

**University of California,  
Santa Barbara**



Request  
for  
Proposal  
for the:

**Faculty Club Renovation  
&  
Guest Room Addition**

Project Number:  
981740

Campus Design and  
Facilities

Office of Design &  
Construction Services

November 2010



University of California, Santa Barbara  
**Faculty Club Renovation & Guest Room Addition**

Project Number: 981740

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[Statement of Qualifications](#) (Separate pdf file)

[Campus Landscape and Long Range Development Plan](#)

[Executive Professional Design Agreement, ver B, \(EDPA\)](#)

[Professional Services Agreement](#)

[Certificate of Insurance](#)



## **Advertisement**

### **Project Description**

Proposals are hereby solicited from design professionals interested in providing services for the renovation of an approximately 14,000 gross square foot building housing the Faculty Club and the design and construction of an approximately 12,000 gross square foot addition to house guest facilities. The existing Faculty Club is an architecturally significant building and will require particular expertise with respect to preserving and enhancing its architectural character. The planned date for completion of construction is 2013. The construction budget for this project is \$7,500,000.

### **Scope of Services**

Work on this project will be authorized in two stages. The first stage will be conducted under a Professional Service Agreement for programming and planning the scope of club renovation and of guest house facilities. The work products include a Detailed Project Program for the combined facilities, a construction cost plan and conceptual design studies. The second stage will be conducted under an Executive Design Professional Agreement for architectural and engineering design of the project, preparation of construction documents, support services during the administrative and environmental approval process, bidding assistance and construction phase administrative services.

Authorization to proceed with the second stage of services will be contingent on satisfactory completion of the initial stage, external project approvals and appropriation of funding. 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 the scale and scope of the Faculty Club Renovation & Guest Room Addition are encouraged to respond. Complete the Statement of Qualifications (SOQ) form available at: <http://facilities.ucsb.edu/contracts/proposals/> . Click on the "View" button for the Faculty Club Renovation.

Six (6) sets of your Proposal must be returned no later than 3 PM, December 1, 2010 to the attention of:  
Daniel Belding, University's Representative  
Office of Design & Construction Services  
Facilities Management, Building 439  
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, regardless of race, religion, sex, color, ethnicity and national origin have equal access to contracts and other business opportunities with the University.



## **Program Statement**

### **Background**

The UC Santa Barbara Faculty Club was designed by Charles Moore (Moore, Lyndon, Turnbull, Whitaker) in 1966 with the goal of building a club that would provide a stimulating gathering spot and lend prestige to the University. Construction of the club was completed in 1968 adjacent to the lagoon on the UC Santa Barbara Campus. The Faculty Club received immediate international acclaim within architectural circles when it was completed. To this day it is considered an important milestone in the evolution of late 20th century architecture.

The facility is now over 40 years old and in need of major refurbishment. In addition, the University seeks to expand the Faculty Club to include additional guest rooms and associated space necessary to operate a guest house function.

### **Project Summary**

This project envisions a complete renovation to the 14,000 gross square foot Faculty Club. The existing building is a wood framed, Type V building with exterior stucco cladding. Inexpensive materials combined with poor detailing has resulted in significant problems, including general deterioration of materials and significant water penetration problems. Additionally, given the era of original construction, the building is substandard in terms of seismic resistance, disabled accessibility, and life-safety systems.

In addition to the renovation of the existing structure this project will include the construction of guest room facilities and enclosure of internal patio spaces for additional dining/meeting space. The campus seeks to create a 12,000 gross square foot guesthouse facility integral with the Faculty Club function. This project envisions the new construction of 30 guest rooms and associated spaces in a 3-story structure adjacent to and west of the existing Faculty Club swimming pool.

It is imperative that the renovation and expansion respect and enhance the architectural character of the original facility.

The construction budget for the project is \$7,500,000 with a total project budget of \$10,000,000.



## **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 selected design professional during the public process of developing plans for the project.

