

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Calhoun Residence Hall Renovation</u>	Response Deadline	<u>Nov. 29, 2016</u>	<u>2:00 PM</u>	local time
Project Location	<u>West Campus</u>	Project Number	<u>UCN-17076A</u>		
City / County	<u>Cincinnati / Hamilton</u>	Project Manager	<u>Dale Beeler</u>		
Owner	<u>University of Cincinnati</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>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Dale Beeler at Planning + Design + Construction, University Hall, Suite 600, 51 Goodman Drive, Cincinnati, Ohio 45221. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Dale Beeler at dale.beeler@uc.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

Calhoun Hall, located on the Uptown West Campus, will undergo a two-year, fully vacated “half-life” renovation similar in scope to the recently completed renovations of Scioto and Morgens Halls. The 14-story, concrete-framed high rise, built in 1967, will remain a “dormitory” style housing facility and will re-open for the Fall 2020 semester. Nearly all MEP infrastructure and interior finishes will be replaced. Additionally, the original brick and curtainwall exterior envelope will be redesigned and replaced. Recently installed BUR roofing, main switchgear, fire protection and water heating systems will be retained. Floor plan changes will focus on public/shared core spaces. Exterior public courtyards will be upgraded. The concept of an enclosed, elevated connector/entry/public space between Calhoun Hall and the adjacent Siddall Hall will be investigated as part of this project.

B. Scope of Services

As required by the Agreement, and as properly authorized, provide the following categories of services:
Program Verification and Schematic Design and Schematic Cost Estimating.

At the completion of Schematic Design and contingent upon Board of Trustees approval, (assume a 60-day hard stop), the remainder of the project services, including Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types may, at the discretion of UC, be added by contract amendment to the initial A/E team’s scope of work.

The University of Cincinnati’s commitment to design excellence drives our A/E selection process. **Please note that for this project, distinct “Design Architect (DA)” and “Architect of Record (AoR)” roles for A/E services will not be solicited.** Rather, it is left to the submitting lead A/E firm to provide the required full range of architectural services either in-house or via consultant roles if required/preferred. Qualifications and Relevant Project Experience shall support the direction chosen. All State of Ohio requirements for business entity and professional services licensing apply.

The Calhoun Hall renovation includes the removal of hazardous materials. Along with the building envelope replacement, the interior plumbing, mechanical and electrical systems will be renovated. The plumbing system renovation includes the removal of the infrastructure and replacement of the risers and horizontal connections to new fixtures. The mechanical system renovation includes the removal of the piping infrastructure and the replacement of the risers and horizontal connections to new heating/cooling units in the dorm rooms, public spaces and mechanical rooms. The fans, pumps and mechanical equipment are to be replaced with new. The air systems will feature new fans and finish devices. The mechanical controls system is to be replaced. Mechanical systems are to include a stairway smoke control systems integrated with the fire alarm system. The electrical system renovation includes the replacement of outdated equipment, distribution panels, motor control, and circuit breakers panels. All outlet devices will be upgraded to comply with NEC requirements. Electrical service to mechanical equipment will be replaced with new.

Request for Qualifications (Architect / Engineer) continued

The adjacent Market Pointe Dining Hall will be taken off line for one summer semester during this construction period for upgrades to all interior finishes. A/E services for this additional work **may** be amended to this contract.

The roof and penthouse area have antenna and other 911 emergency communication equipment which cannot be interrupted at any time.

During the construction period, provide not less than 40 hours (excluding travel time) on-site construction administration services each week by the A/E team, including attendance at progress meetings and an A/E written weekly field report. The A/E field staff shall have been involved in the primary design of the project and have relevant construction administration experience.

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>.

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. Qualifications and experience with student housing projects of similar scope and complexity.
2. Qualifications and experience on past projects on the campus of the University of Cincinnati.
3. Qualifications and experience with high-rise building design/renovation work.
4. Qualifications and experience with the Construction Manager @ Risk delivery method.
5. Qualifications and experience with the design and preparation of construction bid documents and administering the construction phase of contracts following the State of Ohio, Department of Administrative Services, Guide for Capital Improvements and the Department of Industrial Compliance.
6. Qualifications and experience in the successful application of LEED practices and documentation of project history for certification. Assume LEED v4.
7. Qualifications and experience in using "Design Assist" options available in the CMR delivery method.

C. Funding / Estimated Budget

Total Project Cost	<u>\$45,000,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$32,000,000</u>	Other Funding	<u>\$45,000,000</u>
Estimated A/E Fee	<u>8.0% to 10.0%</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>Architecture/Interior Design</u>
Secondary	<u>Civil Engineering/Landscape Architecture</u>
	<u>Structural Engineering</u>
	<u>MEP/FP Engineering</u>
	<u>Façade Consultant</u>
	<u>Cost Estimation</u>
	<u>Code Consultant</u>
Others	<u></u>

E. Anticipated Schedule

Professional Services Start	<u>04 / 17</u>
Construction Notice to Proceed	<u>05 / 18</u>
Substantial Completion of all Work	<u>03 / 20</u>
Professional Services Completed	<u>08 / 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.

Request for Qualifications (Architect / Engineer) continued

G. Evaluation Criteria for Selection

- Previous experience compatible or comparable with the proposed project (e.g., type, size).
- Demonstrated ability to meet Owner's programmed project vision, scope, budget on previous projects.
- Demonstrated creative, innovative design history and capabilities.
- 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.
- Proposer's apparent resources, and capacity to meet the needs of this important project.
- Demonstrated skills to work successfully with architectural review boards/committees.
- Demonstrated experience with successful/productive EDGE teaming.

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>.

Requisite EDGE design team participation goals of 5% will be required for the total design team when fully assembled.

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.

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 Calhoun Hall Renovation Proposer Firm _____
 Project Number UCN-17076A 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 \$1,000,000	2	
	\$1,000,000 to \$2,000,000	1	
	More than \$2,000,000	0	
c. Number of licensed professionals	Less than 5 professionals	1	Max = 3
	5 to 20 professionals	2	
	More than 20 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 3 sample projects	1	Max = 3
	3 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 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 5 projects	0 - 1	
	5 to 9 projects	2 - 3	
	More than 9 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 _____