

**University of California,  
Santa Barbara**



Request  
for  
Proposal  
for the:

**Biological Sciences II  
Cagewash  
Facilities Improvements**

Project Number:  
981640

Campus Design and  
Facilities

Office of Design and  
Construction Services

June 2008



**University of California, Santa Barbara  
Biological Sciences II Cagewash Facilities Improvements**

Project Number: 981640

**Table of Contents**

Advertisement	3
Program Statement	5
Scope of Services	6
Services Provided by UCSB	7
Location Map	8
Project Schedule	9
Instructions to Applicants	10
Selection Criteria	13
Privacy Notification	14
Statement of Qualifications Form	(See Separate PDF File on the website)
<a href="#">Executive Professional Design Agreement, ver B, (EDPA)</a>	
<a href="#">Certificate of Insurance</a>	(Also included as an Exhibit to the Agreement)



## Advertisement

### Project Description

Qualifications are hereby solicited from design professionals interested in providing architectural and engineering services for the design and construction of the Biological Sciences II Cagewash project. The project will replace the existing animal cage washer and related infrastructure. As the cagewash function must be kept in operation at all times, the project will also include the design and construction of a temporary facility within the building. The total area for the project is 4850 assignable square feet (asf) and 6460 gross square feet (gsf). The Biological Sciences II building was originally constructed in 1966 and is seven floors in height. The current projected construction budget is approximately \$3,000,000. The planned date for completion of construction is September 2010.

### Scope of Services

The scope of professional services will be to review the project's Detailed Project Program (DPP), which is being completed under a separate contract and will be available approximately late June 2008. The DPP will include the project planning and layout, cost estimate and will address the required construction phasing.

The scope of services for the completion of the project will include architectural and engineering design of the project, preparation of construction documents, project cost estimating, support services during the project administrative and environmental approval process, bidding assistance and construction phase administrative services.

Funding of the above project is contingent upon receipt of funding from a variety of sources. While it is anticipated that funding will be obtained, there is no assurance that funds will be received for the project noted. Selection of the design professional will follow standard University procedures.

### Instructions for Application

Design teams with qualifications that include experience in the design of projects similar in scale and scope are encouraged to respond. A copy of the Statement of Qualifications (SOQ) form will be available on our home page: <http://facilities.ucsb.edu> under section: Contracts and then Requests For Proposals or call James Gonzales at (805) 893-2661 x2204.

6 sets of the Proposal must be returned to the attention of:

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**University of California, Santa Barbara**  
**Biological Sciences II Cagewash Facilities Improvements**  
**981640**

James Gonzales, Project Manager, Contracting Services – Facilities Management Bldg. 439, Office of Design and Construction, University of California, Santa Barbara, CA 93106-1030 no later than 3:00 PM, July 8, 2008.

- **Affirmative Action Statement**

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



## **Program Statement**

The Biological Sciences II building totaling 130,000 square feet was originally constructed in 1966 and is seven floors in height. This building houses research laboratories, administrative and faculty offices and the campus Vivarium.

The existing animal cagewash facility has exceeded its useful lifespan and is no longer reliable nor is it able to meet the present demand. This project will replace the existing cagewash with a larger and more efficient machine. The project design will also include the engineering and design for necessary infrastructure for both the cagewash and a large autoclave. Due to its size the new cagewash does result in some modifications to adjacent rooms.

As the animal cagewash facility must remain in operation the project will include the construction of a temporary cagewash facility on the building's 7<sup>th</sup> floor that will be constructed in the first phase of the project. The second phase of construction will be to relocate the cagewash from the 7<sup>th</sup> floor to the 6<sup>th</sup> floor.



### **Scope of Services**

The professional scope of services will include architectural and engineering design of the project, including cost estimating, code analysis, value engineering, project scheduling, and coordination with regulatory agencies, culminating in completed construction documents issued for competitive bids. Construction phase services will include submittal reviews and field representation.



**Services Provided by UCSB**

1. Detailed Project Program prepared by Architects West
2. Cost estimate.
3. Proposed construction sequencing schedule.
4. Existing building plans.
5. Campus atlas and utility information.



**University of California, Santa Barbara  
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981640**



**Project Site Plan**







## Project Schedule

RFP's Due at UCSB July 8, 2008

Screening Committee July 14, 2008

*The resultant selected short-listed firms will be posted on the UCSB Campus Design & Facilities website. The anticipated schedule is tentative. The exact dates will be set forth in a Notification letter to the selected Consultant.*

Notify Selected Consultants mid to late July 2008

Consultant Interviews Late July 2008

Chancellor Approval August 2008

Successful Candidate Notified August 2008

Fee Negotiations August 2008

Contract Award September 2008

Preliminary Design Start September 2008

Construction Documents Start January 2009

Bid Phase April 2009

Construction Start July 2009

Project Complete August 2010



## Instructions to Applicants

1. Respond concisely to the Selection Criteria and complete the Statement of Qualifications Form. A responsible member of the firm applying for the project must sign the Statement of Qualifications.
2. Provide a list of projects of similar scope and complexity along with team member's roles, project construction budgets, bid amounts, and final change order amounts related to errors and omissions. Please also address the scheduled duration of construction and total of delays attributable to errors and omissions. Project statistics should include net and gross areas, efficiency ratio, and a contact person with a telephone number.
3. Your Proposal shall also address the following

Design Issues – How will the team approach developing a project that responds to the context of existing facilities? What will be the team's approach to dealing with issues of sustainability, use of energy resources, affordability and prioritization of design goals within the project budget?

