August 7, 2015

RE: Pathology Core Lab Expansion – 6 RCP

To Whom It May Concern:

The University of Iowa Hospitals and Clinics is initiating the search process for a consultant to provide professional architectural and engineering design services for the design of the expansion of the pathology laboratory located in the Roy Carver Pavilion. The project is described as follows:

This project provides for the design and construction of the expansion of the Pathology Core Lab located on Level 6 of Carver Pavilion. The additional space will be provided by the relocation of an adjacent unit, which will provide an additional 2,500 square feet for expansion, as well as the build-out of an adjacent shell space occupying approximately 1,100 square feet. The project will also provide for a more optimal orientation of the lab disciplines, with regard to staff flow and proximity, by moving satellite functions from distant locations within the facility into the lab, and provide for the backfill of the vacated areas, which total approximately 1,725 square feet. Relocation of an existing air handler will also be required as part of this project.

The estimated cost to construct and equip this lab expansion is approximately $4.8 million. A detailed cost estimate will be an integral part of the design.

The firm recommended to the Board of Regents for this project will be selected via an interview process. Firms will be selected to interview based on materials submitted for review by UIHC; see attachment for detailed submittal requirements. Submitting firms must show depth of demonstrated ability to plan, design, and commission pathology labs in occupied Health Care Facilities. Firms interested in providing professional services for the project should submit six (6) hard copies and one electronic copy of the attached Request for Qualifications Submittal to:

Adam Scheer
adam-scheer@uiowa.edu
Capital Management
800 Evashevski Dr
HPR3 SB6
Iowa City, IA 52242

Proposals are limited to a maximum of 15 double-sided pages.

Proposals must be received by 3:00p.m. CST, Friday, August 21st, 2015 in the office of Capital Management. Please feel free to contact Adam Scheer at 319-353-8526 or via e-mail adam-scheer@uiowa.edu for further clarification or additional information.

Thank You,

Adam Scheer
Project Manager, Capital Management
A. FIRM HISTORY AND BACKGROUND

1. Name of Firm.

2. Location of principal office and office designated to work with the University of Iowa Hospitals and Clinics.

3. Provide a performance record detailing your firm’s ability to meet the following:
   a. Project budget
   b. Design schedule
   c. Estimated vs. actual bid and construction costs
   d. Change orders as a percentage of construction
   e. Occupancy schedule

4. The names and performance record of all staff assigned specifically to this project; including percentage of their total time to be committed to the project

B. PERSONNEL QUALIFICATIONS

1. Provide qualifications for the project team assigned to the University of Iowa Hospitals and Clinics for this work and describe their responsibility.

2. List the current workload and completion schedule for all projects assigned to the proposed project team.

C. PROJECT MANAGEMENT

1. Describe your firm’s Project Management approach to this project to ensure project continuity.

2. Describe your firm’s Cost Control methods to be used on this project.

3. Describe in detail your firm’s Quality Control methods during both design and construction to be used on this project.

D. PROJECTS

1. Provide a list of similar projects completed by the proposed project team.

2. Provide examples of pathology and/or other lab projects by the proposed project team. Include project statistics (i.e. square footage, cost, etc.), floor plan, and date completed.

3. Identify key challenges in constructing and renovating pathology labs in an existing hospital, and outline how your firm will address these challenges. Include examples of projects which required modification of a functioning lab space and how your firm handled the logistics of reconfiguration, including, but not limited to programming, design documentation, coordination, and phasing.

4. Provide examples of experience with lean process improvement integration in the design process. Address what methodologies your firm has used to analyze personnel flow and specimen flow within a lab space, and comment on the budget and schedule considerations.

E. OTHER INFORMATION

1. Include any other information you consider relevant to the evaluation of your firm’s qualifications.