



The University of Connecticut

REQUESTS STATEMENT OF QUALIFICATIONS FOR:

**UNIVERSITY OF CONNECTICUT HEALTH CENTER
NEW CONSTRUCTION AND RENOVATION PROJECT**

PROJECT NUMBER 901590

Issue date:

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Qualification Submission Due Date:

July 7, 2010

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Attachments:

- 1. Professional Services Contract; 20 pages**
- 2. UCHC Executive Summary Report; 33 pages**
- 3. Request for Information Form (RFI); 1 page**

**UNIVERSITY OF CONNECTICUT HEALTH CENTER
NEW CONSTRUCTION AND RENOVATION PROJECT
FARMINGTON, CT**

PROJECT #: 901590

SECTION I - SCOPE OF WORK

Purpose

The purpose of this RFQ is to solicit qualifications from Architectural/Engineering Teams to design and prepare construction documents for the development the “**University of Connecticut Health Center New Construction and Renovation**” project.

Background

The University of Connecticut Health Center (UCHC), located in Farmington, Connecticut, is the University of Connecticut’s (UConn) Academic Medical Center. The UCHC is a vibrant organization composed of the School of Medicine, School of Dental Medicine, John Dempsey Hospital (JDH), the UConn Medical Group, and University Dentists. Founded in 1961, the Health Center pursues a mission of providing outstanding health care education in an environment of exemplary patient care, research and public service. The Health Center's 206-acre campus is situated around a hilltop in the beautiful, historic community of Farmington. From this vantage point, the skyline of Hartford, the capital of Connecticut, can be seen about eight miles to the east. The University's main campus is in Storrs, about 30 miles east of Hartford. With approximately 5,000 employees, the Health Center is Connecticut's 16th largest employer and an important contributor to the local and regional economy.

Construction of the Health Center's campus began in 1966. The main complex occupies a prominent hilltop near I-84 and the Farmington-West Hartford line. The massive, circular building originally contained about 1.2 million square feet, seven miles of corridors, and 2,000 rooms. Its first major addition, the Andrew J. Canzonetti, M.D. Building, was dedicated in 1994; it added 96,000 square feet next to John Dempsey Hospital. The Health Center's Academic Research Building opened in 1999. The impressive 11-story structure provides 173,000 square feet of state-of-the-art laboratory space.

The Medical Arts and Research Building (MARB), which opened in 2005, added to the campus a four-story, 100,000 square-foot, facility for care and research and healthcare related to conditions affecting bones, joints and connective tissue. The MARB also contains the Farmington Surgery Center, a multi-specialty outpatient surgery center.

In total, the Health Center campus consists of 39 buildings totaling over 2 million square feet.

Overall Scope of Work/Project Vision

Through action by Governor M. Jodi Rell and the Connecticut General Assembly, the UCONN 2000 legislation) is amended to include the “**University of Connecticut Health Center New Construction and Renovation**” project (see Public Act 10-104, available at www.cga.ct.gov). The project includes the planning, design, construction, furnishing, equipping and completion of a new bed tower for the John Dempsey Hospital (JDH) and renovations to existing space. The tower will include 165-169 new private patient rooms resulting in an increase in total licensed beds not to exceed two hundred thirty-four (234). Also included in the new tower construction is a new 10-12 room operating room suite.

The renovations are anticipated to include the Emergency Department (ED), Dental Clinics, Cardiology, Psychiatry, and other ancillary programs such as Radiology, Pharmacy and Lab Services.

The proposed project will develop a new bed tower and renovate existing hospital areas to provide the physical platform to enhance the patient care experience and promote the UCHC/JDH mission including quality of care and patient safety initiatives. The new bed tower is to provide a new image that symbolizes the mission and unique character of the UCHC Campus and the John Dempsey Hospital. It shall set the tone for the campus at large by being inviting to patients, visitors, staff, students and faculty both inside and out. The building will incorporate best practices for sustainability (a minimum of LEED Silver certification) and the design will incorporate the principles of patient and family centered care and outcome or evidence based design.

The new construction shall include:

- 165-169 private (single bed) rooms
- 10-12 operating rooms
- Parking structure (~ 400 cars)
- Connection to existing structure
- Appropriate entrance/waiting support spaces
- Potential relocation of the ED into new construction

The proposed renovations include:

- The existing H building (JDH tower) and C building (clinic) MEP infrastructure
- Relocation of the ED into either renovated existing space or into new construction
- Dental School clinic expansion and renovations
- Lab Medicine
- Radiology
- Cardiology
- NEAG Cancer Center
- Generic ambulatory clinic space
- Pharmacy
- Psychiatry
- GCRC/Clinical trials

The construction budget for the new bed tower is \$159,000,000 and the construction budget for the renovations is \$65,000,000 for a total construction budget of \$224,000,000. The total project budget (including all soft costs) for all work is \$332,000,000

Detailed Scope of Work

Included in the RFQ is the “Standard University Architectural Design Contract” which defines all required deliverables and services.

