

**Request for Design Professional Qualifications  
Information Package**

**University of California, Berkeley  
Art Museum and Pacific Film Archive  
Project No. 12259A  
University of California, Berkeley**

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University of California, Berkeley  
Capital Projects  
September 1, 2006

ARCHITECTURAL SERVICES

The Berkeley campus of the University of California requests that architects submit written statements of qualifications for providing architectural services for the following proposed project:

University of California Berkeley, Art Museum and Pacific Film Archive  
Project No. 12259A  
Estimated Construction Cost: US\$60,000,000 to US\$80,000,000

This project will demolish the UC Printing Plant Building and UC Parking Structure and construct a larger museum facility to house the collections of the Berkeley Art Museum and Pacific Film Archive. This project will relocate the museum from its current "poor" seismically rated structure, on Bancroft Way, to a new facility anchoring the east end of the city of Berkeley's "Arts District".

The building site encompasses the site of the existing UC Printing Plant Building and the University Hall Parking Structure, located on the west side of Oxford Avenue opposite the Campus West Crescent. The University anticipates that the proposed facility will comprise 130,000 to 150,000 outside gross square feet (OGSF).

One (1) copy of the information package in CD-ROM format only may be requested by each interested design firm, by submitting its request in writing with a pre-paid express waybill (required) to the following:

University of California, Capital Projects  
Attention: Ms. Kathleen Kelly  
1936 University Avenue, 2<sup>nd</sup> floor  
Berkeley, CA 94720-1380  
Fax: 510 642 7271

The entire information package is available for viewing and download at the UC Berkeley Capital Projects website <http://www.cp.berkeley.edu/RFQ.html>.

Submittals must be received at the address below no later than 4:30 pm, PST, Monday, September 25, 2006. Eight (8) copies of the submittal are requested. Firms that meet the screening criteria will be invited for an interview. Due to unusual schedule constraints, firms should make themselves available for the interview any time during the week of October 9, 2006. Please address submittals to:

<p><b>Rob Gayle, AIA - Associate Vice Chancellor, Project Management</b> <b>UC Berkeley, Capital Projects</b> <b>1936 University Avenue, 2<sup>nd</sup> floor</b> <b>Berkeley, CA 94720-1380</b></p>
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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.

**UC Berkeley Art Museum and Pacific Film Archive  
UC Project No. 12259A - September 1, 2006**

**PROJECT BACKGROUND & DESCRIPTION**

For the purposes of this document, the terms Executive Design Professional (EDP) and Architect of Record (AOR) are used interchangeably.

The University of California, Berkeley, will select the Architect of Record (AOR) to provide program, design, bid, construction documents and construction phase services for a new art museum and film archive.

The University is selecting the Design Architect under a separate process. The selection may result in a requirement for an international collaboration (Japan).

This project will demolish the UC Printing Plant building and the adjacent UC-owned parking structure and construct a larger museum facility to house the collections of the Berkeley Art Museum and Pacific Film Archive. This project will relocate the museum from its current facility, seismically rated "poor", on Bancroft Way, to a new facility anchoring on the east end of the city of Berkeley's "Arts District".

The City of Berkeley is encouraging the development of art institutions in its "Arts District" and the location of the museum/film facility at Center and Oxford Streets will be an important addition to the district and to the City's downtown core.

The building site encompasses the site of the existing UC Printing Plant Building and University Hall Parking Structure, bounded by Addison, Oxford, and Centers streets, opposite the Campus West Crescent. The building site consists of property currently owned by the Regents of the University of California.

The UC Berkeley Art Museum/Pacific Film Archive (BAM/PFA) is an element within a broader redevelopment being planned for the immediate project area. A hotel and conference center is proposed under a separate development initiative at the western portion of the block encompassing the University-owned site of the proposed UC Berkeley Art Museum. While the BAM/PFA project is independent of other development projects, the BAM/PFA project may comprehend some areas and services in common with adjacent facilities being planned and implemented by others (e.g. loading dock, outdoor space, and parking infrastructure).

The BAM/PFA program proposes 35,000 ASF for galleries, 11,000 ASF for three theaters/lecture halls, with various seating capacities for 100-400 occupants. The project also includes a film archive library, education classrooms, collection support space, and staff offices. Public amenity spaces will include a retail bookstore, restaurant and support areas to serve a roof-top space for events.

