

## REQUEST FOR STATEMENTS OF QUALIFICATIONS

### **Feasibility Study Mondo Building, Merced, CA**

#### **University of California, Merced**

The University of California, Merced is soliciting Statements of Qualifications from architecture firms interested in performing services for a Feasibility Study for the Mondo Building located in Merced, California:

The work addressed by this request for proposal is to study the feasibility and appropriateness of using the Mondo Building for the Summer Session & Extension program and whether this program could reasonably fit into this building and identify architectural solutions for accommodating it. Moreover, in that building was constructed in 1930 with limited renovation since then, it is important to reevaluate the building systems and structure. To reach a final recommendation regarding the viability of this building as a solution for the Summer Session & Extension space needs.

The Request for Statements of Qualifications (RFQ), which sets forth details regarding the scope of services, the selection process, and other necessary information, is posted at the following website: <http://www.ucmerced.edu/rfp-rfq>.

A Statement of Qualifications (SOQ) form, a Request for Supplemental Information, a registration form, and instructions for other requirements for the submittal also are included. The RFQ for this project will be available beginning Monday, November 26, 2018. Three (3) copies of the submittal are required - in bound form and 1 USB. They must be delivered to the address below no later than **4:00 pm, Thursday, December 13, 2018**.

Please address submittals to:

Margaret Saunders  
Executive Director  
Office of Space Planning & Analysis  
University of California, Merced  
655 West 18<sup>th</sup> Street  
Merced CA 95340



# Request for Statements of Qualifications

## **Feasibility Study**

## **Mondo Building, Merced Ca**

University of California, Merced

November 19, 2018

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**REQUEST FOR STATEMENTS OF QUALIFICATIONS  
Feasibility Study**

*University of California, Merced*

*The University of California, Merced is soliciting Statements of Qualifications from architecture firms interested in providing architectural services for a:*

*Feasibility Study*

*The Request for Statements of Qualifications (RFQ), which sets forth details regarding the scope of services, the selection process, and other necessary information, is posted at the following website: <http://www.ucmerced.edu/rfp-rfq>.*

A Statement of Qualifications (SOQ) form, a Request for Supplemental Information, a registration form, and instructions for other requirements for the submittal also are included. The RFQ will be available beginning November 26, 2018. Three (3) copies and a USB flash drive of the submittal are required - in bound form, and they must be delivered to the address below no later than **4:00 pm, December 13, 2018**.

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# **REQUEST FOR STATEMENTS OF QUALIFICATIONS FOR Feasibility Study**

## **Campus Background**

The University of California, Merced, is the newest of the University of California system's 10 campuses and the first American research university built in the 21st century. With nearly 8,000 undergraduate and graduate students, UC Merced offers an environment that combines a commitment to diversity, inclusion, collaboration and professional development. With bachelor's, master's and doctoral degree programs, strong research and academic partnerships, and community involvement, the UC Merced campus is continually evolving and requires talented, knowledgeable and dynamic educators, researchers, management and staff.

Ranked among the best public universities in the nation by U.S. News and World Report, UC Merced is uniquely equipped to provide educational opportunities highly qualified students from the San Joaquin Valley and throughout California. The campus enjoys a special connection with nearby Yosemite National Park, is on the cutting edge of sustainability in construction and design, and supports the economic development of Merced and the region.

In Fall 2016, UC Merced broke ground on a \$1.3 billion public-private partnership that is unprecedented in higher education. The Merced 2020 Project will nearly double the physical capacity of the campus by 2020, enhancing academic distinction, and student success and research excellence. In 2018, UC Merced opened the Downtown Campus Center, a \$33 million, three-story administrative building located in the heart of Merced.

## **Project Background and Description**

The University is seeking to contract with an architecture firm to provide a feasibility study to determine, recommend and advise of the appropriateness of the Mondo Building for the Summer Session & Extension program.

### **Background:**

The University of California, Merced is considering a purchase arrangement for the Mondo Building located at 18<sup>th</sup> and Main Street in downtown Merced. For the past decade, the University has leased the building and used the space mostly as administrative office space. Built in 1930 as the Bank of Italy, the building was designed in the classical revival style by Parker, Kingsbury, & Minton. It is considered an historic structure although the deed is not encumbered as such. It has three floors, a basement and a mezzanine with 27-foot floor to floor heights throughout a portion of the first floor. It contains the original elevator and much of the original MEP infrastructure.

