

University of California,
Santa Barbara



Request for Proposals
for the:

**UCEN ROAD
REALIGNMENT**

Project Number:

FM150487

Design & Construction
Services

May 2015



University of California, Santa Barbara
UCen Road Realignment
Project Number: FM150487

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EXHIBITS:

Statement of Qualifications Form	(See UCSB website for download at: http://web.facilities.ucsb.edu/contracts/proposals/)
Executive Design Professional Agreement	(See .pdf file at hyperlink referenced above)
Certificate of Insurance	(See .pdf file at hyperlink referenced above)



ADVERTISEMENT

Project Name: UCen Road Realignment

Project Number: FM150487

Project Description

Qualifications are hereby solicited by the University of California, Santa Barbara (“University” or “UCSB”) from qualified design professionals interested in providing engineering, design and landscape and irrigation design services for the section of UCen Road from in front of Biological Sciences II and Anacapa Hall to in front of Psychology and Santa Rosa Hall. This project includes four (4) bike parking lots, and two (2) car parking lots. Ideally, the selected consultant team will have performed similar work for UCSB or other comparable entity.

The estimated project construction budget is in the \$1.6M to \$2M range.

The planned start date for construction services is August 2015.

Scope of Services

Provide exterior lighting/electrical design, limited planting and irrigation design, bidding and limited construction administrative services for the design of the relocation of UCen Road, 4 new bike parking lots, one new car parking lot, and the expansion of an existing parking lot. Design plans must be compatible with UCSB standards.

Instructions to Applicants

Consultant(s) with qualifications that include experience in the design of projects similar in scale and scope are encouraged to respond. A copy of the Request for Proposal form will be available on the Contracting Services website: <http://web.facilities.ucsb.edu/contracts/proposals/> (click on the subject project link and download the project documents).

If you have difficulty downloading the document please contact Jennifer Pierce at jennifer.pierce@dcs.ucsb.edu or via telephone at (805) 893-8227.

Five (5) hardcopy sets and one (1) digital copy (.pdf) of each consultant team’s Proposal must be delivered to UCSB by 2:00pm on **June 2, 2015** to the following address:

Attn: Jennifer Pierce, University Representative
Design & Construction Services
Facilities Management Bldg. 439, Room 'E'
University of California, Santa Barbara
Santa Barbara, CA 93106-1030

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 shall have equal access to contracts and other business opportunities with the University, regardless of: race; color; religion; sex; age; ancestry; national origin; sexual orientation; physical or mental disability; veteran's status; medical condition; genetic information; marital status; gender identity; pregnancy; service in the uniformed services; or citizenship within the limits imposed by law or University's policy.

(Ad Posted 5/19/15)



PROJECT SUMMARY

Qualifications are hereby solicited by the University of California, Santa Barbara (“University” or “UCSB”) from qualified design professionals interested in providing design, engineering, and landscape and irrigation design services for the section of UCen Road from in front of Biological Sciences II and Anacapa Hall to the section in front of Psychology and Santa Rosa Hall. This project includes four (4) bike parking lots, and two (2) car parking lots. Ideally, the selected consultant team will have performed similar work for UCSB or a comparable entity.

This project has been designed to 90% contract documents by Suding Design and Stantec (formerly Penfield & Smith). The remaining aspects of the design involve exterior lighting and limited planting and irrigation of drainage swales adjacent to three (3) bike parking lots.



SCOPE OF SERVICES

Qualifications are hereby solicited by the University of California, Santa Barbara (“University” or “UCSB”) from a qualified consultant(s) interested in providing services associated with the update of the University’s **UCen Road Realignment** project, including but not limited to the following:

1. Using the existing 90% construction documents provide design drawings and specifications for exterior lighting/electrical for relocation and replacement of existing site lighting along UCen Road and existing Lot 9 per new design. Provide design of new lighting at four (4) new bike parking lots and one new car parking lot. Design to be per UCSB lighting standards.
2. Using the existing 90% construction documents revise the existing planting and irrigation drawing and specifications to provide planting and irrigation design per the already revised civil drawings for added drainage swales next to Bike Parking Lots W, X, and Y.
3. Provide bidding and limited construction administrative services for the UCen Road Realignment project which includes the of the relocation of UCen Road, four (4) new bike parking lots, one (1) new car parking lot and the expansion of an existing parking lot.



