

**Request for Proposal (RFP)
for**

**Multi-Phase Renovation of the Magnuson Health Sciences Center Pre-Design
and
South Campus Implementation Framework**

RESPONSES DUE: January 8, 2020

PART 1: GENERAL

PURPOSE

UW Facilities is requesting proposals from experienced architectural firms to prepare a Pre-Design Study for a multi-phased renovation of the Magnuson Health Sciences Center, a South Campus Implementation Framework, and Finance Plan to assist the University in determining a viable phased approach for critical capital investments necessary to ensure the continued success of the Health Science Schools in fulfilling their core mission(s) as national leaders in education and research.

BACKGROUND

UW Health Sciences is a widely recognized leader in professional education, research innovation, and public service in pursuit of solving the most demanding social and health issues of today with active roles in regional and global initiatives. The complex nature of south campus requires considerable thought and relative phased implementation over time to ensure uninterrupted operations. The combined proximity of the health science schools to allied programs located on central campus, the UW Medical Center at Montlake, and along a stretch of spectacular urban waterfront is considerably unique and requires careful planning and execution of work to enhance the high quality learning experience.

The intent of this project is to optimize the incredible setting of south campus, enable clear wayfinding inside and out, provide easily navigable connections to the waterfront and outdoor spaces in close proximity to core teaching and research environments, and provide world-class facilities that will advance the educational, research, and service missions of all the health sciences schools. It will include preserving existing facilities that operate at optimal capacity and function and replacing or renovating facilities that no longer serve the needs of the Health Sciences. The result will be a campus-like arrangement of buildings with interspersed courtyards and meanders that provide a sense of identity for the health sciences and personal well-being and much needed reprieve from the intensity of work occurring within the facilities.

The work of this project will take into account the buildings and programs in the area of campus known as South Campus. Although only the health science school programs will be fully assessed as part of the Pre-Design and Implementation Framework, those that exist in south campus include the following:

- Heath Science Schools
 - School of Medicine

- School of Nursing
- School of Pharmacy
- School of Dentistry
- School of Public Health
- Health Science Administration, Library, & Facilities
- College of Arts & Sciences
- College of Engineering
- College of the Environment
- Center on Human Development and Disability

UW Campus Master Planning History

In 2019, the University of Washington Seattle Campus Master Plan (CMP) was approved by the City of Seattle. The CMP is the primary regulatory vehicle for the University's future development, defining the square footage to be constructed, the geographic location of such development, and minimum development requirements. The CMP applies to the Seattle campus and the University's property located within the Major Institution Overlay (MIO). The CMP is a City-University Agreement between the UW and the City of Seattle. A copy of the plan can be found [here](https://facilities.uw.edu/planning/campus) (https://facilities.uw.edu/planning/campus).

South Campus

South Campus primarily supports UW's Health Sciences functions and the Medical Center. It is home to teaching, learning, research, and clinical functions for the University's health sciences schools in a monolithic structure that is dense and disorienting both inside and out. There are also a number of water dependent uses along the shoreline that house programs affiliated with the colleges of Engineering and the Environment. In addition, programs associated with the College of Arts and Sciences, the Center for Human Development and Disability and much in demand parking lie between the health sciences and waterfront.

PART 2: PROJECT AND DELIVERABLES

PROJECT DESCRIPTION

The project is anticipated to define the next 4-5 phases of work to be sequentially completed over the ensuing 10-12 years to ensure education of the next generation of health care professionals is empowered with the skills and tools necessary to steward the wellness of the people of the Pacific Northwest and beyond. Reaffirmation of the condition of existing facilities and the functional relevancy of the teaching, learning, research and clinical environments will establish the basis of the work. Developing scenarios that explore synergistic opportunities of program adjacencies that can adapt to the changing pedagogical needs of the Health Sciences, is imperative to decision making relative to sequencing moves with minimal disturbance. Assessment of existing infrastructure and building systems is critical to determine appropriate demising lines of demolition for phased renovation or removal.

