

**University of California,
Santa Barbara**



Request
for
Proposal
for:

**Anacapa Residence
Hall Fire Safety and
Renewal**

Project Number:
988650

Campus Design and
Facilities

Office of Design and
Construction Services

May 2012



University of California, Santa Barbara
Project Name: Anacapa Residence Hall Fire Safety and Renewal
Project Number: 988650

Table of Contents

Advertisement	3-5
Program Statement	6
Scope of Services	7
Services Provided by UCSB	8
Building Drawing & Photos	9-14
Project Schedule	15
Instructions to Applicants	16-18
Selection Criteria	19
Privacy Notification	20

EXHIBITS:

Statement of Qualifications Form

(See UCSB Website for download at:
<http://facilities.ucsb.edu/contracts/proposals/>)

[Executive Design Professional Agreement \(EDPA\)](#)

(See separate .pdf file)

[Certificate of Insurance](#)

(See separate .pdf file)



Advertisement (Posted on 5/1/2012)

Project Description

Proposals are hereby solicited from design professionals interested in providing services for the design and construction of the Anacapa Residence Hall Fire Safety and Renewal. The structure houses approximately 422 students in 216 residential units. The original building is 79,079 GSF, 54,000+ ASF and was constructed in 1958 with major renovation, occurring in 1993. The current projected construction budget is approximately 5.3 million dollars and consists of the following elements:

- Replacement of fire alarm system throughout the building.
- Installation of new fire sprinkler system throughout the building.
- Concealment of new fire sprinkler system to preserve aesthetics of the building.
- Replacement of exterior windows throughout the building.
- Replacement of floor finishes throughout the building.
- Replacement of selected window coverings and removal/storage and reinstallation of existing blackout drapes in selected east facing rooms.
- Selected installation of new fabric wrapped wall paneling.
- Replace all lighting in corridors and bathrooms to meet new energy standards.
- Replace all low voltage data/communications & cable TV wiring throughout the building.
- Painting of all existing interior painted surfaces throughout the building.
- Selected kitchen facilities in Residence Hall to be upgraded.
- Replacement of corridor wallpaper throughout the building.

The building will meet the criteria for LEED Certification, with Gold as goal, Silver as minimum standard. The date for completion of construction is September 6, 2013. The construction time of the project is of monumental importance due to the occupancy necessity. Construction must be completed in total, within the framework of a start date of June 19, 2013 and a completion on or before September 6, 2013.

Scope of Services

The scope of professional services will be broken down into the following 2 phases:

Phase 1

The first phase will be a facility review including but not limited to: code compliance review, preliminary design and the preparation of a Detailed Project Program (DPP) consisting of a project cost plan and all architectural & engineering requirements for the renovation. This effort will seek to integrate all of the Campus's requirements for the Fire Safety and Renewal within the strict constraints of the existing building, schedules and budgets.

At the conclusion of the DPP the project shall be clearly defined and all project goals shall be addressed. The cost estimates from this phase must be adequate to assure the Campus that the Project as defined in the DPP can be built, as the DPP document will serve as the guide for the duration of the Project. Authorization to proceed with the documents will be contingent on satisfactory completion of this initial stage, project approvals and appropriation of funding by the University.

Phase 2

During the second phase, the scope of services will include architectural and engineering design of the Project including a completed Schematic phase which will address all design issues, Design Development phase which shall resolve any and all limitations of the existing facility with all infrastructure components adequately designed. It is the intent of the Scope of Services to have all fire alarm and fire sprinkler design and construction documents completed, reviewed and final approval from the Campus' Fire Marshal prior to the project's construction bid. Due to construction time restraints, project issues need to be resolved in a timely manner and estimates updated after each phase of documentation. Preparation of construction documents with updated cost estimates, support services during the project administrative and any environmental approval process, bidding assistance and construction phase administrative services and as built documentation will complete the Scope of Services.

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.

**University of California, Santa Barbara
Anacapa Residence Hall Fire Safety and Renewal
Project Number 988650**

General Instructions for Potential Proposers

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 Request for Proposal form will be available on our home page at <http://facilities.ucsb.edu> – (click on Requests for Proposals) or call Sean Parker (805) 893-2661 x2201 for assistance.

Eight (8) sets of the Proposal must be returned to the attention of:

Maryann Johansson, Associate Director, Design and Construction Services – Facilities Management Bldg. 439, Office of Design and Construction, University of California, Santa Barbara, CA 93106-1030 no later than 4:00 PM, May 15, 2012.

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, ethnicity and national origin have equal access to contracts and other business opportunities with the University.



