

ADDENDUM NO. 1

December 6, 2021

REQUEST FOR QUALIFICATIONS

FOR

Spieth Hall Facility Condition Assessment

Study Number: 958125

The following changes, additions, or deletions shall be made to the following documents as indicated for this Project; and all other terms and conditions shall remain the same.

1. **REQUEST FOR QUALIFICATIONS**

Delete and replace current Request for Qualifications with the one issued in this Addendum. Only item that is changing is the due date for the submittals.

“RFQ Submittal Due by: ~~December 6, 2021~~ **December 14, 2021**”

END OF ADDENDUM

University of California, Riverside

Request for Qualifications

Spieth Hall Facility Condition Assessment

Phase 1: Facilities Condition Assessment

Phase 2: Design Professional Services

Study Number: 958125

November 17, 2021

Advertisement Date: November 17, 2021

Document Issue Date: November 17, 2021

Notice of Intent Requested by: November 29, 2021

Last day for Questions: November 29, 2021

RFQ Submittal Due by: ~~December 6, 2021~~ **December 14, 2021**

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I. ADVERTISEMENT FOR ENGINEERING AND DESIGN PROFESSIONAL SERVICES

The University of California, Riverside (UCR) requests qualified consultants submit written Statements of Qualifications for providing professional services for the following proposed project:

Spieth Hall Facility Condition Assessment

Project 958125

Anticipated Construction Cost: TBD

The University will initiate a multi-phase contract to complete Phase 1, with the option to enter into a Phase 2 full service contract for Design Professional Services subsequent to completing Phase 1.

Phase 1

Conduct a facility condition assessment of Spieth Hall existing building systems & infrastructure, including, but not limited to, the following: mechanical (HVAC), building controls, electrical, and plumbing systems, roof and envelope condition, life safety, building code, accessibility, including path of travel to accessible parking, elevator, hoistway and machine rooms, as well as UC requirements for energy performance and seismic safety. Consultant also to review scope of current university identified deferred maintenance needs as well as recently completed Tier 2 seismic review.

Consultant to provide recommendations and options for selective repair/renewal, and/or renovation. Recommendations to include phasing strategies and high level costs estimates.

Selected consultant must be able to start work immediately.

Phase 1 services will be assigned using a Professional Service Agreement (PSA). Award of the contract for Phase 1 services does not guarantee that the chosen firm will continue through Phase 2.

Phase 2 (Optional to University)

Executive Design Professional Services for Schematic Design, Design Development, Construction Documents, Bidding and Construction Phases Services subsequent to completion of Phase 1 for scope determined by University.

Exercise of Phase 2 Services will be at the sole discretion of the University and will be assigned using an Executive Design Professional Agreement (EDPA.)

The project delivery method has not yet been determined and as such may influence and or require the selected firm to work with the University on modifications to the process, scope, schedule, or deliverables which may result in amendments to the PSA and/or EDPA for completing the work associated with this RFQ.

The complete RFQ packet will be available (in electronic format only) beginning **Wednesday, November 17, 2021, at 10:00 AM**. To receive an email copy of the RFQ Documents, email the RFQ Administrator listed below:

Mary Ramirez, UCR Contracts Administration

Email: mary.ramirez@ucr.edu

You may also visit our website and download directly at: <https://pdc.ucr.edu/business-opportunities/design-professionals-consultants>.

Though not required, entities intending to submit Qualification Documents for this project, are asked to confirm their intent to do so, by emailing a written statement (Notice of Intent statement) to the RFQ Administrator by **12:00 PM on Monday, November 29, 2021.**

Every effort will be made to ensure that all persons, regardless of race, religion, sex, color, ethnicity and national origin have equal access to contracts and other business opportunities with the University. Each candidate firm will be required to show evidence of its equal employment opportunity policy prior to entering into an agreement with the University.

The University reserves the right to reject any or all responses to this RFQ and to waive non-material irregularities in any response received.

All information submitted for evaluation will be considered official information acquired in confidence, and the University will maintain its confidentiality to the extent permitted by law.

