

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

**University of California, Merced  
Central Plant/Telecommunications Reliability Upgrade  
Project # 900310**

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University of California, Merced

October 2013

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

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

**Central Plant/Telecommunications Reliability Upgrade  
Project No. 900310**

The project will provide upgrades to the Central Utility Plant, Telecommunications Building, the emergency power system, and the campus water service system on the UC Merced campus.

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 Thursday, October 10, 2013. Nine (9) copies of the submittal are required - in bound form and one (1) unbound copy, and they must be delivered to the address below no later than **1:00 pm, Tuesday, November 5, 2013**.

Please address submittals to:

Via Us Mail:

Associate Vice Chancellor Thomas E. Lollini, FAIA  
Design & Construction  
University of California, Merced  
5200 North Lake Road  
Merced, CA 95343

Via Overnight Delivery:

Associate Vice Chancellor Thomas E. Lollini, FAIA  
University of California, Merced  
Design & Construction  
767 E. Yosemite Ave., Suite C  
Merced CA 95340

## **PROJECT BACKGROUND AND DESCRIPTION**

The Merced campus of the University of California is soliciting qualified engineering firms with experience in University, or similar institutions, central utility plants, telecommunications buildings, emergency power systems, and water service systems to submit written statements of qualification to provide engineering services as an Executive Engineer providing full engineering and associated design services through the design, bidding, construction and close-out phases for the project.

The University of California, Merced is planning to upgrade the Central Utility Plant, the Telecommunications Building, the central emergency electrical power system, and the Campus water main at the Pump House. This project will increase the Central Utility Plant cooling capacity, provide 2<sup>nd</sup> power feed to the Telecommunications Building and increase the server capacity, increase the Campus central emergency power system capacity, and add a Campus water main bypass. The construction cost of this project is estimated to be \$13,000,000. The campus is seeking an experienced engineering firm to provide full engineering and associated design services for the project.

## **SCOPE OF SERVICES**

The University is seeking an experienced engineering firm able to assemble and manage a team skilled in full engineering and associated design services. It is anticipated that the work will require services in the following disciplines:

- Mechanical
- Electrical
- Plumbing
- Telecommunications
- Civil
- Architectural
- Structural
- Cost Estimating

The University will be making the selection based solely on the demonstrated capabilities of that firm. When selected, the firm and the University may jointly identify certain subconsultants that will form the rest of the design team.

The *Agreement between the Regents of the University of California and the Executive Design Professional (Executive Design Professional Agreement)*, the campus' standard contract between the University and the design professional, can be found as an attachment to this RFQ. Firms should review the Agreement, and the firm that is selected will be asked to affirm the agreement without reservations to its terms.

## **QUALIFICATIONS**

The University is seeking an executive engineering firm with the following experience and qualifications:

- Demonstrated technical expertise in design and construction administration of University central utility plants, telecommunications buildings, emergency power systems, and water service systems.
- Demonstrated track record in providing high quality customer service.
- Demonstrated track record in adhering to tight project budgets and schedules through the project delivery, from design through construction.
- Demonstrated track record on delivering high quality design and construction documentation, resulting to low change orders on comparable projects.
- Demonstrated experience with innovative and sustainable design.
- Experience working with multiple stakeholders on a single project.
- Experience in the public low bid environment.
- Experience with University of California projects is desirable.

## **SCHEDULE**

The Executive Engineering Services is anticipated to begin in December 2013. The project completion date is anticipated to be in the spring of 2016.

## **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 qualified engineering firm with demonstrated success, broad experience, technical depth, and appropriate business structure to partner with UC Merced in successful delivery of this project. The Screening and Selection Committees will be interested in teams that:

- Have demonstrated firm experience in the design of high quality University central utility plants or similar facilities.
- Have demonstrated recent experience with Central Plants, Telecom/IT/Water-Cooled Server Rack projects, Domestic Water projects, High Voltage Electrical Distribution projects, and Emergency Generator projects.
- Have demonstrated within the firm, successful team leaders including the design principal, project manager, and job captain who are excellent in coordinating and managing the work of a team of engineers/designers of various disciplines (mechanical, electrical, plumbing, IT, civil, architectural, structural etc).
- Have demonstrated within the firm, a strong customer service culture in project delivery. It is expected that the firm to work closely with the Campus in the project delivery process.
- 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 site and architectural context.
- Have proven firm and consultant team experience with renovation and sustainable construction, and LEED.
- Have experience working with multiple stakeholders in a single project.

- Have experience in the public low bid environment.
- Have experience with college and university projects, especially University of California projects, is desirable.

## SELECTION PROCESS

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

<http://www.ucmerced.edu/rfp-rfq> Thursday, October 10, 2013. Written Statements of Qualification should be in accordance with the attached Submittal Format. **Submittals must be delivered to the address below no later than 1:00 pm, Tuesday, November 5, 2013.** Nine (9) copies of the submittal are required - in bound form and one (1) unbound copy. In addition, please fill out the attached non-mandatory Registration Form and email it to Tammy Petree at tpetree@ucmerced.edu no later than 1:00PM, Tuesday, October 22, 2013. 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:

Via Us Mail:

Associate Vice Chancellor Thomas E. Lollini, FAIA  
Physical Planning, Design & Construction  
University of California, Merced  
5200 North Lake Road  
Merced, CA 95343

Via Overnight Delivery:

Associate Vice Chancellor Thomas E. Lollini, FAIA  
University of California, Merced  
Physical Planning Design & Construction  
767 E. Yosemite Ave., Suite C  
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 late November, 2013.

The University reserves the right to request any further documentation that it deems appropriate and necessary for the screening and selection process. Questions not answered in this information package may be addressed to Wenbo Yuan, Senior Project Director, at (209)-917-0523, and at wyuan@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 or University policy.

## 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 9 BOUND COPIES AND ONE UNBOUND COPY.***

1. **COVER LETTER** (*maximum of 1 page*)
  - \_ identify team and any subconsultants you are proposing
  - \_ 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; scope of the project; etc.)
  
3. **RELEVANT PROJECT EXPERIENCE** (*maximum of 6 single-sided or 3 double-sided pages*)
  - \_ briefly state relevance for each project – describe whether new system or extension, etc.
  - \_ 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 6 single-sided or 3 double-sided page*)
  - \_ identify key architectural team members, and state their qualifications relevant to programming, design, construction documents, and construction administration services for the proposed projects in this RFQ.
  
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  
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: \_\_\_\_\_

**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 Camp Architect for the Merced campus of the University of California.

## **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  
EXECUTIVE ENGINEERING SERVICES**

**For  
Central Plant/Telecommunications Reliability Upgrade  
Project # 900310**

*Instructions:* Firms intending to submit statements of qualifications must complete the form below and email it to Tammy Petree at [tpetree@ucmerced.edu](mailto:tpetree@ucmerced.edu). **by no later than 1:00 p.m. on Tuesday October 22, 2013.** The University will send an acknowledgment of receipt by return email. Failure to register with the University by October 22, 2013 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: \_\_\_\_\_

\_\_\_\_\_

*For University Use Only*

Received by UC Merced Physical Planning:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date