

**ARCHITECTURAL SERVICES**  
**University of California, Santa Cruz**

The University of California, Santa Cruz is selecting consulting firms to provide architectural and engineering design services for alterations to an existing building for a new administrative tenant. This project will provide alterations to the thirty-two-year-old Clark Kerr Hall, adapting portions of the building to the office space needs for approximately 35 senior administration staff and 20 support staff in approximately 10,000 non-contiguous assignable square feet (asf). The project may also relocate approximately 4,200 asf of existing office space not affiliated with the new tenant to other locations in the building. Improvements are to include support spaces such as conference/media rooms, copier/supply rooms, and records storage. Alterations will also include asbestos abatement and improvements for fire safety, access, acoustical privacy, interior finishes, HVAC, electrical, communications, security and correction of some of the existing building deficiencies. Other areas of Clark Kerr Hall will remain occupied during construction. The design must include detailed coordination with building occupants to minimize impacts to on-going operations. The program scope and construction budget for this alteration project have yet to be firmly established, and construction costs could range between \$750,000 and \$4,000,000.

Interested firms will be required to submit a statement of qualifications and a brochure demonstrating related experience for this project, using standard forms which will be provided by the University. Successful experience in the completion of office tenant improvements of comparable type and scale and experience in renovations of buildings with office occupancies is expected. Selection will depend on qualifications and interest. 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. Proof of equal employment policy will be required of each candidate firm.

Submit request for forms and further information by email ([dunwoody@ucsc.edu](mailto:dunwoody@ucsc.edu)), fax (831-423-7436) or mail to: Attn: Kerr Hall Alterations, Office of Physical Planning and Construction, University of California, 1156 High Street, Santa Cruz, California 95064. Please include an email address with your request.

Request for forms must be received by Monday, March 29 2004. Application packages will be distributed via email beginning Tuesday, March 30 2004. Completed applications packages must be received by Tuesday, April 13 2004. Do not submit brochures or other information before receiving the University's standard forms.