II. PROJECT INFORMATION AND REQUIREMENTS

A. OVERVIEW OF UCR

UCR is situated on nearly 1,200 acres located three miles east of downtown Riverside. It is in the heart of the “Inland Empire,” or “Inland Southern California”, an area that includes western Riverside and San Bernardino counties and has become one of the fastest growing areas in California. UCR serves as one of the most important educational and cultural resources for the area.

Undergraduate, graduate, and professional degree programs are offered to one of the most diverse student populations in the nation from three colleges and four professional schools: College of Humanities, Arts, and Social Sciences; the College of Natural and Agricultural Sciences; the Bourns College of Engineering; the School of Business; the Graduate School of Education; the School of Medicine, and the School of Public Policy. As of Fall 2021, UC Riverside enrollment was 26,434. An update to the Long Range Development Plan (LRDP) is currently underway to support further development of the University based on an estimated enrollment of 35,000 students by 2035.

B. PROJECT DESCRIPTION

Approximately 60% of the university’s total campus space is 40 years old or older, and most of the original campus buildings have yet to be renovated to address failing infrastructure or improved energy efficiency. Spieth Hall is one such building

Built in 1959, Spieth Hall is located on the East Campus, along Carillon Mall and is 100,333 gross square feet / 60,423 assignable square feet, and presently houses research programs within the College of Natural and Agricultural Sciences (CNAS) including Evolution, Ecology, and Origins; Molecular, and Cell & Systems Biology, Nematology, a small vivarium, and a general assignment classroom overseen by the Office of the Registrar. No major system renewal has been implemented since its construction.

UCR has given priority to renovations of Spieth Hall including a potential major renovation of the building in the March 2020 GO Bond request. Although this bond vote failed, we have continued to pursue options to address the needs of this facility. UCR has recently been provided state funding to complete limited critical deferred maintenance projects at Spieth Hall. Prior to implementing these improvements, the University desires a comprehensive building condition assessment to assist with

planning and implementation of these initial projects, as well as potentially future subsequent needed improvements.

The facility condition assessment of Spieth Hall should include an assessment of the existing building systems & infrastructure, including, but not limited to, the following: mechanical (HVAC), building controls, electrical, and plumbing systems, roof and envelope condition, life safety, building code, and accessibility, (including path of travel to accessible parking), elevator, hoist way and machine rooms, as well as energy performance and UC Seismic Safety Policy compliance.

Consultant to provide recommendations and options for selective repair/renewal, and/or renovation. Recommendations to include development strategies and high level costs estimates.

C. SCOPE OF SERVICES

Phase I Services, including, but not necessarily limited to:

1. Evaluation of existing building's mechanical (HVAC) system, controls, electrical service and distribution, and plumbing system based on extensive on-site investigation and review of record documents in terms of: 1) equipment and systems physical condition and requirements, 2) operational and maintenance deficiencies, 3) current output, and 4) available capacities. (Selected team to propose additional strategies and specific investigations that will assist with information assessment as needed.)
2. Assessment of building roof and envelope.
3. Building code, life safety, and accessibility assessment (including path of travel to accessible parking.)
4. Elevator assessment, including hoist ways and machine rooms.
5. Review of university provided Seismic Safety Policy Tier 2 Review findings.
6. Review of university-identified deferred maintenance needs, including a roof covering/rooftop mechanical replacement project that is currently underway.
7. Identify system deficiencies as well as code, life safety, and accessibility deficiencies.
8. Develop recommendations and priorities for incremental/phased repair, and/or major renovation, including mechanical (HVAC), controls, electrical, and plumbing strategies with flexible options as required to address current deficiencies and future needs.
9. Develop a cost estimate of probable construction costs for recommendations and options at various levels of development (IE; investigation, study, completion of schematic design, and design development, etc.). Define total cost of deficiencies that can be repaired without triggering required code and ADA upgrades.
10. Produce written, graphic, and digital documentation that clearly presents recommendations and cost ROMS.

