



John R. Kasich / Governor
State of Ohio

Robert Blair / Director
Ohio Department of Administrative Services

Ohio**DAS**

General Services
State Architect's Office

Ohio Register

Information of Interest for the
Architectural, Engineering and Construction Industry

Issue Number 214

June 2011

Response Deadline:

Varies by project

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General Services Division

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Ohio Register: <http://ci.oaks.ohio.gov>
State Architect's Office website: <http://ohio.gov/sao>

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Ohio Register General Information and Requirements



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General Services Division
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General Requirements for Submittals of the Statement of Qualifications

Firms are required to submit the current State of Ohio version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms). The Federal version of the SF330 form will not be accepted.

Cover letters and transmittals are not necessary. Please place the appropriate project number in the space provided on the form.

Due to limited storage space, we request that paper copies, if requested, be stapled and please refrain from submitting three-ring binders, spiral binders and booklets. SAO requests that supplemental material not be submitted with the Statement of Qualifications. The use of a computerized or typed Statement of Qualifications form is preferred.

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

Facsimile or e-mailed copies of the Statement of Qualifications will not be accepted.

Reminders

SAO no longer requires an annual submittal of Part II of the Statement of Qualifications form for professional design services. However, professional design firms and construction managers responding to a request for qualifications for State of Ohio projects must submit Part II of the Statement of Qualifications (SAO Form #F110-330) for each firm on its team.

SAO Form #F110-330 (Statement of Qualifications) officially replaced both the ADM-0255 and ADM-0254 forms on March 1, 2008. The ADM-0255 and ADM-0254 forms are no longer accepted.

Declaration Regarding Material Assistance / Non-assistance to a Terrorist Organization

As a result of Ohio Senate Bill 9 (effective April 14, 2006) applicants seeking certain state issued business contracts and funding must fill out new forms indicating that they have not provided financial assistance or support to a terrorist organization.

Prior to executing the Architect/Engineer (A/E) agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in ORC Section 2909.33 (C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway at <https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>.

All DMA forms and reference information, including a list of licenses subject to DMA and the Terrorist Exclusion List, can be found on the Ohio Homeland Security website at http://homelandsecurity.ohio.gov/dma/dma_forms.asp.

The Contracting Authority is responsible for either directing applicants to the forms on the Web site or printing and providing hard copies to the applicant. The Contracting Authority will retain the completed forms along with the application.

Anyone with questions can contact Ohio Homeland Security by calling the DMA hotline number at 614.644.3892 or by email at dma-info@dps.state.oh.us.

ORC 9.24 – Auditor of State Unresolved Findings for Recovery

Effective June 1, 2004, Ohio Revised Code (ORC) 9.24 prohibits the State of Ohio from awarding a contract to any individual or organization against whom the [Auditor of State](#) has issued a findings for recovery if the findings for recovery is unresolved at the time of award of contract.

For more information about how this new statute requirement pertains to Associates, Construction Managers, Consultants, Contractors and Owners, visit the SAO website at: <http://ohio.gov/sao> (click on Auditor of State Findings for Recovery under the Hot Links section.)

EDGE Participation Required on State Design and Construction Projects

The Encouraging Diversity, Growth and Equity (EDGE) program became law July 1, 2003, when Section 123.152 of the Ohio Revised Code was enacted. The program creates a business development program for economically and socially disadvantaged Ohio businesses.

The EDGE business participation goal is usually 5 percent. Proposers for professional services agreements as well as Bidders on construction contracts must demonstrate actual participation in the EDGE program, or provide a demonstration of their good faith efforts (with a letter requesting a waiver of the advertised EDGE participation goal on its letterhead and supporting evidence) to participate in the EDGE program, or both, as indicated in the Ohio Revised Code (123.152) and the Ohio Administrative Code (123:2-16-09).

Interested A/E firms are required to submit the Commitment to Participate in the Edge Business Assistance Program form in its Statement of Qualifications (SAO 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 SAO website at <http://ohio.gov/sao> (click on Forms). 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 the name that will participate in the delivery of the proposed professional services solicited in the RFQ.

To learn more about the qualifications for EDGE certification, the process to become an EDGE-certified business, and to find existing EDGE-certified businesses, go to <http://EDGE.ohio.gov>.

Ohio Ethics Law Provision

All professionals that submit or intend to submit proposals for consideration of a contract for professional design services with the state of Ohio are reminded that, as applicable, no sole proprietor, partner, shareholder or other principal of the Architect/Engineer or the spouse of such principal has made, as an individual, at any time within the two previous calendar years, one or more contributions totaling in excess of \$1,000.00 to the Governor or to the Governor's campaign committee, consistent with Section 3517.13 of the Ohio Revised Code.

Professional Design Opportunities

Short List Report

Page last updated: June 22, 2011

Published Date	Project Name	Total Project Cost	Short-listed A/E Firms <i>*Indicates selected firm</i>	Negotiated A/E Fee
4/18/2011 OR #212 Locally Administered	UCN-09113A ACH Campus Lab Energy Savings University of Cincinnati Cincinnati, Ohio	\$3,340,000	UPDATED Fosdick & Hilmer *Stan & Associates URS Corporation	TBD: Contact Agency / Institution
4/12/2011 OR #212 Locally Administered	UTO-111624 New Cancer Center University of Toledo Toledo, Ohio	\$5,500,000	MBA Architects and Planners Poggemeyer Design Group SSOE	TBD: Contact Agency / Institution
3/7/2011 OR #211 Locally Administered	ZSC-6-2011-1 Advanced Science & Technology Center Zane State College Zanesville, Ohio	\$9,750,000	Addis-Davis-Van Wey Design Group Lincoln Street Studio Phillip Markwood Architects SHP Leading Design URS Corporation	TBD: Contact Agency / Institution
3/7/2011 OR #211 Locally Administered	ZSC-7-2011-1 Cambridge Training & Education Center Zane State College Zanesville, Ohio	\$10,000,000	Addis-Davis-Van Wey Design Group Lincoln Street Studio Phillip Markwood Architects SHP Leading Design URS Corporation	TBD: Contact Agency / Institution
3/10/2011 OR #211 Locally Administered	UTO-111605 Hospital Clinical Laboratory University of Toledo Toledo, Ohio	\$200,000	*BEI Associates Harley Ellis Devereaux SSOE	TBD: Contact Agency / Institution
03/29/2011 OR #211 Locally Administered	KSU-11L123 Tri-Towers Residence Halls Rooms & HVAC Upgrades (MEP Engineer) Kent State University Kent, Ohio	\$30,000,000	NEW Dynamix Engineering Heapy Engineering Scheeser Buckley Mayfield Thorson Baker & Associates	TBD: Contact Agency / Institution
03/29/2011 OR #211 Locally Administered	KSU-11L123 Tri-Towers Residence Halls Rooms & HVAC Upgrades (Architect) Kent State University Kent, Ohio	\$30,000,000	UPDATED *Domokur Architects KZF Design The Collaborative	TBD: Contact Agency / Institution
03/09/2011 OR #211 Locally Administered	UTO-110129 Core Research Facility - Phase IV University of Toledo Toledo, Ohio	\$929,586	Buehrer Group Architecture & Engineering The JDI Group SSOE Group	TBD: Contact Agency / Institution
03/09/2011 OR #211 Locally Administered	UTO-111387 Resource & Community Learning Center - Phase II University of Toledo Toledo, Ohio	\$900,000	Duket Architects Planners MacPherson Architects Thomas Porter Architects	TBD: Contact Agency / Institution
02/24/2011 OR #210 Locally Administered	UCN-09137A Storm Water Demonstration Project University of Cincinnati Columbus, Ohio	\$2,600,000	Bayer Becker Kinzelman Kline Gossman *Kleingers & Associates	TBD: Contact Agency / Institution
02/09/2011 OR #210 Locally Administered	CTI-110001 Columbus State Master Plan Columbus State Community College Columbus, Ohio	TBD	The Collaborative MSI Design NBBJ Stantec Architecture URS	TBD: Contact Agency / Institution
02/14/2011 OR #210 Locally Administered	UCN-10016B Primary Electric Substation University of Cincinnati Cincinnati, Ohio	\$7,300,000	GDP Group *Patrick Engineering RMF Engineering	TBD: Contact Agency / Institution
02/09/2011 OR #210 Locally Administered	UCN-11096A Crosley Tower - Air Handling Unit Replacement University of Cincinnati Cincinnati, Ohio	\$1,500,000	Fosdick & Hilmer *HAWA Incorporated Motz Engineering URS	TBD: Contact Agency / Institution
01/04/2011	BGU-015585		Buehrer Group Architecture & Engineering	

