

Request for Qualifications (Planning Services)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Arts District Master Plan</u>	Response Deadline	<u>March 12, 2015 2:00 p.m.</u> local time
Project Location	<u>15th and High Street</u>	Project Number	<u>OSU-130377</u>
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Paula Melchert</u>
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>
Delivery Method	<u>N/A</u>	Prevailing Wages	<u>None</u>
No. of paper copies requested (stapled, not bound)	<u>5</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 Bernard Costantino at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Paula Melchert at melchert.1@osu.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

Ohio State University is seeking an Architectural and Planning Team (AE) to submit qualifications to provide planning and design services for the Arts District. The Team will provide physical planning, urban design and programming services for the 15th & High Arts District Master Plan.

The area of study is bounded on the east by High Street, on the north by 18th Avenue, on the south by Sullivant Hall and on the west by Hughes Hall. The project goal is to develop a comprehensive plan of the physical needs of the academic, visual and performing arts units of the university including new and renovated buildings, open space concepts, service, pedestrian and vehicular access and utilities. This effort is in context with the University's Framework document (fod.osu.edu/afp/framework.pdf), and subsequent planning documents. The Arts District Master Plan will inform the design of new and renovated facilities, landscape and infrastructure within the District.

The planning and programming for the Arts District shall consider:

- Facilities for the **School of Music** including: a recital hall, a minimum of two large rehearsal studios, performance support; renovation of Weigel Auditorium to include improved acoustics, contemporary lighting, enhanced audience experience and an expanded lobby space; renovation of Hughes Hall with teaching studios and faculty offices.
- Facilities for the **Wexner Center for the Arts** including: a relocated Film/Video theatre; a second moving image screening space; dedicated outreach and education space; additional office space; a relocated café and bookstore for improved visibility and access; an additional black box performance space; dedicated set up and preparation space; and additional gallery space.
- Facilities for the relocated **Department of Theatre** including: performance spaces; production research and support facilities; sound laboratory and studio; media laboratory and studio; performance support; teaching studios including rehearsal spaces lecture classrooms, and specialized rooms for sound, lighting, media, and design instruction; office spaces, storage and related support spaces.
- Facilities for **Moving Image Production** including: equipment storage and check out; screening and analysis classroom editing and sound instruction rooms with related bays supporting students and staff and an equipped sound stage.
- Facilities for **District Amenities** including: patron and student access and egress, integrated lobby spaces; box office; bus and handicapped drop off entrances; pre and post function event space; concession sales, and catering support. In addition, careful attention must be paid to materials, equipment, and student flow throughout the district supporting installation, construction, and removal of the variety of envisioned collaborative arts projects.

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- In addition, the plan should include the renovation, repurposing or redesign of **Mershon Auditorium** to integrate the facility into the district, enhance both audience and production experiences, and address deferred maintenance issues to bring the facility up to contemporary standards.

The Ohio State University Arts District is envisioned as a unique place that promotes artistic excellence and cultural exposure for the campus community, the greater Columbus region, and international visitors. The District serves as an important “front door” providing engaging public spaces with enriching cultural programming. In order to realize the place-making potential of this cultural gateway and corridor, we imagine:

- An international cultural and academic arena where students, faculty, staff and the community-at-large study, work, and play amidst a wealth of artistic, educational and entertainment experiences.
- A lively district of cross-cultural and trans-disciplinary creative combustion helping to proclaim the university mandate as the land grant institution to the world.
- A neighborhood of interior and exterior spaces that exemplify a commitment to design excellence, sustainability, and the most advanced concepts and practices available in the field.
- A dynamic hub of artistic, educational, social, and commercial interchange that strengthens ties between the University and its immediate neighbors east of High Street serving as a thriving destination point.
- A place that distinguishes Ohio State and Columbus on the national and global map as a vital and vibrant locus of cultural innovation linked with visual and performing arts education of the highest caliber.

The master planning for this new arts district will be rooted in the following guiding principles:

- Academic - providing primary facilities for the School of Music, the Department of Theatre, and Moving Image Production students and curricula, as well as expanding resources in support of collaborative exploration of visual and performing arts.
- Cultural – supporting programming across the academic areas of creative activity and the Wexner Center for the Arts that enhance the engagement and experiential opportunities for university students, faculty, and staff as well as the public.
- Community – through creative programming, artistic inquiry, and analytical dialogue, the District will enable collaborative and interdisciplinary connection among artists, scholars, and the public, advancing knowledge and challenging historical practices.
- Integrated Facilities – a combination of both discrete and shared facilities determined through careful decision-making, encouraging creative new alignments, pooled use options, and increased opportunity for collaborative programming and shared teaching.
- Infrastructure – leveraging existing facilities as well as recent university investments, the district will optimize overall operation costs of the involved arts units, upgrade the neighborhood environment, and build on a standard of excellence for campus facilities.

