

**REQUEST FOR QUALIFICATIONS**

**CONSULTING  
EXECUTIVE ARCHITECT  
FOR**

**VARIOUS ELEVATOR MODERNIZATION PROJECTS  
UCSDMC HILLCREST & LA JOLLA**

**UNIVERSITY OF CALIFORNIA, SAN DIEGO**

**FD&C Project No. 4880/4921/4922**

**Proposals due**

**MONDAY, AUGUST 3, 2015**

Issue Date – Friday, July 17, 2015

## **I. INTRODUCTION**

The University of California San Diego (University), will be selecting an Executive Architect to perform design, construction drawings, bid and construction administration phase services for the modernization of four (4) twelve stop traction gearless elevators; Elevators 10, 11, 12 & 13 located in the South Wing of the UCSDMC, Hillcrest Campus; four (4) four stop traction geared elevators, Elevators 3, 4, 5, & 6, located in Thornton Hospital, UCSDMC La Jolla Campus; and a single hydraulic elevator, located in the Shiley Eye Center UCSDMC La Jolla Campus. The projects at Hillcrest Medical Center and at the Thornton Hospital will require OSHPD approval; the project at the Shiley Eye Center will be under UCSD jurisdiction. At the time of engagement of the design professional it will be determined if all or some combination of the above described projects will be executed.

## **II. PROJECT DESCRIPTION**

The project scope will vary at each project site, the scope may consist of, but not be limited to, modernization of controls, cab interiors and equipment to improve equipment reliability, life safety and conformance with requirements of the Americans with Disabilities Act. Project completion will be of utmost importance as the systems in their current state are difficult to maintain due to lack of available compatible parts. Construction for each project will be phased so that no more than two (2) elevators are shut down at any one time in the Hillcrest and Thornton site and that work in the Shiley Eye Center can be completed during off-hours.

## **III. SCOPE OF SERVICES**

The scope of services for this project will include basic architectural/engineering services, including field investigation, schematic design, design development, construction documents, cost management, scheduling, agency review through OSHPD, bid/award support, and construction administration services. The University may have CAD backgrounds and or PDF documents available to be utilized as reference for project documentation. Upon selection of the architect a specific scope for each project will be further defined.

## **IV. JOINT VENTURES/ASSOCIATIONS**

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

## **V. PROJECT DELIVERY METHOD**

The project delivery method will be competitive bid-build by select list of Pre-qualified Contractors.

## **VI. CONSULTANTS**

The University is only selecting the Executive Architect at this time. All sub-consultants, such as, but not limited to, structural, mechanical, electrical, plumbing, landscape, civil, elevator specialist, etc. will be selected later by the Executive Architect in collaboration with the University.

## **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.

- A. Demonstrated experience and excellence in design and renovations within operating hospitals and overall experience in California healthcare work, including OSHPD experience.
- B. Demonstrated experience associated with the management of technically complex vertical transportation systems.
- C. Demonstrate experience and abilities to manage consultants and to provide well coordinated construction drawings that maintain project budget and schedule.
- D. Proven technical, cost management, scheduling, and quality control capabilities.
- E. Qualifications of the Principals and Project Team Members, including a clear definition of the primary responsibility of each. OSHPD experience is required for all key members.
- F. Outline of the basic work plan to accomplish the work.
- G. Proximity to the University's Medical Center, Hillcrest and La Jolla Campus or proven methodology for video conferencing and internet meetings.
- H. 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 fees for basic services are expected to fall within a limited and commercially reasonable range for work as referenced in the Executive Design Professional/Fee Guideline provided to short-listed candidates.

## **IX. PROCEDURES FOR SUBMISSION**

Architectural firms wishing to be considered should submit electronic materials, under a coversheet, indicating their past experience in the programming and renovation of university healthcare buildings or other comparable institutional facilities 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. Submit your CD or flash drive with a hard copy transmittal, including your company’s name, and reference the appropriate project name and number. Emailed submissions will not be accepted and no paper copies of the submittal are requested. Proposals are due no later than 4:00 p.m., Monday, August 3, 2015.

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, 8:00 a.m. to 4:30 p.m. Technical questions or questions regarding the scope of the project should be directed to Robert Rodriguez, Project Manager, Facilities Design and Construction, [rorodriguez@ucsd.edu](mailto:rorodriguez@ucsd.edu). The University 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.