

REQUEST FOR LETTERS OF INTEREST and Statements of Qualifications

The University of Virginia, Charlottesville, invites highly qualified firms to submit Letters of Interest and Statements of Qualifications along with background information on Form HECO-16 (obtain adapted version from <https://www.fm.virginia.edu/depts/fpc/index.html>) for construction services related to the:

Carr's Hill Renovation & Addition RFP # 17-102

The University seeks to retain a Construction Manager to join our team during the design phase to provide constructability review, scheduling, cost estimating, and early bid package assistance and to provide full construction services for the University in accordance with the provisions of the University of Virginia Higher Education Capital Outlay Manual. The use of design assist by key subcontractors may be employed on this project. The project consists of the renovation of the President's house, the construction of an events pavilion, renovations to historic outbuildings and extensive hardscaping and landscaping. The University has determined that Competitive Sealed Bidding is not practicable or fiscally advantageous; therefore, the contract will be awarded as a Construction Management at Risk with Design Phase Services project delivery method.

Project Overview:

The President's House on Carr's Hill was designed by McKim Mead & White and built for the first President of the University. Constructed from 1907-1909, the building has continuously served as a residence for the President of the University. The University's Historic Preservation Framework Plan designates the building as an "Essential" structure – the highest level of historic designation outside the Academical Village. This project involves a comprehensive renovation of the structure. The MEP systems are nearing the end of their expected useful lives. In addition, the structure of the house has significant issues stemming from original construction problems. Complete interior renovations are planned. These renovations will include the repair and recreation of missing features, restoration of original first-floor pocket doors and replacement of historically inappropriate light fixtures. Exterior repairs are planned along with the restoration of the main rooftop balustrade.

Additionally, this project includes the construction of an approximately 5,300 gsf Event Pavilion on Carr's Hill to accommodate receptions, seated dinners, business meetings and presentations hosted by the University President. The project site is located northeast of the President's House and will involve a renovation/addition to Leake Cottage. A covered walkway will connect the east patio of the President's House with the Event Pavilion and include an outdoor terrace, low retaining walls, ramped paths and event lawn offering locations for outdoor events. The existing gardens north of the President's House will be redesigned with paths that connect service functions in Leake Cottage and the Guest House with the Event Pavilion and the President's House.

Construction is anticipated to begin summer of 2018 and be complete by the summer of 2019.

Submittal Information:

The University is interested in demonstrated experience in the management of similar historic renovation projects within a university setting. Examples of previous work associated with this type of project is

important as well as personnel who have had direct participation with this type of project and experience working together on project teams. Examples of cost control and scheduling are also important.

Where possible, all materials submitted should be fully recyclable. Submissions should be collated, on standard letter-sized paper and preferably clipped together without binding. To conserve paper, double-sided printing is strongly encouraged.

Submittals will be evaluated and a short-list of firms selected. The selection of short-listed firms will be based on demonstrated qualifications in projects of this type, ability to meet the proposed schedules, the quality and experience of the proposed team, the firm's plan for involvement of SWaM firms, experience with the University of Virginia Capital Outlay system, project safety record (not just the firm), and other criteria as the selection committee may determine appropriate. Only firms licensed to do business in Virginia will be considered. The short-listed firms will be issued a detailed scope of work/request for proposal and invited to present a more detailed proposal and oral presentation of their qualifications and experience.

One (1) original and fifteen (15) copies of the Letters of Interest/Statements of Qualifications must be submitted by close of business (**nominally 5:00 PM**) on **October 16, 2017** to the attention of:

George Cullen, Contract Administrator for Construction
Facilities Planning & Construction
Facilities Management Department
University of Virginia
1000 Ednam Center, Suite 100
Charlottesville, VA 22903

Requests for Proposals (RFPs) will be issued on or about October 19, 2017 to **short-listed firms only**. RFP responses must be received no later than close of business (**nominally 5:00 PM**) on **November 10, 2017**. A non-mandatory pre-proposal meeting, for the short-listed firms only, will be held at the University of Virginia on a date and at a location to be announced.

Selected firms will be required to register in eVA (the Governor's electronic procurement web site, www.eva.state.va.us) prior to the deadline for submission of responses to the RFP to be eligible for the award of the contract. Company's own status and/or proposed use of Small, Women-owned and Minority-owned (SWaM) firms will be considered in the evaluation of proposals. SWaM firms must be registered with the Virginia Department of Small Business and Supplier Diversity (SBSD) in Richmond for verification and consideration. Quarterly reporting of expenditures to SWaM firms will be required for the selected contractor.

Questions may be directed to George Cullen at gec2n@virginia.edu, by fax at (434) 982-5108, or by phone at (434) 982-4620.

The Rector and Visitors of The University of Virginia
By: George Cullen, Contract Administrator for Construction