The University of Virginia (University or UVA) invites highly qualified planning firms to submit a letter of interest and associated supporting materials for consideration in the selection of a consultant team for the development of the UVA Grounds Plan: A Framework for Campus Planning, which will serve as an update to the University’s 2008 Grounds Plan (Master Plan). The scope of work will include review and assessment of relevant planning documents, review and coordination with current physical planning efforts, survey and assessment of present conditions, stakeholder information gathering sessions, development of the Plan vision, framework and recommendations, and final planning documents including hard copy and electronic for online viewing. All work will be performed in accordance with the provisions of the University of Virginia Higher Education Capital Outlay Manual (HECOM). It is not necessary to propose specialty consultants at this time as the successful planning consultant will hold the prime contract. The 2008 Grounds Plan document can be found at: https://officearchitect.virginia.edu/GroundsPlanWebsite/GPNEW/FinalPDF/groundsplan08.pdf

Purpose and Program Background:

The Academical Village, Thomas Jefferson’s innovative design for an integrated complex of buildings and landscape, serves as the seminal model for the development of the University Grounds. While this model requires modification to adapt to modern conditions, the Academical Village exemplifies the idea of meaningful building and outdoor spaces in support of study and socialization, enjoyable and functional connections, and the emphasis of landscape and nature as an essential and substantial part of our University campus. The Academical Village is a UNESCO World Heritage site and the core of Central Grounds possesses a world-class inventory of historic buildings and landscapes that create a unique identity and serve as a model of the living-learning environment.

The 2008 Grounds Plan was an innovative planning initiative that ushered in a new way of thinking about campus planning – to reshape Grounds to reflect the civic intent and environs created by Thomas Jefferson’s Academical Village. Through a sequence of physical improvements providing anchor and connection points throughout the Grounds, and prescribing growth within the redevelopment areas, the Plan is intended to recapture the spirit imbued in the Academical Village. To accommodate the physical growth and redevelopment essential to fulfilling the University’s academic mission, the Plan treated the Grounds as an integrated, contiguous series of multi-functional facilities and green spaces linked by a network of natural and man-made systems. Viewing these systems in a holistic relationship yielded more efficient use of available resources, to create a more dynamic environment on Grounds. To accomplish these goals at the scale of the University required a strategic approach, based on five primary principles with the overarching concept of sustainability:

- **Environmental Quality**: to protect and restore our natural environment
- **Connectivity**: to increase the quality and continuity of linkages throughout the Grounds
- **Context**: to promote beneficial physical relationships with the surrounding community
- **Multi-disciplinary Collaboration**: to develop mixed-use facilities in support of academic interaction and collaboration
- **Preservation**: to maintain and enhance the University’s cultural, building, and landscape resources

By designating redevelopment zones, the plan targeted future development to areas where mixed-use infill development and redevelopment of existing facilities will create the greatest possible benefits in accommodating the variety of spaces and uses that comprise the University now and in the future. These targeted zones also allow for the conservation of important green spaces that contribute to the health and identity of the University-at-large. These and other shifts in the
management and use of land within the Grounds are designed to create a cohesive, yet flexible land use plan.

Project Drivers:

Many of the recommendations from the 2008 Grounds Plan have been accomplished, however, the University’s Grounds must continue to improve and adapt to advances in technology, pedagogy and social trends. The new plan must:

- Enhance and expand meaningful spaces that support socialization and learning and provide flexibility of use.
- Provide functional and dynamic corridors and connective spaces to provide safe and enjoyable connections for pedestrians and cyclists.
- Continue to promote environmental stewardship by incorporating green infrastructure and enhancing habitat and environmental services.
- Preserve and protect historic and cultural resources.
- Uphold the principles established by the UVA 2019 Strategic Plan: [https://strategicplan.virginia.edu/](https://strategicplan.virginia.edu/)

Criteria in Support of the University’s Strategic Plan:

The 2030 Strategic Plan is built around four overarching goals. The first is to strengthen our foundation, which means supporting our students, faculty, and staff. The second is to cultivate the most vibrant community in higher education, in order to prepare our students to be servant-leaders in a diverse and globally connected world. The third is to enable discoveries that enrich and improve lives, and the fourth is to make UVA synonymous with service as a strong partner and good neighbor to the Charlottesville region. Along with these overarching goals, there are multiple strategies and initiatives to enable the implementation of the plan. The UVA Grounds Plan will broadly support the Strategic Plan goals.