### **Potential Space Program:**

In its 13<sup>th</sup> year, the University is striving to develop a multi-faceted Summer Session & Extension Program to support the students and serve the community. The gamut of programs cover everything from online education, to a laboratory based LVN program, teacher certification, and “lab school” programs to provide a bridge between UC Merced, the research institution, and the community. To facilitate and deliver the Extension programs, the program will need consistent access to technologically advanced teaching and learning environments, damp classroom laboratories and administrative support space. In that, Extension programs serve as a bridge between the University and the community they also are ideally collocated within the community. Conceptually, as the Mondo is located in downtown Merced, only two blocks from the UC Merced Downtown Center campus, it could meet all of these requirements.

Specifically the Summer Session & Extension Program, will need six classrooms, each seating 30-40 students, a breakroom/kitchen and lounge area for students and staff, a “students first” digital service lounge, storage and administrative space (for up to 20 staff members). The remainder of the building area would be used for other general administrative needs to augment the services administered out of the Downtown Campus

Center. If it made sense in the logical breakdown of the space, a “pop up” snack bar and/or coffee shop to serve the students and the immediate community would be a plus.

### **Feasibility Scope**

The work addressed by this request for proposal is to study the feasibility and appropriateness of using the Mondo Building for the Summer Session & Extension program as it is described above. We are seeking a partner to study whether this program could reasonably fit into this building and the possible architectural solutions for accommodating it. Moreover, in that building was constructed in 1930 with limited renovation since then, it is important to reevaluate the building systems and structure. To reach a final recommendation regarding the viability of this building as a solution for the Summer Session & Extension space needs please address the following steps in developing a proposal for this work:

1. Study the strategic plan and formalize the space requirements of the Summer Session & Extension Program.
2. Gather information about the building, the historical requirements, code constraints, code problems, the MEP systems, elevator and the site.
3. Develop and analyze possible architectural solutions based on the information in #2.
4. Advise on rough order of magnitude costs to adopt one or more of the solutions, including any required infrastructure upgrades.
5. Provide a summary recommendation on the “appropriateness” and viability of utilizing this building for the space requirements of the Summer Session & Extension program.

### **Qualifications**

The University is seeking an Architect Firm with the following experience and qualifications:

- Demonstrated technical excellence on academic and administrative offices including renovations and programming.
- Demonstrated excellence in providing preliminary cost estimates based on developed program and renovation requirements.

- Experience with historical building evaluation, providing recommendations and corrective action as required.
- Experience with University of California policies and procedures is desirable.

### **Schedule**

The contract start date is anticipated to be mid-January 2019. The term of the appointment is through completion of the feasibility study.

### **Joint Ventures/Associations**

By campus policy, proposals for joint or associated ventures will not be considered for this project. If two firms wish to combine in a project team, one firm must be proposed as a sub-consultant to the other.

### **Selection Criteria**

The University is seeking a technically experienced, architecture and engineering team with skills consistent with its vision for the UC Merced campus. The Screening and Selection Committees will be interested in teams that:

- Have demonstrated firm experience in the programming and design of high quality and cost-effective University administrative office space projects, including renovation work.
- Have demonstrated within the firm, a strong team comprised of the design principal, project manager, and project architect that has worked together on relevant University projects
- Have proven firm and consultant team capability to provide creative, functional, flexible, and technologically sound design solutions with an economy of means and within the project budget.
- Have demonstrated firm and consultant team capability to respond creatively and sensitively to an existing architectural context.



## **Selection Process**

This Request for Statements of Qualification and attachments will be available at:

<http://www.ucmerced.edu/rfp-rfq> Monday, November 26, 2018. Written Statements of Qualification should be in accordance with the attached Submittal Format. Submittals must be delivered to the address below no later than **4:00 pm, Thursday, December 13, 2018**. Three (3) copies of the submittal are required - in bound form and one USB flash drive. In addition, please fill out the attached non-mandatory Registration Form and email it to Fran Telechea, [ftelechea@ucmerced.edu](mailto:ftelechea@ucmerced.edu) no later than 4:00PM, Friday, November 30, 2018. The University will use the Registration Form to notify firms of any changes or updates. Firms that submit the Registration form will receive notification if any changes are made to the RFQ or schedule. The University reserves the right to make changes and adjustments to this Request for Statements of Qualifications at any time. Please watch the website for any updates. Failure to register with the University may result in firms not receiving notification of updates to the RFQ, should any be issued. The University shall not be responsible for a firm's failure to incorporate any updates that are issued.