Phase 2 Scope of Services (Optional to University)*Phase 2A*

- Full architectural and engineering services for selected scope resulting from Phase 1 Assessment, as well as any additional deferred maintenance work the university is able to fund in the next 18 months.

Phase 2B

- Full architectural and engineering Services for potential major renovation project, if funding available and authorized by campus.

Architectural and Engineering Services will be in accordance with the terms of the EDPA as required for Schematic Design, Design Development, Construction Documents Phase, Cost Estimation, Bidding Phase, and Construction Phase through and including the 11th month Warranty walk. (Including support in identifying and estimating cost of alternates and construction feasibility dependent on budget and answering RFI's during bidding and construction.) Basic Services to be further enumerated prior to Phase 2.

Anticipated Construction Budget(s): To be determined.

D. SCHEDULE

The Phase 1 Assessment is to begin shortly after the selection of the firm and is projected to commence on or about first quarter 2022 and be completed by the end of the first quarter 2022.

Schedule for the Phase 2 – Execution of the EDPA and start of design services is dependent upon the successful completion of Phase 1 and establishment of project funding.

E. CONSULTANTS

Architectural & Engineering firms submitting for this RFQ shall recommend sub-consultants that would form the proposed team. Sub-consultant disciplines shall include: Structural, Mechanical, Electrical, Plumbing, Civil, Telecom/Data, Audio-Visual, Instructional Space and Laboratory Planner, Landscape, and Cost Estimating. The University will review the proposed sub-consultant team.

F. CONTRACT REQUIREMENTS

1. All consulting services to be provided by the consultant shall be in accordance with the issued University Contract Documents. Professional Services Agreement (PSA) or Executive Design Professionals Agreement (EDPA).
2. Note any exceptions to the attached agreements (PSA or EDPA) that would prevent your firm from executing the Agreement in your response. We cannot accept any request to include language to limit liability with regards to insurance and/or modify the indemnification clauses.
3. University requires evidence of insurance coverage: general liability, professional liability, automobile liability, and worker's compensation. If consultant does not currently have coverage in accordance with University requirements, listed below, documentation shall be submitted indicating that such coverage will be in place prior to execution of the Consultant Agreement.

<u>Commercial Form General Liability Insurance* - Limits of Liability</u>	<u>Minimum Requirement</u>
Each Occurrence - Combined Single Limit for Bodily Injury and Property Damage	\$1,000,000
Products - Completed Operations Aggregate	\$2,000,000
	\$1,000,000
Personal and Advertising Injury	
General Aggregate	\$2,000,000
 <u>Business Automobile Liability Insurance* - Limits of Liability</u>	 <u>Minimum Requirement</u>
Each Accident - Combined Single Limit for Bodily Injury and Property Damage	\$1,000,000
 <u>Workers' Compensation and Employer's Liability**</u>	
Workers' Compensation:	Minimum Requirement (as required by Federal and State of California law)
Employer's Liability:	
Each Employee	\$1,000,000
Each Accident	\$1,000,000
Each Policy	\$1,000,000
 <u>Professional Liability Insurance* – Limits of Liability</u>	 <u>Minimum Requirement</u>
Each Occurrence	\$1,000,000
General Aggregate	\$2,000,000

*This insurance must be (i) issued by companies with a Best rating of A- or better, and a financial classification of VIII or better (or an equivalent rating by Standard & Poor or Moody's) or (ii) guaranteed, under terms consented to by the University (such consent to not be unreasonably withheld), by companies with a Best rating of A- or better, and a financial classification of VIII or better (or an equivalent rating by Standard & Poor or Moody's). Further, the deductible, or retained limit, for each coverage shall not be more than \$100,000.

**This insurance must be issued by companies (i) that have a Best rating of B+ or better, and a financial classification of VIII or better (or an equivalent rating by Standard & Poor or Moody's); or (ii) that are acceptable to the University.

4. Selected firm shall provide evidence of an Equal Employment Opportunity policy, and its compliance with applicable federal law pertaining to Equal Employment Opportunity.