OR #209 Locally Administered	PSLB HVAC Upgrades & Fume Hood Replacement Bowling Green State University Bowling Green, Ohio	\$3,000,000	Heapy Engineering Korda Engineering *URS Corporation	TBD: Contact Agency / Institution
12/20/2010 OR #208 Locally Administered	YSU-111224 STEM Planning Youngstown State University Youngstown, Ohio	\$200,000	*BHDP/ms consultants KA, Inc. Architecture Westlake Reed Leskosky	TBD: Contact Agency / Institution
12/17/2010 OR #208 Locally Administered	UCN-09080A CARE Roof Fan Support Modifications University of Cincinnati Cincinnati, Ohio	\$450,000	Jezerinac Geers Associates *Steven Schaefer Associates THP Limited	TBD: Contact Agency / Institution
12/15/2010 OR #208 Locally Administered	UCN-04132B MSB Rehabilitation - Phase 4 (CM) University of Cincinnati Cincinnati, Ohio	\$82,944,661	Bovis Lend Lease Hunt Construction Group Messer Construction Company	TBD: Contact Agency / Institution
12/17/2010 OR #208 Locally Administered	UCN-09080A CARE Roof Fan Support Modifications University of Cincinnati Cincinnati, Ohio	\$450,000	Jezerinac Geers Associates Steven Schaefer Associates THP Limited	TBD: Contact Agency / Institution
12/17/2010 OR #208 Locally Administered	OSU-110215 Street and Bridge Maintenance - Phase 1 Ohio State University Columbus, Ohio	\$2,146,000	*American Structurepoint Korda/Nemeth Engineering Prime Engineering & Architecture Resource International	TBD: Contact Agency / Institution
11/22/2010 OR #207 Locally Administered	Project Number TBD 2010 Building Infrastructure Improvements: Computer Services Center (CSC) HVAC Improvements Ohio University Athens, Ohio	\$824,000	DLZ *Kramer Engineers SHP Leading Design W.E. Monks	TBD: Contact Agency / Institution
11/22/2010 OR #207 Locally Administered	Project Number TBD 2010 Building Infrastructure Improvements: Voight Hall, Electrical and Access Improvements and Gamertsfelder Hall Fire Alarm Improvements Ohio University Athens, Ohio	\$1,420,000	DLZ Kramer Engineers SHP Leading Design *W.E. Monks	TBD: Contact Agency / Institution
10/21/2010 OR #206 Locally Administered	CLS-101007 Main Classroom - Roof Replacement Cleveland State University Cleveland, Ohio	\$4,400,000	Architectural Vision Group Domokur Architects *Makovich & Pusti Architects mbi-k2m Architecture	\$305,000
10/05/2010 OR #206 Locally Administered	UTO-111538 Clinical Simulation Center The University of Toledo Toledo, Ohio	\$1,000,000	*BHDP Architecture SmithGroup, Inc. SSOE, Inc.	TBD: Contact Agency / Institution
09/21/2010 OR #205 Locally Administered	YSU-111202 Fifth Avenue Athletic Fields Youngstown State University Youngstown, Ohio	\$2,100,000	GPD Group James Burkart Associates JJR	TBD: Contact Agency / Institution
09/09/2010 OR #205 Locally Administered	UTO-111564 UMC 3rd Floor Renovations The University of Toledo Toledo, Ohio	\$4,100,000	*CBLH Design Hasenstab Architects URS	TBD: Contact Agency / Institution
09/28/2010 OR #205 Locally Administered	UCN-10093A Siddall MarketPointe Renovation University of Cincinnati Cincinnati, Ohio	\$2,300,000	*Champlin Architecture FRCH Design MSA Architects	TBD: Contact Agency / Institution
09/27/2010 OR #205 Locally Administered	OSU-108001 BRT-Site Electrical Improvements The Ohio State University Columbus, Ohio	\$2,700,000	Heapy Engineering *Korda/Nemeth Engineering M-Engineering	TBD: Contact Agency / Institution
09/21/2010 OR #205 Locally Administered	OSU-100398 McC Campbell Hall - Ambulatory Modifications The Ohio State University Columbus, Ohio	\$10,500,000	Bostwick Design Partnership CBLH Design Inc. *DesignGroup Perspectus Architecture LLC	TBD: Contact Agency / Institution
09/30/2010 OR #205 Locally Administered	UTO-10656R (readvertised) Center for Biosphere Restoration Research: Bowman- Oddy Laboratories and Wolfe Hall Renovations (CM at Risk) The University of Toledo Toledo, Ohio	\$7,888,000	AMEC E&C Services, Inc. *The Lathrop Company, Inc. The Whiting-Turner Contracting Company	TBD: Contact Agency / Institution
08/30/2010 OR #204 Locally Administered	YSU-111204 M1 & M2 Parking Deck Repair/Restoration Youngstown State University Youngstown, Ohio	\$5,200,000	Carl Walker, Inc. DESMAN Associates Walker Parking Consultants	TBD: Contact Agency / Institution
08/31/2010 OR #204 Locally Administered	WSU-110006 Rinzler Athletic Complex Wright State University Fairborn, Ohio	\$4,400,000	Annette Miller Architects Lorenz Williams, Inc. McGill Smith Punshon MSA Architects	TBD: Contact Agency / Institution
08/31/2010 OR #204 Locally Administered	WSU-090025 Concert Hall Renovation Wright State University Dayton, Ohio	\$4,228,000	H3 Hardy Collaboration Hardlines Design Company GBBN Architects Richard Fleischman	TBD: Contact Agency / Institution
07/01/2010	OSU-090468		Korda/Nemeth Engineering	

OR #203 Locally Administered	Howlett - Kottman Steam Upgrades The Ohio State University Columbus, Ohio	\$1,982,907	*RMF Engineering SSOE, Inc. Varo Engineers, Inc.	\$168,801.02
07/01/2010 OR #203 Locally Administered	OSU-100738 Pomerene - History of Art Renovation The Ohio State University Columbus, Ohio	\$400,000	Braun & Steidl Hardlines Design *Miller Watson Architects	\$45,548
06/18/2010 OR #202 Locally Administered	UTO-100656 Center for Biosphere Restoration Research: Bowman- Oddy Laboratories and Wolfe Hall Renovations (C/M at Risk), The University of Toledo Toledo, Ohio	\$7,888,000	Bostleman Mosser, LLC The Lathrop Co. Messer Construction	N/A: Project was readvertised on 09/30/2010 (see OR #205 above)
05/21/2010 OR #201 SAO Administered	DRC-090040 Roof Replacement - Ohio State Penitentiary Youngstown, Ohio	\$1,685,000	N/A - Project Cancelled	N/A - Project Cancelled
05/21/2010 OR #201 SAO Administered	DRC-090053 HVAC Upgrade 2010 - Warren Correctional Institution Lebanon, Ohio	\$2,500,000	DLZ Ohio, Inc. Kramer Engineers *Prater Engineering Associates Scheeser Buckley Mayfield LLC	TBD / Contract not finalized
05/28/2010 OR #201 Locally Administered	MUN-100014 Harris Dining Hall HVAC Replacement Miami University Oxford, Ohio	\$1,400,000	Heapy Engineering KLH Engineers Prater Engineering	TBD: Contact Agency / Institution
05/28/2010 OR #201 Locally Administered	OSU-081047 John Herrick Drive Rebuild Phase 1 The Ohio State University Columbus, Ohio	\$6,300,000	DLZ Ohio, Inc. EMH&T Kleingers & Associates MS Consultants	TBD: Contact Agency / Institution
05/27/2010 OR #201 Locally Administered	DMR-100003 NODC Paving 2010 Northwest Ohio Developmental Center Toledo, Ohio	\$400,000	The Mannik & Smith Group Chevevey & Piccin *Buehrer Group	\$25,611
04/02/2010 OR #200 SAO Administered	CSU-100010 (CM at Risk) Emery Hall Preservation & Restoration Phase IV Central State University Wilberforce, Ohio	\$1,780,000	Messer Construction Co. *Miles-McClellan Construction Thomas & Marker Construction	TBD / Contract not finalized
02/24/2010 OR #198 Locally Administered	OSU-100266 Stone Lab Green Energy Program Ph 1 The Ohio State University Gibraltar Island Put-in-Bay, Ohio	\$320,000	*Metro DC Engineering, LLC Santee Consulting Services Poggemeyer Design Group	\$46,798
02/19/2010 OR #198 Locally Administered	OSU-080338 College of Medicine Renovation/Addition Hazardous Material Abatement The Ohio State University Columbus, Ohio	\$13,000,000	*Electro-Analytical Inc (dba EA Group) Lawhon & Associates Gandee & Associates	\$15,040
12/07/2009 OR #196 Locally Administered	DRC-090047 Domestic Water & Boiler Replacement Ohio Department of Rehabilitation and Correction Lebanon, Ohio	\$1,425,003	Advanced Engineering Consultants *Kramer Engineers Roger D. Fields & Associates	TBD: Contact Agency / Institution
12/07/2009 OR #196 Locally Administered	DRC-090049 Exterior Door Replacement - Warren Correctional Ohio Department of Rehabilitation and Correction Lebanon, Ohio	\$1,360,000	*eS Architecture & Development KZF Design Renouveau Design	TBD: Contact Agency / Institution
12/23/2009 OR #196 Locally Administered	OSU-090445 Dreese Exterior Sealant Repair The Ohio State University Columbus, Ohio	\$1,270,000	Abbot Studios Architects & Planners *Shremshock Architects, Inc. CTL Engineering	\$112,649.93
12/23/2009 OR #196 Locally Administered	UTO-010656 New Science Building University of Toledo Toledo, Ohio	\$30,000,000	BHDP Architecture *SSOE The Collaborative	TBD: Contact Agency / Institution
11/18/2009 OR #196 Locally Administered	OSU-091575 Patent Cafe Food Kitchens Renovation (Food Service Consultant) The Ohio State University Columbus, Ohio	\$10,747,694	*JEM Associates (NJ) Robert Rippe & Associates (MN) The Hysen Group (MI)	TBD: Contact Agency / Institution
12/07/2009 OR #196 Locally Administered	OSU-091576 Morehouse Parking Garage - Demolish and Construct Surface Lots The Ohio State University Columbus, Ohio	\$2,209,149	*EMH&T Jobs Henderson & Associates Resource International	\$226,551
11/05/2009 OR #195 Locally Administered	UCN-08085A Kettering North Demolition The University of Cincinnati Cincinnati, Ohio	\$3,000,000	*Champlin Architecture JL Bender TRIAD Architects	TBD: Contact Agency / Institution
11/04/2009 OR #195 Locally Administered	UCN-06040C Morgens Hall Renovation and Scioto Decommissioning The University of Cincinnati Cincinnati, Ohio	\$27,748,000	GBBN Moody Nolan *Richard Fleischman + Partners Architects	TBD: Contact Agency / Institution