Please address submittals to:

Margaret Saunders  
Executive Director  
Office of Space Planning & Analysis  
University of California, Merced  
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Merced CA 95340

The University will convene a Screening Committee to review submissions and select a firm. The Screening Committee anticipates notifying all firms the selection outcome in early January 2019.

The University reserves the right to request any further documentation that it deems appropriate and necessary for the screening and selection process. Please direct any

questions to Margaret Saunders, Executive Director, and Office of Space Planning & Analysis at [msaunders4@ucmerced.edu](mailto:msaunders4@ucmerced.edu).

Every effort will be made to ensure that all persons have equal access to contracts and other business opportunities with the University within the limits imposed by law and University policy.

**UNIVERSITY OF CALIFORNIA, MERCED**  
**SUBMITTAL FORMAT**

*Firms submitting their qualifications for the project must follow the format below. Material must all be in 8-1/2 x 11 inch format—no foldouts. Use of the University of California seal, or any University of California logo, is prohibited. Submittals shall include divider tabs labeled with the boldfaced headers below; e.g., the first tab would be entitled “Cover Letter”, the second tab “Qualifications”, etc. Double-sided printing is encouraged. **PROVIDE THREE (3) BOUND COPIES, 1 USB flash drive.***

1. **COVER LETTER** (*maximum of 1 page*)
    - identify team
    - provide name of contact person, phone and fax
    - summarize qualifications most relevant to this project
  
  2. **RELEVANT QUALIFICATIONS** (*maximum of 2 single-sided or one double-sided page*)
    - provide in summary format only
    - do not include general information
    - offer short, focused paragraphs by topic (i.e., building type; technical aspects; sustainability/LEED™; etc.)
  
  3. **RELEVANT PROJECT EXPERIENCE** (*maximum of 4 single-sided or 2 double-sided pages*)
    - briefly state relevance for each project
    - specify role of the firm or individual if work was not exclusively by the firm (i.e., joint venture, association); ***if work was done by individuals on the project team while with other firms, this must be clearly stated***
    - provide a list of the following for each project:
      - project name and location
      - beginning and ending dates of project (including construction)
      - square footage
      - main program elements
      - owner name with name of contact person
- Note: Projects that are currently in design or under construction are acceptable, but completed projects may carry more weight in the evaluation.*
4. **PROJECT TEAM SUMMARY** (*maximum of 2 single-sided or one double-sided page, not including the matrix*)
    - identify key team members, including sub-consultants, and state their qualifications relevant to programming services and the scope of this project.
  
  5. **APPENDIX**
    - Firm brochure/history/background, reprints, etc. (*optional*)
    - Key team member resumes
    - UC Statement of Qualifications (per attachment)
    - UC Request for Supplemental Information (per attachment)

**UNIVERSITY OF CALIFORNIA, MERCED  
STATEMENT OF QUALIFICATIONS**

1. Firm's Name: \_\_\_\_\_
2. Business Address: \_\_\_\_\_
3. Firm Established (year) \_\_\_\_\_ Telephone No: \_\_\_\_\_

4. Type of Organization (check one):
- a. Individual  b. Partnership  c. Corporation

5. Principals and Associates (check P or A for each):

	Name	P	A	Degree or Certificate	Institution
a.					
b.					
c.					
d.					

6. Average staff employed in home office: (average of past five years):

- |                         |       |                         |       |
|-------------------------|-------|-------------------------|-------|
| a. Architects           | _____ | e. Drafting Technicians | _____ |
| b. Engineers            | _____ | f. Clerical             | _____ |
| c. Landscape Architects | _____ | g. Programmers          | _____ |
| d. Interior Designers   | _____ | h. Others               | _____ |

7. List five major projects constructed within the past five years:

	Project	Owner	Year	Building Cost
a.				
b.				
c.				
d.				
e.				

