

Request for Qualifications (CM Adviser)

State of Ohio Standard Forms and Documents

Administration of Project: School District Board + OFCC

Project Name	<u>Akron Public Schools, Segment 5</u>	Response Deadline	<u>April 15, 2015</u>	<u>4:00 pm</u>	local time
Project Location	<u>Akron, Ohio</u>	Project Number	<u>SFC-150383</u>		
City / County	<u>Akron / Summit</u>	Project Manager	<u>Bill Courson</u>		
Owner	<u>Akron Public Schools</u>	Contracting Authority	<u>OFCC</u>		
Delivery Method	<u>Multiple Prime w/CM</u>	Prevailing Wages	<u>None</u>		
No. of paper copies requested (stapled, not bound)	<u>0</u>	No. of electronic copies requested via Email (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Jill Hoobler at Jill.Hoobler@ofcc.ohio.gov See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Jill Hoobler at Jill.Hoobler@ofcc.ohio.gov with the project number included in the subject line (no phone calls please). Questions will be answered and posted to 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

Professional design services will be provided by GPD and are being acquired by the Contracting Authority under a separate contract.

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

All aspects of the project and related issues will be implemented and operated consistent with the Contracting Authority and/or Owner's policies and procedures.

The Project is a cofunded Classroom Facilities Assistance Program project. The current cofunded and LFI project includes:

- Demolish and environmental abatement of Case ES, \$232,309
- Demolish, environmental abatement and final grading/landscaping of Margaret Park ES, \$1,856,686
- Demolish and environmental abatement of Ellet HS, \$3,407,935
- Construct New Ellet HS, 148,644 sq. ft., \$40,490,926
- Construct New Ellet HS C.T, 19,950, \$6,555,836
- Construction of New K-5, 66,625 sq. ft. \$16,836,205,
- Swing Space Allowance \$25,050

This project has a USGBC-LEED Silver certification minimum requirement,

OAKS-CI will be used on this project,

A criminal background check as described in Ohio Revised Code section 3319.39 will be required for any on-site employee, including those of its subcontractors and sub-subcontractors. Each employee will have and wear an identification sticker or badge to show compliance with this requirement at all times when on site.

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B. Scope of Services

The selected Construction Manager (CM), as a portion of its required Scope of Services and prior to submitting its implementation plan and proposal, will discuss and clarify with the Owner and the Contracting Authority the breakdown of the Construction Manager Agreement detailed cost components to address the Owner's project requirements and refine the project schedule. 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: provide constructability and OSDM Compliance review comments on documents produced by the Architect/Engineer during the Pre-design, Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probably construction cost, value engineering, project schedules, and fully manpower/equipment resource loaded construction schedules; provide support during the Bid and Award Stage, Construction Stage and Post-Construction Stage.

Refer to the *OFC Manual* and/or the *Ohio School Design Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

During the construction period, provide on-site construction management services each week as designated in the CM implementation plan, including (1) attendance at progress meetings, (2) written daily reports, (3) on-site representation comprised of the CM and its consultant staff involved in the project, all having relevant and appropriate types of construction management experience.

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. Project Delivery Method, Multiple Prime
2. Role in Project
3. New Construction of Public Schools
4. USGBC LEED
5. Ohio Capital Improvements Processes
6. Project Management use of OAKS CI
7. Use of Bid Express for public project bidding

C. Funding / Estimated Budget

Total Project Cost	<u>\$57,839,348</u>	State Funding	<u>\$34,125,273</u>
Construction Cost	<u>\$50,000,000 approx.</u>	Other Funding	<u>\$23,714,075</u>
Estimated CM Fee	<u>5.99% to 6.01%</u>		

NOTE: The CM fee percentage for this project includes all professional CM 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 or A/E, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., extensive evaluation or validation of site conditions, extensive pre-design investigations, etc.)

D. Anticipated Schedule

CM Services Start (mm/yy)	<u>June / 15</u>
Construction Stage Start (mm/yy)	<u>June / 15</u>
CM Services Completed (mm/yy)	<u>Sept / 20</u>
Construction Stage Completed (mm/yy)	<u>Sept / 19</u>

E. EDGE Participation Goal

Percent of <i>initial</i> TOTAL CM Fee	<u>5.0%</u>
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F. 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.

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- 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.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management tool.
- Experience and capabilities of developing cost estimates.
- Experience and capabilities using the OAKS-CI system.
- 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 CM and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested CM firms are required to address how they will implement Building Information Modeling ("BIM") on the project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience, and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at <http://ofcc.ohio.gov>.

Interested CM 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 CM'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 CM's 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.

G. 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 insert the project number and firm name followed by "SOQ" in the e-mail subject line.

Statements of Qualifications are to be submitted electronically by e-mail. Submittals are to be limited to a maximum of one e-mail with the total file size of 25 MB.

Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to this RFQ or RFP are public and will be available for inspection at the conclusion of the selection process. The following information shall remain confidential and will not be released: (1) Proposal Form(s), except for cost category subtotals which will be transferred to the Best Value Rating Form; (2) Financial Capacity; and (3) Bonding/Insurance.

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)

LEED AP ND (Neighborhood Development specialty)
LEED AP Homes (Specialty for residential LEED construction)

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)

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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

CM Adviser Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Akron Public Schools, Segment 5 Proposer Firm _____
 Project Number SFC-150383 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 25 miles	5	
	25 miles to 50 miles	2	
	More than 50 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$2,000,000	2	
	\$2,000,000 to \$20,000,000	1	
	More than \$20,000,000	0	
c. Number of relevant professionals	Less than 4 professionals	1	Max = 3
	4 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 administration lead	Experience / ability to effectively administer project controls and processes	0 - 5	
c. Technical staff	Experience / ability of technical staff to develop accurate estimates and schedules	0 - 5	
d. Construction administration staff	Experience / ability of superintendent 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
	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 _____