REQUEST FOR QUALIFICATIONS

FOR

OFF-SITE CENTRAL STERILIZATION SERVICES
UIHC Project #213-025

UNIVERSITY OF IOWA HOSPITALS & CLINICS
IOWA CITY, IOWA

QUALIFICATIONS DUE: 3:00 p.m., Central Time, February 8, 2018

Capital Management
The University of Iowa Hospitals and Clinics
800 Evashevski Drive, HPR3 SB6
Iowa City, Iowa 52242
# TABLE OF CONTENTS

**PROCUREMENT AND CONTRACTING REQUIREMENTS**

<table>
<thead>
<tr>
<th>Project Code</th>
<th>Description</th>
<th>Pages</th>
</tr>
</thead>
<tbody>
<tr>
<td>00010</td>
<td>Project Summary</td>
<td>1 thru 5</td>
</tr>
<tr>
<td>00100</td>
<td>Instructions to Proposers</td>
<td>1 thru 2</td>
</tr>
<tr>
<td>00110</td>
<td>Phase I – Request for Qualifications</td>
<td>1 thru 4</td>
</tr>
<tr>
<td>00120</td>
<td>Phase II – Request for Proposal</td>
<td>1 thru 3</td>
</tr>
<tr>
<td>EXHIBIT A</td>
<td>Construction Manager’s Services and Method of Payment</td>
<td>1 thru 3</td>
</tr>
</tbody>
</table>

**END OF SECTION**
SECTION 00010 PROJECT SUMMARY

1.1 Instructions for the preparation of proposals are located in Sections 00100, 00110 and 00120.

1.2 The University of Iowa Hospitals and Clinics (UIHC) is currently in the pre-design phase of a project titled Off-Site Central Sterilization Services and has been authorized by the Board of Regents, State of Iowa to proceed with procurement of construction manager services where the construction manager is at risk. The UIHC intends to retain a construction management firm to join the project team during the design phase and, if approved by the Board of Regents, to continue through the construction, occupancy, closeout and warranty phases of the project. The UIHC is requesting submittals from firms who can demonstrate they have resources, experience and qualifications to provide construction management services for the project.

1.3 Statements of Qualifications (SoQ) for Construction Manager at-Risk (CMaR) services for the Off-Site Central Sterilization Services project at the UIHC of Iowa, Iowa City, Iowa, will be received by the Board of Regents, State of Iowa, at the Capital Management Department, 800 Evashevski Drive, HPR3 SB6, Iowa City, Iowa 52242 prior to the prescribed date and time.

1.4 The UIHC Central Sterilizing Services (CSS) facility is currently located within the UIHC campus, and intends to relocate to an off-site location on property owned by The University of Iowa on the South Oakdale Campus in Coralville, IA (near 2190 Crosspark Road, Coralville, IA 52241) in order to create a more efficient and flexible environment for its critical services.

1.5 The CSS department sterilizes medical instruments, devices, and other consumables that are used for patients undergoing perioperative and other procedures. The new facility will incorporate space for the decontamination, pick/prep/pack, case cart assembly and processing, and storage for sterilized trays and consumables. The building will be approximately 35,000 gross square feet, and will include parking, dock space, and shell space for future expansion. The land is to be determined, but will need to be no less than 3.5 acres in area. The UIHC will be purchasing the CSS equipment – a list to be finalized during the design process.
1.6 The Basis of Design document with details pertinent to the project and this RFQ is can be downloaded at: **213-025 RFQ Attachment A: BoD**

1.7 The team of IMEG/CMBA and their subconsultants has been selected as the design professional for this project. The successful respondent will be expected to work in a highly collaborative manner with the Capital Management Project Manager, UIHC staff members and the Design Professionals to develop this important facility.

1.8 The project budget to design, construct and equip this facility is $20 million. The construction budget is **$10.5 million**.

1.9 The anticipated project schedule is to start construction May 2018 and deliver the completed building by August 2019 with UIHC installation of furniture and equipment to occur after. The UIHC will open the facility for use by December 2019.

1.10 **Services Required:** CMaR services will include pre-construction services, which will continue through the construction phase of the project. The scope of services will include assistance to the UIHC during the process of pre-construction, construction, occupancy, and warranty period. The pre-construction phase will allow UIHC to understand the full scope and associated costs to develop the site based on specific parameters of the building size, site plan and layout, building adjacencies, utility needs, roadway improvements and other development expenses. Specific tasks to be performed by the Construction Manager include those generally performed where the Construction Manager is at Risk. A draft copy of the University's Agreement between Owner and CMaR will be provided to respondents selected for Phase II Interviews.

A list of the anticipated services for each phase is provided below. Refer to the agreement for actual requirements:

Preconstruction phase services will include, but are not necessarily limited to, the following:

- Review of design documents for constructability, completeness, accuracy, and proper coordination of disciplines.
- Continual review of design documents to confirm conformance with the project budget.
- Development of cost estimates, information and analysis to facilitate decision making during the design process.
- Attendance in design meetings and workshops to provide a full understanding of the scope of the project.
- Continual value analysis of the design to identify opportunities to reduce construction costs and/or to improve facility performance.
- Development of a detailed phasing plan and construction schedule for the project, including identification of long lead items and owner supplied equipment and materials.
- Development of a project implementation plan and site staging plan coordinated with university activities around and adjacent to the site.
- Development of detailed budget estimates at critical milestones.
• Establishment of a guaranteed maximum price (GMP).
• Scope development for multiple bid packages.
• Investigation and analysis of construction labor and material markets in preparation for project bidding.
• Communication with area contractors during the preparation of bid packages and during the project bid phase.
• Receiving bids, prepare bid analysis and make recommendations to the Owner for award of subcontracts or rejection of bids.

Construction phase services will include, but are not necessarily limited to, the following:

• Management of the Work, including the activities of subcontractors during the construction of the project.
• Development and administration of the project schedule in accordance with contract requirements.
• Coordination of on-site construction activities.
• Coordinate and participate in systems commissioning.
• Development and administration of BIM modeling processes during the construction phase.
• Development and administration of the project safety program.
• Monitoring the Work on the project for quality control and site safety.
• Management of contract closeout and turnover processes.
• Communication with UIHC project management personnel.
• Oversee, monitor and coordinate any remedial work required during the project warranty period.

