



John R. Kasich / Governor  
State of Ohio

Richard Hickman / Director  
Ohio Facilities Construction Commission



OHIO FACILITIES CONSTRUCTION COMMISSION

# Ohio Register

Information of Interest for the  
Architectural, Engineering and Construction Industry

**Issue Number 230**

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**Response Deadline:**

Varies by project

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Ohio Register: <http://ci.oaks.ohio.gov>

OFCC website: <http://ofcc.ohio.gov>

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# Ohio Register General Information and Requirements

## State of Ohio Standard Forms and Documents

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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 (Form F110-330) available via the Ohio Facilities Construction Commission (OFCC) website at <http://ofcc.ohio.gov>. 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. OFCC 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

OFCC 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 (Form F110-330) for each firm on its team.

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.

### 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.

### 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 (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the A/E's team. The Intent to Contract and to Perform and/or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the A/E's Technical Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises by 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: October 16, 2012

| Published Date                                       | Project Name  | Total Project Cost | Short-listed A/E Firms<br><i>*Indicates selected firm</i>   | Negotiated A/E Fee                |
|--|---|--------------------|---|-----------------------------------|
| 08/16/2012<br><b>OR #228</b><br>Locally Administered | UTO-130850<br>University of Toledo, Maumee AOC-Wolf Creek Watershed, Oregon, Ohio   | \$1,348,595        | <b>NEW</b><br>Barr Engineering<br>Hull & Associates<br>The Mannick & Smith Group  | TBD: Contact Agency / Institution |
| 08/1/2012<br><b>OR #228</b><br>Locally Administered  | UTO-130848<br>University of Toledo, Steam & Chilled Water Line Extension, Toledo, Ohio  | \$4,000,000        | <b>NEW</b><br>Fosdick & Hilmer<br>M Engineering<br>*Poggemeyer Design Group<br>RMF Engineering  | TBD: Contact Agency / Institution |
| 08/13/2012<br><b>OR #228</b><br>SAO-Administered     | DVS-130001<br>Ohio Department of Veterans Services, Paving, Sandusky, Ohio  | \$3,900,000        | Brunkhorst Engineering<br>KZF Design<br>* Poggemeyer Design Group<br>Star Consultants   | TBD                               |
| 08/21/2012<br><b>OR #228</b><br>SAO-Administered     | COM-130001<br>Ohio Department of Commerce, Building A Renovation and Site Infrastructure, Reynoldsburg, Ohio                    | \$2,500,000        | * Feinknopf Macioce Schappa<br>GPD Group<br>Renouveau Design<br>Star Consultants  | TBD                               |
| 08/08/2012<br><b>OR #228</b><br>Locally Administered | BGU-125815<br>Bowling Green State University, Student Recreation Center Addition & Renovation (CM at Risk), Bowling Green, Ohio | \$11,000,000       | <b>UPDATED</b><br>Barton Malow Company<br>*Gilbane Construction<br>Mosser Construction<br>Thomas & Marker Construction  | TBD: Contact Agency / Institution |
| 07/18/2012<br><b>OR #227</b><br>Locally Administered | KSU-11B153<br>Kent State University, New Facility for the CAED (A/E), Kent, Ohio  | \$40,000,000       | <b>NEW</b><br>Bialosky + Partners Architects<br>Bohlin Cywinski Jackson (PA)<br>KZF Design<br>NBBJ<br>Richard L. Bowen + Associates<br>The Collaborative Inc.<br>Westlake Reed Leskosky<br>WTW Architects | TBD: Contact Agency / Institution |
| 07/12/2012<br><b>OR #227</b><br>Locally Administered | YSU 1516-1<br>Youngstown State University, Melnick Hall Renovations, Youngstown, Ohio   | \$4,500,000        | BSHM Architects<br>*Stollo Architects<br>URS  | TBD: Contact Agency / Institution |
| 07/12/2012<br><b>OR #227</b><br>Locally Administered | UCN-12120A<br>University of Cincinnati, Lindner Center Graphics & Displays, Cincinnati, Ohio                                    | \$2,500,000        | FRCH Design Worldwide<br>HealyKohler Design (MD)<br>Perkins+Will (IL)<br>MSA Architects<br>Populous Architects (MO)<br>Workshop Design (MO)   | TBD: Contact Agency / Institution |
| 07/26/2012<br><b>OR #227</b><br>SAO-Administered     | BWC-130001<br>Ohio Bureau of Workers' Compensation, Emergency Generator Power Back-up to the York Chiller, Columbus, Ohio       | \$978,000          | DLZ Ohio<br>Prater Engineering<br>*Star Consultants   | TBD                               |
| 07/24/2012<br><b>OR #227</b><br>SAO-Administered     | BWC-130002<br>Ohio Bureau of Workers' Compensation, OFCC Tenant Improvements, Columbus, Ohio                                    | \$1,425,000        | *Continental Building Systems<br>Megen Construction Company<br>Star Consultants   | TBD                               |
| 06/22/2012<br><b>OR #226</b><br>SAO-Administered     | DMR-120002<br>Ohio Department of Developmental Disabilities, NODC Infrastructure Improvements, Toledo, Ohio                     | \$3,500,000        | Buehrer Group<br>STAN and Associates<br>Star Consultants  | TBD                               |
| 06/29/2012<br><b>OR #226</b><br>Locally Administered | KSU-12B948<br>Kent State University New Building for the CAEST (CM at Risk), Kent, Ohio   | \$15,000,000       | <b>UPDATED</b><br>*Hammond Construction<br>Ozanne Construction Company<br>The Ruhlin Company  | TBD: Contact Agency / Institution |
| 06/27/2012<br><b>OR #226</b><br>Locally Administered | KSU-12B949<br>Kent State University Renovations and Additions for the School of Art (CM at Risk), Kent, Ohio                    | \$25,000,000       | <b>UPDATED</b><br>Donley's, Inc.<br>*Ozanne Construction Company<br>The Ruhlin Company<br>Turner Construction Company   | TBD: Contact Agency / Institution |
| 06/11/2012<br><b>OR #226</b><br>SAO-Administered     | NEM-090001<br>NEOMED, Campus Research and Academic Expansion, Rootstown, Ohio   | \$42,263,600       | CBLH Design<br>*Ellenzweig<br>FMS Architects<br>HFP Ambuske Architects<br>Paradigm Engineers  | TBD                               |
| 05/29/2012<br><b>OR #225</b><br>Locally Administered | OHU-05022012<br>Ohio University, Indoor Multi-Purpose Facility, Athens, Ohio  | \$12,000,000       | Lloyd W. Miller, Architect<br>Panich, Noel & Associates<br>*Moody-Nolan   | TBD: Contact Agency / Institution |