11/18/2009 OR #195 Locally Administered	OSU-091575 Patent Cafe Food Kitchens Renovation (A/E) The Ohio State University Columbus, Ohio	\$10,747,694	*FRCH Design Worldwide Hendon & Redmond M+A Architects Perspectus Architecture	\$1,217,199
11/18/2009 OR #195 Locally Administered	OSU-100217 Mason Hall - First and Second Floor Renovations The Ohio State University Columbus, Ohio	\$5,974,259	Champlin Architecture *Kallmann McKinnell & Wood Architects (MA) with Bialosky + Partners Architects Phillip Markwood Architects Westlake Reed Leskosky	\$400,500
11/10/2009 OR #195 Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>Design Architect</i> The Ohio State University Columbus, Ohio	\$126,000,000	Bohlin Cywinski Jackson (PA) David Brody Bond Aedas (NY) Ellenzweig (MA) FLAD Architects (WI) Payette (NY) Pelli Clark Pelli (CT) Perkins + Will (IL) Pohlshek Partnership (NY) SmithGroup (MI) Tsoi-Kobus & Associates (MA) Wilson Architects (NY) Zimmer Gunsul Frasca (NY)	TBD: Contact Agency / Institution
11/10/2009 OR #195 Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>Architect of Record</i> The Ohio State University Columbus, Ohio	\$126,000,000	Anshen + Allen BHDP Braun & Steidl/IKM *Burt Hill Champlin Architecture NBBJ	\$8,425,000
11/10/2009 OR #195 Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>Commissioning</i> The Ohio State University Columbus, Ohio	\$126,000,000	*Four Seasons FTC&H Heapy Engineering Horizon Engineering	\$393,333.54
11/10/2009 OR #195 Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>MEP</i> The Ohio State University Columbus, Ohio	\$126,000,000	Affiliated Engineers (WI) ARUP (NY) HAWA (OH) M/E Engineering (NY) RMF (MD) Vanderweil (MA)	TBD: Contact Agency / Institution
11/24/2009 OR #195 Locally Administered	OSU-081230 William H. Hall Complex Expansion, Phase 2 - Commissioning The Ohio State University Columbus, Ohio	\$33,056,494	*Four Seasons Environmental Horizon Engineering Associates Scheeser Buckley Mayfield	\$68,088.05
11/24/2009 OR #195 Locally Administered	OSU-071589 Hopkins Hall Mechanical Improvements The Ohio State University Columbus, Ohio	\$5,668,290	Advanced Engineering DLZ Kramer Engineering *Prater Engineering	\$398,170
10/09/2009 OR #194 Locally Administered	OHU-091500 Clipping Lab - Phase 2b-3 Ohio University Athens, Ohio	\$6,900,000	Burt Hill URS W.E. Monks & Co. Westlake, Reed, Leskosky	TBD: Contact Agency / Institution
10/19/2009 OR #194 Locally Administered	WSU-100012 Master Plan - Land Use and Development Wright State University Dayton, Ohio	\$200,000	Burt Hill NBBJ Sasaki	TBD: Contact Agency / Institution
09/21/2009 OR #193 SAO-Administered	NEM-090001 (CM) Campus Research and Academic Expansion NEOUCOM Rootstown, Ohio	\$37,930,000	Bovis Lend Lease, Inc. Donley's Inc. *The Ruhlin Company Welty Building Company	TBD / Contract not finalized
09/11/2009 OR #193 SAO-Administered	BWC-100001 BWC Chiller/Ice Tank Replacement Columbus, Ohio	\$1,550,000	DLZ Ohio, Inc. Korda/Nemeth Engineering Motz Engineering *Star Consultants	\$141,260
09/02/2009 OR #193 SAO-Administered	DOT-100001 Noble County Maintenance Facility / ODOT Caldwell, Ohio	\$4,800,000	*Jerome M. Scott Architects ms consultants, inc. Schorr Architects, Inc. Wachtel & McAnally Architects/Planners, Inc.	\$403,171
08/28/2009 OR #192 Locally Administered	WSU-090041 Halon Replacement Project Wright State University Dayton, Ohio	\$500,000	Heapy Engineering Helmig-Lienesch Engineers *Prater Engineering	TBD: Contact Agency / Institution
08/28/2009 OR #192 Locally Administered	WSU-090034 Elevator Upgrades Wright State University Dayton, Ohio	\$500,000	JL Bender Oregon Group Architects *Stilson & Associates, Division of DLZ	TBD: Contact Agency / Institution
08/28/2009 OR #192 Locally Administered	WSU-090038 Health Science Roof Replacement Wright State University Dayton, Ohio	\$317,000	Annette Miller Architects eS Architecture and Development *SFA Architects	TBD: Contact Agency / Institution
08/28/2009	WSU-090029			

OR #192 Locally Administered	Rike Hall Second Floor HVAC and General Renovation Wright State University Dayton, Ohio	\$520,000	*Annette Miller Architects Schorr Architects TRIAD Architects	\$50,000
07/14/2009 OR #191 SAO- Administered	NEM-090001 (A/E) Campus Research and Academic Expansion NEOUCOM Rootstown, Ohio	\$37,930,000	Burt Hill, Inc. Hasenstab Architects *TC Architects URS	TBD / Contract not finalized
06/15/2009 OR #190 Locally Administered	UCN-09101A Radiology Office Building The University of Cincinnati Cincinnati, Ohio	\$2,100,000	BSA LifeStructures *GBBN PFB Architects	TBD: Contact Agency / Institution
06/18/2009 OR #190 SAO- Administered	DRC-090026 Fire Alarm Upgrade Lebanon Correctional Institution Lebanon, Ohio	\$3,125,500	*Advanced Engineering Consultants DLZ Ohio KZF Design Kramer Engineers Roger D. Fields & Associates	\$235,213
06/18/2009 OR #190 SAO- Administered	DRC-090050 Roof Replacement Correctional Reception Center Orient, Ohio	\$2,604,199	*Archatas, Inc. Asebrook & Co. Architecture eS Architecture and Development Schorr Architects	\$199,750
06/18/2009 OR #190 SAO- Administered	DRC-090052 Medical/Dental Addition Lorain Correctional Institution Grafton, Ohio	\$1,735,000	Kaczmar Architects Incorporated *mbi k2m Architecture Ziska Architecture	\$268,125
05/06/2009 OR #189 SAO- Administered	EXP-090003 North Parking Lot Improvements Ohio Expositions Commission Columbus, Ohio	\$5,000,000	Kabil Associates, Inc. *Korda/Nemeth Engineering, Inc. Star Consultants, Inc.	\$345,975
04/09/2009 OR #189 SAO- Administered	DAS-010100 North High Street Complex Renovation, Phase 4 Ohio Dept. of Administrative Services Columbus, Ohio	\$52,505,945	*Acock Associates Architects Feinknopf Macioce Schappa Architects Schooley Caldwell Associates	\$4,005,429
04/09/2009 OR #188 SAO- Administered	OHU-071730 Scripps College of Communication - Phase 1 Ohio University Athens, Ohio	\$18,000,000	Feinknopf Macioce Schappa Architects Moody Nolan, Inc. NBBJ Schooley Caldwell Associates *The Collaborative, Inc.	\$1,159,650
02/12/2009 OR #186 SAO- Administered	DYS-050133 ORVJCF Classroom Addition - Phase 2 Ohio River Valley Juvenile Correctional Facility	\$6,800,000	KZF Design, Inc. Shremshock Architects, Inc. *Wachtel & McAnally Architects/Planners, Inc.	\$668,827
02/04/2009 OR #186 SAO- Administered	DOT-090005 Rest Areas Renovation Various locations throughout Ohio	\$12,000,000	Feinknopf Macioce Schappa Architects KZF Design *Shremshock Architects	\$889,360
01/30/2009 OR #185 SAO- Administered	CTI-090001 ERC Renovation (Columbus Hall) Columbus State Community College	\$5,400,000	Acock Associates Architects *BHDP Architecture McDonald, Cassell & Bassett Schooley Caldwell Associates	\$389,226
12/15/2008 OR #184 SAO- Administered	DMR-090010 Various Improvements Northwest Ohio & Tiffin Developmental Centers	\$1,655,500	Archatas Bodner & Kerik Architects, Inc. *Buehrer Group Architecture & Engineering, Inc.	\$107,200
12/18/2008 OR #184 SAO- Administered	DMR-090013 Various Improvements Southwest Ohio Developmental Center	\$1,260,000	Archatas *eS Architecture and Development Star Consultants, Inc.	\$158,802
12/01/2008 OR #184 SAO- Administered	DOT-090003 District 11 Re-roof Ohio Department of Transportation New Philadelphia, Ohio	\$4,800,000	Makovich & Pusti Architects, Inc. *Schorr Architects, Inc. Shremshock Architects, Inc.	\$389,000
11/18/2008 OR #183 SAO- Administered	EXP-090002 2008 Electrical Upgrades Ohio Expositions Commission	\$2,100,000	Advanced Engineering Consultants *Bennett Engineering, Inc. DLZ Ohio, Inc. Star Consultants, Inc.	\$180,892
11/10/2008 OR #183 SAO- Administered	EXP-090001 Sheep and Swine Barn Renovations Ohio Expositions Commission Columbus, Ohio	\$11,900,000	Davis Winco, Ltd. McDonald, Cassell & Bassett, Inc. *Schorr Architects, Inc. Star Consultants, Inc.	\$898,244
07/24/2008 OR #179 SAO- Administered	ADJ-090001 Delaware Training and Community Center Adjutant General's Department Delaware, OH	\$21,553,840	KZF Design, Inc. Maddox-NBD, Inc. *Poggemeyer Design Group	\$801,724



Request for Qualifications (A/E)

The University of Toledo

2801 W. Bancroft Street
Toledo OH 43606



www.utoledo.edu
Phone 419-530-1427

Administration of Project: Local Administration]

Project Name	<u>New Operating Rooms 13 and 14</u>	Response Deadline	<u>June 24, 2011 4:30pm</u> local time
Project Location	<u>3065 Arlington Avenue</u>	Project Number	<u>5004-11-1619/UTO-111619</u>
City / County	<u>Toledo / Lucas</u>	Project Manager	<u>Jason Toth</u>
Agency/Institution	<u>The University of Toledo</u>	Contracting Authority	<u>The University of Toledo</u>
No. of paper copies requested (stapled, not bound)	<u>6</u>	No. of electronic copies requested on CD (PDF)	<u>0</u>

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Joy Martin at 2801 W. Bancroft, MS 216, Toledo OH 43606. See Section H for additional submittal instructions.

