

**University of California,  
Santa Barbara**



Request  
for  
Proposal  
for the:

**Santa Rosa Residence  
Hall Fire Safety and  
Renewal**

Project Number:  
988640

Campus Design and  
Facilities

Office of Design and  
Construction Services

April 2011



**University of California, Santa Barbara**  
**Santa Rosa Residence Hall Fire Safety and Renewal**

Project Number: 988640

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



## Advertisement

### Project Description

Proposals are hereby solicited from design professionals interested in providing services for the design and construction administration of the Santa Rosa Residential Hall Fire Safety and Renewal. The structure houses 412 students in 214 residential units. The original building is 87,000+ square feet and was constructed in 1954 with two renovations, one occurring in 1987 and the other in 1999. The current projected construction budget is approximately 5.3 million dollars and consists of the following elements:

- New Fire Alarm and panel system.
- New Fire Sprinkler system.
- All windows to be replaced in student rooms, laundry areas and housekeeping offices.
- All flooring in residential areas to be replaced.
- Interior work including new window coverings & fabric covered walls in selected student rooms and renovation of conference spaces.
- Replace all lighting in corridors and bathrooms to meet new energy standards.
- Replace all low voltage data/communications & cable TV wiring in student residence rooms, common spaces, classrooms and lounges.
- Exterior door security to be upgraded- conduits installed to support future access control equipment.
- Selected kitchen facilities in Residence Hall to be upgraded.
- Boilers replaced per Campus energy conservation design standards.

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 3, 2012. 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 21, 2012 and a completion on or before September 3, 2012.

## **Scope of Services**

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

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.

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 work.

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 Proposal form will be available on our home page: <http://facilities.ucsb.edu/contracts/proposals/> or call Jill Monthei (805) 893-2661x 2211 for assistance.

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Six (6) 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, April 27, 2011.

- **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**

Santa Rosa Hall opened in 1955 and underwent a large scale renovation in 1987 as part of the seven phase Residence Hall Renovation Program and another in 1999 to retrofit for seismic issues, upgrade the fire alarm and data systems, asbestos abatement and interior finishes. However, a number of building components throughout Santa Rosa Residence Hall need to be replaced and installed as new in response to the 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 refreshing of interior finishes and updating of data capacity.

The Santa Barbara Campus proposes to upgrade the fire and life safety systems and renovate the Santa Rosa 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 Santa Rosa Residence Hall is composed of two 2 story wings which include 214 rooms, 412 beds and associated support space, all connected by a central common area. In total, the building encompasses 55,038 assignable square footage in 87,290 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 De La Guerra Dining Commons, and east of the University Center.



## **Scope of Services**

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 design professional.
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. Construction documents for new boilers.
9. Furniture purchasing and installation.





## Building Drawing & Exterior Photos



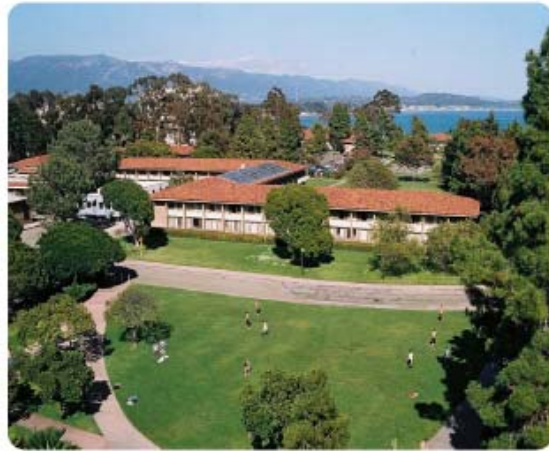
### Santa Rosa Residence Hall

Santa Rosa Residence Hall is a two-story building located on the east side of the main campus near the University Center and a short walk from the beach. The majority of the rooms are double occupancy.

Meeting Spaces	Square Feet	Capacity
Formal Lounge	2366	120
Classroom	753	33
Recreation Room	1549	50
Floor Lounge 1100	529	25
Floor Lounge 1200	529	25
Floor Lounge 2100	529	25
Floor Lounge 2200	529	25
Volleyball Court		

#### Walking Times

Beach	5 minutes
University Center	3 minutes
De La Guerra Dining Commons	2 minutes
Ortega Dining Commons	2 minutes
Campus Point Beach	10 minutes
Bus Circle	10 minutes



#### Amenities:

- Rooms are furnished with one or two single beds, desks, desk chairs, small chest of drawers and a closet. (Rooms do not have telephones, televisions, radios or clocks.) Guests may wish to bring a reading lamp.
- There are no phones in individual rooms.
- Wireless Internet access
- Laundry facilities
- Single-gender community bathrooms (guests may wish to bring a robe and shower shoes.)
- Room layout graphic shown is approximate in scale (actual furniture configurations may differ; beds are not "lofted" for Summer Conferences).