SERVICES PROVIDED BY UCSB

1. Provide all 90% drawing specification, and documentation associated with the subject project.
2. Assistance with organizing and scheduling meetings with campus constituents.
3. Review of documents for project conformity.
4. Delineation of planning constraints specific to the Project.

PROJECT SITE MAP





PROJECT SCHEDULE

RFP Issued/Advertised by the University	May 19, 2015
RFPs Due at UCSB by 2:00 p.m.	June 2, 2015
Screening Committee Evaluation and Shortlisting	June 5, 2015
Consultant Interviews, if necessary	TBD
Selection Committee Evaluation Completed	June 11, 2015
Consultant Notification	June 12, 2015
<i>The anticipated schedule is tentative. The exact dates will be set forth in a formal Notification letter and directed to the selected Consultant(s).</i>	
Contract Award/Execution	June 30, 2015



INSTRUCTIONS TO APPLICANTS

1. Respond concisely to the RFP Selection Criteria and complete the Statement of Qualifications Form provided by the University. 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 each team member’s roles and project construction budgets.
3. Your Statement of Qualifications shall also address the following project issues:

Cost Control–What specific approaches or procedures will your firm employ to allow collaboration and flexibility during the design process and at the same time control costs?

Billing Rate(s) – **IN A SEPARATE, SEALED ENVELOPE**, please provide a copy of the current fully burdened billing rate(s) schedule for relevant personnel for your firm and for all proposed subconsultants.

Executive Design Professional Agreement – Confirm your firm’s intention to abide by the terms included in the attached Executive Design Professional Agreement (“EDPA”). Proposal submittals shall include a separate letter affirming the intent of the proposer’s acceptance of terms and conditions contained in the Agreement. Note any exceptions to the EDPA that would prevent your firm from executing the Agreement. The University cannot accept any request to include language to limit liability with regards to insurance and/or modify the indemnification clauses.

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	\$2,000,000
Personal and Advertising Injury	\$1,000,000
General Aggregate	\$2,000,000

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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	\$1,000,000

Malpractice Claims – List malpractice (E&O) claims adjudicated within the last 5 years or currently pending. Identify the projects. Provide the same information for major subconsultants. 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 and all technical consultants focusing on the relevant experience of those individuals.

Work Location – Identify work location of Consultant's main office and any portions of the Consultant's scope of work that will be performed outside of the office responding to the RFP and the individuals responsible for that work.

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 this project and an organization chart. Provide a list of previous projects the proposed team has participated in together, if any.
5. Return to: Jennifer Pierce, University Representative
Office of Design & Construction Services
Facilities Management, Building 439
University of California
Santa Barbara, CA 93106-1030
6. Submit five (5) hardcopy sets and one (1) digital copy (.pdf) of each consultant team's Proposal to the UCSB address listed above.
7. Due Date: No later than 2:00 p.m. on *Tuesday, June 2, 2015*.



SELECTION CRITERIA

1. **Research potential.** Capability to undertake appropriate research to resolve problems specific to the needs of the program or project under consideration.
2. **Program responsiveness.** Previous experience that demonstrates success in completing comparable 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 project.
3. **Production capability.** Evidence of ability to perform all the investigations necessary and produce a final work product of superior quality.
4. **Coordination and supervision.** Evidence of ability to provide experienced staff and timely support during the course of prior comparable projects.
5. **Proximity.** Proximity to the project location, willingness to establish a local office or an association with a local consulting firm.
6. **Client relationships.** Recognition of the consultative processes associated with work on a University Campus.
7. **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, 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:

Associate Director, Contracting Services
Office of Design & Construction Services
Facilities Management, Bldg. 439
University of California, Santa Barbara
Santa Barbara, California 93106-1030