Additional key requirements include addressing issues of long-term flexibility in the design of galleries and theaters and implementing a sustainable design that, at a minimum, is equivalent to a LEED "Certified" rating, and meets Accepted Museum Environmental Performance Criteria as defined by the accreditation requirements of the American Association of Museums.

The envisioned facility will comprise up to 150,000 OGSF in area, dependent on program, configuration and availability of funding. The planned efficiency (assignable square footage/outside gross square footage) of the building is 60%.

The anticipated construction budget, assuming a construction start in mid-2009, is in the range of US\$60,000,000 to US\$80,000,000.

The attachments provide additional program and site information. Interested firms should check for updates to this package at <http://www.cp.berkeley.edu/RFQ.html> prior to submission.

## SCOPE OF SERVICES

The complete scope of services includes full services from programming through the end of the construction phase, and all disciplines, including but not limited to structural, mechanical, electrical and civil engineering; theater, acoustic, gallery lighting and day lighting, restaurant, and museum security consultants.

The following outline of services is further detailed in the Executive Design Professional Agreement (EDPA), furnished herewith. Based on University approvals, and as directed, the selected firm, in coordination with the Design Architect, will provide:

1. Support during the programming and pre-schematic design phases.
2. Review of existing building and site conditions.
3. As directed by the University, coordination of the work of the UC BAM/PFA project with the design of a project or projects that may be concurrently in development by others on adjoining properties.
4. In collaboration with Capital Projects, UC Berkeley and the University's Construction Manager at Risk (to be selected), participation in the development of preconstruction, bid and construction strategies and preparation of a final project schedule and construction cost budget.
5. Assistance to the University with preparation of submittal materials for review purposes.
6. Schematic design documents.
7. Design development documents.
8. Design for sustainability and energy efficiency, including, at a minimum, equivalency to LEED Certified level, and participation in University-sanctioned energy conservation programs (e.g. PG&E's Savings by Design).
9. Assistance to the University with documentation required for environmental review under CEQA (California Environmental Quality Act).

10. Bidding documents, including complete plans and specifications suitable for lump sum, competitive public bidding using a CM-at-Risk delivery method.
11. Cost management and estimating.
12. Assistance to the University with obtaining agency approvals, including State Fire Marshal, Division of the State Architect, and other submittals to the Regents and Office of the President of the University.
13. Construction phase services.
14. Record Documents conforming to University's standards, including digital files in agreed format.

The University reserves the option to terminate services after programming and pre-schematics and proceed with the next-ranked firm, based on performance concerns or inability to reach agreement on compensation.

#### SCHEDULE

Enclosed is a preliminary project schedule, dated September 1, 2006. This schedule is intended to provide general guidance with respect to the project development and implementation, and is not binding on the University. It is anticipated that Design Architect services will commence immediately upon selection in the Fall of 2006. The Design Architect may participate in the selection process for Architect of Record.

#### DESIGN ARCHITECT AND ARCHITECT OF RECORD

The University intends that the Design Architect will design the Project. Alternative contractual structures are described below under CONTRACT ARRANGEMENTS. One of those structures will be employed for architectural services provided in connection with the Project.

Requirements for eligibility to provide services as Architect of Record include, but are not limited to, responsiveness to the Selection Criteria contained herein; the demonstrated ability to provide the professional services required for execution of the project, as described in the Executive Design Architect Agreement (EDPA); and conformance with relevant requirements of the California Architects Practice Act ([http://www.cab.ca.gov/practice\\_act-main.htm](http://www.cab.ca.gov/practice_act-main.htm)).

## CONTRACT ARRANGEMENTS

In submitting its qualifications in response to this Request for Qualifications, the submitting entity agrees to the University's sole discretion in the election of contracting arrangements.

It is anticipated that the Design Architect and the Executive Design Professional will each be initially retained under a separate Professional Services Agreement (PSA) (<http://www.cp.berkeley.edu/PSA.pdf>). The EDP will subsequently be retained under an Executive Design Professional Agreement ([http://www.cp.berkeley.edu/EDPA\\_verB\\_rev2002\\_05.pdf](http://www.cp.berkeley.edu/EDPA_verB_rev2002_05.pdf)). At a point to be determined by the University, the DA will become contractually associated with the EDP. The University will be copied on the agreement between the Design Architect and the Executive Design Professional, as well as on any subsequent amendments to such agreement.

## JOINT VENTURES

The University of California will not entertain Joint Venture entities specifically formed to provide architectural services for this project.