Work on this project will be authorized in two stages. The first stage will be conducted under a Professional Service Agreement for programming and planning the scope of club renovation and of guest house facilities. The work products include a Detailed Project Program for the combined facilities, a construction cost plan and conceptual design studies. The second stage will be conducted under an Executive Design Professional Agreement for architectural and engineering design of the project, preparation of construction documents, support services during the administrative and environmental approval process, bidding assistance and construction phase administrative services.

Any work beyond the first stage is subject to obtaining funding and project approval. Selection of the design professional will follow standard University procedures.



### **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 design professional.
2. Geotechnical investigations; fault survey for the selected site.
3. On-site construction phase management and inspection.
4. Environmental Analysis (CEQA) and Coastal Commission approval.
5. Delineation of cultural resource sites, wetlands and other planning constraints specific to the site.

The following Faculty Club documents are available for reference: [UCSB Faculty Club RFP Reference Documents](#)

1. DesignARC - Moore Ruble Yudell - Faculty Club Feasibility Study Part I-Existing Conditions Report - November 22, 2000. (**DA-MRY Part I**)
2. DesignARC - Moore Ruble Yudell - Faculty Club Feasibility Study Part II-Architectural Program - November 29, 2000. (**DA-MRY Part II**)
3. DesignARC - Moore Ruble Yudell - Faculty Club Feasibility Study Part III-Proposed Expansion Report - November 29, 2000. (**DA-MRY Part III**)
4. DesignARC - Moore Ruble Yuddell. - Faculty Club Feasibility Study – Conceptual Design. Santa Barbara, 2001. (**DA-MRY Conceptual Design Studies**).
5. Tomko Woll Group Architects, Inc. – Faculty Club Deferred Maintenance Schematic Design Report – March 7, 2002 (**Tomko DM Report**)
6. Tomko Woll Group Architects, Inc. – Faculty Club Deferred Maintenance Schematic Design Report Drawings – March 7, 2002 (**Tomko DM Report Dwgs**)
7. 1966 Original Faculty Club Drawings (**Orig 1966 Fac Club Dwgs**)
8. Faculty Club Scope of Work for Estimator – April 2010 UCSB D&CS (**Scope of Work**)
9. Concept Level Estimate Comparison – July 6, 2010 – UCSB DS&S (**Concept Level Estimate Comparison**)
10. C.P. O'Halloran Associates Inc. – Concept Design Construction Estimate – May 3, 2010 (**O'Halloran Faculty Club Construction Estimate**).



## Project Site Plan







## **Project Schedule**

Proposals Due at UCSB December 1, 2010, 3PM

Screening Committee Proposal Review and Short Listing December 2-7, 2010

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

*The selected short-listed firms will be posted on the UCSB Design, Construction, & Physical Facilities website: [Requests for Proposals](#)*

Notify Consultants Selected for Interview December 8, 2010

Consultant Interviews and Selection December 13-17, 2010

Consultant Recommendation December 23, 2010

Successful Candidate Notified January 4, 2011

Fee Negotiations – DPP Phase January 18, 2011

Contract Award February 2, 2011

DPP Complete to UCSB March 30, 2011





## 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 architectural context of the existing building? 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 the campus in general and enhance this area of campus in particular?

**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 conditions contained in the Agreement (see enclosed Agreement). The UC fee guideline for Basic Services for a \$7,500,000 building is 8%. 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 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 relevant design experience of those individuals (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.

1. 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.

2. Return to: Daniel Belding, University's Representative  
Office of Design & Construction Services  
Facilities Management, Building 439  
University of California, Santa Barbara  
Santa Barbara, CA 93106-1030
3. Submit Six (6) copies of all material bound into single documents.
4. **Due Date: December 1, 2010, no later than 3:00 p.m.**

Candidates whose Proposals are considered appropriate by the Screening Committee will 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 Proposed Engineering Consultants..*** 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