UC PATH 1st FLOOR TENANT IMPROVEMENTS
Design-Build Prequalification Conference

March 1, 2016
Please sign in. This is a mandatory meeting.
Introductions

Carmen Long
Assistant Director - Contracts
UCR Architects + Engineers

Chantell Mesha
Contract Administration Coordinator
UCR Architects + Engineers

David Forman
Senior Project Manager
UCR Architects + Engineers

Evan Jansen
rggroup global
Meeting outline

- Design Build at UCR
- Scope, Schedule & Budget
- Requirements for Prequalification
- Proposal (RFP) & Award Process
- Site Tour after Meeting
Scale: Up to 22,000 GSF

Space program
- expansion of the existing men’s and women’s restrooms,
- architectural walls,
- raised floors,
- ceilings, doors and hardware,
- signage, FF&E
- mechanical, plumbing,
- fire alarm & sprinkler heads
- HVAC system w/existing air handlers on the roof w/air distribution of under floor, ductless distribution
- IT /Telecom system connections
## Project milestones

<table>
<thead>
<tr>
<th></th>
<th>Start</th>
<th>Finish</th>
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<tbody>
<tr>
<td>RFP Development</td>
<td>Feb 1, 2016</td>
<td>Mar 14, 2016</td>
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<tr>
<td>Procurement &amp; Award</td>
<td>March 15, 2016</td>
<td>May 1, 2016</td>
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<tr>
<td>Design Completion</td>
<td>May 15, 2016</td>
<td>June 15, 2016</td>
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<tr>
<td>Move In</td>
<td>Sept 1, 2016</td>
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UCR UC PATH

Project phases

30 calendar days Phase 1 – Design Development

+ 75 calendar days Phase 2 – Construction drawings & Construction

105 calendar days (for Phases 1 and 2)

Approximately (May 15, 2016 – August 15, 2016)
Public works compliance

- No contractor or subcontractor may be listed on a Bid for this project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].
- No contractor or subcontractor may be awarded any portion of this project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.
- This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
- This project is subject to **General Prevailing Wages** predetermined by the Department of Industrial Relations (DIR).
Design-Builder (prime contractor) **must** have:

- License – General Building “B”
- Financial capability confirmed by Surety
- 10% self-performance capability
- Ability to obtain required insurance
- Annual 2014 revenue equal to or greater than: **$12,000,000**
- EMR less than or equal to 1.0
- Relevant project experience
- Demonstrate adequate key personnel experience
Design-Builder (prime contractor) **must not** have:

- Surety-completed work
- Contractors State License Board disciplinary actions
- Willful Labor Code violations
- Adverse claims history
Rating & evaluation procedures

Points will be assigned through the evaluation of:

- Relevant project experience
- Key personnel experience
- Financial data
- Owner references

A PROSPECTIVE DESIGN-BUILD TEAM MAY BE FOUND NOT PRE-QUALIFIED IF THE UNIVERSITY RECEIVES POOR PERFORMANCE REFERENCES ON OTHER PROJECTS.
Design-builder (prime contractor) & Design firm experience

Only information, experience and work performed by the Design Builder (Contractor) and Design Firm’s offices that will actually bid, manage, design, construct, and staff the project will be considered for prequalification.
Submit up to FIVE (5) TENANT IMPROVEMENT PROJECTS COMPLETED IN THE PAST SEVEN (7) YEARS that meet the criteria and demonstrate the Design Builder’s (Contractor) ability to successfully complete the project with respect to project size, cost, use, complexity, etc.
Three (3) projects located in the STATE OF CALIFORNIA > $3 million each.

Two (2) DESIGN BUILD INTERIOR RENOVATION OR TENANT IMPROVEMENT projects > $3 million each.

One (1) project that was an OFFICE BUILDING WITH DATA CENTER FACILITIES > $3 million.

Two (2) projects that were CONSTRUCTED IN A FULLY OPERATIONAL/OCCUPIED FACILITY > $3 million.

(Contractor Only) Two (2) projects for which your firm SELF-PERFORMED AT LEAST 10% of the construction.
Additional requirements

Each submitted project must be accompanied by photograph(s) of the completed project.

