REQUEST FOR
STATEMENTS OF QUALIFICATIONS
FOR
ENVIRONMENTAL PLANNING CONSULTING SERVICES

OCTOBER 2022

UC DAVIS HEALTH
FACILITIES DESIGN & CONSTRUCTION
4800 2ND AVENUE, SUITE 3010
SACRAMENTO, CA 95817
HEALTH.UCDAVIS.EDU/FACILITIES/
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ATTACHMENTS:  
A. Consultant Statement of Qualifications Form  
B. Sample Agreement – Professional Services Agreement (PSA)
I. BACKGROUND:
UC Davis Health is an integrated, academic teaching and research healthcare organization maintaining the historic UC Davis tradition of being guided by public service in all its endeavors. UC Health includes the School of Medicine, the Betty Irene Moore School of Nursing, a 645-bed (Trauma Level 1) acute care hospital, a National Cancer Institute-designated Cancer Center, the M.I.N.D. Institute, and outpatient clinics throughout the Sacramento region. The University of California Davis, Sacramento Campus currently includes approximately 3,500,000 square feet of building development on 140 acres. The Sacramento Campus is anticipated to develop an additional 3,000,000 square feet by 2030.

The Facilities Design & Construction Department is responsible for the implementation of the Health System’s Capital Improvement Program in keeping with the UC Davis Sacramento Campus 2020 Long Range Development Plan (LRDP). The Office of Environmental Planning supports the planning initiatives and capital projects by managing the environmental compliance and California Environmental Quality Act (CEQA) requirements for project approvals. These projects have prominent significance within the campus, require Chancellor or UC Regents approval and involve expertise on a range of environmental topics.

DIVERSITY EQUITY AND INCLUSION
UC Davis embraces an environment of diverse clientele, faculty, staff, students, researchers, practitioners, and professional support services. The University believes a work force of differing backgrounds, professional and life experiences and perspectives offers superior innovative, critically analyzed, and complete solutions to our unique business challenges. We are interested in firms and proposed team members that respect and support the UC Davis commitment “understand and value both our individual differences and our common ground”.
https://diversity.ucdavis.edu/values

II. SERVICES DESCRIPTION:
UC Davis Health is seeking consulting services to support environmental planning functions for individual projects or plans at the UC Davis Sacramento Campus and for off-site locations within the greater Sacramento Region for projects described in the RFQ. Services include performing environmental planning and environmental review for campus development projects, preparing CEQA and NEPA environmental documents, mitigation monitoring, providing regulatory, editorial and strategic environmental planning support. UC Davis environmental review projects can be found here: https://environmentalplanning.ucdavis.edu/.

The selected (up to two) firm(s) will be authorized by Facilities Design and Construction Department for an anticipated period of no more than two (2) years to perform the types of services outlined below on an as-needed basis:

III. PROFESSIONAL SERVICES REQUESTED:
This blanket professional services agreement will be executed, and individual projects will be identified by specific scopes either as stand-alone projects, or as part of a larger campus planning initiative. The blanket agreement will not exceed $2.5 Million. Each individual project’s scope, deadlines, and work time commitment will be negotiated in advance and may require on-site presence.
Planning services include but not limited to the following:

- Provide CEQA and NEPA strategy and regulatory permitting advice.
- Prepare environmental analyses and documentation consistent with the California Environmental Quality Act (CEQA), National Environmental Protection Act (NEPA), State and University of California guidelines, including documents such as Initial Studies/Negative Declarations, Addenda, Environmental Impact Reports (EIRs), and CEQA notices and findings.
- Provide implementation guidance and planning for mitigation measures.
- Project planning pertaining to environmental aspects of a project or plan, including but not necessarily limited to topics such as historical resources evaluations, archaeological resource evaluations, biological resources evaluations and surveys, air quality/health risk analyses, noise, transportation, and greenhouse gas emissions analysis.
- Experience in public and agency outreach, and involvement related to the campus’ environmental planning and review processes.
- Coordinate with resource agencies, and obtaining necessary permits, and other related services.
- Conduct site surveys to document and map existing conditions.

Example projects to be authorized include the following:

<table>
<thead>
<tr>
<th>Project Types</th>
<th>Estimated Authorization Amount</th>
<th>Example Projects</th>
<th>Estimated # of projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Environmental Impact Report (EIR)</td>
<td>$150,000-$400,000</td>
<td>Off-site Health Campus Project EIR that require technical analysis including Health Risk Assessment, Air Quality Modeling, VMT calculations, noise monitoring and modeling</td>
<td>1-3</td>
</tr>
<tr>
<td>Tiered Environmental Impact Report (EIR) from the Sacramento Campus 2020 Long Range Development Plan Update EIR</td>
<td>$150,000-$400,000</td>
<td>Larger Development Project within the Sacramento Campus 2020 LRDP Footprint</td>
<td>1-3</td>
</tr>
<tr>
<td>Addendum to the UC Davis Sacramento Campus 2020 LRDP Update EIR</td>
<td>$15,000 - $70,000</td>
<td>Development Projects within the scope of the 2020 LRDP Update EIR on the Sacramento Campus. Examples include a Parking Structure, Fitness Center or a large medical office building renovation</td>
<td>5-8</td>
</tr>
<tr>
<td>Service Description</td>
<td>Cost Range</td>
<td>Description</td>
<td>Score</td>
</tr>
<tr>
<td>------------------------------------------------------------------------------------</td>
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<tr>
<td>Exemption Memos</td>
<td>$10,000-$35,000</td>
<td>Technical memo to support a CEQA exemption</td>
<td>1-2</td>
</tr>
<tr>
<td>CEQA Finding of Fact</td>
<td>$7,000-$25,000</td>
<td>CEQA findings to support project approvals</td>
<td>10</td>
</tr>
<tr>
<td>Implementation of Project Specific Construction MMRP</td>
<td>$30,000-$90,000</td>
<td>Cultural Monitoring, Noise &amp; Vibration Monitoring, review of contractor specifications and monthly reporting</td>
<td>6-8</td>
</tr>
<tr>
<td>2020 LRDP Update EIR programmatic mitigation implementation support</td>
<td>$15,000-$30,000</td>
<td>Support implementation programmatic mitigation measures, including air filter replacement programs</td>
<td>4-5</td>
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</tbody>
</table>