Project Overview

A. Project Description

The University of Toledo (UT) is soliciting qualifications for professional services for the creation of two new Operating Rooms on the 2nd floor of the University Medical Center. This project may include one Operating Room being designed as a Hybrid Operating Room. Additional work scope to include the removal and/or relocation of an existing tel/data closet in the proposed immediate construction area.

B. Scope of Services

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 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 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 Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The SAO Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 6 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 (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Design of Operating Room Facilities
2. Design of Cath Lab Facilities
3. Previous experience working with UT
4. Previous experience working with State of Ohio
5. Previous experience working with sub consultants
6. LEED

Request For Qualifications (A/E) continued

Project Name New Operating Rooms 13 and 14]

Project Number 5004-11-1619/UTO-111619]

has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).

H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

In Section H of Statement of Qualifications (SAO Form F110-330), provide a summary of your firm's/team's qualifications in each of the selection criteria included on the Architect/Engineer Selection Rating score sheet included in this RFQ. Use the numbering system of the selection criteria on the score sheet to organize your response in Section H. Identify by name the individual(s) you are proposing to serve in the roles indentified in selection criteria 4 and 5.

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

Submit all questions regarding this RFQ in writing to Jason Toth at jason.toth@utoledo.com with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the OAKS Capital Improvements (OAKS CI) website at <http://ci.oaks.ohio.gov> on a regular basis until one week before the response deadline. The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

Architect/Engineer Selection Rating

The University of Toledo
 2801 W. Bancroft Street
 Toledo OH 43606



www.utoledo.edu
 Phone 419-530-1427

Project Name New Operating Rooms 13 and 14 Proposer Firm _____
 Project Number 5004-11-1619/UTO-111619 City, State, Zip _____

Selection Criteria		Value	Score
1. A/E Firm Location (5 points)			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 25 miles	4 - 5	
	25 to 50 miles	2 - 3	
	More than 50 miles	0 - 1	
2. A/E Firm Size (5 points)			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	4 - 5	
	Medium = 5 to 10 licensed professionals	2 - 3	
	Large = More than 10 licensed professionals	0 - 1	
3. Current Workload (5 points)			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$500,000	4 - 5	
	\$500,000 to \$750,000	2 - 3	
	More than \$750,000	0 - 1	
4. Primary A/E Qualifications (30 points)			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
5. A/E Consultant Qualifications (10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
6. Project Team Qualifications (15 points)			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 3 projects (Low)	0 - 1	
	3 to 6 projects (Average)	2 - 3	
	More than 6 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
7. Overall Project Team Experience (30 points)			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 3	
	3 to 5 projects (Average)	4 - 6	
	More than 5 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 5 projects (Average)	4 - 6	
	More than 5 projects (High)	7 - 10	
		Subtotal	

* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council
 ** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (A/E)

Kent State University
Office of the University Architect, 334 Lowry Hall
Kent, Ohio 44242-0001



www.kent.edu/universityarchitect
v: 330-672-3880 ■ f:330-672-2648

Administration of Project: [Local Administration]

Project Name	<u>LEED Process Consulting Services</u>	Response Deadline	<u>June 21, 2011 4:00 p.m. local time</u>
Project Location	<u>Kent State University, Kent Campus</u>	Project Number	<u>KSU-11B168</u>
City / County	<u>Kent / Portage</u>	Project Manager	<u>Varies</u>
Agency/Institution	<u>Kent State University</u>	Contracting Authority	<u>Kent State University</u>
No. of paper copies requested (stapled, not bound)	<u>1</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Michael Bruder at Office of the University Architect, Kent State University, 750 Hilltop Drive, Suite 334 Lowry Hall, Kent, Ohio 44242, . See Section H for additional submittal instructions.

Project Overview

A. Project Description

Recognizing the importance of state-of-the-art facilities, Kent State University is poised to undertake an extensive program of improvement to its campus facilities. A previously commissioned study identified approximately \$350M in deferred renewal needs for existing buildings. New facilities may also be constructed to meet the programmatic requirements in some academic areas. In addition to anticipated capital allocations, the Kent State University Board of Trustees authorized the administration to pursue approximately \$210M in bond funding to finance this large initiative.

To demonstrate the University's commitment to sustainability all large construction and renovation projects undertaken during this initiative will be certified at the USGBC LEED Silver level or above. The Office of the University Architect, on behalf of Kent State University, is seeking consulting services to assist in LEED projects and complete their certification processes as the owner's representative. Specific building and renovation projects have been identified and subsequent separate Requests for Qualifications for those actual construction projects have been or will be issued to consulting architects/engineers who will be responsible for the design, bidding and construction of the projects.

The current plans for the construction projects have much of the work divided into five major areas.

1. Science Buildings Renovations and Addition \$50,000,000 (Williams, Cunningham, Smith Halls-233,000 s.f. total)
 - a. A detailed scope of work is available on the Architect of Record RFQ, the selection has not been completed.
 - b. In general, the project will provide new MEP infrastructure, interior finishes and envelope repairs to provide for state of the art instructional and research lab spaces.
2. Renovations for School of Art and College of Technology -\$65-\$75,000,000 (Art Building, Art Annex and Van Deusen Halls 200,000 s.f.total)
 - a. AE firms have been selected for both projects and initial studies have been completed included preliminary PoR, estimates, schedules and conceptual plans.
 - b. In general, the project will provide new MEP infrastructure, interior finishes, envelope repairs and replacements and additions to provide for state of the art instructional and research lab and studio spaces.
3. Renovations to Academic and Administrative Support Buildings -\$23,000,000 (Bowman, Satterfield, Schwartz, Lake Olson, Lowry and Moulton Halls s.f.)
 - a. A detailed scope of work has not been developed and the AE selection has not been completed.
 - b. In general, the project will provide new MEP infrastructure, interior finishes and envelope repairs to provide for student centered instructional spaces.
4. College of Architecture and Environmental Design \$55-\$65,000,000 (122,000 s.f. new building and renovations of select spaces vacated by CAED)
 - a. A detailed scope of work has not been developed. A preliminary PoR has been completed. The AE firm has not been selected.
 - b. A new central facility is envisioned for the college. A final site has not been determined yet.
 - c. Renovations are being considered for Taylor Hall, Gym Annex, Tri Towers Rotunda and other facilities affected by the move.
5. Campus Infrastructure Improvements to multiple buildings -\$20,000,000+
 - a. A detailed scope of work has not been developed and the AE selection has not been completed.

Request For Qualifications (A/E) continued



Project Name LEED Process Consulting Services

Project Number [KSU-11B168]

- b. In general, the project will address issues of non-compliance in ADA (restrooms, access, fire alarm, etc.), aging and failing fire alarm systems, inadequate elevators and other energy saving or infrastructure improvements.

The selected firm for these services will be considered ineligible for future RFQs for all projects listed above others in which the LEED Process Consultant will be participating. In addition, firms (including sub-consultants) currently working on projects that will utilize the LEED Process Consultant (School of Art and College of Technology) are also ineligible. The LEED Process Consultant will be an independent advocate on behalf of the Owner.

A pre-proposal meeting will be held on Friday, June 10, 2011 at 10:00 a.m. at 143 Lowry Hall. This meeting will provide an overview of the project and an opportunity for questions. There will not be any specific project site tours on this day. Please park in the White Hall or C-Midway parking lots.

B. Scope of Services

The LEED Process Consultant will be responsible for:

1. Overall administration of the LEED process on behalf of KSU OUA and provide assistance in making informed, reasonable, and accurate judgments of LEED requirements for certification.
2. Facilitating constituent meetings and design charette for establishing KSU LEED goals and strategies.
3. Review of proposed LEED points during specific milestone dates in the design process and at various design charette meetings.
4. Review of plans, specifications, energy models, strategies and other recommendations presented by the design team.
5. Coordinating, documenting and communicating KSU requirements and goals for achieving LEED certification to multiple design teams on multiple projects across the Kent campus and regional campuses.
6. Writing and distributing meeting minutes to all project team members.
7. Directing team members to appropriate Credit Interpretation Rulings when needed.
8. Collecting, verifying and submitting all required documentation to USGBC LEED Online for projects seeking certification. This will include gathering and organizing information from various departments at KSU, its design consultants and multiple prime contractors during construction during both the Design Application phase and Construction/Final Application phase.
9. Attending periodic construction meetings to verify LEED checklist and compliance by contractors and designers.
10. Reviewing scope and project changes during the construction process as they pertain to LEED goals and certification such as proposed value engineering changes or equipment or specification modifications due to schedule constraints.
11. Providing assistance to KSU maintenance and operation staff to implement strategic changes into the daily operations of the certified buildings. This will include coordinating and ensuring adequate training on all HVAC systems and other systems or products that are unique to the building such as daylight harvesting or waterless urinals.
12. Interpreting the results the independent Commissioning Agent's monitoring and verification of building performance and making recommendations for any corrections or adjustments that need to be made to the systems or the operations of the building for 12-24 months after occupancy.
13. Submitting any required documentation pertaining to the commissioning process to USGBC.
14. Providing on-going consultation to enable KSU to sustain the performance of the certified facilities.

