

Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Organic Chemistry Lab Renovation Project Number BGU-125826
Project Location Bowling Green, Ohio

Date posted: September 27, 2012
Date revised: N/A

Below are the questions that have been received to date for the Organic Chemistry Lab Renovation RFQ:

1. Question
What is the overall A/E project involvement? In the project description (Section A – 3rd paragraph) it is noted that the selected firm will be responsible for Programming to Construction Administration; however, in Section B – Scope of Services it only requires design, specifications and estimating.
A. Answer
There has not been a formal program created for the project, however, with the limited scope and square footage included, we anticipate this as part of the A/E work.
2. Question
Is Construction Administration required? If so, what is the number of required hours?
A. Answer
With the schedule of construction for this project over the summer of 2013, we anticipate that the A/E firm would devote at least 24 hours per week to construction administration.
3. Question
Who is the Project Manager for the project?
A. Answer
Robert Waddle is the Project Manager during the selection of the A/E firm process. Another project manager will be designated once the firm is selected.
4. Question
Why did BGSU choose to do this project using an RFQ vs. a prequalification type?
A. Answer
Due to the complexity of the project and the anticipated fees, we felt that this was the proper process to follow.
5. Question
How are firms expected to submit their RFQ responses in the F110-330 Form and not exceed 10 pages, when form F110-330 is 10 pages prior to adding project examples, key resumes, and section H additional info?
A. Answer
The intent is to limit the additional information in section H to no more than 10 pages.
6. Question
Is there a list of relevant scope requirements you would like shown for purposes of completing the Relevant Project Experience Matrix in Section F?
A. Answer
No, we do not have a list.
7. Question
The scope/project size does not appear to align with the project budget of \$900,000. Can you provide some insight why the project budget seems so high?
A. Answer
This budget was derived with consideration of the construction schedule, the mechanical challenges involved, as well as attempting to maximize equipment replacement as part of the project.
8. Question
In the RFQ for each of these projects, I could not determine what criteria we are to use for completing the Relevant Project Experience Matrix in section F of the Statement of Qualifications Form #F110-330. Will this information be released to interested Design firms so we can all use the same criteria in completing this form for each of these projects?

A. Answer

Our intent is to allow the firms to identify what they feel are the most critical elements for this project, and express how their experience will address them.