Pre- Design work:

In late 2009, UCHC commissioned Ballinger to undertake a conceptual planning effort to update the 2005 studies for an addition and renovation to the JDH patient tower. UCHC charged Ballinger with developing alternative planning options that would be less costly than the earlier replacement hospital strategies and to explore the capital costs associated with these new options.

In conjunction with this JDH clinical planning, they were asked to undertake an analysis of the C and H buildings for program renovations and engineering systems replacement; to assess site planning options and infrastructure implications; and to review planning assumptions for the development of a new Ambulatory Care Center. The Executive Summary Report from this work is included in this RFQ for information purposes.

The selected architectural firm shall complete the pre-design work associated with the project including complete programming for the proposed bed tower, review of site options, and complete Master Planning for the proposed renovations. The pre-design work will include a phasing plan and cost estimates for the work.

This work will include the development of detailed contract documents (plans and specifications) that allow construction via a “CM at Risk” delivery method for the project. The specific project requirements are detailed in the University Architectural Design Contract.

1. **Basic Services** – The following basic services will be part of the architect’s contract. The qualification statements shall clearly define the responsibilities for each discipline (in- house or consultant) and represent the experience requirements for each area.
 - Architectural Design
 - Interior Design (including basic lighting and acoustic design)
 - Civil Engineering (including basic parking design)
 - Landscape Architecture
 - Structural Engineering
 - Mechanical, Electrical, and Plumbing Engineering
 - Code Compliance / Plan Review
 - LEED Compliance documentation (minimum LEED Silver Required)
 - Construction Administration

2. **Additional Services** - The following additional services may be made part of the architect's contract. The architect is not required to represent work of such consultants as part of the qualification statement. Such services shall be negotiated as determined by the University.
- Survey
 - Geotechnical – Borings and Evaluation
 - Hazardous Materials survey
 - Transport System planning
 - Medical Equipment planning
 - IT Consultant (network and wiring design – data center evaluation)
 - Environmental and other regulatory permitting
 - Other consulting services related to the project identified during planning and design and as determined by the University
 - Specialty Acoustic Design
 - Specialty Lighting Design
 - Signage and wayfinding design (with- in the existing signage standards)
 - Professional Renderings (note – the architect's basic services include all presentations that are normally used to obtain university approval of design concept)

Anticipated Schedule:

The Design Team will be required to meet the following schedule in providing these services.

Schematic Design, Design Development Construction Documents, including required building official approvals	20 Months from notice to proceed for complete design.
Bidding/Negotiations, Construction Administration, Post Construction, Closeout	30 months

SECTION II
PROPOSAL PROCESS:

Interested firms are required to submit proposals in the following format:

This Quality Based Selection (QBS) will be a two part process. The first part will be the receipt & evaluation of all Technical (Qualifications & Experience) Proposals with the intent of developing a short list of the most qualified firms that possess the type of experience required in this document.

The second part will be the receipt & evaluation of fee proposals. As such, there is no requirement to submit a fee proposal under this RFP.

PART ONE – QUALIFICATION / EXPERIENCE

In a sealed envelope each firm is required to submit the following information:

PROPOSAL CONTENT:

The University of Connecticut advises proposers to reflect upon the following prior to submitting their proposal:

- The University is a signatory to the President’s Climate Commitment and as such recommends that proposers demonstrate a similar commitment by eliminating redundancy, non-recyclable dividers, and irrelevant materials in their submission.
- Read and review the Scope of Work (SOW) carefully. Respond clearly and fully to evaluative criteria listed. Scoring is based upon this criteria – be clear about how work that is presented is relevant to this SOW (limit 8 pages per relevant experience presented).
- Organize the submission in a manner that assists the reader in their evaluation process as most are very busy people.
- Provide information that is complete and transparent. If a proposed team member worked on a relevant project while at another firm, acknowledge it.
- Please note that all proposals shall be submitted utilizing the SF330 form. Please note that *Section G, Key Personnel Participation in Example Projects*, provides evaluators with a clear, visual presentation of the experience of the firms and the individuals proposed for the consultant team.
- Organize your submissions based on the evaluation criteria outlined.

Applicants shall use GSA form SF-330 available at <http://www.gsa.gov>. The technical proposal shall address the following:

Letter of Transmittal – Include brief statement of firm’s technical qualifications to complete this project.

