

REQUEST FOR LETTERS OF INTEREST and Statements of Qualifications

The Southwest Virginia Higher Education Center (SVHEC), Abingdon, Virginia, invites interested firms to submit Letters of Interest and Statements of Qualifications along with background information on an adapted Form DGS-30-168 (<http://www.fm.virginia.edu/fpc/ContractAdmin/ConstructionAdvertise.htm>) for Construction Management (CM) services related to the:

Southwest Virginia Higher Education Center Clean Energy Research and Development Center RFP # 09-102

The Owner seeks to retain a CM firm to join the project team starting during the design phase. The firm will be responsible for providing CM Services as required for Document Review Phase, Procurement Phase, and Construction Phase Services of the SVHEC - Clean Energy R&D Center in Abingdon, Virginia. Document Review Phase Services will include scheduling, cost estimating, constructability analysis, and document reviews. Procurement Phase Services will include assembling a team of qualified Trade Contractors to work directly for the CM. Construction Phase Services will include construction administration and full responsibility for the successful completion of all construction on an At Risk basis. The Owner will initially award the Fixed Price Document Review Phase Services and the Fixed Price Procurement Phase Services. The Fixed Price Construction Phase Services may be awarded subsequently as determined by the University of Virginia. The University will be assisting the SVHEC in the procurement of CM services through competitive negotiation.

Project Description:

The SVHEC was established in 1991 to strengthen the economy of southwest Virginia through education and training of the current and future workforce. The SVHEC's mission is to prepare students for lifelong learning, professional careers in fields such as business, teaching and health care, and for graduate study. The SVHEC serves a diverse population that includes students who commute from around the region and non-traditional students seeking lifelong learning opportunities or preparation for career changes. Through its partnerships with ten colleges and universities, the SVHEC offers access to a diverse, talented, well-qualified faculty whose primary role is excellence in undergraduate and graduate instruction. The SVHEC programs go beyond academic achievements in the classroom, bringing social, cultural and economic vitality to the community and the region.

The mission of the Clean Energy R&D Center is to significantly enhance the visibility of clean energy research in southwest Virginia and to establish the region as a leader in clean coal and natural gas, carbon sequestering, and renewable energy resources. The facility will feature robust laboratory facilities and leading edge technology infrastructure that are essential to facilitate world class research and development. Additionally, the facility will include program areas that complement the research facilities, including: a public meeting space, conference rooms, offices, and technology-enhanced classrooms and lecture halls. To underscore the importance of the mission, the facility will utilize clean energy technologies to heat and cool the building. The facility will also incorporate state-of-the-art energy management practices, environmentally responsible use of water and natural resources, and sustainable building practices. The Clean Energy R&D Center will pursue LEED certification, with LEED Gold as the initial objective.

The Southwest Virginia Higher Education Center Clean Energy R&D Center may include the following design characteristics and program elements:

- Single discreet building to be constructed on a site that is southwest of the existing Southwest Virginia Higher Education Center
- Gross square footage is estimated to be between 14,000-16,000 GSF
- Building classified as Construction Type 2A, Building Occupancy Type B
- Laboratories, Classrooms/Lecture Hall, Offices, Resource Library, Restrooms, and minor Public Area
- For regulatory purposes, the new facility will be self-contained and independent of the existing Southwest Virginia Higher Education Center; however, the new facility may include a sky-bridge to adjacent, existing SVHEC building

LEED Certification:

The University has adopted the Leadership in Energy and Environmental Design (LEED) tool as its standard for sustainability in the University's built environment. At a minimum, these facilities must achieve LEED certification or higher. Higher certification levels are appropriate pending identification of cost and time impacts and approval by the University. The CM firm shall be responsible for ensuring that the buildings and site achieve LEED Certification in accordance with the Contract Documents.

For your reference, the *Guidelines for Sustainable Buildings and Environmental Design* provide additional sustainable design guidance, and the *2006 UVA Sustainability Assessment* recommends strategies for sustainability that apply to multiple aspects of University decision making. These documents can be found at the following website: <http://www.virginia.edu/architectoffice/>.

Additional Information:

For further information, please visit our website at: <http://www.fm.virginia.edu/FPC/ContractAdmin>

The Architect for the project is Train and Partners, Charlottesville, Virginia.

Submittal Information:

Submittals will be evaluated and a short-list of firms selected. The short-listed firms will be issued a detailed scope of work/request for proposal and invited to present a more detailed proposal and oral presentation of their qualifications and experience. The selection of short-listed firms will be based on:

- demonstrated qualifications in projects of this type,
- demonstrated ability to meet the proposed schedule and maintain cost control,
- the quality and experience of the proposed team,
- the firm's plan for involvement of SWaM firms,
- experience with the State of Virginia's Construction and Professional Services Manual,
- LEED certification, and
- other criteria as the selection committee may determine appropriate.

Only firms licensed to do business in Virginia will be considered.

Submittals should be limited in length and should include no more than ten color pictures, of not more than four recent/related projects. Where possible, all materials submitted should be fully recyclable. Submissions should be collated, on standard letter-sized paper and preferably clipped together without binding. To conserve paper, double sided printing is strongly encouraged. The short-listed firms will be issued a detailed scope of work and invited to present the more detailed proposal and oral presentation of their qualifications and experience.

One (1) original and twelve (12) copies of the Letters of Interest/Statement of Qualifications must be submitted **no later than close of business, nominally 5:00 PM on August 12, 2009**, to the attention of:

Julie Garmel
University of Virginia
FP&C Office of Contract Administration
1000 Ednam Center, Suite 100 Charlottesville, VA 22903 (overnight delivery)
PO Box 400892, Charlottesville, VA 22904-4892 (U.S. Mail)

The Request for Proposals is scheduled to be issued to **short-listed firms only** on or about **August 19, 2009**, with responses scheduled to be received **by close of business, nominally 5:00 PM on September 23, 2009**. A non-mandatory pre-proposal meeting, for the short-listed firms only, will be scheduled on or about **September 9, 2009**, and will include a tour of the site. Oral presentations will be scheduled on or about **September 30, 2009**, at the Southwest Virginia Higher Education Center.

Selected firms will be required to register in eVA (the Governor's electronic procurement web site, www.eva.state.va.us) prior to the deadline for submission of responses to the RFP to be eligible for the award of the contract. The company's own status and/or proposed use of Small, Women-owned and Minority-owned (SWaM) firms will be considered in the evaluation of proposals. SWaM firms must be registered with the Virginia Department of Minority Business Enterprise in Richmond for verification and consideration. Quarterly reporting of expenditures to SWaM firms will be required for the selected contractor.

The Rector and Visitors of The University of Virginia

By:

Juile Garmel, VCCO, UVA Contract Administrator for Construction