

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

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|--|-----------------------------------|--|-------------------------------|------------------|------------|
| Project Name | <u>Postle Partial Replacement</u> | Response Deadline | <u>10/06/2016</u> | <u>2:00 p.m.</u> | local time |
| Project Location | <u>305 W. 12th Avenue</u> | Project Number | <u>OSU-160807</u> | | |
| City / County | <u>Columbus / Franklin</u> | Project Manager | <u>Nikolina Sevis</u> | | |
| Owner | <u>The Ohio State University</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>4</u> | No. of electronic copies requested (PDF) | <u>thumb drive</u> | | |

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Nikolina Sevis at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, OH 43210. See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Nikolina Sevis at Sevis.2@osu.edu 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

The College of Dentistry's existing facility at Postle Hall is located within a pedestrian dense area of the University on the corner of 12th and Neil Avenue, and is well seated within the Health Sciences campus and edge of the academic campus. Established in 1890 the College of Dentistry (COD) has built a tradition of excellence and leadership improving lives through personalized health care. The COD has an interdisciplinary model partnering with medicine, pharmacy and engineering. As the fourth largest public dental school in the United States, the college consists of ten academic divisions representing all major dental specialties. In addition to academics the COD provides comprehensive patient care services, research and administrative support.

This project will include a new Building up to 150,000 GSF, and will renovate portions of Postle Hall west for the **College Of Dentistry (COD)** located on the Columbus Campus. The demolition of Postle Hall eastern wing will be required for the construction of the new building in the same location. There will be a need to relocate current occupants and functions from Postle Hall east to other existing buildings during construction. Renovation to swing space will be required. The project scope will also include renovation to the western wing of Postle Hall once program from this area is relocated into the new Building. Existing COD programs in Postle Hall west must remain operational with public access during all construction activities.

This request is for a **Construction Manager at Risk (CM)** to provide Pre-Construction and Construction Services. The CM will also be responsible for the over-all master schedule and schedule for all enabling projects to relocate current building occupants.

The project will be consistent with the One Ohio State Framework Plan (<https://pare.osu.edu/framework>), the Design Guidelines for Building and Landscape (<https://fod.osu.edu/sites/default/files/buildings-landscape.pdf>) and the Program of Requirements.

A pre-proposal meeting will be held on Wednesday, September 14, 2016 at 3:00PM in Postle Hall Auditorium, Room 1187; 305 West 12th Ave. for ALL disciplines (Architect of Record, Design Architect, MEP Engineer, Construction Manager at Risk, etc.). The university will provide an overview of the project, an opportunity for questions, and a guided tour of the existing building. To protect the privacy of dental patients and practitioners, the College of Dentistry asks you not to walk through Postle Hall prior and/or after the scheduled tour.

The CM will be contracted for Preconstruction Services (with the A/E) through Programming/Conceptual Design and completion of Schematic Design phases including estimates, schedule and constructability assessment that addresses the project and all enabling work, as well as to validate the design feasibility of all necessary functions into the project scope and still remain within the estimated amount listed in this RFQ. The University will work with the A/E and CM to develop a schedule to evaluate recommendations at key points during the initial stages of design. Once design and funding is confirmed, the University may amend this contract upon approval for construction documents, bidding, construction contract administration and post-construction services.

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Professional design services are being acquired by the Contracting Authority under a separate contract. A Commissioning Agent will be selected and contracted directly with the University, but advertised at a later date. The C/M will participate in the interview process and will be in an advisory role and will not have a vote for selection.

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/Owner's policies and procedures.

This project will be registered with USGBC for a minimum Silver LEED certification.

This project is required to be constructed and delivered within a collaborative BIM-enabled environment following The Ohio State University BIM Project Delivery Standards. The Primary firm submitting for the project will be required to have the BIM expertise capable of meeting the aforementioned standards. The Primary firm is responsible to support their subcontractors to meet this requirement. The Ohio State University BIM Project Delivery Standards can be accessed via the OSU FOD website: ohio-state_bim_pds.pdf. Unless noted otherwise, the minimum required BIM Use Cases are outlined in Section 2.