|   |  |              |   |                                   |
|---|--|--------------|---|-----------------------------------|
| Administered  |  |              | MS Consultants  |                                   |
| 05/30/2012<br>OR #225<br>SAO-Administered               | BTC-130007<br>Belmont College, Health Sciences Center, St. Clairsville, Ohio   | \$9,100,000  | Phillip Markwood Architects<br>*Perspectus Architecture<br>Feinknopf Macioce Schappa DesignGroup  | TBD                               |
| 04/26/2012<br>OR #224<br>SAO-Administered               | DRC-110022<br>Department of Rehabilitation and Correction, Toledo Correctional Institution, Roof Replacement   | \$4,250,000  | Design-Build Solutions<br>Kelley Brothers Roofing<br>Richard L. Bowen + Associates  | TBD                               |
| 04/13/2012<br>OR #224<br>Locally Administered           | BGU-125778<br>Bowling Green State University, BGSU Firelands Campus, Huron   | \$15,750,000 | *Bostwick Design Group<br>Braun & Steidl Architects<br>Domokur Architects<br>Weber Murphy Fox   | TBD: Contact Agency / Institution |
| 04/06/2012<br>OR #224<br>SAO- Administered (CM at Risk) | SOC-120001<br>Southern State Community College, Brown County Campus, Mount Orab  | \$10,000,000 | Messer Construction Co.<br>Miles McClellan Construction Co.<br>*Quandel Construction Group<br>Turner Construction Co.                   | TBD                               |
| 04/04/2012<br>OR #224<br>Locally Administered           | CLT-100020<br>Clark State Community College Student Success Center Springfield, Ohio   | \$5,400,000  | Levin Porter Associates<br>MSA Architects<br>SHP Leading Design<br>The Collaborative, Inc.<br>Woolpert                                  | TBD: Contact Agency / Institution |
| 03/20/2012<br>OR #223<br>Locally Administered           | KSU-11B146, KSU-11B147, KSU-11B148<br>Kent State University Renovations and Addition to Multiple Science Buildings (CM at Risk), Kent, Ohio          | \$80,000,000 | <del>Donley's, Inc.</del><br>Donley's, Inc.<br>Gilbane Building Company<br>Lend Lease (US) Construction<br>*Turner Construction Company | TBD: Contact Agency / Institution |
| 03/14/2012<br>OR #223<br>Locally Administered           | CLS-121205<br>Cleveland State University, Viking Hall & Kinko's Demolition, Cleveland, Ohio  | \$3,741,259  | *Atwell, LLC<br>HzW Environmental Consultants<br>URS Corporation  | TBD: Contact Agency / Institution |
| 03/20/2012<br>OR #223<br>Locally Administered           | KSU-11B146, KSU-11B147 & KSU-11B148<br>Kent State University, Renovations and Addition to Multiple Science Buildings - CxA, Kent, Ohio               | \$80,000,000 | Hill International<br>*Karpinski Engineering<br>URS Corporation   | TBD: Contact Agency / Institution |
| 03/21/2012<br>OR #223<br>Locally Administered           | CSU-120017<br>Central State University, Rehabilitation of Stadium Turf & Lights, Wilberforce, Ohio   | \$2,000,000  | MSA Architects<br>*The EDGE Group<br>Woolpert Design  | TBD: Contact Agency / Institution |
| 03/21/2012<br>OR #223<br>Locally Administered           | CSU-120016<br>Central State University, Center for Human Performance and Sensor, Wilberforce, Ohio   | \$500,000    | Allan Scherr Associates<br>O.A. Spencer, Inc.<br>*Oregon Group Architects   | TBD: Contact Agency / Institution |
| 03/14/2012<br>OR #223<br>Locally Administered           | OHU-03092012<br>Ohio University, Athens, Ohio  | \$1,000,000  | Bass Studio Architects<br>KZF Design<br>Phillip Markwood Architects<br>RVC Architects   | TBD: Contact Agency / Institution |
| 03/29/2012<br>OR #223<br>Locally Administered           | KSU-12S605<br>Kent State University, Science & Nursing Building, Stark Campus, North Canton  | \$17,000,000 | *BHDP Architecture<br>Hasenstab Architects<br>NBBJ<br>Perspectus Architecture   | TBD: Contact Agency / Institution |
| 03/02/2012<br>OR #223<br>SAO- Administered              | DAS-12P009<br>Ohio Department of Administrative Services, Assessment for Properties & Facilities Buildings, various locations                        | \$540,000    | Davis Wince, Ltd.<br>*KZF Design<br>SSOE<br>Star Consultants, Inc.  | TBD                               |
| 02/21/2012<br>OR #222<br>Locally Administered           | UTO-121723<br>University of Toledo Family Health Services Center (Renovation of VAB) Toledo, Ohio  | \$6,000,000  | Buehrer Group Architecture & Engineering<br>SSOE Group<br>The Collaborative Inc.<br>Trinity Health Group                                | TBD: Contact Agency / Institution |
| 02/08/2012<br>OR #222<br>Locally Administered           | WSU-120006<br>Wright State University Enrollment Services Renovation Fairborn, Ohio  | \$2,150,000  | Annette Miller Architects<br>McGill Smith Punshon<br>Robert Maschke Architects<br>SHP Leading Design                                    | TBD: Contact Agency / Institution |
| 01/24/2012<br>OR #221<br>Locally Administered           | KSU-11B146, KSU-11B147 & KSU-11B148<br>Kent State University Renovations and Additions to Multiple Science Buildings (MEP Team) Kent, Ohio           | \$80,000,000 | *Prator Engineering Associates<br>Scheeser Buckley Mayfield<br>URS Corporation  | TBD: Contact Agency / Institution |
| 01/24/2012<br>OR #221<br>Locally Administered           | KSU-11B146, KSU-11B147 & KSU-11B148<br>Kent State University Renovations and Additions to Multiple Science Buildings (Architectural Team) Kent, Ohio | \$80,000,000 | *Ayers Saint Gross<br>BHDP Architecture<br>Stantec Architecture   | TBD: Contact Agency / Institution |
| 01/24/2012<br>OR #221<br>Locally Administered           | OHU-121720<br>Heritage College of Osteopathic Medicine, Columbus Area Medical Facility - Ohio University Franklin County, Ohio                       | TBD          | *BHDP<br>Bostwick Design Partnership<br>Design Group<br>NBBJ  | TBD: Contact Agency / Institution |
| 12/02/2011<br>OR #220<br>SAO - Administered             | DMH-120003<br>Patient Unit Renovations - Appalachian Behavioral Healthcare Ohio Department of Mental Health, Athens County, Ohio                     | \$1,700,000  | *ASM<br>Davis Wince<br>Feinknopf Macioce Schappa<br>Renouveau Design  | \$144,792.00                      |
| 10/02/2011<br>OR #218<br>SAO - Administered             | DOT-120003<br>Lucas County Maintenance Facility Ohio Department of Transportation, Lucas County, Ohio  | \$3,500,000  | Buehrer Group Architecture<br>Jerome M. Scott Architects<br>Poggemeyer Design Group<br>*Schorr Architects, Inc.                         | TBD                               |

