STATE OF COLORADO
OFFICE OF THE STATE ARCHITECT
STATE BUILDINGS PROGRAMS

REQUEST FOR PROPOSALS
FOR AN
INTEGRATED PROJECT DELIVERY METHOD
UTILIZING
DESIGN/BUILD SERVICES

FOR THE
University of Colorado Boulder

FOR THE
STAD – Replace Video Boards

Project No. CP 151739

Project Manager: Bill Sweeney

Notice NO. 12-05
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APPENDICES:

Appendix A: Prequalification Submittal/Evaluation Form
(To be completed by Jury Panel)

Appendix A1: Oral Interview/Evaluation Form
(To be completed by Jury Panel)

Appendix A2: Final Ranking Matrix
(To be completed by Jury Panel)

Appendix B: Design/Build Agreement and General Conditions (Sample)
(Forms SC-8.0 and SC-8.1)

Appendix C: Certification and Affidavit Regarding Unauthorized Immigrants (Form UI-1) - attached
(To be submitted with both Prequalification Submittal and sealed Cost Proposal by Team)

Appendix D: Program Concept, Program and Specifications
([Design criteria will be released February 8, 2012])

Appendix E: Aesthetic Guidelines and Construction Standards
([Design criteria will be released February 8, 2012 - enclosed])

Appendix F: Budget – enclosed.
REQUEST FOR PROPOSALS
Design/Build Services (D/B)
State of Colorado
University of Colorado Boulder
Notice Number: 12 - 05

Project No: CP 151739
Project Title: STAD – Replace Video Boards
Estimated Construction Cost: $4,500,000.00 to $6,000,000.00
Total Project cost: $7,000,000.00

Settlement Notices
For all projects with a total dollar value above $50,000 Notice of Final Settlement is required by C.R.S. 38-26-107.
Final Settlement, if required, will be advertised via: Electronic Media

Project Description
This project requires work at two sites on the UCB campus. Site one is Folsom Stadium (STAD) for replacement of outdoor video displays and infrastructure. Site two is at Coors Event Center (EVNT) to develop a new control and server facility to support the new boards, plus a video editing suite.

STAD
Remove & dispose of existing video boards and static ad boards at north and south end zones of STAD. New HD video boards and HD ribbon boards will maintain same size as existing, so no new structural support work expected. Install new north & south score boards and static ad boards at STAD with new HD video boards and HD ribbon boards, respectively. Replace existing SE field level score board and advertising panels with new HD ribbon board of similar size. Upgrade existing electrical service and provide new power distribution as required at both north and south locations for new video and ribbon boards as well as future audio system and future HD ribbon board expansion at south end zone. Install new fiber optic backbone between boards, (4) future HD field camera locations, and press box.

EVNT
Construct new Audio/EIC Room (194 ASF), Rack Room (387 ASF), and Control Room (565 ASF) at existing high-bay space at EVNT. Upgrade existing electrical service and provide new power distribution for Rack Room, Control Room, Audio/EIC Room, and future Television Studio. Provide new dedicated cooling (TBD) for Rack Room Audio/EIC Room and Control Room. Equipment is owner-provided, contractor-installed. Future Television Studio assumed to be cooled with (future) fan-coil unit. Construct new Buff Vision office suite (489 ASF) at adjacent high-bay space. No new service or power distribution required. Re-route existing heating/cooling as necessary.

Scope of Services: Refer to RFP packet at website:
http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html
- Notice 12 - 05
Minimum Requirements
Notice is hereby given to all interested parties that all teams will be required to meet all minimum qualifications to be considered for this project. To be considered as qualified, interested teams shall have, as a minimum:

1. Provided Design/Build Contracting services within the last three (3) years for at least two (2) projects each in excess of $10,000,000.00 (hard costs), utilizing the expertise present in their Colorado Office; and

2. Demonstrated specific Design/Build Contracting experience in projects of similar scope and complexity; and

3. Demonstrated bonding capability up to $10,000,000.00 for an individual project coincidentally with current and anticipated workloads; provide letter from surety that affirms this capacity.

(Note that the minimum requirements are suggested and that agencies/institutions may alter as needed).

Teams meeting the minimum requirements may obtain the RFP documents by contacting
The RFP is available at
http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html - Notice 12 - 05

Other Information
Preference shall be given to Colorado resident bidders and for Colorado labor, as provided by law.

Pre-Submittal Conference & Site Visit
A non-mandatory Pre-Submittal Conference & Site Visit will be held on February 9, 2012 2:00 PM at south entrance to Folsom Stadium. Attendance is strongly encouraged as this will be the only opportunity to visit the site.

Submittals Due
Date & Time: February 27, 2012 2:00 PM

Address: University of Colorado Boulder, Department of Facilities Management, Research Laboratory No. 2, 1540 30th Street, Third Floor Reception Desk, Boulder, CO 80309.

Comments: Late submittals will be rejected without consideration. The University of Colorado Boulder and the State of Colorado assume no responsibility for costs related to the preparation of submittals.

Point of Contact
Name: Bill Sweeney
Agency: University of Colorado Boulder
Phone: 303-735-1412
Fax: 303-492-4082
Email: Bill.sweeney@colorado.edu
This Notice is also available on the web at [www.colorado.gov/dpa/dfp/sbrep](http://www.colorado.gov/dpa/dfp/sbrep)

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REQUEST FOR PROPOSALS FOR AN
INTEGRATED PROJECT DELIVERY METHOD UTILIZING
DESIGN/BUILD SERVICES
University of Colorado Boulder
STAD – Replace Video Boards
Notice 12 - 05

I. GENERAL INFORMATION

A. INTRODUCTION/DESCRIPTION OF PROJECT

University of Colorado Boulder intends to select a Design/Build Entity who will design, manage and construct the project as described within. The process to be used in the selection of the firm is comprised of two steps:

STEP I is the Submittal of Prequalification as described in Section II.

STEP II is the Oral Interview/Cost Proposal as described in detail in Section III.

A Jury Panel of individuals who will be involved in the project and/or understand the required services associated with Design/Build Contracting will evaluate responses to this RFP for both STEPS.

