

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

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|------------------|--|-----------------------|------------------------|----------------------|
| Project Name | Postle Partial Replacement - MEP Engineering | Response Deadline | 9/23/2016 | 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 **MEP Engineering** to partner with the Architect of Record (AoR) and provide engineering services for all Design phases; Construction Documents, Bidding, Construction, and Post-Construction. A Design Architect will be selected separately to provide Programming and Schematic Design and Design leadership through all phases of the project. The Design Architect and MEP Engineering will be contracted by the AoR. The AoR will participate in the selection of the Design Architect and MEP Engineering.

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 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.

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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 Architect/Engineer (“A/E”) will prepare the POR as an Additional Service.

A Construction Manager at Risk will be selected and contracted directly with the University. The Commissioning Agent will also be contracted directly by the University but will be advertised at a later date. The A/E will participate in the interview process of both disciplines and will be in an advisory role and will not have a vote for selection.

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 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/R 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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- 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).
- 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 sub-consultants for the following services as they will be selected in consultation with the University: Hazardous Materials, Testing, and Geotechnical Services. These sub-consultants 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

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, 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 _____