

Request for Design Professional Qualifications
Information Package

CAMPBELL HALL SEISMIC REPLACEMENT BUILDING

Account 912017
November 2006

CONTENTS

PROJECT INFORMATION:

- Advertisement for Services
- Project Background & Description

PROFESSIONAL SERVICES:

- Scope of Services
- Design Fee Range
- Joint Venture/Associations
- Consultants

SELECTION PROCESS:

- Selection Criteria
- Selection Process
- Submittal Format

ATTACHMENTS:

- Site Location Map
- Draft Project Planning Guide, August 2006
- Project Schedule, November 2006

- University of California Statement of Qualifications Form
- Request for Supplemental Information Form
- Executive Design Professional Agreement (CM-at-Risk Version)

University of California, Berkeley
Capital Projects
November 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:

Campbell Hall Seismic Replacement Building
Project No. 912017
Estimated Construction Cost: \$42,000,000

The Campbell Hall Seismic Replacement project will construct a new laboratory and office building of approximately 53,450 asf (88,800 gsf), to replace the existing seismically deficient Campbell Hall, and will provide improved space for programs in Astronomy and Physics and meet the critical need for additional high quality physics laboratories on the Berkeley campus. As planned, it will provide one below-grade level for low vibration physics research laboratories and support space, and approximately six upper levels for other less utility-intensive laboratories, academic offices, instructional activities, and academic and administrative offices, instructional activities, and support spaces. A roof-level deck will be accessible for student astronomical observations and, if feasible, a bridge structure will connect the new building to adjacent LeConte Hall to facilitate close interaction with astrophysicists and theorists in the Physics Department.

An information package containing further details about this project will be available at www.cp.berkeley.edu on or after Monday, November 27, 2006. The packet also provides specific submittal requirements.

Submittals must be delivered to the address below no later than 4:30 pm, Wednesday, December 19, 2006. Five (5) copies of the submittal are requested.

Firms that meet the screening criteria will be invited for an interview. Please address submittals to:

Alicia Rosenthal, AIA
Project Manager
Capital Projects
University of California, Berkeley
1936 University Avenue, 2nd Floor
Berkeley, CA 94704-7027

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.

PROJECT BACKGROUND & DESCRIPTION

The University of California, Berkeley, will be selecting an Executive Architect to perform programming, design, bid and construction phase services for a new facility as described below.

The University is selecting only the Executive Architect at this time. Sub-consultants will be selected later in collaboration with the selected Executive Architect firm.

The requirement to address the seismic life-safety hazards and condition of Campbell Hall provides an opportunity to provide expanded, modern facilities meeting the current program needs of the physical sciences in proximity to Birge Hall and LeConte Hall, reinforcing the functional relationships of these interdependent programs. This will create a new integrative physical sciences complex that will increase the interaction between the students and faculty in Astronomy and Physics and other physical sciences. A compact and contiguous physical sciences complex, designed to maximize interaction and to mix, not segregate, intellectual and age subgroups, will promote the growing interdisciplinary trend of the sciences at Berkeley.

The following tables summarize the distribution of space throughout the building by location, function, and departmental assignment.

Summary of Building Space Distribution by Floor and Function (asf)

	Academic		Instructional	Administration	Totals
	Research	Office		& Support	
Level 6	2,700	1,960		615	5,275
Level 5	3,200	4,280		430	7,910
Level 4		2,100	1,500	4,310	7,910
Level 3	3,100	3,780		1,030	7,910
Level 2	3,400	3,780		730	7,910
Level 1	4,600		900	3,090	8,590
Level B1	7,945				7,945
Total	24,945	15,900	2,400	10,205	53,450

Summary of Space Use by Department and Function (asf)

	Research	Academic Office	Instructional	Administration & Support	Totals
Astronomy & assoc. research centers	12,100	10,860	2,400	9,705	35,065
Physics	10,345	5,040		500	15,885
Berkeley Atmospheric Sciences Center	2,500				2,500
Totals	24,945	15,900	2,400	10,205	53,450

The construction budget, assuming a construction start in June 2009, is approximately \$42,000,000.

This project will be executed in the context of the campus's 2020 Long Range Development Plan (http://www.cp.berkeley.edu/LRDP_2020.pdf), and will be subject to its policies and practices. Specifically relevant to this project are sections on the Campus Design Framework and Project Guidelines.

SCOPE OF SERVICES

The scope of services includes full services from programming through the end of the construction phase, and all disciplines, including consultants.

1. Programming and pre-schematic design, with a clear Basis of Design to be updated at each phase of design.
2. Review of existing building and site conditions.
3. Preparation of a final project schedule and anticipated construction budget.
4. Assist the University with preparation of submittal materials for review purposes.

Based on University approvals, and as directed, the architect will:

5. Prepare schematic design documents.
6. Prepare design development documents.
7. Design for sustainability and energy efficiency, including, at a minimum, equivalency to LEED Certified level and Labs 21 criteria, and participation in PG&E's Savings By Design Program.
8. Assist the University with documentation required for CEQA environmental review.
9. Implement a collaborative approach to design and construction. The Design Professional will prepare a Building Information Model in collaboration with the Construction Manager. It is expected that the model will be the basis for Subcontractor bids.
10. Prepare bidding documents, including complete plans and specifications suitable for lump sum, competitive public bidding, using a CM-at-Risk delivery method.
11. Prepare cost estimates at all phases.