Upon completion of the evaluation of the Submittals of Prequalification, a limited number of teams will be invited to the oral interviews.

Sealed cost proposals will be required only from those teams who are interviewed and are to be submitted as indicated in this RFP. Both qualifications and cost will be considered in the final ranking of teams with qualifications given 40% of the value of the weighted criteria and costs in the sealed Cost Proposal given 60%.

Selection and award of this project will be based on a combination of qualifications and costs that represents the best overall value to the State.

The project consists of the following:
This project requires work at two sites on the UCB campus. Site one is Folsom Stadium (STAD) for replacement of outdoor video displays and infrastructure. Site two is at Coors Event Center (EVNT) to develop a new control and server facility to support the new boards, plus a video editing suite.

STAD
Remove & dispose of existing video boards and static ad boards at north and south end zones of STAD. New HD video boards and HD ribbon boards will maintain same size as existing, so no new structural support work expected. Install new north & south score boards and static ad boards at STAD with new HD video boards and HD ribbon boards, respectively. Replace existing SE field level score board and advertising panels with new HD ribbon board of similar size. Upgrade existing electrical service and provide new power distribution as required at both north and south locations for new video and ribbon boards.
as well as future audio system and future HD ribbon board expansion at south end zone. Install new fiber optic backbone between boards, (4) future HD field camera locations, and press box.

**EVNT**
Construct new Audio/EIC Room (194 ASF), Rack Room (387 ASF), and Control Room (565 ASF) at existing high-bay space at EVNT. Upgrade existing electrical service and provide new power distribution for Rack Room, Control Room, Audio/EIC Room, and future Television Studio. Provide new dedicated cooling (TBD) for Rack Room Audio/EIC Room and Control Room. Equipment is owner-provided, contractor-installed. Future Television Studio assumed to be cooled with (future) fan-coil unit. Construct new Buff Vision office suite (489 ASF) at adjacent high-bay space. No new service or power distribution required. Re-route existing heating/cooling as necessary.

The selected Design Build Entity (D/B) is required to provide all necessary design and construction services in accordance with State statues and as indicated in the RFP.

A sample copy of the D/B Agreement is to be contained with additional RFP information issued to short listed firms.

**B. MINIMUM QUALIFICATIONS**

As indicated in the advertisements, Notice is hereby given to all interested parties that all teams will be required to meet minimum requirements to be considered for these projects. To be considered as qualified, interested teams shall have, as a minimum:

- Provided Design/Build Contracting services within the last three (3) years for at least two (2) projects each in excess of $10,000,000.00 (hard costs), utilizing the expertise present in their Colorado Office; and

- Demonstrated specific Design/Build experience in projects of similar scope and complexity; and

- Demonstrated bonding capability up to $10,000,000.00 for an individual project coincidently with current and anticipated workloads; provide letter from surety that affirms this capability.

(Note that the minimum requirements are suggested and that agencies/institutions may alter as needed).

**C. SCOPE OF SERVICES**

The scope of services will include assistance to the State during the process of design, construction, and warranty period. Specific tasks to be performed by the Design/Build Contractor (D/B) include those generally performed by the D/B construction community where the Designer is also the Contractor.

**A. Installer’s Qualifications: At least five years five years in business.** Firm experienced in the installation of systems similar in complexity to those required for this project. Specific proposal submission requirements are:
1. Experience with at least three (3) comparable scale outdoor event i.e. baseball / football projects within the last three years. At least one (1) shall be a renovation project.
   a. Provide reference information and contact information for each project.
   b. In the event sport specific projects are not available, other projects may be considered.
2. Maintain a fully staffed and equipped service facility. In the event the integrator is outside a one (1) hour support time for the project, identify local resource(s) to be developed and assigned to support the project during the warranty duration.
3. Installer authorized to sell all equipment specified within this system.
4. The Installer shall demonstrate that he has:
   a. **Been in business for at least five years.**
   b. Adequate staff with commensurate technical experience. Identify the for the project and provide appropriate resumes
   c. Suitable financial status to meet the obligations of the work.
   d. Adequate plant, equipment bonding and insurance capabilities to complete the work.
   e. **Previous higher education experience**
5. State of Colorado licensed electrician
6. A proposed project schedule with man power loading diagram (based on a system of this complexity).
7. Sample submittals are encouraged as part of the proposal submittal. This is including but not limited to:
   a. One-line diagrams
   b. As-built documentation
   c. Photographs of work (showing the rear of equipment racks, not the fronts).
   d. Commissioning procedure(s)
   e. Training documentation
   f. Other information that may assist in evaluating the vendors' past performance
Scoreboard Qualifications:
A. Manufacturer’s Qualifications: At least five years experience in the production of specified products or as approved by the Owner.
B. Installer’s Qualifications **At least five years in business.** Firm experienced in the installation of systems similar in complexity to those required for this project; and meet the following:
   1. At least five years experience with equipment and systems of the specified types.
   2. Experience with at least two comparable scale football stadium renovations or new construction projects within the last three years.
   3. Maintain a fully staffed and equipped service facility.
   4. With the bid return, the potential Installer shall demonstrate that he has:
      a. Adequate plant and equipment to complete the work.
      b. Scoring software appropriate for NCAA Division 1 football games, and automated statistical record keeping for football and basketball. Provide print outs of representative software screens and identify third party services (e.g. Stat Crew, Pac 12 network, CBS, ESPN etc.) that have been successfully integrated in past projects. Provide locations where electronic captioning equipment has been successfully integrated in past projects.
      c. Adequate staff with commensurate technical experience.
      d. Suitable financial status to meet the obligations of the work.
      e. Hourly fee for software-animation programming.
      f. References from three (3) or more users of stadium similar display and software control systems provided by Installer.

SUBCONTRACTOR PREQUALIFICATION

The Design/Build (D/B) Contractor shall use as subcontractors for the various major trades, subcontractors who have been pre-qualified by the Principal Representative and are acceptable to the Principal Representative, which acceptance shall not be unreasonably withheld. All major electrical and mechanical subcontractors shall be pre-qualified by the D/B Contractor and approved by the Principal Representative prior to signing this Agreement.

