

REQUEST FOR
ARCHITECTURAL / ENGINEERING
SERVICES

July 31, 2023

Osband Hall Renovation & Addition for Academic Services
UA Project No. 074-24-3991

Issued by

Construction Administration
The University of Alabama

Note:

This submittal will be deemed a public record and open to public inspection; therefore, this submittal should not include anything that needs to be maintained in confidence. If there is material which the proposer deems confidential, the proposer should indicate which material is deemed confidential, and that the material will be released to UA only upon a promise of confidentiality. This will allow UA to protect it against an open records request.

Osband Hall Renovation & Addition for Academic Services

UA Project No. 074-24-3991

Please address all submittals and clarification questions to:

Mr. Vincent Dooley, Architectural Design Coordinator
Construction Administration
The University of Alabama
413 Cahaba Circle
Tuscaloosa, Alabama 35404
Voice 205-348-8584
Email: vddooley@ua.edu

RFQ PROJECT SCHEDULE

August 11, 2023	Response deadline for A/E Firms
August 14-16, 2023	UA Selection Committee Evaluation I
August 17, 2023	Notification to the top ranked A/E firms
August 30, 2023	UA oral interviews (top ranked A/E firms)
September 1, 2023	A/E rankings and Recommendation to BOT
November	A/E approval by UA Board of Trustees

PROJECT DESCRIPTION

The proposed Project will include the comprehensive renovation of the approximately 31,430 gross square feet (“GSF”) Osband Hall and include a 1,570 GSF single-story addition and will address all deferred maintenance items including new mechanical, electrical, accessibility, life safety systems, technology, and building envelope. The renovation and addition will allow for the relocation of the School of Social Work, currently housed in Farrah Hall and Capital Hall, the Office of Institutional Research and Assessment (“OIRA”), currently housed in Capital Hall, and the Office of Institutional Effectiveness (“OIE”), currently housed in the East Annex Building and will provide sufficient square footage as well as the opportunity to efficiently organize the labs, teaching, and office spaces needed by these users, and will provide for future growth and

colocation opportunities. In addition, the Project will create needed “swing space” availability that will support the users of future building renovations and allow teams to remain together and on campus during construction activities in their assigned buildings; and the scope of the Project has been split amongst three packages to maintain efficient and cost-effective delivery. Programming documents are completed for this project and the estimated construction cost is approximately \$14,000,000.00.

PROJECT GOALS`

All construction bid packages will be competitively bid in compliance with the State of Alabama Public Works Law (Code of Alabama, Title 39).

APPLICATION REQUIREMENTS:

The University is seeking Architectural & Engineering firms/teams with comprehensive renovation and office design expertise. The Architect/Engineer (A/E) firm will be responsible for providing architectural and engineering designs to satisfy the UA design standards and guidelines, the Alabama Division of Construction Management standards, and the State Building Code, as well as any other applicable codes for this type of project. **Please upload/submit one (1) electronic copy using the link below by 5:00 pm local time on Friday, August 11, 2023.**

[Link to upload submissions:](#)

<https://alabama.app.box.com/f/7f156509bc7b4d93811e65de13de5a7f>

File name: *(firm's name)* Osband Hall RenoAdd-UARFQ.pdf

SUBMISSION REQUIREMENTS:

Respondents shall carefully read the information contained in the following criteria and respond in their application.

ONE: RESPONDENT'S STATEMENT OF QUALIFICATIONS (Score 1-5)

- A. Describe your firm's experience working with other universities and state agencies.
- B. Describe your firm's experience working with The University of Alabama.
 - a. The UA desires to have input in the procurement of consultants once the

top ranked firm is selected.

- C. The UA encourages the use of certified minority-owned businesses and certified women-owned businesses in its construction program. Describe your firm's approach in soliciting certified minority-owned or women-owned firms and consultants.

TWO: RESPONDENT'S PERFORMANCE ON PAST REPRESENTATIVE PROJECTS (Score 1-5)

- A. Identify and describe the proposed team's past experience providing A/E services that are **identical or similar** to this project within the last ten (10) years. List the projects in order of priority, with the most relevant project listed first.
- B. Provide references (for each project listed above, identify the following):
- The Owner's name and their representative who served as the day-to-day liaison during the design and construction phases of the project, including current contact information.

The Owner may contact these references during this qualification process.

- C. Has your firm/organization within the past seven (7) years ever been terminated from a design project? If yes, please give pertinent details.

THREE: LITIGATION AND CLAIMS (Score 1-5)

- A. Does your firm/organization or any of its officers currently have any judgments, claims, arbitration, or mediation proceedings pending or outstanding? If yes, please give pertinent details and outcome(s).
- B. Has your firm/organization within the past seven (7) years filed any lawsuits or requested arbitration or mediation proceedings in regard to any of your construction projects? If yes, please give pertinent details and outcome(s).

FOUR: RESPONDENT'S ABILITY TO MEET INSURANCE REQUIREMENTS (Score 1-5)

- A. Does your firm/organization have the ability to meet all the UA insurance requirements? (See attached)
- B. What is your process for managing any claims of the contractors during the project?

FIVE: PROJECT SPECIFIC CRITERIA (Score 1-5)

- A. Describe and provide examples of your firm's sensitivity to the massing, architectural design and detailing as it pertains to additions.
- B. Explain how your firm handles pedestrian connectivity on various projects.

- C. What is your design approach or methodology and standard of care with renovation projects?
- Discuss your experience with multiple bid packages on projects.
- D. Describe your firm's experience with the coordination of major building systems for comprehensive renovations. (i.e., mechanical, and electrical).

SELECTION PROCESS:

Upon receipt, submittals will be evaluated by the Selection Committee. The Selection Committee will rank the A/E firms accordingly to participate in oral Interviews (usually top three). A project program (if applicable or complete) will be sent to all top ranked A/E's to assist with their oral interviews. Following oral interview evaluations, the top ranked A/E firms will be recommended to the Board of Trustees for approval. A contract will be negotiated with the top-ranked A/E firm as approved by the Board of Trustees. If a contract can be negotiated, then that firm will be selected. If a contract cannot be negotiated, then negotiations with the next highest ranked A/E firm will commence until an agreement satisfactory to UA is reached. Preference shall be granted to an Alabama-based firm when qualities are comparable. This project is subject to approval by the Board of Trustees of the University of Alabama.

Note:

Upon entering into an Agreement, the selected firm will be required to submit a Vendor Disclosure Statement. Samples of these documents are attached for your review.

ATTACHMENTS

- A. Insurance Requirements
- B. Vendor Disclosure Statement