B. Scope of Services

In line with the One Ohio State Framework Plan and maintaining our vision to be among the nation's leader in research, scholarship, education, service, patient care and advocacy in the field of oral health care; the project is expected to be recognized for its quality of design and technical expertise. The project team will be expected to interface with the University Architect, University Landscape Architect, University Engineer, the University Design Review Board, the University Board of Trustees and Health Science/College of Dentistry. The project team will be expected to have strong leadership and experience in the successful delivery of large scale occupied renovations.

This project will include a minimum of two construction phases, each with a Guaranteed Maximum Price (GMP) totaling the cost of construction advertised in this RFQ. The first phase will include swing space and/or enabling construction and the second phase will include new building, partial renovation of Postle Hall west wing, associated site, utility work, infrastructure and the balance of the project. Additional phases may be required which may be discovered during Conceptual Planning Phase.

The CM will be required to prepare cost estimates and reconcile with the estimate prepared by the A/E at each phase of design including enabling projects and Programming/Conceptual Design. The A/E will be required to contract for material testing and inspection services as a reimbursable to their contract. The firm providing this service will be selected in conjunction with the University. The scheduling and coordination of the material testing and inspection firm will be the responsibility of the selected CM.

The CM will be required to contract with and coordinate the services of the air and water balance contractor.

The CM will be required to manage and coordinate multiple construction phases of this project, including the enabling construction activities, procurement and coordination of equipment installation, moving of building occupants and equipment into and out of the buildings as required for the project.

Design documents required for the Guaranteed Maximum Price (GMP) submittals will be at 75% document completion.

The selected Construction Manager at Risk, as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Contracting Authority/Owner, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule.

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontractor Prequalification and Bidding process, Construction and Closeout Stage.

Refer to the *Ohio Facilities Construction 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>.

The selected CM will be required to sign the standard agreement. No modifications to the requirements in the agreement will be accepted. Required Professional Liability Insurance will be per General Conditions Articles 10.3.7 and 10.3.8.

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The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority/Owner, the AoR and the CM. The Contracting Authority/Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The CM will work cooperatively with the Contracting Authority/Owner, AoR, and Project Team, and will provide, among other services, schedule development, estimate development, Guaranteed Maximum Price (GMP) proposal, subcontractor prequalification and bidding, constructability review, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at the stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the AoR's detailed listing of any incomplete design elements and the AoR's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). Contingent upon the Contracting Authority's approval of the GMP, the parties will enter into an amendment to the Agreement establishing the Contract Sum ("GMP Amendment"). If the proposed Contract Sum exceeds the Project Budget established for construction, then the Contracting Authority may terminate the agreement with the CM and seek proposals from other firms for completion of the Project.

Construction Services: The CM shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CM shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Contracting Authority. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority reserves the right to approve the CM's selection of subcontractors and any supplemental terms to the form subcontract.

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. Primary Role on project as (CM) Delivery Method
2. Medical Center Clinical Project
3. Projects delivered in a collaborative BIM-enabled environment
4. University Project in a Dense and/or Urban Site
5. State of Ohio, and/or State of Ohio University administered projects

For the purpose of the selection of 10 Relevant Projects in Section F of the Statement of Qualification (Form F110-330), projects must be designed by the Lead Firm.

C. Funding / Estimated Budget

| | | | |
|--------------------|---------------------|---------------|---------------------|
| Total Project Cost | <u>\$95,000,000</u> | State Funding | <u>\$26,000,000</u> |
| Construction Cost | <u>\$62,706,000</u> | Other Funding | <u>\$69,000,000</u> |

D. Anticipated Schedule

| | |
|--------------------------------------|----------------|
| CM Preconstruction Services Start | <u>02 / 17</u> |
| Construction Stage Notice to Proceed | <u>04 / 18</u> |
| Substantial Completion of all Work | <u>02 / 20</u> |
| CM Services Completed | <u>05 / 20</u> |

E. EDGE Participation Goal

Percent of the CM's total compensation excluding CM's Contingency* 5.0%

*Preconstruction Stage Compensation plus Contract Sum minus CM's Contingency

F. Evaluation Criteria for Selection

Selection Criteria: The CM will be selected using (i) qualifications-based process during the Request for Qualifications (RFQ) stage to develop a short list and (ii) best value process during the Request for Proposal stage. The qualifications-based criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from short listed firms will include such factors that are determined to derive or offer the greatest value to the State and Owner, combining both qualifications and fee.