B. Scope of Services

The Arts District Master Plan will provide conceptual programming, planning including phasing for implementation over time and an urban design plan for the District to include:

- 1) Theatre and Performance Complex as a replacement for facilities currently located in Drake Union
- 2) Music School Addition to Weigel Hall including renovation requirements for Weigel
- 3) Art District Infrastructure requirements including chilled water distribution from the East Regional Chilled Water Plant
- 4) Street improvements including upgrades to High Street and College Road in the vicinity of the District and extension of 17th from College to High.
- 5) Landscape of the High Street and College Road corridors.
- 6) Wexner Center/15th and High Plaza, a civic space that connects High Street with the oval and activates the heart of the Arts District
- 7) Relocation of the Wexner Center Film Theatre to enable the Wexner Plaza to connect to the Oval
- 8) Improvements and alterations to the Wexner Center and Mershon including service and any required additions or renovations

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The Architect/Engineering (AE) will be expected to have strong leadership and design capabilities with experience in the successful delivery of complex projects in a university setting. The selected Team must have experience working in collaboration with multiple user groups and a sizable team of consultants.

The selected Team is expected to have strong capabilities in urban design, physical planning, programming and design of performing arts facilities including understanding of acoustics, lighting, and theatre design. The team will also include cost estimating and phasing expertise. The university will collaborate with the selected team for the selection of a Construction Manager (CM) for cost estimating, constructability and phasing expertise. The selected CM will be contracted by the AE.

The AE will be required to present the project to the University's Design Review Board.

The selected Consultant, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner/Contracting Authority, the cost breakdown of the Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Master Planning, Programming, Meeting Facilitation, Estimating, Phasing and Budgeting, and any Additional Services as agreed upon as provided by the Consultant and their consultants all have relevant experience for this project type.

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. Higher Education Urban Design and Physical Planning Project
2. Programming/Design of Higher Education Project
3. Design excellence (3rd party endorsement i.e. design awards)
4. Programming, Design and Planning of performing and visual arts facilities

C. Funding / Estimated Budget

Total Project Cost	<u>\$400,000</u>	State Funding	<u>\$0</u>
		Other Funding	<u>\$400,000</u>

D. Services Required (see note below)

Primary	<u>Architecture, Urban Design and Physical Planning</u>
Secondary	<u>MEP Engineering</u>
	<u>Civil Engineering</u>
	<u>Landscape Architecture</u>
	<u>Construction Management (selected in collaboration with the University)</u>
Others	<u>Theatrical and Acoustical Consultants</u>

E. Anticipated Schedule

Planning Services Start (mm/yy)	<u>05 / 15</u>
Planning Services Completed (mm/yy)	<u>11 / 15</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL Fee	<u>5.0%</u>
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G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's 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.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.

Interested 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 team. The Intent to Contract and to Perform and / or

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waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the Technical Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>.

The **EDGE Participation Statement of Intent to Contract and Perform** from Section H. Additional Information must also be submitted. 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.

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.

Planning Services Selection Rating Form

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Project Name Arts District Master Plan Proposer Firm _____
 Project Number OSU-130377 City, State, Zip _____

Selection Criteria		Value	Score
1. Firm Location, Workload and Size (Maximum 15 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 to 150 miles	2	
	More than 150 miles	0	
b. Amount of fees awarded by Contracting Authority	Less than \$200,000	5	
	\$200,000 to \$1,000,000	2	
	More than \$1,000,000	0	
c. Number of relevant professionals	Less than 2 planning professionals	0	Max = 5
	2 to 9 planning professionals	2	
	More than 9 planning professionals	5	
2. Primary Qualifications (Maximum 30 points)			
a. Master Planning Lead	Experience / ability of MP Lead to manage visioning / capital improvement plans	0 - 10	
b. Assessment Lead	Experience / ability of lead to manage assessors of various disciplines	0 - 0	Max = 20
c. Planning Staff	Experience / ability of planning staff to develop long range master plans	0 - 10	
d. Technical Staff	Experience / ability of assessors to accurately collect and evaluate systems and components	0 - 10	
3. Sub-Consultant Qualifications (Maximum 10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
4. Project Team Qualifications (Maximum 15 points)			
a. Previous team collaboration	Less than 2 projects (Low)	0	Max = 5
	2 to 6 projects (Average)	2	
	More than 6 projects (High)	5	
b. LEED* Registered / Certified consultant participation	No projects	0	Max = 5
	Registered	2	
	Certified	5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
5. Overall Project Team Experience (Maximum 30 points)			
a. Criteria development and prioritization	Performance in establishing owner criteria for capital improvement plans	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past performance	Level of performance as indicated by past evaluations / letters of reference	0 - 10	
* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____