#### Mailing Addresses

##### Letters & Postcards

Conference Guest Name  
 c/o Conference Name  
 PO Box 11101  
 Santa Barbara CA 93107

##### Boxes & Shipments

Conference Guest Name  
 c/o Conference Name  
 UC Santa Barbara  
 Santa Rosa Administration Office  
 Santa Barbara CA 93106-6120

#### Front Desk Phone

(805) 893-2772

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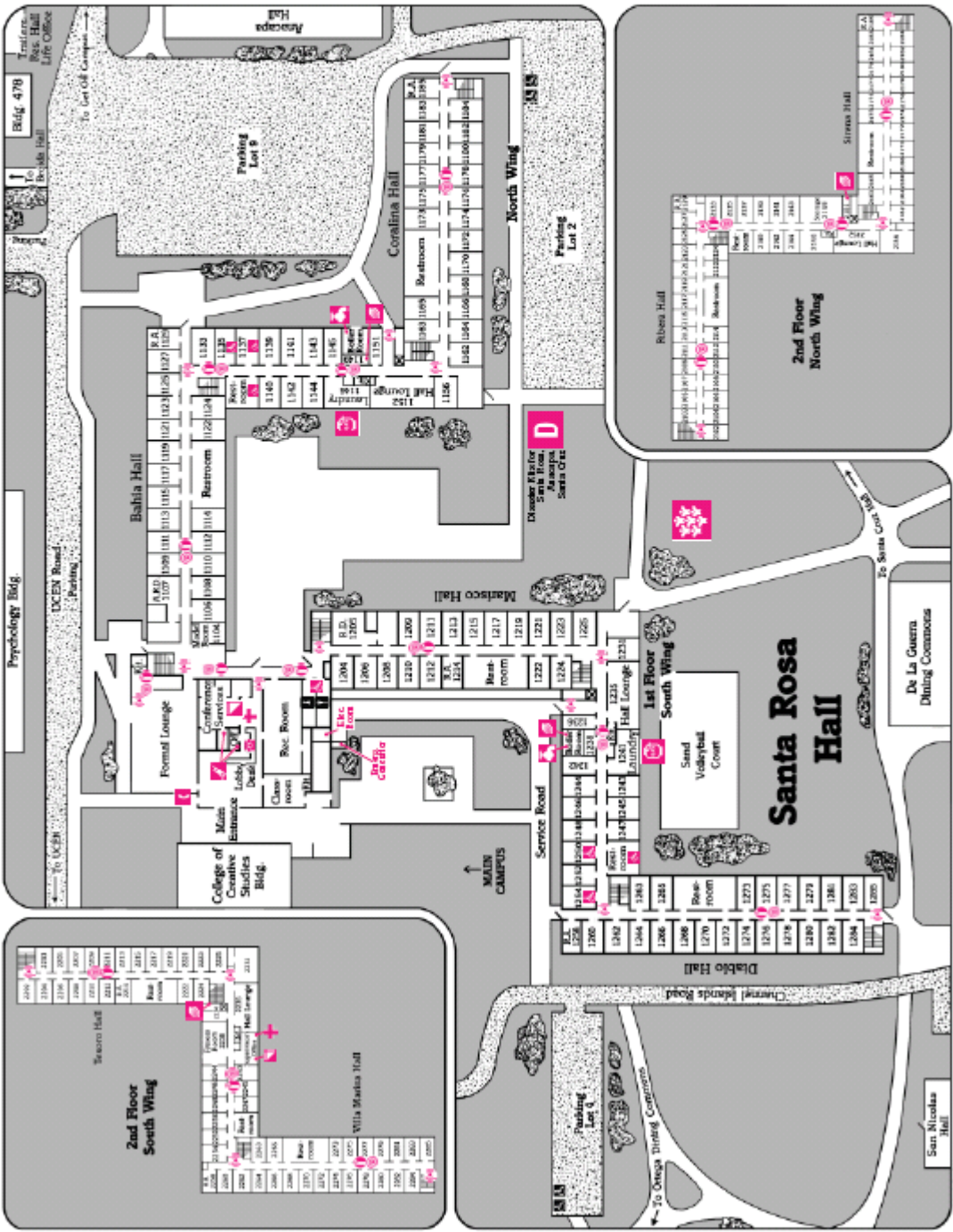
## Santa Rosa Residence Hall

### 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 (These valves)
- First Aid Kit
- Safety Corner
- Emergency Radio
- Blanket Location
- Fire Alarm Pull-Box
- Fire Hose
- Fire Extinguisher
- Campus Emergency Phone
- Courtesy Phone
- Pay Phone
- Disabled Access
- Elevator

Horta & Residential Services  
 University of California, Santa Barbara  
 Design Fire by Design & Co. LLC

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**North Elevation (Partial)**



N.W. Exterior



West Exterior (Partial)

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S.W. Exterior

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**University of California, Santa Barbara  
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S.E. Exterior



West Partial Elevation



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**University of California, Santa Barbara  
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**N.E. Exterior**



Typical Exterior Windows



## Project Schedule

Proposals Due at UCSB	April 27, 2011
Screening Committee	April 29, 2011

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

*The selected short-listed firms will also be posted on the UCSB website*

Notify Selected Consultants	May 2, 2011
Site Visit	May 6, 2011
Consultant Interviews	May 9, 2011
Chancellor Approval	May 17, 2011
Successful Candidate Notified	May 18, 2011
Fee Negotiations	May 26, 2011
Contract Award	June 16, 2011
Preliminary Design Complete	July 18, 2011
DPP & Preliminary Construction Estimate	August 8, 2011
Project Program Guide (PPG) Final Submission and CIB	August 30, 2011-(UCSB formal meeting date)
Chancellor approval and UCOP submission	September 14, 2011
Project Approval	September 14, 2011
Construction Documents Start	September 14, 2011
Fire Alarm and Fire Sprinkler Documents Approved	November 1, 2011
Construction Documents complete	January 3, 2012

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Project Bids Received	February 1, 2012
Construction Contract Executed	February 20, 2012
Contractor's Submittals (Reviews/Approvals) and Mobilization	March 1 – May 31 2012
Contractor's Materials on Site	June 2, 2012
Construction Start	June 21, 2012
Project Completed	September 3, 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. 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 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). 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

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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	\$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, 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.

4. Include supplementary information supporting qualifications (8 ½ x 11 format). Organization and brevity will be appreciated. Work submitted as an example of the

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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 (6) six copies of all material bound into single documents.
7. Due Date: April 27, 2011, 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:

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