The Work is expected to include a review of existing documentation, including the 2016 South Campus Study and 2019 University of Washington Seattle Campus Master Plan. This Work will primarily focus on the Magnuson Health Sciences complex, but will need to consider potential impacts to adjacent buildings, infrastructure, access, parking, and open space. In addition to the documents referenced above, the University has performed an historic assessment of all campus buildings built prior to 1980. This document provides greater insight into

the historic assets on South Campus that should be reassessed for preservation, requiring a modified approach to siting new buildings that will be part of the Work of this project. The UW Cultural Resources Report can be found [here](https://facilities.uw.edu/buildings/historic-preservation) (https://facilities.uw.edu/buildings/historic-preservation).

The South Campus Implementation Framework will inform an appropriate phased response to the Health Sciences schools. The selected team will further develop a Pre-Design for next 4-5 phases of work and assist the University in submitting an official predesign report to the Office of Financial Management. The next phase of work, considered as Phase II (Phase I is the Health Sciences Education Building in construction) funding request of \$64 million dollars includes both design and construction and will be separate from this scope of work, though the winning team is allowed to participate in future phases.

Guiding Principles

The guiding principles included herein are inclusive of those in the 2016 South Campus Study and represent a common vision in which to evaluate recommendations and make decisions that support the schools.

Sustain, compete and transform health sciences education

- Support academic excellence and financial stability through enhanced inter-professional education utilizing cutting-edge technology that accommodates expanded course offerings in active team-based learning environments.
- Minimize interruption to existing and evolving pedagogies, while providing continuous improvements that will meet growing demands

Enhance connectivity and collaboration

- Create innovative, collaborative and interactive spaces for students, faculty, industry, regional and global partnerships
- Provide viable density for growth and contiguity to allow for maximizing open space and access to natural daylight
- Support physical and virtual accessibility through a combination of multi-modal transportation linkages to off-site collaborators and remote learning opportunities

Emphasize diversity and geographic reach

- Enrich campus and student life through the creation of respectful learning environments, breaking down physical and perceived barriers
- Bring together unique and diverse cultural perspectives to strengthen different ideas, creativity and discovery
- Support the increasingly broad and enhanced geographic reach and influence of UW health professionals throughout the region and state

Establish a sense of place

- Create an interior sense of place to help identify individual schools and departments and outside through landscape, open space and reinvigoration of the waterfront
- Develop an environment with inviting uses and encouraging an increased sense of community through shared use for all stakeholders
- Reimagine south campus as a destination through enhanced artistic and cultural experience

Promote personal well-being

- Emphasis on access to resources that promote physical and mental health for recreation and

convenience

- Create spaces for social interactions to promote learning, discovery and innovation
- Stewardship and protection of the site and unique environments

Strategically balance existing and future resources

- Maximize the use of the resources such as land, waterfront and open space through environmental and fiscally sustainable infrastructure
- Plan for density of facilities adequate to achieve the mission and activities of all stakeholders within south campus

Outcomes

Several outcomes are of importance and must be addressed in the Pre-Design and Implementation Framework. The most imperative of these outcomes are included below:

1. A concept plan for the complete renovation or replacement of the Magnuson Health Science Center to provide state of the art teaching, learning, research, and clinical environments
2. Expanded amenities – study lounges, computer labs, classrooms, food services, etc.
3. Integration of Title II ADA standards and accommodations from points of arrival to south campus to the facilities and within each facility
4. Integrating sustainable practices
5. An implementation plan for the next 4-5 phases of renovation or replacement
6. Overall financial plan for implementation of the next 4-5 phases of work
7. A detailed Multi-phased Predesign report for submission to OFM

SCOPE OF SERVICES

The Pre-Design Study will include all components required by the State of Washington Office of Financial Management (OFM) for the recommended scope of work associated with the next 4-5 phases of renovation or replacement. As part of this study, the University is requesting a separate South Campus Implementation Framework and Finance Plan to outline programmatic alignment and phased development scenarios to be included with the Pre-Design report submission to OFM. Together, these documents will serve as the official Pre-Design documentation for the next 4-5 phases of sequential renovation or replacement of the Magnuson Health Sciences Center.

