

Request for Statements of Qualifications
For
Civil Engineering Services

University of California, Merced
Valley Terraces Fire Lane Widening
Project No.

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University of California, Merced

May 2021

**REQUEST FOR STATEMENTS OF QUALIFICATIONS
FOR
Civil Engineering Services**

University of California, Merced

The University of California, Merced is soliciting Statements of Qualifications from engineering firms interested in providing civil engineering services for the following project:

**Valley Terraces Fire Lane Widening
Project No.**

The University requests that a qualified civil engineering firm with extensive experiences in civil engineering and surveying submit written statements of qualifications for engineering services. The engineering firm selected will provide a feasibility study for the widening the Valley Terraces fire lane. The University may opt to move forward with construction documents in the next phase.

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 May 24, 2021.

One (1) electronic PDF copy of the Statement of Qualifications (SOQ) submittal are required, and they must be uploaded to Box Folder <https://ucmerced.app.box.com/f/96ff97b2ab454afb0aa33a7b3ea1ab> no later than **2:00 pm, Tuesday, June 11, 2021**.

Any questions related to the project and/or RFQ documents must be submitted in writing and submitted to Sara Anastos at sanastos@ucmerced.edu. RFI questions must be submitted by **June 4, 2021 at 4:00PM**.

The University of California is an Equal Opportunity Employer. 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.

University of California, Merced
Planning, Design & Construction Management
May 2021

**REQUEST FOR STATEMENTS OF QUALIFICATIONS
FOR
CIVIL ENGINEERING SERVICES**

**Valley Terraces Fire Lane Widening
Project No.**

PROJECT BACKGROUND & DESCRIPTION

The Valley Terraces Housing existing fire lane runs along the swale and over existing landscape and hardscape. The original Valley Terraces Housing project was completed in 2005. This project will need to perform a feasibility study to determine what modifications will be needed to widen the existing fire lane. The goal of this project is to provide the wider fire lane while limiting the impact to the existing landscape and hardscape and overall impact to the Housing occupants on an active University campus.

SCOPE OF SERVICES

The University is seeking a qualified civil engineering firm with extensive experiences in civil engineering and surveying experience. The engineering firm selected will provide a feasibility study to Campus on widening the fire lane. The University may opt to move forward with construction documents in the next phase.

QUALIFICATIONS

The University is seeking an engineering firm only (not the subconsultant team) with the following experience and qualifications:

- A minimum of ten (10) years experience in civil engineering with experience managing the timely and successful completion of similar projects.
- Proven firm and consultant team capability to provide creative, functional, flexible, and technologically sound design solutions with an economy means and within the project budget.
- Demonstrated excellence in adhering to tight project budgets and schedules.
- Demonstrated firm and consultant team capability to respond creatively and sensitively to an existing architectural context and occupied and active University of California campus.
- Experience with University of California projects is desirable.
- Hold a Civil Engineering license in the state of California.

The engineering firm should propose the team it would use as the Executive Engineer. The University will work with the selected engineer to select any sub-consultants.

SCHEDULE

A feasibility study will begin immediately after the selection of the engineering firm.

Any questions related to the project and/or RFQ documents must be submitted in writing and submitted to Sara Anastos at sanastos@ucmerced.edu. RFI questions must be submitted by **June 4, 2021 at 4:00PM**.

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 Civil Engineer firm with the following experience and qualifications:

- A minimum of ten (10) years experience in civil engineering with experience managing the timely and successful completion of similar projects.
- Proven firm and consultant team capability to provide creative, functional, flexible and technologically sound design solutions with an economy means and within the project budget.
- Demonstrated excellence in adhering to tight project budgets and schedules.
- Demonstrated firm and consultant team capability to respond creatively and sensitively to an existing architectural context and occupied and active University of California campus.
- Have demonstrated within the firm, a strong customer service culture in project delivery.
- Have demonstrated firm and consultant team capability to respond creatively and promptly to requests and alternatives.
- Have experience in the public low bid environment.
- Have experience with University projects, especially University of California projects, is desirable.

SELECTION PROCESS

Please fill out the attached Non-Mandatory Registration Form and email a PDF to Sara Anastos sanastos@ucmerced.edu no later than 1:00pm, Monday, June 7 ,2021. The University will use the Registration Form to notify firms of any changes or updates.

The University will convene a Screening Committee to review submissions and recommend a short list of firms to be interviewed by a Selection Committee. The Selection Committee anticipates notifying short-listed firms for Selection Committee interviews by mid-June 2021.

The University reserves the right to request any further documentation that it deems appropriate and necessary for the screening and selection process. University will have the right, but is not required, to waive nonmaterial irregularities in a Request for Qualifications.

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. Use of the University of California seal, or any University of California logo, is prohibited. Submittals shall include bookmarks labeled with the boldfaced headers below; e.g., the first bookmark would be entitled "Cover Letter", the second bookmark "Qualifications", etc.

PROVIDE ONE (1) ELECTRONIC PDF BY UPLOADING TO IDENTIFIED BOX FOLDER
<https://ucmerced.app.box.com/f/96ff97b2ab454afbab0aa33a7b3ea1ab> **NO LATER THAN 2:00 pm, JUNE 11, 2021.**

1. **COVER LETTER** (*maximum of 1 page*)
 - **identify teams – please see Item #4**
 - provide name of contact person, e-mail, phone and fax
 - summarize qualifications most relevant to this project

2. **RELEVANT QUALIFICATIONS** (*maximum of 2 pages*)
 - 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 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 pages*)
 - identify key team members 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 (circle 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 Planning, Design and Construction 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)

(Facsimile Telephone Number)

UNIVERSITY OF CALIFORNIA, MERCED

**REGISTRATION FOR SUBMITTAL OF STATEMENT OF QUALIFICATIONS FOR
ENGINEERING SERVICES**

**For
Valley Terraces Fire Lane Widening**

*Instructions: Firms intending to submit statements of qualifications for Engineering Services on the UC Merced campus must complete the form below and **PDF it to the attention of Sara Anastos sanastos@ucmerced.edu by no later than 1:00 p.m. on Monday, June 7, 2021.** The University will return an acknowledgment of receipt by e-mail within one working day. Failure to register with the University by June 7, 2021 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: _____

Fax Number: _____

E-mail: _____

Principal-in-Charge (print name): _____

Principal-in-Charge (signature): _____

Date: _____