12. Assist the University with obtaining agency approvals, including Campus and/or State Fire Marshal, Division of the State Architect, and other submittals to the Regents, Office of the President, and the State of California for funding purposes.
13. Provide construction phase services.
14. Provide Record Documents.

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. It is anticipated that Programming services will begin immediately upon selection of subconsultants, during February/March, 2007.

ARCHITECTURAL/ENGINEERING DESIGN FEES

The fee for all services described above is anticipated to be in the range of \$3,300,000 - \$3,600,000. These fees include the services of all consultants.

Reimbursable expenses will be in accordance with the Regents Agreement and will not include local (within Bay Area) transportation, phone or fax charges, CADD or BIM fees, or expenses for reproductions made for the designer's or consultant's in-house use.

JOINT VENTURES/ASSOCIATIONS

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

CONSULTANTS

The University is selecting only the Executive Architect at this time. Sub-consultants will be selected later in collaboration with the selected Executive Architect firm.

SELECTION CRITERIA

The Screening Committee will be seeking project teams 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 programming and design of flexible university, and institutional facilities for state-of-the-art instruction and research collaboration.
- Ability to conceptualize spaces that are an intellectual and creative match to the innovative research and instructional activity conducted in them.
- Demonstrated firm and staff experience in site planning and urban design, and capability to respond creatively and sensitively to the existing architectural context.
- Proven capabilities for providing creative design solutions with an economy of means. Firms are asked to submit appropriate graphic material supporting design creativity that meets strict budget constraints.
- Demonstrated experience in creative approaches to designing for sustainability.
- Proven technical, cost and schedule management capabilities.
- Experience preparing bidding documents suitable for lump sum, competitive public bidding, preferably using a CM-at-Risk delivery method.
- Experience working with a General Contractor/Construction Manager throughout the design process.
- Experience with the State Fire Marshal and Division of the State Architect.
- Experience with institutional clients and building committees.
- Qualifications of the Principals and Project Team Members,

including a clear definition of the primary responsibility of each.

- Proximity to the Berkeley campus, or ability to provide a comparable level of service if non-local.
- Ability to provide Professional Liability Insurance per requirements of the Executive Design Professional Agreement at a minimum.

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, Wednesday, December 19, 2006. Five (5) copies of the submittal are requested. Firms that meet the screening criteria will be invited for an interview. Please address submittals to:

**Alicia Rosenthal AIA
Project Manager
Capital Projects
University of California, Berkeley
1936 University Avenue, 2nd Floor
Berkeley, CA 94704-7027**

The firm will be required to design the project within the approved construction budget and schedule. The firm also will be required to sign the University's Executive Design Professional Agreement (CM at Risk), which is available for review at http://www.cp.berkeley.edu/EDPA_verB_rev2002_05.pdf.

Questions not answered in this information package may be addressed to Alicia Rosenthal, AIA at arosenthal@cp.berkeley.edu.

The entire information package is available for viewing and downloads at the UC Berkeley Capital Projects website (<http://www.cp.berkeley.edu/RFQ.html>). Check for updates before submitting.

SUBMITTAL FORMAT

1. **COVER LETTER** (maximum of 1 page)
 - identify team
 - provide name of contact person, phone and fax
 - summarize qualifications most relevant to this project

2. **RELEVANT QUALIFICATIONS** (maximum of 2-4 pages)
 - provide in summary format only
 - do not include general information
 - offer short, focused paragraphs by topic per Selection Criteria (i.e. building type; technical aspects; team, etc.)

3. **RELEVANT EXPERIENCE** (maximum of 8 pages, color Xerox acceptable)
 - briefly state relevance for each image and role firm played
 - specify role of the firm or individual if work was not exclusively by the firm (i.e., joint venture, association) or, 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
 - 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; outline the role of any lab consultants utilized
 - identify which proposed team members worked on this project, if any

4. **PROJECT TEAM SUMMARY** (maximum of 2 pages)
 - identify individual team member
 - summarize roles/responsibilities on this project and experience relative to those roles
 - describe previous collaborative experience on relevant projects; state relevance

5. **COST AND QUALITY CONTROLS** (maximum of 1 page)
 - concisely describe 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
 - cite examples of construction documents recently prepared by the firm for lump sum, competitive public bidding

6. **REFERENCES** (minimum of 6)

- provide client references that are relevant to the above projects
- provide General Contractor references (min. 3)

7. APPENDIX (items to be included)

- firm brochure/history/background, reprints, etc.
- 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.

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 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. 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.

REQUEST FOR SUPPLEMENTAL INFORMATION

Please submit the following information together with the Design Professional Qualification on the date noted in the Information Package. 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(s), 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 Regent of the University of California against your firm or any principle 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 principle 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 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.

REQUEST FOR SUPPLEMENTAL INFORMATION (*continued*)

- 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 Regent of the University of California and your firm or any principle 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 and your firm or any principle of your firm (indicate project, location and Owner). If none, indicate none.

 - c) The Regents of the University of California and any of your proposed major consultants (i.e., structural engineer, mechanical engineer and 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 and any of your proposed major consultants (indicate project, location and Owner). If none, indicate none.

REQUEST FOR SUPPLEMENTAL INFORMATION (*continued*)

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 - If a Joint Venture,
state name of JV Entity

(Address)

(City, State, Zip)

(Telephone Number)

(Facsimile Telephone Number)