design Builder, and Architect of Record.
- J. Meetings: The Cx Agent shall attend meetings with the University's Representative, the Architect, and the Progressive Design-Builder as required.

Construction Phase:

- A. Construction Phase Commissioning (Cx) Plan: Formulate a construction phase Cx plan in advance of construction start outlining key schedule dates, attendees required at each meeting, and responsibilities of all parties
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- B. Commissioning Meetings: Facilitate a commissioning kick-off meeting with the project team, including the Progressive Design-Builder and relevant Trade Partners. At a minimum, the meeting should discuss the following:
 - a. Cx team members and their roles and responsibilities
 - b. Present Cx plan for construction phase
 - c. Present key Cx milestones and approximate dates for installation reviews, commencement and duration of functional tests
 - d. Involvement of Cx in the Submittal and RFI review process
 - e. Subsequent Cx meetings and discussion topics
 - C. Schedule Review: Review Construction Schedule to ensure commissioning plan activities have been adequately incorporated and provide comments to the Owner and Progressive Design-Builder.
 - D. Submittal & RFI Review: Review all Controls and commissioned equipment submittals including O&M manuals. Provide and track review comments until all are resolved. Notify Owner of any missing submittal items. Review and respond to relevant RFIs from the Progressive Design-Builder team.
 - E. Pre-Functional Test Scripts: Prepare pre-functional test checklists for use by the Trade Partners during start-up. Checklists will be reviewed and approved by Owner and Progressive Design Build team prior to disseminating to Trade Partners.
 - F. Master Issues Log: Maintain a master issues log throughout construction (inclusive of submittals, RFIs, field observations, function testing items, etc.) Distribute the log at regular intervals and review at every Cx meeting.
 - G. Functional Testing: Cx Agent to witness functional testing on site for all commissioned systems. Inform Owner of all functional testing dates so the Owner may exercise the option to attend. Document results in site reports and track items that require resolution in the master issues log.
 - H. Commissioning of Systems: The following systems will require commissioning:
 - a. Heating, Ventilating and Air Conditioning (HVAC)
 - b. Building/Energy Management System (BMS/EMS)
 - c. Lighting Systems & Controls
 - d. Domestic Hot Water Systems
 - e. Irrigation Systems, as needed
 - f. Emergency Power Systems (EPS) as needed
 - g. Electrical System
 - h. Fire/Life Safety
 - i. Security Systems
 - I. Field Observation: coordinate site visit timing with the Owner and Progressive Design-Builder to maximize effectiveness. After each visit, the Cx Agent shall provide written report detailing observations and noting any deficiencies. Not sure what a site inspection visit is. Cx will be on site frequently to witness functional test, etc.
 - J. Systems Manual: Review O&M manuals from the Trade Partners for content and completeness. Include these into a system manual for the operation of commissioned systems. The systems manual should also include as-built sequences and set-points, troubleshooting recommendations and maintenance requirements. Systems manual shall include graphics, screenshots or video to better illustrate the contents.
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- K. Trending: Gather and analyze trend data for one month after Occupancy. Log and notify Owner of any performance issues. May want to do another analysis after 11 months – before a lot of warranties run out.
- L. Transition & Training: Review the Progressive Design Builder’s training schedule to ensure all trainings are included and verify that the training sessions are adequate. This may entail a review of the materials to be distributed or attending the training session.
- M. Final Commissioning Report: Provide final report that includes summary of the entire process, outstanding items and recommendations for future work. The Owner may also request a training session to provide lessons learned, results of all functional testing and operational fundamentals if the commissioned systems.

SUBMITTAL REQUIREMENTS:

Please address all of 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 RFQ.

