Contracting Opportunity

Title: Bradfield Hall Rehabilitation System Upgrades -- Commissioning Services
Agency: Cornell University
Contract Colleges Facilities
Contract Number: SUCF 16295
Contract Term: Schematic Design Phase-12 weeks; Design Development-8 weeks; Construction Documents-12 weeks; Construction-82 weeks
Date of Issue: 07/01/2016
Due Date/Time: 07/25/2016 3:30 PM
County(ies): All NYS counties
Location: Ithaca, NY
Classification(s): Architectural, Engineering & Surveying - Construction Professional Services
Opportunity Type: General
Description: Bradfield Hall Rehabilitation System Upgrades -- Commissioning Services

Statements of Qualifications are being sought from commissioning agents to provide design and construction phase commissioning services (beginning during the Schematic Design Phase) for a project that will replace mechanical, electrical, and plumbing (MEP) infrastructure that is at the end of its useful service life. Architectural alterations will be limited to modifications required to accommodate the new MEP systems. It is anticipated that the construction will be phased with the majority of building occupants remaining in the facility. Bradfield Hall is located on Cornell's Ithaca Campus and is eleven stories and approximately 160,000 GSF in size.

The services are anticipated to begin in September 2016 and advance in accordance to the schedule below:

- Schematic Design Phase: 12 weeks
- Design Development: 8 weeks
- Construction Documents: 12 weeks
- Construction: 82 weeks

The project is anticipated to be LEED certified at a minimum level of Silver.
The scope of work will be as indicated in SUCF Program Directive 15H-9 Commissioning and Indoor Air Quality Testing. Provide full commissioning services to include all base building HVAC, plumbing, electrical, specialty systems and all Indoor Air Quality (IAQ) systems that affect energy consumption for the above referenced project.

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: Erin Root; ep464@cornell.edu

Questions regarding this request for SOQs shall be directed only to the following contacts:

Erin Root
ep464@cornell.edu

All materials must be received by Cornell University no later than (3:30 PM) on the due date noted in the NYSCR advertisement.

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
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. Detail who would complete and execute construction checklists, observe equipment start-ups, direct the execution of contractor tests, witness and document the correction and restarting of noncompliance items, etc. Resumes should include relevant experience with similar projects.

EVALUATION OF SUBMISSIONS

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 may 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 and other sub consultants, 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.

M/WBE utilization goals for these services are 15% (MBE) and 15% (WBE).
Minority Owned Sub-Contracting Goal: 15%
Women Owned Sub-Contracting Goal: 15%
Contact Information

Primary contact: Cornell University
Contract Colleges Facilities
Erin Root
Administrative Assistant
125 Humphreys Service Building
Ithaca, NY 14853
United States
Ph: 607-254-8563
ep464@cornell.edu

Submit to contact: Cornell University
Contract Colleges Facilities
Erin Root
Administrative Assistant
125 Humphreys Service Building
Ithaca, NY 14853
United States
Ph: 607-254-8563
ep464@cornell.edu
Supporting document shown below:

The following supporting documents are available for download:

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To download these documents, please visit the New York State Contract Reporter website: http://www.nyscr.ny.gov
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