|  |   |               |  |                                      |
|--|---|---------------|--|--------------------------------------|
| 08/12/2011<br><b>OR #216</b><br>Locally Administered | OSU-100652<br>Various Building Demolitions<br>The Ohio State University<br>Columbus, Ohio   | \$1,353,000   | eS Architecture & Development<br>Feinknopf Macioce Schappa<br>Panich Noel & Associates<br>Perspectus Architecture  | TBD: Contact<br>Agency / Institution |
| 08/12/2011<br><b>OR #216</b><br>Locally Administered | OSU-100652<br>Various Building Demolitions<br>The Ohio State University<br>Columbus, Ohio   | \$1,353,000   | eS Architecture & Development<br>Feinknopf Macioce Schappa<br>Panich Noel & Associates<br>Perspectus Architecture  | TBD: Contact<br>Agency / Institution |
| 08/1/2011<br><b>OR #216</b><br>Locally Administered  | OSU-110672<br>North Residential District Transformation<br>The Ohio State University<br>Columbus, Ohio  | TBD           | Ayers Saint Gross (MD)<br>Design Collective (MD)<br>DiMella Shaffer (MA)<br>*Goody Clancy (MA)<br>Hanbury Evans Wright Vlattas & Co (VA)<br>Moore Ruble Yudell (CA)<br>Robert AM Stern Architects (NY)<br>Sasaki Associates (MA) | TBD: Contact<br>Agency / Institution |
| 07/19/2011<br><b>OR #215</b><br>Locally Administered | SSC-010003<br>Administration Building Renovation<br>Shawnee State University<br>Portsmouth, Ohio  | \$964,855     | BHDP Architecture<br>KZF Design<br>Levin Porter Associates<br>RVC Architects<br>*SPGB Architects<br>TSHD Architects  | TBD: Contact<br>Agency / Institution |
| 07/01/2011<br><b>OR #215</b><br>Locally Administered | UTO-120742<br>Carlson Library Renovations<br>University of Toledo<br>Toledo, Ohio   | \$1,250,000   | BHDP Architecture<br>Buehrer Group Architecture & Engineering<br>*The Collaborative, Inc.  | TBD: Contact<br>Agency / Institution |
| 07/14/2011<br><b>OR #215</b><br>SAO-Administered     | DAS-120001<br>North High Complex Phase 5<br>Ohio Department of Administrative Services<br>Columbus, Ohio                                      | \$17,453,580  | *Acock Associates Architects<br>Feinknopf Macioce Schappa<br>URS   | \$941,588.72                         |
| 07/01/2011<br><b>OR #215</b><br>SAO-Administered     | BWC-110001<br>L-16 Halon Replacement Project - William Green Building<br>Bureau of Workers' Compensation<br>Columbus, Ohio                    | \$368,000     | M Engineering<br>*Prater Engineering<br>Star Consultants<br>URS  | \$35,700                             |
| 07/12/2011<br><b>OR #215</b><br>Locally Administered | BGU-115687<br>Landscape & Civic Structure Master Plan<br>Bowling Green State University<br>Bowling Green, Ohio                                | \$100,000     | The Collaborative<br>JJR<br>Kinzleman Kline Gossman<br>NBBJ<br>Sasaki Associates   | TBD: Contact<br>Agency / Institution |
| 06/24/2011<br><b>OR #214</b><br>Locally Administered | UTO-121665<br>Replace Air Handler 4<br>University of Toledo<br>Toledo   | \$1,400,000   | Contech Design<br>*JDRM Engineering<br>Karpinski Engineering<br>Peters, Tschantz & Associates  | TBD: Contact<br>Agency / Institution |
| 06/27/2011<br><b>OR #214</b><br>SAO-Administered     | DOT-110001 & DOT-110002<br>Jefferson and Wayne County Maintenance Facilities<br>Ohio Department of Transportation<br>Wooster and Wintersville | \$7,000,000   | *Miller Watson/JMSA Panich, Noel & Associates<br>Richard Fleischman + Partners<br>Schorr Architects<br>Strollo Architects  | \$429,790                            |
| 06/08/2011<br><b>OR #214</b><br>Locally Administered | UTO-111619<br>New Operating Rooms 13 & 14<br>University of Toledo<br>Toledo, Ohio   | \$1,400,000   | Buehrer Group Architecture and Engineering<br>Harley Ellis Devereaux<br>RCM Architects   | TBD: Contact<br>Agency / Institution |
| 05/27/2011<br><b>OR #213</b><br>Locally Administered | KSU-11B168<br>LEED Process Consulting Services<br>Kent State University<br>Kent, Ohio   | \$210,000,000 | Doty & Miller<br>Emersion Design<br>Heapy Engineering<br>Sasaki Associates   | TBD: Contact<br>Agency / Institution |
| 05/03/2011<br><b>OR #213</b><br>Locally Administered | ADJ-110017<br>Rickenbacker Enclave Paving Renovation<br>Adjutant General's Department<br>Columbus, Ohio                                       | \$2,500,000   | *American Structure<br>EMHT<br>Jobes Henderson   | TBD: Contact<br>Agency / Institution |
| 04/20/2011<br><b>OR #212</b><br>Locally Administered | ADJ-110009<br>Walbridge Armory HVAC Renovation<br>Adjutant General's Department<br>Walbridge, Ohio  | \$540,000     | *Advance Engineering<br>Buehrer Group<br>DLZ   | TBD: Contact<br>Agency / Institution |
| 04/20/2011<br><b>OR #212</b><br>Locally Administered | ADJ-110010<br>Greenville Armory Masonry Renovation<br>Adjutant General's Department<br>Greenville, Ohio                                       | \$180,000     | Alan Scheer<br>SFA<br>Shremshock<br>*Star Consultants  | TBD: Contact<br>Agency / Institution |
| 04/20/2011<br><b>OR #212</b><br>Locally Administered | ADJ-110011<br>Youngstown Armory Paving Renovation<br>Adjutant General's Department<br>Youngstown, Ohio  | \$540,000     | DLZ<br>KZF<br>*Star Consultants  | TBD: Contact<br>Agency / Institution |
| 04/20/2011<br><b>OR #212</b><br>Locally Administered | ADJ-110012<br>Tarlton Armory Plumbing Renovation<br>Adjutant General's Department<br>Tarlton, Ohio  | \$185,000     | Advance Engineering<br>DLZ<br>*Dynamix Engineering   | TBD: Contact<br>Agency / Institution |
| 04/20/2011<br><b>OR #212</b><br>Locally Administered | ADJ-110013<br>Norwalk Armory Plumbing Renovation<br>Adjutant General's Department<br>Norwalk, Ohio  | \$150,000     | Bodner<br>*Buehrer Group<br>Dynamix Engineering<br>X-Cel Engineering   | TBD: Contact<br>Agency / Institution |
| 4/18/2011<br><b>OR #212</b><br>Locally Administered  | UCN-09113A<br>ACH Campus Lab Energy Savings<br>University of Cincinnati<br>Cincinnati, Ohio   | \$3,340,000   | Fosdick & Hilmer<br>*Stan & Associates<br>URS Corporation  | TBD: Contact<br>Agency / Institution |
| 4/12/2011<br><b>OR #212</b>                          | UTO-111624<br>New Cancer Center   |               | MBA Architects and Planners  | TBD: Contact                         |

|   |   |                    |   |                                      |
|---|---|--------------------|---|--------------------------------------|
| Locally Administered                          | University of Toledo<br>Toledo, Ohio  | \$5,500,000        | Poggemeyer Design Group<br>SSOE   | Agency / Institution                 |
| 3/31/2011<br>OR #211<br>Locally Administered  | OSU-081255<br>High Voltage Switch and Cable Replacement - Phase 2<br>The Ohio State University<br>Columbus, Ohio        | \$13,340,000/font> | Burns & McDonald<br>Fosdick & Hilmer<br>*Patrick Engineering  | TBD: Contact<br>Agency / Institution |
| 3/29/2011<br>OR #211<br>Locally Administered  | OSU-080267<br>Boiler Replacement - McCracken Power Plant<br>The Ohio State University<br>Columbus, Ohio                 | \$15,180,000       | Burns & McDonnell Eng Co. Inc.<br>Fosdick & Hilmer<br>Lutz Daily & Brain<br>*RMF Engineering  | TBD: Contact<br>Agency / Institution |
| 3/7/2011<br>OR #211<br>Locally Administered   | OSU-110269<br>Northwest Parking Garage Renovation<br>The Ohio State University<br>Columbus, Ohio                        | \$1,300,000        | Carl Walker Inc<br>*Desman Associates<br>O&S Associates   | \$95,744                             |
| 3/29/2011<br>OR #211<br>Locally Administered  | OSU-110101<br>Caldwell Lab Expansion<br>The Ohio State University<br>Columbus, Ohio                                     | \$632,904          | eS Architecture & Development<br>Robert E Euans Architects<br>*SPGB Architects  | \$51,564                             |
| 3/7/2011<br>OR #211<br>Locally Administered   | ZSC-6-2011-1<br>Advanced Science & Technology Center<br>Zane State College<br>Zanesville, Ohio                          | \$9,750,000        | Addis-Davis-Van Wey<br>Design Group<br>Lincoln Street Studio<br>Phillip Markwood Architects<br>*SHP Leading Design<br>URS Corporation | TBD: Contact<br>Agency / Institution |
| 3/7/2011<br>OR #211<br>Locally Administered   | ZSC-7-2011-1<br>Cambridge Training & Education Center<br>Zane State College<br>Zanesville, Ohio                         | \$10,000,000       | *Addis-Davis-Van Wey<br>Design Group<br>Lincoln Street Studio<br>Phillip Markwood Architects<br>SHP Leading Design<br>URS Corporation | TBD: Contact<br>Agency / Institution |
| 3/10/2011<br>OR #211<br>Locally Administered  | UTO-111605<br>Hospital Clinical Laboratory<br>University of Toledo<br>Toledo, Ohio                                      | \$200,000          | *BEI Associates<br>Harley Ellis Devereaux<br>SSOE   | TBD: Contact<br>Agency / Institution |
| 03/29/2011<br>OR #211<br>Locally Administered | KSU-11L123<br>Tri-Towers Residence Halls Rooms & HVAC<br>Upgrades (MEP Engineer)<br>Kent State University<br>Kent, Ohio | \$30,000,000       | Dynamix Engineering<br>Heapy Engineering<br>*Scheeser Buckley Mayfield<br>Thorson Baker & Associates                                  | TBD: Contact<br>Agency / Institution |
| 03/29/2011<br>OR #211<br>Locally Administered | KSU-11L123<br>Tri-Towers Residence Halls Rooms & HVAC<br>Upgrades (Architect)<br>Kent State University<br>Kent, Ohio    | \$30,000,000       | *Domokur Architects<br>KZF Design<br>The Collaborative  | TBD: Contact<br>Agency / Institution |
| 03/09/2011<br>OR #211<br>Locally Administered | UTO-110129<br>Core Research Facility - Phase IV<br>University of Toledo<br>Toledo, Ohio                                 | \$929,586          | Buehrer Group Architecture &<br>Engineering<br>The JDI Group<br>SSOE Group  | TBD: Contact<br>Agency / Institution |
| 03/09/2011<br>OR #211<br>Locally Administered | UTO-111387<br>Resource & Community Learning Center - Phase II<br>University of Toledo<br>Toledo, Ohio                   | \$900,000          | Duket Architects Planners<br>MacPherson Architects<br>Thomas Porter Architects  | TBD: Contact<br>Agency / Institution |
| 02/22/2011<br>OR #210<br>Locally Administered | OSU-030976<br>Community Heritage Art Gallery<br>The Ohio State University - Lima Campus<br>Lima, Ohio                   | \$238,894          | Levin Porter Associates<br>Phillip Markwood Architects<br>*The Collaborative  | \$31,380                             |
| 02/24/2011<br>OR #210<br>Locally Administered | UCN-09137A<br>Storm Water Demonstration Project<br>University of Cincinnati<br>Columbus, Ohio                           | \$2,600,000        | Bayer Becker<br>Kinzelman Kline Gossman<br>*Kleingers & Associates  | TBD: Contact<br>Agency / Institution |
| 02/09/2011<br>OR #210<br>Locally Administered | CTI-110001<br>Columbus State Master Plan<br>Columbus State Community College<br>Columbus, Ohio                          | TBD                | The Collaborative<br>MSI Design<br>*NBBJ<br>Stantec Architecture<br>URS   | TBD: Contact<br>Agency / Institution |
| 02/14/2011<br>OR #210<br>Locally Administered | UCN-10016B<br>Primary Electric Substation<br>University of Cincinnati<br>Cincinnati, Ohio                               | \$7,300,000        | GDP Group<br>*Patrick Engineering<br>RMF Engineering  | TBD: Contact<br>Agency / Institution |
| 02/09/2011<br>OR #210<br>Locally Administered | UCN-11096A<br>Crosley Tower - Air Handling Unit Replacement<br>University of Cincinnati<br>Cincinnati, Ohio             | \$1,500,000        | Fosdick & Hilmer<br>*HAWA Incorporated<br>Motz Engineering<br>URS   | TBD: Contact<br>Agency / Institution |
| 01/11/2011<br>OR #209<br>Locally Administered | 5062-PF07357<br>East Regional Chilled Water Plant (CA)<br>The Ohio State University<br>Columbus, Ohio                   | \$41,055,000       | Aramark Management Services<br>*Engineering Economics<br>Horizon Engineering Assoc  | \$431,201                            |
| 01/04/2011<br>OR #209<br>Locally Administered | BGU-015585<br>PSLB HVAC Upgrades & Fume Hood Replacement<br>Bowling Green State University<br>Bowling Green, Ohio       | \$3,000,000        | Buehrer Group Architecture &<br>Engineering<br>Heapy Engineering<br>Korda Engineering<br>*URS Corporation                             | TBD: Contact<br>Agency / Institution |
| 12/17/2010<br>OR #208<br>Locally Administered | OSU-110215<br>Street and Bridge Maintenance Phase 1<br>The Ohio State University<br>Columbus, Ohio                      | \$2,146,000        | *American Structurepoint<br>Korda/Nemeth Engineering<br>Prime Engineering & Architecture<br>Resource International                    | \$254,956                            |