In the event unforeseeable circumstances necessitate the use of any major electrical and mechanical trade subcontractors not set forth, the D/B Contractor shall pre-qualify one or more proposed major trade subcontractors to be added and submit the same to the Principal Representative for review. The Principal Representative shall inform the D/B Contractor in writing of the names of those subcontractors who are acceptable. The D/B Contractor expressly recognizes its commitment pursuant to the Contract Documents to complete the Work within the constraints set forth elsewhere in the Contract Documents and the necessity to use pre-qualified major trade subcontractors. Except as provided elsewhere or where requested by the D/B contractor and with the prior written approval of the Principal Representative, proposed additions or substitutions of major trade subcontractors on electrical mechanical because their price is less expensive than any pre-qualified subcontractors shall not constitute an unforeseeable circumstance or otherwise be a basis for any change.

II. PREQUALIFICATION SUBMITTALS (STEP I)

A. SCHEDULE

1. The schedule of events for the 2012 RFP process and an outline of the schedule for the balance of the project is as follows:
   Advertisement________________________________________February 1 & February 8, 2012
2. Two (2) hard copies plus and electronic copy in PDF format of the Prequalification submittals are due February 27, 2012 and shall be received no later than 2:00 PM, at the following address:

Bill Sweeney, Project Manager  
University of Colorado Boulder  
Department of Facilities Management  
Research Laboratory No. 2 Reception Desk  
1530 30th Street, Boulder, CO 80309

3. The above schedule is tentative. Responding teams shall be notified of revisions in a timely manner by email. Respondents may elect to verify times and dates by email, but no earlier than 36 hours before the schedule date and time.

B. PRE-SUBMITTAL CONFERENCE & SITE VISIT

1. To ensure sufficient information is available to teams preparing submittals, a pre-submittal conference has been scheduled. The intent of this conference is to tour the site and to have University of Colorado Boulder staff able to discuss the project. Teams preparing submittals are strongly encouraged to attend as this will be the only opportunity to visit the sites.

A non-mandatory Pre-Submittal Conference & Site Visit will be held on February 9, 2012 at 2:00 PM at the south entrance to Folsom Stadium. Attendance is strongly encouraged as this will be the only opportunity to visit the site.

C. CLARIFICATIONS

1. Owner initiated changes to this RFP will be issued under numerically sequenced email addenda. Addenda generally consist of the following items:

   a. Clarifications
   b. Scope Changes
c. Time and/or Date Changes

Respondents must acknowledge all issued addenda in their submittal and proposal.

2. Respondent initiated requests for clarification will be received any time prior to (February 20, 2012 4:00 PM). All State responses will be posted on the Facilities Management website on (February 21, 2012).

D. GENERAL INFORMATION

1. All respondents accept the conditions of this RFP, including, but not limited to, the following:
   a. All submittals shall become the property of the State of Colorado and will not be returned.
   b. Late submittals shall not be evaluated. Facsimile submittals shall not be accepted.
   c. Any restriction as to the use of submitted materials must be clearly indicated as proprietary. The requested limitation or prohibition of use or release shall be identified in writing on a cover sheet. Blanket claims of proprietary submittals will not be honored. Cost proposals will be considered proprietary.
   d. The State reserves the right to reject any or all proposals on the basis of being unresponsive to this RFP or for failure to disclose requested information.
   e. The State shall not be liable for any costs incurred by respondents in the preparation of submittals and proposals nor in costs related to any element of the selection and contract negotiation process.
   f. The respondent has reviewed Appendix B and by responding has agreed that the terms and conditions of the sample Design/Build Agreement are expressly workable without reservation.
   g. The respondent has reviewed Appendix D and by responding acknowledges the project concept, program and specifications as the initial basis of design.
   h. The respondent has reviewed Appendix E and by responding acknowledges the standards for construction as basic standards for design, and the aesthetic guidelines as basic guidelines for design.

2. Appendix F is the estimated budget for the project. The distribution of contract costs is permitted to differ in the Cost Proposal.
E. PREQUALIFICATION SUBMITTALS

1. Respondent must comply with the following items, a through f. The State retains the right to waive any minor irregularity or requirement should it be judged to be in the best interest of the State. (Note that the primary focus of the Prequalification evaluation will be the team’s capabilities).

   a. Submit two (2) complete copies and one (1) PDF of all material.

   b. Submittals shall be formatted and tabbed in the exact form and numeric sequence of the Evaluation Form (1 through 5) in Appendix A. A two sided single page cover letter addressed to the Bill Sweeney @ Department of Facilities Management, University of Colorado Boulder, Research Laboratory No. 2, 1540 30th Street, Boulder, CO 80309 outlining the team qualifications is required at the front of the submittal. The entire submittal should be concise and submittals should limit non-PREQUALIFICATION SUBMITTAL CRITERIA responses to 5-10 pages. Submittals should be double-sided 8 ½” x 11” sized pages in portrait format, at least 10 font, and stapled, spiral or plastic bound. No loose leaf notebooks or hard bound submittals.

   c. Submittals shall be evaluated in accordance with criteria as indicated in SECTION IV. A. PREQUALIFICATION SUBMITTAL CRITERIA and ranked on the corresponding Evaluation Form in Appendix A.

   d. Response to all items shall be complete.

   e. All references shall be current and relevant.

   f. Complete and execute the appropriate Acknowledgment and Attestation Form as provided in Section VI and submit at the back of the Prequalification Submittal.

III. ORAL INTERVIEWS/COST PROPOSALS (STEP II)

A. SHORT LIST

From the submittals received, a short list of qualified respondents shall be identified using the scoring indicated on the enclosed Prequalification Evaluation Form, Appendix A.

Teams failing to meet the minimum required qualifications will not receive further consideration.