### IV. SCREENING CRITERIA & POINTS:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
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<tbody>
<tr>
<td>Quality of Work</td>
<td>20</td>
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<tr>
<td>Relevant Technical Experience</td>
<td>20</td>
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<tr>
<td>Project Responsiveness</td>
<td>20</td>
</tr>
<tr>
<td>Project Management</td>
<td>20</td>
</tr>
<tr>
<td>Team Staffing, Organization and Approach</td>
<td>10</td>
</tr>
<tr>
<td>Equal Opportunity</td>
<td>10</td>
</tr>
</tbody>
</table>

**Total Available Points per Work Scope = 100**

1. **Quality of Work:** Points: **20**  
   Overall quality of the writing, presentation, and thoroughness of the materials submitted and effectiveness of the oral presentation as an example of the firm’s quality of work.

2. **Relevant Technical Experience:** Points: **20**  
   Evidence that consultant team has successful experience performing the requested services.

3. **Project Responsiveness:** Points: **20**  
   Evidence that demonstrates the team’s success in completing commissions consistent with stated scope, schedule, budget, and technical requirements. The response should describe the consultant’s understanding of and approach to work.
4. **Project Management:**  
   Evidence of the Project Manager’s experience and expertise in similar commissions. The response should include a statement regarding ability to ensure the proposed Project Manager will be able to dedicate necessary attention and time to UC Davis as a client.

5. **Team Staffing, Organization and Approach:**  
   Provide Organization Chart with clear and appropriate definition of roles, including the main point of contact. Provide brief resumes or narrative which describes education, industry certifications and experience of personnel. Also, demonstrate availability of to respond to project needs at the job site quickly. Identify key staff.

6. **Equal Opportunity**  
   Diversity, Equity and Inclusion: UC Davis embraces an environment of diverse clientele, faculty, staff, students, researchers, practitioners, and professional support services. The University believes a work force of differing backgrounds, professional and life experiences and perspectives offers superior innovative, critically analyzed, and complete solutions to our unique business challenges. Demonstrate how your organization and proposed team members respect and support the UC diversity mission.

V. **SELECTION PROCESS AND SCHEDULE:**

The selection of up to two firms will be accomplished by the following process: After Qualification Statements are received, a Screening Committee will review, conduct reference checks, and recommend a short list of firms for brief interviews. The identified design and/or project manager for each category must be present at the interviews to be conducted by a Selection Committee. The target dates are listed below:

- **1st Ad for services:** Monday, October 31, 2022  
- **Statements due:** 4 p.m., Wednesday, November 16, 2022  
- **Screening completed:** November 30, 2022 (tentative)  
- **Interviews completed:** December 13-16, 2022 (tentative)  
- **Recommendation approval:** December 21, 2022 (tentative)  
- **Firm’s notification(s):** January 4, 2022 (tentative)

VI. **SUBMITTAL REQUIREMENTS:**

Submittal should be specifically tailored to this RFQ and include a completed Consultant Statement of Qualifications Form downloaded from our website. Provide attachments as appropriate to respond directly to the screening criteria. Boiler plate or generic pages are not desired.

**Content of Submittal**

A. Cover Letter (two-page limit) summarizing key points of the submittal.
Please address your letter to: Heather Davis, Associate Director of Environmental Planning, UC Davis

B. Team Qualifications and Example Experience
   a. Respond to each item listed under the Selection Criteria (IV).
C. Complete Statement of Qualifications Form (Attachment A)
D. Sample Agreement – Professional Services Agreement (PSA) (Attachment B)

Submittal Requirements

Responses must be in a single, complete, .pdf file. All materials should be in 8 1/2" x 11" format. There is a 30-page limit inclusive of all title and divider pages, attachments, completed forms, graphics, and any other pages. Font size shall be no less than 11pt. Name the file with “Firm Name-RFQ Environmental Planning Services.

**ONE (1) pdf copy** of your firm’s statement of qualifications must be received by the University no later than 4 p.m. Wednesday, November 16, 2022 via upload link provided by Summer Howard, Contract Administrator - sahoward@ucdavis.edu.

Questions about the work shall be submitted in writing to Summer Howard, Contracts Administrator at sahoward@ucdavis.edu.