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (SAO Form F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Primary LEED Accredited Professional on LEED certified building
2. Facilitated design charette for LEED certified project
3. LEED certified major renovation of an existing building
4. LEED certified New Building
5. LEED certified higher education or general facility
6. LEED certified science research or science instruction facility
7. LEED certification achieved in multiple phase renovations in occupied facilities
8. Experience with State of Ohio, KSU projects and procedures- including OAKS-CI
9. LEED registered buildings submitted to USGBC under review.
10. LEED Multiple Buildings & On-Campus projects

Request For Qualifications (A/E) continued



Project Name LEED Process Consulting Services

Project Number [KSU-11B168

C. Funding / Estimated Budget

Total Project Cost	<u>\$210,000,000</u>	State Funding	<u>\$varies</u>
Construction Cost	<u>\$175,000,000</u>	Other Funding	<u>\$210,000,000</u>
Estimated A/E Fee	<u>To be negotiated</u>		

NOTE: The fee for this project includes professional 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., creation of a Program of Requirements, 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>LEED Professionals</u>
Secondary	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
Others	<u>_____</u>

E. Anticipated Schedule

A/E Services Start (mm/yy)	<u>09 / 11</u>
Construction Contracts Start (mm/yy)	<u>10 / 11</u>
Construction Contracts Completed (mm/yy)	<u>10 / 15</u>
A/E Services Completed (mm/yy)	<u>8 / 15</u>

F. EDGE Participation Goal

Percent of *initial* TOTAL A/E Fee 10%

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 O.R.C. Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to O.R.C. 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 O.R.C. Chapter 4733.

G. Evaluation Criteria for Selection

- 1. Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous LEED projects.
- 2. Previous experience compatible with the proposed project (e.g., type, size).
- 3. Relevant past work of prospective firm's proposed consultants (if applicable).
- 4. Past performance of prospective firm and its proposed consultants (if applicable). Qualifications and experience of individuals directly involved with the project.
- 5. Proposer's previous experience with LEED certification (numbers of projects, sizes of projects).
- 6. Specification writing credentials and experience.
- 7. Proximity of prospective firms to the project site.
- 8. Proposer's apparent resources and capacity to meet the needs of this project.
- 9. The successful firm will demonstrate a willingness and experience to approach the programming and design of projects with flexibility, sustainability, cost ramifications, LEED certification and change in mind.

Interested firms are required to submit the Commitment to Participate in the Edge Business Assistance Program form in its Statement of Qualifications (SAO 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 firm'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 firm's Technical Proposal. Both forms can be accessed via the SAO Web site at www.ohio.gov/sao (click on Forms). The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

Prior to executing the Agreement, the selected firm must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on

Request For Qualifications (A/E) continued



Project Name LEED Process Consulting Services

Project Number [KSU-11B168]

the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).contract with and use EDGE-certified Business Enterprise(s), as a part of the firm'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 firm's Technical Proposal. Both forms can be accessed via the SAO website at <http://ohio.gov/sao> (click on Forms). 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.

Prior to executing the Architect/Engineer Agreement, the selected firm must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).

H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be unbound. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

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

Submit all questions regarding this RFQ in writing to Michael Bruder at mbruder@kent.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the OAKS Capital Improvements (OAKS CI) website at <http://ci.oaks.ohio.gov> on a regular basis until one week before the response deadline. The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

Architect/Engineer Selection Rating



Kent State University
Office of the University Architect, 334 Lowry Hall
Kent, Ohio 44242-0001

www.kent.edu/universityarchitect
v: 330-672-3880 f:330-672-2648

Project Name LEED Process Consulting Services Proposer Firm _____
Project Number KSU-11B168 City, State, Zip _____

Selection Criteria		Value	Score
1. A/E Firm Location (5 points)			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 50 miles	4 - 5	
	50 to 150 miles	2 - 3	
	More than 150 miles	0 - 1	
2. A/E Firm Size (5 points)			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	5	
	Medium = 6 to 20 licensed professionals	4	
	Large = More than 20 licensed professionals	3	
3. Current Workload (5 points)			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$50,000	4 - 5	
	\$50,000 to \$250,000	2 - 3	
	More than \$250,000	0 - 1	
4. Primary A/E Qualifications (30 points)			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
5. A/E Consultant Qualifications (10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
6. Project Team Qualifications (15 points)			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 3 projects (Low)	0 - 1	
	3 to 7 projects (Average)	2 - 3	
	More than 7 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
7. Overall Project Team Experience (30 points)			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 7 projects (Average)	4 - 6	
	More than 7 projects (High)	7 - 10	
		Subtotal	

* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council
** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____ Date _____

LEED Process Consulting Services - RFQ Question and Answer List



Office of the University Architect
750 Hilltop Suite 334 Lowry Hall • Kent, Ohio 44242-0001

www.kent.edu/universityarchitect
v: 330.672.3880 • f: 330.672.2648

Project Name LEED Process Consulting Services Project Number KSU-11B168
Project Location Kent State University

Date posted: June 14, 2011
Date revised: N/A

Below are the questions that have been received to date for the RFQ of the above-referenced project:

1. Would Kent State consider allowing LEED Consultant to also provide independent commissioning?
Answer: No, this work will be part of a separate commissioning agent RFQ and contract.
2. Would Kent State consider allowing LEED Consultant to also deliver LEED Enhanced commissioning scope for the project? **Answer: No, this work will be part of a separate commissioning agent RFQ and contract.**
3. Would Kent State consider allowing LEED Consultant to also deliver the LEED energy modeling scope for the project? **Answer No, this will be the responsibility of the design engineer for the project.**
4. Would Kent State consider allowing LEED Consultant to also deliver the LEED measurement & verification scope for the project? **Answer: Yes, we will consider this work for the LEED consultant.**
5. Do the A/E selection criteria (page 5) in the RFQ apply to the LEED Consultant services, or will the selection be based upon the evaluation criteria listed in section G on page 3 of the RFQ? **Answer: The selection rating sheet (page 5) is the tool used to document our evaluation. The criteria listed on page 3 include some of the same items as those listed on the rating sheet, but also provide additional specific information that will be considered during the evaluation.**
6. On Page 3 of the Request for Qualifications (RFQ), there appears a NOTE which states a requirement for Ohio licensure by the Primary A/E. This issue is also raised on Page 5 of the RFQ in Selection Criterion 2 (A/E Firm Size) of the Architect/Engineer Selection Rating. Given that the scope of this project is LEED Process Consulting Services, may applicants presume that these Ohio licensure requirements may be met by consultants to the A/E, or, alternatively, by other non-licensure professional qualifications, such as LEED AP, CDT, or NCIDQ, held by employees of the A/E? **Answer: Licensure in this instance is not required. LEED AP credentials will be required. Other professional qualifications such as NCIDQ, etc will be considered in the evaluation process. Please note that the form that is issued is standardized from the state architect's office and we are not permitted to change this area of the form but we will not be requiring licensure. We apologize for the inconsistency.**
7. Are non-Ohio firms precluded from submitting qualifications? **Answer: No, non-Ohio firms may submit.**
8. Our firm did not receive the Request for Qualifications directly, but rather were referred to it by another firm. Are we able to pursue this project, or is this proposal open only to invited firms? **Answer: This project is open to all interested firms.**
9. After the Request for Qualifications has been submitted, what is the selection process? **Answer: A selection committee will review and score the firms to generate a shortlist of three to five firms who will then be interviewed by the same selection committee. The whole process will take six to ten weeks depending upon the number of respondents.**

Question and Answer List continued

Project Name Renovations and Addition to
Multiple Science Buildings

Project Number KSU-11B146, KSU-11B147
KSU-11B148

10. Our firm is proposing on the CM Services opportunity for the same list of projects. Does it pose a conflict of interest if we also propose on the LEED opportunity? **Answer: At this point, since you have not been selected and contracted for either project, there is only the potential for a conflict of interest. We recommend that you submit for both projects. Different teams from KSU with different areas of expertise will be evaluating the CM and LEED RFQ's. If your firm is fortunate to make the short-list in both cases, we will make a determination at that point if there is a conflict of interest that would require us to modify our contracting plans for the services.**
11. What is the definition of licensed professional for this RFQ? **Answer: For this RFQ a licensed professional is a LEED Accredited Professional. Other credentials can be included in the proposal.**
12. Have you considered the LEED submission process for multiple buildings on campus or is this part of the LEED consultant role? **Answer: This LEED consultant will make recommendations on the best way to coordinate LEED submittals.**
13. Are the A/E firms aware that there will be a separate LEED consultant? Is it a part of their submittal process? **Answer: Yes, the A/E firms are aware that there will be a separate LEED Consultant.**
14. Do you have any LEED certified buildings on campus? **Answer: No, there are no LEED certified buildings currently on campus. The first LEED registered building on campus is under construction now.**
15. There are no points for being an EDGE firm in the submittal review. Is this a prerequisite for the submittal? Is this a forced marriage? **Answer: EDGE is a goal, but it is taken seriously. We do not waive it easily. No, it is not a forced marriage. If you are the most qualified and you are selected but don't meet the EDGE goal, we would work with you during contracting to achieve this goal. We strongly suggest making the EDGE participation goal a part of your submission. There will be other submissions that meet the EDGE participation goal.**
16. If you are meeting intent of EDGE but are not an Ohio firm, how does this get recognized? **Answer: The state does not recognize programs other than EDGE. If there is additional MBE/FBE participation, KSU recognizes this internally but cannot count this in reporting to the State of Ohio for EDGE requirements.**
17. We plan on participating with an EDGE firm but can perform most services in house. How open to interpretation is the EDGE requirement waiver? **Answer: The EDGE requirement is not very open to being waived. The intent is to help foster fledgling companies. You may have to forego some of your typical services to include EDGE participation.**
18. The document shows an EDGE goal of 10% of the A/E fee. Does this mean 10% of the LEED consultant fee? **Answer: Yes, the EDGE goal in this RFQ is 10% of the LEED consultant fee – not bond and construction fee.**
19. Where does the commissioning agent come in vs. the LEED professional scope of work? **Answer: Commissioning is one component of the certification process. If that is one of your strengths, please submit for CxA. The LEED consultant is to provide consistency in the LEED submission process. The LEED consultant's intent is to ensure we meet our sustainability goals and achieve LEED certifications. That will require review of CxA submissions. QC and QA review of the design firms selected should be included. The LEED consultant will be the owner rep for any questions on LEED points. The LEED consultant will work with our in house project managers to ensure that the LEED portion of the design does not get overlooked among the priorities of multiple stakeholders.**
20. Where do you foresee CxA in design phase? **Answer: Commissioning includes more items than those included in the LEED scope. The earlier in the design process the CxA is involved the better. This is treated as an integrated design process and includes LEED and the CxA.**
21. Regarding item 8 in the RFQ – Who provides the documentation required in the LEED process? **Answer: The design team or CxA is providing documentation and service, and the LEED consultant is coordinating submittals and ensuring that LEED is met overall. The exact documentation required is project dependant.**