III. RFQ SUBMITTAL PROCESS

A. RFQ SELECTION CRITERIA

The Screening Committee will be seeking project teams with experience in comparable projects. Applicants should clearly highlight such projects and their similarities to the proposed project. Specific responses will be reviewed more carefully than those stressing breadth of experience or general qualifications. Submittals should focus on relevant experience of the proposed staff. Major considerations in selection of the firm will be the following:

1. Possess demonstrated expertise with the design of contemporary life science laboratories, in particular mechanical (HVAC), building controls, electrical, and plumbing systems and requirements for such spaces.
2. Possess an understanding of Life Science research and maintain an awareness of trends in laboratory design including innovation in the design and mechanical (HVAC), controls, electrical, and plumbing systems and components.
3. Possess experience with substantial renovations within an existing occupied building and be able to demonstrate their ability to phase and sequence construction activities to reduce impacts to the occupants and minimize disruption to on-going research.
4. Be able to demonstrate knowledge and experience of clearly documenting phasing in the construction documents, delineating required temporary utilities, modifications of utilities as required by phasing and temporary construction.
5. Have experience with similar type multi-story poured in place concrete buildings containing laboratories, classrooms and administrative functions.
6. Proven technical, cost, and schedule management capabilities.
7. Qualifications of the Principals and Project Team Members, including the proposed definition of the primary responsibility of each role.
8. Preference is for AE teams within a 100-mile radius of UCR.

B. RFQ SCHEDULE

In accordance with established University procedures, UC Riverside will review all submittals in response to the RFQ and will select the most qualified firm for the listed project.

1. The complete request for qualifications (RFQ) packet will be available at <http://pdc.ucr.edu/business/consultants.html>.
2. Questions may be addressed by email to Mary Ramirez at mary.ramirez@ucr.edu. The last day questions will be received will be **November 29, 2021, 12:00 PM**.
3. **RFQ Qualification Submittals must be received on or before 12:00 PM, on Monday, December 6, 2021 Tuesday, December 14, 2021.** Submit one (1) hard copy and one (1) electronic copy on transferable media (flash/thumb drive preferred) to:

Attn: Contracts Administration, Mary Ramirez
Planning Design & Construction
UNIVERSITY OF CALIFORNIA, RIVERSIDE
1223 University Avenue, Suite 240
Riverside, CA 92507

*Include the Project Number and Name on the outside of your envelope. It is requested that email submissions not be turned in as we cannot guarantee receipt of large files in to our network.

A map of the Campus is available at: http://parking.ucr.edu/docs/parking_lot_map_web_version.pdf.

LATE SUBMISSIONS WILL NOT BE ACCEPTED

C. RFQ SELECTION PROCESS

The selection process will proceed as follows:

1. Entities are encouraged to submit a Notice of Intent as indicated in the Request for Qualifications Advertisement. The Notice of Intent should be in the form of an email to the RFQ Administrator announcing an entity's intent to submit Qualification Documents for this project.
2. Entities must submit all required documents by the given deadlines, as required in the Request for Qualifications Advertisement.
3. The University Screening Committee will evaluate each RFQ Submittal and will rank the prospective firms on their demonstrated competence and professional qualifications necessary for the satisfactory performance of the services required.
4. The Screening Committee shall develop a list ranking the top three firms, and shall submit the list to the Associate Vice Chancellor / Campus Architect for review and approval.
5. The Associate Vice Chancellor / Campus Architect shall review and approve the list. The Assistant Vice Chancellor / Campus Architect shall notify all parties of the top three (3) ranking firms. *Note: The University reserves the right to interview more than 3 firms if the University determines it is in the University's best interest to do so.*
6. The University will notify the top ranking firms that they have been selected for a Presentation/Interview with the selection committee. Notice shall be in writing, will include the time and date for the presentation/interview, and a description of further requirements related to interview. Each firm shall have principal members of each discipline in attendance (IE; Architect, MEP Consultant(s), Structural, Lab Planner, etc.).
(Note: The University may waive the requirement to conduct interviews, if the University determines, it is in the University's best interest to select the best qualified firm from the list of short listed firms.)
7. Submitting firms will be notified of the decision by the Selection Committee within 3 days of the Selection Committee's decision.
8. If the University receives submissions from fewer than three qualified firms, the University may select from among the available qualified firms.

