

**University of California,
Santa Barbara**



Request
for
Proposals
for the:

**Jameson Community
Center Renovation**

Project Number:
986385

Campus Design and
Facilities

Office of Design and
Construction Services

June 2012



**University of California, Santa Barbara
Jameson Community Center Renovation**

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EXHIBITS:

<u>Statement of Qualifications Form</u>	(see UCSB website for download at: http://facilities.ucsb.edu/contracts/proposals/)
<u>Campus Landscape and Long Range Development Plan</u>	(see UCSB web link at: http://facilities.ucsb.edu/planning/campus_plan/default.asp)
<u>Professional Services Agreement (PSA)</u>	(see Separate PDF Exhibit)
<u>Executive Professional Design Agreement (EDPA)</u>	(see Separate PDF Exhibit)
<u>Certificate of Insurance</u>	(see Separate PDF Exhibit)
<u>Jameson Café Bistro Floor plan and Narrative by Webb Design January 2012</u>	(see Separate PDF Exhibit)



ADVERTISEMENT (Posted on 6/4/12)

Project Description

Qualifications are hereby solicited from design professionals interested in providing design services for the renovation of the Jameson Community Center and kitchen located in Santa Ynez Apartments on the University of California, Santa Barbara (University) campus. The renovated facility will be named the Jameson Café.

Scope of Services

Consultant team should have significant experience in the design of kitchen and dining facilities - including renovations in existing facilities.

The first phase of the project will be a Pre-Design Phase (PDP) effort that will verify and complete the information provided by Webb Design which is referenced in the RFP (see Exhibits). The focus of the PDP will be:

1. Review the information from Webb Design.
2. Verify the design and technical features in the Webb Design narrative and drawing.
3. Investigate the existing infrastructure for compatibility with the proposed design.
4. Building code analysis (including required seismic and accessibility requirements).
5. Construction cost estimate.

Authorization to proceed with the second stage of services will be contingent on satisfactory completion of the PDP, external project approvals, and appropriate funding.

At the completion of the PDP phase the consultant team may be authorized to complete the Schematic Design for the project. During the Schematic Design phase all unresolved design issues should be addressed and the limitations of the existing facility must be incorporated into the project design and cost estimate. The design team will resolve all significant project design issues. A cost estimate is required at the conclusion of the Schematic Design phase.

The scope of services will include architectural and engineering design of the project, selection of food service equipment, preparation of construction documents, support services during the project administrative and environmental approval process, bidding assistance and construction phase administrative services, surveys and utility verification will be required.

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The anticipated construction budget is \$1,400,000 (revised). The selected consultant will be asked at each phase of the project to update the project costs.

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 Request for Proposals (RFP), inclusive of the detailed submittal requirements, will be available on our home page: <http://facilities.ucsb.edu/contracts/proposals/>. If you have difficulty downloading the document please call Sean Parker (805) 893-2661 ext. 2201

Six (6) sets of each proposal must be returned to the following address by 4:00 on June 18, 2012:

George Levinthal, University Representative
Contracting Services – Campus Design & Facilities
Facilities Management Bldg. 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 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.



PROGRAM STATEMENT & PROJECT SUMMARY

UCSB's commitment to providing our student body with high quality, healthy and great tasting food will be further enhanced with the Jameson Café. The Housing & Residential Services dining program has been recognized as an industry leader in the delivery of sustainable foods to our students' dining table and the design of our facilities must support these efforts. We are committed to serving our students in a pleasant and attractive environment that will enrich their academic experience and become a positive part of their university life. This project will continue the campus's commitment to excellence within our Housing & Residential Services.

The Jameson Community Center renovation will provide a much needed and often requested center for this part of campus and will provided a modernized community space for residents to gather and study in a comfortable, safe and active environment.

