

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 <http://www.fm.virginia.edu/depts/fpc/index.html>) for construction services related to the:

Contemplative Commons RFP # 19-104

The University seeks to retain a Construction Manager to join our team during construction document development phase to provide constructability review, scheduling scenarios, logistics coordination, value management, design assist, 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 project consists of the construction of a new building to be used by the Contemplative Sciences Center and the University at large. 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 as the project delivery method.

Project Overview:

The Contemplative Commons building is a new 55,000 sf multi-use building planned for a constrained site at the heart of University Grounds. The project scope includes academic classrooms for multi-disciplinary use; co-curricular spaces supporting student personal growth, skills development, wellbeing, and community building; a living laboratory supporting contextual research on learning and other human processes in natural social settings; studio and lab spaces supporting collaboration across schools towards innovation in learning, research, and engagement; offices for the Contemplative Sciences Center staff; and a café space to create a destination between Central Grounds and first year residential areas.

Construction is anticipated to begin May 2021 and must be complete by June 2023.

Submittal Information:

The University is interested in demonstrated experience in the management of similar 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 these types of 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 (not 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, eleven (11) copies and an electronic version (e.g. Thumb drive) of the Letters of Interest/Statements of Qualifications must be submitted by close of business (**nominally 5:00 PM**) on **March 18, 2020** to the attention of:

George Cullen, Contract Administrator for Construction
Capital Construction and Renovations
Facilities Management Department
University of Virginia
One Morton Drive, Suite 301
Charlottesville, VA 22903

Requests for Proposals (RFPs) will be issued on or about March 27, 2020 to **short-listed firms only**. RFP responses must be received no later than close of business (**nominally 5:00 PM**) on **April 28, 2020**. 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 determined.

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 (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, or by fax at (434) 982-5108.

The Rector and Visitors of The University of Virginia

By: George Cullen, Contract Administrator for Construction