

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Chilled Water Plant #3 - Utility Distribution</u>	Response Deadline	<u>02/23/17</u>	<u>2:00 P.M.</u> local time
Project Location	<u>Ohio University</u>	Project Number	<u>OHU-170012</u>	
City / County	<u>Athens / Athens</u>	Project Manager	<u>Brody Bauers</u>	
Owner	<u>Owner</u>	Contracting Authority	<u>Local Higher Education</u>	
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>	
No. of paper copies requested (stapled, not bound)	<u>1</u>	No. of electronic copies requested (PDF)		<u>1</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Richard Barnes at 160 West Union Street, Suite 154, Athens, Ohio 45701-2979. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Richard Barnes at barnesr1@ohio.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

Ohio University will be implementing a project, under a separate consultant contract, to construct a new chilled water plant on the Athens campus. The project scope will include providing a plant building with the capability of providing up to 7,500 tons of chilled water capacity in three chilled water bays. The initial project scope will include installing equipment with 2,500 tons of chilled water capacity, with the total plant capacity and operation will be implemented in multiple future projects/phases. The building shell will be designed and built with considerations to accommodate the ultimate build-out of all chiller bays as well as two future boilers and two future heat recovery chillers.

The project being advertised on this RFQ will design and construct the utility infrastructure necessary to connect this new plant to the existing University chilled water and electrical systems. An additional component of this project is to extend the chilled water distribution infrastructure along University Terrace, connecting two points on the existing campus system.

The utility corridors under consideration for the new distribution system contain a variety of other underground utilities. The design of the new systems will require close coordination with the University, the City of Athens, and local utility companies.

The new chilled water plant (described above) and new distribution system are intended to work in harmony with existing chiller plants #1 and #2, and the existing chilled water piping, to provide a total chilled water capability to the campus. This project requires close coordination with the chilled water plant design team. The intent of the project is that the plant and the distribution system will be designed and constructed concurrently.

B. Scope of Services

- Design the underground utility connections, including:
 - chilled water from the new plant to the existing district piping system
 - electric service to the new plant from the existing University electrical infrastructure
 - chilled water distribution system expansion along University Terrace
 - future considerations for hot water piping distribution requirements.
- Design, and provide construction documentation, and construction administration for the underground utilities and connections. This includes estimating, scheduling and constructability services.
- Coordinate with a separate project consultant who will provide:
 - Design of New Chilled Water Plant Facility, including building structure and shell space, 2500 ton chiller, and capacity for future additional chillers
 - Establishment of equipment specifications to address supply and return temperatures, pumping systems, and extension of existing water supply lines for plant make-up water.
- Assist in thorough coordination during the equipment start-up and commissioning. A separate commissioning consultant will be hired directly by the University.

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The selected Architect/Engineer (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.

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.

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>.

During the construction period, provide not less than 16 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. Utility facility experience with chiller plants and distribution systems
2. Underground utility distribution systems in a campus context
3. Experience coordinating with other consultants on large scale projects
4. Construction management of commercial mechanical/electrical system upgrades and replacements
5. Previous experience coordinating with multiple public entities
6. Experience with building and utility accommodations within a flood plane
7. Experience with complementing the campus aesthetic of an institution of higher education

C. Funding / Estimated Budget

Total Project Cost	<u>\$14,100,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$10,000,000</u>	Other Funding	<u>\$14,100,000</u>
Estimated A/E Fee	<u>8.0%</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>Mechanical Engineering</u>
Secondary	<u>Electrical Engineering</u>
	<u>Civil Engineering</u>
	<u>Geotechnical Engineering</u>
	<u>Estimating and Scheduling</u>
	<u>Surveying</u>
Others	<u></u>

E. Anticipated Schedule

Professional Services Start	<u>04 / 17</u>
Construction Notice to Proceed	<u>03 / 18</u>
Substantial Completion of all Work	<u>04 / 20</u>
Professional Services Completed	<u>12 / 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.

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- 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 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 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) 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.

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 Chilled Water Plant #3 Proposer Firm _____
 Project Number OHU-170011 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	0	Max = 3
	5 to 10 professionals	1	
	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 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 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 projects	4 - 5	
		Subtotal	

* 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

Notes:

Evaluator:

Name _____

Signature _____

Date _____