



**SOLICITATION INFORMATION SHEET**  
**PROFESSIONAL SERVICES – ARCHITECT/ENGINEER**  
**REQUEST FOR STATEMENT OF QUALIFICATIONS**

The University of Connecticut is accepting Statement of Qualifications for:

**RFQ RELEASE DATE:** December 17, 2024

**PROJECT NUMBER:** 300284

**PROJECT NAME:** GAMPEL PAVILLION RENOVATION

**PROJECT LOCATION:** Storrs Campus – Harry A. Gampel Pavillion, 2095 Hillside Road, Storrs CT 06269

**PROCUREMENT AGENT:** Lynn Lesniak, [lynn.lesniak@uconn.edu](mailto:lynn.lesniak@uconn.edu), (860) 486-8055

**INTENT OF THIS SOLICITATION:** The purpose of this Request for Qualifications (“RFQ”) is to solicit experienced architectural design firms to provide architectural design services for the programming confirmation, planning, design and engineering for a renovation of approximately 171,000 square foot existing domed arena on University’s Storrs campus.

**LOCATION OF THIS SOLICITATION:** Submit a Statement of Qualifications (“Proposal”) for this solicitation through the HuskyBuy Portal:

<https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=UConnFullSuite>.

**SBE/MBE PARTICIPATION:** The University of Connecticut is committed to providing a professionally inclusive environment within which small and minority businesses are encouraged to participate in the procurement experience. As such, we encourage participation by Small (SBE) businesses, Minority-Owned (MBE) businesses, Woman-Owned (WBE) businesses, and businesses owned by persons with a disability (DisBE), certified as such by the Connecticut’s Department of Administrative Services Supplier Diversity Division. For further information, visit: <https://portal.ct.gov/DAS/Services/Licensing-Certification-Permitting-and-Codes/Small-Minority-Business-Center>. To learn about the University of Connecticut’s Supplier Diversity Program, visit: <https://supplierdiversity.ubs.uconn.edu>. Additionally, the University encourages Connecticut-based businesses to participate in this public solicitation process.

**CRITICAL DATES:**

Pre-Proposal Conference Date and Time **JANUARY 6, 2025 9:00 am**

Pre-Proposal Conference Location **PURCHASING BID ROOM, 3 DISCOVERY DRIVE,  
STORRS CT 06238**

Q&A (RFI) Due Date and Time

**JANUARY 13, 2025 2:00 pm**

Proposal Due Date and Time

**JANUARY 23, 2025 2:00 pm**

**PRE-PROPOSAL CONFERENCE:** During the Pre-Proposal Conference, the RFQ and Scope of Work will be discussed. There also will be an opportunity to view existing conditions (if applicable). Attendance at the Pre-Proposal Conference is highly recommended.

There are limited short-term and PayByPhone parking spaces around the University Business Services building. The North Parking Garage is recommended to all vendors as parking on campus is at your own risk. The North Garage parking is paid via online app (PaybyPhone or Flowbird) or at a kiosk and is required when parking vehicle and not when exiting the garage.

**REQUEST FOR INFORMATION QUESTIONS:** All Requests for Information (“RFI”) questions are to be posted under the Q&A Board Tab in the HuskyBuy sourcing event for this Solicitation. No phone calls or RFI questions emailed directly to the Procurement Agent will be accepted.

**CLARIFICATIONS, ADDENDA, and INTERPRETATIONS:** Proposers shall promptly notify the University of any ambiguity, inconsistency, or error which they may discover upon examination of the contract documents.

Any and all interpretations of the RFI Responses, contract documents, and supplemental instructions, will be in the form of a clarification/addendum, and posted as part of the HuskyBuy sourcing event. Failure of a Proposer to receive any such clarification/addendum or interpretation shall not release a Proposer from the obligations under its Proposal as submitted.

**CONSIDERATION OF PROPOSALS:** This is a two-part Quality-Based Selection solicitation process. During the first part, a Proposer shall demonstrate, to the satisfaction of the University, that they possess the proven managerial ability, technical ability, and the integrity, necessary to perform the Scope of Work faithfully and efficiently for this Project, without conflict of interest. Proposals shall be evaluated utilizing the objective technical criteria listed within the RFQ, as well as any additional information obtained from persons or other sources identified in the Proposal with the intent of developing a shortlist of qualified Proposers.

During the second part of the process, the short-listed Proposers are invited to submit a Cost Proposal during the Request for Proposal phase. The University may choose to interview the short-listed Proposers as part of the selection process; however, the Proposer should not assume interviews will be conducted. The technical proposal shall be a “stand-alone” document and may be the sole basis of selection.

