

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Bowen Thompson Student Union Space Study Project Number BGU-156113
Project Location Bowling Green State University – Main Campus

Date posted: 04/28/15

Date revised: N/A

Below are the questions that have been received to date for the RFQ of the above-referenced project:

1. What is the targeted role of the Financial Analyst?
 - A. The anticipated role of the financial analyst will concentrate on determining what impact the potential changes in use of current Union space will have on the operating budgets of the Union itself. The financial analyst would help establish benchmarking guidelines and criteria to balance revenue generating functions with support and other service related programs to create a building model similar to other peer institutions. For example, If there are current revenue producing areas that are recommended to be switched to a pure office support, or student service area, then we are interested in understanding what that impact means in purely financial terms. We also would like to fully understand that if there is a projected need for an addition to the building to meet our targeted space needs, is there an opportunity to increase revenues that can be applied against the cost of the addition.
 - B. Our preference is that the Financial Analyst firm is identified with the submittal.
2. What is the due date?
 - A. The due date is May 5th.
3. Does the EDGE threshold need to be met as part of the initial conceptual phase?
 - A. The expectation of all of our contracts are that the EDGE thresholds be met.
4. The RFQ references the University Master Plan. Has the University Master Plan been recently completed? And, if so, may responding firms have access to the Master Plan for reference?
 - A. The latest Master Plan was worked on in 2010, and remains in draft form and serves as a guideline for the University. Since it is officially in draft form, we will not be sending it out for reference.
5. The RFQ specifically states that the team should include Cost Estimating Specialist and Financial Analyst. Could the roles and responsibilities be better clarified for the Cost Estimating Specialist and Financial Analyst relative to the proposed study?
 - A. Please see above for description of Financial Analyst. In regard to the cost estimating specialist, we are looking to the firms to engage an outside estimator who would address any of the construction activities that may be required as we implement the results of the space study. Purely a construction cost estimator.
6. For this study phase, is it still required to provide a complete team of consultants? Are there issues within the existing building that need to be studied?
 - A. We are interested in what team the firm would put together going forward beyond the study. We will be interested to see how each firm would actually address the study, which would drive the team makeup that they would bring to that portion of the work. There are no particular issues within the building, however, recognizing that there will be a number of changes required, we know that a number of disciplines may be required.