## CONSULTANTS

The University is selecting the Architect of Record at this time. Sub-consultants in specific technical disciplines will be selected later in collaboration with the selected Design Architect.

## SELECTION CRITERIA

The Screening Committee is seeking applicants with experience in comparable projects. Applicants should clearly highlight such projects and their similarities to the proposed project. Specific responses will be reviewed more carefully than those stressing breadth of experience or general qualifications. Major considerations in the selection of the firm will be the following. The sequence of this listing is not intended to reflect relative weight of criteria.

1. Evidence of legal entitlement to practice architecture in California.
2. Experience in international collaborative projects and projects with a separate Design Architect. Demonstrated organizational flexibility and motivation to advance the project's concept and intent. Ability to organize various consultants around the Design Architect's design intent. Ability to integrate structure and systems with the architectural design.

3. Demonstrated firm and staff experience in the programming, design and technical documentation of flexible university, institutional, public or major civic facilities similar in complexity to a museum or film archive.
4. Demonstrated firm and staff experience in the programming and design of museum facilities, film and lecture theaters, libraries, multi-media and education spaces.
5. Experience with, or demonstrated ability to grasp and embrace the unique aesthetic, philosophical, and functional requirements of art museums, media spaces and film archives, their relationship and the challenges they face in serving their constituencies in the 21<sup>st</sup> century, as well as the Design Architect's concept.
6. Demonstrated mastery and flexibility in addressing the technical, legal and budgetary requirements of design of large scale, high traffic, and multi-function public spaces.
7. Demonstrated ability to participate in the creation of dramatic and powerful spaces that also function efficiently and can be maintained with limited resources.
8. Demonstrated capability of making a distinctive and significant contribution to the architectural richness and diversity of the University and City of Berkeley environs.
9. Demonstrated firm and staff experience in site planning and urban design, and capability to respond creatively and sensitively to the existing architectural context. Ability to coordinate with projects in the vicinity.
10. Proven capabilities for providing creative design and construction detailing solutions with an economy of means. Firms are asked to submit appropriate graphic material demonstrating creativity that meets strict budget constraints.
11. Proven technical, cost and schedule management capabilities. Describe approach to real-time cost management.
12. Experience preparing bidding documents suitable for competitive public bidding. Firms considering submitting qualifications are advised

to review the University's construction contract forms. A copy of the CM at Risk delivery method is available in electronic format ([http://www.ucop.edu/facil/fmc/facilman/cm\\_risk/cm\\_at\\_risk\\_intro.pdf](http://www.ucop.edu/facil/fmc/facilman/cm_risk/cm_at_risk_intro.pdf)).

13. Experience working with a General Contractor or Construction Manager throughout the design process. Approach to incorporating constructability issues in the development of the project documentation.
14. Experience with building code compliance. Firms responding to this RFQ shall demonstrate expertise with design under the California State Building Code (CBC).
15. Experience in design of facilities in settings of high seismic risk. The project site is located in Seismic Zone IV, the most rigorous seismic environment as defined by the California Building Code. Firms responding to this RFQ shall demonstrate experience in designing facilities in areas of high seismic risk.
16. Demonstrated ability to evaluate technical aspects of non-traditional materials and construction methods and to develop custom construction details for such materials and/or assemblies.
17. Demonstrated ability to produce comprehensive and thorough construction documentation for public contracts. Provide verifiable information that illustrates the firm's record in minimizing design errors and omissions.
18. Ability and experience to utilize state of the art design, presentation, documentation and management systems and software. Demonstrate understanding of and interest in implementation of BIM (Building Information Modeling) in a collaborative design and construction context.
19. Experience in and demonstrated commitment to sustainable building practices. Demonstrably sustainable practices in building design, construction and operation are a goal of the Project. The Project will minimally conform to the UC Presidential Policy on Green Building Design and Clean Energy Standards, [http://www.ucop.edu/facil/greenbldgs/UC\\_green\\_clean.pdf](http://www.ucop.edu/facil/greenbldgs/UC_green_clean.pdf).
20. Experience with institutional clients and building committees.

21. Qualifications of the Principals and Project Team Members, including a clear definition of the primary responsibility of each.
22. For any firm not based in the San Francisco Bay Area, demonstrate the management approach that would ensure that cost and delivery of services to the University would not be negatively impacted by firm's distant location.
23. Provide Professional Liability Insurance for a minimum of US\$5,000,000.
23. Firm's record and approach to prevention of design errors and omissions.