**PROJECT SCHEDULE/DURATION:**

- Anticipated Notice to Proceed: March 14, 2025
- Program Confirmation and Concept Design: March 17, 2025 – May 31, 2025
- Schematic Design Start / Permitting approval End: June 1, 2025 – January 31, 2026
- Anticipated Construction Start: February 1, 2026
- Construction Duration: 18 months
- Construction End: September 30, 2027

It is anticipated that the work will be phased and constructed in multiple pieces within the Construction Phase.

**PROJECT BUDGET:** The estimated construction budget for this project is **\$65 to \$70 Million**.

**PROJECT DESCRIPTION/SCOPE OF WORK:**

The goal of this project's renovation is to modernize and create maximum efficiencies of the existing spaces in Gampel Pavilion while also further increasing new revenue generating areas and opportunities that support the facility's use.

Gampel Pavillion is an approximately 171,000 square feet, 10,299- seat multipurpose dome that was originally constructed starting in 1988 and opened in January 1990. Gampel Pavillion consists of three floor levels that include the court/floor level, entrance / street level and upper concourse / mechanical level. Gampel Pavillion is the largest on-campus venue for college basketball in the New England area.

Gampel Pavillion's renovation will require significant improvements to the building's accessibility, floor plan layout, and ingress/egress to be in full compliance with the current American Disability Act (ADA) federal access requirements, State of Connecticut, and local code requirements. Additional requirements can be expected for life safety enhancements including fire alarm monitoring, additional fire sprinklers and suppression, smoke detection and other further life safety enhancements required by the State of Connecticut and UCONN.

The renovation scope plans could include but are not limited to the following:

- a) **New Student Athlete Training Table:** The addition of a full dining space that will be used by both men and women student athletes for their daily nutritional needs and the addition of an on-site commissary kitchen that would support the training table.
- b) **New permanent Grab & Go locations:** Permanent additional hot/cold food grab & go's on the entrance/street level for enhanced fan food experience.
- c) **New Concessions:** Investigation of existing concessions and improvements/expansion of same will be conducted.
- d) **New Loge Boxes on Bleacher Level corners:** Investigate adding enhanced Loge boxes from existing upper bowl bench seating areas located in four upper-level corner areas and on the street level.
- e) **New Premium Clubs:** Addition of new premium clubs,
- f) **Relocation of Press seating area:** Investigate relocating current press game viewing area on bench seating level to undetermined new location in bowl area.
- g) **Locker Room Enhancements:** Improvements to the men & women's Locker room areas, team meeting spaces, visiting team spaces, officiant's locker rooms, training and treatment rooms and coach/staff areas/conference rooms/offices.
- h) **Interior Dome Roof Condensation Abatement:** A temporary de-humidifier system was engineered and installed in 2022 to reduce the moisture/condensation occurrences but a permanent moisture barrier solution to prevent all interior moisture occurrences is needed.
- i) **Conversion of exterior building canopy under area into expanded interior space:** Four (4) exterior entrances on Gampel Pavillion each have an existing structural canopy above entry door areas that would allow for enclosing interior space to create expanded concourse interior spaces. Additionally, exterior hardscape and minor pedestrian sidewalk improvements/queuing into Gampel Arena are also likely expected.

- j) **Technology & FF&E Enhancement:** Additional technology enhancement throughout the arena still to be determined will require architectural/structural design.
- k) **Other Scope:** Other revenue generation opportunities, including food and beverage options, seating modifications and venue experiences will be investigated.

**DELIVERABLES:** The Consultant will provide the following deliverables but not limited to:

1. **PRE-DESIGN SERVICES.** Based on the preliminary program prepared by UConn, the Architect will confirm the program including any updates that result from constituent meetings, benchmarking or budget parameters and will prepare several concept designs and site and floor plan layout options for the Gampel Pavillion building and review the same with Owner for approval.
2. **DESIGN SERVICES.** Upon agreement of the preferred concept design, provide all necessary design and engineering work to provide Design Documents and full specifications package for bid for the Gampel Pavillion renovation. The Architect will prepare Design Documents in alignment with University's Design Standards (<https://updc.uconn.edu/contractors-working-at-uconn/>) to allow the University to prepare a bid. An estimate of probable construction costs (provided by 3<sup>rd</sup> party consultant) is to be included in each design phase as follows;
  - Conceptual design
  - 100% Enhanced Schematic Design/ Design Development
  - 50% Construction Documents per Phase
  - 90% Construction Documents per Phase
3. **BIDDING PHASE.** The Architect will be required to participate in the Pre-Bid Conference, answer RFI's and prepare Addenda as required.
4. **CONSTRUCTION ADMINISTRATION.** Unless otherwise directed, the Architect will be responsible for on-site construction administration, including review and approval of all construction submittals, attending construction meetings, responding to Requests for Information, Addenda to the drawings and final punch list inspections.
5. **PROJECT CLOSEOUT.** The Architect will be responsible for submitting final as-builts to the University within 3 months of project completion. The as-builts will be in conformance to the University's Planning and Design Electronic Document and Plan Submission Requirements which

