



RFP # 67-0160
Project Management Services
Questions + Answers
8/26/2016

Q1: Page 4, Scope of Work

Typical construction management tasks during construction phase (e.g., site visits, weekly construction meetings, review contractor payment applications/schedules/change orders, etc) are not specifically stated.

Please clarify if construction management during construction is included.

If construction management tasks are not included, how will these be handled by UC Hastings?

A1: Construction management tasks during construction are included in the Scope of Work.

Q2: Page 7, Compensation

In order to provide a cost estimate of annual fees, does UC Hastings envision having full-time (or % full time) personnel for a fixed time period?

If that is the case, please provide the % time personnel and time period desired.

If not the case, is there any existing timeline or schedule documentation for the Projects that can be provided?

Also please provide requirements as to level of detail required in the cost estimate.

A2: UC Hastings does not envision having full-time personnel for a fixed period.

There is not currently an existing timeline or schedule documentation for the Projects that can be provided.

For the cost estimate, please provide an hourly rate chart and use best efforts to provide a cost estimate of the annual fees, for budget purposes only. Project Management expertise and hourly rates will be the primary factors in evaluating each firm's capabilities.



Q3: Does UCH have a preliminary high level schedule which reflects the time frame during which the work is to be completed?

A3: UCH does not currently have a preliminary high level schedule to share. The schedule is in development, and the firm selected through this RFP process will assist UCH in finalizing and refining that schedule. However, it is anticipated that the total time required for project completion will be 2 – 3 years.

Q4: We note in the Five Year Infrastructure Plan 2016 – 2021 (“Plan”), the Roofing Machine Room & Exterior repairs and 6th floor Re-Purposing are noted with budget figures, but do not find anything for the ground floor re-configuration and other tenant improvements nor for the electrical infrastructure improvements. Is there a budget estimate for this portion of the work?

A4: No, there is not a budget estimate for that portion of the work.

Q5: The Plan also notes that the 6th Floor Re-purposing is “in progress”. What has been completed and how much budget remains?

A5: The construction drawings are substantially complete. Funding for the construction phase is yet to be allocated.

Q6: Page 4 Item #2 – Who are the existing vendors for the Projects and Sub-Projects?

A6: The consulting team consists of: MKThink (architecture and planning services) and McGinnis Chen (roofing and engineering services). Access Systems & Solutions has been engaged as the contractor for the façade access upgrade project. Bidding for other contractors has yet to occur.

Q7: Page 5 Item #1.3 – Roof Decking & Master Plan – who has/is developing the roof master plan?

A7: MKThink is developing the roof master plan.



Q8: Will the selection process for this RFP take participation by small and disabled veteran businesses into account in any way?

A8: UC Hastings College of the Law does not administer a formal S/M/DVBE program. Businesses designated as S/M/DVBE are always encouraged to participate.

UCH uses a ranking process as opposed to a point system.

S/B/DVBE status will be discussed during vetting and *may be* a determining factor for a firm to be added to the interview shortlist.