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| 12/20/2010<br><b>OR #208</b><br>Locally Administered | YSU-111224<br>STEM Planning<br>Youngstown State University<br>Youngstown, Ohio   | \$200,000    | *BHDP/ms consultants<br>KA, Inc. Architecture<br>Westlake Reed Leskosky  | TBD: Contact<br>Agency / Institution |
| 12/17/2010<br><b>OR #208</b><br>Locally Administered | UCN-09080A<br>CARE Roof Fan Support Modifications<br>University of Cincinnati<br>Cincinnati, Ohio  | \$450,000    | Jezerinac Geers Associates<br>*Steven Schaefer Associates<br>THP Limited   | TBD: Contact<br>Agency / Institution |
| 12/15/2010<br><b>OR #208</b><br>Locally Administered | UCN-04132B<br>MSB Rehabilitation - Phase 4 (CM)<br>University of Cincinnati<br>Cincinnati, Ohio  | \$82,944,661 | Bovis Lend Lease<br>Hunt Construction Group<br>Messer Construction Company   | TBD: Contact<br>Agency / Institution |
| 12/17/2010<br><b>OR #208</b><br>Locally Administered | UCN-09080A<br>CARE Roof Fan Support Modifications<br>University of Cincinnati<br>Cincinnati, Ohio  | \$450,000    | Jezerinac Geers Associates<br>Steven Schaefer Associates<br>THP Limited  | TBD: Contact<br>Agency / Institution |
| 12/17/2010<br><b>OR #208</b><br>Locally Administered | OSU-110215<br>Street and Bridge Maintenance - Phase 1<br>Ohio State University<br>Columbus, Ohio   | \$2,146,000  | *American Structurepoint<br>Korda/Nemeth Engineering<br>Prime Engineering & Architecture<br>Resource International | TBD: Contact<br>Agency / Institution |
| 11/10/2010<br><b>OR #207</b><br>Locally Administered | OSU-110207<br>Howlett Hall Roof Replacement<br>The Ohio State University<br>Columbus, Ohio   | \$832,821    | *CTL Engineering<br>DLZ<br>KZF Design<br>Legat & Kingscott<br>Shremshock Architects &<br>Engineering               | \$160,470                            |
| 11/22/2010<br><b>OR #207</b><br>Locally Administered | Project Number TBD<br>2010 Building Infrastructure Improvements:<br>Computer Services Center (CSC) HVAC<br>Improvements<br>Ohio University<br>Athens, Ohio   | \$824,000    | DLZ<br>*Kramer Engineers<br>SHP Leading Design<br>W.E. Monks   | TBD: Contact<br>Agency / Institution |
| 11/22/2010<br><b>OR #207</b><br>Locally Administered | Project Number TBD<br>2010 Building Infrastructure Improvements: Voight<br>Hall, Electrical and Access Improvements and<br>Gamertsfelder Hall Fire Alarm Improvements<br>Ohio University<br>Athens, Ohio | \$1,420,000  | DLZ<br>Kramer Engineers<br>SHP Leading Design<br>*W.E. Monks   | TBD: Contact<br>Agency / Institution |
| 10/21/2010<br><b>OR #206</b><br>Locally Administered | CLS-101007<br>Main Classroom - Roof Replacement<br>Cleveland State University<br>Cleveland, Ohio   | \$4,400,000  | Architectural Vision Group<br>Domokur Architects<br>*Makovich & Pusti Architects<br>mbi-k2m Architecture           | \$305,000                            |
| 10/05/2010<br><b>OR #206</b><br>Locally Administered | UTO-111538<br>Clinical Simulation Center<br>The University of Toledo<br>Toledo, Ohio   | \$1,000,000  | *BHDP Architecture<br>SmithGroup, Inc.<br>SSOE, Inc.   | TBD: Contact<br>Agency / Institution |
| 09/21/2010<br><b>OR #205</b><br>Locally Administered | OSU-100398<br>McC Campbell Hall - Ambulatory Modifications<br>The Ohio State University<br>Columbus, Ohio  | \$10,500,000 | Bostwick Design Partnership<br>CBLH Design<br>*Design Group<br>Perspectus Architecture                             | \$1,011,188                          |
| 09/21/2010<br><b>OR #205</b><br>Locally Administered | YSU-111202<br>Fifth Avenue Athletic Fields<br>Youngstown State University<br>Youngstown, Ohio  | \$2,100,000  | GPD Group<br>James Burkart Associates<br>JJR   | TBD: Contact<br>Agency / Institution |
| 09/09/2010<br><b>OR #205</b><br>Locally Administered | UTO-111564<br>UMC 3rd Floor Renovations<br>The University of Toledo<br>Toledo, Ohio  | \$4,100,000  | *CBLH Design<br>Hasenstab Architects<br>URS  | TBD: Contact<br>Agency / Institution |
| 09/28/2010<br><b>OR #205</b><br>Locally Administered | UCN-10093A<br>Siddall MarketPointe Renovation<br>University of Cincinnati<br>Cincinnati, Ohio  | \$2,300,000  | *Champlin Architecture<br>FRCH Design<br>MSA Architects  | TBD: Contact<br>Agency / Institution |
| 09/27/2010<br><b>OR #205</b><br>Locally Administered | OSU-108001<br>BRT-Site Electrical Improvements<br>The Ohio State University<br>Columbus, Ohio  | \$2,700,000  | Heapy Engineering<br>*Korda/Nemeth Engineering<br>M-Engineering  | TBD: Contact<br>Agency / Institution |
| 09/21/2010<br><b>OR #205</b><br>Locally Administered | OSU-100398<br>McC Campbell Hall - Ambulatory Modifications<br>The Ohio State University<br>Columbus, Ohio  | \$10,500,000 | Bostwick Design Partnership<br>CBLH Design Inc.<br>*DesignGroup<br>Perspectus Architecture LLC                     | TBD: Contact<br>Agency / Institution |
| 09/30/2010<br><b>OR #205</b><br>Locally Administered | UTO-10656R (readvertised)<br>Center for Biosphere Restoration Research:<br>Bowman-Oddy Laboratories and Wolfe Hall<br>Renovations (CM at Risk)<br>The University of Toledo<br>Toledo, Ohio               | \$7,888,000  | AMEC E&C Services, Inc.<br>*The Lathrop Company, Inc.<br>The Whiting-Turner Contracting<br>Company                 | TBD: Contact<br>Agency / Institution |
| 08/30/2010<br><b>OR #204</b><br>Locally Administered | YSU-111204<br>M1 & M2 Parking Deck Repair/Restoration<br>Youngstown State University<br>Youngstown, Ohio   | \$5,200,000  | Carl Walker, Inc.<br>DESMAN Associates<br>Walker Parking Consultants   | TBD: Contact<br>Agency / Institution |
| 08/31/2010<br><b>OR #204</b><br>Locally Administered | WSU-110006<br>Rinzler Athletic Complex<br>Wright State University<br>Fairborn, Ohio  | \$4,400,000  | Annette Miller Architects<br>Lorenz Williams, Inc.<br>McGill Smith Punshon<br>MSA Architects                       | TBD: Contact<br>Agency / Institution |
| 08/31/2010<br><b>OR #204</b><br>Locally Administered | WSU-090025<br>Concert Hall Renovation<br>Wright State University<br>Dayton, Ohio   | \$4,228,000  | H3 Hardy Collaboration<br>Hardlines Design Company<br>GBBN Architects<br>Richard Fleischman                        | TBD: Contact<br>Agency / Institution |

