

**Consultant Submittal Guidelines
for the**

***Repair/Upgrade/Expand Central Plants (Expand
Central Plant – Design Only)***

***for the
UNIVERSITY OF KENTUCKY
Main Campus***

PROJECT NO. 2572.0

The University of Kentucky is requesting the services of an engineering/architectural team to provide planning and design services for the Repair/Upgrade/Expand Central Plants (Expand Central Plant – Design Only) located on the University's campus in Lexington, Kentucky. The goal of the project is the development and initial implementation of a utility infrastructure master plan focusing on the southwest precinct of the University of Kentucky's Medical Center Campus. This solicitation seeks a team lead by a knowledgeable engineering firm with significant experience in campus/institutional utility plants and infrastructure systems. The design team will provide and be responsible for all M/E/P, utility, architectural, structural, landscape, civil as well as professional estimating during the design phases.

The team should be led by a local or regional engineering firm. The team may bear the responsibility to schedule the design process; coordinate all stages of the design; oversee the production of drawings and bid documents; provide bid phase services; obtain plan approvals from AHJ; provide construction administration and all other day to day management and oversight of the design and construction process. The team should include a member with experience and capabilities to satisfy the responsibilities of the Architect of Record.

The team shall include a well-established professional estimating firm with expertise in estimating construction on the scale of this project. This firm will be the entity responsible for furnishing professional estimating services for any and all stages of the design. Construction Management firms intending to pursue the project as a Construction Manager may not participate as the design team's estimator.

This contract may be negotiated to include bidding and construction services for the infrastructure elements contingent upon the Board of Trustees approval. The proposed team should demonstrate capacity to complete design, bidding, and construction administration services required to complete the project.

The design team's SF330 submittal should include ONLY the names of individuals that will comprise the project team, clearly indicating the specific role each will play in the overall project from schematic design (Phase 1) through contract administration (Phase 5). This is necessary for the primary design firm as well as for each sub-consultant that the prime firm plans to use on the project.

The following list is the criteria, including the multiplication factors; by which each design team's submittal will be evaluated. Bearing this in mind, each team's submittal should clearly and thoroughly address all criteria to allow objective evaluation of the team's previous experience and capability to successfully complete this project. All submittals should be in .PDF format and **GIVE SPECIFIC PROJECT EXAMPLES**, including photographs, drawings, resumes, schedules, budget analyses, etc. to properly substantiate the firm as well as individual experience in all categories.

The submittal should include a BRIEF EXECUTIVE SUMMARY (maximum of 2 pages) as a cover to the submittal, summarizing all evaluation criteria: BE SURE TO SPECIFY WHO THE PROJECT MANAGER WILL BE IN THE EXECUTIVE SUMMARY.

The consultant should focus their presentation toward the issues and needs that are unique to this project. Firms expressing interest in this project should demonstrate what special experience or attributes the firm/team has that makes it the most qualified for this project.

The University of Kentucky is dedicated to promoting minority participation in University work. Consultants are encouraged to consider using the services of minority sub-consulting firms where the demands of the project will permit. As part of your response, describe your teams plans to meet or exceed the University's goal of 10% minority/disadvantaged business enterprise participation.

EVALUATION CRITERIA

(Scoring for each category will be as indicated herein).

The following criteria will be used in the evaluation of the submittals using an overall 100-point scale:

I. PRIMARY FIRM'S QUALIFICATIONS (30 PTS)

The firms shall have recent experience in designing complex infrastructure projects. The firm shall demonstrate an ability to coordinate design team members and detail methods that will be used to ensure that the design schedule is met, including milestone and productivity monitoring. The submittal shall outline proven procedures for monitoring design and resolving issues in the field as well as the organizational structure of the firm and the background of any individuals that will be assigned to this project. Special consideration will be given to firms with experience in the design and construction of complex district power, heating, and cooling to include: high-pressure steam; chilled water; thermal storage; controls and automation in district plants; and co-generation production plants and distribution systems.

II. PROJECT MANAGER'S QUALIFICATIONS (25 PTS)

The submittal should indicate the Project Manager's experience with planning, managing and coordinating all aspects of a project of this scale and complexity, including design of complex infrastructure systems and the management of sub-consultants in a professionally competent manner. Project Manager should have recent experience with other infrastructure projects of a similar scale and complexity; submittal should explain the significance of each project listed. The Project Manager should demonstrate expertise in addressing and successfully solving problems in an efficient and creative manner. (Please include a maximum of three projects to demonstrate experience.) Project Manager should show commitment necessary to adequately manage and coordinate the project, including any sub-consultants, through all phases of research, design, contract documents and construction administration, maximizing project funds, while maintaining an aggressive project schedule. The submittal shall also list the size and number of projects that the Project Manager is currently assigned.

III. TEAM'S RELEVANT EXPERIENCE (25 PTS)

Emphasis should be placed on indicating the various sub-consultants that will be on the project team. Attention should be given toward indicating who the individual sub-consultants will be, their respective rolls, and who the specific team members will be.

Skills necessary to meet the project schedule, budget and design criteria should be demonstrated by all team members.

IV. CONSTRUCTION ADMINISTRATION (20 PTS)

Explain the Team's approach to construction administration, and how the Team will respond to issues that may arise during construction should the project proceed to construction. The team is expected to provide experienced on-site construction administration during critical phases of construction.