B. ORAL INTERVIEW

1. Mandatory oral interviews shall be conducted for the short listed team(s) only. Interview times and location, will be arranged by the University of Colorado Boulder and all short listed teams will be notified in advance. At the option of the State, a visit to the short listed team(s) managing home office and/or representative field office may be required. (Note that the primary focus of the Oral Interview evaluation in addition to the Cost Proposal will be the proposed Project Management Team members’ capabilities.)
C.  COST PROPOSALS

1. Only those teams short listed for interview are required to submit their sealed proposals. Cost Proposals are due on the scheduled submission date prior to the start of oral interviews. Only one sealed copy is required. Cost Proposals will remain sealed until after the qualitative scoring and will then be opened. The cost amount will then be considered (60 percent) in conjunction with the qualitative score from the response and interview (40 percent).

   a. Submit sealed cost proposal separately. Do not include cost proposal data in the qualifications submittal or the oral interview presentation and handout. Also, do not enclose qualification in sealed cost proposal.

2. Cost Proposals shall be submitted on the form provided in Section VII, without modification. A Cost Proposal shall be accompanied with sufficient detail to clearly identify the cost for design and management services construction and general conditions. Percentage of the cost of work is not an acceptable value. The Cost Proposal should be prepared independently in accordance with the following:

   a. Any specific services requested in the RFP and its appendices that are not included should be clearly identified. Exclusion of any required service may result in the proposal being found non-responsive.

      1) Appendices D and E of this RFP include the project concept, program and specifications; and aesthetic guidelines and construction standards.

   b. Provide a D/B staff schedule with staff by name, position and man-hours (assume 8 hour days) per month estimated on the project.

   c. The State reserves the right to reject any Cost Proposal not prepared in the above manner. Proposals that exceed the available funds may be rejected outright but the State reserves the right to negotiate a reasonable cost for service within the available funds. The D/B contract will be a bonded lump sum contract to encompass all design, management and construction work; some allowances may be included.

3. This Cost Proposal is a binding offer to perform the services associated with the Scope of Services described in this RFP. The State, however, reserves the right to negotiate a cost adjustment based on scope clarification subsequent to selection and prior to contract execution.

D.  METHOD OF SELECTION AND AWARD

The Jury Panel shall complete a combined evaluation of qualifications and Cost Proposal in accordance with the criteria as indicated in SECTION IV, B. ORAL INTERVIEWS/COST PROPOSALS/EVALUATION CRITERIA. Numerical ranking and selection of the most qualified firm (including cost) will then occur on the corresponding evaluation forms in Appendix A1.

The final cost amount and scope of services may be negotiated at the State’s discretion. Award and contract will be contingent on deliverability of key proposed D/B Staff.
IV. EVALUATION CRITERIA

A. PREQUALIFICATION SUBMITTAL CRITERIA
(Note that the primary focus of the Prequalification evaluation will be the Teams capabilities).

1. QUALIFICATIONS OF THE TEAM

   □ Provide a description of the composition and management structure of your team. Identify the firm’s roles and responsibilities and relevant experience with projects of similar scope and complexity and similar fast track project delivery methods. Describe how the team’s experience will relate to the success of this project.
   □ Provide a description and separate graphic organizational chart complete with working titles identifying the lines of authority, responsibility and coordination.
   □ Provide a detailed description of the process of how your team selects qualified sub-contractors and manages them effectively on complex multi-phased projects.
   □ Provide a detailed description of how your team will maximize the Colorado construction work force on this project.
   □ Provide your team’s safety record over the last ten years and describe your team’s efforts to retain and support employees.

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS

   □ Describe the qualifications and relevant experience of the lead design architect/engineer and superintendent including demonstrated experience working on projects of similar scope and complexity and time commitment for this project.
   □ Describe the qualifications and relevant experience of other key in-house staff and time commitments for this project.
   □ Identify all current office locations of the assigned staff and any other resident expertise intended to be provided under this RFP.

3. PROJECT MANAGEMENT APPROACH

   □ Provide a strategic project approach summary: Include discussion of your team’s approach in providing successful Design/Build services based on prior experience in cost, schedule and quality effectiveness. Include specific examples (1-2 page excerpts) of actual products (estimates, progress reports, schedules, constructibility reviews, value engineering studies, forms, general conditions budgets, organizational structures, etc.).
   □ Provide a description of design and construction work Project Management Team has capability to self-perform, including qualifications to do such.

4. PRIOR PROJECT EXPERIENCE/SUCCESS

Select your three (3) most relevant projects and provide, at a minimum, the following:

   □ The project/contract name
   □ Description of services provided
   □ Overall design/construction cost of project, as applicable, including initial contract value and change orders including reasons for change orders
Organizational structure of service delivery under the contract (include the owner’s organization as it interfaced with the respondent’s contract)

Key assigned in-house staff (name and title)

Subcontracts (service) used in the performance of the contract

Schedule history

Reference(s) for Owner as described in IV.A.3

Continuing services, if any

a. Timeliness

In general, Design/Build Contracting work is seen as successful if it is on time, on budget, and of acceptable quality. Timeliness is generally based on completion by the originally published date and is indicated by a Certificate of Occupancy. Please demonstrate for each of the above projects how timely delivery occurred.

b. Budget Considerations

Similar to timeliness, being on budget historically means the work was completed within the originally identified available budget. For purposes of this RFP, the State is interested not only in being within budget but also in the respondent’s ability to address and implement the following issues as well:

1. Conceptual estimating
2. Value analysis
3. Alternate solutions
4. Scope reduction that maintains project function
5. Cost/benefit analysis

Demonstrate for the above projects examples of how you accomplished the above cost control services.

c. Quality

Design quality has traditional connotations (coherent, integrated, efficient, flexible, aesthetic, etc.). Construction quality has the obvious traditional connotations (workmanlike, in compliance with the specifications, normal standard of care, etc.). Demonstrate for the above project examples how a high quality of workmanship was achieved.

d. Services Disruption

Demonstrate how your services on the above project examples dealt with issues of disruption at existing facilities, etc.

e. Project Acceptability

Please discuss how your Design/Build Contracting services helped achieve owner satisfaction with regard to project quality and acceptability on your project examples.
f. Compliance

Provide information on how compliance with industry standards of care, building codes, etc. was achieved.

