

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 DGS-30-168 (obtain adapted version from <http://www.fm.virginia.edu/fpc/ContractAdmin/ConstructionAdvertise.htm>) for construction services related to the:

Track and Field Facility Improvements (Lannigan Field) RFP # 11-102

The University seeks to retain a General Contractor to join our team to provide construction services for the University in accordance with the provisions of the University of Virginia Higher Education Capital Outlay Manual. The project construction documents will be 95% complete and the contract will be awarded on a Competitive Negotiation Contractor - Fixed Price basis. The project consists of installing and surfacing a track and field events area at Lannigan Field.

Project Overview:

The University track is in need of upgrades for both athletic competition and spectator accommodations. The Athletics Department has made these improvements their number one priority in facility upgrades. The University intends to host the ACC Track and Field Championships in 2012. The recently completed master plan for the track and field facility has identified the best location and configuration for the track. With the ACC Championship date fast approaching the University would like to begin construction on this first phase of work immediately.

Lannigan Field is in an area of concentrated athletics use, bounded by two busy public roads and is adjacent to Davenport Field (baseball) on the west and Klockner Field (soccer and lacrosse). This phase of the construction will reconfigure and resurface the track with a synthetic polyurethane surface, integrated with field events such as long jump, triple jump, pole vault, discus, hammer throw, and shot put. It will add sports lighting, a low chain link fence, a measured jogging track, and address storm water. Future phases will address perimeter fencing, a new entry plaza and ticket booth, and landscaping. The University may elect to pursue future phases if schedule and budgets permit.

Construction is anticipated to begin May 2011 and must be complete December 2011. Adjacent facilities will remain open throughout construction.

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 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 (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 and nine (9) copies of the Letters of Interest/Statements of Qualifications must be submitted by close of business (**nominally 5:00 PM**) on **March 2, 2011** to the attention of:

Julie Garmel
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 March 9, 2011 to **short-listed firms only**. RFP responses must be received no later than close of business (**nominally 5:00 PM**) on **March 30, 2011**. 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 (SWaM) firms will be considered in the evaluation of proposals. SWaM firms must be registered with the Virginia Department of Minority Business Enterprise (DMBE) 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 Julie Garmel at jg4e@virginia.edu, by fax at (434) 982-5108, or by phone at (434) 982-5361.

The Rector and Visitors of The University of Virginia
By: Julie Garmel, Contract Administrator for Construction