**QUALIFICATIONS OF PROPOSER:** All Proposers must provide information/documentation with their submission that demonstrates the following:

- **REQUIRED LICENSES AND CERTIFICATIONS:** If selected as the Vendor of Choice, your Company will be required to provide a copy of the following during the Letter of Intent process.
  - a. Architecture Firm – If your Company is a corporation, it must have a current Certificate of Authorization from the Connecticut Architectural Licensing Board (as per Connecticut General Statutes §20-298a and §20-298b). This certificate must remain effective for so long as the design professional is under contract to provide professional services for this Project.
  - b. At least one proposed team member must have a current Connecticut Architect license.
  - c. At least one proposed team member must have a current Professional LEED AP Accreditation.

- **NARRATIVE OF PROJECT APPROACH:** Prepare a Narrative that demonstrates your Company's understanding of the Scope of Work for this Project. Concisely present an approach that includes the following:
  - a. Technical Approach: Describe your Company's approach, which demonstrates your understanding of large sports facilities and the needs of this Project, including your Company's process for completing a Scope of Work within a proposed schedule.
  - b. Quality Assurance/Quality Control: Describe your Company's process and procedure for managing and assuring the quality of its documents and those of its sub-consultants.
  - c. Cost Control and Budgeting: Provide your Company's approach for developing both project and construction cost estimates and managing costs once budgets are developed.
  - d. If submitting as a joint venture, describe the proposed joint venture arrangement between the joint venture partners.
  
- **PREVIOUS RELEVANT EXPERIENCE:** Describe the overall qualifications of the Proposer, including background in this field and the services that it provides. Utilize the *Previous Relevant Experience Form, ProfServ-RFQ* provided with this RFQ.
  - a. It is recommended that the Proposer provide three (3) examples of projects with design in progress or completed within the past ten (10) years, comparable in size, scope, and similar environment to this Project, **with an emphasis on collegiate and/or professional multi-use sports arenas.**
  - b. A detailed description of the work performed and how it relates to the Scope of Work outlined in the RFQ shall be included.
  - c. The Proposer shall highlight a Proposer's experiences with its sub-consultants and their successful projects together.
  - d. Examples with any information on the Form stated as "confidential" may not be considered.
  - e. If a joint venture is proposed, provide project examples demonstrating that the joint venture partners have worked together. Include a description and percentage of the work performed by each joint venture partner.
  
- **PROPOSED TEAM QUALIFICATIONS:** The Proposer must demonstrate the ability to staff the Project with high quality, experienced personnel. Describe the qualifications and responsibilities of the key personnel who will be assigned to the Project including their experience on similar assignments and their specific responsibilities for the proposed Project. Utilize the *Resume for Proposed Key Personnel, ProfServ-RFQ* provided with this RFQ.
  - a. It is recommended that the Proposer provide Resumes for the following positions:
    - Principal in charge
    - Project Manager
    - Project Architect/ Design Lead
    - Interior Design Lead
  - b. Only provide Resumes for the key personnel who may be assigned to this Project, do not include Resumes for personnel not assigned to the team.
  - c. Sub-Consultants (as applicable): The Proposal shall include Resumes for key project team personnel for any subconsultants the Proposer deems necessary to complete the Project. Recommended sub-consultants for this project may include but are not limited to:
    - Mechanical- Electrical- Plumbing Engineers
    - Structural Engineer
    - Civil Engineer (exterior work/ Stormwater/ Grease interceptor)

- Landscape/Hardscape Designer (exterior work around enclosing entrance canopies)
- Food Service Equipment designer
- Audio/Visual designer
- Technology / Low voltage designer
- ADA / Life Safety Code Compliance Engineer

d. Provide an Organizational Chart that identifies the primary team members' roles, including any subconsultants for this Project.

**MISCELLANEOUS REQUIRED DOCUMENTS:** The Proposal shall include the following documents:

1. **Supplier Diversity Certificate:** If certified, provide your Company's current Supplier Diversity Certificate issued by the Connecticut Department of Administrative Services.
2. **Joint Venture Agreement:** If a joint venture is proposed, provide the Joint Venture Agreement.

**CONTRACT:** A draft of the contract will be provided with the solicitation documents as an Addendum.

**JOINT VENTURE:** If submitting as a joint venture, a new HuskyBuy Vendor Profile must be created with the joint venture company name and the Proposal must be submitted under this profile; it cannot be submitted under one of the joint venture partners' profile.

***End of Solicitation Information Sheet***