1.11 Selection Process Overview: A two phase solicitation process will be used to select the CMaR that provides the best value. This process requires firms to submit in their RFQ Phase I documentation: their general information, relevant past performance, team experience & approach, project understanding & approach, project management, safety, and other factors or capability information initially for review and consideration by the Owner. Following the review, evaluation, and rating of these proposals, the Owner intends to select no less than two and not to exceed five, of the highest rated Proposers to receive the RFP Phase II package and to participate in the Phase II process of this solicitation. Phase II shall include the submission of a sealed cost proposal, concurrent with the interviews of each firm, to be opened after the completion of Phase II.

1.12 All Proposers will be notified of their selection/non-selection to Phase I along with the names of the Proposers selected to participate in Phase II.

1.13 For all those Proposers who compete in both Phase I and Phase II, the firm's proposal shall be defined as all information that was submitted in response to the requirements of both phases of the solicitation.
1.14 The anticipated schedule for the selection process is as follows (all dates subject to change):

Request For Qualifications (RFQ) Issued 01/11/2018
RFQ Response and Firm’s Question Form Due 01/23/2018
RFQ Information Meeting at 10:30 AM: HPR3 SB5 (Large Conference Room) 01/25/2018
SOQ Due 02/08/2018
Notifications to “Short-Listed” Proposers 02/16/2018
Interviews and Opening of Cost Proposals w/o 02/26/2018

END OF SECTION
SECTION 00100
INSTRUCTIONS TO PROPOSERS

1.1. Firms wishing to be considered for this project shall submit a Statement of Qualifications (SOQ) in accordance with the Instructions to Proposers confirming conformance with minimum requirements, relevant experience, team experience and qualifications, project understanding and approach, project management, safety and other relevant information for review and consideration by the Owner.

1.2. Responses are to be provided in eight (8) hardcopies and electronically on a CD or other electronic media as a single document in Adobe PDF format, and shall not exceed forty (40) pages double-sided excluding the title page and cover letter. Responses shall be legibly prepared for both printed and electronic viewing without magnification assistance to the normal eye. All pages of each proposal shall be appropriately numbered.

1.3. Submittals shall include the minimal requirements and be organized in the order specified below.

- Letter of Interest
- General Information (minimum requirements documentation)
- Firm Relevant Project Experience
- Team Project Experience and Qualifications
- Iowa Preference
- CMaR Project Understanding and Approach
- Project Management
- Safety
- Other Factors

1.4. The following items shall be included in an Appendix to the submittal and are not subject to the specified page limit:

- List of deviations/exceptions to the requirements of the RFQ.
- List of exceptions/clarifications to the standard Agreement.

1.5. Should the Proposer take exception to any requirements specified in this solicitation, the Proposer shall clearly identify each such exception/deviation and shall include a complete explanation of why the exception/deviation is taken and what benefit accrues to the Owner as an Appendix to the submittal. The Owner will assume a Proposer takes no exceptions to any project requirement if the Proposer does not submit an appendix identifying exceptions/deviations.

1.6. Iowa Targeted Small Business (TSB): The Board of Regents, State of Iowa seeks to provide opportunities for Targeted Small Businesses in accordance with the provisions of Chapter 73 of the Code of Iowa. This project has a participation goal of 10% for certified Targeted Small Businesses participation and shall fill out the Targeted Small Business Participation form as part of the RFP Phase II submission.

1.7. Expenses and Pre-contract costs: This Request For Qualifications (RFQ) Phase I and Request For Proposal (RFP) Phase II does not commit the Owner to pay costs incurred in preparation and submission of initial qualifications and subsequent proposals or for other costs incurred prior to award of a formal contract.

1.8. Evaluation: The Proposers’ SOQ will be evaluated by a Project Evaluation Panel assembled by the Owner specifically for this project.
1.9. **Disposition of unsuccessful Phase II Proposals:** The Owner will retain one copy of all unsuccessful Phase II Proposals. The Owner will destroy extra copies of unsuccessful proposals. No destruction certificate will be provided.

1.10. **Formal Communication, Proposer Explanations:** Any explanation desired by a Proposer regarding the meaning or interpretation of the solicitation or project documents must be requested in writing and with sufficient time allowed for a reply to reach Proposers before the submission of their SOQ. All questions and requests for information must be received NOT LATER THAN seven (7) calendar days prior to closing (due date) of each phase of the two phase process and will be posted not later than two business days prior to closing of the applicable phase. Any clarifications or modifications to the RFQ will be in the form of an addendum to the solicitation and will be furnished to all Phase I prospective Proposers.

1.11. **RFQ Response:** Interest in, and questions regarding information contained within this Request for Qualifications must be sent via email, on or before the time and date identified below. The UIHC will respond to submitted questions in the form of written addenda to those interested in responding to the RFQ. The form can be downloaded at: 213-025 RFQ Attachment B: RFQ Response & Question Form

1.12. **Addenda Prior to Date Set for Receipt of SOQ:** The right is reserved, as the interest of the Owner may require, to revise or amend, the solicitation or project/performance documents prior as necessary. Such changes, if any, will be announced by an addendum to this solicitation. All addenda will be issued so as to be received at least forty-eight (48) hours prior to the time set for the receipt of SOQ. All addenda so issued shall become part of the RFQ documents and shall be acknowledged in the space provided on the Construction Manager Information Form.

1.13. **Submittals:** Submittals shall be enclosed in a sealed envelope and shall be identified with the name of the proposer and the title of the project, The University of Iowa Hospitals and Clinics. The submittals shall be identified with the name and address of the Proposer and the designation, "Request for Qualifications" or "Request for Proposals" depending on phase. Submittals may be mailed or hand delivered to the address below. If mailed, Proposers must indicate on the shipping label or on a separately prepared label adhered to the outside of the shipping envelope, the project title, UIHC project number and RFQ/RFP due date. No email submittals will be accepted.

1.14. All submissions and questions relating to the RFQ may be directed to the following:

Eric Short, Senior Project Manager  
Capital Management  
The University of Iowa Hospitals and Clinics  
800 Evashevski Drive, HPR3 SB6  
Iowa City, IA  52242  
Email: eric-short@uiowa.edu

**END OF SECTION**
The intent of the RFQ is to evaluate the overall experience and qualification of the firm and the personnel assigned to the project in delivering projects with similar scope and size to the subject project in a similar manner. Firms will be evaluated on the basis of overall experience, team qualifications and experience and depth of resources. The Selection Committee will evaluate all submittals (received on time) and select the firms determined to be the most qualified to advance to Phase II.

Minimum Requirements: As a precondition of consideration, RFQ Proposers must provide the following information in their Statement of Qualifications (SOQ) as evidence of meeting minimum requirements and conditions. Submissions that do not meet these requirements will not be evaluated further.

1.2.1. Letter from surety confirming intent to issue a Performance and Payment Bond of not less than $10.5 million for this project.