Program Statement

Anacapa Residence Hall opened in 1958 and underwent a major renovation in 1993 as part of the seven-phase Residence Hall Renovation Program. However, a number of building components throughout Anacapa Residence Hall need to be replaced and installed as new in response to new building codes and life safety issues. Many systems have reached the end of their useful life cycle and the building is in need of improved energy efficiencies, interior finishes, renewal and updating of network wiring.

The Santa Barbara Campus proposes to replace the fire and life safety systems and renovate the Anacapa Residential Hall. Asbestos abatement will be required where the new work affects existing asbestos containing materials. A report will be made available for review to the bidders.

The Anacapa Residence Hall is composed of two 2-story wings which include 216 rooms, 422 beds and associated support space, all connected by a central common area. In total, the building encompasses 54,000+ assignable square footage in 79,079 gross square footage. The construction budget is \$5.3 million.

The Project site is located on the south side of the Main Campus, northeast of the Campus Lagoon, north of Santa Cruz Residential Hall, and east of Santa Rosa Residential Hall.



Scope of Services - General

Design projects at the UCSB Campus involve a great deal of participation of staff, faculty and students in several forums established to engage the campus community in the decision making process. The scope of services anticipates full support of the design professional during the process of developing plans for the Project.

The professional scope of services for this LEED Certified project will include phases for programming, producing a detailed project program, architectural and engineering design of the project, including cost estimating, code analysis, ADA evaluation, value engineering, project scheduling, and coordination with Campus 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. Access to the record documents including utility documents.
2. Confirmation of utility availability when requested by Engineer of Record.
3. Construction budget.
4. Project management services through our Design and Construction Services Department and on site inspection services during construction
5. Review of documents for design and project conformity.
6. Delineation of planning constraints specific to the Project.
7. Access to all abatement studies.
8. Furniture purchasing and installation.

University of California, Santa Barbara
 Anacapa Residence Hall Fire Safety and Renewal
 Project Number 988650

