



**REQUEST FOR
STATEMENTS OF QUALIFICATIONS
FOR
MEDICAL EQUIPMENT PLANNING SERVICES
IMAGING AND RADIOLOGY**

WEDNESDAY, MARCH 27, 2024

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

- Consultant Statement of Qualifications Form
- University of California Professional Services Agreement (Sample)

INTRODUCTION:

UC Davis Health provides the organizational framework that enables the University of California, Davis to fulfill teaching, research, patient care, and public service missions. The UC Davis Medical Center is one of five teaching hospitals operated by The Regents of the University of California. Located in Sacramento, this 619-bed, fully accredited hospital serves as the main clinical education site for the UCD School of Medicine. UC Davis Health also operates clinical, research, educational, and administrative facilities on and off-site in support of the main campus and providing services to the community in the Greater Sacramento area and other Northern California counties.

The Facilities Planning and Development Division (FP&D) supports the UC Davis Health mission by building new and improving existing facilities. We have well over 100 annual construction projects, many of which require the purchase of new medical equipment and the relocation of existing equipment.

The Medical Equipment Planning group supports Construction Project Managers at FP&D by working with clients to select equipment, coordinating those selections with architectural design firms, procuring equipment, and operationalizing the equipment.

UC Davis Health is seeking one (1) firm with relevant experience to provide Medical Equipment Planning support for the medical campus in Sacramento and off-site ambulatory clinics in support of the ***Imaging and Radiology Program***. The selected firm will be expected to sign a Professional Services Agreement with a duration of 36 months and a dollar threshold not to exceed \$5 million.

PROJECT DESCRIPTION:

The University is seeking one (1) qualified Medical Equipment Planning Consultant firm to support typical construction projects throughout the health system. These Imaging and Radiology projects may include UC Davis Health buildings and departments for inpatient, outpatient spaces supporting the health system on the Sacramento campus and off-site locations.

UC Davis Health uses Attainia PLAN IT as the software platform for the management of Medical Equipment related projects. The selected firm will be provided with user account access to the UC Davis Health Attainia PLANT IT and will be required to execute projects by utilizing the UC Davis Health Attainia PLAN IT only. All project data will need to reside in UC Davis Health Attainia PLAN IT, such as but not limited to equipment selections, budgets, and procurement data.

The qualified firm should have the ability to perform site visits to all UC Davis Health sites when necessary and have personnel within proximity, or within reasonable travel distance, to the Sacramento area.

PROJECT ORGANIZATION:

Each construction project has its own team of project managers, architectural designers, contractors, and user groups. The FP&D Medical Equipment Planning group is headed by a Medical Equipment Program Manager.

The selected firm will be expected to work closely with these groups under the overall direction of the Medical Equipment Program Manager

PROFESSIONAL SERVICES REQUESTED:

The following is a list and brief description of several Imaging and Radiology projects that are taking place within the UC Davis Health system and may require equipment support services:

| # | Project Name | Description | Est. Project Budget |
|----|---|--|---------------------|
| 1 | ACC 0611 RAD CT Scanner | Replace CT and remodel control room to include patient uptake room. | \$5.5M |
| 2 | SESP 3P745 Cath Lab (OR45/HB1) | Replace EOL existing systems in Hybrid OR. | \$7.6M |
| 3 | ACC 0615/0612/0613 PET CT Replacement | Reconfiguration of Suite and reception/waiting with a new PET/CT. | \$8.5M |
| 4 | DT 1704/1706/1708 3T MRI Feasibility Study | Permanent relocation of a 3T MRI magnet. Relocated area will include spaces for electrical equipment, control room, patient waiting and holding areas. | \$8M |
| 5 | ACC Rad Mammography Update | New GE mammography system, biopsy guidance system to replace existing Hologic system. | \$3.5M |
| 6 | Davis Tower 1st Floor Rm 1875 Radiology Remodel | Upgrade existing Pet CT Scanner to new. Relocate and update existing radiological lab space. Provide patient uptake room. | \$10.3M |
| 7 | DT 1925 RAD CVCT Replacement | Existing Simens CT to be replaced with Canon. | TBD |
| 8 | ACC Suite 1800 RAD 2 X-Ray and DEXA Replacement | Design and construction within existing x-ray and scanning rooms to support replacement of existing equipment. | \$2.3M |
| 9 | Auburn Radiology X-Ray Replacement | Existing X-Ray replacement scheduled for FY25. | TBD |
| 10 | MAIN HOSP 1625 RADIOLOGY | Refurbish existing IR suite with qty (3) new Siemens Interventional Radiology equipment. Includes additional scope. | \$25M |
| 11 | SESP 1P742 1P1745 RAD Replace CT Scanners | CT scanner replacements for 2 rooms in SESP. | \$15M |
| 12 | SESP 1P746 RAD Reconfigure Space | Replace existing Siemens CT scanner with a GE Revolution APEX model. | \$4M |
| 13 | MRI Neuro Blade | Project goal is to utilize the 3.0T MRI for the NeuroBlade procedures that are currently being performed in the 1.5T MRI PLUS ClearPoint procedures. | \$1.5M |

Additional projects will be initiated during this agreement, and the firm must demonstrate the ability to adapt to growing and shrinking project demands.