1.2.2. Letter or Certificate of Insurance from the CMaR’s insurance provider that the CMaR can obtain general and professional liability insurance at the following minimum amounts:

1.2.2.1. General liability insurance written for not less than $2,000,000 per claim and $2,000,000 aggregate.

1.2.2.2. Excess liability insurance written for not less than $5,000,000.

1.2.2.3. Professional liability insurance written for claims arising from the negligent performance of professional services under this Agreement, written for not less than $2,000,000 per claim and $2,000,000 aggregate. The professional liability insurance shall include prior acts coverage sufficient to cover all services rendered by the Construction Manager. This coverage shall be continued in effect for three (3) years after the Date of Substantial Completion.

1.2.2.4. Insurance required herein shall be primary to any other insurance coverage purchased and shall be issued by an insurer licensed to do business in the state of Iowa having a minimum rating of “A- VII” or higher from A. M. Best.

The Selection Committee will evaluate each SOQ as previously stated and assign up to the maximum number of points for each Evaluation Criteria listed below:

**Evaluation Criteria**

1. Firm Relevant Experience
2. Team Experience and Qualifications
3. Local Market Experience and Iowa Preference
4. CMaR Project Understanding and Approach
5. Creativity – Methodology/Services
6. Project Management
7. Safety

Information to be considered in the evaluation and scoring of each criteria includes, but is not limited to, the following:
1.4.1.  **FIRM RELEVANT EXPERIENCE**

1.4.1.1. Experience in the construction of facilities of similar scope and complexity to the project currently being planned. Include information for a maximum of five (5) comparable projects on the Construction Manager at Risk Information Form. Current and recently completed projects may have greater impact than older performances.

The form can be downloaded at: 213-025 RFQ Attachment C: CMaR Information Form

1.4.1.2. Experience on public sector projects and knowledge of public construction processes.

1.4.1.3. Experience in the design and construction of facilities that utilize appropriate energy efficiency features and sustainable design and construction practices.

1.4.1.4. Experience and capabilities using Building Information Modeling (BIM) during design, construction and turnover to add value and efficiency during the design, construction and operations phases of the project.

1.4.2.  **TEAM EXPERIENCE & QUALIFICATIONS**

1.4.2.1. Outline the general organizational structure proposed for the project.

1.4.2.2. Provide resumes of each listed team member.

1.4.2.3. Briefly describe each listed team member’s role on this project.

1.4.2.4. Provide a staffing plan by phase for this project.

1.4.2.5. Provide "team" experience working together on similar (both construction manager delivery and traditional project delivery) projects.

1.4.2.6. Identify other project commitments that are concurrent with this project and the percentage of time available for this project for each proposed team member.

1.4.2.7. If any relevant present/past performance experience provided for team members is experience from a predecessor companies other than the firm submitting qualifications, this must be clearly disclosed.

1.4.3.  **LOCAL MARKET EXPERIENCE AND IOWA PREFERENCE**

1.4.3.1. Describe your understanding, knowledge and experience in local construction markets and how you will engage contractors and subcontractors in the local market and manage their participation in the project effectively.

1.4.3.2. Preference will be given in accordance with Iowa Code to the selection of firms either based in Iowa or with permanent offices in Iowa. Non-resident corporations submitting proposals must be in compliance with Section 490.1501 of the Code of Iowa and legally authorized thereby to carry on such business in the State of Iowa.

1.4.4.  **CMaR PROJECT UNDERSTANDING & APPROACH**

1.4.4.1. Describe your firm’s understanding of the project and your understanding of and successful completion of projects using the CMaR project delivery method.
1.4.4.2. Describe methods and experience collaborating effectively with the Owner, Architect, consultants, contractors and other project partners in a team environment to achieve project objectives.

1.4.4.3. Identify your strategies for packaging the Work, identifying subcontractors and generating interest in the project.

1.4.4.4. Describe your philosophy on when the project Guaranteed Maximum Price (GMP) should be set, for the management of contingency during the design and construction phases of the project and for cost over-runs.

1.4.4.5. Describe the work you anticipate self-performing, and the work you anticipate being performed by subcontractors. Describe the work you have self-performed in a CMaR delivery process.

1.4.5. **CREATIVITY – METHODOLOGY/SERVICES**

1.4.5.1. Describe the manner in which your Firm will use tools and techniques to uniquely deliver CM services and outline specific and measurable values to the Owner. Of particular interest will be your benchmarking capabilities and any cost modeling analysis in conjunction with the design team.

1.4.5.2. Describe how you see LEAN and/or prefabrication construction techniques being applied to this project; highlight with examples and outcomes.

1.4.5.3. Describe your Firm’s experience with BIM implementation and use, including but not limited to Design and Construction Phases, including 3D, 4D, 5D, etc., to support Project Estimating and Validation, Integrated Cost and Schedule Models, Shops, Submittals and Document Coordination, and finally leading to As-Built and COBie incorporation and turnover.

1.4.6. **PROJECT MANAGEMENT**

1.4.6.1. Describe your approach to managing Owner decisions in the design phase.

1.4.6.2. Describe your approach to managing the subcontractor procurement process and how the buy-out process compares to the GMP.

1.4.6.3. Describe your controls and methods for managing change orders.

1.4.6.4. Describe your project management philosophy, controls, techniques, etc.

1.4.6.5. Describe your history of successful & timely project completions and how your firm manages schedules to assure project milestones are met.

1.4.6.6. Describe your quality control plan and dispute resolution management approach.

1.4.7. **SAFETY**

1.4.7.1. Describe your firm’s philosophy regarding safety.

1.4.7.2. Provide your safety history for the previous five (5) years; including OSHA citations.

1.4.7.3. Designate the safety officer for this project and include relevant credentials.

1.4.7.4. Describe key elements of general safety plans for all projects.
1.4.7.5. Describe your specific safety management plan for this project and point out any unique elements of this project that must be addressed to assure a safe project.

