Request for Qualifications

Architectural & Engineering Services

Clemson University Land Stewardship Foundation – LICAR, LLC

Project Name: CU-ICAR Flex Lab Building

October 14, 2019

Solicitation: The Clemson University Land Stewardship Foundation (CULSF) is seeking firms for architectural and engineering (A/E) services for a new building on the Clemson University International Center for Automotive Research (CU-ICAR) campus in Greenville, SC. The facility is known as the CU-ICAR Flex Lab Building and will be located in Technology Neighborhood 3.

The successful firm will enter into a contract with LICAR, LLC, an entity of CULSF.

This is a public advertisement by the Clemson University Land Stewardship Foundation. Any policies or procedures mandated by South Carolina state law for state agencies or Clemson University do not apply to this solicitation.

Project Scope: The facility is planned as a multi-tenant high-bay, flexible laboratory and office building shell project intended for business tenants related to the CU-ICAR campus industry partners. It is intended to attract new start up type companies or established businesses related to the automotive, transportation, manufacturing, and engineering support service businesses.

Anticipated businesses located in the building may have high-bay spaces in 8,000 square foot bays for laboratory, small-scale distribution, engineering/technical services, etc. with truck access at the rear. It is anticipated that some tenants may desire office spaces located in the front areas of the building. The total building size is anticipated to be in the 40,000 to 50,000 square foot range located on a five to six acre site.

The successful firm will provide the following services: civil engineering, structural engineering, mechanical engineering, plumbing engineering, landscaping design, life safety systems, and architectural design services with these services provided through design, construction administration, and project close-out. The owner has already conducted a feasibility study that included site analysis, preliminary master plan analysis, conceptual design, and conceptual budget estimates for the project. The feasibility study is attached for reference. Also, the owner intends to use the design of the selected firm for real estate marketing purposes.

Any design developed must be in keeping with the CU-ICAR Campus Architectural Guidelines, which are attached for reference. Also attached are the following documents for reference: CU-ICAR Master Plan and Feasibility Study.

This will be the first development in Technology Neighborhood 3 on the CU-ICAR campus. The owner intends to utilize the selected firm to further development the preliminary master plan for this neighborhood and also plan for mass grading of the entire proposed neighborhood site of approximately 20 to 25 acres.

The owner anticipates to deliver the construction of the new facility via construction manager at-risk. Also, the owner anticipates that the mass grading for the entire site development in Technology Neighborhood 3 will be delivered via a separate set of construction/grading documents from the building. Grading work for this separate grading package may be provided by the same construction manager at-risk as selected for the building or it may be delivered via the traditional design-bid-build method to another contractor. The selected firm should be prepared to provide necessary mass grading documents as directed by the owner with expected services to include design, construction administration, and project close-out.

The owner intends to apply for a grant from the Federal Department of Commerce’s Economic Development Administration (EDA) to offset construction costs of the project. If the owner is successful in this EDA grant application, the selected firm will be expected to include in any construction contracting documents all requirements of an EDA grant. EDA funds will not be used for fees associated with A/E services.

The project may pursue Two Green Globes certification under the Green Building Initiative program. The selected firm will be expected to lead this effort from a documentation, design, and certification standpoint and guide the owner in this initiative.

CULSF, as an affiliated organization of Clemson University, has elected to follow the University’s diversity initiative which includes a goal of 10% minimum minority business participation. CULSF embraces diversity in all aspects of its functions including the use of minority businesses for architecture, engineering and related services. The submittal of qualification statements by minority owned
firms is encouraged. Submitting firms are requested to provide a statement or plan about the inclusion of Minority Business Enterprise(s) within the A/E team.

If the selected firm is contracted for design services for the shell project, there is no guarantee from the owner that the firm will have exclusive rights to tenant up fit design.

The Owner and selected firm will execute a contract for design services under AIA Document B101 – 2017 Standard Form of Agreement Between Owner and Architect, as modified by the owner.

**Evaluation Factors:** Submitting firms will be evaluated on the following criteria.
- Demonstrated past performance
- Ability of professional personnel assigned to the project
- Demonstrated ability to meet time and budget requirements
- Recent, current and projected work load of the firm
- Creativity and insight related to the project
- Related experience on similar projects including EDA funded and Green Globe projects

**Submittal Requirements:** Invited firms are requested to submit qualification statements as outlined herein and as specified below:
- Cover letter stating interest in project
- Information on a maximum of five (5) relevant experience projects within the last seven (7) years. Include client name, location, scope of project, client contact person with phone number, final construction contract value, and statement of schedule adherence. Include relative sustainability efforts and Green Globe information on each project.
- Relevant history with Green Globe projects including the certification level, status, owner, and construction contract value.
- Current firm work load, backlog, and capacity to undertake this project.
- Resumes of proposed design team including principal and associate architects that will lead the project. Also include information on proposed engineering consultants including principals.
- Statement of proposed minority business participation.
- Any other information that the firm feels is relevant to this project that the owner should be made aware.
- Submit the proposal in electronic pdf format only as specified in the Procedures section of this document. Electronic documents shall be formatted for intent to print on a maximum paper size of 8½” x 11” in portrait format and may include color images. The submittal is limited to a maximum of 20 pages when printed single sided. The cover letter and resumes of proposed project team members may be in addition to the 20 page submittal. Resumes are limited to one page per team member and should be submitted as an attachment to the submittal.

**Procedures:** Questions regarding the project should be directed to Mike Davis, Associate Director of Facilities, Planning and Management at 864.283.7105 or via email to john@clemson.edu.

*Submittal documents should be emailed to the above email no later than 4:00 PM on Thursday, October 31, 2019.* It is the responsibility of the submitting firm to ensure that the submittals are received. If submittals are too large to be transmitted via email they may be submitted in person on thumb drive by the deadline as noted above.

Submittal documents are not public records and are not open to public inspection.

**Selection:** After review of submittals the owner may invite selected firms to interview for the project. Interviews will be limited to 35 minutes for presentation and an additional 10 minutes for questions by the owner. After conclusion of interviews the owner anticipates selecting a firm within one (1) calendar week for the project. Interviewing firms may present visual media as part of their presentation including static images, PowerPoint presentations and video/audio as the firm deems appropriate. Interviews will be held at a to be determined location in Greenville, SC. Specific details of the interview location, logistics, etc. will be provided to any selected firms for interview.

Interviews are tentatively scheduled for the week of December 2, 2019. The exact date and times of interviews to be confirmed.

**Attachments:**

CU-ICAR Campus Architectural Guidelines
CU-ICAR Flex Lab Building Feasibility Study