5. MISCELLANEOUS CONSIDERATIONS

a. Claims/Litigation History of Firm

Provide information on any past, current or anticipated claims (i.e., knowledge of pending claims) on respondent contracts; explain the litigation, the issue, and its outcome or anticipated outcome.

b. Apprenticeship Training Program (Optional for Step I Prequalification)

Where an Apprentice Training Program certified by the Office of Apprenticeship located in the Employment and Training Administration in the United States Department of Labor exists in the State, or a comparable program for the training of apprentices is available in the State:

1. Each submitter shall demonstrate access to the certified program or a comparable alternative (Note that it is the responsibility of the submitter to demonstrate the comparability of a non-certified program) and,
2. Each submitter's subcontractor at any tier with a contract value of two hundred fifty thousand dollars or more ($250,000) shall demonstrate access to the certified program or a comparable alternative.

c. Other

This category is included for other items provided by the respondent. Inclusions may include standard firm promotional literature, testimonials, awards, corporate memberships in professional organizations or sponsorships, additional project/contract histories, etc.

B. ORAL INTERVIEWS/COST PROPOSALS EVALUATION CRITERIA

(Note that the primary focus of the Oral Interview evaluation in addition to the Cost Proposal will be the proposed project Management Team Members’ capabilities).

1. QUALIFICATIONS OF THE TEAM

□ Explain the composition and structure of your project management team and how the firm will support their efforts in the field throughout this project.
□ Are the lines of authority, responsibility and coordination clearly identified?

2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS

□ Explain the prior experience with projects of similar scope and complexity and similar fast track project delivery methods of the lead architect/engineer and superintendent and all other project management team members. Explain their roles and responsibilities and authority and why they are the right team members for this project.
1. ACCOUNTING/ON-SITE MANAGEMENT

- Explain anticipated project management team staff current and projected workload.
- Identify all current office locations and the resident expertise intended to be provided under this RFP. Identify the location of the staff for the performance of this contract, their expertise, and generic equipment that will be located in Colorado and act in support of the anticipated contract.

2. PROJECT MANAGEMENT APPROACH

- Explain the strategic project approach for this project in summary: Include discussion of your team’s approach in providing successful D/B services based on the needs of this specific project utilizing the team’s prior past experience including cost, schedule, and quality control.
- Explain the design and construction work the project management team has the capability to self-perform including qualifications to do such work.
- Provide a detailed description of how your project management team selects qualified sub-contractors and manage them effectively on this project.

3. PRIOR PROJECT EXPERIENCE/SUCCESS

- Explain the most relevant projects the lead architect/engineer, superintendent and the team members have completed together and/or separately and what their role was. University of Colorado Boulder may at its discretion contact references and/or conduct independent performance analysis on projects on which the team member has worked.
- Provide descriptions of other related experience of lead design architect/engineer and superintendent and other project management team members.

4. MISCELLANEOUS CONSIDERATIONS

a. Craft Labor Capabilities

Describe the availability of resources that will be utilized to successfully complete the project.

b. Apprenticeship Training Program (Mandatory for Step II)

Describe access to federal or state-approved apprenticeship programs, as available.

c. Other

This category is included for other items provided by the presenter. Inclusions may include testimonials, awards, corporate memberships in professional organizations or sponsorships, additional project/contract histories, etc, intended to demonstrate why this management team is uniquely qualified for this project.
V. D/B CONTRACT INFORMATION

A. Carefully review the D/B Agreement sample (Appendix B) before initiating your response submittal. Any exceptions to the contract must be communicated formally in accordance with the written questions schedule in II.A.

1. Appendix C of this RFP is the Certification and Affidavit Regarding Illegal Immigrants, a mandatory portion of the contract agreement.

2. Appendix D of this RFP includes the project concept, program and specifications that apply to this project and are incorporated by reference into the contract agreement as required initial design criteria. Deviation from the project concept, program and specifications must be justified in writing and approved the (insert Agency/Institution) Representative before incorporation into the project.

3. Appendix E of this RFP includes mandatory construction standards and aesthetic guidelines that are incorporated by reference into the contract agreement. Deviation from the (insert agency/institution) standards must be justified in writing and approved the (insert agency/institution) Representative before incorporation into the project. The design of building and site is required to respond to the aesthetic guidelines. Formal presentation of the proposed design to a review committee for approval may be required.

B. The State reserves the right to make non-material changes to the appended model agreement, including additions and/or modifications that may be necessary to more completely describe the services defined or implied herein.

C. Any and all products, systems, methods, and procedures developed, as a result of this agreement shall remain the exclusive property of the State.

VI. ACKNOWLEDGEMENT AND ATTESTATION FORM

A. Several versions of the Acknowledgment and Attestation Form follow this section. Proper completion of the appropriate form is a mandatory requirement for a respondent to be considered responsive to this RFP Prequalification Submittal.

B. Qualifications made by a respondent in executing this form may render a submittal non-responsive as determined by the State.

VII. COST PROPOSAL FORM

A. Immediately following the Acknowledgement and Attestation Form is a Cost Proposal Form to be utilized to summarize the cost proposal for the services. Only those teams short-listed will be required to submit cost proposals as directed by the (Insert Agency/Institution).

B. This RFP document, its appendices, and any written addenda issued prior to the submittal of cost proposals, and written clarifications prior to the interview shall serve as the only basis for cost proposals.
C. The respondent, by submitting this proposal, does hereby accept that minor changes by the State to the exhibited contract and its exhibits, which do not adversely affect the respondent, shall not be cause for withdrawal or modification of the amounts submitted herein. Exceptions to the RFP documents and/or modification of the proposal may render the proposal non-responsive.

D. Upon due consideration and review of this document along with its appendices, written addenda, and written clarifications prior to the interview, the respondent does hereby submit the following proposal for Design/Build Contracting services, consistent with the schedules provided in the Statement of Work. Respondents are hereby advised that it is the State’s desire to accelerate design and construction schedules where reasonably possible, without adverse cost impact.

E. Respondent should complete the Cost Proposal Form by filling in all blanks on the form that follows.

F. Appendix F is the estimated budget for the project. The distribution of contract costs is permitted to differ in the Cost Proposal.
ACKNOWLEDGEMENT AND ATTESTATION FORM  
(Partnership Format) 

Date: _________________________________ 

Page 1 of 1 

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Design/Build 
sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and 
finds them expressly workable without change or modification. 

We certify and declare that the foregoing is true and correct. 

