

**Request for Proposal
7/14/2017****Tri-City Medical Center**
4002 Vista Way, Oceanside, CA 92056
Facilities Management (760) 940-7148**Purpose:**

Tri-City Medical Center (TCMC) is seeking Complete Design Services for developing plans and specifications for building permit, construction contract bid documents, and construction administration.

- PROJECT NAME:** Design Services for Parking Structure and New Main Entry Drive
- LOCATION OF PROJECT:** Tri City Medical Center (see attached exhibit)
- QUALIFICATIONS:**
1. Architect to submit a resume of the Project Lead and of All Engineering/Consultant Leads outlining their qualifications and similar projects completed.
 2. Architect of Record to team-up with an Architecture firm that specializes in the Parking Structure Design.
- SELECTION PROCESS:** The following items will be evaluated during the selection process:
1. Cost of proposal. All bids need to be submitted in sealed envelopes and all bids will be opened at the same time and prices read out loud on the bid opening date listed below in the tentative schedule.
 2. Qualifications of Project Leads as listed in the Qualifications section.
 3. Qualifications of the Architecture firm who specializes in the Parking Structure Design as listed in the Qualifications section.
 4. Expedited schedule is essential to TCMC. Architect to submit a proposed project schedule up to submission to the City of Oceanside and by assuming Notice to Proceed give on 9/11/2017.
- SCOPE OF PROJECT:**
1. Add a 500 cars parking structure in the southwest corner of the property as shown in the attached exhibit.
 2. Parking Structure and entryway from Vista Way will be added to make-up for parking loss from future campus developments.
 3. Add a main entryway linking Vista Way to the parking structure as shown in the attached exhibit.
 4. Mitigate the following with the Agencies Having Jurisdictions (AHJ) over this property:
 - a) Access/ new curb cut from Vista Way to site.
 - b) Existing easements.
 - c) Handicap accessibility from Vista Way to campus.
 - d) Fire Department access.
 - e) Zoning and Building codes.
 - f) Environmental reports.
 - g) All other mitigations required to secure permit to build the structures stated above.



5. Architect to coordinate with TCMC consultants to ensure appropriate tie-in into future campus expansion and aesthetics, and maintain current campus circulation (see attached exhibit).
6. Architect to coordinate with the following information/consultants to be provided by TCMC:
 - a) Geotechnical report.
 - b) Traffic study.
 - c) Topographic and utilities survey.
 - d) Constructability Review Consultant will provide comments to the Architect throughout the different stages of design. Architect to incorporate all of these comments.
 - e) Owner will hire a separate consultant to create entitlement and California Environmental Quality Act (CEQA) documents, coordinate different consultants and process through the city for approval. Architect to include coordination efforts with this consultant.
7. Architect shall include in the fee:
 - a) Structural Engineering.
 - b) Mechanical, Plumbing, Electrical Engineering.
 - c) Site access and security.
 - d) Civil engineering.
 - e) Landscape Architecture. TCMC will supply Master Landscape Specifications
 - f) Specialty consultants to mitigate AHJ issues.
8. Architect shall provide the following design services phases:
 - a) Schematic Design.
 - b) Design Development.
 - c) Construction Documents.
 - d) Permitting.
 - e) Bid assist.
 - f) Construction Administration
 - g) There will be no deferred approvals

ASSUMPTIONS:

1. TCMC will provide the up to date ACAD basic Site Plan drawing. The Owner is not responsible for the accuracy of the electronic drawing background provided. Architect to verify accuracy.
2. TCMC will make available any existing "as-built" record drawings.
3. Architect's attendance at the weekly construction meetings is included.
4. The Architect to coordinate final design and schedule meetings with the end users, provide meeting minutes and obtain sign off by the departmental end users. Copy of sign off to be supplied to contact person named in this RFP. Architect to supply estimated plan development schedule.
5. The Architect is responsible for field verification and documentation of existing condition for the development of the Construction Documents.
6. The Architect to arrange and stamp all the drawings and be the



- discipline in general responsible charge of the project. Architect to submit documents for plan approval. The Architect and Engineers to attend plan approval appointment for “over the counter” plan review (if applicable).
7. The Owner to pay building permit fees.
 8. Proposal to be on a fixed contract basis.
 9. Proposal to include an amount not to exceed for reimbursable costs.
 10. No construction estimate needed.
 11. No changes to the design fee will be accepted by TCMC if the construction schedule will take longer than anticipated by the Architect. Unless the Contractor performs below industry standards and requires additional work from the Architect.
 12. Architect to comply with the terms of the attached Professional Services Agreement.

Tentative Schedule:

Key Activities and times for this RFP are presented below. This is a tentative schedule.

ACTIVITY	ACTION DATE
RFP Release	7/14/2017
Mandatory Project Visit / Field Survey	8/2/17 – 10:00 AM
Deadline to Submit Proposal	Bid Opening at 3 pm - 8/25/17
Notice of Proposed Award	8/31/17
Estimated Contract Start Date	9/11/17
Documents completed for plan review submittal	No Later Than 1/11/18

<p>Proposal Administrator: Please address your proposal to:</p> <p>Chris Miechowski Director of Facilities Tri-City Medical Center 4002 Vista Way Oceanside, CA 92056</p>	<p>Proposal Contact Person: Please send your proposal to:</p> <p>Chris Miechowski Director of Facilities Tri-City Medical Center 4002 Vista Way Oceanside, CA 92056 miechowskicj@tcmc.com Telephone: (760) 940-7709, Fax: (760) 940-3435</p>
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Each bidder needs to submit their bid using this form. Bids submitted using Bidder’s letterhead/template will be automatically rejected. If you have any questions that need to clarify the



above listed scope, please submit RFIs by 8/4/17. Responses to all submitted RFIs will be distributed as an Addendum to all the bidders.

COMPANY NAME:

TOTAL BID PRICE:

REIMBURSABLE EXPENSES NOT TO EXCEED: