

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Ohio Facilities Construction Commission

Project Name	<u>Paulding FSMF / Hicksville Outpost / Darke FSMF</u>	Response Deadline	<u>Nov 7, 2014 at 4:00PM local time DOT-140001 / DOT-140009 / DOT-140016</u>
Project Location	<u>Paulding 45879 / Hicksville 43526, OH Paulding / Paulding – Hicksville / Defiance</u>	Project Number	<u>DOT-140016</u>
City / County	<u>– Greenville / Darke</u>	Project Manager	<u>Bruce Ratekin</u>
Owner	<u>Ohio Department of Transportation</u>	Contracting Authority	<u>Ohio Facilities Construction Commission</u>
Delivery Method	<u>Construction Manager at Risk</u>	Prevailing Wages	<u>State</u>
No. of paper copies requested (stapled, not bound)	<u>2</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 **Tasheena Duresky** at 30 West Spring Street, 4th Floor, Columbus, Ohio 43215. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to **Tasheena Duresky** at Tasheena.duresky@ofcc.ohio.gov 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.

Project Overview

A. Project Description

Ohio Department of Transportation, (ODOT), is planning on replacing their existing Paulding Full Service Maintenance Facilities (FSMF), their Darke Full Service Maintenance Facilities (FSMF) and adding a new outpost in Hicksville. This project will develop all three sites as a single project utilizing the Construction Manager at Risk delivery method.

DOT-140011	Paulding Full Service Maintenance Facility 833 Wayne Street, Paulding, Ohio 45879 Paulding, Ohio 45879	Latitude 41° 8'6.84"N	Longitude 84°35'28.64"W
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The Full Service Maintenance Facility will be located on the existing site and will contain combinations of multiple functional areas (site utilities, site grading, parking lots, office / maintenance building, truck parking building, salt storage structure, existing material storage building, cold storage building, brine maker with storage and calcium tanks, above ground fuel storage tank with dispensers and selective demolition of existing facility. There is known ACT floor tile in the existing office area.

DOT-140016	Darke Full Service Maintenance Facility Dayton Road and County Home Road, Greenville, Ohio 45331	Latitude 40° 4'11.94"N	Longitude 84°37'37.09"W
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The Full Service Maintenance Facility will be located on a new site and will contain combinations of multiple functional areas (site utilities, site grading, parking lots, office / maintenance building, truck parking building, salt storage structure, material storage building, cold storage building, brine maker with storage and calcium tanks, and above ground fuel storage tank with dispensers.

DOT-140009	Hicksville Outpost 996 East High Street Hicksville, Ohio 43526	Latitude 41°18'7.17"N	Longitude 84°44'56.69"W
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The Outpost Facility will contain combinations of multiple functional areas (site utilities, site grading, parking lots, office / truck parking building, salt storage structure, new material storage building with decanting station, brine maker with storage and calcium tanks, and relocated above ground fuel storage tank with dispensers.

The Ohio Department of Transportation will be funding this project with Capital Bond money that will require the tracking of each individual site as a separate project for accounting purposes. We will also require duplicate copies of all submittals to be uploaded to both OAKSCI and ODOT's SharePoint web site.

Construction Manager at Risk services are being acquired by the Contracting Authority under a separate contract.

The Final Program of Requirements (POR) will be developed as a part of this project by the Architect/Engineer (A/E).

Request for Qualifications (Architect / Engineer) continued

Architects Board pursuant to ORC Chapter 4703, or (3) a professional engineer or professional surveyor holding a license and certificate of authorization issued by the Ohio Engineers and Surveyors Board pursuant to ORC Chapter 4733.

G. Evaluation Criteria for Selection

- 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. Specification writing credentials and experience
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource
- Approach to and success of using partnering and Alternative Dispute Resolution
- 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.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (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 via the OFCC website at <http://ofcc.ohio.gov>. 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.

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.

Architect/Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Paulding FSMF / Darke FSMF / Hicksville Outpost Proposer Firm _____
 Project Number DOT-140011 / DOT-140016 / DOT-140009 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site Mileage will be calculated to the nearest project site	Less than 50 miles	5	
	51 miles to 100 miles	2	
	More than 101 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$200,000	2	
	\$200,001 to \$500,000	1	
	More than \$500,001	0	
c. Number of licensed professionals	Less than 5 professionals	1	Max = 3
	6 to 10 professionals	3	
	More than 11 than professionals	2	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	4 to 6 sample projects	2	
	More than 7 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	
5. Overall Team Experience (Maximum 30 points)			
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	
	4 to 6 projects	4 - 6	
	More than 7 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 7 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		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____