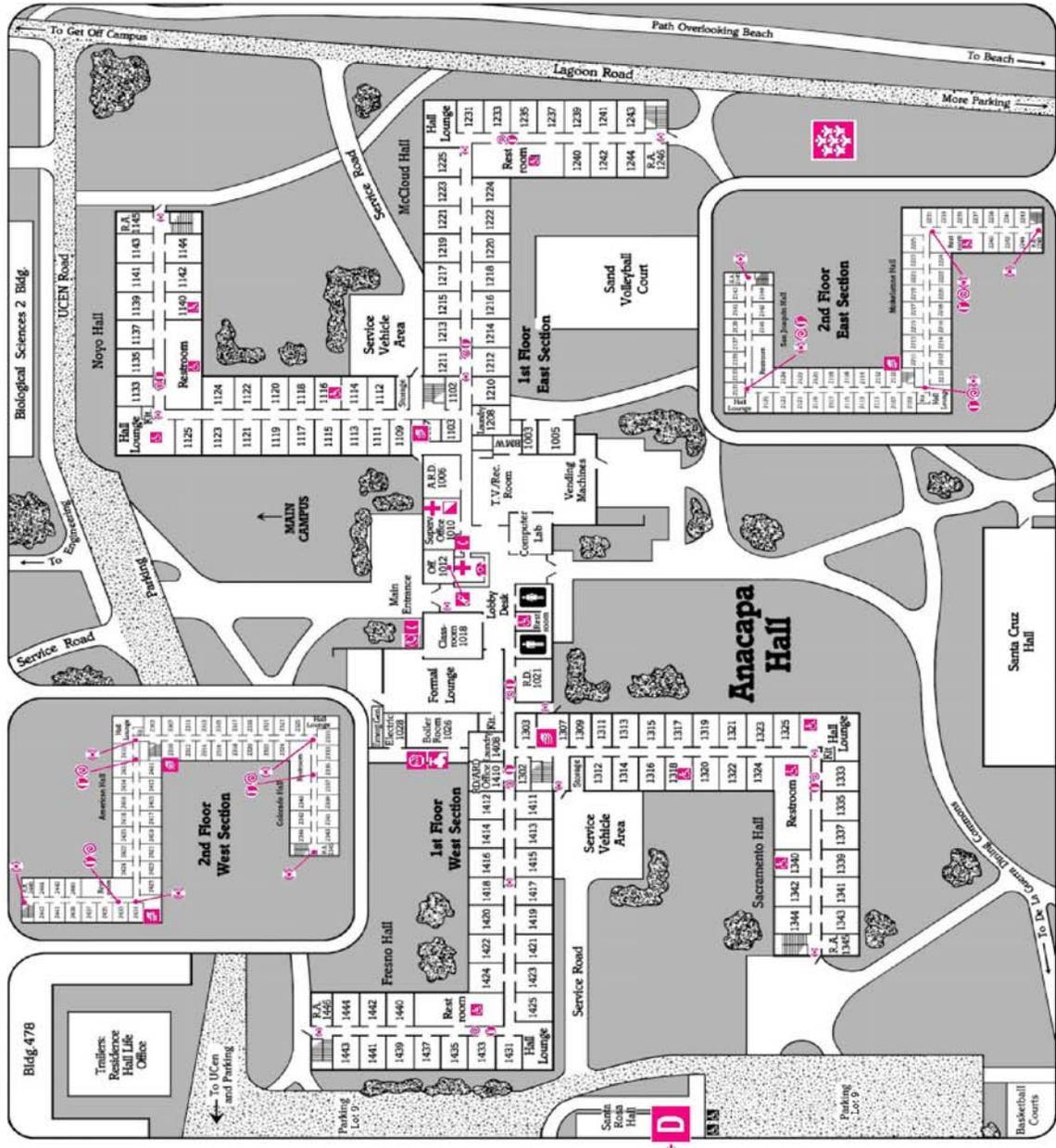
Anacapa Residence Hall

Emergency Information Legend

	Evacuation Site (On grass area)
	Disaster Kit Location
	Gas Shut-Off Location (Do not shut off unless you smell gas)
	Water Shut-Off Location (Three valves)
	First Aid Kit
	Safety Corner
	Emergency Radio
	Blanket Location
	Fire Alarm Pull-Box
	Fire Hose
	Fire Extinguisher
	Campus Emergency Phone
	Pay Phone
	Courtesy Phone
	Disabled Access
	Elevator

Housing & Residential Services
 University of California, Santa Barbara
 Design: Flannery Design&Graphics

page B17



**University of California, Santa Barbara
Anacapa Residence Hall Fire Safety and Renewal
Project Number 988650**



Anacapa-North Exterior

**University of California, Santa Barbara
Anacapa Residence Hall Fire Safety and Renewal
Project Number 988650**



Anacapa- South Exterior

**University of California, Santa Barbara
Anacapa Residence Hall Fire Safety and Renewal
Project Number 988650**



Anacapa- East Exterior



Anacapa-West Exterior



Anacapa-Typical Interior Corridor



Project Schedule (Tentative)

RFP Issued & Advertised	May 1, 2012
Proposals Due at UCSB	May 15, 2012
Screening Committee	May 17, 2012
<i>The selected short-listed firms will be also posted on the UCSB/D&CS website</i>	
Notify Selected Consultants	May 18, 2012
Site Visit	May 22, 2012
Consultant Interviews	May 24, 2012
Successful Candidate Notified	May 31, 2012
<i>The anticipated schedule is tentative. The exact dates will be set forth in a Notification letter to the selected Consultant.</i>	
Fee Negotiations	June 7, 2012
Contract Award	June 21, 2012
Preliminary Design Complete	August 7, 2012
DPP & Preliminary Construction Estimate	August 28, 2012
Design Development	September 17 to Oct. 22, 2012
Construction Documents & Final Construction Cost Estimate	November 7, 2012 to January 30, 2013
Construction 100% Docs complete	January 25, 2013
Bid Period	February 8 to March 22, 2013
Construction Contract Executed	April 8, 2013
Construction Start	June 19, 2013
Project Completed	September 6, 2013



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 must 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 approach to dealing with issues of sustainability, use of energy resources, affordability and prioritization of design goals within the project budget?

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

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) and a list of proposed consultants. In a SEPARATE, SEALED ENVELOPE, provide a copy of a current billing rate schedule for your firm and all proposed consultants.

**University of California, Santa Barbara
Anacapa Residence Hall Fire Safety and Renewal
Project Number 988650**

Certificate of Insurance – Note any exception to the Certificate requirements and provisions that would prevent your firm from executing an Agreement. Proposal submittal 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
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, Electrical 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 experience of those individuals and University experience (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.

**University of California, Santa Barbara
Anacapa Residence Hall Fire Safety and Renewal
Project Number 988650**

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.

5. Return to: Maryann Johansson
Associate Director
Design & Construction Services, Facilities Mgmt., Building 439
Office of Design & Construction Services
University of California
Santa Barbara, CA 93106-1030
6. Submit eight (8) copies of all material bound into single documents.
7. Due Date: May 15, 2012, no later than 4:00 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 them.

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

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