



Facilities Planning and  
Development Division

**REQUEST FOR**  
**STATEMENTS OF QUALIFICATIONS**  
**FOR**  
**BUILDING COMMISSIONING PROGRAM**  
**DEVELOPMENT SERVICES**  
**FOR**  
**UC DAVIS HEALTH**

**MARCH 9, 2026**

**UC DAVIS HEALTH**  
**FACILITIES PLANNING & DEVELOPMENT**  
**4800 2<sup>ND</sup> AVENUE, SUITE 3010**  
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## ATTACHMENTS

Attachment A – Consultant Statement of Qualifications Form

Attachment B – University of California Professional Services Agreement – Blanket (Sample)

## PROJECT BACKGROUND:

UC Davis Health is an integrated, academic teaching and research healthcare organization maintaining the historic UC Davis tradition of being guided by public service in all its endeavors. UC Health includes the School of Medicine, the Betty Irene Moore School of Nursing, a (Trauma Level 1) acute care hospital, a National Cancer Institute-designated Cancer Center, the M.I.N.D. Institute, and outpatient clinics throughout the Sacramento region.

The Sacramento campus has many projects that were recently completed or will come online in the following years. This includes the California Hospital Tower and the expansion of the campus Central Utility Plant. These projects will benefit from aligned system requirements during construction and at operational handoff. As a result, UC Davis Health seeks consulting services to initiate a **Building Commissioning Program** and provide interim commissioning management support. This program would reflect the complexity of commissioning in an acute care environment and maintaining essential systems while working with HCAI oversight, complying with NFPA 99, managing infection control during testing, and transitioning systems in a live 24/7 hospital.

This a three-year initiative to establish standardized commissioning practices that ensure functional, maintainable, and reliable building systems across all hospital projects.

The strategic intent of this effort is to:

- Drive consistency and quality across capital projects.
- Reduce overall project costs by eliminating bidding uncertainty.
- Support smooth transitions from construction to operations

## PROFESSIONAL SERVICES REQUESTED:

This selection process will identify the most qualified firm to provide UC Davis Health with Building Commissioning Program development services.

These services will include, but are not limited to:

1. Develop work plan and schedule for program development
2. Stakeholder alignment and requirements development
3. Building commissioning specifications and standards development
4. Creation of commissioning documentation templates, including:
  - a. Owner project requirement templates tailored to acute care
  - b. Basis of design review checklists
  - c. Integrated systems testing protocols
  - d. Functional performance test scripts
5. Building commissioning program playbook development, including:
  - a. Project initiation
  - b. Design phase requirements
  - c. Construction phase requirements
  - d. Post-construction operational requirements

- e. Ongoing monitoring and feedback
6. Internal stakeholder training
7. Building commissioning program launch support, including acting as interim building commissioning manager during design, construction, and operation of select projects. This includes design review, witnessing functional testing, issue tracking, coordination with contractors.
8. Future onboarding of internal commissioning manager

## **SUBMITTAL REQUIREMENTS**

Statements of qualifications should clearly state respondent's qualifications and approach to providing the required services. In reviewing the statements, UC Davis Heath will consider the quality of the response to be reflective of the potential quality of the work the Consultant is able to perform. The ability of the Consultant to clearly and concisely convey information will be considered in the review process. Consultants are encouraged not to submit lengthy and overly wordy proposals. The statement of qualifications must be concise and include the following elements:

### **Cover Letter:**

1. Provide a one-page cover letter on your letterhead that includes your address, phone number and e-mail address of the contact person or persons. List the name and title of each person authorized to represent the proposer in negotiations. Unless the proposer is an individual, all statements of qualifications must be signed with a firm/company/partnership/entity name and by a responsible officer or employee indicating that officer or employee's authorization to commit the proposer to the terms of the proposal. Obligations assumed by such signature must be fulfilled.

### **Staff Qualifications and Experience:**

1. Provide an organization chart, a statement of the size of firm, a description of services provided by your organization. Provide resumes which list education, industry certifications and professional affiliations for all key personnel that may be assigned to project.
2. Experience with building commissioning and developing programs of varying scale and complexity must be demonstrated. Experience with acute care commissioning, HCAI regulated projects, and central plant work is preferred. Include information on no more than 3 project examples where a similar role was performed by each personnel proposed. Include project scope, consultant role in the project, and owner information.

### **Firm Qualifications and Experience:**

1. Provide a statement of qualifications for your organization and a statement of the extent of experience/history of providing the services requested by this RFQ.

2. Provide UC Davis Health with previous experience that demonstrates success in completing projects of similar scope and complexity including significant projects completed within the last ten (10) years, include information on no more than 3 project examples. Experience with acute care commissioning, HCAI regulated projects, and central plant work is preferred. The list should include:
  - a. Title of project
  - b. Name of the entity
  - c. Brief description of the project
  - d. Client's names and contact information

### **Team Approach**

1. Provide a statement on how the firm proposes to work collaboratively with UC Davis Health staff during, and the content and timing of deliverables. Please take care to be concise and to the point for ease of evaluation.
2. Provide a statement on how the firm differentiates itself from other firms offering similar services.

### **Consultant Statement of Qualifications Form Attachment:**

Complete all sections even if the information seems redundant to other portions of your response. Statements of qualifications shall be as brief and concise as possible. Please indicate lead in-house person. Provide attachments as appropriate to respond directly to the screening criteria. Submittal should be specifically tailored to this project. Please submit the contact information for (3) references, references should be from an Owner, Owner's Representative, Contractors, or Design Teams. Boiler plate or generic pages are not desired. All material should be in 8 1/2" x 11" format.

**ONE (1)** electronic copy of the information requested must be received by **2 p.m. on Monday, April 6, 2026** at the link to be provided by UC Davis Health. All qualifications submittals will be received electronically --- no hard copies will be accepted.

Questions and requests for the upload link should be directed via email to Cori Costanza, Contracts Administrator at [cruggiero@health.ucdavis.edu](mailto:cruggiero@health.ucdavis.edu)

### **SCREENING CRITERIA AND POINTS**

|                  |                   |
|------------------|-------------------|
| Staff Experience | 40 points         |
| Firm Experience  | 40 points         |
| Team Approach    | 40 points         |
| <b>Total</b>     | <b>120 points</b> |

### **SELECTION PROCESS AND SCHEDULE:**

The selection of a firm will be accomplished by the following process. After Qualification Statements are received, a Screening Committee will review, score, conduct reference checks

and recommend a shortlist for additional discussions. A Selection Committee will conduct those discussions and recommend the best qualified firm for selection.

|                        |                                        |
|------------------------|----------------------------------------|
| Publish RFQ            | Monday, March 9, 2026                  |
| <b>Statements due:</b> | <b>Monday, April 6, 2026 by 2 p.m.</b> |
| Shortlist:             | April 28, 2026 (tentative)             |
| Interviews:            | May 13 – May 19, 2026 (tentative)      |
| Final Selection:       | May 27, 2026 (tentative)               |