The Jameson Community Center at the Santa Ynez Apartments was built in 1987 as part of the Phase Two construction of the Santa Ynez Apartment complex, and included a kitchen and open hall which was later subdivided with curtain walls for meeting rooms. The community building is in need of some general renovation aimed at serving the new population of students which now includes new transfers and sophomores who replaced the prior population of graduates, seniors and juniors. This renewal project will focus on reconditioning the Jameson Community Center to create a revitalized hub of activity for the 800 students who live in Santa Ynez. The Jameson Community Center has served many purposes over the years, including providing food service through its kitchen to freshmen housed at the Westwind Apartments from 1988-91.

The Jameson Café is a priority of student leaders who want to ensure that Santa Ynez residents have a place to engage in activities that cultivate additional opportunities to meet, greet, study and eat with other students. The Jameson Café will provide an enhancement of the technology infrastructure, a modernization and replacement of the dining production equipment, improvement of the interior finishes and the upgrade of lounge furnishings that provide the proper level of aesthetics and comfort. The Jameson Café consists of a physical plant of 4,510 GSF interior space and an exterior patio of approximately 1,070 GSF. The estimated construction cost for the Jameson Community Center project is for \$1,400,000 (revised).



SCOPE OF SERVICES

Projects at the UCSB campus involve participation by faculty and staff and students. Reviews and approvals of campus projects may extend to public interest groups and public agencies in the surrounding area and the California Coastal Commission. The scope of services anticipates full support during the approval process.

The professional scope of services will include phases for Schematic Design, site planning, architectural and engineering design of the project, selection of kitchen equipment, 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.

The first phase of the project will be a Pre-Design Phase (PDP) effort that will seek to integrate all of the campus requirements for these facilities within the constraints of the existing buildings, schedules and budgets. The campus will bring a rigorous understanding and knowledge of food preparation and dining to this effort. The campus has significant experience in what has worked in the past and will work with the consultant team in evaluating each element of the proposed programming and design.

At the conclusion of the PDP the project shall be clearly defined and all campus goals should be addressed. The cost estimate from this effort must be adequate to assure the campus that the final project as described in the programming phase can be built. The final PDP document will serve as a guide for the duration of the project.

At the completion of the Pre-Design phase the consultant team may be authorized to complete the Schematic Design. During the Schematic phase all unresolved design issues should be addressed and the limitations of the existing facility must be incorporated into the project design and estimates. The Mechanical, Electrical and Plumbing components of the projects must be adequately designed and existing facilities capacities and limitations incorporated into this phase of the project. The design team will resolve all significant project design issues. A cost estimate is required at the conclusion of this phase.

The scope of services will include architectural and engineering design of the project, selection of food service equipment, preparation of construction documents, support services during the project administrative and environmental approval process, bidding assistance and construction phase administrative services, surveys and utility verification will be required.

The consultant will be asked at each phase of the project to update the project costs.

