

**RFQ FOR PLANNING SERVICES**

UC Davis Health in Sacramento, California requests Statements of Qualifications **on or before 2 p.m. Friday, November 21, 2025**, from qualified firms interested in providing Planning services for UC Davis Health. The University will select up to three consulting firms that will support the UC Davis Health Facilities Planning & Development division.

One consulting firm will be selected for each of the three categories of work listed below (Medical and Space Planning, Master Planning, Planning Needs Assessments). At its discretion, the University may select one firm to provide more than one work category. Firms must indicate which Work Scope(s) they wish to be considered for and demonstrate their experience and staffing skills specific to that work category. Consultants can submit qualifications for one or more categories. See RFQ package available on our website for more information on the form, content, and screening criteria for consultant statements of qualifications. 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 Monday, November 3, 2025.

The selected firm(s) will be expected to sign a blanket Professional Services Agreement (PSA). The expected duration of the PSA 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 not-to-exceed amount listed below for each work scope. The categories of work are as follows:

**Work Scope 1: Medical and Space Planning****Maximum agreement \$5,000,000****1. Project Overview**

This scope outlines the services required to support medical and space planning for a healthcare facility or campus. The goal is to ensure that clinical workflows, patient care standards, and operational requirements are effectively translated into spatial layouts and design strategies.

**2. Objectives**

- Assess current and projected clinical service needs.
- Translate medical program requirements into functional space layouts.
- Ensure compliance with healthcare codes and regulations (e.g., HCIA/OSHPD, ADA, NFPA).
- Optimize space utilization, adjacencies, and patient/staff flow.
- Support the University's planning, design, and delivery teams with clinical input and operational planning.

**3. Deliverables**

- Medical Planning Program (clinical services, volumes, staffing).
- Functional and Space Programming Documents.
- Room Data Sheets (RDS) and Equipment Lists.
- Adjacency Diagrams and Flow Maps.
- Departmental Layouts and Test Fits.
- Compliance and Regulatory Review Summary.
- Final Space Plan aligned with project scope and budget.
- Space auditing and utilization.

**4. Tasks and Activities**

- **Needs Assessment:**
  - Engage clinical stakeholders to define service requirements.
  - Analyze patient volumes, staffing models, and care delivery trends.
- **Functional Programming:**
  - Define departmental functions, workflows, and space needs.
  - Develop space standards and planning metrics (e.g., SF per bed, exam room ratios), and/or adhere to standards already in place.
- **Space Planning:**

- Create adjacency diagrams and flow maps (patient, staff, materials)
- Develop room layouts and test fits for key departments.
- **Regulatory Review:**
  - Ensure compliance with HCAI/OSHPD, ADA, infection control, and other standards.
- **Design Coordination:**
  - Collaborate with architects and engineers during schematic and design development phases
  - Review drawings for alignment with medical planning requirements.

## **Work Scope 2: Master Planning (Campus, Building, Departmental)**

**Maximum agreement \$5,000,000**

### **1. Project Overview**

This scope outlines the planning activities required to develop comprehensive master plans for a healthcare organization. These master plans will guide future development, optimize space utilization, support clinical and operational goals, and ensure regulatory compliance across the healthcare campus. (Not intended for LRDP and Physical Design Framework Efforts)

### **2. Objectives**

- Assess current campus, building, or departmental conditions, including facilities, infrastructure, and services.
- Forecast future healthcare needs based on population growth, service demand, and strategic goals.
- Develop a phased plan for facility upgrades, expansions, and new construction.
- Align physical planning with clinical, academic, research, operational, and financial strategies.
- Ensure compliance with healthcare regulations and sustainability standards.

### **3. Deliverables**

- Project Charter and Planning Framework
- Existing Conditions Assessment Report
- Space Utilization and Functional Analysis
- Strategic Growth Forecast and Service Line Projections.
- Infrastructure and Site Analysis (utilities, access, zoning)
- Stakeholder Engagement Summary
- Conceptual Site Plans and Phasing Diagrams
- Financial and Implementation Strategy

### **4. Tasks and Activities**

- **Initiation & Planning:**
  - Define scope, goals, and planning principles.
  - Identify stakeholders and form planning committee.
- **Data Collection & Analysis:**
  - Space utilization studies
  - Demographic and market analysis
  - Regulatory and zoning review
- **Strategic Alignment:**
  - Integrate organizational strategic plan and clinical priorities.
  - Forecast service line growth and operational needs.
- **Concept Development:**
  - Develop multiple planning scenarios.
  - Evaluate site capacity, circulation, and adjacencies.
- **Stakeholder Engagement:**
  - Conduct workshops and interviews.
  - Gather input from clinical, administrative, academic, research and community stakeholders.
- **Finalization & Reporting:**
  - Refine preferred master plan scenario.
  - Develop phasing strategy and cost estimates.
  - Present final plan to leadership and governing bodies.

## **Work Scope 3: Delivery System Planning Needs Assessments (Current and Future State)**

**Maximum agreement \$2,000,000**

## **1. Project Overview**

This scope defines the activities and deliverables required to conduct a comprehensive delivery system planning and facility needs assessment for a healthcare initiative. The goal is to evaluate current conditions, identify future needs, and inform facility decision making that is aligned with demand, access, cost and quality related to factors such as organizational goals, patient care priorities, and regulatory requirements.

## **2. Objectives**

- Assess current service area and service line facilities, infrastructure, and operational performance.
- Identify facility gaps in care, capacity, technology, and staffing.
- Evaluate facility utilization with consideration of market demand, population health trends, and competitive landscape.
- Align findings with strategic goals and regulatory mandates.
- Provide actionable recommendations for future planning and investment.

## **3. Deliverables**

- Project Charter and Assessment Framework
- Stakeholder Engagement Plan
- Current State Analysis Report
- Gap Analysis and Needs Summary
- Strategic Alignment Matrix
- Market and Demographic Analysis
- Regulatory and Policy Impact Summary
- Final Needs Assessment Report with Recommendations

## **4. Tasks and Activities**

- **Initiation & Planning:**
  - Define scope, goals, and stakeholders
  - Develop assessment methodology and timeline
- **Data Collection:**
  - Review internal data (clinical volumes, financials, staffing)
  - Conduct interviews and focus groups with key stakeholders
  - Analyze external data (CHNA, market trends, population health)
- **Analysis:**
  - Perform SWOT and gap analysis
  - Evaluate alignment with strategic plans and regulatory requirements
- **Synthesis & Reporting:**
  - Develop findings and recommendations
  - Present draft report to leadership
  - Finalize report based on feedback

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 shortlist of firms for interviews. A Selection Committee will conduct the discussions prior to selecting the successful firm(s).

Statements of qualifications must be submitted electronically no later than **2 p.m. Friday, November 21, 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 Thursday, November 20, 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 Leila Couceiro, FD&C Contracts Manager, at [lccouceiro@health.ucdavis.edu](mailto:lccouceiro@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 (defined as \$15 per hour as of 10/01/2017) and shall comply with all applicable federal, state and local working condition requirements.

**THE REGENTS OF THE UNIVERSITY OF CALIFORNIA**

**NOVEMBER 2025**