Subscribed on _________________________________ at _________________________________ 

Date City 

___________________________, State of _________________________________________ 

County State 

1)___________________________________________ Partner Signature 

Typed Name:_________________________ 

2)___________________________________________ Partner Signature 

Typed Name:_________________________ 

Notary:________________________________________________       ________________ 

Date 

Commission Expires:_____________________________________

Note:  Add additional signature if there are more than two partners.
ACKNOWLEDGEMENT AND ATTESTATION FORM
(Joint Venture Format)

Date: ______________________

Page 1 of 1

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Construction Manager/General Contractor sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _______________________________ at _________________________,

Date     City

_____________________________, State of _____________________________________.

County       State

1) ___________________________  ______________________ _________________
   Venture Partner   Binding Signature   Date

   ___________________________
   Typed Name: _____________________________

   Type of Business   Title: ____________________________________

   ________________ _________________
   Witness    Date

   Typed Name: _____________________________

2) ___________________________  ______________________ _________________
   Venture Partner   Binding Signature   Date

   ___________________________
   Typed Name: _____________________________

   Type of Business   Title: ____________________________________

   ________________ _________________
   Witness    Date

   Typed Name: _____________________________

Note:
1. Add additional venture partners as necessary.
2. Witnesses of venture partners shall be corporate secretary for corporations, partners for partnerships, and notaries for sole proprietorships.
3. Attach venture agreement
4. Type of business shall identify the venture partner as a corporation, venture, partnership, sole proprietorship, or other legal entity.

ACKNOWLEDGEMENT AND ATTESTATION FORM
By responding to this RFP, the respondent(s) certify that he/she has reviewed the Design/Build sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _________________________________ at _______________________________.
      Date                  City
                                          , State of ________________________________.
County       State

___________________________________  ____________________________
Corporate Officer Signature          Date

___________________________________  ____________________________
Secretary                   Date

Note: Use full corporate name and attach corporate seal here.

(SEAL)
ACKNOWLEDGEMENT AND ATTESTATION FORM
(Sole Proprietorship Format)

Date: ______________________

By responding to this RFP, the respondent(s) certify that he/she has reviewed the Design/Build sample contract, and its exhibits contained herein, and is familiar with their terms and conditions and finds them expressly workable without change or modification.

We certify and declare that the foregoing is true and correct.

Subscribed on _______________________________ at __________________________, 

       Date                      City

___________________________, State of ________________________________.

       County       State

Respondent _______________________________ Date __________________________

Typed Name: ______________________________

Notary: _______________________________ Date __________________________

Commission Expires: _____________________
COST PROPOSAL FORM
DESIGN/BUILD SERVICES

Date: ____________________________

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. D/B General Conditions (lump sum)</td>
<td>$ ____________</td>
</tr>
<tr>
<td>2. Design Cost</td>
<td>$ ____________</td>
</tr>
<tr>
<td>3. Site &amp; Utilities Cost</td>
<td>$ ____________</td>
</tr>
<tr>
<td>4. Building Cost</td>
<td>$ ____________</td>
</tr>
<tr>
<td>5. Mechanical Cost</td>
<td>$ ____________</td>
</tr>
<tr>
<td>6. Electrical Cost</td>
<td>$ ____________</td>
</tr>
</tbody>
</table>

Total Design/Build Cost $ ____________

Please provide a detailed breakdown to adequately describe the D/B staff provided, term of their services, and associated costs so as to demonstrate as complete an understanding as possible of the services provided.

The cost shall include preconstruction services, construction costs, general conditions, profit, overhead, home office staff, home office expenses, accounting and/or legal fees, insurance and any other costs or expenses.

Acknowledge receipt of Addendum Nos. ________________

____________________________________________
Applicant or Corporate Officer Signature

____________________________________________
Title
# APPENDIX A

## STATE BUILDINGS PROGRAMS

### PREQUALIFICATION SUBMITTAL/EVALUATION FORM

**DESIGN/BUILD SERVICES**

---

**Name of Team:**

__________________________

**Name of Project:** CP 151739 – STAD – Replace Video Boards

**Evaluator No:**

__________________________

**Date:**

__________________________

---

### MINIMUM REQUIREMENTS

**Y ____ N ____**

If the minimum requirements (including letter from surety) have not been met, specify the reason(s):

__________________________________________________________________________________

__________________________________________________________________________________

---

**Acknowledgement and Attestation included:**

**Y ____ N ____**

---

### SCORE

<table>
<thead>
<tr>
<th>Weight</th>
<th>Rating</th>
<th>Score</th>
</tr>
</thead>
</table>

---

1. **QUALIFICATIONS OF THE TEAM**

   - Qualifications of the team
   - Organizational structure/lines of authority
   - Subcontractor selection and management
   - Colorado workforce
   - Safety/Employee support

---

2. **QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS**

   - Qualifications and relevant experience of superintendent
   - Qualifications and relevant experience of in-house staff
   - Location/Access

---

3. **PROJECT MANAGEMENT APPROACH**

   - Approach to successful D/B Services
     - Cost effectiveness
     - Schedule effectiveness
     - Quality effectiveness
   - Competitively Bid/Self Performed Work

---

4. **PRIOR PROJECT EXPERIENCE/SUCCESS**

   - Project #1
     - Timeliness
     - Budget Considerations
     - Quality
     - Disruption
     - Acceptability
     - Compliance

---

**IPD D/B RFP**

**REV. 5/2011**
□ Project #2
  a. Timeliness           d. Disruption
  b. Budget Considerations e. Acceptability
  c. Quality              f. Compliance

□ Project #3
  a. Timeliness           d. Disruption
  b. Budget Considerations e. Acceptability
  c. Quality              f. Compliance

□ Related experience of the team

□ Claims/litigation history
□ Apprenticeship Training Program
□ Other

TOTAL SCORE: 3

NOTES:
1. Weights are to be assigned prior to evaluation and are to be consistent on all evaluation forms. Use only whole numbers.
2. Rating: 1 = Unacceptable  2 = Poor  3 = Fair  4 = Good  5 = Excellent
3. Total score includes the sum total of all criteria.
# APPENDIX A1