Qualifications:

Firms must demonstrate significant experience in strategic and physical campus planning, including site assessment/analysis, research of relevant current campus planning solutions, management of diverse stakeholder input and responses, transportation planning, and development of design recommendations and solutions that satisfy the goals and objectives of the University. Firms must demonstrate proficiency in overall campus design, building design, corridor design, green infrastructure, site sustainability, environmental stewardship, and cultural resource protection.
REQUEST FOR LETTERS OF INTEREST AND STATEMENTS OF QUALIFICATIONS
UNIVERSITY OF VIRGINIA
UVA GROUNDS PLAN
RFQ # 20-01

Selection Process Schedule:

- RFQ Issued: January 12, 2020
- RFQ Due: February 10, 2020
- Short List: February 18, 2020
- RFP Issued: February 19, 2020
- Proposals Due: March 17, 2020
- Interviews: March 26, 2020

**Late submissions will not be accepted for any reason."
REQUEST FOR LETTERS OF INTEREST AND STATEMENTS OF QUALIFICATIONS
UNIVERSITY OF VIRGINIA
UVA GROUNDS PLAN
RFQ # 20-01

Submittal Requirements and Process:

Where possible, all materials submitted should be fully recyclable. Submissions must be collated, three-hole-punched, on standard 8.5 x 11 letter-sized paper and be clipped together without staples or binding. Double-sided printing is strongly encouraged. Interested firms must submit eleven (11) hard copies and one (1) digital copy of each of the following. The digital copy should be one pdf file of the entire submission contained on a thumb drive:

1. Letter of Interest addressed to the Screening Committee, that is no longer than two (2) pages in length, and which states specifically the firm’s successful experience in planning for similar campuses and/or other similar settings.
2. Statement of Qualifications using the Office of the Architect for the University (OAU) standard form which can be obtained from the OAU website at:

   http://www.officearchitect.virginia.edu

   or at the following link:

   http://www.officearchitect.virginia.edu/pdfs/sogqform.pdf

   The email address provided should be for the person who will receive information regarding this RFQ, no general firm or marketing emails please.
3. Standard forms AE-1 through AE-6 which are available at:


   Select “Forms” from the drop-down box labeled “I’m Looking For” and then enter “AE” in the Filter box.

   If proposal is a joint venture or association or two or more firms, forms AE-1 through AE-6 are required for each firm, with the proposed division of A/E services clearly indicated by firm and by individual staff members.
4. No sub-consultants are needed at this time on the AE-1 or an AE-2.
5. Current references and current contact information for each project (five-project minimum) featured in AE forms above. Include contact information for an owner’s representative, a user client, and a construction manager for each project.

Submittals will be evaluated based on the demonstrated significant experience of the firm and its proposed personnel with similar facilities planning and projects within an academic setting; the ability to meet specific project objectives, e.g., budget, schedule, quality, etc.; successful experience with HECOM; and other criteria as the Screening Committee may determine. Subsequently, the short-listed firms will receive a detailed Request for Proposal (RFP) and be invited to present a more detailed response and make an oral presentation.

The above submission materials must be received according to the schedule above at the following address:

University of Virginia
Facilities Planning & Construction, Office of Contract Administration
Attention: Bruce Jackson
One Morton Drive, Suite 301
Charlottesville, VA 22903-6806
Questions: 434-924-6387 or brj2n@virginia.edu

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Please do not contact the Project Manager or others at the University regarding this Project. All questions and correspondence regarding this procurement should be made through Bruce Jackson in the Office of Contract Administration.


The University will require the successful firm to be licensed to do business in Virginia and able to demonstrate professional registration.

eVA Business to Government Vendor Registration:

The eVA Internet electronic procurement solution, web site portal www.eva.state.va.us, is the Commonwealth of Virginia’s comprehensive electronic procurement system. The portal is the gateway for firms to conduct business with state agencies and public bodies. The State expects all agencies and public bodies to use eVA. All firms desiring to provide goods and/or services in the Commonwealth are encouraged to participate in the eVA Internet e-procurement solution. Selected firm(s) is required to register in the eVA Internet e-procurement solution prior to the University making an award.

The University will consider the firm’s past and proposed use of Small, Women and Minority-Owned (SWaM) firms in the evaluation of proposals. SWaM firms must be registered with and certified by the Department of Small Business & Supplier Diversity (SBSD) in Richmond. Assistance is available for registration. Quarterly reporting of expenditures to SWaM consulting firms or suppliers used in this contract will be required for the selected firms.