Cost Control -- What mechanism or procedures will the team implement during the design and construction document phases to control costs?

Executive Architect Agreement – Note any exceptions to the enclosed Agreement that would prevent your firm from executing the Agreement. We cannot accept any request to include language to limit liability with regards to insurance and/or modify the indemnification clauses. Proposal submittals shall include a separate letter affirming the intent of the proposer's acceptance of terms and conditions contained in the Agreement (see Agreement posted on this website). The UC fee guideline for Basic Services is based on the UC fee guideline for repair projects. Provide a copy of your current billing rate schedule and proposed consultants.

Certificate of Insurance – Note any exception to the Certificate requirements and provisions that would prevent your firm from executing an Agreement. Proposal submittals shall include a separate letter affirming the intent of the proposer's acceptance of terms and conditions contained in the Certificate of Insurance (see Insurance Certificate posted on this website). Minimum Insurance limits are as follows:

**University of California, Santa Barbara**  
**Biological Sciences II Cagewash Facilities Improvements**  
**981640**

General Liability: Comprehensive or Commercial Form	Amount
Each Occurrence	\$1,000,000
Products/Completed Operations Aggregate	\$1,000,000
Personal and Advertising Injury	\$1,000,000
General Aggregate	\$2,000,000
Business Automobile Liability	Amount
Each Occurrence	\$1,000,000
Workers' Compensation	as required under California State Law
Professional Liability	Amount
Each Occurrence	\$1,000,000
Project Aggregate	\$2,000,000

Malpractice Claims – List malpractice claims adjudicated within the last 5 years or currently pending. Identify the projects. Provide the same information for your Associate Architect if one is proposed, and your Mechanical and Structural Engineers. List any lawsuits pending with the Regents of the University of California. List past lawsuits with the Regents of the University of California and indicate if a settlement was paid to the University. List all current and past UC projects, name of UC project manager and telephone number.

Individual Experience – Submit resumes of the responsible Partner, the Project Manager, the Principal Designer and technical consultants focusing on the laboratories and animal care facilities experience of those individuals and university experience (not the collective corporate experience of the firm).

Work Location – Identify any portions of the Architect or Engineers scope of work that will be performed outside of the office responding to the RFP and the individuals responsible for that work. If an associate architect is involved, explain their role and the planned division of responsibilities.

4. Include supplementary information supporting qualifications (8 ½ x 11 format). Organization and brevity will be appreciated. Work submitted as an example of the design team's qualifications will be considered only to the extent it is similar to the proposed project. Additional information may be submitted demonstrating experience in programming, planning and design on university campuses. Identify the engineering team and consultants for all projects listed as examples of your firm's work. Provide information on proposed engineering staff and consultants for

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**University of California, Santa Barbara**  
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this project and an organization chart. Provide a list of previous projects the proposed team has participated in together.

5. Return to: James Gonzales  
Project Manager  
Contracting Services, Facilities Management, Building 439  
Office of Design & Construction Services  
University of California  
Santa Barbara, CA 93106-1030
6. Submit 6 copies of all material bound into single documents.
7. Due Date: July 8, 2008 no later than 3:00 p.m.
8. Design teams with qualifications considered appropriate by the Screening Committee would be asked to interview with the Selection Committee.



## Selection Criteria

1. ***Design ability.*** Ability as it can be evaluated by examination of the functional, technical, economic, and aesthetic qualities of projects done for the University or other clients.
2. ***Research potential.*** Capability to undertake appropriate research to resolve design problems specific to the needs of the program or project under consideration.
3. ***Program responsiveness.*** Previous experience that demonstrates success in completing projects consistent with program schedule, budget, and technical requirements, and that indicates the ability to complete the proposed project in a manner that is responsive to the specifics of the program.
4. ***Evaluation of engineering consultants proposed to be employed.*** Previous experience with special engineering requirements appropriate to the project under consideration with evidence or expression that appropriate consulting advice can be obtained as required.
5. ***Production capability.*** Evidence of ability to perform all design phases of the work, to produce construction documents of superior quality and to meet the completion schedule for each phase.
6. ***Coordination and supervision.*** Evidence of ability to provide experienced staff and timely support during the construction phase of the project.
7. ***Proximity.*** To the project location, willingness to establish a local office or an association with a local consulting firm.
8. ***Client relationships.*** Recognition of the consultative processes associated with work on a University Campus.
9. ***Equal Opportunity.*** The commitment of the University to equal opportunity applies to the selection of design professionals.



## Privacy Notification

The state of California Information Practices Act of 1977 requires the University to provide the following information to individuals who are asked to supply information about themselves:

The principal purpose for requesting the information on this form is for use in the selection process for Design Professionals commissioned by the University. University Policy authorizes maintenance of this information.

Furnishing all information requested on this form is mandatory - failure to provide such information will delay or may even prevent completion of the action for which the form is being filled out. Information furnished on this form will be used by the Office of Design & Construction, Facilities Management, University of California at Santa Barbara in consideration of commissions to Design Professionals.

Individuals have the right to access to this record as it pertains to themselves.

The official responsible for maintaining the information contained on this form:

Contracting Services  
Office of Design & Construction Services and  
Physical Facilities  
University of California, Santa Barbara  
Building 439  
Santa Barbara, California 93106-1030