#### SELECTION PROCESS

Written Qualifications Statements should be in accordance with the attached Submittal Format. Submittals must be delivered to the address below no later than 4:30 pm, PST, Monday, September 25, 2006. Eight (8) copies of the submittal are required.

Please address submittals to:

<p><b>Rob Gayle, AIA - Associate Vice Chancellor, Project Management</b> <b>UC Berkeley, Capital Projects</b> <b>1936 University Avenue, 2<sup>nd</sup> floor</b> <b>Berkeley, CA 94720-1380</b></p>
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Firms that meet the screening criteria will be invited for an interview at the UC Berkeley campus at times to be determined by the University during the week of 10/9/06. Due to unavoidable constraints, interviews may be scheduled unusually close to the interview dates.

The Design Architect and the Architect of Record will be required to design the project within the approved construction budget and schedule. The successful firm will be required to sign the University's EDPA (version B, CM at Risk), available for review at <http://www.cp.berkeley.edu/ContractsAgreements.html>. The firm must be able to accept terms and conditions and state so in the submittal. Contract scope and execution are at the sole discretion of the University and contingent upon adequate funding.

Questions not answered in this information package may be addressed in writing only (e-mail acceptable) to:

Alicia Rosenthal, AIA, Project Manager  
UC Berkeley Capital Projects

1936 University Avenue, 2<sup>nd</sup> floor  
Berkeley, CA 94720-1380 USA  
e-mail: [arosenthal@cp.berkeley.edu](mailto:arosenthal@cp.berkeley.edu) with copy to Ms. Kathleen Kelly,  
[kkelly@cp.berkeley.edu](mailto:kkelly@cp.berkeley.edu)

## SUBMITTAL FORMAT

1. COVER LETTER (maximum of 2 pages)
  - identify team
  - provide name of contact person, phone and e-mail address
  - summarize qualifications most relevant to this project (include statement of legal entitlement to practice architecture [Architect's license or equivalent] under the applicable legal jurisdiction at the applicant's home office or principal place of business.)
2. RELEVANT QUALIFICATIONS
  - provide in summary format only
  - offer short, focused paragraphs by topic per Selection Criteria (i.e. building type; technical aspects; team, etc.)
3. RELEVANT EXPERIENCE

Provide printed images, color Xerox acceptable. (Include one set of printed images for each copy of submittal) briefly stating relevance for each image and role firm played in the project.

  - specify role of the firm or individual if work was not exclusively by the submitting firm (i.e., joint venture, association). If work was done by individuals on the project team while with other firms, their roles should be clearly stated
  - provide a list of the following:
    - project name
    - team members, including consultants and contractor
    - beginning/ending dates of the project
    - square footage
    - construction cost
    - main program elements
    - owner contact person & phone no.
  - provide list of consultants used on each project
  - identify which proposed team members worked on this project, if any
4. PROJECT TEAM SUMMARY

Identify individual team members

  - for each proposed team member, summarize proposed role/responsibility on this project and experience relative to those roles

- describe previous collaborative experience on relevant projects; state relevance
  - describe the commitment of the proposed team for the duration of the project
5. COST AND QUALITY CONTROLS
- concisely describe real time cost and quality control techniques employed by the firm, as they relate to cost containment, scheduling, contract administration
  - include benefits attributable to these techniques used on specific projects; ideally, references (see below) should confirm effectiveness of these systems.
  - if available, cite examples of relevant construction documents recently prepared by the firm for competitive public bidding.
  - Include a loss run from the firm's insurance company, showing the record of claims in the last 10 years. Include information regarding the volume of work per year listed and any verifiable clarifications deemed appropriate.
6. REFERENCES (All references must include contact name, telephone number and email address.)
- provide client list with references that are relevant to the above projects (minimum of 3)
  - provide General Contractor and/or Construction Manager references (minimum of 3)
  - provide references from design architects that have collaborated with your firm.
7. APPENDIX (items to be included)
- firm brochure/history/background, reprints, etc.
  - if available, a recent representative selection of publications, reprints or articles about your work that has appeared in the books or professional journals.
  - key team member resumes
  - UC Statement of Qualifications (per attachment)
  - Request for Supplemental Information

Index all submittals with tabs labeled as per numbered categories above. Double-sided printing is encouraged. The material will be retained by the University unless a written request is made for their return.

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