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| 07/01/2010<br><b>OR #203</b><br>Locally Administered | OSU-090468<br>Howlett - Kottman Steam Upgrades<br>The Ohio State University<br>Columbus, Ohio   | \$1,982,907  | Korda/Nemeth Engineering<br>*RMF Engineering<br>SSOE, Inc.<br>Varo Engineers, Inc.                    | \$168,801.02   |
| 07/01/2010<br><b>OR #203</b><br>Locally Administered | OSU-100738<br>Pomerene - History of Art Renovation<br>The Ohio State University<br>Columbus, Ohio   | \$400,000    | Braun & Steidl<br>Hardlines Design<br>*Miller Watson Architects                                       | \$45,548   |
| 06/18/2010<br><b>OR #202</b><br>Locally Administered | UTO-100656<br>Center for Biosphere Restoration Research:<br>Bowman-Oddy Laboratories and Wolfe Hall<br>Renovations (C/M at Risk),<br>The University of Toledo<br>Toledo, Ohio | \$7,888,000  | Bostleman Mosser, LLC<br>The Lathrop Co.<br>Messer Construction                                       | N/A: Project was<br>readvertised on<br>09/30/2010 (see<br>OR #205 above) |
| 05/21/2010<br><b>OR #201</b><br>SAO Administered     | DRC-090040<br>Roof Replacement - Ohio State Penitentiary<br>Youngstown, Ohio  | \$1,685,000  | N/A - Project Cancelled   | N/A - Project<br>Cancelled   |
| 05/21/2010<br><b>OR #201</b><br>SAO Administered     | DRC-090053<br>HVAC Upgrade 2010 - Warren Correctional<br>Institution<br>Lebanon, Ohio   | \$2,500,000  | DLZ Ohio, Inc.<br>Kramer Engineers<br>*Prater Engineering Associates<br>Scheeser Buckley Mayfield LLC | <b>APPROX</b><br>\$147,500   |
| 05/28/2010<br><b>OR #201</b><br>Locally Administered | MUN-100014<br>Harris Dining Hall HVAC Replacement<br>Miami University<br>Oxford, Ohio   | \$1,400,000  | Heapy Engineering<br>KLH Engineers<br>Prater Engineering  | TBD: Contact<br>Agency / Institution                                     |
| 05/28/2010<br><b>OR #201</b><br>Locally Administered | OSU-081047<br>John Herrick Drive Rebuild Phase 1<br>The Ohio State University<br>Columbus, Ohio   | \$6,300,000  | DLZ Ohio, Inc.<br>EMH&T<br>Kleingers & Associates<br>MS Consultants                                   | TBD: Contact<br>Agency / Institution                                     |
| 05/27/2010<br><b>OR #201</b><br>Locally Administered | DMR-100003<br>NODC Paving 2010<br>Northwest Ohio Developmental Center<br>Toledo, Ohio   | \$400,000    | The Mannik & Smith Group<br>Chevevey & Piccin<br>*Buehrer Group                                       | \$25,611   |
| 04/02/2010<br><b>OR #200</b><br>SAO Administered     | CSU-100010 (CM at Risk)<br>Emery Hall Preservation & Restoration Phase IV<br>Central State University<br>Wilberforce, Ohio  | \$1,780,000  | Messer Construction Co.<br>*Miles-McClellan Construction<br>Thomas & Marker Construction              | TBD  |
| 02/24/2010<br><b>OR #198</b><br>Locally Administered | OSU-100266<br>Stone Lab Green Energy Program Ph 1<br>The Ohio State University<br>Gibraltar Island<br>Put-in-Bay, Ohio  | \$320,000    | *Metro DC Engineering, LLC<br>Santee Consulting Services<br>Poggemeyer Design Group                   | \$46,798   |
| 02/19/2010<br><b>OR #198</b><br>Locally Administered | OSU-080338<br>College of Medicine Renovation/Addition Hazardous<br>Material Abatement<br>The Ohio State University<br>Columbus, Ohio  | \$13,000,000 | *Electro-Analytical Inc (dba EA<br>Group)<br>Lawhon & Associates<br>Gandee & Associates               | \$15,040   |
| 12/07/2009<br><b>OR #196</b><br>Locally Administered | DRC-090047<br>Domestic Water & Boiler Replacement<br>Ohio Department of Rehabilitation and Correction<br>Lebanon, Ohio  | \$1,425,003  | Advanced Engineering Consultants<br>*Kramer Engineers<br>Roger D. Fields & Associates                 | TBD: Contact<br>Agency / Institution                                     |
| 12/07/2009<br><b>OR #196</b><br>Locally Administered | DRC-090049<br>Exterior Door Replacement - Warren Correctional<br>Ohio Department of Rehabilitation and Correction<br>Lebanon, Ohio  | \$1,360,000  | *eS Architecture & Development<br>KZF Design<br>Renouveau Design                                      | TBD: Contact<br>Agency / Institution                                     |
| 12/23/2009<br><b>OR #196</b><br>Locally Administered | OSU-090445<br>Dreese Exterior Sealant Repair<br>The Ohio State University<br>Columbus, Ohio   | \$1,270,000  | Abbot Studios Architects &<br>Planners<br>*Shremshock Architects, Inc.<br>CTL Engineering             | \$112,649.93   |
| 12/23/2009<br><b>OR #196</b><br>Locally Administered | UTO-010656<br>New Science Building<br>University of Toledo<br>Toledo, Ohio  | \$30,000,000 | BHDP Architecture<br>*SSOE<br>The Collaborative   | TBD: Contact<br>Agency / Institution                                     |
| 11/18/2009<br><b>OR #196</b><br>Locally Administered | OSU-091575<br>Patent Cafe Food Kitchens Renovation (Food<br>Service Consultant)<br>The Ohio State University<br>Columbus, Ohio  | \$10,747,694 | *JEM Associates (NJ)<br>Robert Rippe & Associates (MN)<br>The Hysen Group (MI)                        | TBD: Contact<br>Agency / Institution                                     |
| 12/07/2009<br><b>OR #196</b><br>Locally Administered | OSU-091576<br>Morehouse Parking Garage - Demolish and<br>Construct Surface Lots<br>The Ohio State University<br>Columbus, Ohio  | \$2,209,149  | *EMH&T<br>Jobs Henderson & Associates<br>Resource International                                       | \$226,551  |
| 11/05/2009<br><b>OR #195</b><br>Locally Administered | UCN-08085A<br>Kettering North Demolition<br>The University of Cincinnati<br>Cincinnati, Ohio  | \$3,000,000  | *Champlin Architecture<br>JL Bender<br>TRIAD Architects   | TBD: Contact<br>Agency / Institution                                     |
| 11/04/2009<br><b>OR #195</b><br>Locally Administered | UCN-06040C<br>Morgens Hall Renovation and Scioto<br>Decommissioning<br>The University of Cincinnati<br>Cincinnati, Ohio   | \$27,748,000 | GBBN<br>Moody Nolan<br>*Richard Fleischman + Partners<br>Architects                                   | TBD: Contact<br>Agency / Institution                                     |
| 11/18/2009<br><b>OR #195</b><br>Locally Administered | OSU-091575<br>Patent Cafe Food Kitchens Renovation (A/E)<br>The Ohio State University<br>Columbus, Ohio   | \$10,747,694 | *FRCH Design Worldwide<br>Hendon & Redmond<br>M+A Architects<br>Perspectus Architecture               | \$1,217,199  |
|  |   |              | Champlin Architecture   |  |

