

# RFQ Question and Answer List

## State of Ohio Standard Forms and Documents

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Project Name Comprehensive Master Planning Project Number JTC-140006  
Project Location Eastern Ohio, Steubenville / Jefferson

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Date posted: 9/8/14  
Date revised: 9/10/14

Below are the questions that have been received to date for the RFQ of the above-referenced project:

1. Should an analysis of non-academic and non-administrative spaces (e.g. foodservice, campus recreation, student center / union, student housing, athletics) be included with the master plan?
  - A. Yes. An analysis of non-academic and non-administrative spaces should be included with the master plan.
2. In the Project Overview you reference three distinct plans that will come together to create the comprehensive plan. Are the referenced educational and staffing plans being conducted in-house with the Facility Master Planner translating them to Facility requirements and taking the overarching responsibility of authoring the comp plan?
  - A. No. The selected planner will lead and deliver all three plans. The educational plan is primary . The staffing plan and facility plan are secondary (supporting the education plan).
  - B. Significant work has been performed either in house or by separate consultant within last two years. The planner is to utilize the provided work/data in creating the plans. The summation of this work is referenced in the RFQ and provides instruction to access these works on publicpurchase.com.
  - C. Significant work has already been completed. The selected planner will pull it all together and provide the Three Distinct Plans you referenced in your question.
3. I am seeking access to this public data and request your assistance to communicate with Public Purchase to grant me access to all the information you provide them
  - A. Access publicpurchase.com home page at <http://www.publicpurchase.com/gems/browse/home> . Select Free Registration. In the event you have difficulty, use the "chat box" in upper left corner. The company has excellent customer service. If you continue to have difficulty, contact me 740 266 0810 and I will do what I can to assist.
  - B. Once you are registered select "Ohio" in the pull down menu labeled "Select Region". Then select "Eastern Gateway Community College" in the pull down menu labeled "Select Agency."
  - C. Select Project (we only have one project active).
  - D. You will be able to access all attachments referenced in the RFQ
4. Does the college have a complete inventory of the campus space by type, assignment, and square footage in electronic format?
  - A. The College does have an inventory of the Steubenville campus space by type, assignment and square footage as required by Ohio BOR. However, it is in a program called Power Campus. Currently, we are trying to convert this information into an excel format.
5. Are the existing facilities documented in an AutoCAD format or similar?
  - A. The existing facilities for Jefferson Campus only are documented by PDF format. The original building was constructed in 1967 and has had multiple additions and renovations. The college recently had all paper files scanned into pdf format.
  - B. Regarding facilities in Youngstown and Warren. These facilities are not owned by Eastern Gateway Community College. These sites are operated by Eastern Gateway Community College but facilities are funded and managed by a partner.
6. Please confirm that the study will include all campus locations.
  - A. The Academic Plan and the Staffing Plan will include all three campus locations. The Facilities Plan only will be specific to Jefferson Campus since it is the only structure owned.