



**REQUEST  
FOR  
STATEMENTS OF QUALIFICATIONS**

**FOR**

**ARCHITECTURAL SERVICES**

**FOR**

**PROJECT NO. M061894  
HOSPITAL EMERGENCY PROJECTS – PO&M**

**NOVEMBER 21, 2024**

**UC DAVIS HEALTH  
FACILITIES PLANNING & DEVELOPMENT  
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## **ATTACHMENTS:**

Consultant Statement of Qualifications Form

Sample Agreement – Executive Design Professional Agreement (EDPA)

## **BACKGROUND:**

The University of California, Davis Medical Center, is part of UC Davis Health and a major academic health center located in Sacramento, California. It is owned and operated by the University of California, as part of its Davis Campus. The medical center sits on a 142-acre campus as well as throughout Network Clinics in the greater Sacramento Region.

The Main Hospital Tower, University Tower, Davis Tower and the Surgery & Emergency Services Pavilion collectively form our 646-bed hospital, serving as a key referral center for 6 million residents and operating as Northern California's only level I Trauma Center for both adult and pediatric emergencies.

As these buildings are critical to patient care, immediate attention to the emergency needs of these buildings becomes even more critical. Events such as electrical fire, broken pipes causing water damage, demand immediate attention and immediate remediation.

UC Davis Health is seeking an Architectural Consulting team that is local to the Sacramento Region (within a radius of 30 miles), has over 10 years of HCAI emergency project experience, is able to respond within 12 hours of catastrophe notification, and able to enter a project through HCAI portal within 72 hours.

## **PROJECT DESCRIPTION:**

The hospital often experiences small disasters that will affect patient care areas. An example of such events can be a small fire affecting patient care room, where an electrical short and an oxygen line led to a fire, or a broken sprinkler head, led to water damage to a nurse's station and several patient rooms; or, a broken sewer pipe on a specific floor affected not only the floor the incident took place on, but the black water worked its way to the floors below. The goal is to address the architectural need for remediation and build back as quickly as possible.

The project demands from the Architect of Record (AOR) will be as follows:

1. The Architectural team will need to respond and physically be present to walk the affected areas within 12 hours of the incident.
2. Team of consultants to be assembled within 24 hours.
3. The consultant teams within assessing the situation, will provide direction to the remediation team, within 24 hours.
4. Consultant team will start an emergency project with HCAI within 48 hours of walking the emergency project.
5. Consultant will be readily available to the Inspector of Record, the Project Manager, and the Contractor to provide guidance, as the firm prepares the Drawings and submits to HCAI within 7 days of incident. Drawings and Construction will be completed simultaneously.
6. Upon completion of the work, conduct the punch walk with the IOR.
7. Complete the administrative work and closeout the project with HCAI, within two weeks of construction completion.

Such incidents can be as frequent as four incidents per month or as rare as one incident in a four-month period.

## **PROFESSIONAL SERVICES REQUESTED:**

This selection process will identify the most qualified Architectural Consulting firm to partner with UC Davis Health to aid with address all emergency incidents affecting patient care areas of the Hospital.

### **1. Part A - Assessment of the emergency project within the first 24 hours of incident**

- a. Site visit and survey existing conditions.
- b. Research existing as-built drawings to determine conditions for re-construction.

- c. Conduct code analysis to access the current condition as it relates to the current code requirement.
- d. Develop sketches and directions for the contractor to commence remediation work after HCAI has granted emergency authorization (PIN 72 Submission).
- e. Provide consultation to the contractor during remediation work on an as-needed basis.
- f. Collaborate closely with the Inspector of Record to insure a successful and a timely completion of the remediation work.

**2. Part B – Agency Submittal:**

- a. Assist with the application with HCAI for emergency authorization, within the **first 48 hours of the incident**.
- b. Develop final documentation of the remediated scope of work for submission to HCAI for review and approval, **within the first week of the reported incident**.
- c. Assist with emergency project building permit application and TIO development.

**3. Construction Administration**

- a. Provide construction administration services and verification for the remediation scope of work.
- b. Assist with HCAI construction acceptance, final verified report, and finalizing TIO.

**4. Project closeout**

- a. Assist with HCAI closeout of the emergency project, within two weeks of construction completion.

**5. Consultants (local and within thirty miles of the Medical Center)**

- a. Structural – as necessary
- b. Mechanical/Plumbing – as necessary
- c. Electrical – as necessary

The University intends to select a single firm. The selected firm and its consulting team must demonstrate expertise in architectural and engineering services particularly in an HCAI acute patient care medical setting. The selected firm will be expected to sign an Executive Design Professional Agreement with the University.

**SUBMITTAL REQUIREMENTS:**

- A. Must have over ten years of experience in Emergency Project Development in CA Hospitals
- B. Must be a local firm within a radius of thirty miles of the Medical Center.
- C. Show ten (10) recent projects, none older than 2 years, with a detailed project description demonstrating the firm's and your subconsultant's experience with hospital emergency projects, from the first 24 hours of incident to project closer, as described under section **“PROFESSIONAL SERVICES REQUESTED”**.
- D. Resumes of proposed staff demonstrating the firm's ability to fulfill the requirements of the proposal.
- E. A work plan describing how the firm proposes to organize the work described in this RFQ. At a minimum, the work plan must address your organization, your approach to work collaboratively with UC Davis Health staff during the process, the content and timing of deliverables throughout the

process, and staffing type and duration. Please take care to be concise and to the point for ease of evaluation.

- F. Examples of your work product relevant to the work described in this RFQ.
- G. Indicate your agreement with the Executive Design Professional Agreement.
- H. Provide documentation of your ability to obtain required insurances as follows: Professional (Errors & Omissions) liability insurance with a minimum of \$2,000,000 per occurrence and \$2,000,000 in aggregate; Automobile Insurance in the amount of \$1,000,000; Excess Liability per Occurrence and in the Aggregate of \$5,000,000; Workers Compensation.
- I. Complete the attached Consultant Statement of Qualifications form.

Questions should be directed via email only to:

Leila Couceiro – Contracts Manager  
UC Davis Health  
Facilities Planning & Development  
[lccouceiro@ucdavis.edu](mailto:lccouceiro@ucdavis.edu)

**SCREENING CRITERIA:**

- 1. Architectural Work:** Demonstrated ability of your firm and staff proposed for this work to provide architectural design & documentation services; ability to support projects with Agency Submittals, Construction Administration and complete Closeout processes with HCAI and with UCDH.

**Points: 100**
  
- 2. Team Staffing, Organization and Approach:** Demonstrate availability of staff. Organize a team of consultants with knowledge of and experience with HCAI projects with related and recent experiences provided; a team of consultants who are willing to work with a tight schedule to meet demands of the emergency and the hospital's demands to return the affected area back to patient care.

**Points: 100**
  
- 3. Project Management:** Proven ability to manage programming and planning for projects similar in size and complexity. Ability to provide leadership for all phases of this project, and especially the capability to work collaboratively and in partnership with the University staff, other consultants, and contractors during the programming and planning process.

**Points: 50**
  
- 4. Communication/Coordination:** Ability to work with University stakeholders to determine project needs, scheduling and budget constraints, and to develop plans and specifications according to Campus Design Guidelines.

**Points: 50**

## **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 a short list of firms for interviews. A Selection Committee will conduct the interviews. The target dates are listed below:

<b>Statements due:</b>	<b>Thursday, December 12, 2024 by 2 p.m.</b>
Shortlist:	12/20/24 (tentative)
Interviews:	January 15, 2025 (tentative)
Final Selection:	January 24, 2025 (tentative)