

REQUEST FOR QUALIFICATIONS

**CONSULTING
EXECUTIVE ARCHITECT
FOR**

ROBINSON BLDG COMPLEX IR/PS RENOVATION

UNIVERSITY OF CALIFORNIA, SAN DIEGO

FD&C Project No. 4917

**Proposals due
MONDAY, APRIL 20, 2015**

Issue Date – April 3, 2015

I. INTRODUCTION

UC San Diego will be selecting an Executive Architect to perform programming, planning, design, bid and construction phase services for the IRPS renovations to their existing space in support of their program, mainly to improve instructional spaces.

II. PROJECT DESCRIPTION

IRPS' Robinson Building Complex renovation project will include the addition of a new Instructional/Research room with 35 to 45 seats in a tiered configuration, associated break out rooms, and updating two existing lecture rooms. Design to also include modifications to the lower level Student Center, upgrades to an existing Auditorium and minor modifications to the existing Student Center.

Schedule: Design May and June 2015, Construction July through September 2015.

Estimated Construction Cost: \$2,000,000

Sustainability: This project does not require LEED Silver Certification. Design should, however, strive for maximum sustainability considerations.

III. SCOPE OF SERVICES

Full Architectural Services including engineer coordination and construction administration.

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 Design Bid Build.

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, etc. will be selected later by the Executive Architect in collaboration with the University.

VII. SUBMITTAL REQUIREMENTS AND SELECTION CRITERIA

The University of California, San Diego, 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 construction administration of comparable new Lecture halls, instructional spaces in Professional schools and/or renovation projects on comparable institutional settings including design consideration necessary for construction/expansion to an existing school with constrained conditions, and in an operational environment.
- B. Proven capabilities for providing creative design solutions on above project types. Firms should consider that the design is for institutional spaces for a world renowned Professional school. Firms are asked to submit appropriate graphic material supporting design creativity and excellence on comparable projects. **For each comparable project example depicted, please note the responsible lead designer.** Proposals should include examples of comparable design work accomplished by the proposed lead designer for this specific project. Work accomplished by the lead designer while in the employ of other firms should be clearly noted, including name of other firm.
- C. Proven technical, scheduling, quality control and cost management capabilities.
- D. Qualifications of the Principals and Project Team Members, including a clear definition of the primary responsibility of each.
- E. Outline of the basic work plan to accomplish the work.
- F. Definition and track record of Outreach Program to local small and disadvantaged sub-consultant businesses.
- G. 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 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. No paper copies requested. Proposals are due no later than 4:00 p.m., Monday, April 20, 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 Barbara Anderson, Project Manager, at baanderson@ucsd.edu. UC San Diego requests that interested firms refrain from contacting any other party regarding this project.

UC San Diego 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.