Question and Answer List continued

Project Name	Renovations and Addition to Multiple Science Buildings	Project Number	KSU-11B146, KSU-11B147 KSU-11B148
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22. What is the project schedule?: **Answer: They will all overlap. There is no swing space on campus, so there will be phasing for some of these projects as well. The CM will be working on phasing, sequencing and swing space. The work load for the LEED consultant will peak significantly at both the design and construction phases. CM's are not on board yet but have a general sense of what we want to do.**
23. What is the expectation of hands on time for a project? On campus visits, etc? **Answer: We don't foresee a constant x number of hours per week. In the scope of services, you agree to attend certain design meetings as well as construction meetings as needed. It depends on the scale of the project and the phase of construction. We will have intermediate reviews but it is not necessary to be a constant on site.**
24. Will the CxA be on board ASAP? Will you be doing Enhanced Commissioning? **Answer: Yes, the CxA will be for the Enhanced Commissioning credit. The commissioning RFQ will be out in the next few weeks.**
25. Are there any Energy Star buildings on campus? **Answer: No, there are currently no Energy Star buildings on campus**
26. Are any buildings on campus certified under the LEED for Existing Buildings: Operations and Maintenance (EBOM) rating system? **Answer: There are no LEED EBOM certified buildings on campus.**
27. What is the energy initiative – other than HB 251? Is there an official policy with a policy number? **Answer: The Office of the University Architect policy is LEED Silver or better, but there is not an official university policy in the policy register.**
28. How many A/E firms will be doing this project? **Answer: For the Science Buildings there will be 1 AE and 1 CM; The School of Art will have 1 AE, the College of Technology will have 1 AE, and they will both have the same CM; The Renovations to Academic and Administrative Support will have from 1 to 3 AE firms and 1 CM; The College of Architecture and Environmental Design will have 1 AE and 1 CM; Campus Infrastructure Improvements will have multiple (an unknown number at this time) AEs. There will not be much need for LEED consulting in this area as the projects are not likely to be eligible for LEED certification. It is more projects such as Fire Alarm, Elevator, etc).**
29. Energy modeling is the most criticized credit by GBCI and will require changes through the review process. Does the A/E know that they will be involved past the occupancy? **Answer: We will make sure that the A/E's are involved to ensure certification. To resolve any conflict or disagreement that occurs during or after the project, we will require the company to complete their LEED documentation and revision services in order to final invoice. It is a part of their services. You will inform us of necessary revisions to the models.**
30. To achieve EDGE participation of 10% do you track contracts or dollars? What if an EDGE prime has non-EDGE subs? **Answer: The state's evaluation is if an EDGE firm is the prime, even with subs EDGE participation is considered 100%.**
31. The RFQ requires the "EDGE Participation – Statement of Intent to Contract or Perform" which asks for anticipated EDGE participation costs. Do we need a value? **Answer: The EDGE participation goal will be a percentage and we will hold you to this. On the form we will ask you to indicate a percentage of participation, but not a dollar amount.**
32. In the Scope of Services section, are the relevant scope of work requirements listed in order of importance? **Answer: They are not in order of importance.**
33. In the Scope of Services relevant scope of work requirements, does LEED Existing Building indicate LEED for Existing Buildings: Operations and Maintenance? **Answer: No, LEED Existing Building was meant to indicate major renovation of an existing building under the NC rating system. (Not EBOM). We are not adverse to considering EBOM but don't anticipate it at this time.**
34. On page 5, item 7D of the Architect/Engineer Selection Rating, "Knowledge of the State of Ohio Capital Project Administration Process" is worth up to 10 points. Is this real for the LEED RFQ? **Answer: Yes, it applies to experience with buildings that have gone through the State process, not only LEED buildings that have gone through the State process.**

Question and Answer List continued

Project Name	Renovations and Addition to Multiple Science Buildings	Project Number	KSU-11B146, KSU-11B147 KSU-11B148
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35. If Kent State considers only LEED NC certified buildings in the proposal, you will miss out on projects with similar scope. Do we include all LEED projects that are relevant? **Answer: Yes, include relevant LEED projects and specify the rating system. We will add more criteria in a revised RFQ.**
36. Will you consider LEED Registered projects that are under review and not fully certified since there is a backlog at USGBC? **Answer: We will consider LEED Registered projects that have been submitted to USGBC. Please indicate the rating system and the status of the project.**
37. Will this project apply for a master site LEED certification? Can we include this? **Answer: The LEED consultant can make a recommendation on whether to apply for a master site LEED certification. Relevant experience with a master site LEED certification can be included with other LEED project experience.**
38. Will you differentiate between LEED v. 2.2 and 3.? **Answer: We will not differentiate versions of LEED. Certified is certified to us. You may indicate the version of LEED under which projects were certified along with the rating system.**
39. On page 2 of the RFQ you state that if you take this job you are ineligible for future jobs. Please explain. **Answer: For any of the five major projects in the bond, you cannot be an A/E on that project and be the LEED process consultant indicated in this RFQ. We would consider this a conflict of interest.**
40. The name of this is LEED Process Consulting Services. Process is important. In section F, you ask firms to indicate whether they have done LEED projects, but not *how* they did LEED projects. **Answer: The process steps for LEED should be in the narrative for the 10 relevant projects. You can indicate not only, "Yes, I was present," but also "this is what was done." Other relevant information can also be included to make a point of the process.**
41. As part of the scope you indicate we are to facilitate design charettes. What does this include? **Answer: We expect you to coordinate the agenda, stakeholders, getting the right people there, and getting the right things done for LEED certification. The focus of the meeting is to go through the integrated design process. The A/E is answering to you as owner rep and to us. We expect the charette process will get better with each successive project. And the LEED process overall should become easier as we move forward on each project.**
42. Can we get a list of possible EDGE partners in addition to those who were in attendance today? **Answer: All EDGE information is on the State of Ohio's website, including a searchable database of EDGE Certified Service Providers.**

Request for Qualifications (A/E)

The University of Toledo

2801 W. Bancroft Street
Toledo OH 43606



www.utoledo.edu
Phone 419-530-1427

Administration of Project: Local Administration

Project Name	<u>Replace Air Handler 4</u>	Response Deadline	<u>July 8, 2011</u>	<u>4:30pm</u>	<u>local time</u>
Project Location	<u>3065 Arlington Avenue</u>	Project Number	<u>5004-12-1665/UTO-121665</u>		
City / County	<u>Toledo / Lucas</u>	Project Manager	<u>Michael Green</u>		
Agency/Institution	<u>The University of Toledo</u>	Contracting Authority	<u>The University of Toledo</u>		
No. of paper copies requested (stapled, not bound)	<u>6</u>	No. of electronic copies requested on CD (PDF)	<u>0</u>		

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Joy Martin at 2801 W. Bancroft, MS 216, Toledo OH 43606. See Section H for additional submittal instructions.

Project Overview

A. Project Description

The University of Toledo (UT) is soliciting qualifications for professional services for the replacement of air handler 4 serving Operating Rooms at the University Medical Center. This project will improve the humidification/dehumidification and controls in the ORs. The existing system will need to remain operational during construction.

B. Scope of Services

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 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 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 Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The SAO Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 4 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 (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Design of Operating Room HVAC systems
2. Experience executing system changeovers while maintaining existing services
3. Previous experience working with UT
4. Previous experience working with State of Ohio
5. Previous experience working with sub consultants

Request For Qualifications (A/E) continued



Project Name Replace of Air Handler 4

Project Number 5004-12-1665/UTO-121665

has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).

H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

In Section H of Statement of Qualifications (SAO Form F110-330), provide a summary of your firm's/team's qualifications in each of the selection criteria included on the Architect/Engineer Selection Rating score sheet included in this RFQ. Use the numbering system of the selection criteria on the score sheet to organize your response in Section H. Identify by name the individual(s) you are proposing to serve in the roles identified in selection criteria 4 and 5.

