

## **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/contractadmin/index.html> for construction services related to the:

### **PINN HALL THIRD FLOOR LABORATORY RENOVATION RFP # 16-112**

The University seeks to retain a Construction Manager to join our team during the design phase to provide constructability review, scheduling and optimal phasing scenarios, cost estimating, and early bid package assistance, to provide full construction services for the University in accordance with the provisions of the University of Virginia Higher Education Capital Outlay Manual. The University has determined that competitive sealed bidding is not practicable or fiscally advantageous, therefore, the contract will be awarded as a Competitive Negotiation utilizing the Construction Management at Risk with Design Phase Services project delivery method. The project consists of renovating the entire third floor of Pinn Hall (formerly Jordan Hall) as a state of the art open laboratory for the Department of Cell Biology.

#### **Project Overview:**

The Pinn Hall laboratory renovations will establish the template for building-wide full floor renovations beginning with the third floor.

The scope of renovation will include complete removal of existing finishes and utilities back to shell condition on the third floor while sensitive research is being conducted on other floors. New construction will include open labs, support and equipment rooms, offices, collaboration areas, relocated toilet rooms, new lighting and electrical distribution, and MEP systems. Construction may also include exterior envelope upgrades, daylighting improvements with new and replacement fenestration while implementing architectural standards.

The firm will be responsible for providing CM services as required for Design Phase, Procurement Phase, and Construction Phase Services for the Pinn Hall third floor laboratory renovation project.

The anticipated schedule of the Construction Start will be June 2017.

#### **Submittal Information:**

The University is interested in demonstrated experience in the management of similarly complex, MEP intensive projects within a healthcare setting. Ability to coordinate construction activities in and around a fully functional hospital environment in a safe and efficient manner is of critical importance in this project. Examples of previous work associated with this type of project is important as well as personnel who have had direct participation with these types of phased

projects 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, and other criteria as the selection committee may determine appropriate. Proven experience with hospitals is required. 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 thirteen (13) copies, and a PDF of the Letters of Interest/Statements of Qualifications must be submitted by close of business (**nominally 5:00 PM**) on **May 9, 2017** to the attention of:

**William Martin, Contract Administrator for Construction**

Facilities Planning & Construction  
Facilities Management Department  
University of Virginia  
1000 Ednam Center, Suite 100  
Charlottesville, VA 22903

**Request for Proposals (RFPs)** will be issued on or about May 18, 2017 to **short-listed firms only**. RFP responses must be received no later than close of business (**nominally 5:00 PM**) on **Wednesday, June 20, 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](http://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 William Martin at [whm2j@virginia.edu](mailto:whm2j@virginia.edu) , by fax at (434) 982-5108, or by phone at (434) 982-4611.

The Rector and Visitors of The University of Virginia  
By: William Martin, Contract Administrator for Construction