1. **Qualifications of Architectural Firm and Sub- Consultants**– Describe the overall qualifications of the firm (and any sub consultants) including background in this field, the services that it provides and its specific experience with more recent comparable projects (i.e. scope, size, and type) that demonstrate:
 - a. Hospital/HealthCare expertise, excellent architectural design, and experience with academic medical centers or major scale hospitals.
 - b. Ability to meet the Owner’s, scope, budget and schedule.
 - c. Understanding and application of principles of “outcome/evidence based design” or patient/family centered care design.
 - d. Design solutions that reflect best practices in terms of “sustainable” design with LEED or similar ratings.
 - e. Firm’s ability to provide timely and responsive Construction Administration services

2. **Qualifications and Responsibilities of Key Personnel and Sub-Consultants** –

Describe the professional qualifications and responsibilities of the proposed key project team personnel who will be assigned to the project including their experience with the relevant project experiences presented as similar assignments. Outline their specific responsibilities on the relevant projects submitted.

Describe the professional qualifications and responsibilities of the proposed consultants and their performance on those similar assignments projects (design, costs control, schedule management). The proposal shall indicate all sub consultants that the Architect will deem necessary to complete the purposes of this project. Resumes of key sub consultants shall also be included in this section of the proposal. Utilize Federal Form 330 to provide documentation on team experience for applicable relevant projects

3. **Management, Cost Control and Budgeting** – Relevant to the similar project experience presented, provide detailed examples of budget development and include examples of construction document estimates and actual bid results or GMP values for three recent projects of similar scope and scale. Explain schedule and cost control procedures the firm employs on renovation projects to assist clients in the decision making process. Provide three examples of change order ratios and schedule tracking.

Provide a detail process of how your firm anticipates in providing timely and responsive Construction Administration services for this project,

4. **References** - Present five (5) references for which the firm has performed within the past 5 years. Include the name, title, address and telephone number of each reference and description of duties.

Project Team Staffing Changes

If after technical proposals are submitted to the University there are staffing changes to the proposed project team, the firm must notify the University immediately and submit resumés of replacements. **Lack of notification will be grounds for disqualification.**

PART TWO – DEFINE SCOPE / PROVIDE FEE MATRIX

The second part of the process will involve the University providing the short listed firms detailed scope information, requesting fee proposal/fee matrix and interviews/presentations.

SECTION III

EVALUATION PROCESS:

The award of an agreement to the successful proposer will be based upon a comprehensive review. All proposals will be evaluated by a committee which will use the specific evaluation criteria listed below with the University reserving the right to base award on proposal presentation and subsequent interviews.

The University also reserves the right to reject any or all proposals, in whole or in part, to award any item, group of items, or the total proposal, to waive any informality or technical defects, or otherwise proceed under Connecticut General Statutes Sections 10a-109a through 10a-109y in accordance with University procedures and guidelines if it is deemed to be in the best interests of the University.

The following areas will be evaluated using information submitted in response to the RFQ. Specific examples will help with evaluation. The University is particularly interested in those firms that have experience working in an Academic Medical Center environment with a major focus on current experience with recently constructed similar facilities. Therefore, please address the following items:

1. **Qualifications of Architectural Firm** - Previous experience with recent comparable projects (new hospital bed tower projects with operating rooms and emergency departments with construction costs of \$160 million or more and complex renovations with construction costs of \$65 million or more) and on those comparable projects demonstrate:
 - a. Hospital/HealthCare expertise, excellent architectural design and experience with academic medical centers or major hospitals
 - b. Ability to meet the Owner's program, scope, budget and schedule.
 - c. Understanding and application of principles of "outcome/evidence based design" or patient/family centered care design.
 - d. Design solutions that reflect best practices in terms of "sustainable" design with LEED.
2. **Qualifications and Responsibilities of Key Personnel and Sub-Consultants** –
 - a) Personnel/staffing plan that provides individuals that have experience as described in no. 1 above.
 - b) Previous experience with comparable projects by the prospective firm's proposed consultants as described in no. 1 above.
 - c) Firms previous experience (number of projects, size of projects) when working with its' proposed consultants and performance on those projects (design, costs control, schedule management)
 - d) Experience in LEED design by the prospective firm and their proposed consultants

3. **Management, Cost Control and Budgeting** - Relevant to the similar project experience presented; did the firm provide detailed examples of budget development and include examples estimates and GMP results for three recent projects.
 - a. Success in managing costs and delivering projects on budget.
 - b. Success in managing schedules and delivering architectural services on schedule.
 - c. Three examples of change order ratios and schedule tracking.
 - d. Firm's process in providing timely and responsive Construction Administration services for this project.
4. **References** - Present five (5) references for which the firm has performed within the past 5 years. Include the name, title, address and telephone number of each reference and description of duties

Additional Information

The proposer is encouraged to view the following information.