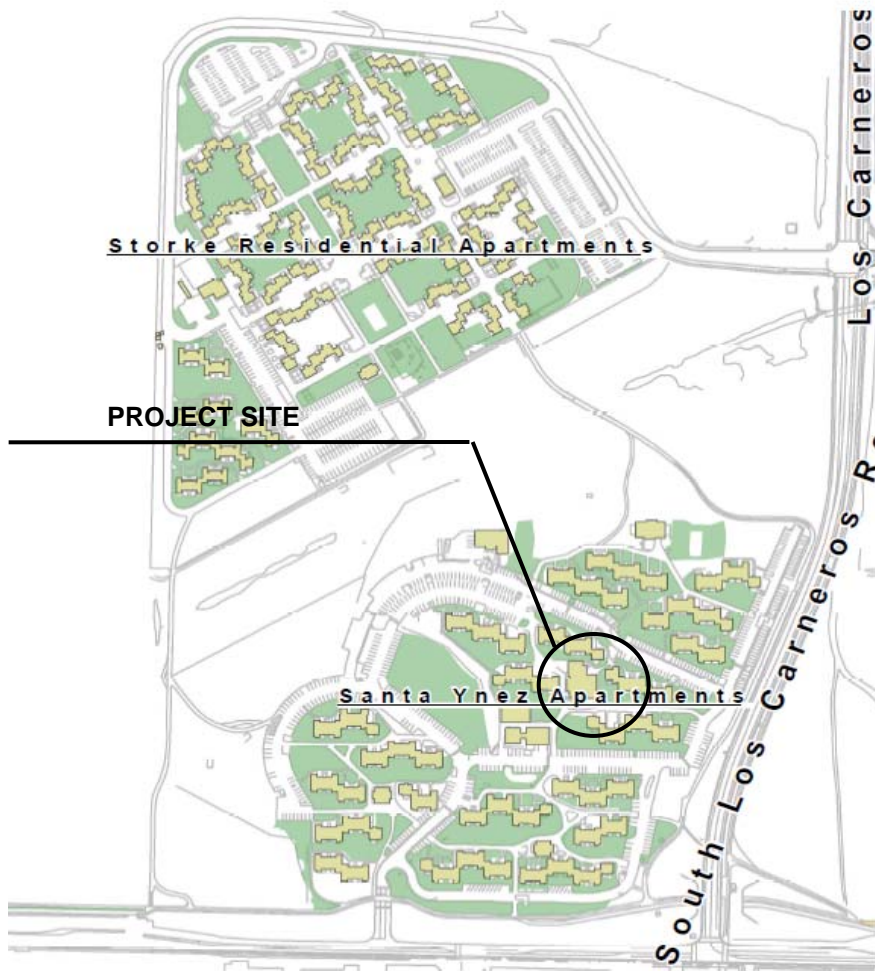


SERVICES PROVIDED BY UCSB

1. Site alternatives and construction budget
2. Topographic map including below-grade utilities. Critical information contained in these documents will be verified by the campus when requested by the Design Professional.
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.
6. Available drawings.



PROJECT SITE PLAN





PROJECT SCHEDULE

RFP's Issued	June 4, 2012
RFP's due at UCSB by 4:00 p.m.	June 18, 2012
Screening Committee Proposal Review and Short Listing	June 20, 2012

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

Selected short-listed firms will be posted on the UCSB Campus Design & Facilities website under 'Requests for Proposals'.

Notify Selected Consultants	June 22, 2012
Consultant Interviews	July 16, 2012
Successful Candidate Notified	July 24, 2012
Fee Negotiations	July 2012
Contract Award for Pre-Design Phase Professional Service Agreement (PSA)	August 2012
Start work on PDP	August 2012
PDP Complete	September 2012



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.

3. Your Proposal shall also address the following:

Design Issues – How will the team approach developing a project that responds to the 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? How can the site be used to achieve its full potential? How can the project improve the campus in general?

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

Executive Design Professional Agreement & Professional Service Agreement – Note any exceptions to the enclosed Agreements that would prevent your firm from executing the Agreements. 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 Agreements (see attached Agreements).

Billing Rate(s): IN A SEPARATE, SEALED ENVELOPE, please provide a copy of your current billing rate schedule for your firm and any proposed subconsultants.

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:

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General Liability: Comprehensive/ 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	\$1,000,000

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 experience of those individuals.

Work Location – Identify any portions of the Design Professional'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 or engineer 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 this project and an organization chart. Provide a list of previous projects the proposed team has participated in together.

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5. Return to: George Levinthal
Contracting Services, Campus Design & Facilities
Facilities Management, Building 439
University of California, Santa Barbara
Santa Barbara, CA 93106-1030
6. Submit 6 (six) copies of all material bound into single documents. The response should be organized so that the information is provided in the same order as requested above.
7. Due Date: June 18, 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 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 them:

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:

Contracting Services
Campus Design & Facilities
University of California, Santa Barbara
Facilities Management Building 439
Santa Barbara, California 93106-1030