

# Request for Qualifications (A/E)

The Ohio State University  
2009 Millikin Rd, 400 Central Classroom Building  
Columbus, OH 43210



www.fod.osu.edu  
Phone 614-292-4458

## Administration of Project: Local Administration

Project Name	<u>North Residential District Transformation (Geotechnical Engineering)</u>	Response Deadline	<u>9/7/2012</u>	<u>4:30pm</u>	local time
Project Location	<u>Columbus, OH</u>	Project Number	<u>OSU-110672</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Aldino Stazzone</u>		
Agency/Institution	<u>The Ohio State University</u>	Contracting Authority	<u>The Ohio State University</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 (SAO Form F110-330) directly to Aldino Stazzone at 2009 Millikin Road, room 400, Columbus, OH 43210. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

The Ohio State University is preparing to transform our north residential community through the addition of 3,200 beds of new student housing, recreation, dining, creating a new, vibrant neighborhood of over 6,000 student residents. Guided by our recently completed One University Framework Plan (<http://oneframework.osu.edu/>), the soon to be completed North Residential District Transformation Master Plan, and our dynamic vision for Student Life, this new, densely developed North Campus Residential District must be carefully planned in a manner to reflect the best practices in both urban design, and campus-based student residential life.

Currently the University is working with a Master Planner team on a district plan for the project which will establish the Program of Requirements, building locations, utility strategy, budgets, overall schedule and phasing for the project. The University's Master Planner will maintain a planning design oversight role throughout the implementation of the North Residential District Transformation project. Teams selected via this RFQ shall work in conjunction and collaboration with the University's Master Planner to maintain the intent and principles as laid out in the Master Plan. **The scope that is described in this RFQ is preliminary and may be changed as a result of the final district plan.** Interested firms should periodically check our website for updates for this project such as questions and answers, additional information about the North Residential District Transformation, and similar information: <http://fod.osu.edu/projects/index.htm>

### B. Scope of Services

Scope 1: Contingent on Board of Trustee approval for this project, anticipated August 2012, the selected Geotechnical Engineer shall provide an initial infrastructure survey of the 27 acre project site. The initial infrastructure survey shall include, but is not limited to soil borings, boring plan, boring logs and narrative assessment of the site.

Scope 2: Contingent on Board of Trustee approval for this project, anticipated August 2012, the Geotechnical Engineer will be assigned to and subcontracted under the Architects of Record for each phase of the project. At this time, it is anticipated that there will be a total of three Architects of Record. In addition, the Geotechnical Engineer will work in collaboration with other members of the North District consulting team including but not limited to the Infrastructure Team and the District Planners. Scope of services to be negotiated independently with each AoR.

A minimum of 5% EDGE participation will be required on the contract between the University and the contracts for this program. The University requires that all facilities will minimally obtain LEED Silver certification.

The successful shortlisted geotechnical engineering firm will need to show a demonstrated ability in the following: a successful track record of large-scale projects, projects in a complex environment (similar to those found in higher education environments), geotechnical services provided at previously developed-dense infill settings, ability to creatively identify cost effective solutions to challenges, responsiveness and flexibility to changes in scope and schedule, experience working in collaboration with a design/planning team, and must meet the state licensure requirements.



# Request For Qualifications (A/E) continued

Project Name North Residential District Transformation

Project Number OSU-110672

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (SAO 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 at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). 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.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority ([www.homelandsecurity.ohio.gov/dma/dma\\_forms.asp](http://www.homelandsecurity.ohio.gov/dma/dma_forms.asp)).

## H. Submittal Instructions

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

Paper copies of the Statement of Qualifications 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 via email to Aldino Stazzone at [stazzone.1@osu.edu](mailto:stazzone.1@osu.edu) with the project number included in the subject line (no phone calls please).

# Architect/Engineer Selection Rating

The Ohio State University  
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 Columbus, OH 43210



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Project Name North Residential District Transformation Proposer Firm \_\_\_\_\_  
 Project Number OSU-110672 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 50 miles	4 - 5	
	50 to 100 miles	2 - 3	
	More than 100 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 6 licensed professionals	0 - 1	
	Medium = 6 to 11 licensed professionals	2 - 3	
	Large = More than 11 licensed professionals	4 - 5	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$50,000	4 - 5	
	\$50,000 to \$100,000	2 - 3	
	More than \$100,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 2 projects (Low)	0 - 1	
	2 to 4 projects (Average)	2 - 3	
	More than 4 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
		<b>Subtotal</b>	

\* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council  
 \*\* LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_