UC Irvine
REQUEST FOR QUALIFICATIONS

Inspector of Record Services – Med Sci B & D Major Building Maintenance and Other Projects

The University of California, Irvine requests the qualifications of firms interested in providing Inspector of Record (IOR) services to support various campus construction projects on an as-needed basis. At a minimum, full-time IOR services are needed for a 12 month, $17 million project to perform major maintenance on two laboratory and office buildings.

The University seeks a firm to provide the following IOR services:

- Daily and biweekly inspection and report preparation
- Supervision of special inspection and materials testing performed by a third party
- Correspondence as-needed with the Project Manager and architect
- Attendance at preconstruction and weekly construction meetings
- Application for Payment review
- Punch list preparation, inspection and completion verification
- Review of Contractor’s as-built drawings and record keeping
- Project close-out activities
- Other IOR duties assigned by the Project Manager

The University will award a two year Professional Services Agreement with a maximum value of $1 million to the firm that is determined to be the best qualified based on an evaluation of the Statements of Qualifications received and interviews conducted with short-listed firms.

The selected Consultant and all Subconsultants will be required to follow the nondiscrimination requirements set forth in the Professional Services Agreement and to pay prevailing wage rates at the location of the work. No Consultant or Subconsultant may be awarded work under the Professional Services Agreement unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. Services performed under the Professional Services Agreement are subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Procedures:

1. Obtain required forms. Contact David Donovan at ddonovan@uci.edu or (949) 824-8114.

2. Address qualification submittals as follows:
   David Donovan, Design Build Administrator
   UC Irvine Design & Construction Services
   101 Academy, Suite 200
   Irvine, CA 92697-2450

   Submittals shall include one original, two hard copies, and one electronic copy.

**SUBMITTAL DEADLINE:** April 3, 2018 at 2:00 PM
University of California, Irvine
March 2018

Every effort will be made to ensure that all persons, regardless of race, religion, sex, color, ethnicity and national origin have equal access to contracts and other business opportunities with the University. Each candidate firm will be required to show evidence of its equal employment opportunity policy.

For other opportunities visit www.designandconstruction.uci.edu and www.fm.uci.edu