## STATE BUILDINGS PROGRAMS

### ORAL INTERVIEWS/COST PROPOSALS EVALUATION FORM

**DESIGN/BUILD SERVICES**

Name of Team: __________________________________________________
Name of Project: CP 151739 - STAD – Replace Video Boards
Evaluator No: ______________________ Date: ______________________

---

## SCORE

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Weight² x Rating³ = Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. QUALIFICATIONS OF THE TEAM</td>
<td>_______ x _______ = _______</td>
</tr>
<tr>
<td>2. QUALIFICATIONS OF THE MANAGEMENT TEAM MEMBERS</td>
<td>_______ x _______ = _______</td>
</tr>
<tr>
<td>3. PROJECT MANAGEMENT APPROACH</td>
<td>_______ x _______ = _______</td>
</tr>
<tr>
<td>4. PRIOR PROJECT EXPERIENCE/SUCCESS</td>
<td>_______ x _______ = _______</td>
</tr>
<tr>
<td>5. MISCELLANEOUS</td>
<td></td>
</tr>
<tr>
<td>☐ Craft Labor Capabilities</td>
<td>_______ x _______ = _______</td>
</tr>
<tr>
<td>☐ Apprenticeship Training Program</td>
<td>_______ x _______ = _______</td>
</tr>
<tr>
<td>☐ Other</td>
<td>_______ x _______ = _______</td>
</tr>
</tbody>
</table>

**TOTAL SCORE:** _______ ⁴

---

## NOTES:

1. Agencies are encouraged to include additional criteria that reflect the unique characteristics of the project under each category to help determine the submitter's overall qualifications.
2. Weights are to be assigned prior to evaluation and are to be consistent on all evaluation forms. Use only whole numbers.
3. Rating: 1 = Unacceptable  2 = Poor  3 = Fair  4 = Good  5 = Excellent
4. Total score includes the sum total of all criteria.
# APPENDIX A2

## STATE BUILDINGS PROGRAMS

### SUBMITTAL AND ORAL INTERVIEW RANKING MATRIX

**QUALIFICATIONS 40%/COST 60%**

<table>
<thead>
<tr>
<th>TEAM</th>
<th>QUALIFICATIONS</th>
<th>AVERAGE QUALS</th>
<th>QUALS SCORE</th>
<th>COST SCORE</th>
<th>QUALS &amp; COST SCORE</th>
<th>RANK</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>EVAL #1</td>
<td>EVAL #2</td>
<td>EVAL #3</td>
<td>EVAL #4</td>
<td>EVAL #5</td>
<td>EVAL #6</td>
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<td></td>
<td></td>
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<td>B</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>C</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td>D</td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**IPD D/B RFP**

REV. 5/2011
NOTES:

1. Insert total score from each evaluator's ORAL INTERVIEW/ COST PROPOSALS/EVALUATION FORMS. (Note that the use of the Matrix for the PREQUALIFICATION SUBMITTAL EVALUATION does not consider cost proposals only qualifications).

2. Add all evaluators' total scores and divide by the number of evaluators to determine the average score for each team's qualifications.

3. The maximum score for qualifications on the evaluation form is equivalent to 40 points and is equivalent to the maximum points available for qualifications. Therefore, each team's score is determined as a percentage of the maximum points available. To score each average qualification score, use the example formula.

   Assume the highest score is 400.

   **SCORING OF QUALIFICATIONS**
   - **FIRM B:** \( \frac{400 \times 40 \text{ points}}{400} = 40 \text{ points} \)
   - **FIRM C:** \( \frac{350 \times 40 \text{ points}}{400} = 35 \text{ points} \)
   - **FIRM A:** \( \frac{330 \times 40 \text{ points}}{400} = 33 \text{ points} \)

4. Determine score for each team's sealed cost proposal with the lowest cost being equivalent to a maximum score of 40 points. To score each cost, use the example formula.

   Assume the lowest cost was $100,000.

   **SCORING OF COSTS**
   - **FIRM A:** \( \frac{100,000 \times 60 \text{ points}}{100,000} = 60 \text{ points} \)
   - **FIRM B:** \( \frac{100,000 \times 60 \text{ points}}{125,000} = 48 \text{ points} \)
   - **FIRM C:** \( \frac{100,000 \times 60 \text{ points}}{150,000} = 39.9 \text{ points} \)

5. Add the average qualification score to the cost score to determine cumulative qualifications and cost score.

6. Numerically rank all teams with the highest scoring team being the most qualified.
APPENDIX B

DESIGN/BUILD AGREEMENT (SC-8.0)
(Sample)

THE GENERAL CONDITIONS OF THE DESIGN/BUILD AGREEMENT (SC-8.1)
(Sample)

http://www.colorado.edu/facilitiesmanagement/pdc/construction/open.html

Notice 12 - 05
APPENDIX C

CERTIFICATION AND AFFIDAVIT REGARDING UNAUTHORIZED IMMIGRANTS (FORM UI-1)
CERTIFICATION AND AFFIDAVIT REGARDING UNAUTHORIZED IMMIGRANTS

Institution/Agency: University of Colorado Boulder
Project No./Name: CP 151739 – STAD – Replace Video Boards

A. CERTIFICATION STATEMENT CRS 8-17.5-101 & 102 (HB 06-1343, SB 08-193)

The Vendor, whose name and signature appear below, certifies and agrees as follows:

1. The Vendor shall comply with the provisions of CRS 8-17.5-101 et seq. The Vendor shall not knowingly employ or contract with an unauthorized immigrant to perform work for the State or enter into a contract with a subcontractor that knowingly employs or contracts with an unauthorized immigrant.

2. The Vendor certifies that it does not now knowingly employ or contract with an unauthorized immigrant who will perform work under this contract, and that it will participate in either (i) the "E-Verify Program", jointly administered by the United States Department of Homeland Security and the Social Security Administration, or (ii) the "Department Program" administered by the Colorado Department of Labor and Employment in order to confirm the employment eligibility of all employees who are newly hired to perform work under this contract.

3. The Vendor shall comply with all reasonable requests made in the course of an investigation under CRS 8-17.5-102 by the Colorado Department of Labor and Employment. If the Vendor fails to comply with any requirement of this provision or CRS 8-17.5-101 et seq., the State may terminate work for breach and the Vendor shall be liable for damages to the State.

