

REQUEST FOR STATEMENTS OF QUALIFICATIONS PLAN REVIEW SERVICES AND BUILDING DEPARTMENT SUPPORT

UC Davis Health in Sacramento, California requests Statements of Qualifications **on or before 2 p.m. Wednesday, August 27, 2025**, from qualified firms interested in providing architectural plan review services to support the Designated Campus Building Official/Director of Facilities Compliance and the Certified Building Official (CBO) with several work duties and initiatives. One firm will be selected to provide all the areas listed below. The successful firm will have in-house plan review capability.

- 1. Plan Review Services.** Perform multi-disciplinary reviews of plans, specifications, calculations and other supporting documents for the construction of health care facilities and other project types to ensure compliance with California Building Standards Codes within time frames determined by the CBO's team. Plan review time frames vary depending on project scope and size and typically are within 1 week to 8 weeks maximum for review. The Building Department receives an average of 12 submittals per week but can receive more than five a day. The plan review team will support the duties of the CBO and are California based. Disciplines include:
 - a. **Scope of Work:**
 - i. Ensure all construction documents comply with title 24 and all applicable local, state, and federal regulations by appropriate document reviews.
 - ii. Enforce HCAI/OSHPD's "licensed clinic" regulations referred to in the Building Code as "OSHPD 3"
 - iii. Participate in weekly Over the Counter (OTC) plan review sessions with the CBO, other members of the Building Department's plan review team, and the Campus Fire Marshal.
 - iv. Attend triage calls as needed and assist the CBO and permit staff in determining the best path forward for each submittal. Knowledge of existing projects and activities on campus is preferred but not required.
 - b. **Key Personnel:**
 - i. Point of Contact
 - ii. Plan Reviewers:
 1. Architecture
 2. Civil
 3. Structural
 4. Electrical
 5. Mechanical
 6. Landscape
 - c. **Qualifications:**
 - i. Meet the plans examiner qualifications per CBC Appendix A Employee Qualifications A101.3.
 1. 5 years of experience
 2. Building Plans Examiner Certification
 - ii. Point of contact for plan review services to be licensed to practice Architecture or Engineering in the State of California as of the date of this advertisement
- 2. Building Department Support.** Work with Building Department staff with various tasks related to Plan Review to maintain technology used for plan review, update bulletins and other information to help the Facilities Design and Construction. Tasks include:
 - a. **Accela and DigEplan:** Assist with implementing the permit intake and electronic plan review, and inspection software suite.
 - b. **Owner Peer Review:** Participate in the UC Davis Health Milestone review process as a representative subject matter expert for non-HCAI projects only. Subject Matter Experts shall

review capital projects based on their respective areas of expertise, such as project scope, facility knowledge, and adherence to UC Davis Health guidelines and standards.

- c. **Website updates:** Assist the Building department in creating and maintaining the Building Department web page content, including updating training, information bulletins and other process improvement documents.

The expected duration of the Agreement for these services will be three (3) years from the time of contract award. Anticipated fees will be dependent on specific projects authorized, with a maximum limit of \$1,500,000 to the selected firm over the course of the agreement.

The RFQ package with additional information and attachments can be downloaded directly from our website at <https://health.ucdavis.edu/facilities/work-with-us/consultants/rfq> starting Wednesday, August 6, 2025.

Statements of qualifications shall be specifically tailored to this RFQ, responding directly to the screening criteria (See RFQ document and Consultant Qualification form available on the above link). 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 discussions prior to selecting the successful firm.

Statements of qualifications must be submitted electronically no later than **2 p.m. Wednesday, August 27, 2025**, to the link to be provided by UC Davis Health. No hard copies will be accepted. Firms interested in responding to this RFQ must notify the University by Tuesday, August 26, 2025, to be provided a link to upload their Qualifications package. Questions and requests for the link to upload statements may be addressed via email only to Cori Costanza, Contracts Administrator, at cruggiero@health.ucdavis.edu. Statements of Qualifications will not be accepted after the date and time stipulated above.

Every effort will be made to ensure that all persons have equal access to contracts and other business opportunities with the University within the limits imposed by law or University policy. Each firm may be required to show evidence of its equal employment opportunity policy. The successful firm and their subconsultants will be required to follow the nondiscrimination requirements set forth in the Agreement documents and to pay prevailing wages at the location of the work. The work described in the Agreement is a public work subject to section 1771 of the California Labor Code.

Consultant/Design Professional shall pay all persons providing services and/or any labor on site, including any University location, no less than UC Fair Wage and shall comply with all applicable federal, state and local working condition requirements.

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

AUGUST 2025