

REQUEST FOR QUALIFICATIONS

EXECUTIVE ELECTRICAL ENGINEER

FOR THE

**SCRIPPS INSTITUTION OF OCEANOGRAPHY
EMERGENCY POWER SYSTEM IMPROVEMENT
UNIVERSITY OF CALIFORNIA, SAN DIEGO**

FD&C Project No. 4746

**Proposals due
TUESDAY, SEPTEMBER 24, 2013**

Issue Date: September 10, 2013

I. INTRODUCTION

The Scripps Institution of Oceanography (SIO), University of California, San Diego (University), will be selecting an Executive Electrical Engineer to perform planning, design, bid and construction administration phase services for the Emergency Power System Improvement at SIO. The University is experiencing rapid growth in faculty, students, and sponsored research activities, and a steady increase in electrical load demand is projected, as well as the demand for emergency and standby power. The campus has pursued an orderly, efficient program of utility system improvement in support of its recent campus development, and continued similar improvements to support planned growth in enrollment, faculty and staff.

II. PROJECT DESCRIPTION

The project includes construction of medium voltage emergency/standby generators and paralleling switch gear to provide emergency standby power to most buildings at SIO Campus. The project includes site preparation and housing for the new generators and paralleling equipment. The project also includes medium voltage cables and control and associated underground distribution system. Modifications to existing building distribution systems will also be required.

The project hard construction cost is estimated to be \$3,000,000. The project is subject environmental review under the California Air Resource Board (CARB) and the San Diego Air Pollution Control District (APCD). The facility is also subject to the campus/university academic and administrative review and approval process.

The design professional services will be conducted in two phases. A Detailed Project Program (DPP) will be developed in Phase I, beginning in November 2013. Normal basic services will comprise Phase II, beginning in March 2014 and ending with occupancy in September 2015.

III. SCOPE OF SERVICES

Phase I will consist of the development of a Detailed Project Program (DPP). The DPP is the operative document that will describe the exact program, scope, site, infrastructure requirements (MEP), cost estimate, and concept design diagrams. Phase I is intended to be completed in February 2014. Upon the Executive Engineer's successful completion of Phase I, the University may authorize Phase II.

Phase II will entail normal basic architectural services including schematic design, design development, construction documents, bidding assistance and construction administration.

IV. JOINT VENUTRES/ASSOCIATIONS

The University will not entertain Joint Ventures or Associations on this project.

V. PROJECT DELIVERY METHOD

The project delivery method will be design/bid/build.

VI. CONSULTANTS

The University is only selecting the Executive Electrical Engineer at this time. All sub-consultants, such as, but not limited to, architectural, mechanical, control, plumbing, landscape, structural, civil design and engineering services will be selected later in collaboration with the selected Executive Electrical Engineering firm.

VII. SUBMITTAL REQUIREMENTS AND SELECTION CRITERIA

The University requests the following submittal material for use in the selection of a professional design firm to perform the Scope of Services described in Section III. Submittals will be evaluated based on the relative quality of each candidates response to the below criteria. Evaluation may be weighted as prioritized in the following order:

- A. Demonstrated experience and excellence in design and construction administration of comparable infrastructure projects consisting of Medium Voltage (12KV nominal) emergency/standby generators, paralleling switchgear, digital relays, underground duct banks, cables, grounding systems, short circuit, coordination and arc flash studies.
- B. Outline of the basic work plan to accomplish the work.
- C. Demonstrated in-house ability for creation, preparation and processing of required construction documents; short circuit, coordination and arc flash studies by professional electrical engineers registered in California.
- D. Demonstrated ability to perform bidding support and construction administration, submittal/substitution review, plan check services.
- E. Proven success in coordination of disciplines.
- F. Proven technical, scheduling and cost management capabilities.
- G. Demonstrated ability to efficiently and in a timely manner review shop drawings, change orders, field orders, RFIs, and other construction related activities.
- H. Proximity to the project site or proven methodology for video-conferencing and Internet meetings.
- I. Qualifications of the Principals and Project Team Members, including a clear definition of the primary responsibility of each. Provide resumes for key team members.
- J. Proven successful experience on three comparable projects, two of which must have been completed within the last five years. Submissions must demonstrate the quality and complexity of work performed and results achieved. **For each project example depicted, please note the responsible lead engineer and project team (as compared to the proposed team).**
- K. Established relationships and successfully completed design services at the University of California are welcome though not a requirement.
- L. Ability to provide Professional Liability Insurance in the amount of \$1,000,000 Each Occurrence and \$2,000,000 per Project Aggregate.

VIII. STATEMENT OF UNDERSTANDING

All short-listed firms will be required to sign a Statement of Understanding. By signing the document it is acknowledged that a draft copy of the standard Executive Design Professional Agreement (EDPA) has been read, and with reservation of rights, the terms and conditions are generally agreed upon. Additionally, notwithstanding this is a qualification based selection process, it is understood that Phase I fees are anticipated to be on a time and material basis with a not-to-exceed maximum amount. Fees for remaining services are expected to fall within a limited and commercially reasonable range for similar work.

IX. PROCEDURES FOR SUBMISSION

Engineering firms wishing to be considered should submit background materials indicating their past experience in the design of infrastructure projects and medium voltage emergency power generation, including references, Standard Forms 330, University of California Consultant Experience Form (Attachment A) and University Statement of Qualifications (Attachment B). One electronic copy on CD or flash drive, in pdf format, should be submitted, with any graphic images, spreadsheets or pages larger than 8.5" x 11" submitted in landscape view. No paper copies requested. Proposals are due no later than Tuesday, September 24, 2013.

Forward material **by mail, messenger and/or overnight express** to:

University of California, San Diego
Jennifer Mora, Contracts Analyst
Office of Facilities Design & Construction
10280 N. Torrey Pines Rd., Suite 465
La Jolla, CA 92093-0916

Hours of business: Monday through Friday, 8:00am to 4:30pm. Technical questions or questions regarding the scope of the project should be directed to Nicole Kirk, Project Manager, Facilities Design & Construction at (858) 822-1874. UCSD requests that interested firms refrain from contacting any other party regarding this project.

The University encourages the participation of Small, Disadvantaged, Minority-owned, Women-owned and Service/Disabled Veteran-owned Business Enterprises (S/D/M/W/DVBE's) and is committed to promote a diverse pool of firms for our building programs.

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 candidate firm may be required to show evidence of its equal employment opportunity policy.

The University of California is an Equal Opportunity Employer – minorities and women are encouraged to apply for consideration.