Short List: Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After

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evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

Request for Proposal: The short-listed firms shall be sent a Request for Proposal (“RFP”) that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation, construction stage personnel costs, itemized construction stage general conditions costs, construction stage contingency percentage, and construction stage fee percentage. The short-listed candidates will also receive (i) form of Agreement with the Contracting Authority containing the contract terms and conditions, (ii) set of the most recent design documents and (iii) proposed Project schedule.

Pre-Proposal Meeting: Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority/Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask the Contracting Authority/Owner questions in an individual setting to help the firms prepare their responses to the RFP. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

Interview: After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority/Owner. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm’s capacity to conduct this work in compliance with the timetable, budget and EDGE expectations. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

Selection Schedule: Tentative schedule is subject to change.

| | |
|--------------------------------------|---------|
| Qualifications Due | 10/2016 |
| RFP issued to the Short-Listed Firms | 11/2016 |
| Interviews | 12/2016 |
| Selection of CM | 01/2017 |

Cancellation and Rejection: The Contracting Authority reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The Contracting Authority shall have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

Interested firms are required to address their BIM project delivery experience and how they will implement Building Information Modeling (“BIM”) on the project by documenting:

- The ability for the entire team to effectively collaborate and share models and data.
- Each discipline model manager and their relevant experience.
- How you support a subcontractor that does not have sufficient BIM experience to meet the above expectations.

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.

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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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.

Facsimile copies of the Statement of Qualifications will not be accepted.

Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to this RFQ and subsequent 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.

Proposers are requested to submit the following information in response to this RFQ within Section H of Form F110-330.

1. Summary: Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
2. Bonding/Insurance: Provide evidence of capacity to provide bonding in the amount of the construction budget (e.g. a letter from your Surety agent stating that one or more Sureties will issue Bonds in the amount of the construction budget if your team is selected) and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability, and professional liability insurance.
3. Management Systems: Describe the scheduling and cost control systems the firm would propose to use for the Project
4. Self-Performed Work: Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
5. Estimating: Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. Scheduling: Demonstrated track record of performance of managing projects to the original schedule.

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, CPE, DBIA, 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.

CM at Risk Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Postle Partial Replacement Proposer Firm _____
 Project Number OSU-160807 City, State, Zip _____

| Selection Criteria | | Value | Score |
|--|--|-----------------|----------|
| 1. Primary Firm Location and Workload (Maximum 10 points) | | | |
| a. Proximity of firm to project site | Less than 150 miles | 5 | |
| | 150 miles to 300 miles | 2 | |
| | More than 300 miles | 0 | |
| b. Amount of contracts awarded by Contracting Authority in previous 24 months | Less than \$5,000,000 | 5 | |
| | \$5,000,000 to \$20,000,000 | 2 | |
| | More than \$20,000,000 | 0 | |
| 2. Primary Qualifications (Maximum 40 points) | | | |
| a. Project management lead | Experience / ability of project manager to manage scope / budget / schedule / quality | 0 - 10 | Max = 30 |
| b. Project administration lead | Experience / ability to effectively administer project controls and processes | 0 - 10 | |
| c. Technical staff | Experience / ability of technical staff to develop accurate estimates and schedules | 0 - 10 | |
| d. Construction administration staff | Experience / ability of field representative to identify and solve issues during construction | 0 - 10 | |
| 3. Key Consultant Qualifications (Maximum 10 points) | | | |
| a. Key consultants | Experience / ability of key consultants to perform effectively and collaboratively | 0 - 5 | |
| b. Proposed EDGE-certified Consultant participation* | One point for every 2 percent increase in Services compensation** over the EDGE participation goal | 0 - 5 | |
| 4. Overall Team Qualifications (Maximum 10 points) | | | |
| a. Previous team collaboration | Less than 2 sample projects | 1 | Max = 3 |
| | 2 to 4 sample projects | 2 | |
| | More than 4 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 consulting firm(s) and NOT the lead firm ** Preconstruction Stage Compensation plus Contract Sum minus Subcontracted Work, Self-performed Work, and CM's Contingency *** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute | | Subtotal | |

Notes:

Evaluator:

Name _____

Signature _____ Date _____

