

**University of California,
Santa Barbara**



Request for Proposals for:

Architectural Services for
the KITP Residence
Facility Project

Project Number:
981770

Campus Design &
Facilities

Office of Design &
Construction Services

November 2011



University of California, Santa Barbara
Architectural Services for the KITP Residence Facility Project

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EXHIBITS:

- (1) **Statement of Qualifications Form** (See web form at <http://facilities.ucsb.edu/contracts/proposals/>)
- (2) **Executive Professional Design Agreement, (EDPA)** (See Separate PDF File)
- (3) **Professional Services Agreement** (See Separate PDF File)
- (4) **Design Guidelines for a Mixed Use Development – Storke Pattern Book, UCSB Contextual Exhibit** may be downloaded at the following address:
http://facilities.ucsb.edu/client/pdf/planning_ellwood/new_dox/Storke%20Pattern%20Book/StorkePatBokSmall2.pdf
- (5) **Physical Design Framework**
Exhibit may be downloaded at the following address:
<http://www.ucop.edu/capitalprojects/documents/phdf/sb.pdf>
- (6) **Certificate of Insurance** (See Separate PDF File)
- (7) **Proposed Construction Site Utility Overview** (See Separate PDF File)



Advertisement

Project Description

Qualifications are hereby solicited from Design Professionals interested in providing Architectural Services for the design and construction of a Residence Facility for the Kavli Institute for Theoretical Physics (KITP). KITP is an internationally renowned facility for theoretical physics in its 33rd year at the University of California at Santa Barbara (UCSB).

KITP is the foremost scientific research facility where physicists and scientists in allied fields congregate for sustained periods of time to achieve progress on a broad range of topics. KITP presently accommodates visiting scientists and their families throughout the Santa Barbara Community. The goal of the KITP Residence is to consolidate the housing for visiting scientists and their families, thereby enabling continued scientific interactions throughout their stay.

The Residence consisting of 25 studios (approx. 400 square feet), 10 one-bedroom apartments (approx. 500 square feet), and 6 two-bedroom apartments (approx. 750 square feet). All units shall have cooking facilities, bathrooms, and typical living spaces. The facility must include indoor and outdoor common areas and communal cooking spaces enabling continued interaction amongst the residents. Consideration of the needs for families with children should also be made.

UCSB has developed a Campus Housing Study that provides a vision for the future development of University housing projects. This facility will be located within the Storke Neighborhood of the housing study and should have the essential elements of Modern Contextual Architecture. This building will follow the larger urban patterns that contribute to a humane and welcoming face to the shared public spaces.

The projected construction budget is approximately \$7,000,000. The planned date for completion of construction is 2014.

Scope of Services

The scope of professional services will initially involve the development of a Project Program, Conceptual Design, and a Detailed Cost Estimate. The selected design professional will work closely with both the campus Budget and Planning office and Design & Construction Services to complete the early phases of the project. At the conclusion of these services the project may continue through Working Drawings and Construction, depending on project funding and approvals. Award of the preliminary services does not guarantee the chosen firm will continue through working drawings.

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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> and click on Requests for Proposals, or call **Anne-Marie Nething, UCSB Project Analyst**, at (805) 893-6987 for assistance.

Five (5) sets of the Proposal must be returned prior to the stated deadline to the attention of: Telli Foster, Senior Project Manager, Design & Construction Services - Facilities Management Bldg. 439, Room "E" Office of Design and Construction, University of California, Santa Barbara, CA 93106-1030 no later than 4:00PM on Thursday, December 15, 2011.

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 KITP Residence development is anticipated to be approximately 24,000 square feet, and comprised of 25 studios (approx. 400 square feet), 10 one-bedroom apartments (approx. 500 square feet), and 6 two-bedroom apartments (approx. 750 square feet). All units shall have cooking facilities, bathrooms, and typical living spaces. The facility will also include a variety of indoor and outdoor common areas with the primary goal of fostering continuing interaction amongst the residents, especially in the evenings and dinner time.

