



SOLICITATION INFORMATION SHEET
PROFESSIONAL SERVICES (OPEN)
REQUEST FOR STATEMENT OF QUALIFICATIONS

The University of Connecticut is accepting Statement of Qualifications for:

PROJECT NUMBER: 300260

PROJECT NAME: NEW SCHOOL OF NURSING

PROJECT LOCATION: Storrs Campus

PROCUREMENT AGENT: Griffin Fehrs, griffin.fehrs@uconn.edu, or (860) 486-2618

INTENT OF THIS SOLICITATION: The purpose of this Request for Qualifications (“RFQ”) is to solicit experienced firms to provide architectural services for program confirmation, planning, and design/engineering services for an approximately 85,000 gross square feet (GSF) new School of Nursing on the University’s Storrs campus.

LOCATION OF THIS SOLICITATION: Submit a Statement of Qualifications (“Proposal”) for this solicitation (event) through the HuskyBuy Portal:

<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=UConnFullSuite>

CRITICAL DATES:

Pre-Proposal Conference Date and Time	July 10, 2023	10:00 AM
Pre-Proposal Conference Location	PURCHASING BID ROOM. 3 DISCOVERY DR, STORRS CT, 06238	
Q&A (RFI) Due Date and Time	July 18, 2023	2:00 PM
Proposal Due Date and Time	July 27, 2023	2:00 PM

PRE-PROPOSAL CONFERENCE: During the Pre-Proposal Conference, the RFQ and Scope of Work will be discussed. There also will be an opportunity to view existing conditions (if applicable). The Pre-Proposal Conference is not mandatory, however, interested Proposers are strongly encouraged to attend.

There are limited short-term and PayByPhone parking spaces around the University Business Services building. The South Parking Garage is recommended to all vendors as parking on campus is at your own risk. The South Garage parking is paid via online app (PaybyPhone or Flowbird) or at a kiosk and is required when parking vehicle and not when exiting the garage. Note: The North Parking Garage is currently closed.

REQUEST FOR INFORMATION QUESTIONS: All Requests for Information (“RFI”) questions are to be posted under the Q&A Board Tab in the HuskyBuy sourcing event for this Solicitation. No phone calls or RFI questions emailed directly to the Procurement Agent will be accepted.

CLARIFICATIONS, ADDENDA, and INTERPRETATIONS: Proposers shall promptly notify the University of any ambiguity, inconsistency, or error which they may discover upon examination of the contract documents.

Any and all interpretations of the Responses to any RFIs, the contract documents, and any supplemental instructions, will be in the form of a written clarification/addendum, and will be posted as part of the HuskyBuy sourcing event under the Buyer Attachment Tab. Failure of any Proposer to receive any such clarification/addendum or interpretation shall not release any Proposer from the obligations under its Proposal as submitted.

PROJECT SCHEDULE/DURATION:

- Notification to Proceed **August 30, 2023**
- Complete Program Confirmation and Concept Design **September 29, 2023**
- Design (including Enhanced Schematic/
Design Development and Construction Documents) **October 6, 2023 - July 2, 2024**
- Contractor Bidding **July 15, 2024- September 2, 2024**
- Construction **September 3, 2024- June 1, 2026**
- Furniture Install **June 8, 2026 – July 1, 2026**
- Move period **July 2, 2026 – July 30, 2026**

PROJECT BUDGET: The proposed construction budget for this project is **\$40M**.

LIST OF REFERENCE DOCUMENTS:

Type	Name Of Document	Prepared	Date
Site Aerial Photo	2023 05 30 School Of Nursing Aerial - Prelim Plans	UConn	May 2023
UConn Master Plan	Campus Master Plan University District Guidelines Master Plan Appendices Link https://www.dropbox.com/scl/fo/e5mpz9nf7ljpodaqc06g/h?dl=0&rlkey=wiaixrx9j9hlpezhpk4qt6uzs	SOM	May 2015

PROJECT DESCRIPTION:

The goal of this project is to construct a new building for the School of Nursing to accommodate increased enrollment and to address the shortage of nurses, the changing nature of health care, and the increasing disparity in health outcomes. The new School of Nursing building will support the new teaching modalities by educating nurses through patient-centered practice, interdisciplinary research, and technology-based innovations such as simulation labs. Innovative and collaborative leaders who graduate from UConn will drive impactful change to improve human health and meet the patient care needs of tomorrow.