D. RFQ SUBMITTAL FORMAT

SUBMITTAL FORMAT (1) one hard copy, and (1) one electronic format, 50 pages maximum length (not including UCR required forms and section dividers)

Section 1: Cover Letter (10 points possible).

The Cover Letter should introduce the Design Professional team and provide a brief history of the firm, including:

- 1) Number of years in business as the current entity or its legally-recognized predecessor.
- 2) The individuals proposed to fill the following roles, at a minimum:
 - a) Designated principal-in-charge, authorized to make contractual commitments on behalf of the firm;
 - b) Designated project lead, responsible for delivery of services to the University in connection with the project;

- c) Designated technical lead for the project.
- 3) The firm's office location that will be the firm's primary base for delivery of services to the University in connection with the project.

Section 2: Project Team and Qualifications (30 points possible).

- 1) Team Organization Chart.
- 2) Resumes for each proposed team member, indicating individual's experience relevant to the requirements of the project and relevant contact information such as their email address.
- 3) Explain the role of each individual and each proposed consultant, and explain how the individual's past experience is directly relevant to his/her proposed role and the specific services as described in the RFQ Advertisement.
- 4) Describe the Team's, or Team members', experience in working on comparable projects.
- 5) Provide a matrix that identifies the team members experience in working together on projects. *Matrix should include individual members of the Architects team as well as consultants.*

Section 3: Describe relevant project experience (30 points possible).

- 1) Describe a minimum of three (3) comparable projects in which the firm has had a leading role
 - a) For each of the projects cited under item 1) above, provide no more than 3 (3) pages containing the following information: brief project description, owner, location and dates of engagement;
 - b) No more than two (2) photographs or diagrams e.g. plans, conveying features or work product relevant to the Spieth Hall proposed scope as described herein;
 - c) The firm's scope of work;
 - d) Work scope, including services and deliverables.
 - e) Work product examples demonstrating design responses and graphic abilities
 - f) Key personnel assigned to the project;
 - g) Construction Contract sum (if applicable).
 - h) Construction Start and completion dates (if applicable).

Section 4: Project Understanding (30 points possible).

- 1) Understanding of Design Professional's role, scope of services and deliverables, based on information provided herein.
- 2) Describe how Team would work with the University to achieve the project goals. Describe proposed approach and work plan, consistent with schedule and other information provided herein.

The University of California is an Equal Opportunity Employer. Every effort will be made to ensure that all persons, regardless of race, religion, sex, color, ethnicity and national origin have equal access to contracts and other business opportunities with the University.

E. NEGOTIATION AND AWARD OF CONTRACT

1. The University will negotiate a contract for scope of services and compensation with the firm found highest-ranked among qualified firms for services and compensation.
2. Negotiations shall begin no later than 14 days after the identified firm has been notified of the University's finding.
3. In the event that the University is unable to successfully reach agreement with the first-identified firm, the University may terminate negotiations with that firm and enter into negotiations with the next qualified firm, in the same manner as prescribed above.
4. In the event that the University is unable to successfully reach agreement with the second-identified firm, the University may terminate negotiations with that firm and enter into negotiations with the next qualified firm, in the same manner as prescribed above.
5. In the event that the University is unable to successfully reach agreement with the successively ranked firm, the University may opt to negotiate with successively-ranked firms until arriving at mutually-satisfactory terms with a qualified firm.
6. Upon successful completion of negotiations, the University and the selected Master Architect shall execute an Agreement. The University shall tender the final form of Agreement to the Master Architect with 45 calendar days of the conclusion of negotiations, unless the University notifies the Master Architect otherwise.
7. If the selected Master architect fails to execute the Agreement tendered by the University within 14 calendar days of receipt, the University reserves the right to withdraw the Agreement, and to undertake negotiations with successively-ranked firms among the qualified firms.
8. The University and firm shall work together to ensure the successful delivery of the requested services in a timely fashion.