1.4.7.6. Provide firm’s current Experience Modification Rate.

END OF SECTION
RFQ ATTACHMENT C

CONSTRUCTION MANAGER AT RISK INFORMATION FORM

PROJECT No. & TITLE: 213-025 Off-Site Central Sterilization Services

INSTRUCTIONS: Complete this form and submit 8 hard copies and an electronic copy in Adobe PDF format along with all other requested materials to:

Eric Short
Senior Project Manager
Capital Management
The University of Iowa Hospitals and Clinics
800 Evashevski Drive, HPR3 SB6
Iowa City, IA 52242

SECTION 1 – CORPORATE INFORMATION

1. Firm Name:

2. Principal Contact: (Name, Title, and Phone, e-mail address and FAX Number)

3. Location of Corporate Headquarters: (Complete address and phone number)

4. Location of Other Offices that will be Involved in the Project: (Complete address and phone number for any offices that personnel assigned to this project will be based)

5. Year Firm was Established:

6. Years in Business under Present Name:

7. Previous Corporate Names and Time Period:

8. Personnel: (Number of people by trade, job classification, or discipline)

9. Company Organization Chart: (attach)

10. Average Annual Volume of work Completed for the Past 5 Years:

11. Public Construction Percentage of Total Volume over the Past 5 Years:

12. Average Annual Volume of Work Completed for the Past 5 Years as Construction Manager – Agent:

13. Average Annual Volume of Healthcare Work Completed for the Past 5 Years as Construction Manager – Agent:

14. Firm’s Experience Modification Ratio (Explain if EMR > 1.0):
## SECTION 2 – PROJECT EXAMPLES

List up to 5 projects using the format on the attached project data sheets similar to the proposed project that directly demonstrate firm’s qualifications to provide services for the subject project.

### PROJECT #XXX

<table>
<thead>
<tr>
<th>Project Name:</th>
<th>Location:</th>
<th>Description:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Project Type:</th>
<th>Addition</th>
<th>Renovation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Delivery Method:</td>
<td>CM Agency</td>
<td>CM at Risk</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Assigned Personnel:</th>
<th>Presently employed by firm:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal:</td>
<td>YES NO</td>
</tr>
<tr>
<td>Project Manager:</td>
<td>YES NO</td>
</tr>
<tr>
<td>Site Superintendent:</td>
<td>YES NO</td>
</tr>
<tr>
<td>Lead Estimator:</td>
<td>YES NO</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Construction Duration:</th>
<th>Scheduled:</th>
<th>Actual:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completion:</td>
<td>Scheduled:</td>
<td>Actual:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Construction Budget:</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Cost - Final:</td>
<td>$/GSF:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Owner Reference:</th>
<th>Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>Phone:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Architect Reference:</th>
<th>Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>Phone:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Top 3 Subcontractor References on Project by Dollar Amount:</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1 Firm Name: Name:</td>
</tr>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>Phone:</td>
</tr>
</tbody>
</table>

| #2 Firm Name: Name: |
| Address:           |
| Phone:             |

| #3 Firm Name: Name: |
| Address:           |
| Phone:             |
SELECTION 00120
PHASE II – REQUEST FOR PROPOSAL

1.1. Proposers with the best scores from the RFQ will be selected to advance to Phase II. The Owner intends to select at least two but not more than five firms to advance.

1.2. The Phase II RFP will be issued to all firms selected and will include the following minimum information:

1.2.1. Procedures for submitting proposals, the criteria for evaluation of proposals and their relative weight.

1.2.2. Proposed Agreement and Conditions of the Contract for the CMaR contract.

1.2.3. Schedule for planned commencement and completion of the project.

1.2.4. Project and construction budget for the project.

1.2.5. Requirements for bid bonds, performance bonds, payment bonds, target small business participation and insurance.

1.2.6. Drawings, specifications or other information if available on the project such as surveys, soil reports, drawings of existing structures, environmental studies, photographs, etc.

1.3. Phase II will include an interview with all firms, and submission of a sealed cost proposal from each firm to the opened after the proposals and interviews have been evaluated. The intent of Phase II will be to allow the invited proposers to provide details on the information provided in response to the RFQ criteria including how they will be applied to the specific project. The interview will allow the invited proposers to discuss their proposed team members, staffing plan, project management plan, project constraints or concerns, opportunities, etc. At the conclusion of the interviews, the proposers will have the opportunity to answer questions from the Selection Committee.

1.4. The Selection Committee will evaluate and score the Proposals in two parts. Part I of the Proposal evaluation will involve scoring of the Proposal and Interview. Part II of the evaluation will involve scoring of the Cost Proposal. Scores assigned during the Phase I RFQ of the selection process will not be carried forward into Phase II. Final criteria will be provided to invited proposers.

1.5. The Owner intends to award a contract to the Proposer who’s Proposal conforms to the RFP requirements and represents the best value to the Owner. The best value is the most advantageous offer, price and other factors considered, and consistent with the Owner’s stated importance of evaluation criteria. The Owner reserves the right to accept other than the lowest priced proposal offered or reject any and all proposals, to waive irregularities and to accept that proposal which is deemed in the best interest of the Owner.

1.6. COST PROPOSAL

1.6.1. Cost proposals will be accepted only from those firms invited to submit a proposal for consideration. The sealed cost proposals will be opened and evaluated after the qualitative scoring has been completed. For proposal evaluation purposes, the Construction Manager's proposed fee percentage will be multiplied by the estimated construction budget to establish the Construction Manager Fee component of the cost proposal. Cost proposals that do not meet the requirements specified herein will be deemed non-responsive and will not be evaluated.
1.6.2. The cost proposal shall be inclusive of all costs contained in the *Exhibit A – Construction Manager's Designated Services and Method of Payment* and distributed among the proposal elements as indicated.

1.6.3. The Cost Proposal shall consist of the following elements:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 1</td>
<td>Preconstruction Services Fee:</td>
<td>Lump Sum Amount</td>
</tr>
<tr>
<td>Item 2</td>
<td>Construction Services Fee:</td>
<td>Lump Sum Amount and % Fee of Construction Budget</td>
</tr>
</tbody>
</table>

1.6.4. This cost proposal is a binding offer to perform the services associated with the scope of work described in this RFP. The amount of the Agreement will initially be based on the cost proposal provided. At the time that a GMP is established in accordance with the Agreement, the GMP will be contracted for separately including any Construction Manager Fee adjustment amount as appropriately adjusted to reflect the GMP.

1.6.5. Costs for pre-construction services will not be incorporated into the GMP contract but will remain separate pay items through the term of the first Agreement.

1.6.6. **GUARANTEED MAXIMUM PRICE**

1.6.6.1. A GMP will be required at such time as the Owner and CMaR agree the drawings and specifications are sufficiently complete, but not before the completion of design development documents. The CMaR shall assume responsibility for all costs of construction in excess of the GMP. If the cost of construction is less than the GMP then the difference will be returned in full to the UIHC. All records of the CMaR related to costs and expenses included in the GMP shall be open and available to the University for evaluation upon request.

1.6.7. **PERFORMANCE AND PAYMENT BOND**

1.6.7.1. The CMaR is required to furnish a performance and payment surety bond on the University's form in the amount of 100% of the Contract Sums as security for faithful performance of the Agreements and for the payment of all persons performing labor and furnishing materials for the Work.