Submit a list of all comparable Tenant Improvement projects completed in the past 7 years for private or public institutions of higher learning that include some or all of the criteria listed above. Include the following:

- Project Name
- Project Owner include contact name, title, phone number & email address
- Final Contract Amount
- Completion Date
Key personnel experience

Design Builder (Contractor)

- Construction Project Executive
- Construction Project Manager
- Construction Superintendent
- Construction Quality Assurance Manager
Design team (architect of record & consultants)

- Principal-in-Charge
- Architect of Record (individual)
- Design Architect
- Project Manager
- Mechanical Engineer
- Electrical Engineer
- Plumbing Engineer
Interview
March 30, 2016 (tentative)

Anticipated content:

- Relevant experience
- Project team
- Sub-consultant responsibilities and reporting relationships
- Design firm experience
- Project work concept
  - Bid phase responsibilities
  - Management of design
  - Mobilization & site management plan
  - Design and construction schedule
  - Demobilization/project closeout
UC PATH

RFP Process

OWNER DEVELOPS PROGRAM
Scope performance budget schedule quality

PREQUAL PROCESS
Max Allowable Contract (MAC)

ISSUE RFP DOCUMENTS

PRE-BID MEETINGS

CONFIDENTIAL ONE-ON-ONE MEETINGS
Changes to program scope performance

ISSUE ADDENDUM

SUBMIT PROPOSAL
UCR staff internal & external consultants

BLIND TECHNICAL REVIEW

BID OPENING

EVALUATIONS

AWARD PROJECT
Two-part proposal submittal: Technical proposal + Cost proposal

Evaluation process and scoring criteria

- Proposals evaluated to determine which provides the best value. The proposer that achieves the lowest cost per technical point will be selected as the apparent best value proposer.

Technical evaluation

- A technical evaluation committee comprised of A&E and stakeholders will evaluate proposals. Each committee member individually evaluates and assigns technical points to each proposal using evaluation criteria provided in the Technical Proposal document.
Provisional Maximum Acceptable Contract Amount (MAC)

- Provisional MAC: $5,000,000 to $6,800,000*
- What the MAC means to UCR – The entire DB Contract Amount
- What the MAC means to Proposers – Cost proposal greater than MAC is non-responsive
- MAC Composition: Total construction cost + All design and consultant fees

* MAC will be stated formally in RFP; funding is dependent on administrative approval
Best Value Score (Total Project Cost/Average Points)

- Best value score is calculated by dividing the total proposed cost by the average of the technical points assigned by the evaluation committee.

Best and Final Offer (BAFO)

Stipend: $15,000
Successful features of an RFP process

- Maintain schedule
- Develop a best value strategy
- Use 1-on-1 meetings effectively
- Understand the ratio of dollars to points
- Submit a responsive proposal
- Avoid BAFO
Successful features of an RFP process

Responsiveness to UC PATH Program & performance criteria

- Functional programs
- Program, stacking, adjacencies
- Design Parameters / Criteria

Financial Model

- Budget w/ Maximum Allowable Contract (MAC)
- Allowances, Unit Cost, etc., as required by RFP

- **Performance Standards and Criteria**
  - Compliance & Quality
  - Reviews

- **RFP Requirements**
  - Information on Existing Site and Building Conditions
  - Evaluation Scoring Criteria
Required proposal attachments

- Notarized Statement from Surety
- **One (1) copy** of all Audited Financial Statements
- Written declaration from insurance agent/broker/carrier stating that your firm can obtain insurance coverage in the required limits and ratings
- Insurance Certificate
- Letter from Workers’ Compensation carrier evidencing your EMR for the past ten years
- Resumes of all proposed Key Personnel
- Signatures on Forms A, B, and C declaring the answers are true and correct
Prequalification deadline

PROVIDE ONE ORIGINAL, ONE HARD COPY AND ONE ELECTRONIC COPY ON CD/DVD. HARD COPIES IN 3-RING BINDERS.

Due: Wednesday, March 15, 2016 at 3:00 PM

Location: University of California, Riverside Architects & Engineers
1223 University Avenue, Suite 240
Riverside, CA 92507
Attention: Carmen Long
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Interim Assistant Director of Contracts
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Thank you.