

Request for Qualifications (Consultant)

State of Ohio Standard Forms and Documents

Administration of Project: Local Administration

Project Name	<u>Lindner COB Facility Audit</u>	Response Deadline	<u>04/23/2013</u> <u>2:00 p.m.</u> local time
Project Location	<u>2925 Campus Green Dr</u>	Project Number	<u>UCN-13038A</u>
City / County	<u>Cincinnati / Hamilton</u>	Project Manager	<u>Kit Pearson</u>
Owner	<u>University of Cincinnati</u>	Contracting Authority	<u>University of Cincinnati</u>
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Kit Pearson at University Hall 6th Floor, 51 Goodman Drive, PO Box 210186, Cincinnati, OH 45219 or Kit.Pearson@uc.edu. See Section H for additional submittal instructions.

Project Overview

A. Project Description

Lindner Hall was built in 1986, having eight (8) floors with 351 rooms and 103,193 GSF, 91,060 NSF and 60,497 NASF. Provide a building audit for Lindner Hall that makes assessments in the following areas: architectural, roof, life safety, ADA, elevators, structural, civil site, plumbing, mechanical, fire protection, electrical, communication and data, and cost estimates. The audit report will prioritize deficiencies into critical and non-critical categories needing attention. At the conclusion of this building audit/assessment, a presentation of the findings, cost estimate, and recommendations will be presented to UC's PDC staff.

Additional services may include developing program elements for the College of Business, an energy audit for proposed building upgrade (E Quest or similar program), and/or retroactive commissioning of building systems recommended for retaining and/or optimizing.

B. Scope of Services

UC is soliciting a building audit that includes assessments, recommendations, building deficiencies categorized, and cost estimates for building systems. This building audit will provide the necessary data for PDC to determine the scope of a Program of Requirements.

Services will be provided in accordance with a standard form of consultant agreement. The selected Architect/Engineer (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 consultant agreement 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: building audit assessments and recommendations with a presentation to the Owner. The audit will assess and recommend the following areas architectural, roof, life safety, ADA, elevators, structural, civil site, plumbing, mechanical, fire protection, electrical, communication and data, and cost estimates.

Request For Qualifications (Consultant) continued

Interested firms are required to address how they will implement Building Information Modeling (“BIM”) on the project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience, and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at <http://ofcc.ohio.gov>.

- 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.
- 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.

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.

Facsimile or e-mailed copies of the Statement of Qualifications will not be accepted.

Submit all questions regarding this RFQ in writing to Kit Pearson at Kit.Pearson@uc.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted 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

I. Additional Information

Following this submission, the University of Cincinnati will evaluate the proposals submitted and identify a list of firms for pre-qualification interviews. These interviews are designed to familiarize university staff with the qualifications of firms by further exploring their proposals and the scope and nature of the consulting services they provide.

Consultant Selection Rating

State of Ohio Standard Forms and Documents

Project Name Lindner COB Facility Audit
 Project Location 2925 Campus Green Dr
 Project Number 13038A

Proposer Firm _____
 City, State, Zip _____

Selection Criteria		Value	Score
1. Firm Location and EDGE Status (Maximum 10 points)			
Location of firm and EDGE-certified status	Out of State	0	
	Ohio Firm	8	
	EDGE Certified	10	
2. Firm Size (Maximum 5 points)			
Number of relevant licensed professionals within primary firm available to perform the work.	Small = Less than 5 licensed professionals	1-2	
	Medium = 5 to 10 licensed professionals	3-4	
	Large = More than 10 licensed professionals	5	
3. Current Workload (Maximum 5 points)			
Amount of fees awarded by the Contracting Authority to the primary firm in the previous 24 months (exclude projects on hold)	Less than \$200,000	5	
	\$200,000 to \$750,000	3	
	More than \$750,000	1	
4. Primary Firm Qualifications (Maximum 40 points)			
a. Project Management Lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 12	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 14	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 14	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 0	
5. Project Team Qualifications (Maximum 10 points)			
a. Previous Team Collaboration (Internal) Number of projects that a majority of the team members have worked together	Less than 3 projects (Low)	1	
	3 to 5 projects (Average)	2	
	More than 5 projects (High)	3	
b. Building Information Modeling experience within team (see BIM Protocol)	BIM training, software and experience as demonstrated in Section H of Form 110-330	0 - 2	
c. LEED*** Registered / Certified Project Experience (demonstrated either by the primary A/E firm or relevant consultant)	LEED Registered (RP) projects -OR- LEED Certified (CP) projects (Maximum 2 points)	RP	1
		CP	2
d. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 3	
6. Overall Project Team Experience (Maximum 30 points)			
a. Budget & Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with UC Consultant List Projects in the previous 24 months	Less than 3 projects (Low)	3-5	
	3 to 7 projects (Average)	2-3	
	More than 7 projects (High)	1	
c. Past Performance	Level of performance as indicated by past evaluations / letters of reference	0 - 10	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 5 projects (Low)	0	
	5 to 10 projects (Average)	5	
	More than 10 projects (High)	10	

* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council
 ** See list of LEED credentials in Section H of the RFQ

Subtotal

Notes:

UC Evaluation:

Name _____

Signature _____ Date _____