



Facilities Planning and
Development Division

**REQUEST FOR
STATEMENTS OF QUALIFICATIONS
FOR
ARCHITECTURAL AND
ENGINEERING SERVICES**

NOVEMBER 21, 2022

**UC DAVIS HEALTH
FACILITIES DESIGN & CONSTRUCTION
4800 2ND AVENUE, SUITE 3010
SACRAMENTO, CA 95817
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ATTACHMENTS:

Consultant Statement of Qualifications Form
EDPA Agreement Sample

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 UC Davis Health's Capital Improvement Program with an active portfolio of approximately 1000 projects totaling approximately \$7.5 billion. FP&D is seeking qualified architecture and engineering firms to provide architectural and engineering services to support this capital program. This Request for Statements of Qualifications (RFSQ) provides a description of the project and professional services that are being sought and the submittal requirements for interested firms.

PROJECT DESCRIPTION:

FP&D is seeking qualified architecture and engineering firms to provide architectural and engineering services. The selected firms should anticipate being called upon to deliver a variety of project types of varying degrees of complexity and scale. Therefore, the selected firms shall assemble a multidisciplinary team comprised of sub-consultants (in-house or consulted) with expertise related to all aspects of building systems and the built environment. Some of the projects that FP&D may request include early-stage design services such as programming, concept design and feasibility studies, to mid-and late-stage projects with design and engineering services related to design development, construction documentation and construction administration.

PROFESSIONAL SERVICES REQUESTED:

Project scopes of work:

- Special Projects – Project values up to \$1 million.
 - Example projects:
 - NAOB Nutritional Services, Same Day Surgery Center TI, Hosp Lobby Digital Displays, Hosp Workstations, SESP Urology space conversion, Cancer Center reconfiguration, ACC Family Community reconfiguration
- Infrastructure – Project values up to \$70 million with most below \$20 million.
 - Example projects:
 - MIND Institute Roof Replacement, Hospital ATS Replacement, Hospital Domestic Hot Water Replacement, Multiple Building IT Upgrades
- Capital Projects – Project values up to \$70 million
 - Example projects:
 - Multiple Building Imaging Equipment Replacement Projects, Multiple Hospital and Outpatient Tenant Improvement, Fire Life Safety Upgrade projects
- Real Estate – Lease Space Project values up to \$70 million
 - Example projects:
 - GI TI, Infusion Expansion TI, Rural Regional Expansion TI, Imaging Built-to-Suit

FP&D is seeking the following services from the selected architectural firms:

- Architectural basic services, including schematic design, design development, construction documents, cost estimating, assistance during bid/award phase, construction administration, record documents and project closeout.
- Sub consulting services for mechanical, plumbing, electrical, structural, civil, landscape architecture, coordination documents, fire alarm and fire sprinkler disciplines will be negotiated following selection of the architectural firm(s). It is the desire of the University to include coordination documents, fire alarm and fire sprinkler drawings as a part of the basic submittal to HCAI for permit approval in lieu of deferred approvals. Sub consulting firms will be included during project award.

FP&D is seeking the following services from the selected engineering firms:

- Engineering basic services, including schematic design, design development, construction documents, cost estimating, assistance during bid/award phase, construction administration, record documents and project closeout.
- Sub consulting services for architectural, mechanical, plumbing, electrical, structural, civil, landscape architecture, coordination documents, fire alarm and fire sprinkler disciplines will be negotiated following selection of the architectural firm(s). It is the desire of the University to include coordination documents, fire alarm and fire sprinkler drawings as a part of the basic submittal to HCAI for permit approval in lieu of deferred approvals. Sub consulting firms will be included during project award.

The selected firm(s) will be expected to sign an Executive Design Professional Agreement that will include a 3-year duration with a maximum fee of \$5,000,000 for the provision of all basic services, and it will also include hourly rates for potential Additional Services. Depending on the number and scope of the renovation projects that are requested by FP&D, all or part of the maximum fee amount may be expended. Fees for individual projects or groups of projects will be negotiated as the projects are initiated. The University intends to select up to six (6) architectural firms and up to four (4) engineering firms.

Due to the vital need for these facilities, great emphasis will be placed on proven ability to deliver similar projects in a timely manner, including active, successful management of the HCAI review process.

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 RFQ. 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 – Diverse Project Experience (6 pages maximum): Demonstrate your firm's expertise in delivering a diversity of project typologies and scales by providing a written narrative supported by representative graphics and imagery. Referenced work or examples should demonstrate your firm's ability to deliver a broad range of project types at a variety of scales. Highlight any experience in an academic medical setting and any work completed under HCAI permit approval.

Tab 3 - Relevant Project Experience (8 pages maximum): Provide descriptions of three-four projects that have been executed within the past ten years by the firm. The projects described shall be similar to the services being requested (i.e. on-call architectural and engineering services at a variety of scales). 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 including both in-house and consulting roles 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. Describe your firm's approach to working with your client to understand the needs of a project and how this understanding is used to develop an appropriate project scope and team to expertly deliver the project. 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 December 16, 2022 by 3:00 pm** via upload link provided by Leila Couceiro, Contracts Manager - lccouceiro@ucdavis.edu.

SCREENING CRITERIA

1. **Diverse Project Experience:** Architectural/Engineering experience and expertise on a diversity of project typologies and at a diversity of scales. Points will be awarded per applicable

scopes of work submitted by each Firm.

a. Special Projects	Points: 30
b. Infrastructure	Points: 30
c. Capital Projects	Points: 30
d. Real Estate	Points: 30

2. **Relevant Project Experience:** Previous experience that demonstrates success in completing comparable projects including on-call services. Preference will be given for those teams who demonstrate that the relevant projects were delivered by the 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 a variety of scope and complexity.

Points: 30

4. **Project Approach:** Proven project management expertise with the ability to create and manage a project process. 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:	November 21, 2022
Statements due:	3 p.m. Friday, December 16, 2022
Screening completed:	January 13, 2023
Interviews completed:	January 20, 2023
Recommendation approval:	January 27, 2023
Firm's notification(s):	January 31, 2023