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| 11/18/2009<br><b>OR #195</b><br>Locally Administered | OSU-100217<br>Mason Hall - First and Second Floor Renovations<br>The Ohio State University<br>Columbus, Ohio   | \$5,974,259   | *Kallmann McKinnell & Wood Architects (MA) with Bialosky + Partners Architects<br>Phillip Markwood Architects<br>Westlake Reed Leskosky  | \$400,500                          |
| 11/10/2009<br><b>OR #195</b><br>Locally Administered | OSU-090581<br>Chemical and Biomolecular Engineering and Chemistry Building - <i>Design Architect</i><br>The Ohio State University<br>Columbus, Ohio    | \$126,000,000 | Bohlin Cywinski Jackson (PA)<br>David Brody Bond Aedas (NY)<br>Ellenzweig (MA)<br>FLAD Architects (WI)<br>Payette (NY)<br>Pelli Clark Pelli (CT)<br>Perkins + Will (IL)<br>Pohlshek Partnership (NY)<br>SmithGroup (MI)<br>Tsoi-Kobus & Associates (MA)<br>Wilson Architects (NY)<br>Zimmer Gunsul Frasca (NY) | TBD: Contact Agency / Institution  |
| 11/10/2009<br><b>OR #195</b><br>Locally Administered | OSU-090581<br>Chemical and Biomolecular Engineering and Chemistry Building - <i>Architect of Record</i><br>The Ohio State University<br>Columbus, Ohio | \$126,000,000 | Anshen + Allen<br>BHDP<br>Braun & Steidl/IKM<br>*Burt Hill<br>Champlin Architecture<br>NBBJ  | \$8,425,000                        |
| 11/10/2009<br><b>OR #195</b><br>Locally Administered | OSU-090581<br>Chemical and Biomolecular Engineering and Chemistry Building - <i>Commissioning</i><br>The Ohio State University<br>Columbus, Ohio       | \$126,000,000 | *Four Seasons<br>FTC&H<br>Heapy Engineering<br>Horizon Engineering   | \$393,333.54                       |
| 11/10/2009<br><b>OR #195</b><br>Locally Administered | OSU-090581<br>Chemical and Biomolecular Engineering and Chemistry Building - <i>MEP</i><br>The Ohio State University<br>Columbus, Ohio                 | \$126,000,000 | Affiliated Engineers (WI)<br>ARUP (NY)<br>HAWA (OH)<br>M/E Engineering (NY)<br>RMF (MD)<br>Vanderweil (MA)   | TBD: Contact Agency / Institution  |
| 11/24/2009<br><b>OR #195</b><br>Locally Administered | OSU-081230<br>William H. Hall Complex Expansion, Phase 2 - Commissioning<br>The Ohio State University<br>Columbus, Ohio                                | \$33,056,494  | *Four Seasons Environmental<br>Horizon Engineering Associates<br>Scheeser Buckley Mayfield   | \$68,088.05                        |
| 11/24/2009<br><b>OR #195</b><br>Locally Administered | OSU-071589<br>Hopkins Hall Mechanical Improvements<br>The Ohio State University<br>Columbus, Ohio  | \$5,668,290   | Advanced Engineering<br>DLZ<br>Kramer Engineering<br>*Prater Engineering   | \$398,170                          |
| 10/09/2009<br><b>OR #194</b><br>Locally Administered | OHU-091500<br>Clippinger Lab - Phase 2b-3<br>Ohio University<br>Athens, Ohio   | \$6,900,000   | Burt Hill<br>URS<br>W.E. Monks & Co.<br>Westlake, Reed, Leskosky   | TBD: Contact Agency / Institution  |
| 10/19/2009<br><b>OR #194</b><br>Locally Administered | WSU-100012<br>Master Plan - Land Use and Development<br>Wright State University<br>Dayton, Ohio  | \$200,000     | Burt Hill<br>NBBJ<br>Sasaki  | TBD: Contact Agency / Institution  |
| 09/21/2009<br><b>OR #193</b><br>SAO-Administered     | NEM-090001 (CM)<br>Campus Research and Academic Expansion<br>NEOUCOM<br>Rootstown, Ohio  | \$37,930,000  | Bovis Lend Lease, Inc.<br>Donley's Inc.<br>*The Ruhlin Company<br>Wely Building Company  | <b>Withdrawn</b><br>\$1,405,035    |
| 09/11/2009<br><b>OR #193</b><br>SAO-Administered     | BWC-100001<br>BWC Chiller/Ice Tank Replacement<br>Columbus, Ohio   | \$1,550,000   | DLZ Ohio, Inc.<br>Korda/Nemeth Engineering<br>Motz Engineering<br>*Star Consultants  | \$141,260                          |
| 09/02/2009<br><b>OR #193</b><br>SAO-Administered     | DOT-100001<br>Noble County Maintenance Facility / ODOT<br>Caldwell, Ohio   | \$4,800,000   | *Jerome M. Scott Architects<br>ms consultants, inc.<br>Schorr Architects, Inc.<br>Wachtel & McAnally Architects/Planners, Inc.   | \$403,171                          |
| 08/28/2009<br><b>OR #192</b><br>Locally Administered | WSU-090041<br>Halon Replacement Project<br>Wright State University<br>Dayton, Ohio   | \$500,000     | Heapy Engineering<br>Helmig-Lienesch Engineers<br>*Prater Engineering  | TBD: Contact Agency / Institution  |
| 08/28/2009<br><b>OR #192</b><br>Locally Administered | WSU-090034<br>Elevator Upgrades<br>Wright State University<br>Dayton, Ohio   | \$500,000     | JL Bender<br>Oregon Group Architects<br>*Stilson & Associates, Division of DLZ   | TBD: Contact Agency / Institution  |
| 08/28/2009<br><b>OR #192</b><br>Locally Administered | WSU-090038<br>Health Science Roof Replacement<br>Wright State University<br>Dayton, Ohio   | \$317,000     | Annette Miller Architects<br>eS Architecture and Development<br>*SFA Architects  | TBD: Contact Agency / Institution  |
| 08/28/2009<br><b>OR #192</b><br>Locally Administered | WSU-090029<br>Rike Hall Second Floor HVAC and General Renovation<br>Wright State University<br>Dayton, Ohio  | \$520,000     | *Annette Miller Architects<br>Schorr Architects<br>TRIAD Architects  | \$50,000                           |
| 07/14/2009<br><b>OR #191</b><br>SAO-Administered     | NEM-090001 (A/E)<br>Campus Research and Academic Expansion<br>NEOUCOM<br>Rootstown, Ohio   | \$37,930,000  | Burt Hill, Inc.<br>Hasenstab Architects<br>*TC Architects<br>URS   | <b>Withdrawn</b><br>\$2,727,555.92 |
| 06/15/2009<br><b>OR #190</b><br>Locally Administered | UCN-09101A<br>Radiology Office Building<br>The University of Cincinnati  | \$2,100,000   | BSA LifeStructures<br>*GBBN<br>PFB Architects  | TBD: Contact Agency / Institution  |