8. References:

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_

9. (Optional) Where do you normally look for information about proposed University of California projects?

\_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**UNIVERSITY OF CALIFORNIA, MERCED**  
**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 Physical Planning in the screening and selection process for awarding commissions to Design Professionals.

Individuals have the right to access this record as it pertains to themselves.

The official responsible for maintaining the information contained on this form is the Campus Architect for the Merced campus of the University of California.

**UNIVERSITY OF CALIFORNIA, MERCED**  
**REQUEST FOR SUPPLEMENTAL INFORMATION**

Please submit the following information together with the SOQ and other required submittal material by the date noted in the Request for Statements of Qualifications. Failure to respond may affect consideration of your firm for this project. Responses may be listed on separate pages.

- 1) Please separately list each pending unresolved claim for professional negligence and each current arbitration, mediation or litigation in which professional negligence or breach of professional services agreement is alleged or indemnity is being sought (because of such alleged negligence or breach of contract) using the following claimant categories:
  - a) The Regents of the University of California against your firm or any principal of your firm (indicate campus, medical center, or Department of Energy (DOE) Laboratory and name of project). If none, indicate none.
  
  
  
  
  
  
  
  
  
  
  - b) Any owner, person or entity against your firm or any principal of your firm (indicate project, location and owner). If none, indicate none.
  
  
  
  
  
  
  
  
  
  
  - c) The Regents of the University of California against any of your proposed major consultants (i.e. structural engineer, mechanical engineer, and/or any other major consultant on your proposed project team. Indicate campus, medical center, or Department of Energy (DOE) Laboratory and name of project). If none, indicate none.
  
  
  
  
  
  
  
  
  
  
  - d) Any owner, person or entity against any of your proposed major consultants (indicate project, location and owner). If none, indicate none.
  
  
  
  
  
  
  
  
  
  
- 2) Please separately list each resolved (settled, arbitrated, litigated) claim for professional negligence or breach of professional services agreement or for indemnity (because of such alleged negligence or breach of contract) during the last 5 years using the following categories:
  - a) The Regents of the University of California against your firm or any principal of your firm (indicate campus, medical center, or Department of Energy (DOE) Laboratory and name of project). If none, indicate none.

- b) Any owner, person or entity against your firm or any principal of your firm (indicate project, location and owner). If none, indicate none.
  
- c) The Regents of the University of California against any of your proposed major consultants (i.e. structural engineer, mechanical engineer, and/or any other major consultant on your proposed project team. Indicate campus, medical center, or Department of Energy (DOE) Laboratory and name of project). If none, indicate none.
  
- d) Any owner, person or entity against any of your proposed major consultants (indicate project, location and owner). If none, indicate none.

**DECLARATION**

The undersigned declares under penalty of perjury that all of the information submitted is true and correct and that this declaration was executed in

\_\_\_\_\_ County, California, on \_\_\_\_\_ (date)

\_\_\_\_\_  
(Name and Title – Printed or Typed)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City, State, Zip)

\_\_\_\_\_  
(Telephone Number)

\_\_\_\_\_  
(Email Address)

**UNIVERSITY OF CALIFORNIA, MERCED**

**REGISTRATION FOR SUBMITTAL OF STATEMENT OF QUALIFICATIONS FOR  
'BRIDGING' ARCHITECT OR EXECUTIVE ARCHITECT CONSULTANT SERVICES**

**For**

**Feasibility Study**

*Instructions:* Firms intending to submit statements of qualifications on the UC Merced campus must complete the form below and email it to Fran Telechea at ftelechea@ucmerced.edu. **no later than 4:00 p.m. on Friday, November 30, 2018.** The University will send an acknowledgment of receipt by return email. Failure to register with the University by November 30, 2018 may result in firms not receiving updates to the Request for Statements of Qualifications, should any be issued. The University shall not be responsible for a firm's failure to register for updates or to incorporate any updates that are issued, or for incorrect contact information on this registration form.

Firm Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

Street Address (for deliveries): \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Principal-in-Charge (print name): \_\_\_\_\_

Principal-in-Charge (signature): \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

*For University Use Only*

Received by UC Merced Design& Construction:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date