

**University of California,  
Santa Barbara**



Request  
for  
Proposal  
for the:

**RecCen Aquatics  
Complex Renewal**

Project Number:  
981560

Campus Design and  
Facilities

Office of Design and  
Construction Services

MAY, 2007



**University of California, Santa Barbara  
RecCen Aquatics Complex Renewal**

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Statement of Qualifications Form	(See Separate PDF File)
<a href="#"><u>Campus Landscape and Long Range Development Plan</u></a>	
<a href="#"><u>Executive Professional Design Agreement, ver B, (EDPA)</u></a>	
<a href="#"><u>Certificate of Insurance</u></a>	(Also included as an Exhibit to the Agreement)



## Advertisement

### Project Description

Qualifications are hereby solicited from design professionals interested in providing design services for the design and construction of RecCen Aquatics Complex Renewal which was originally constructed in 1995. The current projected construction budget is approximately \$1,250,000.00. The planned date for start of construction is September 2008.

### Scope of Services

The first stage, to be complete December 15, 2007, will be a facility audit, deficiency tabulations, code compliance review and the preparation of a responding Project Program consisting of a project cost plan and all architectural and engineering requirements for the renovation of the existing facility and a construction phasing plan. 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. During the second stage, the scope of services will include architectural and engineering design of the project, preparation of construction documents, support services during the project administrative and environmental approval process, bidding assistance and construction phase administrative services.

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> click on Requests For Proposals or call: Deedee Ciancola at (805)893-2661 x2209.

Eight (8) sets of the Proposal must be returned to the attention of:  
Linda Playman, Contracts Administrator, Contracting Services – Facilities Management Bldg. 439, Office of Design and Construction, University of California, Santa Barbara, CA 93106-1030 no later than 2:00 PM, May 15, 2007.

- **Affirmative Action Statement**

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**University of California, Santa Barbara**  
**RecCen Aquatics Complex Renewal**  
**981560**

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 RecCen Aquatics Complex is comprised of two (2) pools, a hot tub, associated buildings and infrastructure.

An internal assessment and a preliminary budgeting study have identified a number of areas of concern. Existing building utility systems are aged and are no longer sufficient to service the Aquatics Center. Original construction documents are available in electronic tif file. Email Pam Bohn at [pam.bohn@pf.ucsb.edu](mailto:pam.bohn@pf.ucsb.edu) to request a copy.



## Scope of Services

Engineer/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.

The professional scope of services will include phases for programming, 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 submittal reviews and field representation.

The initial effort (Phase I) will be a feasibility assessment study and cost estimating. Work beyond this initial phase, and all subsequent phases, is subject to funding and project approval.



**Services Provided by UCSB**

1. On-site construction phase management and inspection.
2. Environmental Analysis (CEQA) and Coastal Commission approval.



Project Site Plan







## Project Schedule

RFP's Due at UCSB	May 15, 2007
Screening Committee <i>The resultant selected short-listed firms will be posted on the UCSB Design, Construction, &amp; Physical Facilities website, click on Notices</i>	June 1, 2007
Notify Selected Consultants	June 1, 2007
Consultant Interviews	July 1, 2007
Chancellor Approval	August 1, 2007
Successful Candidate Notified	August 1, 2007
<i>The anticipated schedule is tentative. The exact dates will be set forth in a Notification letter to the selected Consultant.</i>	
Fee Negotiations - Design Development Phase (DPP)	August 20, 2007
Contract Award	September 20, 2007
Project Program Guide (PPG) Final Submission	November 20, 2007
Preliminary Design Start	December 14, 2007
Construction Documents Start	February 14, 2008
Bids	May 14, 2008
Construction Start	August 14, 2008
Project Complete	June 1, 2009



## 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 – 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 -- 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). 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
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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 Aquatics Facilities relevant experience of those individuals and university Aquatics Facilities experience (not the collective corporate experience of the firm).

Work Location – Identify any portions of the Architect's Design Consultants 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.

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: Linda Playman  
Contracts Administrator  
Contracting Services, Facilities Management, 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: Tuesday, May 15, 2007 no later than 2:00 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 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