

Request for Design Professional Qualifications
INFORMATION PACKAGE

Spieker Pool Upgrades Study

Project No. 12389B
University of California, Berkeley

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SECTION 1

ADVERTISEMENT FOR SERVICES

The Berkeley campus of the University of California requests that aquatics engineering firms with a specialty in high performance facilities submit written statements of interest and qualifications to provide planning, design, construction document, and construction phase services for the following proposed project:

**Spieker Pool Upgrades Study
Project No. 12389B**

The study shall evaluate the Spieker Pool plaster enclosure, recommend and document repairs, and study other upgrades to the pool complex. The scope of professional services includes design studies, cost estimates, and construction document preparation. The study phase should commence upon execution of the contract and construction be completed by August 1, 2010.

For services prior to the beginning of Schematic Design the successful firm will be required to sign the University's Professional Services Agreement which is posted for review at <http://www.cp.berkeley.edu/CP/ContractAdmin/SampleDocs/Agreements/PSA.pdf>. The successful firm will be required to sign the Executive Design Professional Agreement, Version B, posted for review at <http://www.cp.berkeley.edu/ContractsAgreements.html#agreements>

The University of California has adopted a Green Building and Clean Energy Policy which can be viewed at http://www.ucop.edu/facil/greenbldgs/documents/uc_green_clean.pdf Site design must demonstrate a commitment to these sustainability goals.

A description of submittal requirements, and a detailed scope of services may be obtained online at <http://www.cp.berkeley.edu/RFQ.html> or at the Capital Projects Reception Desk (510-643-5028), Rm. 232 at 1936 University Avenue, Berkeley on or after August 24, 2009. Those firms that best meet the screening criteria will be invited to appear for an interview. Submittals should be delivered to the address below no later than noon, September 9, 2009. Five (5) copies of the submittal are requested. Please address submittals to:

Ellen Owens, Project Manager
Capital Projects
University of California, Berkeley
1936 University Ave., 2nd Floor
Berkeley, CA 94704-7027

Hours of Business: Monday through Friday, 8:00 a.m. to 5:00 p.m.

Questions not answered in the information packet may be addressed to Ms. Owens at eowens@cp.berkeley.edu or (510) 643-3921.

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, and national origin have equal access to contracts and other business opportunities with the University. Each candidate firm will be required to show evidence of its equal employment opportunity policy.

SECTION 2

Request for Qualifications Executive Design Professional Spieker Pool Upgrades Study University Of California, Berkeley

The Berkeley campus of the University of California requests that aquatics engineering firms with a specialty in high performance facilities submit written statements of interest and qualifications to provide design studies and construction document phase services as Executive Design Professional for renovations to the Spieker Pool complex.

BACKGROUND

The purpose of this study is to explore the scope of repairs and upgrades to the Spieker Pool complex.

The Spieker Pool complex was constructed on the site of the Harmon Gym Pool which was built in the 1930s. Spieker Pool incorporated some of the original infrastructure of the Harmon Gym Pool and was last significantly upgraded in 1982. It is in need of basic repairs and upgrades in order to function as a fast water Olympic competition and training facility.

The Spieker Pool complex is home to the following Intercollegiate Athletic programs: Men's Swimming & Diving, Women's Swimming & Diving, Men's Water Polo and Women's Water Polo. It is also heavily used as a campus recreational lap swim facility, as well as a scuba training and certification facility for Academic research and teaching.

SCOPE OF SERVICES

The scope of professional services will include a design study of all the options identified below, cost estimates for each option, and construction document preparation for Option A at a minimum.

1. Study Options:

A. Complete replastering of the pool envelope, reworking of the underwater lights, repairs to the pool marking/lane lines, repairs to the tile coping and trim, reworking of exit steps/ladders, and reworking of associated finish plumbing such as supply/return distribution, drains, and inlets.

B. Removal of the raised "plynth" deck surface and installation of a modern water level (zero edge) guttering system for improved pool performance, safety, and ease of maintenance. Explore replacement of the concrete pool decking and drainage which remains from the previous Harmon Pool.

C. Mechanical modernization including the replacement of the pool heating and sanitation systems, and relocation of the systems to the basement level. Reuse of space created by the modernization for energy savings upgrades such as thermal pool covers and solar water heating and for storage.

- D. Seating upgrades, ranging from freestanding aluminum seating equipment to concrete and steel seating structure with fan amenities such restroom, concession, and ticketing.
 - E. Upgrades to starting blocks and dryland training equipment for water polo, diving, and swimming.
 - F. A Scoreboard for basic timing and scoring.
2. Construction Cost estimates for each option.
 3. Construction documents for Option A.
 4. Construction documents for other Options on an additional services basis.
 5. Construction phase services on an on-call additional services basis.
 6. Record Documents conforming to the University's standards, including digital file in specified format.