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

Submit all questions regarding this RFQ in writing to Michael Green at michael.green@utoledo.com with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the OAKS Capital Improvements (OAKS CI) website at <http://ci.oaks.ohio.gov> on a regular basis until one week before the response deadline. The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

Architect/Engineer Selection Rating

The University of Toledo
 2801 W. Bancroft Street
 Toledo OH 43606



www.utoledo.edu
 Phone 419-530-1427

Project Name Replace Air Handler 4 Proposer Firm _____
 Project Number 5004-12-1665/UTO-121665 City, State, Zip _____

Selection Criteria		Value	Score
1. A/E Firm Location (5 points)			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 25 miles	4 - 5	
	25 to 50 miles	2 - 3	
	More than 50 miles	0 - 1	
2. A/E Firm Size (5 points)			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	4 - 5	
	Medium = 5 to 10 licensed professionals	2 - 3	
	Large = More than 10 licensed professionals	0 - 1	
3. Current Workload (5 points)			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$500,000	4 - 5	
	\$500,000 to \$750,000	2 - 3	
	More than \$750,000	0 - 1	
4. Primary A/E Qualifications (30 points)			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
5. A/E Consultant Qualifications (10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
6. Project Team Qualifications (15 points)			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 3 projects (Low)	0 - 1	
	3 to 6 projects (Average)	2 - 3	
	More than 6 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
7. Overall Project Team Experience (30 points)			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 3	
	3 to 5 projects (Average)	4 - 6	
	More than 5 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 5 projects (Average)	4 - 6	
	More than 5 projects (High)	7 - 10	
		Subtotal	

* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council
 ** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (A/E)

The Adjutant General's Department
2825 W. Dublin Granville Road
Columbus, Ohio 43235

Phone : (614) 336-7010

Administration of Project: Local Administration

Project Name	<u>Camp Perry Bldg 2146 Renovation Project</u>	Response Deadline	<u>July 18, 2011 4:00 PM</u> local time
Project Location	<u>Camp Perry Military Installation</u>	Project Number	<u>ADJ-110019</u>
City / County	<u>Port Clinton / Ottawa</u>	Project Manager	<u>James Penn</u>
Agency/Institution	<u>Adjutant General's Department</u>	Contracting Authority	<u>Adjutant General's Department</u>
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested on CD (PDF)	<u>0</u>

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Dan R Bute at The Adjutant General's Department, AGOH-IMR-PC, 2825 W. Dublin Granville Road, Columbus, Ohio 43235. See Section H for additional submittal instructions.

Project Overview

A. Project Description

The Adjutant General's Department is planning a Roof Replacement and HVAC Renovation for Bldg 2146 on the Camp Perry Military Installation, 1000 Lawrence Road, Port Clinton, Ohio 43452. The Project is to include replacement of the existing shingle roofing system with a new metal roof and upgrades/replacement of the existing HVAC System.

B. Scope of Services

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 the Contracting Authority, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirement which are to include, inspections, analysis, reports, recommendations for Roof replacement and HVAC Upgrades/Replacement, completion of design documentation, preparation of cost estimates, preparation of project(s) for bid, printing and distribution of bid documents. Participate in the Encouraging Growth, Diversity and Equity ("EDGE") Program as required by statute and the Agreement.

The selected Firm shall be provide on-site construction administration services to conduct the pre-bid, pre-construction meetings and all progress meetings, monitor progress of work, contractors schedule, plus all other office time necessary to timely review and process submittals, shop drawings, RFI's, change orders, claims, payment vouchers, close out documents, prepare/check "punch list" and conduct final inspection to include certification of completion of construction.

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 Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The SAO Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 6 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 (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Experience with Renovation Projects involving an occupied building
2. Experience with Renovation Projects at Military Installations
3. Experience working with the State of Ohio
4. Experience with Metal Roof Projects
5. Experience with HVAC Renovation Projects

Request For Qualifications (A/E) continued

Project Name Camp Perry Bldg 2146 Renovation Project

Project Number ADJ-110019

H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

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

Submit all questions regarding this RFQ in writing to James Penn at jim.penn@us.army.mil with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the OAKS Capital Improvements (OAKS CI) website at <http://ci.oaks.ohio.gov> on a regular basis until one week before the response deadline. The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

Architect/Engineer Selection Rating

The Adjutant General's Department
 2825 W. Dublin Granville Road
 Columbus, Ohio 43235

614.336.7010

Project Name Camp Perry Bldg 2146 Renov Project Proposer Firm _____
 Project Number ADJ-110019 City, State, Zip _____

Selection Criteria		Value	Score
1. A/E Firm Location (5 points)			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 25 miles	4 - 5	
	25 to 50 miles	2 - 3	
	More than 50 miles	0 - 1	
2. A/E Firm Size (5 points)			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 6 licensed professionals	4 - 5	
	Medium = 6 to 10 licensed professionals	2 - 3	
	Large = More than 10 licensed professionals	0 - 1	
3. Current Workload (5 points)			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$50,000.00	4 - 5	
	\$50,000.00 to \$[100,000.00]	2 - 3	
	More than \$100,000.00	0 - 1	
4. Primary A/E Qualifications (30 points)			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
5. A/E Consultant Qualifications (10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
6. Project Team Qualifications (15 points)			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 4 projects (Low)	0 - 1	
	4 to 6 projects (Average)	2 - 3	
	More than 6 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
7. Overall Project Team Experience (30 points)			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 4 projects (Low)	0 - 3	
	4 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 4 projects (Low)	0 - 3	
	4 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
		Subtotal	

* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council
 ** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (A/E)

The Adjutant General's Department
2825 W. Dublin Granville Road
Columbus, Ohio 43235

Phone : (614) 336-7010

Administration of Project: Local Administration

Project Name	<u>Medina Armory Motor Pool Expansion Project</u>	Response Deadline	<u>July 18, 2011 4:00 PM</u> local time
Project Location	<u>920 West Lafayette Road</u>	Project Number	<u>ADJ-110022</u>
City / County	<u>Medina / Medina</u>	Project Manager	<u>James Penn</u>
Agency/Institution	<u>Adjutant General's Department</u>	Contracting Authority	<u>Adjutant General's Department</u>
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested on CD (PDF)	<u>0</u>

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Dan R Bute at The Adjutant General's Department, AGOH-IMR-PC, 2825 W. Dublin Granville Road, Columbus, Ohio 43235. See Section H for additional submittal instructions.

Project Overview

A. Project Description

The Adjutant General's Department is planning a Motor Pool Expansion for military vehicles at the Medina National Guard Armory located at 920 Lafayette Rd, Medina, Ohio 44256. The Project is to include a new parking area for vehicles, lighting for parking area and fencing.

B. Scope of Services

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 the Contracting Authority, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirement which are to include, inspections, analysis, reports, recommendations for military compound expansion, geo-technical analysis, surveying, completion of design documentation, preparation of cost estimates, preparation of project(s) for bid, printing and distribution of bid documents. Participate in the Encouraging Growth, Diversity and Equity ("EDGE") Program as required by statute and the Agreement.

The selected Firm shall be provide on-site construction administration services to conduct the pre-bid, pre-construction meetings and all progress meetings, monitor progress of work, contractors schedule, plus all other office time necessary to timely review and process submittals, shop drawings, RFI's, change orders, claims, payment vouchers, close out documents, prepare/check "punch list" and conduct final inspection to include certification of completion of construction.

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 Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The SAO Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 6 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 (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Experience with Renovation Projects involving an occupied building
2. Experience with Renovation Projects at Military Installations
3. Experience working with the State of Ohio
4. Experience with Civil Engineering Projects

Request For Qualifications (A/E) continued

Project Name Medina Armory Motor Pool Expansion Project

Project Number ADJ-110022

C. Funding / Estimated Budget

Total Project Cost	<u>\$300,000.00</u>	State Funding	<u>\$0.00</u>
Construction Cost	<u>\$200,000.00</u>	Other Funding	<u>\$300,000.00 (Federal)</u>
Estimated A/E Fee	<u>NEG</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., creation of a Program of Requirements, 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>Civil Engineering</u>
Secondary	<u>Electrical Engineer (Compound Lighting)</u>
	<u> </u>
Others	<u> </u>

E. Anticipated Schedule

A/E Services Start (mm/yy)	<u>Sept / 2011</u>
Construction Contracts Start (mm/yy)	<u>April / 2012</u>
Construction Contracts Completed (mm/yy)	<u>June / 2012</u>
A/E Services Completed (mm/yy)	<u>July / 2012</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5%</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 O.R.C. Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to O.R.C. 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 O.R.C. 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. 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. The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (SAO 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 SAO website at <http://ohio.gov/sao> (click on Forms). 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.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).

Request For Qualifications (A/E) continued

Project Name Medina Armory Motor Pool Expansion Project

Project Number ADJ-110022

H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

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

Submit all questions regarding this RFQ in writing to James Penn at jim.penn@us.army.mil with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the OAKS Capital Improvements (OAKS CI) website at <http://ci.oaks.ohio.gov> on a regular basis until one week before the response deadline. The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

Architect/Engineer Selection Rating

The Adjutant General's Department
 2825 W. Dublin Granville Road
 Columbus, Ohio 43235

614.336.7010

Project Name Medina Armory Motor Pool Exp. Project Proposer Firm _____
 Project Number ADJ-110022 City, State, Zip _____

Selection Criteria		Value	Score
1. A/E Firm Location (5 points)			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 25 miles	4 - 5	
	25 to 50 miles	2 - 3	
	More than 50 miles	0 - 1	
2. A/E Firm Size (5 points)			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 6 licensed professionals	4 - 5	
	Medium = 6 to 10 licensed professionals	2 - 3	
	Large = More than 10 licensed professionals	0 - 1	
3. Current Workload (5 points)			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$50,000.00	4 - 5	
	\$50,000.00 to \$[100,000.00]	2 - 3	
	More than \$100,000.00	0 - 1	
4. Primary A/E Qualifications (30 points)			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
5. A/E Consultant Qualifications (10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
6. Project Team Qualifications (15 points)			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 4 projects (Low)	0 - 1	
	4 to 6 projects (Average)	2 - 3	
	More than 6 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
7. Overall Project Team Experience (30 points)			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 4 projects (Low)	0 - 3	
	4 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 4 projects (Low)	0 - 3	
	4 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
		Subtotal	

* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council
 ** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (A/E)

State Architect's Office
4200 Surface Road
Columbus, Ohio 43228-1395



<http://ohio.gov/sao>
Phone 614.466.4761

Administration of Project: State Architect's Office

Project Name	<u>Jefferson & Wayne County Maintenance Facilities</u>	Response Deadline	<u>July 22, 2011 / 5:00 p.m. local time</u>
Project Location	<u>40 deg. 24' 18.55 N - 80 Deg. 43' 23.09W</u>	Project Number	<u>DOT-110001 & DOT-110002</u>
City / County	<u>Wooster and Wintersville / Jefferson</u>	Project Manager	<u>Bruce Ratekin</u>
Agency/Institution	<u>Ohio Department of Transportation</u>	Contracting Authority*	<u>State Architect's Office</u>

*The Contracting Authority for SAO-administered projects is the State Architect's Office. The Contracting Authority for locally administered projects is the state agency or institution of higher education.