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| Administered                                     | Cincinnati, Ohio   |              |   |             |
| 06/18/2009<br><b>OR #190</b><br>SAO-Administered | DRC-090026<br>Fire Alarm Upgrade<br>Lebanon Correctional Institution<br>Lebanon, Ohio                                  | \$3,125,500  | *Advanced Engineering Consultants<br>DLZ Ohio<br>KZF Design<br>Kramer Engineers<br>Roger D. Fields & Associates               | \$235,213   |
| 06/18/2009<br><b>OR #190</b><br>SAO-Administered | DRC-090050<br>Roof Replacement<br>Correctional Reception Center<br>Orient, Ohio  | \$2,604,199  | *Archatas, Inc.<br>Asebrook & Co. Architecture<br>eS Architecture and Development<br>Schorr Architects                        | \$199,750   |
| 06/18/2009<br><b>OR #190</b><br>SAO-Administered | DRC-090052<br>Medical/Dental Addition<br>Lorain Correctional Institution<br>Grafton, Ohio                              | \$1,735,000  | Kaczmar Architects Incorporated<br>*mbi k2m Architecture<br>Ziska Architecture  | \$268,125   |
| 05/06/2009<br><b>OR #189</b><br>SAO-Administered | EXP-090003<br>North Parking Lot Improvements<br>Ohio Expositions Commission<br>Columbus, Ohio                          | \$5,000,000  | Kabil Associates, Inc.<br>*Korda/Nemeth Engineering, Inc.<br>Star Consultants, Inc.   | \$345,975   |
| 04/09/2009<br><b>OR #189</b><br>SAO-Administered | DAS-010100<br>North High Street Complex Renovation, Phase 4<br>Ohio Dept. of Administrative Services<br>Columbus, Ohio | \$52,505,945 | *Acock Associates Architects<br>Feinknopf Macioce Schappa Architects<br>Schooley Caldwell Associates                          | \$4,005,429 |
| 04/09/2009<br><b>OR #188</b><br>SAO-Administered | OHU-071730<br>Scripps College of Communication - Phase 1<br>Ohio University<br>Athens, Ohio                            | \$18,000,000 | Feinknopf Macioce Schappa Architects<br>Moody Nolan, Inc.<br>NBBJ<br>Schooley Caldwell Associates<br>*The Collaborative, Inc. | \$1,159,650 |
| 02/12/2009<br><b>OR #186</b><br>SAO-Administered | DYS-050133<br>ORVJCF Classroom Addition - Phase 2<br>Ohio River Valley Juvenile Correctional Facility                  | \$6,800,000  | KZF Design, Inc.<br>Shremshock Architects, Inc.<br>*Wachtel & McAnally Architects/Planners, Inc.                              | \$668,827   |
| 02/04/2009<br><b>OR #186</b><br>SAO-Administered | DOT-090005<br>Rest Areas Renovation<br>Various locations throughout Ohio   | \$12,000,000 | Feinknopf Macioce Schappa Architects<br>KZF Design<br>*Shremshock Architects  | \$889,360   |
| 01/30/2009<br><b>OR #185</b><br>SAO-Administered | CTI-090001<br>ERC Renovation (Columbus Hall)<br>Columbus State Community College                                       | \$5,400,000  | Acock Associates Architects<br>*BHDP Architecture<br>McDonald, Cassell & Bassett<br>Schooley Caldwell Associates              | \$389,226   |
| 12/15/2008<br><b>OR #184</b><br>SAO-Administered | DMR-090010<br>Various Improvements<br>Northwest Ohio & Tiffin Developmental Centers                                    | \$1,655,500  | Archatas<br>Bodner & Kerik Architects, Inc.<br>*Buehrer Group Architecture & Engineering, Inc.                                | \$107,200   |
| 12/18/2008<br><b>OR #184</b><br>SAO-Administered | DMR-090013<br>Various Improvements<br>Southwest Ohio Developmental Center  | \$1,260,000  | Archatas<br>*eS Architecture and Development<br>Star Consultants, Inc.  | \$158,802   |
| 12/01/2008<br><b>OR #184</b><br>SAO-Administered | DOT-090003<br>District 11 Re-roof<br>Ohio Department of Transportation<br>New Philadelphia, Ohio                       | \$4,800,000  | Makovich & Pusti Architects, Inc.<br>*Schorr Architects, Inc.<br>Shremshock Architects, Inc.                                  | \$389,000   |
| 11/18/2008<br><b>OR #183</b><br>SAO-Administered | EXP-090002<br>2008 Electrical Upgrades<br>Ohio Expositions Commission  | \$2,100,000  | Advanced Engineering Consultants<br>*Bennett Engineering, Inc.<br>DLZ Ohio, Inc.<br>Star Consultants, Inc.                    | \$180,892   |
| 11/10/2008<br><b>OR #183</b><br>SAO-Administered | EXP-090001<br>Sheep and Swine Barn Renovations<br>Ohio Expositions Commission<br>Columbus, Ohio                        | \$11,900,000 | Davis Wince, Ltd.<br>McDonald, Cassell & Bassett, Inc.<br>*Schorr Architects, Inc.<br>Star Consultants, Inc.                  | \$898,244   |
| 07/24/2008<br><b>OR #179</b><br>SAO-Administered | ADJ-090001<br>Delaware Training and Community Center<br>Adjutant General's Department<br>Delaware, OH                  | \$21,553,840 | KZF Design, Inc.<br>Maddox-NBD, Inc.<br>*Poggemeyer Design Group  | \$801,724   |

# Request for Qualifications (CM at Risk Contract)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Higher Education

|                  |   |                        |   |         |            |
|------------------|---|------------------------|---|---------|------------|
| Project Name     | Center for Innovation in Health Professions | Response Deadline      | <del>Dec., 7 2012</del><br><del>Oct. 31, 2012</del><br>Nov. 2, 2012 | 2:00 PM | local time |
| Project Location | 2112 Euclid Avenue                          | Project Number         | LF-1207 / CLS-120007  |         |            |
| City / County    | Cleveland / Cuyahoga                        | Project Manager        | Jack Baumann  |         |            |
| Owner            | Institution of Higher Education             | Contracting Authority* | Owner   |         |            |

\*The Contracting Authority for OFCC-administered projects is OFCC. The Contracting Authority for locally administered projects is the Owner.  
4 -

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

Submit the requested number of Statements of Qualifications (Form F110-330) to Cleveland State University, Plant Services Building, 1802 E. 25<sup>th</sup> Street, Room 224, Cleveland, OH 44115. See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

Cleveland State University is planning a new building called the Center for Innovation in Health Professions (CIHP). The facility will provide the University an identity and presence it has never had by bringing together medical programs in one building; expanding the opportunity to encourage collaboration across disciplines. In addition a new partnership with NEOMED will allow for a permanent presence for the medical school on CSU's campus.

The University has concluded an initial building planning study with faculty and staff from the Provost's Office and the University Architect's Office. This planning study will be reviewed and assessed by the A/E during an anticipated 6 week program validation period. The proposed building is programmed at approximately 100,000 gsf and will include simulation labs, classrooms, offices, public atriums/spaces, and various flexible research areas.

The new Center will be located on approximately 1.7 acres where Viking Hall and Wolfe Music Building (also known as the Kinko's Building) are currently located. The site is bounded by Euclid Ave. to the north, Prospect Ave. to the south, E.21<sup>st</sup> Street to the west, and E.22<sup>nd</sup> Street to the east. Currently, the demolition and abatement of the two existing buildings, parking lots, and site amenities are being performed under a separate contract. The site will be clear prior to commencing the construction of the CIHP. Under the CMR Contract, the connection of the site to the surrounding campus will be an important part of the design and the project will include all sidewalks, parking lots, landscaping and utility extensions to the existing campus infrastructure. Utilities crossing Euclid Avenue to support the building will be necessary.

In addition to the CMR firm, separate consultants will be contracted with Cleveland State University as the A/E Firm and Commissioning Agent.

