October 08, 2013

RE: Replace Existing Linear Accelerators B & C for Radiation Oncology – LL PFP
(UIHC Project #213-031)

To Whom It May Concern:

The University of Iowa Hospitals and Clinics is initiating the search process for full Architectural and Engineering services for the design of the Replace Existing Linear Accelerators B & C For Radiation Oncology located in the Lower Level of the Pomerantz Family Pavilion. The Owner and selected firm will work together to identify an experienced and specialized linear accelerator consultant to partner with on this project. Partnering with a specialized consultant is not required as part of this submission. The project is described as follows:

This project provides for the replacement of two of the four existing linear accelerators in the Radiation Oncology Department on the lower level of Pomerantz Family Pavilion, with each vault being approximately 1,200 gross square feet of space. Vendor selection of the new linear accelerator units is still underway.

The estimated cost to design and construct modifications to the existing vaults to accept replacement units is approximately $1.25 million. A detailed cost estimate will be part of the design.

The firm to be recommended to the Board of Regents for this project will be selected via an interview process. Firms will be selected to interview on the basis of materials submitted for review by UIHC; see attachment for detailed submittal requirements. Submitting firms, or their MEP partner, must show past successful experience with either linear accelerator replacement projects or with projects where the submitting project team created the linear accelerator site drawings. 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:

Jennifer Ratner
jennifer-ratner@uiowa.edu
Capital Management
800 Evashevski Dr
HPR3 SB6
Iowa City, IA  52242

Proposals are limited to a maximum of 16 double-sided pages.

Proposals must be received by 3:00p.m. CDT, Wednesday, October 30, 2013 in the office of Capital Management. Please feel free to contact Jennifer Ratner at 319-356-1486 or via e-mail at jennifer-ratner@uiowa.edu for further clarification or additional information.

Thank You,

William R. Mielnik
Associate Director, Capital Management
UNIVERSITY OF IOWA HOSPITALS AND CLINICS
REQUEST FOR QUALIFICATIONS SUBMITTAL

Project Title: Replace Existing Linear Accelerators B & C For Radiation Oncology – LL PFP
Project Number: 213-031

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 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 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 that included replacement of major medical pieces of equipment.
2. Provide a list of what your firm feel are the design and construction concerns and challenges inherent with this project.
3. Provide a list of successful healthcare projects where your firm partnered with a specialized consultant.

E. OTHER INFORMATION

1. Provide a preliminary aggressive yet realistic schedule indicating the time needed for design, bidding and construction that your firm would expect for this project.
2. Describe the steps required to meet an aggressive completion date.
3. Include any other information you consider relevant to the evaluation of your firm’s qualifications.