1.6.8. **AWARD OF CONSTRUCTION CONTRACTS FOR TRADE PACKAGES**

1.6.8.1. Multiple trade contract packages are anticipated with phased completion of construction documents and fast tracked construction as required to meet the project schedule. Additional information regarding the process for bidding and award of construction contracts for trade packages will be provided during Phase II of the selection process.

END OF SECTION
## CONSTRUCTION MANAGER’S DESIGNATED SERVICES AND METHOD OF PAYMENT

<table>
<thead>
<tr>
<th>Preconstruction Phase Services &amp; Fee (Item #1)</th>
<th>Construction Phase Fee (Item #2)</th>
<th>Construction Phase Services</th>
<th>By Owner / Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Managers Principal Office Expenses - Expenses of the Construction Manager's principal office and offices other than the site office.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Principals/Officers at the principal office and not directly assigned to the project.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>2. Expenses of the Construction Manager's principal office.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>3. Construction Manager's capital expenses, including interest on the Construction Manager's capital employed for the Work.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>4. Other costs of the principal office not directly related to the project.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Construction Manager Staff Reimbursable Expenses - Construction manager management staff costs during the pre-construction or construction phases including the cost of their mandatory and customary contributions and benefits related thereto, such as employment taxes and other statutory employee benefits, insurance, sick leave, holidays, vacations, pensions and similar contributions and benefits. During the pre-construction, construction, occupancy, closeout and warranty phases of the project, including but not limited to the following:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Officers, Support Staff, and other employees located at principal offices other than the site office and not directly assigned to the project.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>6. Principal designated for the project.</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Project Manager(s)</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>8. Superintendent(s)</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>9. Safety Coordinator</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>10. Other site based or offsite personnel included in project staffing matrix including necessary assistants, estimators, project engineers, coordinators, schedulers, field office clerical and support staff, BIM/VDC personnel, etc.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>11. Other personnel and staffing costs as required to complete the Work required by the Agreement.</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Construction Manager Jobsite Reimbursable Expenses - Costs of supplies and services incurred in the performance of services provided in this Agreement and directly attributable to the project. Costs to be reimbursed shall be actual costs without markup.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. Site Office Trailer</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13. Site Office trailer siting and installation (including utility connections)</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14. Site office furnishings and maintenance</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. Site Office supplies</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16. Drinking water/ice</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>17. Postage, deliveries</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>18. Telephone</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19. Installation of data service to the site office</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## EXHIBIT A
### CONSTRUCTION MANAGER’S DESIGNATED SERVICES AND METHOD OF PAYMENT

<table>
<thead>
<tr>
<th>Item #</th>
<th>Service Description</th>
<th>Preconstruction Phase Services &amp; Fee (Item #1)</th>
<th>Construction Phase Fee (Item #2)</th>
<th>Construction Phase Services</th>
<th>By Owner / Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>20.</td>
<td>Internet service for site office</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>21.</td>
<td>Computer and Information Technology - hardware, software, fees, etc.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22.</td>
<td>Owner’s Project Website (Build UI)</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>23.</td>
<td>Site Office equipment - Copier, fax machine, etc.</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>24.</td>
<td>Site Office utilities consumption</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25.</td>
<td>Bid Document Printing</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>26.</td>
<td>Printing other than bid documents</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>27.</td>
<td>Photographic Documentation (still, aerial)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>28.</td>
<td>Project site web cam</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29.</td>
<td>Construction Managers General Liability Insurance (amount based on estimated construction cost)</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>30.</td>
<td>Construction Managers Professional Liability Insurance</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31.</td>
<td>Builders Risk Property Insurance</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>32.</td>
<td>Consultants Employed by the Construction Manager</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>33.</td>
<td>Safety, First Aid, and Health Facilities</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>34.</td>
<td>Small Tools not provided by Trade Contractors</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>35.</td>
<td>Quality Control – HazMat, Construction Material Testing, HVAC TAB, 3rd Party Commissioning and Audit</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>36.</td>
<td>Jobsite Security</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>37.</td>
<td>Jobsite staff transportation and travel expenses</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>38.</td>
<td>Jobsite staff subsistence, living expenses, moving expenses, etc.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>39.</td>
<td>Vehicles provided for use of construction management staff</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>40.</td>
<td>Other cost associated with the Construction Manager’s on-site operations and necessary to complete the Work required by the Agreement.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>41.</td>
<td>Construction Managers Performance and Payment Bond (amount based on estimated construction cost)</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>42.</td>
<td>Temporary Fencing (including protection of existing trees, shrubs, etc.)</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>43.</td>
<td>Safety barricades and traffic control</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

### General Conditions Reimbursable Expenses - Cost of Construction Support Activities and General Requirements work performed in support of other contractors work.

<table>
<thead>
<tr>
<th>Item #</th>
<th>Service Description</th>
<th>Preconstruction Phase Services &amp; Fee (Item #1)</th>
<th>Construction Phase Fee (Item #2)</th>
<th>Construction Phase Services</th>
<th>By Owner / Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>41.</td>
<td>Construction Managers Performance and Payment Bond (amount based on estimated construction cost)</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>42.</td>
<td>Temporary Fencing (including protection of existing trees, shrubs, etc.)</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>43.</td>
<td>Safety barricades and traffic control</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>
## EXHIBIT A
### CONSTRUCTION MANAGER’S DESIGNATED SERVICES AND METHOD OF PAYMENT

<table>
<thead>
<tr>
<th>Preconstruction Phase Services &amp; Fee (Item #1)</th>
<th>Construction Phase Fee (Item #2)</th>
<th>Construction Phase Services</th>
<th>By Owner / Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>44. Erosion control or storm drainage management</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>45. Mud tracking mitigation and control</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>46. Project identification signage</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>47. Project safety signage</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>48. Security access for workers and watchmen services</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>49. Temporary access roads and field office parking</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>50. Temporary staging and storage areas and facilities</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>51. Material handling and personnel hoisting systems</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>52. Temporary utilities - power, water, steam, gas, communication systems</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>53. Temporary toilets</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>54. Temporary stairs and ladders</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>55. Scaffolding used by multiple trades</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>56. Temporary protection and enclosures</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>57. Temporary heating, cooling, humidity control equipment</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>58. Dumpsters, trash cutes, trash removal services, etc.</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>59. General cleanup</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>60. Substantial and Final Cleaning</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>61. Dust Control</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>62. Snow Removal</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>63. Dewatering well points, headers and pumps</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>64. Incidental construction work</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>65. Equipment - cranes, hoists, lifts, generators, conveying equipment, etc.</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>66. Surveying and layout services</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Costs of Construction and Other Costs