The new building will be strategically located near the existing Communication Sciences Building (SHLS/BIRC) and the Human Development Center and will comprise 45,000 ASF (assignable square feet) with a total of ~ 85,000 GSF (gross square feet).

The building will house:

- ~ 5,500 sf of instructional Spaces including a lecture hall and classrooms
- ~ 12,000 sf Simulation Lab Suite
- ~2,000 sf Human Behavioral Research Lab
- ~ 2,290 sf of Wet Lab
- ~ 6,300 sf Student Academic Center
- ~ 16,500 sf of offices and support spaces

The selected consultant will also be responsible for creating a small area site plan for the new School of Nursing and its immediate surroundings. The plan will consider scenarios for pedestrian and car circulation and site development including but not limited to:

- Arrival sequence
- Cars and access management
- Accessibility
- Replacement parking (surface)
- Screening from the adjacent South Campus Chiller and Hotel Dumpsters
- Landscape & streetscape character
- Low Impact Development Measures
- The small area site plan will be consistent with the principles and goals of the 2015 Campus Master Plan and the District Guidelines for this area.

SCOPE OF WORK

The following services are included in the architect's scope of work:

- Confirmation of the program including any updates that result from constituent meetings, benchmarking, or budget parameters.
- Design services shall consist of all disciplines necessary to meet the needs of the programmatic requirements including but not limited to architectural, programming, landscape architecture, structural, mechanical, electrical, plumbing, fire protection, civil, interiors, telecommunications and data, audio-visual, code compliance, sustainability, security, and parking. Pedestrian connectivity to the campus, car access and maintaining minimum ADA parking are part of the project.
- Site work will include but not be limited to drainage, storm water management, sidewalk connections, utility services and landscape design.
- The project will apply leading-edge sustainability standards that address energy, water and

material use consistent with the Sustainability Framework Master Plan.

- The project will be consistent with the standards for the State of Connecticut High Performance Building Construction Standards for State-Funded Buildings. The project will be registered with LEED with a target certification of Gold or better. In addition to designing to achieve a LEED Gold certification, investigate and institute as directed sustainable design components to meet net zero carbon emission and net zero energy goals.
- In addition to carefully balancing the programmatic requirements for the building, the new School of Nursing faces many sustainability goals and challenges that will provide opportunities for the selected firm to address during the design phase. A vital aspect of this scope will be to perform a critical examination of the equilibrium between performance and cost over the life cycle of the building. This involves areas of work related to designing innovative systems to minimize the energy consumption of the building and would include but is not limited to;
 - a. Optimizing the building envelope to;
 - i. reduce infiltration
 - ii. improve energy performance
 - iii. improve resilience related to thermal comfort and indoor air quality
 - iv. evaluating operational cost and maintenance
 - b. Renewable energy systems
 - c. A BMS (building management system) to control and monitor the building's mechanical and electrical equipment
 - d. Lighting system design and management
 - e. Potable water use reduction
 - f. Building energy use reduction
 - g. Life cycle cost analyses
 - h. Building metering
- The following services will be part of the architect's contract:
 - Program Confirmation
 - Architectural Design
 - Civil Engineering (including underground utilities to extend 10'-0" outside the building footprint)
 - Structural Engineering
 - Mechanical, Electrical, Fire Protection and Plumbing Engineering
 - Laboratory Casework and Equipment Design and specification
 - Vibration Analysis
 - Telecommunications Engineering
 - Audio/Visual
 - Security Systems and Access Control
 - Code Compliance/Plan Review