SCHEDULE OF WORK

The Design Study phase of work described above shall commence immediately upon selection in September, 2009.

Construction documents for Option A will start in mid-November 2009 and will be finished by mid-February 2010.

A Final Draft of the study options with cost estimates is due December 15, 2009.

CONSULTANTS

The University is selecting only the Executive Design Professional at this time. Sub-consultants in specific technical disciplines will be selected later in collaboration with the selected Executive Design Professional.

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 selection of the firm will be the following:

- Demonstrated firm and staff experience in the design of university, institutional, public or major civic facilities of similar complexity.
- Demonstrated firm and staff experience in the design and rehabilitation of high performance Olympic pool facilities including aquatic systems equipment.

- Proven capabilities for providing creative design solutions with an economy of means.
- Proven technical, cost and schedule management capabilities.
- Experience in working with institutional clients and committees.
- Experience in working with the Division of the State Architect on projects involving disabled access.
- Experience preparing documents suitable for competitive public bidding.
- Firms must be able to provide Professional Liability Insurance in the amount of US \$1,000,000.

See **Submittal Format** for further content and presentation requirements.

SUBMITTAL SCHEDULE

Info Packets available	August 24, 2009
Submittals Due (five copies)	September 9, 2009 by Noon
Short List Notification	September 11, 2009
Selected Candidate Interviews	September 16, 2009

The above schedule is preliminary and is subject to change.

SUBMITTAL PROCEDURES

Firms wishing to be considered should submit background materials describing their qualifications in accordance with the Submittal Format, below. Qualifications from interested firms are to be submitted **no later than noon, Wednesday September 9, 2009**, to:

Ellen Owens, Project Manager
 Capital Projects
 University of California, Berkeley
 1936 University Ave., 2nd Floor
 Berkeley, CA 94704-7270
 Hours of business: Monday through Friday, 8:00 a.m. to 5:00 p.m.

Technical questions or questions regarding the scope of the project and not answered in this RFQ should be directed to Ms. Owens at (510) 643-3921 or eowens@cp.berkeley.edu. The University of California is an Equal Opportunity Employer: minorities and women are encouraged to apply for consideration.

SECTION 3

SUBMITTAL FORMAT

Please index all submittals with tabs labeled as per **BOLD** typeface below. Provide five copies.

A. COVER LETTER (*maximum of 1 page*)

- Summarize qualifications most relevant to this project
- Provide name of contact person, phone, fax, and email address

B. RELEVANT QUALIFICATIONS (*maximum of 3 pages*)

- Offer short, focused paragraphs in a summary format by topic: do not include general information.
- If firm has multiple offices, qualifications should represent the work of the office proposed for this project, not the firm as a whole.

C. RELEVANT EXPERIENCE (*4 to 6 projects, maximum 12 pages*)

- Provide images of selected project along with brief descriptive text as follows:
- Briefly state relevance for each image and include:
 - project name
 - beginning/ending dates of project and construction period
 - scope of program & approximate construction cost
 - Offer short, focused summary describing relevance to proposed UCB study
 - Specify the role of the firm
- Note if any individual on the project team did the work while with other firms

D. PROJECT TEAM SUMMARY (*maximum of 2 pages*)

- Identify proposed key team members (principal-in-charge, project manager)
- Summarize proposed roles/responsibilities for this project. List experience relative to those roles (reference projects listed in Section B & C where relevant)
- Describe previous collaborative experience of team members on relevant projects

E. COST AND QUALITY CONTROLS (*maximum of 1 page*)

- Concisely describe cost and quality control techniques employed by the firm, as they relate to scheduling, and cost containment
- Include benefits attributable to these techniques used on specific projects and reference Section B & C projects
- Cite examples of construction documents recently prepared by the firm for lump sum, competitive bidding

F. REFERENCES (*3 - 4 names, titles, current mail and e-mail addresses, and phone numbers*)

- Provide client references relevant to the projects in Sections B & C

G. APPENDIX (*items to be included*)

- Request for UC Statement of Qualifications
- Firm brochure with background information
- Key team member resumes

ATTACHMENT A

**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 d. Joint Venture

5. Principals and Associates (check P or A for each):

	Name	P	A	Degree Certificate	or	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. Others | _____ |
| d. Interior Designers | _____ | | |

7. List five major studies completed within the past five years:

	Project	Owner	Year	Study Cost
a.				
b.				
c.				
d.				
e.				

8. References:

- a. _____
 b. _____
 c. _____

9. (Optional) Where do you normally look for information about proposed University projects?

Signed: _____

Date: _____

Please submit with this form any other information you wish us to consider, such as your firm's brochure or a discussion of your recent work.

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 the Department of Capital Projects in the consideration of 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 Berkeley campus of the University of California.