<table>
<thead>
<tr>
<th>Construction Manager Overhead and Profit</th>
<th>X</th>
<th>X</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages paid for labor in the direct employ of the Construction Manager not included above for self-performed portions of the Work</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Cost of all materials, supplies and equipment incorporated in the Work</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

**OFF-SITE CENTRAL STERILIZATION SERVICES**

**PROJECT NUMBER 213-025**
## EXHIBIT A
CONSTRUCTION MANAGER’S DESIGNATED SERVICES AND METHOD OF PAYMENT

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Preconstruction Phase Services &amp; Fee (Item #1)</th>
<th>Construction Phase Fee (Item #2)</th>
<th>Construction Phase Services</th>
<th>By Owner / Others</th>
</tr>
</thead>
<tbody>
<tr>
<td>70.</td>
<td>Payments to Subcontractors for work performed during the construction phase under this Agreement</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>71.</td>
<td>Cost of all materials, supplies and equipment used or consumed in the performance of the Work</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>72.</td>
<td>Other costs incurred by the Construction Manager during the execution of project construction phase and necessary to complete the Work required by the Agreement.</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

END OF SECTION
A. Introduction

1. Purpose

a. The primary purpose of this report is to describe and provide a basis of design for the building and building services for the University of Iowa Hospital & Clinics Offsite CSS Facility within a distance as defined in the attached RFP document. The new facility is anticipated to be approximately 35,800 sq-ft and 248ft L x 145ft W (preliminary until site plan is reviewed). In addition to describing the systems, the fundamental assumptions used for the design are also outlined.

b. This document’s intent is to serve as a general overview of the functional and space requirements and to define the general size of the building and its unique features. This information is then to be used by the developer to define the building in preparation of a budgetary cost.

2. Project Description

a. Basic Requirements

1) The building is to be a single story industrial type building with a clear ceiling height of a minimum of 9'-6" in all production areas.

2) The facility is to be planned for sterile processing of hard surgical instruments and basins along with assembly of surgical packs and case carts.

3) Sensitive and high dollar value items will not be processed at this facility. Such items will be processed on-site within the hospital or clinic.

4) Infection control is a prime environmental factor to maintain within the proposed CSP building as well as transporting the case carts to and from the facilities.

5) The CSP building will operate 24 hours 7 days per week.

6) Surgical Case carts will be assembled within the off-site building and transported to the designated medical building receiving areas. At the
medical buildings, delivery of surgical case carts will terminate at the receiving area where designated rooms for clean and soiled case carts staging will be provided. From this point, internal staff members will transport the carts to/from the point of use.

7) The CSP building will be interconnected to the hospital barcoding instrument tracking system where instruments, trays and case carts can be tracked through the total handling and transport pathway.

b. Building Access
   1) A main visitor/pedestrian/staff entry is required that has direct access into the administration area of the building. This entry area should have adequate parking for at least 60 cars. Consideration should be given to public and university vehicle drop off location.

c. Service Loading Docks
   1) Separate clean and soiled loading docks are required. The majority of trucks will be 30’ box trucks. However, periodically 50’ tractor trailer delivery trucks will need access to the clean dock.
   2) It would be desirable that the soiled loading dock be placed on the opposite side of the building from the clean loading dock since there is a linear workflow of materials through the building, but this is not required.

d. Clean Loading Docks
   1) The clean loading dock should have a 42” recessed access and consist of 3 loading bays with automatic platform levelers and truck seals. A 4’ wide ramp is required.
   2) Truck delivery access should be directly into an enclosed weather controlled receiving area that is a minimum of 18 ft. deep.

e. Soiled Loading Docks
   1) The soiled loading dock shall have a 42” recessed access and consist of 2 truck loading bays with truck seals and one soiled trash container staging position for a 23 yard trash dumpster container with an automatic compactor. Additionally, a 4’ wide ramp is required.
   2) Consideration should be given to the transfer of soiled containers in the soiled pickup service yard.

f. Concepts of Operation
   1) The building will serve as a central surgical instrument processing center where soiled carts with surgical instruments will be systematically processed and returned to the respective medical facility maintaining a sterile condition.
2) The center will be planned to process approximately 900 to 1000 instruments trays daily.

g. Material Flow

h. Soiled Case Cart Receiving Area
   1) When soiled case carts come from the hospital or clinics, they are unloaded from the truck directly into a soiled case cart receiving room where the carts are held prior to going into the decontamination room.

i. Decontamination
   1) Soiled case carts are emptied at individual racking stations. Each racking station requires 3 well sinks and compressed air. The instruments are hand cleaned and placed into an ultrasonic cleaning machine before being placed into washer racks. The racks are then washed in automatic washer disinfectors before entering into the Sterile Prep & Pack area. The instrument containers are placed on a container cart and passed through a cart washer before entering the Sterile Prep & Pack area.
   2) There will be a minimum of 5 racking stations with the Decontamination area required.
   3) The case carts leave the Decontamination area by passing through an automatic cart washer before entering the Sterile Stores area.
4) The Decontamination area is a critical infection control area where staff members are totally gowned and wear personal protective garb and shielding.

j. Sterile Prep & Pack
   1) Cleaned instrument rigid containers are staged until ready for instrument reassembling.
   2) Cleaned racked instruments upon entering the Sterile Prep & Pack area are moved to individual assembly tables where the instruments are assembled in the rigid containers based on specific type surgical packs and then placed on carts before being terminally sterilized. There are approximately 20 assembly table positions required.
   3) After sterilization, the carts with sterile packs are removed from the sterilizers and held in a cooling area before being moved to the Sterile Stores area.

k. Sterile Stores
   1) Sterile stores should be set up like a super market with open shelving and a minimum of 4' wide isles. The instrument pack will be arranged based on surgical type procedures.
   2) Based on the next day surgical procedure pick list, the enclosed surgical case carts will be assembled and staged in the clean case cart staging area ready for truck transport to the hospital or designated clinic facility. Each truck will hold 16 case carts.