- Construction Administration
 - Lighting
 - Acoustics
 - Landscape Architecture
 - Three-dimensional model (Revit or similar software acceptable to the university) for the purposes of building and equipment/furnishings design and documentation, construction phasing, construction coordination, post-construction operations and maintenance.
 - Renderings (The architect's basic services include all presentations that are normally used to obtain University approval of design concept but not professional renderings).
 - LEED™/ design and certification (including LEED™ registration and certification fees). The project will be targeting LEED Gold.
 - CT High Performance Building design.
 - Computer Energy Simulations
 - Life cycle cost analyses
 - Participate in the University's and other agencies plan review processes and respond to all comments made during the reviews in order to receive all regulatory approvals.
 - Cost Estimating of the Concept Design, and at the end of Schematic Design and Design Development phases
 - Provide FF&E design and specifications for the new facility.
 - Arborist services, including a Professional tree assessment, preparation of a tree inventory plan, preparation of Tree and Shrub Removal Request documentation and preparation of Tree Protection/Removal plans.
 - Signage/Graphics
 - Geotechnical Services, including soils characterization (Provided by UConn)
 - Survey (Provided by UConn)
 - Environmental Permitting (inc. costs for permits) (Provided by UConn)
- The University has already retained the following services and will provide the design team with the following:
 - a. Site survey documentation
 - b. Geotech analysis
 - c. The CEPA process will commence in August 2024, a consultant has been retained for these services.
 - MEETINGS. Participate in project meetings with the University, Project Manager, Planner, and other parties as required to review progress, address questions, and coordinate activities planned for the next interval.
 - APPROVALS: Since this will be a threshold building the Architect will also be required to obtain initial approvals from the State Building Official and State Fire Marshal as well as participate in UConn Fire, code compliance reviews, and/or other University departments.

The selected firm and owner's representatives will work with a Construction Manager hired by the University of Connecticut in the fall of 2023 that will provide pre-construction services for the project including but not limited to; estimating, value engineering, value and risk analysis, scheduling, constructability reviews, logistics and procurement planning. The Architect will collaborate with the

Construction Manager in suggesting alternative building systems, evaluating each approach in terms of overall concept and goals and impact on programs and site operations during the construction phase.

DELIVERABLES: The Consultant will be expected to perform architectural functions for the project including, but not limited to:

1. **PRE-DESIGN SERVICES.** Based on the preliminary program prepared by UConn, the Architect will confirm the program including any updates that result from constituent meetings, benchmarking or budget parameters and will prepare several concept designs and site layout options for the building and review the same with Owner for approval.
2. **DESIGN SERVICES.** Upon agreement of the preferred concept design, provide all necessary design and engineering work to provide Design Documents and full specifications for bid for the new School of Nursing Building. The Architect will prepare Design Documents in alignment with University's Design Standards (<https://updc.uconn.edu/contractors-working-at-uconn/>) to allow the University to prepare a bid. An estimate of probable construction costs (provided by 3rd. a party consultant) is to be included in each design phase as follows;
 - Conceptual design
 - 100% Enhanced Schematic Design/ Design Development
 - 50% Construction Documents per Phase
 - 90% Construction Documents per Phase
3. **BIDDING PHASE.** The Architect will be required to participate in the Pre-Bid Conference, answer RFI's and prepare Addenda as required.
4. **CONSTRUCTION ADMINISTRATION.** Unless otherwise directed, the Architect will be responsible for on-site construction administration, including review and approval of all construction submittals, attending construction meetings, responding to Requests for Information, Addenda to the drawings and final punch list inspections.
5. **PROJECT CLOSEOUT.** The Architect will be responsible for submitting final as-builts to the University within 3 months of project completion. The as-builts will be in conformance to the University's Planning and Design Electronic Document and Plan Submission Requirements which can be found at: <https://updc.uconn.edu/wp-content/uploads/sites/1525/2022/04/Appendix-II-Electronic-Document-Plan-Submission-Requirements-April-2022.pdf>

CONSIDERATION OF PROPOSALS: This is a two-part Quality-Based Selection solicitation process. During the first part, Proposals shall be evaluated utilizing the objective technical criteria listed within the RFQ, as well as any additional information obtained from persons or other sources identified in the Proposal with the intent of developing a shortlist of qualified companies. During the second part of the process, the short-listed companies are invited to submit a Cost Proposal during the Request for Proposal phase.

The University may choose to interview the shortlisted companies as part of the selection process; however, the Proposer should not assume interviews will be conducted. The technical proposal shall be a "stand-alone" document and may be the sole basis of selection.

QUALIFICATIONS OF PROPOSER: All Proposers must provide information/documentation with their submission that demonstrates the following:

- **REQUIRED LICENSES AND CERTIFICATIONS:**

- A. Architecture License – Provide a copy of the Company’s Connecticut License (as per Connecticut General Statutes Section 20-298a and 20-298b). This license must remain effective for so long as the design professional is under contract to provide professional services to the University for this Project.
- B. Provide a copy of at least one proposed project team member’s current Connecticut Architect license.