Design Team should be familiar with the CM at Risk delivery method and should have experience working with Construction Management firms for coordination and completion of projects using this delivery method.

The consultant should be careful to address each criterion, as neglect of any section will result in a lower total score for the firm. **DO NOT ASSUME THOSE REVIEWING THE SUBMITTALS ARE ALREADY FAMILIAR WITH YOUR FIRM.** Your presentation should be concise and to the point. Emphasis should be given to a few examples, which clearly show the team's qualifications, rather than numerous examples, which are unrelated to the project.

For further information concerning the scope of this project, contact Robert S. Williams, Sr. Project Manager, at (859) 509-0992

Please use the "Submit Proposal" button next to the project listed on CPMD's website to submit your documents electronically in pdf format.

**SUBMITTALS MUST BE RECEIVED NOT LATER THAN 3:00 PM EST,
ON December 14, 2021.**

Submittals received after this time will not be reviewed.

**Executive Summary
for the**

***Repair/Upgrade/Expand Central Plants (Expand
Central Plant – Design Only)***

for the

***UNIVERSITY OF KENTUCKY
Main Campus***

PROJECT NO. 2572.0

PROJECT SCOPE: \$4,000,000

A. INTRODUCTION

This program presents in summary, the requirements for the preparation of a master plan, phasing plan, design, construction documents and estimates at each stage for the expansion and modernization of the central utility system. This plan will support the development of the precinct bordered by South Limestone, Waller Avenue, Virginia Avenue and the railroad right of way to the west. The program is prepared as a basis for understanding and agreement within the University and as a definitive statement to the Consultant engaged in the design of the Repair/Upgrade/Expand Central Plants (Expand Central Plant – Design Only) project.

B. PROJECT DESCRIPTION

This project currently has Board of Trustees approval for the design phase Repair/Upgrade/Expand Central Plants (Expand Central Plant – Design Only). Future Board approvals will fund the construction and activation phases of this project. The initial phase of the project shall consider no less than the following -

Master Plan Development:

The relevant issues addressed should include –

1. Sizing of the heating, cooling, and electrical power equipment to support the immediate and planned future loads for the expanding campus. This task will require

coordination with and input from the ongoing Medical Center Master Plan currently under development. Consideration should be allowed for:

- a. Utilities needed for the additional buildings both within and adjacent to this precinct.
 - b. Replacing capacity of the aging Medical Center Heating and Cooling plant.
 - c. Cogeneration opportunities using a combustion turbine and heat recovery steam generator.
 - d. Economics for Thermal Energy Storage.
2. Develop a conceptual layout for a new Central Utility Plant (CUP2) to house the first phase of equipment with the ability to expand for future growth.
 3. Identify utility distribution upgrades required to support the new buildings and future growth.
 4. Prioritize building, distribution infrastructure, and equipment needed to meet the immediate and planned future loads to include estimates of construction costs.
 5. Establish an overall implementation schedule to coordinate with bringing the new buildings online.
 6. Coordination as needed with ongoing UK HealthCare master plan efforts related to infrastructure requirements.
 7. Any other factors that may be deemed relevant.

Production of Construction Documents for those elements of the Master Plan that are required to meet the near-term requirements of the campus central utility systems.

The documentation shall include –

1. Detailed construction documents for desired portions of CUP2, required distribution systems and all required supportive elements.
2. Development of detailed cost estimates for a phased implementation, meeting demand while preserving capital.
3. Development of equipment procurement specifications for long lead mechanical and electrical equipment.
4. Establishment of a schedule for new equipment startup and testing, including seasonal commissioning.

The design will consist of preparation of Phase 1, 2 (if required), and 3 documents in accordance with University and Medical Center standards as applicable.

C. PRELIMINARY PROJECT BUDGET

TOTAL CONSTRUCTION BUDGET* To Be Determined

TOTAL PROJECT SCOPE \$4,000,000

* The Consultant's Phase 1, 2 & 3 cost estimate submittals for the project are not to exceed this specified amount. Budget compatibility is the responsibility of the Consultant and design of the project beyond the available construction dollars listed above is unacceptable.

D. PRELIMINARY PROJECT SCHEDULE

The following is the tentative schedule presently proposed for this project:

Nov. 15, 2021	Project Advertised for Consultant
Dec. 14, 2021	Consultants' Submittals Due
Dec 16, 2021	Selection Committee Short List Meeting
Dec. 17, 2021	Selected Consultants Notified
Jan. 4, 2022	Consultant Interviews
Jan. 5, 2022	Consultant selected and notified
Jan. 20, 2022	Contract negotiated
Feb. 28, 2022	Confirmation of Conceptual Plan
April 29, 2022	Master Plan and Phasing Review Complete
May 18, 2022	Begin Phase 1 Design
TBD	Phase 1 Documents submitted to CPMD
TBD	Phase 1 Review Meeting
TBD	Phase 2 documents submitted to CPMD
TBD	Phase 2 Review Meeting
TBD	Phase 3 documents submitted to CPMD
TBD	Phase 3 Review Meeting
TBD	Final Documents presented to CPMD
TBD	Advertise
TBD	Pre-Bid Conference
TBD	Bid Date
TBD	Contract Awarded
TBD	Construction Begins
TBD	Substantial Completion
TBD	Final Completion