<table>
<thead>
<tr>
<th>Space Requirements</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Soiled Case Cart Receiving Area</td>
<td>800</td>
</tr>
<tr>
<td>Decontamination</td>
<td>3,400</td>
</tr>
<tr>
<td>Sterile Prep &amp; Pack</td>
<td>4,800</td>
</tr>
<tr>
<td>Sterile Stores</td>
<td>8,300</td>
</tr>
<tr>
<td>Clean Case Cart Staging</td>
<td>800</td>
</tr>
<tr>
<td>Administration</td>
<td>3,700</td>
</tr>
<tr>
<td>Mechanical / Electrical Room</td>
<td>4,000</td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td><strong>25,800 sf</strong></td>
</tr>
<tr>
<td><strong>UIHC Request for future building expansion</strong></td>
<td><strong>10,000 sf</strong></td>
</tr>
<tr>
<td><strong>Total Building Area</strong></td>
<td><strong>35,800 sf</strong></td>
</tr>
</tbody>
</table>
B. Architectural Systems

1. Building Envelope:
   a. The new building’s design will be an attractive design that will fit in with the surrounding industrial buildings.
   b. Exterior walls - 20 FT tall insulated precast concrete panels.
   c. Panels to have thin brick facing from grade to 8'-0" above grade.
   d. 10% of the exterior walls will be aluminum-framed windows.
   e. There will be two (2) aluminum storefront entrances.
   f. Slab-on-grade concrete slab and poured concrete foundation system.

2. Roof System
   a. Structural steel roof system supporting single membrane roofing and insulation on metal decking.

3. Dock areas:
   a. The building will have separate clean and soiled dock areas.
   b. Clean Dock: Three (3) dock levelers with overhead doors and seals.
   c. Soiled Dock: Two (2) dock levelers with overhead doors and seals.

4. Interior Finishes:
   a. Most interior partitions will be 8” concrete masonry units with epoxy paint.
   b. Floor finish for most of the interior spaces will be epoxy.
   c. Ceiling finish for most of the spaces will be vinyl-covered acoustical tiles with gasketed aluminum grid

C. BUILDING SITEWORK

1. Site Plumbing Utilities
   a. Provide a new 6” Domestic Water and 6” Fire Protection service for the new building. Location of service entrance will be determined as the plan progresses.
b. Site Sanitary Sewer
   1) Sanitary piping from the facility will be cast iron.

c. Site Storm Sewer
   1) Storm sewer from the facility will be cast iron.

d. Gas Service
   1) Gas service and meter will be provided by the Municipality. The meter will be located on the exterior wall of the main mechanical room.

e. Electric Service
   1) Electric service and metering will be provided by the serving utility. Primary feeder conductors, conduits, switches, transformers and metering will be provided and installed by the utility. The building electrical contractor will be responsible for the concrete transformer pads and all secondary conduit and wire from the transformers into the building.
   2) An 800 amp service transformers will be provided for the building loads.

D. Mechanical Design Requirements

1. Heating System Components

a. Provide three (3) 30 BHP condensing type heating water boilers providing the facility with N+1 capacity. Each boiler will be equipped with a single natural gas fuel connection. Dual fuel connection is not be required by code for this application. Each boiler shall be equipped with manufacturer provided control panel that is fully capable of sequencing boilers and also capable of working as a sub-master controller.

b. Two end-suction variable primary heating water pumps will be provided, each served by a dedicated VFD, and piped to serve any boiler.

c. Provide one (1) high pressure (75PSI) boiler with a capacity of 11,500 BTU/HR to serve CSS sterilizers and washers and humidification. Two (2) high pressure reducing stations will be provided. One station will reduce pressure from 75 PSI to 60 PSI for sterilizers and washers. One station will reduce pressure from 75 PSI to 15 PSI for humidification. (Note: The discussion of N+1 capacity for high pressure steam boilers for sterilization has not been discussed with UIHC. Final size and quantity of steam sterilizer boilers to be evaluated as the design progresses)
d. Low pressure clean steam for air handler humidification will be supplied from dedicated steam generators as scheduled on the design development drawings. Each humidifier will receive fully softened make-up water to minimize scaling.

2. Cooling System Components

a. Chilled water system

1) Provide two (2) 80 Ton air cooled chillers.
2) Provide two (2) primary and two (2) secondary chilled water pumps.
3) Chilled water piping will be schedule 40 steel with butt welded or flanged fittings.

3. Air Handling Systems

a. Air Handling Equipment

1) Provide Two (2) 19,500 CFM, roof mounted air handling units (AHU). The basis of design for the new AHUs will be a modular Trane Performance Climate Changer.
2) In general, the AHUs will be exterior, solid double wall construction, with a multi-fan array arrangement for redundancy. The AHUs will consist of the following: return fan array with variable frequency drive, economizer section, prefilter (30% efficient)/mixing section, air blender, pumped hot water coil, humidifier section, chilled water cooling coil, ultraviolet light, supply fan array with variable frequency drive, final filter (95% efficient) section, and appropriate access sections.

b. Exhaust Systems

1) Provide three (3) dedicated exhaust fans. Two exhaust fans will be general exhaust and linked with an associated air handling unit. One exhaust fan will be dedicated for Cart Wash exhaust.

c. Zoning

1) Space temperatures will be maintained by terminal air boxes with hot water heating coils. Limited multiple zones will be used for areas with similar loads.

d. Ductwork / Insulation

1) Supply
a) Positive six-inch pressure class, seal class A, from air handling unit discharge to inlets of terminal air boxes.
b) Positive two-inch pressure class, seal class A, from discharge of terminal air boxes to supply diffusers.
c) Where ducts are routed exposed within equipment rooms, external fiberglass board insulation - 3.0 lb. density, 1-1/2” thick.
d) Where ducts are routed concealed above ceilings, external fiberglass wrap insulation - 1.0 lb. density, 1-1/2” thick.

2) Return
   a) Negative two-inch pressure class, seal class A.
   b) No insulation on return ducts located within building thermal envelope.

3) Exhaust Ductwork:
   a) Negative two-inch, Seal Class A, SMACNA
   b) No insulation or liner for exhaust ducts except within 10 feet of exhaust fan connection. Ducts will be lined for sound attenuation - 1.0 lb. density, 1-1/2” thick.
   c) Cart Wash exhaust ductwork will be aluminum

4. Controls System
   a. The Building Control Systems will be Direct Digital Control (DDC) with electric operators. The DDC system will be capable of monitoring all spaces, equipment, and operating conditions. The DDC will be supported by emergency power from the facility generator. A dedicated UPS will be provided for the main DDC head end computer and for each DDC panel. Siemens and JCI are approved UIHC control vendors.

   b. The DDC system shall include Network Area Controller or Controllers (NAC) within the facility. The NAC shall connect to the Owner’s local or wide area network, depending on configuration. Access is to be provided locally and remotely from a central site or sites, through standard Web browsers, via the Internet, and/or via local area network.

