

# Request for Qualifications (Architect / Engineer)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Higher Education

Project Name	<u>Mid-Rise / Mixed-Use Facility</u>	Response Deadline	<u>10/10/14</u>	<u>2:00 PM</u>	local time
Project Location	<u>2911 Scioto Lane</u>	Project Number	<u>UCN-15018A</u>		
City / County	<u>Cincinnati / Hamilton</u>	Project Manager	<u>Dennis Funke</u>		
Owner	<u>University of Cincinnati</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>Four</u>	No. of electronic copies requested on CD (PDF)	<u>One</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Mary Beth McGrew at University of Cincinnati; Planning+Design+Construction; University Hall, Suite 640; 51 Goodman Drive; Cincinnati, Ohio 45219-0186. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Dennis Funke at [Dennis.Funke@uc.edu](mailto:Dennis.Funke@uc.edu) with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.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.

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### Project Overview

#### A. Project Description

The project description below is included as an overview of the project for the **Design Architect**.

The University of Cincinnati Department of Campus Services - Housing & Food Services has determined that a Mid-Rise/Mixed-Use Facility is to be constructed on the site south of Scioto Hall. The Mid-Rise/Mixed-Use Facility is located on the Uptown Campus - West, bordered by the University Avenue Parking Garage on the east, Scioto Hall on the north, Campus Green to the west and University Avenue to the south. The former dormitory, Sawyer Hall, which was constructed in 1965 and demolished in 2006 sat on this site. The Sawyer Hall basement and foundations were kept in place when the building was demolished (approx. footprint 40 ft x 120 ft) and the University plans to maintain this basement and the existing mechanical services that run through it because it provides service to the adjacent Scioto and Morgens Halls.

The siting of the Mid-Rise/Mixed-Use Facility is at critical location on the border of Campus Green. This structure and its associated site improvements must be designed to a high standard. The concepts and intentions of the University of Cincinnati Campus Master Plan must be respected and responded to accordingly. The visual prominence of this new structure to the existing streetscape dictates a high level of design sensitivity and creativity.

The Mid-Rise/Mixed-Use Facility should be designed to house dormitory units for 200 students. These units shall be suite-style housing units with 4 beds and a bathroom per each unit. The Housing Management Control Office will be located in the adjacent Scioto Hall with a connector to the dormitory space in this new mid-rise structure. The Mid-Rise structure will provide new offices (approx. 9,600 SF) for Housing and Food Services. These University offices are to be located one floor above grade with an obvious public access. Anticipated hours of operation will be typical University business hours (8 AM – 5 PM). There will also be a food service operation at grade-level which will serve the University community with a full-service operation supported by storage, refrigeration and kitchen equipment. Service access to this new building will be provided from the adjacent Scioto Lane. The food service venue should be designed as a café style of operation and provide less seating capacity than a full-service dining room.

The site restoration and improvements for this project include a larger site area than is defined above. The site restoration includes the area bordered by the University Avenue Parking Garage, Morgens Hall, Campus Green and University Avenue. The design will enhance and continue the scheme of the adjacent Campus Green. Since the adjacent dormitory, Scioto Hall, is being renovated an early site restoration package for the site surrounding it will need to occur to coincide with its earlier occupancy date of August 1, 2016.

The Mid-Rise/Mixed Use Facility must be designed, constructed and ready for occupancy as follows: The food service, dining facility and housing and food service offices **no** later than November 1, 2016; the dormitory housing units **no** later than April 1, 2017.

# Request for Qualifications (Architect / Engineer) continued

## B. Scope of Services

The University of Cincinnati is soliciting the services of a recognized Design Architect to lead the planning and design efforts of this new Mid-Rise / Mixed-Use Facility. The Design Architect will be assigned to the Architect-of-Record for this project and will become an integral part of the design team.

The University has selected the firm of Brailsford & Dunlavy to be responsible for developing the Program of Requirements for this project. The University expects to have a draft version of the Program of Requirements available for the Design Architect once they are under contract. The project will also be constructed via a Construction Manager-at-Risk. The University has selected Messer Construction Company to be the CMR.

Firms interested in being considered for the Design Architect shall submit portfolios of similar or relevant University projects located in an urban setting that were either designed or constructed within the last 5 years. Firms should also be able to identify and present their experience as defined in Item G – Evaluation Criteria for Selection below.

### Important Dates:

Portfolios Due:	Friday, October 10, 2014 at 2:00 PM
University Shortlist & Notification:	Friday, October 17, 2014 End of Business
Design Architect Interviews	Friday, October 24, 2014

## C. Funding / Estimated Budget

Total Project Cost	<u>\$20,000,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$15,650,000</u>	Other Funding	<u>\$20,000,000</u>
Estimated A/E Fee	<u>Negotiable</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>Design Architect</u>
Secondary	<u>N/A</u>
	<u>N/A</u>
Others	<u>N/A</u>

## E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>12 / 14</u>
Construction Stage Start (mm/yy)	<u>04 / 15</u>
Construction Stage Completed (mm/yy)	<u>04 / 17</u>
Professional Services Completed (mm/yy)	<u>09 / 17</u>

## F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>0%</u>
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## G. Evaluation Criteria for Selection

- Portfolios of similar or relevant University projects located in an urban setting.
- Demonstrated ability to meet the Owner's project vision including program, budget, and schedule on previous projects.
- Previous experience in the design of University food service facilities
- Previous experience in the design of University dormitory facilities.
- Previous experience in the design of mid-rise / mixed use facilities.
- Previous experience in the successful application of LEED design practices.
- Previous experience working in coordination with an Architect-of-Record and a Programmer.
- Previous experience in working on projects constructed utilizing a Construction Manager-at-Risk.

### H. Submittal Instructions

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 compress 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 will not be accepted.

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, CPE, 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.

# Architect/Engineer Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name Mid-Rise / Mixed-Use Facility Proposer Firm \_\_\_\_\_  
 Project Number 15018A City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. Primary Firm Location, Workload and Size (Maximum 10 points)</b>			
a. Proximity of firm to project site	Less than 2,000 miles	5	
	2,000 miles to 3,000 miles	4	
	More than 3,000 miles	3	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$500,000	2	
	\$500,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 10 professionals	1	Max = 3
	10 to 20 professionals	2	
	More than 20 than professionals	3	
<b>2. Primary Firm Qualifications (Maximum 50 points)</b>			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 40
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 25	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 10	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
<b>3. Overall Team Qualifications (Maximum 10 points)</b>			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
<b>4. Overall Team Experience (Maximum 30 points)</b>			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the primary firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		<b>Subtotal</b>	

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

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