The Campus Housing Study provides a vision for the future development of University housing projects. This facility will be located within the Storke Neighborhood of the housing study and should have the essential elements of Modern Contextual Architecture. This building will follow the larger urban patterns that contribute to a humane and welcoming face to the shared public spaces.

Design references included are the Storke Pattern book and the Physical Design Framework (*see links to these downloadable documents listed in the RFP Table of Contents as Exhibits 4 and 5, respectively.*).



Scope of Services

Architectural design projects at the UCSB campus involve a great deal of participation by faculty, staff and students in several forums established to engage the campus community in the decision making process. Reviews and approvals of campus projects extend to public interest groups and public agencies in the surrounding area and the California Coastal Commission. The scope of services anticipates full support of the architectural firm selected during the public process of developing plans for the project.

The professional scope of services will include, but not be limited to, phases for programming, producing a detailed project program, site planning, 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, but not be limited to, submittal reviews and field representation.



Services Provided by UCSB

1. Topographic map including below-grade utilities. Critical information contained in these documents will be verified by the campus when requested by the selected Design Professional.
2. On-site construction phase management and inspection.
3. Environmental Analysis (CEQA) and Coastal Commission approval.
4. Campus Design Standards.
5. Delineation of cultural resource sites, wetlands and other planning constraints specific to the site.



Location Map (see attached)



SITE



Project Schedule

RFP Issued/Advertised	November 23, 2011
RFP's Due at UCSB	December 15, 2011
Screening Committee	December 20, 2011
<i>The resultant selected short-listed firms will be posted on the UCSB Design, Construction, & Physical Facilities website, click on Notices</i>	
Notify Selected Consultants	December 22, 2011
Consultant Interviews	January 17-20, 2012
Successful Candidate Notified	February 2012

The anticipated schedule is tentative. The exact dates will be set forth in a Notification letter to the selected Consultant.

Fee Negotiations - Design Development Phase (DDP)	February 2012
Contract Award	February 2012
DDP Complete to UCSB	April 2012
Preliminary Design Start	TBD
Construction Documents Start	TBD
Construction Bids	TBD
Construction Start	TBD
Project Complete	TBD



Instructions to Applicants

1. Respond concisely to the Selection Criteria and complete the Statement of Qualifications Form. The Statement of Qualifications must be signed by a responsible member of the firm applying for the project.
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 would the team approach incorporating the participation of campus community members into their planning and design processes? How will the team approach developing a project that responds to the context of existing facilities? What will be the team's landscape design approach and how will it address circulation routes? 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? How can the site be used to achieve its full potential? How can the project improve communication and continued research amongst its residence? How will the design team create common spaces that do not interfere with other common spaces
4. Cost Control -- What mechanism or procedures will the team implement during the design and construction document phases to control costs?

Executive Design Professional 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

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conditions contained in the Agreement (see attached Agreement). 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 enclosed certificate). Minimum Insurance limits are as follows:

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 Modern Contextual Architecture, relevant to the university and not the collective corporate experience of the firm.

Work Location – Identify any portions of the Architect’s 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.

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5. 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 this project and an organization chart. Provide a list of previous projects the proposed team has participated in together.

6. Return to: Telli Foster
 Senior Project Manager
 Contracting Services, Facilities Management, Building 439
 Office of Design & Construction Services
 University of California
 Santa Barbara, CA 93106-1030

7. Submit five (5) copies of all material bound into single documents.

8. Due Date: December 15, 2011 no later than 4 p.m.

9. Design teams with qualifications considered appropriate by the Screening Committee would be asked to interview with the Selection Committee. Selected teams will be required to provide a detailed digital tour of one project that describes the experience of living in it. The tour should take us from the project entry (site entry) well into one or more living unit(s).



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, Room "E"
Santa Barbara, California 93106-1030