DELIVERABLES

Deliverables required for this South Campus Master Plan shall include:

1. Pre-Design for Phases 2-5 for the Magnuson Health Science Center Renovation/Replacement
2. South Campus Implementation Framework
3. Financial plan

PART 3: PROPOSAL

SUBMITTAL REQUIREMENTS

RFP Responses and Proposals shall be a maximum of ten (10) pages, five (5) printed pages (front and back) total. Please number your pages. Proposals should be organized with section headers and clear responses to the evaluation criteria. Please note opportunities to provide additional documentation in an Appendix.

Resumes of key staff may be provided outside the ten page limit.

RESPONSE AND EVALUATION CRITERIA

1. Cover Letter and Letter of Interest (Pass/Fail) (Limit to 1 page)

Please provide a general introduction to your firm and/or team. Describe the philosophy and areas in which you feel your firm and team will bring relevant and profound experience. Introduce your firm/team senior leaders and contact for this project. If you are partnering with other experts please discuss the nature of the partnership. Please include State of Washington UBI number(s), the size of the firm(s), years in business, and general resources available to support the project.

Your cover letter should acknowledge any addendum issues and acceptance, or questions, on the form of the contract provided.

2. Experience and Past Performance (30 points)

- A. Please provide a minimum of three (3) examples of your past work and relevant experience on projects with similar scope and size relative to medical/healthcare facilities in a campus environment. Examples should include experience in developing Washington State Pre-Design Reports, implementation planning, financial evaluations and scenario development, and phased approach to renovation or replacement of existing facilities.

Example projects should, at a minimum, include the following:

- Project Name and Description
- Client Name and Contact
- Project timeframe (start and finish)
- Project Size (cost, square footage, programs covered, etc.)
- Relevant and correlative deliverables (why those examples?)

Please highlight any key personnel who worked on the example project(s) who are being proposed for this project and their role and responsibilities.

- B. Please discuss how your firm/team's experience and work on similar projects puts you in the best position to bring the most value and overall work product for the UW. What makes your firm/team stand out from other experienced teams?

3. Team and Key Personnel (25 points)

Please provide a description of your firm/team member's general qualifications to perform the *Scope of Services*.

- A. Please include an organizational chart of the key personnel of your team that you are proposing and describe how you will organize and assign roles and responsibilities. The organizational chart shall be accompanied by a narrative summary indicating the duties, the functional responsibilities, and the designated authority of each individual on the chart.
- B. *In the Appendix include copies of resumes for proposed Key Personnel. Maximum of two pages/person.*
- C. Identify any of the required expertise, services, or support tasks that you intend to subcontract, if any. If

you are proposing a combined team (multiple firms or experts as a team) please discuss how your teams will work together to deliver comprehensive and complimentary deliverables. Please note, teaming at this time is not mandatory but is encouraged if necessary to provide the required skills and expertise.

Note: The UW would be interested in understanding how firms/teams intended to staff the various deliverables in an efficient manner that would ensure experts are consulted in their respective fields, but the UW does not have to run multiple selections processes and coordinate multiple teams.

4. Management Plan & Proposed Approach (35 Points)

- A. Please provide a detailed narrative of your approach to the Project. Confirm your understanding of the objectives, outcomes, deliverable needs and how your proposal will address each in collaborative and integrated approach.
- B. Please provide a preliminary *Project Work Plan* with your initial thoughts on tasks, timeframes, etc.
- C. Please discuss how your firm/team will maximize time and create the most value for the University.

