

**RFQ FOR PROJECT DEVELOPMENT 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 project development services for UC Davis Health. The University will select up to two consulting firms that will support the Project Development team of the Facilities Planning & Development division.

One consulting firm will be selected for each of the two categories of work listed below (Project Development and Cost Estimating & Scheduling). At its discretion, the University may select one firm to provide more than one work category. Firms must indicate which Work Scope they wish to be considered for and demonstrate their experience and staffing skills specific to that work category. Firms can submit qualifications for just one or both 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: Project Development**

**Maximum agreement amount: \$4,000,000**

**1. Project Overview**

This scope outlines the process for evaluating, prioritizing, and initiating healthcare projects through a standardized intake and development framework. The goal is to ensure alignment with strategic goals, regulatory requirements, and resource availability while promoting transparency and accountability in project selection.

**2. Objectives**

- Establish a consistent intake process for project proposals.
- Evaluate project feasibility, strategic alignment, and resource needs.
- Facilitate stakeholder engagement and early planning.
- Develop preliminary scopes, budgets, and timelines for approved projects.
- Create a pipeline of vetted projects for leadership review and prioritization.
- Define the healthcare service or facility opportunity.
- Develop financial feasibility and sustainability models.
- Outline staffing, operational workflows, and technology needs.
- Identify risks, including clinical, financial, and compliance related.

**3. Deliverables**

- Project Intake Form and Submission Guidelines
- Intake Review Criteria and Scoring Matrix
- Project Charter Template
- Preliminary Scope, Budget, and Schedule for Selected Projects
- Stakeholder Engagement Summary
- Project Pipeline Dashboard
- Governance Review Package (PRC or CRC)
- Risk Assessment
- Final Business Plan Document

**4. Tasks and Activities****• Intake Process Design:**

- Develop intake forms and submission protocols.
- Define review criteria (e.g., strategic alignment, ROI, regulatory need)

- **Project Evaluation:**
  - Review submissions with the cross-functional team.
  - Score and prioritize based on defined metrics.
- **Stakeholder Engagement:**
  - Conduct initial meetings with project sponsors.
  - Identify clinical, operational, and facilities impacts.
- **Preliminary Development:**
  - Validate project feasibility, confirm needs.
  - Create scope plans and prepare scope documentation.
  - Provide guidelines for the project delivery approach and constructability.
  - Prepare a detailed budget based on construction, IT, PO&M & BAIE estimates.
  - Prepare preliminary master schedules.
  - Assess risks and dependencies.
- **Governance & Reporting:**
  - Present vetted projects to leadership.
  - Maintain dashboard of active and pending projects.

## Work Scope 2: Cost Estimating and Project Scheduling

Maximum agreement amount: \$3,000,000

### 1. Project Overview

This scope defines the activities and deliverables for providing cost estimating services to support healthcare facility planning, development, and pre-design. The goal is to deliver accurate, timely, and comprehensive cost estimates that inform project feasibility, budgeting, and funding strategies.

### 2. Objectives

- Develop cost estimates at key project milestones (e.g., concept, planning and per design).
- Provide detailed breakdowns of construction, equipment, and soft costs.
- Support value engineering and cost control efforts.
- Align estimates with healthcare-specific regulatory and operational requirements.
- Assist in budget validation and funding approvals.

### 3. Deliverables

- Cost Estimate Reports (by milestone)
- Detailed Line-Item Breakdowns (CSI divisions or Uniformat)
- Cost Comparison and Variance Analysis
- Escalation and Contingency Recommendations
- Value Engineering Options
- Estimate Assumptions and Basis of Estimate Documentation
- Final Cost Summary for Preliminary Budget Approval

### 4. Tasks and Activities

- **Initial Planning:**
  - Review project scope, drawings, and specifications.
  - Confirm estimating methodology and format.
- **Estimate Development:**
  - Prepare milestone estimates (Conceptual, planning and per design)
  - Include construction, management costs, FF&E; including IT, permits, and contingency.
  - Apply healthcare-specific cost factors (e.g., OSHPD/HCAI compliance, infection control)
- **Review and Validation:**
  - Conduct estimate review meetings with University and stakeholders.
  - Compare estimates to benchmarks and historical data.
- **Value Engineering Support:**
  - Identify cost-saving alternatives.
  - Provide impact analysis for scope changes.
- **Reporting:**
  - Submit formal estimate reports with executive summaries.
  - Update estimates based on design revisions or scope changes.

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**