- **NARRATIVE OF PROJECT APPROACH:** Prepare a narrative that demonstrates your company’s understanding of the Scope of Work for this Project. The Narrative should be no more than **ten (10) pages**. Concisely present an approach that includes the following:

- A narrative that demonstrates the firm’s understanding of the needs of this project and how you plan to meet the aggressive project schedule.
- Describe the overall qualifications of the firm (and any sub-consultants) including background in this field and the services that it provides.
- Technical Approach: Describe your company’s process for completing the Scope of Work within the proposed schedule.
- Quality Assurance/Quality Control: Describe your company’s process and procedure for managing and assuring quality of its documents and those of its sub-consultants.
- Cost Control and Budgeting: Provide your company’s approach for developing both project and construction cost estimates and managing costs once budgets are developed.

- **PREVIOUS RELEVANT EXPERIENCE:** Describe the overall qualifications of the Proposer, including background in this field and the services that it provides. Utilize the *Previous Relevant Experience Form, ProfServ-RFQ (3 Projects)* provided with this RFQ. The Proposer shall:

- a. Provide **3 examples** of projects that are in progress (at least 75% complete) or completed, comparable in size, scope, and similar environment to this project, **with an emphasis on medical facilities, or similar academic facilities that include teaching and lab spaces tailored to research and medical functions**, completed within the past **10 years**. **Note: Only provide the required number of project examples listed in this section.**
- b. The Proposer shall highlight its experiences with its sub-consultants and their successful assignments together.
- c. A detailed description of the work performed and how it relates to the scope of work outlined in this RFQ shall be included. **Note: only one (1) project performed for UConn may be included as part of your Proposal.**
- d. If a joint venture is proposed, provide project examples where the Companies have worked together, outlining the percentage of work by each Company, and a description of the scope of work performed by each Company for that Project.

- **PROPOSED TEAM QUALIFICATIONS:** The Proposer must demonstrate the ability to staff the project with high quality, experienced personnel. Describe the qualifications and responsibilities of the key project team personnel who will be assigned to the project including their experience on similar assignments and their specific responsibilities for the proposed project. Utilize the *Resume for Proposed Key Personnel Form, ProfServ-RFQ* provided with this RFQ.

- a. Full-time **project team** members are mandatory as follows:
 - Principal in charge
 - Project manager
 - Project Architect/ Design Lead
 - Medical facilities consultant if any
- b. The Proposal shall include resumes for each key project team personnel listed in “a” above and key project team personnel for any subconsultants.
- c. Sub-Consultants (as applicable): The Proposal shall include resumes for key project team personnel for any subconsultants. In addition to the sub-consultants the Proposer deems necessary to complete the project, the follow sub-consultants are required for this project:
 - Expected sub-consultants required:
 - Medical facilities consultant if the company does not have experience in the fields.
 - LEED / Sustainable Design (incl. USBBC fees)
 - Cost Estimator, independent (5 estimates minimum), Value Engineering
 - Vibration analysis consultant (an FMRI facility is adjacent to our site)
 - Acoustics
 - Arborist Services (cannot work as dual with Contractor)
 - Audio / Visual
- d. Provide an Organizational Chart that identifies the primary team members’ roles and include any sub-consultants for this project.

MISCELLANEOUS REQUIRED DOCUMENTS:

- a. If certified, provide your Company’s current Supplier Diversity Certificate issued by the Connecticut Department of Administrative Services.

Note: During the Request for Proposal phase, the short-listed companies will be required to submit a copy of their current *Certificate of Legal Existence or Authorization from the CT Secretary of State* (or copy of the Application submitted to the State of Connecticut). *No information is required during the RFQ phase.*

CONTRACT: A draft of the contract has been provided with the RFQ documents. The University reserves the right to modify the contract or waive any informality as it deems to be in the best interest of the University. By submitting a Proposal, your Company accepts the contract and any modifications that the University deems necessary to it without exception. Proposers will be notified of any modifications to the contract made by the University. Any exceptions to the contract submitted by the Proposer will not be considered.

SBE/MBE PARTICIPATION: In an effort to foster a more diverse pool of experienced firms, the University encourages certified Small Business Enterprise and Minority Business Enterprise (SBE/MBE) participation or the use of certified SBE/MBE businesses as sub-consultants.

End of Solicitation Information Sheet