5. Business Equity and Inclusion of Diverse firms (10 Points)

- A. The UW is committed to including diverse firms in all work to the maximum extent possible. To that end, we request any firm, team or similar to consider the same. If, during the course of any work on this project, your firm/team may need to subcontract services (e.g. information gathering, reporting writing, polling, survey, marketing, etc.) to complete the Scope of Services, *UWF expects teams to strategize and discuss a thoughtful inclusion approach*. Please identify any potential opportunities to subcontract work to other businesses, suppliers, consultants, or similar and submit an inclusion goal in the form of a percentage.
- B. Please discuss a project where your firm coordinated with other suppliers or consultants to accomplish similar work. Did that project have diverse business participation goals? If so what were they Please include approach to identifying partners, coordinating schedules, or similar. Be sure to include a discussion around utilization of **Business Equity Enterprises (BEE)** (diverse firms) in your work. If you are yourself a diverse firm, please indicate. (Note: the UW's program around diverse business inclusion is focused on subcontractor/2nd tier opportunities but value all diverse business inclusion.)

Please know that responses that score high in this criteria will demonstrate past performance in the inclusion of diverse businesses on projects of similar scope and/or similar size, regardless of an owner's goals or requirements. The UW is not necessarily interested in projects completed for the UW. Our first-hand knowledge may also serves as a reference point in this space. Further, responses that score high in this category will discuss focused and intentional strategies for inclusion. The University does not consider outreach to be intentional but rather a standard business practice. High scoring responses will not necessarily reflect high inclusion goals.

Business Equity Enterprises

The University is committed to diverse business inclusion in all contracts and transactions to the maximum extent feasible. To that end the University endeavors to have 20% participation of diverse businesses with 15% of the twenty going specifically to minority and women-owned firms. The University's Business Diversity and Equity Program recognizes all forms of certified and self-identified diverse firms. BEE include any entity licensed to do business in the State of Washington, including a corporation, partnership, sole proprietorship, or other legal entity that meets any of the following:

- i. **Certified Business Enterprise (CBE):** Any business enterprise certified with the Washington State Office of Minority and Women’s Business Enterprises, Great Seattle Business Association, Northwest Minority Supplier Development Council, or the Women’s Business Enterprise Council.
- ii. **Lesbian/Gay/Bisexual/Transgender Business Enterprise (LGBTE):** More than 50% owned and controlled by at least one person who is a member of the LGBT community.
- iii. **Minority Business Enterprise (MBE):** More than 50% owned and controlled by at least one person who is a member of one or more of the following minority groups:
 - Asian Pacific American
 - Black American
 - Hispanic American
 - Native American
 - Subcontinent Asian American
- iv. **Minority Women’s Business Enterprise (MWBE):** More than 50% owned and controlled by at least one woman who is a member of one or more of the above minority groups.
- v. **Small Business Enterprise (SBE):** A business entity that: Can attest that it is owned and operated independently from all other businesses and; Conforms to the U.S. Small Business Administration Size Standards of the North American Industry Classification System (NAICS) Codes in which it is to be engaged at the UW; or is certified with the OMWBE.
- vi. **Veteran’s Business Enterprise (VBE):** Certified with the Washington State Department of Veteran’s Affairs (DVA), or a certified Disabled Veteran Business Enterprise.
- vii. **Women’s Business Enterprise (WBE):** More than 50% owned and controlled by one or more women.

6. References (No Points)

UWF recognizes that example projects may not be comprehensive in nature and want to provide opportunity for other clients to provide reference to your work and value you may have brought to other projects that were not similar in scope or size. Please provide three (3) references from clients that have benefited from your team and approach in consulting, planning, assessment projects. The University would be most interested in references that are not UW related. The UW reserves that right to use personal/first-hand knowledge in the evaluation process.