B. AFFIDAVIT CRS 24-76.5-101 (HB 06S-1023)

4. If the Vendor is a sole proprietor, the undersigned hereby swears or affirms under penalty of perjury under the laws of the State of Colorado that (check one):

- [ ] I am a United States citizen, or
- [ ] I am a Permanent Resident of the United States, or
- [ ] I am lawfully present in the United States pursuant to Federal law.

I understand that this sworn statement is required by law because I am a sole proprietor entering into a contract to perform work for the State of Colorado. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to starting work for the State. I further acknowledge that I will comply with the requirements of CRS 24-76.5-101 et seq. and will produce the required form of identification prior to starting work. I acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under CRS 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

CERTIFIED and AGREED to this _____ day of __________, 2012.

VENDOR:

________________________________________
Vendor Full Legal Name

BY: ____________________________________
Signature of Authorized Representative   Title
APPENDIX D

PROJECT CONCEPT, PROGRAM AND SPECIFICATIONS

([Design criteria will be released February 8, 2012])
UCB takes great pride in the beauty of its campus environment. Any proposed exterior work will be expected to conform to and complement the campus' built aesthetic (i.e., similar scale, vocabulary, material and color palette, etc.). The STAD replacement video boards shall substantially conform with the existing video board enclosures in regards to size, material, and color. The selected Design-Build team should expect to work with the campus architect and/or his delegates in reviewing and finalizing an approved design. Any new equipment required shall match in color any existing adjacent equipment or as directed by the campus architect or his delegates. More information on the campus aesthetic guidelines may be found at http://www.colorado.edu/facilitiesmanagement/pdc/architect/index.html

All work to be performed shall conform to UCB construction standards. UCB’s construction standards can be found at http://www.colorado.edu/facilitiesmanagement/pdc/construction/standards/index.html Please note that in some instances these standards will exceed those of the International Building Code (2009) and other adopted codes.

Refer to the drawings & performance-based specifications (APPENDIX D) for more specific information on aesthetic guidelines and construction guidelines.

END
Folsom Stadium Scoreboards Replacement
Requested Regent Action – FY11-12 Two Year Projection of Cash Need List approval (CC-LCF)
The campus is requesting a revision to the board-approved North Stadium Scoreboard project in the FY11-12 Two-Year Projection of Cash Need List. The proposed revision includes installation of two new video display scoreboards, one each on the north and south ends of the stadium, with a control room for operating the boards, and the replacement of existing, static advertising boards with digital boards, for a total estimated project cost of $7,000,000. The existing boards and equipment are 13 years old and obsolete and replacement parts are not available. The existing mobile truck which functions as a control room now, also utilizes obsolete, analog technology. The new boards will use current technology to provide the same functionality.

Legislative request
Plans are to request FY11-12 legislative spending authority.

Scope
The scope includes the replacement of two scoreboards, control room and advertising boards in Folsom Stadium on the Main Campus.

Previous Action and Schedule
A portion of the project, the replacement of the north scoreboard, was approved by the Board of Regents in June. Plans are for design and installation in time for the 2012 football season.

Funding
The project will be funded through Department of Intercollegiate Athletics auxiliary funds.

Williams Towers Bathroom Renovation Project
Requested Regent Action – FY11-12 Two Year Projection of Cash Need List approval (CC-LCF)
The campus is requesting inclusion of a maintenance project to renovate 24 community and 46 single student bathrooms in Williams Towers in the FY11-12 Two-Year Projection of Cash Need List.

Legislative request
Plans are to request FY11-12 legislative spending authority.

Scope
This maintenance project will replace plumbing, flooring and bathroom finishes not updated since original construction of the towers in the late 1960’s. Further details of the renovation include replacement of wall tile, lavatories, countertops and solid-surface shower enclosures, abatement of hazardous materials, and repainting.

Previous Action and Schedule
There have been no previous actions in this regard. Design is scheduled to commence in spring 2012 and work is to be completed by fall 2012.

Funding
The project will be funded through Department of Housing and Dining Services auxiliary funds.
**Stearns Hall Fan Coil Unit Upgrade and Replacement**

**Requested Regent Action – FY11-12 Two Year Projection of Cash Need List approval (CC-LCF)**

The campus is requesting inclusion of a maintenance project to replace 800 fan coil units in Stearns Towers in the FY11-12 Two-Year Projection of Cash Need List. Installed during the original construction of Stearns Towers in the late 1960s, the units are approaching 45 years of service, well beyond their expected life cycle. Other associated improvements include the replacement of the lateral water supply line which connects to the main risers, and the addition of the Direct Digital Control system (DDC) to interface with the current Andover Building Automation System. As the current FCUs are only running at a rate of 50% efficiency, new units combined with new automated control are expected to create savings from energy conservation. The controlled maintenance project will occur in two towers, Stearns East and Stearns West.

**Legislative request**
Plans are to request FY11-12 legislative spending authority.

**Scope**
Plans are to replace the fan coil units, lateral water supply line and direct digital control system for an estimated $5,900,000.

**Previous Action and Schedule**
There have been no previous actions in this regard. Design is scheduled to commence in spring 2012 and work is to be completed by fall 2013.

**Funding**
The project will be funded through Department of Housing and Dining Services auxiliary funds.

**Utilities Services Annual Maintenance**

**Requested Regent Action – FY11-12 Two Year Projection of Cash Need List approval (CC-LCF)**

The campus is requesting inclusion of Utilities Services auxiliary enterprise annual maintenance in the FY11-12 Two Year Projection of Cash Need List.

**Legislative request**
Plans are to request FY11-12 legislative spending authority.

**Scope**
The Utilities Services auxiliary enterprise conducts maintenance and repairs to distribution lines for electrical, steam and chilled water services on an annual basis. Deficiencies in the lines and structural issues in Main Campus utility tunnels require regular work in order to provide reliable services.

**Previous Action and Schedule**
There have been no previous actions in this regard. Design is scheduled to commence in spring 2012 and work is to be completed by fall 2015.

**Funding**
The project will be funded through Utilities Services auxiliary funds.

END