

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Ohio Facilities Construction Commission

Project Name	<u>Moyer Judicial Center, Chiller-Boiler Replacement</u>	Response Deadline	<u>May 31, 2016</u>	<u>4:00 PM</u>	<u>local time</u>
Project Location	<u>65 S. Front Street</u>	Project Number	<u>JSC-140002</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Thomas Leibham</u>		
Owner	<u>The Supreme Court of Ohio</u>	Contracting Authority	<u>OFCC</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</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 Sarah Haight at sarah.haight@ofcc.ohio.gov. See Section H of this RFQ for additional submittal instructions.

Please submit all questions regarding this RFQ in writing to Sarah Haight 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

In February 2004 this building opened as the Ohio Judicial Center after an extensive remodeling and restoration effort. In December 2011 the building was dedicated as the Thomas J. Moyer Ohio Judicial Center. The renovation of the building consisted of restoring the building to its past splendor and modernizing it for modern office needs. The property is on the National Register of Historic Places.

The purpose of this project is to replace the existing Lithium Bromide HVAC Units (2 - Gas Fired Chiller/Heater Units) with Gas Boilers and Electric Chillers. The Architect/Engineer (A/E) is to determine the most cost effective solution with respect to the Owner's budget and long term maintenance requirements, and the condition of the existing hydronic piping. The A/E will evaluate the condition of the existing hydronic piping to serve the anticipated life of the units and to be compatible with the units' warranties.

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

B. Scope of Services

The selected firm will verify the existing condition of the HVAC system with respect to the Owner's goals and objectives of efficiency, operation and maintenance.

The following are part of Delivery of the Service:

Ensuring the effective and efficient service/comfort to building occupants, vendors, and visitors, compliance with all occupancy and safety requirements with respect to the HVAC system operation, coordination of maintaining existing HVAC system operations during replacement activities and monitoring of the HVAC system operations by the building management system(s) at any given time during the construction duration are part of these services' delivery.

Upon award of the Agreement, the selected A/E will commence by developing the Program of Requirements (POR) to replace the existing Lithium Bromide HVAC Units (2 - Gas-Fired Chiller/Heater Units), determine the most cost effective solution with respect to the Owner's budget and long term maintenance requirements, and the condition of the existing hydronic piping. The A/E will evaluate the condition of the existing hydronic piping to serve the anticipated life of the units and to be compatible with the units' warranties, at the Moyer Judicial Center.

Minimizing the cost of the project, HVAC system continued operation and coordination, and minimum impact on users/occupants, are prime Owner goals.

An HVAC System Analysis (March 19, 2012) prepared for the Supreme Court of Ohio is available for review by the selected A/E.

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 design tool and management resource.
- 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.

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>.

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.

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.

Architect/Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Moyer Judicial Center, Chiller-Boiler Replacement Proposer Firm _____
 Project Number JSC-140002 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 \$500,000	2	
	\$500,000 to \$5,000,000	1	
	More than \$5,000,000	0	
c. Number of licensed professionals	Less than 3 professionals	1	Max = 3
	3 to 10 professionals	3	
	More than 10 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 - 10	
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 4 sample projects	1	Max = 3
	4 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 4 projects	0 - 3	
	4 to 8 projects	4 - 6	
	More than 8 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 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
		Subtotal	

* 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

Notes:

Evaluator:

Name _____

Signature _____ Date _____