PROFESSIONAL SERVICES REQUESTED (Continued):

For each individual project provide equipment selection, budgeting, planning, coordination, procurement, logistics and activation consulting services.

1. Equipment Selection, Budgeting and Validation

The Medical Equipment Consultant will become familiar with preferred and standardized equipment and work with clients to select equipment and establish project budgets. The nature of these projects means often the technologies change and equipment selections may change between project funding and project activation. Equipment selections must be continuously validated.

2. Design & Planning

Coordinate all equipment items and building infrastructure needs, integrating the medical equipment items and needs with the project design team. Develop and maintain a schedule and budget throughout all phases of the project, incorporating University purchasing standards and contracts timelines into planning. Include all steps of procurement, deployment, and installation. Identify for the project team (and in all design documentation) all different Groups of Equipment required for the project.

3. Procurement Coordination

Develop and maintain an up-to-date procurement schedule including all purchasing processes and documentation for each project. Prepare and assist with all procurement functions, working within the University's policies and vendor agreements. Track and analyze all vendor quotes, negotiate as-needed on behalf-of and in conjunction with the University, and recommend Vendor selection, including any invoicing and coordination of payments necessary. Prepare, organize, assist, and support all aspects of warehouse storage and installation services on behalf of the University. Oversee and manage receipt and storage of equipment, resolve discrepancies, and oversee return of damaged goods as needed.

4. Deployment and Equipment Installation

Maintain and continually update the medical equipment procurement schedule, procurement and delivery status, and budget. Coordinate equipment deliveries, receipt, and storage of items, including management of any third-party installers. Incorporate the relocation and reuse of existing equipment into the deployment and activation plans. This includes but is not limited to surveying, identifying, coordinating, planning and managing the decommissioning and reactivation of existing equipment. Work with UC Davis Health's functional support services and departments such as Plant Operations and Maintenance, Clinical Engineering department and other support services, as well as the project team, regarding installation, start-up, certification, tagging, commissioning, and testing of new and existing equipment.

5. Closeout

Coordinate and manage training, warranties, manuals, resolution of any open issues, closeout documentation and final payments for each individual project.

SCREENING CRITERIA:

1. **Medical Equipment Planning Services:** Proven expertise with equipment selection, budgeting, planning, coordination, procurement, and logistics consulting services specific to Radiology Imaging projects. Demonstrated understanding of the requirements of the medical equipment consulting scope and process. Demonstrated ability to provide efficient and comprehensive management for all phases of this project, including all items listed in the Scope of Services, and especially the capability to work in partnership with the University staff, other consultants and contractors during both planning and implementation phases. Demonstrated track record of meeting schedule and budget requirements.

Points: 30

2. **Experience:** Previous experience that demonstrates success, specifically in supporting a Imaging and Radiology program similar to ours, for multiple projects of similar scope, complexity and cost, and within the last 5 years. This experience must be demonstrated for the specific personnel proposed for assignment to this project. Demonstrated experience using Attainia PLAN IT as a platform for management of Medical Equipment

Points: 30

3. **Team Organization and Approach:** Clear and appropriate definition of roles. Program and project implementation approach tailored to the special needs of the program and each project. Demonstrate the ability to adapt to growing and shrinking project demands.

Points: 20

4. **Local Availability and Remote Capabilities:** Proximity of the firm's office to the project site will be considered. In addition to proximity, which will impact success during implementation, we would like to firm to outline how they have successfully implemented remote work practices into their business when it is warranted and feasible.

Points: 20

SELECTION PROCESS AND SCHEDULE:

The selection of a firm will be accomplished by the following process: after Statements of Qualification 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:

| | |
|----------------------------------|---------------------------|
| 1 st Ad for services: | March 27, 2024 |
| Statements due: | 2:00 p.m., April 19, 2024 |
| Screening completed: | May 3, 2024 |
| Interviews completed: | May 24, 2024 |
| Recommendation approval: | May 28, 2024 |

Questions about this RFQ should be directed via email to Leila Couceiro at lcouceiro@ucdavis.edu.

SUBMITTAL REQUIREMENTS:

- A. Statements of qualifications shall be as brief and concise as possible, responding directly to the screening criteria (Page 6). Submittal should be specifically tailored to this project; boiler plate or generic pages are not desired. Please indicate lead in-house person on cover letter.
- B. Resumes of proposed staff demonstrating the firm's ability to fulfill the requirements of the Proposal.
- C. Samples of your work product relevant to the work described in this RFQ.
- D. Indicate your firm's agreement with the terms of the attached PSA.
- E. Attach a completed Consultant Statement of Qualifications form, available for download at the following link: <https://health.ucdavis.edu/facilities/work-with-us/consultants/rfq>
- F. All material should be in 8 ½" x 11" format.
- G. ONE (1) pdf of your firm's statement of qualifications must be received no later than 2 p.m. Friday, April 19, 2024, via upload link provided by Leila Couceiro, Contracts Manager. Applicants should request an upload link to Leila (lccouceiro@ucdavis.edu) no later than April 18, 2024
- H. Questions about this RFQ should be directed via email only at lccouceiro@ucdavis.edu