- a. Standard University Design Contract
- b. The Executive Summary Report

SECTION IV
RECEIPT OF SOQ's AND ESTIMATED TIMETABLE

1. Communication:

All inquiries relative to the conditions and specifications listed herein as well as clarification of any information contained in this RFQ must be made to:

Ms. Colleen Schuh
Capital Project and Contract Administration
31 Ledoyt Road Unit 3047
Storrs, CT 06269-3047
Fax: (860) 486-1953
cpca@uconn.edu

All requests for clarification must be in writing and received no later than 2:00pm; June 24, 2010 and submitted on the request for information form attached. Subsequently, the University's response to any request for clarification will be posted on the University Office of Capital Projects and Contract Administration website:

http://www.cpcu.uconn.edu/profserv/profserv_currentops.html;

as well as the DAS website; http://www.das.state.ct.us/Purchase/Portal/Portal_Home.asp.

It is the responsibility of the interested firm's submitting to obtain any and all clarifications posted to the specified websites. Under no circumstances may any applicant or its representative contact any employee or representative of the University or the Health Center regarding the RFQ prior to the closing date, other than as provided in this section. Any violation of this condition will result in the applicant being considered non-compliant and deemed disqualified. Strict adherence to this procedure is required.

A. Informal Communications:

From the date of receipt of this RFQ by each applicant, until a binding contractual agreement exists with the selected Firm or Firms and all other applicants have been notified or when the University rejects all SOQs, **informal communications regarding this procurement shall cease.** Informal communications shall include, but are not limited to:

1. Requests from the applicants written or verbal to any department(s) at the University or Health Center other than the University's Department of Capital Project's and Contract Administration, for information, comments, speculation, etc; and
2. Requests from any department at the University or Health Center, or any employee of the University or Health Center for information, comments, speculations, etc.

B. Formal Communications:

From the date of receipt of this RFQ by each applicant until a binding contractual agreement exists, as noted above, communications between the University of Connecticut, Capital Projects and Contract Administration and the applicants will be formal. Formal communications shall be written format by fax or email utilizing the RFI form provided. No phone calls please.

Requests for clarification by the University:

The University may request that any applicant to clarify or supplement any information contained in the SOQ. Applicants are required to provide a written response within five (5) business days, or sooner, of receipt of any request for clarification by the University.

2. Submission Format/Receipt of SOQ

One (1) original (clearly marked) and ten (10) copies of STATEMENT OF QUALIFICATION (SOQ) must be submitted in a sealed envelope / box on or before 2 p.m. Eastern Standard Time; Wednesday July 7, 2010 and must be addressed to:

**Ms. Colleen Schuh
Capital Project and Contract Administration
31 Ledoyt Road Unit 3047
Storrs, CT 06269-3047
Phone: (860) 486-8055
Fax: (860) 486-1953**

At the specified time stated above, all SOQs received as stipulated. All information will be confidential until after review and action by the Evaluation Committee and an award is made.

E-mail or electronic attachments are not acceptable means of submitting a proposal and will be rejected as non-conforming. If you intend to use an express delivery service, it is recommended that you stress the need to deliver your package to the building and office designated above. Packages delivered by express mail to other locations might not be re-directed to the appropriate address in time to be considered. It is the responsibility of the submitting firm to assure delivery of their submission at the designed office by the time and date noted above.

3. **Estimated Timetable:**

Milestones:

Closing Date for Questions –
Submission of SOQs due –
Short-listing of firms –
Pre-Proposal Meeting On-Site -
Interviews/Recommendation to Award -
Contract Execution -

Anticipated Schedule

June 24, 2010
July 7, 2010
July 21, 2010
July 29, 2010
Week of August 9, 2010
Week of August 16, 2010

This timetable is tentative and subject to change. Any questions or concerns about the timetable should be communicated in writing immediately upon receipt of this RFQ through the RFI process.

4. **Definition of Terms**

“SOQ”	Statement of Qualifications
“RFQ”	Request for Qualifications
“Purchaser”, “Buyer”, “UConn” “University of Connecticut”, or “University”	The University of Connecticut
“Bidder”, “Applicant”, “Vendor” “Seller”, or “Firm(s)”	Person, firm or corporation submitting SOQ to this RFQ
“Coordinator”	Colleen Schuh

SECTION IV **CONTRACT**

A draft of the contract has been attached to this RFQ. The University reserves the right to modify the contract or wave any informality as it deems to be in the best interest of the University.

Note: It is advised that interested parties have the contract reviewed prior to submitting an application. By submitting for qualification, the submitting Firm acknowledges that they have reviewed the contents of the contract and accepts the contract and any modifications that the University deems necessary to it without exception. Exceptions to the contract by the submitting Firm at any time will not be considered.

END OF REQUEST FOR QUALIFICATIONS