

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	Goggin Ice Center / Steve Cady Arena: Varsity Hockey Performance Enhancement Center Addition	Response Deadline	4/2/13	2:00 pm	local time
Project Location	Miami University	Project Number	MUN-100031		
City / County	Oxford / Butler	Project Manager	John Seibert		
Owner	Miami University	Contracting Authority	Local Higher Education		
No. of paper copies requested (stapled, not bound)	3	No. of electronic copies requested on CD (PDF)	1		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Betsy Davidson at 181 Cole Service Building, 101 South Fisher Drive, Miami University, Oxford OH, 45056. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Miami University ("Owner") seeks responses from qualified firms to provide design and related services for a 3,550 square foot varsity hockey athlete performance enhancement addition to the Goggin Ice Center. The varsity hockey athlete performance facility will include the addition of a multi zone weight training facility, shooting room, and guest lounge on the southeast corner of the varsity hockey complex with the potential to include a partial second floor balcony over the shooting room and lounge (budget pending). Also included in the project is the relocation of adjacent dry change lockers and locker room entry to enhance adjacencies and access between the addition and existing hockey facilities along with reworking finishes between spaces to create an integrated team complex at Ice Level.

Special sensitivity to massing arrangement and exterior architecture will also be of concern as the proposed addition will be located predominantly on the east side of the Goggin Ice Center on Oak Street. It's location and ability to address pedestrian scale and Miami's NeoGeorgian pattern language must be considered.

An initial study, schematic floor plans, massing model, and fund raising graphics have been prepared and will be shared with firms short-listed for review and consideration.

The anticipated project delivery method for this project is Construction Manager at Risk.

State Prevailing Wage requirements apply to this project.

B. Scope of Services

Upon award of the A/E Agreement, the A/E's services will commence with the verification of the Budget and Program of Requirements. The A/E will also assist the Owner with selection of the Construction Manager.

The selected A/E, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner, the cost breakdown of the detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Project Close-out, Post-Construction, and 11 Month Warranty Review.

Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

During the construction period, the A/E is to provide not less than 24 hours (excluding travel time) on-site construction administration services each week, including attendance at progress meetings, a written field report of each site visit, on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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This Project will require the following disciplines: Architecture, electrical, plumbing, mechanical, fire alarm, fire suppression, building automation controls, structural engineering, civil engineering, sports venue design, interior design, and graphic design. Experience in collegiate and professional sports venue design will be an area of needed relevant experience as well as coordination of comprehensive sports associated environmental graphics and interior design elements. Familiarity with Ohio Capital Improvement Process is also an area of preferred experience.

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (Form F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Architectural Sports Venue Design (Collegiate and Professional)
2. Interior Design
3. Similar Scope Higher Education Work
4. MEP Addition and Modifications

C. Funding / Estimated Budget

Total Project Cost	<u>\$2,000,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$1,540,000</u>	Other Funding	<u>\$2,000,000</u>
Estimated A/E Fee	<u>7% to 9%</u>		

NOTE: The A/E fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., creation of a Program of Requirements, extensive evaluation or validation of site conditions, extensive pre-design investigations, code-required special inspection and testing, Quality Assurance testing during the construction period, and testing due to unforeseen conditions).

D. Services Required (see note below)

Primary	<u>Architecture</u>
Secondary	<u>M/E/P</u>
	<u>Structural Engineering</u>
	<u>Civil Engineering</u>
	<u>Sports Venue Design</u>
	<u>Interior Design</u>
	<u>Graphic Design</u>
Others	<u></u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>4 / 13</u>
Construction Contracts Start (mm/yy)	<u>9 / 13</u>
Construction Contracts Completed (mm/yy)	<u>3 / 14</u>
Professional Services Completed (mm/yy)	<u>4 / 14</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to ORC Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to ORC Chapter 4703, or (3) a professional engineer or professional surveyor holding a license and certificate of authorization issued by the Ohio Engineers and Surveyors Board pursuant to ORC Chapter 4733.

G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed Project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed Project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the Project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.

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- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the Project site.
- Proposer's apparent resources and capacity to meet the needs of this Project.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the A/E's team. The Intent to Contract and to Perform and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the A/E's Technical Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (Form F110-330) available via the OFCC website at <http://ofcc.ohio.gov>.

Paper copies of the Statement of Qualifications, if requested, should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

Electronic submittals should be combined into one PDF file named with the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to Elizabeth Davidson at davidsea@muohio.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted on the University's Facilities Contracting Office website at www.pfd.muohio.edu/fco and to the OAKS Capital Improvements (OAKS CI) website at <http://ci.oaks.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

LEED AP ND (Neighborhood Development specialty)
LEED AP Homes (Specialty for residential LEED construction)

GA: Green Associate

AP: LEED AP (Legacy LEED Accredited Professional without specialty)

AP +: (see below):

LEED AP BD+C (Building Design and Construction specialty)

LEED AP ID+C (Interior Design and Construction specialty)

LEED AP O+M (Operations and Maintenance specialty)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CSI)

CCM: Certified Construction Manager (CMAA)

CCS: Certified Construction Specifier (CSI)

CDT: Construction Document Technologist (CSI)

DBIA: Design-Build Institute of America

