Contracting Opportunity

Title: Bradfield Hall Systems Upgrades - Engineering Services
Agency: Cornell University
Contract Colleges Facilities

Contract Number: 16295
Contract Term: Begin within 10 days of contract execution, approximate duration of 36 months
Date of Issue: 07/10/2014
Due Date/Time: 07/31/2014 3:30 PM
County(ies): Tompkins
Location: Ithaca, NY
Classification: Architectural, Engineering & Surveying - Consulting & Other Services
Opportunity Type: General
Entered By: Donna Sutliff

Description: Statements of Qualifications are sought from engineering firms to provide complete design phase and construction phase administration for a project that will improve indoor air quality and replace mechanical, electrical and plumbing infrastructure that is approaching the end its useful lifecycle. The estimated cost of construction is $9,000,000.

Bradfield Hall is located on the Cornell University Ithaca east campus. The building was constructed in 1969, is approximately 160,000 GSF in size, and consists of eleven stories. Bradfield Hall houses the Departments of Earth and Atmospheric Sciences, Plant Breeding and Genetics, and Crop and Soil Sciences. In addition, Bradfield Hall also contains the New York State Water Resources Institute and Northeast Regional Climate Center. The current space program consists of wet and dry laboratories, environmental chambers, classrooms, conference rooms and offices.

The existing heating, ventilating, and air conditioning (HVAC), control, and electric systems in Bradfield were installed during the building’s original construction. The HVAC system consists of: two 100,000 CFM, 100% outside air, central air handling units (total 200,000 CFM); hot deck/cold deck main and branch air supply; recently upgraded variable air volume (VAV) boxes; six central exhaust fans; one main toilet room exhaust fan; individual fume hoods and fume hood exhaust fans; hot and chilled water systems; circulation pumps; and fan coil units. The control system consists of: Automated Logic Corporation central equipment digital controllers; Johnson Control DX9100 space controllers.
The electric system consists of: 8000A, 120/208V, 3P, primary switchboard; 150kW, 120/208V, 3P emergency backup generator with 400A 3P automatic transfer switch; and normal and emergency distribution and lighting panels, circuits, motors, and equipment. Although here has been minor maintenance upgrades performed over the years, the majority of these systems are original to the building.

The scope of this contract is anticipated to include Schematic Design, Design Development, Construction Documents, Value Engineering, Bid Phase Support, Construction Administration, Commissioning, and Close-Out phases. The project scope will include but may not be limited to the following:

- Perform a code analysis to identify applicable code, regulations and standards that will affect the design and construction phases.
- Architectural program verification study to inform the infrastructure upgrades project and future programmatic changes required to comply with the current codes and standards. Specific emphasis shall be placed on control areas and maximum allowable chemical quantities in use and stored.
- Develop construction phasing scenarios that minimize occupant relocation and disruption.
- Replace air handlers and associated control systems.
- Replace secondary electrical distribution gear, miscellaneous panel boards, motor control centers and emergency generator.
- Replace individual exhaust fans with a two manifold exhaust system including heat recovery.
- Replace hot and chilled water building pumps.
- Replace pre-heat and radiation controls.
- Installation of a code complaint sprinkler system.
- Upgrade/replace laboratory compressed air and vacuum infrastructure.
- Upgrade building sanitary and storm infrastructure.
- Upgrade mechanical room and corridor lighting.

Instructions for Submitting:

Interested firms must submit a Statement of Qualifications (SOQ) in pdf format via email as indicated below. The SOQ must be concise and formatted as indicated below. It should describe the respondent’s specific understanding of and its ability to meet the requirements for the Project.

Statements of Qualifications must be submitted via email to: Julie Fergus jf36@cornell.edu.

Questions regarding this request for SOQs shall be directed only to the contacts noted.

Statements of Qualifications shall be organized into the following sections and shall be no more than 25 electronic pages (excluding the cover letter and table of contents). Incomplete SOQs will be considered non-responsive and may be
rejected.

**Cover Letter:** A signed transmittal letter expressing your firm’s interest in contracting with CU for the services indicated and your understanding of the scope of services to be provided. The cover letter shall also include the name, title, address, phone number and email address of the contact person for your firm in relation to this Request for Qualifications.

**Section 1: Experience**

Indicate the experience of your firm that relates to the scope of the Project. Include a list of five (5) unique projects completed by your firm that are similar in scope to the Project. Provide the following information for each project listed:

- The name, title and telephone number of the client’s representative that served as the day-to-day liaison during the project. If the liaison is no longer with the client’s firm, please provide a contact person that is familiar with the project and your firm’s work on such project. Please make sure that the contact information provided is current and accurate.
- A brief description of both the construction scope of work and the design and construction phase services provided by your firm.
- A comparison of estimated construction cost at the time of bid vs. the final construction cost inclusive of all changes.
- A comparison of the project schedule vs. actual completion dates.
- Specific techniques that your firm employed to: explore design options; determine estimated construction costs; proactively monitor construction activities of contractors; and maintain overall control of schedule, costs and quality for the client, etc.

**Section 2: Staffing**

Describe the proposed organization of staff to be assigned to the project, including responsibilities of each proposed staff member. Indicate the estimated percent of time these individuals will be involved in the project for design and planning. Also provide resumes of the key and senior personnel that will be involved in the Project. Resumes should include relevant experience with similar projects.

**Section 3: Sub-consultants**

Provide a list of proposed sub-consultant firms that would be employed for the project and list by service to be provided. For each sub-consultant provide name, address, federal ID number, partner in charge and/or key staff and license number.

Additional Information:

All SOQs received for this project will be reviewed by a committee of professionals in order to produce a short-list of firms that will be given further consideration. The short-list of firms will be requested to submit additional information with respect to their firm, staff and proposed approach to the project. The short-list of firms may also be requested to attend a walk-through of the project site and/or an interview by the committee. The committee will select the firm that they deem to be most qualified, based upon factors such as the
qualifications and experience of the firm and the staff to be assigned to the project; the firm’s approach to successfully completing the project; and the result of professional references.

The successful firm will be required to provide evidence demonstrating that the firm and any of the firm’s engineering, land surveying, architectural or landscape architectural subconsultants, are legally authorized by the NYS Education Department to do business in New York State. All firms must also provide proof of New York State Workers’ Compensation Insurance and Disability Insurance coverage.

Firms are encouraged to follow the selection progress as it is periodically updated on our website at http://ccf.fs.cornell.edu/consult/default.cfm

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**Minority Owned Sub-Contracting Goal: 12%**

**Women Owned Sub-Contracting Goal: 9%**
Contact Information

Primary contact: Cornell University
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