- 1. Cover Letter and Organization Introduction: Please submit general statements about the organization’s qualifications for the services described in the RFQ. 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 the SASC project
 - c. Key personnel and professional registrations
 - d. Current staff size
 - e. Current assignments of proposed staff
 - f. Previous experience with University of California system, UC Davis Health, and Ambulatory Surgery Center Projects. (1) Project should be an ambulatory surgery center project, however, an HCAI Level 3 type project (including Medical Office Buildings) will be accepted.
 - 2. Technical Approach: Demonstrated expertise in designing and executing complex commissioning services. Describe the firm’s planned approach to the project, and an understanding of Design-Build and Lean Principles. Examples of required deliverables listed in this RFQ that exemplify the firm’s methodology and planning approach.
 - 3. Relevant Project Experience: Provide descriptions of three projects that have been executed within the past ten years by the firm. The projects described shall be similar in scope and complexity to key elements of the project. Please include at least the following information:
 - a. Project name
 - b. Project owner with current address and telephone number
 - c. Project size (square feet)
 - d. Construction value
 - e. Design duration
 - f. Construction duration
 - g. Year of Completion
 - h. Project delivery approach
 - i. Consultant’s role on the project
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- j. Consultant's years of involvement
 - k. Type of facility
 - l. Project description
4. Key Personnel: Please list all personnel proposed for the project and identify the proposed Project Manager and main point of contact for this project. Provide resumes for all proposed personnel, to include, at a minimum, the following information:
 - a. Full name, position in the firm, years with the firm and office location
 - b. Education (list all degrees and institutions), CA licenses and affiliations
 - c. Project role and responsibilities
 - d. Relevant project experience (HCAI 3 project experience and/or Surgery Center experience is preferred)
 5. Document your firm's willingness to accept the contract language in the University's Professional Service Agreement (PSA) including indemnification and insurance requirements.
 6. Provide, on the Consultant Rate Sheet (Attachment A) hour rates for professional and non-professional personnel and an annual escalation rate through project completion.

References: Provide a minimum of 3 references (for your proposed main point of contact) within the company from Architects, Contractors, or Owners. Also provide references for the company.

SCREENING CRITERIA:

1. **General Qualifications:** Attention will be paid to respondents with a demonstrated interest in the project, recognition of the need to work harmoniously and productively with UC Davis Health and the firm’s general ability to provide prompt, high-quality services.

Points **25**

2. **Technical Approach:** Respondents must show an understanding of the specific constraints and needs of the project, demonstrate their ability to deliver high-quality design and reviews in a timely manner, as well as ability to manage and execute all required Commissioning services. A familiarity with Lean Principles should also be demonstrated.

Points **25**

3. **Experience of the Firm:** The project experience of interest to the selection committee will be of similar size, type and complexity to the SASC project. These may be HCAI Level 1 projects, projects on any UC campus, projects that include renovated and existing structures and projects with Integrated Project Delivery methods (Design-Build, Target Value Design, GMP, etc.).

Points **25**

4. **Expertise of Personnel:** Proposed personnel on the Commissioning team shall have pertinent experience and expertise in Commissioning of all required building systems, including relevant degrees, licenses and certifications.

Points **25**

SELECTION PROCESS AND SCHEDULE:

The selection of a firm will be accomplished by the following process: after Qualification Statements are received, a Screening Committee will review, conduct reference checks, and recommend the best qualified firm for selection.

The timeline for the qualification and contracting is below:

1 st Ad for services:	February 18, 2022
Statements due:	2:00 p.m. March 15, 2022
RFQ Shortlist Determined:	March 18, 2022
Final Screening Interviews:	Week of March 21, 2022 (tentative)
Firm's notification(s):	March 28, 2022 (tentative)

*Interviews will be held via Zoom

ONE (1) electronic copy of the information requested must be received by **2:00 p.m. Tuesday, March 15, 2022**, at the upload link provided by the University. All qualifications submittals will be received electronically --- no hard copies will be accepted.

Firms interested in responding to this RFQ must notify the University by February 28, 2022 to be provided a link to upload their Qualifications package.

Questions and requests for an upload link should be directed via email to Leila Couceiro at lccouceiro@ucdavis.edu