No. of paper copies requested (stapled, not bound) 0 No. of electronic copies requested on CD (PDF) 1

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to the following address: State Architect's Office, Attention: Program Services, 4200 Surface Road, Columbus, Ohio 43228.

See Section H for additional submittal instructions.

Project Overview

A. Project Description

The Ohio Department of Transportation, (ODOT), plans to replace two of their existing Maintenance facilities. The JEFFERSON County Maintenance Facility which will be located at County Road 43 east of Canton Road outside of Wintersville and the WAYNE County Maintenance Facilities to be located at 1661 Geyers Chapel Road, Wooster. These two projects will develop approximately 10 acres sites at each location to include construction of new site utilities, a 5,500 G.S.F. office / maintenance building, a 17,000 G.S.F. heated truck storage building, re-fueling station with above ground fuel tanks, 8,000 G.S.F. fabric covered salt storage building, 2,500 G.S.F. fabric covered Mix Building, monopole communications antenna, site grading, and parking lots. We are planning on hiring one A/E firm for both projects.

These facilities will be a new prototype that will be used on future projects. By agreeing to this contract the A/E firms agree that ALL construction documents will become the property of the State of Ohio to be used on other projects in the future by other firms as they may select. Please refer to Section 9.2.1.4 of the A/E Standard Contract. A professional seal will be required for all Architectural and Structural documents, MEP documents and Civil Site documents for this project only.

B. Scope of Services

The selected Architect/Engineer (A/E) will be required to provide all basic architectural and engineering services and will serve as the primary consultant incorporating the professional services fees of all secondary consultants. The basic fee will include, but is not limited to, architectural, interior design, landscaping, signage, civil, structural, mechanical (HVAC, plumbing [gases, water, oil / water separators, service bay equipment, above ground fuel island, sanitary waste, fire protection, etc.), electrical, information technology (data and communication). A Program of Requirements (POR) has been completed for this project. The selected A/E shall 'validate' the POR with the State's team and adapt for specific site requirements prior to the project design.

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ.

- Site Adaption
- Construction Phasing
- Construction administration
- HVAC Design / Electrical Design
- Energy Conservation
- LEED Project
- Previous experience working with the State of Ohio, Department of Administrative Services
- Administering multiple prototypical projects simultaneously
- Relevant past experience with custom post frame structures

G. Evaluation Criteria for Selection

- The selected firm will have past experience in custom post frame structures.
- Ability to partner with all project team members
- 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.
- 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.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (SAO 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 SAO website at <http://ohio.gov/sao> (click on Forms). 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.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).

H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms). Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary. 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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to StateArchOff@das.state.oh.us with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the OAKS Capital Improvements (OAKS CI) website at <http://ci.oaks.ohio.gov> on a regular basis until approximately one week before the response deadline. The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

Architect/Engineer Selection Rating

State Architect's Office
4200 Surface Road,
Columbus, Ohio 43228-1395



http://ohio.gov/sao
Phone 614.466.4761

Project Name Jefferson County Maintenance Facility Proposer Firm _____
Project Number DOT-110001 City, State, Zip _____

Selection Criteria		Value	Score
1. A/E Firm Location (5 points)			
Proximity of primary A/E firm office, within the State of Ohio, where the majority of work is to be performed in relationship to either project site	Less than 50 miles	4 - 5	
	50 to 100 miles	2 - 3	
	More than 100 miles / Out of State	0 - 1	
2. A/E Firm Size (5 points)			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	0 - 1	
	Medium = 5 to 10 licensed professionals	4 - 5	
	Large = More than 10 licensed professionals	2 - 3	
3. Current Workload (5 points)			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$250,000.00	4 - 5	
	\$250,000.00 to \$500,000.00	2 - 3	
	More than \$500,000.00	0 - 1	
4. Primary A/E Qualifications (30 points)			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
5. A/E Consultant Qualifications (10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
6. Project Team Qualifications (15 points)			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 5 projects (Low)	0 - 1	
	5 to 6 projects (Average)	2 - 3	
	More than 6 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
7. Overall Project Team Experience (30 points)			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 3	
	3 to 4 projects (Average)	4 - 6	
	More than 4 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 2 projects (Low)	0 - 3	
	2 to 3 projects (Average)	4 - 6	
	More than 3 projects (High)	7 - 10	
		Subtotal	

* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council

** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (A/E)

Rehabilitation and Correction
770 West Broad Street
Columbus, Ohio 43222



<http://www.drc.ohio.gov>
Phone 614-995-0632

Administration of Project: Local Administration

Project Name	<u>Domestic Water & HVAC Upgrade - ToCI</u>	Response Deadline	<u>07/15/2011 05:00 PM</u> local time
Project Location	<u>Toledo, OH</u>	Project Number	<u>DRC-100017</u>
City / County	<u>Toledo / Lucas</u>	Project Manager	<u>Kevin Wade</u>
Agency/Institution	<u>Rehabilitation and Correction</u>	Contracting Authority*	<u>Rehabilitation and Correction</u>

*The Contracting Authority for SAO-administered projects is the State Architect's Office. The Contracting Authority for locally administered projects is the state agency or institution of higher education.

No. of paper copies requested (stapled, not bound) 3 No. of electronic copies requested on CD (PDF) 0

Submit the requested number of Statements of Qualifications directly to the Department of Rehabilitation and Correction, Attention: Kevin Wade, at 770 West Broad Street, Columbus, Ohio 43222.

See Section H for additional submittal instructions.

Project Overview

A. Project Description

This project will relocate 2 boilers currently at the camp to the main compound. They would provide domestic hot water for the compound and the loop would be taken off the main institution boiler. If this can not be accomplished this project would include the purchase and installation of 2 four stage boilers to be used for the institution's domestic hot water. Heating system coils would be upgraded to larger coils, duct work would be modified as needed and inoperable valves within the heating loop would be replaced.

B. Scope of Services

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 State Architect's Office (SAO), 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 Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to The SAO Manual for additional information about the type and extent of services required for each.

During the construction period, provide not less than 4 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 (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Experience in correctional facility setting design
2. Experience in the investigation of domestic water boilers and HVAC systems
3. Previous correctional/security project experience
4. Experience in bidding multiple prime contract projects
5. Previous experience working with the State of Ohio



Request For Qualifications (A/E) continued

Project Name Domestic Water & HVAC Upgrade - ToCI Project Number DRC-100017

C. Funding / Estimated Budget

Total Project Cost	<u>\$549,002</u>	State Funding	<u>\$549,002</u>
Construction Cost	<u>\$447,000</u>	Other Funding	<u>\$0</u>
Estimated A/E Fee	<u>5% to 7%</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., creation of a Program of Requirements, 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>_____</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
Other(s)	<u>_____</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>09/11</u>
Construction Contracts Start (mm/yy)	<u>9/12</u>
Construction Contracts Completed (mm/yy)	<u>4/12</u>
Professional Services Completed (mm/yy)	<u>7/12</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 O.R.C. Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to O.R.C. 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 O.R.C. 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. 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. The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (SAO 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 SAO website at <http://ohio.gov/sao> (click on Forms). 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.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).



Request For Qualifications (A/E) continued

Project Name Domestic Water & HVAC Upgrade - ToCI

Project Number DRC-100017

H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms). Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary. Submit all questions regarding this RFQ in writing to Kevin Wade at kevin.wade@odrc.state.oh.us with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the OAKS Capital Improvements (OAKS CI) website at <http://ci.oaks.ohio.gov> on a regular basis until one week before the response deadline. The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

Architect/Engineer Selection Rating

Rehabilitation and Correction
770 West Broad Street,
Columbus, Ohio 43222



http://www.drc.ohio.gov
Phone 614-995-0632

Project Name Domestic Water & HVAC Upgrade - ToCI Proposer Firm _____
Project Number DRC-100017 City, State, Zip _____

Selection Criteria		Value	Score
1. A/E Firm Location (5 points)			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 75 miles	4 - 5	
	75 to 150 miles	2 - 3	
	More than 150 miles	0 - 1	
2. A/E Firm Size (5 points)			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 3 licensed professionals	4 - 5	
	Medium = 3 to 5 licensed professionals	2 - 3	
	Large = More than 5 licensed professionals	0 - 1	
3. Current Workload (5 points)			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$100,000.00	4 - 5	
	\$100,000.00 to \$500,000.00	2 - 3	
	More than \$500,000.00	0 - 1	
4. Primary A/E Qualifications (30 points)			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
5. A/E Consultant Qualifications (10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
6. Project Team Qualifications (15 points)			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 3 projects (Low)	0 - 1	
	3 to 5 projects (Average)	2 - 3	
	More than 5 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
7. Overall Project Team Experience (30 points)			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 4 projects (Low)	0 - 3	
	4 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 4 projects (Low)	0 - 3	
	4 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
		Subtotal	

* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council
** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____ Date _____