SCORING

	Criteria	Available Points
1.	Cover Letter	Pass/Fail
2.	Experience and Past Performance	30
3.	Team and Key Personnel	25
4.	Management and Proposed Approach	35
5.	Business Equity	10
6.	References	No Points

	Total Points	100
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SELECTION PROCESS (WRITTEN RESPONSES and INTERVIEWS)

All submittals will be reviewed and ranked by a selection committee, made up of UW Facilities and Health Sciences representatives, according to the criteria and scoring listed. The top ranked responses (firms/teams) will be short-listed and called for interview.

Interview dates, times, and details will be sent to the short listed firms. Team members presenting at the interview shall be those individuals who contributed and developed the proposal and will be key personnel working on this project, including the Project Manager. After the interviews, finalists will be scored (separate from the initial scoring) and the highest-ranked firm will be invited to enter into negotiations with the University.

RFP SCHEDULE

Estimated Project schedule milestones, subject to change at the UW’s sole discretion are:

Release of RFP	December 1, 2020
Questions Due	December 14, 2020 5:00 PM Pacific Time
Responses Posted	December 18th
Proposals Due	January 8th, 2021 5:00 PM Pacific Time
Shortlist Notification	January 13 th , 2021
Interviews (if needed)	January 18th-22nd, 2021
Notification of Highest Ranked Proposer	January 27, 2021

QUESTIONS AND COMMUNICATIONS

Questions concerning this RFP shall be submitted via email with the subject line “*RFP Questions: Health Sciences / South Campus*” to UWF Procurement and Sourcing at UWFbuy@uw.edu. Respondents shall submit their proposal no later than 5:00 PM (Pacific Time) on the proposal due date noted in the RFP schedule (or due date as modified by any subsequent addenda) to be considered.

From the issuance of this RFP until contract award, communications concerning this solicitation, its evaluation, and negotiations are formal. All correspondence, whether oral or written, must be communicated directly to RFP Coordinator, Monica Acevedo-Soto, UWF Procurement & Sourcing, at UWFbuy@uw.edu. Firms are not permitted to speak directly with other UWF or health sciences personnel to obtain or receive clarification on technical issues without expressed permission from UWF Procurement & Sourcing prior to making such contact.

At no time during the RFP process are firms permitted to ask questions about other vendor’s proposals, equipment, or services or to seek information from UWF or health sciences personnel on the RFP evaluation results. Failure to abide by this formal communication requirement may result in disqualification your firm’s proposal from further consideration.

PROTESTS

Those that wish to appeal, or take issue with, this request, process, or subsequent contract, may submit their written protest to the RFP Coordinator for consideration within three (3) business days of any determination by UWF. All protests/appeals will be reviewed and resolved prior to any Award being issued. Protests should contain facts that evidence discrimination, unfairness, impropriety, or similar and how the firm has, or will be harmed. All internal evaluation documents and submissions will be reviewed by the Associate Vice President (AVP) of Asset Management with any protest. Within seven (7) business days of receipt of a protest, the AVP will make a determination as to accept the appeal and change previous determinations made by the selection committee, or to uphold. Determinations made by the AVP of Asset Management shall be final and will exhaust administrative remedies in this matter.

CONSIDERATIONS

- A. All responses shall become the property of UW and will not be returned.
- B. UW will not be held responsible for any costs incurred by the responding firms/team for work performed in the preparation and production of a proposal or for any work performed prior to the issuance of a contract or notice to proceed.
- C. All proposals shall remain valid for 120 days following the due date.
- D. Amendments/Addenda to this RFP may be necessary prior to the closing date and will be posted on the UW Facilities website at <https://facilities.uw.edu/projects/business-opportunities/solicitations>. It is the responsibility of the respondents to watch and acknowledge any addendum(s).
- E. The UW reserves the right to reject any or all proposals, in whole or part, re-issue the RFP, to waive any informality in any proposal, and to accept the proposal, which, in its discretion, is in the best interest of the UW.

EXHIBITS

Exhibit A: Sample Agreement, Professional Services:
<https://facilities.uw.edu/projects/business-opportunities/contracts-forms>

-END OF REQUEST-