END

SURVEY (Information Only)

1. How did you hear about this RFQ?

- Press Enterprise
 UCR Website
 Other: _____

2. INSURER

Prospective firm shall obtain and submit the Insurance Declaration in the form shown below, or submit a sample certificate of insurance form from its insurer, or submit a letter that declares the same as the Insurance Declaration, signed by an authorized representative of its insurer on the representative's or insurer's letterhead. (If more than one insurer or insurance representative, submit a completed form or sample certificate of insurance form or letter for each).

2.1 Is the firm able to obtain insurance in the following limits for the required coverages?

YES NO

<u>Commercial Form General Liability Insurance* - Limits of Liability</u>	<u>Minimum Requirement</u>
Each Occurrence - Combined Single Limit for Bodily Injury and Property Damage	\$1,000,000
Products - Completed Operations Aggregate	\$1,000,000
Personal and Advertising Injury	\$1,000,000
General Aggregate	\$2,000,000
<u>Business Automobile Liability Insurance* - Limits of Liability</u>	<u>Minimum Requirement</u>
Each Accident - Combined Single Limit for Bodily Injury and Property Damage	\$1,000,000
<u>Workers' Compensation and Employer's Liability**</u>	
Workers' Compensation:	Minimum Requirement (as required by Federal and State of California law)
Employer's Liability:	
Each Employee	\$1,000,000
Each Accident	\$1,000,000
Each Policy	\$1,000,000
<u>Professional Liability Insurance* – Limits of Liability</u>	<u>Minimum Requirement</u>
Each Occurrence	\$1,000,000
General Aggregate	\$2,000,000

*This insurance must be (i) issued by companies with a Best rating of A- or better, and a financial classification of VIII or better (or an equivalent rating by Standard & Poor or Moody's) or (ii) guaranteed, under terms consented to by the University (such consent to not be unreasonably withheld), by companies with a Best rating of A- or better, and a financial classification of VIII or better (or an equivalent rating by Standard & Poor or Moody's). Further, the deductible, or retained limit, for each coverage shall not be more than \$100,000.

**This insurance must be issued by companies (i) that have a Best rating of B+ or better, and a financial classification of VIII or better (or an equivalent rating by Standard & Poor or Moody's); or (ii) that are acceptable to the University.

2.2 Insurance Declaration:

PROVIDE THIS DECLARATION TO YOUR INSURANCE CARRIER FOR COMPLETION AND HAVE YOUR CARRIER RETURN THE COMPLETED DECLARATION TO YOU. THE PROSPECTIVE FIRM MUST SUBMIT THIS DECLARATION TO UNIVERSITY. DO NOT HAVE YOUR CARRIER SUBMIT THIS DECLARATION DIRECTLY TO THE UNIVERSITY

The undersigned declares under penalty of perjury that the below named insurer is currently willing to provide the insurance listed above in Section 2.1. of this RFQ Qualification

submittal _____
(Name of Prospective Firm)

and that this Declaration was executed in _____, in the State of _____,
(Name of City if within a City, otherwise Name of County) (State)

on _____.
(Date)

(Signature)

(Name & Title)

(Insurer Name)

(Street Address)

(City, State & Zip Code)

(Telephone Number)

(Facsimile Number)

(Mobile Number)

(Email)

4. DECLARATION

I, _____, hereby declare that I am the
(Printed Name)

_____ of _____
(Title) (Name of Company)

submitting this Qualification Submittal; that I am duly authorized to sign this Qualification Submittal on behalf of the above named company; and that all information set forth in this Qualification Submittal and all attachments hereto are, to the best of my knowledge, true, accurate, and complete as of its submission date.

I declare, under penalty of perjury, that the foregoing is true and correct and that this Declaration was executed in:

_____, in the State of _____,
(Name of City if within a City, otherwise Name of County) (State)

on _____.
(Date)

(Signature)

END OF QUALIFICATION SUBMITTAL