

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	Postle Partial Replacement - Design Architect	Response Deadline	9/29/2016	2:00 p.m. local time
Project Location	305 W. 12 th Avenue	Project Number	OSU-160807	
City / County	Columbus / Franklin	Project Manager	Nikolina Sevis	
Owner	The Ohio State University	Contracting Authority	Local Higher Education	
Delivery Method	CM at Risk	Prevailing Wages	State	

No. of paper copies requested (stapled, not bound) 4 No. of electronic copies requested (PDF) thumb drive
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 H 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 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

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 **Design Architect (DA)** to provide Programming, Schematic Design and Design leadership through all phases of the project. A Design Architect must have significant successful experience in this building type and a consistent record of excellence.

An Architect of Record, Construction Manager and Commissioning Agent (Cx RFQ will be posted at a later time) will be selected by and contracted directly with the University. The Design Architect and MEP Engineer will be a sub contract to the Architect of Record. The Design Architect may apply for consideration as the Architect of Record by submitting for both the Design Architect/Architect of Record. The MEP Engineer will be selected separately and assigned to the Architect of Record. The Dentistry Planning Consultant may be selected separately in collaboration with the University (unless this specialty is available in house).

The A/E will be contracted for design services (with preconstruction services from the CMR) through Programming/Conceptual Design and completion of Schematic Design phases including associated estimate and schedule deliverable that addresses the project, 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.

The A/E team will lead with the Enabling Phase of the project which includes but is not limited to: assessing existing spaces within Postle Hall, identifying uses within Postle Hall that will need to be relocated to accommodate the demolition (Eastern portion) and renovation (Western portion), identify and provide bid documents that support renovation of areas

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within existing Postle Hall West as well as other building locations where program space will move during construction. The A/E team will identify and provide design services for portions of the existing western portion of Postle that will need to be repurposed and or renovated as part of the overall project which includes space and infrastructure.

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 Engineering, and 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 Architect/Engineer (“A/E”) will prepare the POR as an Additional Service. A Dental Architect (if required) will be selected in collaboration with the University.

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

This project is required to be designed 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 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 A/E 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 A/E 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 the new building, partial renovation of Postle Hall west, 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 selected A/E team will develop the Basis of Design (BOD) and will coordinate with the Commissioning Agent during the design phase.

The A/E will be required to prepare cost estimates at each phase of design and reconcile with the estimate prepared by the CM.

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.

For projects advertised with an appropriately developed Program of Requirements (POR), upon award of the Agreement, commence with Design. For projects without such a POR, upon award of the Agreement, commence by developing the Program of Requirements.

The selected A/E, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and/or the Contracting Authority, the cost breakdown of the Architect/Engineer 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. Required Professional Liability Insurance will be per Exhibit A – A/E Terms and Conditions Article 7.2.6.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types.

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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 A/E will be required to sign the standard agreement. No modifications to the requirements in the agreement will be accepted.

During the construction period, provide not less than 60 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration 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. Architectural Design Excellence (as determined by the university)
2. Medical Center Clinical Project
3. University project in a dense and/or Urban Site
4. Addition and Renovation Project

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>
Estimated Fee	<u>Included in the AOR fee of 7.0% to 7.8%</u>		

NOTE: The A/E fee percentage for this project includes all professional design 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, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design 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, code-required special inspection and testing, Quality Assurance testing during the construction period, and testing due to unforeseen conditions).

D. Services Required (see note below)

Primary	<u>Design Architect</u>
	<u>Dental Architect (selected separately unless already in house)</u>
Secondary	<u>Landscape Architect (selected separately)</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
Others	<u>_____</u>

E. Anticipated Schedule

Professional Services Start	<u>12 / 16</u>
Construction Notice to Proceed	<u>04 / 18</u>
Substantial Completion of all Work	<u>02 / 20</u>
Professional Services Completed	<u>05 / 20</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5.0%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to ORC Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to ORC Chapter 4703, or (3) a professional engineer or professional surveyor holding a license and certificate of authorization issued by the Ohio Engineers and Surveyors Board pursuant to ORC Chapter 4733.

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 specific to The Ohio State University projects as determined by the university.
- Overall team qualifications; for team collaboration the university will determine the most relevant projects and most relevant team members (project manager, designer, key engineering leads).

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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.
- Design quality and demonstrated ability of prospective firm and its proposed consultants to provide design services which represent the University's *Design Guidelines for Buildings and Landscape* [buildings-landscape.pdf](#)
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- 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.

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 A/E 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 A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) Section H. Additional Information 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 A/E'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 A/E's Technical 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.

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 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.

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.

Do not submit subconsultants for the following services as they will be selected in consultation with the University: Hazardous Materials, Testing, and Geotechnical Services. These subconsultants are not eligible for consideration in meeting the stated EDGE goals.

Firms are requested to identify professional registrations, memberships and credentials including: 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.

Architect / Engineer Selection Rating Form

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Project Name Postle Partial Replacement - Design Architect Proposer Firm _____
 Project Number OSU-160807 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 150 miles	5	
	150 miles to 300 miles	2	
	More than 300 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$5,000,000	2	
	\$5,000,000 to \$20,000,000	1	
	More than \$20,000,000	0	
c. Number of licensed professionals	Less than 2 professionals	0	Max = 3
	2 to 10 professionals	0	
	More than 10 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 design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
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 point for every 2 percent increase in professional services 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 professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____