

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Fifth-Third Arena Renovation</u>	Response Deadline	<u>12/4/14</u>	<u>2 PM</u>	local time
Project Location	<u>2700 O'Varsity Way</u>	Project Number	<u>UCN-15074A</u>		
City / County	<u>Cincinnati / Hamilton</u>	Project Manager	<u>Dale Beeler</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>5</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 Dale Beeler 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 Dale Beeler at dale.beeler@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.

Project Overview

A. Project Description

The University of Cincinnati, Department of Athletics has requested designs for a complete renovation and reimagining of the Fifth-Third Arena, its primary basketball venue, built as the Shoemaker Center in 1989. Built as a multi-purpose center with mostly collapsible seating systems and multiple practice and game courts, the facility requires updating to enhance the fan comfort and gameday experience and increase revenue generation capabilities for the 25-year-old structure. As student, fan and alumni expectations have changed, the need for fewer, but better seating options has driven the University's decision to evaluate possible renovation options for the interior and exterior of this structure. As the buildings major systems near their expected end of service life, the approach will be all-encompassing upgrades to not only the fan seating options, but also to toilet rooms, HVAC, lighting, A/V and fire protection systems, roofs, concessions, suites and specialty club spaces and improvements to basic circulation. Dated exteriors and stairwells, as well as inadequate concourses will be renovated in addition to the main seating bowl. The court will not be re-oriented, as preliminary studies have ruled this option out at this time.

The current structure consists of both precast and site-cast concrete and steel framing with masonry, precast and curtainwall exteriors. Steel long-span roof trusses house mechanical equipment, which may be relocated to the roof above. A complete new roofing system is required. Energy reductions and newer technologies are expected to upgrade the building to LEED Silver status or greater.

B. Scope of Services

The design project, as conceived, will be accomplished in two distinct phases:

Phase One

Phase One will consist of Program Verification and Schematic Design, building upon the combined efforts of several previous studies completed recently that will be provided to the short listed firms. The deliverables will include an S.D. cost estimate. Submitters are encouraged to assemble teams with extensive collegiate basketball arena experience.

Phase Two

Pending University approval of the Schematic Design concept and budget, the University reserves the right to amend the Phase One contract to continue the project through to completion of all contract documents, bidding, construction and close-out services. The University may decide to not continue with the Phase One team and select a new team to complete this project. The University may also decide to cancel or delay this project in part or in its entirety.

If Phase Two is approved, the design team will work with a Construction Manager at-Risk as selected by the University. This CMR will develop both the GMP(s) and the Construction Schedule, based on the University's stated desire to vacate 5/3 Arena for only one basketball season. This presupposes a two-phased GMP and fast-track construction to allow a maximum 20-month construction sequence.

Request for Qualifications (Architect / Engineer) continued

Submitters are strongly encouraged to utilize local firms to provide some AE services and to participate as part of the project team.

Phased construction documentation will be required to allow early bid packages by a Construction Manager at-Risk for demolition, foundations, structure and mechanical component sourcing prior to the issuance of a final construction document package. This is a fast-tracked project, with multiple-bid packages, of an approximate 20-month duration.

The University will provide an opportunity for all interested firms to view the 5/3 Arena site on Tuesday, November 18, 2014, from 1:00 PM. until 3:00 PM. Interested firms should meet at the East Concourse of the site.

The A/E will participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the A/E Agreement.

As required by Phases 1 and 2 of the Agreement, and, as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development and Full-Service for Phased Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post- Construction, and Additional Services of all types.

During the construction period, provide not less than 40 hours (excluding travel time) on-site construction administration services each week by the Architectural firm, including (1) attendance at progress meetings, (2) an A/E written weekly field report (3) M.E.P. provide not less than 20 hours (excluding travel time) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience. The Architect's Consultants will provide shop drawing review and site visits as needed to provide timely assurance that the design concepts are fulfilled.

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (Form F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Qualifications and experience with collegiate arena design and construction.
2. Qualifications and experience with the design and preparation of construction bid documents and administering the construction phase of contracts following the State of Ohio, Department of Administrative Services, Guide for Capital Improvements and the Department of Industrial Compliance.
3. Qualifications and experience to utilize BIM and Revit in the preparation of the construction documents.
4. Qualifications and experience in the design of major building renovations.
5. Qualifications and experience as the A/E project team member, working with a Construction Manager at-Risk to issue fast track, multi-phase bid documents, on time-critical projects.
6. Qualifications and experience in the successful application of LEED design practices including all required documentation for the certification of a completed project.
7. Qualifications and experience in the application of the University Design Standards.

C. Funding / Estimated Budget

Total Project Cost	<u>\$70,000,000.</u>	State Funding	<u>\$0.00</u>
Construction Cost	<u>\$50,000,000</u>	Other Funding	<u>\$70,000,000</u>
Estimated A/E Fee	<u>10.0%</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).

Request for Qualifications (Architect / Engineer) continued

D. Services Required (see note below)

Primary	<u>Architect of Record</u>
Secondary	<u>Design Architect, Sport Facilities</u> <u>Civil, Structural, Life Safety</u> <u>Plumbing, Fire Protection, Mechanical,</u> <u>Electrical Engineer</u> <u>LEED Design and Certification</u> <u>Commissioning</u>
Others	<u>Food Services and Dining Consultant</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>07 / 15</u>
Construction Stage Start (mm/yy)	<u>04 / 16</u>
Construction Stage Completed (mm/yy)	<u>11 / 17</u>
Professional Services Completed (mm/yy)	<u>04 / 18</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>7.5%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to ORC Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape 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).
- Demonstrated ability to work with established campus master planning.
- 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.
- 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.

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

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.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

GA: Green Associate
AP: LEED AP (Legacy LEED Accredited Professional without specialty)
AP +: (see below):
LEED AP BD+C (Building Design and Construction specialty)
LEED AP ID+C (Interior Design and Construction specialty)
LEED AP O+M (Operations and Maintenance specialty)
LEED AP ND (Neighborhood Development specialty)
LEED AP Homes (Specialty for residential LEED construction)

Other Industry Credentials

ACEC: American Council of Engineering Companies
AIA or FAIA: American Institute of Architects
CCCA: Certified Construction Contract Administrator (CSI)
CCM: Certified Construction Manager (CMAA)
CCS: Certified Construction Specifier (CSI)
CDT: Construction Document Technologist (CSI)
CMAA: Construction Management Association of America
CPE: Certified Professional Estimator (American Society of Professional Estimators)
CSI or FCSI: Construction Specifications Institute
DBIA or Associate DBIA: Design-Build Institute of America (list credentials, not memberships)
NCARB: National Council of Architectural Registration Boards (list certification only)
NCIDQ: National Council for Interior Design Qualification
NSPE: National Society of Professional Engineers

Architect/Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Fifth-Third Arena Renovation Proposer Firm _____
 Project Number _____ City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$100,000	2	
	\$100,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 3 professionals	1	Max = 3
	3 to 10 professionals	2	
	More than 10 than professionals	3	
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 - 10	
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 - 5	
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
	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	
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	
	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		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____