



**REQUEST FOR
STATEMENTS OF QUALIFICATIONS
FOR
CONSTRUCTION MANAGEMENT
AND
TENANT REPRESENTATIVE SERVICES**

AUGUST 21, 2024

**UC DAVIS HEALTH
FACILITIES PLANNING & DEVELOPMENT DIVISION
4800 2ND AVENUE, SUITE 3010
SACRAMENTO, CA 95817
[HEALTH.UCDAVIS.EDU/FACILITIES/](https://health.ucdavis.edu/facilities/)**

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ATTACHMENTS:

- Consultant Statement of Qualifications
- Sample Agreement – Construction Management Agreement (CMA)

BACKGROUND:

UC Davis Health is an integrated, academic teaching and research healthcare organization maintaining the historic UC Davis tradition of being guided by public service in all its endeavors. UC Davis Health includes the School of Medicine, the Betty Irene Moore School of Nursing, a 645-bed (Trauma Level 1) acute care hospital, a National Cancer Institute-designated Cancer Center, the M.I.N.D. Institute, and outpatient clinics throughout the Sacramento region.

The Sacramento campus of UC Davis currently includes approximately 7,500,000 square feet of building development on 207 acres; and about 1,600,000 of that square footage is leased in the surrounding cities and counties in the Sacramento region. The University leases and develops property off-site of the main campus for a variety of purposes. Tenant Improvements in leased properties are typically constructed by the developer on behalf of UC Davis Health often utilizing a combination of University-developed specifications and building owner standards.

Functioning under the umbrella of the Facilities Planning and Development Division at UC Davis Health, Real Estate Development & Management is responsible for advising and assisting UC Davis Health's leadership with the planning, oversight, and allocation of investments in future and existing capital and space improvements on the UC Davis' Sacramento campus. Real Estate Development & Management (in coordination with the UC Davis main campus) provides guidance and oversight of the UC Davis Health's Capital Improvement Program and capital project approval process; manages and advise upon the allocation of spatial resources and capital and lease investments; provides space utilization assessments and transition planning services; oversees real property (leased) as tenant representative; delivers tenant improvement projects in existing and new leased spaces; and develops and guides offsite facility operations.

PROFESSIONAL SERVICES REQUESTED:

Interviews will be conducted to select a firm to provide Construction Management and Tenant Representative Services for lease and off-site construction projects for UC Davis Health. Construction contracts on these types of projects are typically in the \$2M to \$3M range but could occasionally exceed \$20M. Services to be provided include the full range of Construction Management services from early master planning through Construction Administration. Services may include, but not limited to programming review, estimating, scheduling, constructability review, design support, project management, cost estimating, site condition and facilities condition assessments, preparation of bid documents, bid reviews, contractor outreach, construction administration, transition planning services, operational planning and move coordination support, change order negotiations and project close out. Tenant Representative Services will include review of project for conformance with lease terms and other services to ensure protection of the best interests of the University. The selected firm can expect to coordinate with building owners, contractors, design teams and UC Davis Health staff including Real Estate Development & Management, Real Estate Services, IT, Building Activation & Transition and end user groups.

Types of projects may include outpatient clinics, clinical laboratories, research laboratories, office spaces, ambulatory surgery, or radiological and pharmacological services, and may be required to conform to Joint Commission and HCAI standards.

Projects will range from tenant improvements within existing occupied spaces, to new tenant improvements to build-to-suit projects. Successful firm will be familiar with the complexities of construction within an occupied patient care and/or lab environment. Lease projects are subject

to the policies of the UC Regents such as environmental, seismic, accessibility, and fair wage.

The expected duration of the Agreement for these services will be three (3) years from the time of contract award. Anticipated fees will be dependent on specific projects authorized, with a maximum limit including reimbursable of \$5,000,000 to the selected firm over the course of the agreement. Professional (Errors & Omissions) liability insurance will be required, with a minimum limit of \$2,000,000 per occurrence and \$2,000,000 in aggregate.

SCREENING CRITERIA:

- 1. Preconstruction Management Services:** Proven management expertise with quality control, schedule and budget management for projects of similar size and complexity. Ability to provide efficient and comprehensive management for all phases of the project, and especially the capability to work in partnership with the University staff, other consultants and contractors. Demonstrated track record of meeting schedule and budget requirements, including proven success managing tenant improvement projects.

Points: 20

- 2. Construction Management/Construction Administration Services:** Previous experience that demonstrates success in completing projects of similar scope, complexity and cost, on time and on budget, including significant projects completed within the last five (5) years. Experience in projects medical office buildings or with public entities is preferred. This experience must be demonstrated for the specific personnel proposed for assignment to this project.

Points: 20

- 3. Tenant Representation Experience:** Demonstrated experience in representing the tenant in a lease construction project. Experience overseeing selection of design and construction teams, building assessments, lease and work agreement conformance.

Points: 20

- 4. Project Management:** Proven management expertise with quality control, schedule and budget management for multiple projects of varying size and complexity. Ability to provide efficient and comprehensive project management for all phases of projects underway. Schedule software to include Microsoft Project and Primavera 6. Ability to work with University's software programs.

Points: 20

- 5. Team Staffing, Organization and Approach:** Clear and appropriate definition of roles. Project implementation approach tailored to the special needs of the project. Resources available to respond to project needs at the UC Davis Health site quickly. The demonstrated experience and success required by all of these criteria must be specific to the personnel proposed for assignment to this project.

Points: 20

SELECTION PROCESS AND SCHEDULE:

The selection of a firm will be accomplished by the following process. After Qualification Statements are received, a Screening Committee will review, conduct reference checks and recommend a short list of firms for interviews. A Selection Committee will conduct the interviews. The target dates are listed below:

1 st Ad for services:	Date: August 21, 2024
Statements due:	Date: September 11, 2024, at 2:00 p.m.
Screening completed:	Date: September 25, 2024 (Tentative)
Interviews completed:	Date: October 17, 2024 (Tentative)
Recommendation approval:	Date: October 17, 2024 (Tentative)
Firm's notification(s):	Date: October 18, 2024 (Tentative)

SUBMITTAL REQUIREMENTS:

Statements of qualifications shall be as brief and concise as possible with all materials in 8 1/2" x 11" format. Provide attachments as appropriate to respond directly to the screening criteria and make sure to complete and include in your response the Consultant Statement of Qualifications form provided by the University at our website: <https://health.ucdavis.edu/facilities/work-with-us/consultants/rfq>

Submittals shall be specifically tailored to this project. See Screening Criteria (page 5) and Professional Services Requested (pages 3 and 4). Boiler plate or generic brochures are not desired.

One (1) digital copy (pdf file) must be received by the University no later than **2 p.m. Wednesday, September 11, 2024**, at the upload link provided by Leila Couceiro, Contracts Manager (request your upload link by emailing lccouceiro@ucdavis.edu no later than Tuesday, September 10, 2024).

Please address your cover letter to:

Leila Couceiro, Contracts Manager
Facilities Planning & Development
UC Davis Health
4800 2nd Avenue, Suite 3010
Sacramento, CA 95817

Questions should be directed via email to: lccouceiro@ucdavis.edu