5. Plumbing Fixtures
   a. Provide a centralized water softening system located in the main mechanical room to provide softened water for all domestic hot water. A centralized RO System will be located next to the water softening system to serve the sterilizers and other CSS equipment. Additional water treatment will be determined once a comprehensive water analysis has been completed.

   b. Provide two (2) instantaneous gas fired hot water heaters to provide domestic water heating. Hot water will be generated at 140°F. Each hot water system will be circulated. Mixing valves will be installed locally at each fixtures/areas to blend water to 115°F hot water (adj).
6. Medical Gas System Description

a. Provide a dedicated duplex (10 hp) instrument air compressor in the main mechanical room. Instrument Air will serve outlets in Scope Processing and Central Sterile, and other miscellaneous needs. Intake for the compressor will be routed to the roof.

7. Fire Protection Description

a. Fire Protection Sprinkler Systems
   1) The sprinkler system will be supplied from the main water distribution for the building.
      a) It is assumed a fire pump will not be required for this project, but this will be evaluated as the design progresses.
   2) A dry pipe system will be provided to serve each vestibule.
   3) The entire building will be sprinklered. Density of coverage will be based on NFPA requirements.
   4) Electrical rooms will have two (2) hour rated walls and smoke detectors in lieu of sprinklers. (TO BE DETERMINED)

b. Fire Protection Specialties
   1) Fully recessed sprinklers will be used in the majority of spaces within the facility.

c. Special Fire Protection Systems
   1) A dry-pipe sprinkler system will be installed to serve the loading dock, attached canopies, and vestibules.

E. Electrical systems will include the following:

1. Electrical Distribution

a. 480/277V 3 Phase electrical service from the local utility.

b. 208Y/120V floor mounted step down transformers for utilization equipment.

c. Standby exterior emergency generator with 24 hours of back up fuel to serve life safety and process equipment functions.

d. LED energy efficient lighting for all interior and exterior spaces.

e. VFD control on all mechanical pumps and air handling equipment.
f. Transient Voltage Surge Suppression equipment installed on all major distribution equipment.

2. Audio / Visual fire alarm system.
   a. UL96A master label lightning protection system installed on the roof.
   b. Technology systems including structured cabling for Voice and data, sound/paging, security/access control, Video surveillance, and real time locating system.
RFQ ATTACHMENT B

RFQ RESPONSE & QUESTION FORM

213-025 OFF-SITE CENTRAL STERILIZATION SERVICES

Interested Firms must submit this attachment via email to the project manager listed below, on or before January 23, 2018 by 3:00 PM, CDT.

To: Eric Short
   Senior Project Manager
   Capital Management
   800 Evashevski Drive, HPR 3, SB6
   Iowa City, Iowa 52242
   email: eric-short@uiowa.edu

From: Name
       Title
       Company
       Address
       City, State, Zip
       Email address

_____ YES, my company WILL respond to the RFQ for CMaR on this UIHC project.

_____ NO, my company WILL NOT respond to the RFQ for CMaR on this UIHC project.

Questions may be submitted under separate cover from Attachment A.

With all questions submitted, please indicate your complete company name, address, the name, phone number, and email address of the person(s) submitting questions regarding this RFQ.
RFQ ATTACHMENT C
CONSTRUCTION MANAGER AT RISK INFORMATION FORM

PROJECT No. & TITLE: 213-025 Off-Site Central Sterilization Services

SUBMISSION DATE:

INSTRUCTIONS: Complete this form and submit 8 hard copies and an electronic copy in Adobe PDF format along with all other requested materials to:

Eric Short
Senior Project Manager
Capital Management
The University of Iowa Hospitals and Clinics
800 Evashevski Drive, HPR3 SB6
Iowa City, IA 52242

SECTION 1 – CORPORATE INFORMATION

1. Firm Name:

2. Principal Contact: (Name, Title, and Phone, e-mail address and FAX Number)

3. Location of Corporate Headquarters: (Complete address and phone number)

4. Location of Other Offices that will be Involved in the Project: (Complete address and phone number for any offices that personnel assigned to this project will be based)

5. Year Firm was Established:

6. Years in Business under Present Name:

7. Previous Corporate Names and Time Period:

8. Personnel: (Number of people by trade, job classification, or discipline)

9. Company Organization Chart: (attach)

10. Average Annual Volume of work Completed for the Past 5 Years:

11. Public Construction Percentage of Total Volume over the Past 5 Years:

12. Average Annual Volume of Work Completed for the Past 5 Years as Construction Manager – Agent:

13. Average Annual Volume of Healthcare Work Completed for the Past 5 Years as Construction Manager – Agent:

14. Firm’s Experience Modification Ratio (Explain if EMR > 1.0):
SECTION 2 – PROJECT EXAMPLES

List up to 5 projects using the format on the attached project data sheets similar to the proposed project that directly demonstrate firm’s qualifications to provide services for the subject project.

**PROJECT #XXX**

<table>
<thead>
<tr>
<th>Project Name:</th>
<th>Location:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Type:</th>
<th>New Building</th>
<th>Addition</th>
<th>Renovation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Delivery Method:</td>
<td>CM Agency</td>
<td>CM at Risk</td>
<td>Single Prime GC</td>
</tr>
<tr>
<td>Design Build</td>
<td>Other:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Assigned Personnel:**

<table>
<thead>
<tr>
<th>Role</th>
<th>Presently employed by firm:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>YES NO</td>
</tr>
<tr>
<td>Project Manager</td>
<td>YES NO</td>
</tr>
<tr>
<td>Site Superintendent</td>
<td>YES NO</td>
</tr>
<tr>
<td>Lead Estimator</td>
<td>YES NO</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Construction Duration:</th>
<th>Scheduled:</th>
<th>Actual:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completion:</td>
<td>Scheduled:</td>
<td>Actual:</td>
</tr>
<tr>
<td>Construction Budget:</td>
<td>$</td>
<td></td>
</tr>
<tr>
<td>Construction Cost - Final:</td>
<td>$</td>
<td>$/GSF:</td>
</tr>
</tbody>
</table>

**Owner Reference:**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Address:</th>
<th>Phone:</th>
</tr>
</thead>
</table>

**Architect Reference:**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Address:</th>
<th>Phone:</th>
</tr>
</thead>
</table>

**Top 3 Subcontractor References on Project by Dollar Amount:**

**#1 Firm Name:**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Address:</th>
<th>Phone:</th>
</tr>
</thead>
</table>

**#2 Firm Name:**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Address:</th>
<th>Phone:</th>
</tr>
</thead>
</table>

**#3 Firm Name:**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Address:</th>
<th>Phone:</th>
</tr>
</thead>
</table>