The project will be registered with the USGBC for minimum Silver LEED certification. Maximizing energy conservation is a critical component of the design goals to comply with House Bill 251. The CMR must demonstrate a thorough understanding and commitment to LEED design and is responsible for executing the design and meeting LEED goals as set forth by the University.

State Prevailing Wage requirements apply to this project.

All aspects of the project and related issues will be implemented and operated consistent with the Contracting Authority and/or Owner's policies and procedures.

## Request for Qualifications (CM at Risk Contract) continued

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### B. Scope of Services

The selected Construction Manager (CM), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Contracting Authority and/or Owner, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule. 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: provide constructability review comments on documents produced by the A/E during the Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontract or Prequalification and Bidding process, Construction and Closeout Stage. Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

In addition to cost estimating services provided by the CMR, the A/E will be performing parallel cost estimates and will be required to reconcile their respective construction estimate with the CMR at each phase of the design process up to final bid documents. These estimates will be provided at the Schematic Design (SD) Phase, Design Development (DD) Phase, and a minimum of two (2) Construction Document (CD) Phase estimates prior to going out to bid. The A/E and the CMR will use a similar format in cost estimating to accommodate reconciliation of the estimates.

During the construction period, provide on-site construction management services each week as designated in the CM implementation plan, including (1) attendance at progress meetings, (2) written daily reports, (3) on-site representation comprised of the CM and its consultant staff involved in the project, all having relevant and appropriate types of construction management experience.

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical, Audio Visual (AV), Security, and Technology will be awarded by the CM to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and/or Owner, the A/E and the CM. The Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The CM will work cooperatively with the Contracting Authority and/or Owner, A/E and Project Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling and preconstruction planning throughout the preconstruction stages. The CM is to review and report on the initial Business Plan, as set forth by the A/E, to review it for scheduling, cost estimating, and phasing.

Multiple bid packages will be developed by the A/E to "fast track" the design and construction. The CMR is to work with the Owner and the A/E to coordinate, estimate, bid, and construct these separate packages as determined early in the project.

When the drawings and specifications are at a stage of completion specified in the Agreement and in conjunction with the agreed upon multiple bid packages (fast track), such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any material incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The CM shall submit to the Contracting Authority and/or Owner and the A/E their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The CM, the Contracting Authority and/or Owner and the A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Contracting Authority and/or Owner, the A/E and the CM. The CM shall then submit to the Contracting Authority, for approval, the CM's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Contracting Authority's approval of the final Contract Sum (GMP Amendment), the parties will enter into an amendment to the Agreement establishing the Contract Sum. The final negotiated Contract Sum shall not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the Contracting Authority may terminate its agreement with the CM and seek from other firms, bids for completion of the Project.

During the Preconstruction Services, the Construction Manager is required to work with the A/E on Building Information Modeling (BIM) of the project to prepare for the Construction Services phase of the Project.

## Request for Qualifications (CM at Risk Contract) continued

Construction Services: The CM shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CM shall hold all subcontracts and shall be fully responsible for the means and methods of construction, coordinating and bidding multiple bid packages (fast track), Building Information Modeling (BIM) coordination between themselves and their subcontractors, local permitting, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Contracting Authority. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority reserves the right to approve the CM's selection of subcontractors and any supplement terms to the form subcontract.

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

1. Construction Manager-at-Risk Preconstruction Services
2. Construction Manager-at-Risk Construction Services
3. Construction Manager-at-Risk Contract Sum (GMP) Pricing Experience
4. Constructability review experience
5. College or University Academic building construction experience
6. Experience with multiple bid package (fast track) construction projects
7. Project achieved aesthetics and performance on a tight budget and schedule
8. LEED projects and high-performance building technologies and energy performance
9. Experience with State of Ohio Capital Projects
10. OAKS CI Experience

### C. Funding / Estimated Budget

|                    |                     |
|--------------------|---------------------|
| Total Project Cost | <u>\$45,000,000</u> |
| Construction Cost  | <u>\$35,000,000</u> |
| State Funding      | <u>\$0</u>          |
| Other Funding      | <u>\$45,000,000</u> |

### D. Anticipated Schedule

|  |                  |
|--|------------------|
| CM Services Start (mm/yy)                | <u>12 / 2012</u> |
| Construction Contracts Start (mm/yy)     | <u>08 / 2013</u> |
| CM Services Completed (mm/yy)            | <u>05 / 2015</u> |
| Construction Contracts Completed (mm/yy) | <u>01 / 2015</u> |

### E. EDGE Participation Goal

Percent of *initial* TOTAL CM Fee 5%

### F. Evaluation Criteria for Selection

#### Selection Criteria:

The CM will be selected using (i) a qualification based selection process during the initial Request for Qualifications (RFQ) stage to develop a short list and (ii) a best value selection process during the final Request for Proposal stage for the final CM selection. The qualifications-based selection criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from the short listed firms will include such factors that are determined to derive or offer the greatest value to the State and the Owner, combining both qualifications and fee.

#### Short List:

Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

#### Request for Proposal:

The short-listed firms shall be sent a Request for Proposal (RFP) that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation fee, construction stage personnel costs, construction stage itemized general conditions cost percentage, construction stage contingency percentage and construction stage fee percentage. The short-listed candidates will also receive (i) a form of the Agreement with the Contracting Authority containing the contract terms and conditions, (ii) a set of the most recent design documents and (iii) a proposed Project schedule.

## Request for Qualifications (CM at Risk Contract) continued

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### Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and/or Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the Contracting Authority and/or Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-proposal meeting will be held at Cleveland State University, Office of the University Architect. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

### Interview:

After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority and representatives of the Owner. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable, budget, EDGE, LEED, and BIM expectations. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

### Selection Schedule:

Tentative schedule is subject to change.

|   |                   |
|---|-------------------|
| Qualifications Due                                  | October 31, 2012  |
| RFP issued to the Short-Listed Firms                | November 16, 2012 |
| Site Visit at Cleveland State project site          | November 21, 2012 |
| Pre-proposal Meetings at Cleveland State University | November 21, 2012 |
| Proposals Due                                       | December 7, 2012  |
| Interviews at Cleveland State University            | December 13, 2012 |
| Selection of CM                                     | December 21, 2012 |
| Controlling Board Meeting for approval of Agreement | N/A               |

### Cancellation and Rejection:

The Contracting Authority reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The Contracting Authority shall have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

Interested CM firms are required to address how they will implement Building Information Modeling ("BIM") on the project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience, and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at <http://ofcc.ohio.gov>.

Interested CM firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the CM'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 CM's Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

Prior to executing the Construction Manager Agreement, the selected CM 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 (CM at Risk Contract) continued

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### H. Submittal Instructions

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

Paper copies of the Statement of Qualifications, if requested, **should be bound and tabbed (do not staple)**. 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 Jack Baumann at [j.l.baumann@csuohio.edu](mailto:j.l.baumann@csuohio.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 name of the party submitting a question will not be included on the Q&A document.

Proposers are requested to submit the following information in response to this RFQ within Section H of Form F110-330.

1. **Summary:** Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
2. **Bonding/Insurance:** Provide evidence of capacity to provide bonding in the amount of the project budget and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability and professional liability.
3. **Similar Experience:** Provide names, addresses and telephone numbers of references for projects where your firm (or top firm principal or officer) has led or managed construction of a project similar in scope and complexity as the Project
4. **Personnel / Staffing:** Provide a project organizational chart containing the names and titles of the proposed staff for the Project. The chart should contain, at a minimum, the Project Executive, Principal-in-Charge, Project Manager and/or Superintendent who will be available for the duration of the project. For every person listed on the chart, provide a one-page resume highlighting relevant experience and identify the phase(s) of the Project to which the individual will be assigned and the percentage of that individual's time to be devoted to the Project.
5. **Management Systems:** Describe the scheduling and cost control systems the firm would propose to use for the Project
6. **Self-Performed Work:** Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
7. **Estimating:** Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
8. **Scheduling:** Demonstrated track record of performance of managing projects to the original schedule.
9. **Building Information Modeling (BIM):** Demonstrated experience and performance in coordinating and managing a BIM model through construction.
10. **Collaboration:** Demonstrated experience working in a collaborative relationship with a high profile design architect, a team of consultants, and other Construction Management Firms (if applicable).

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

GA: Green Associate

AP: LEED AP (Legacy LEED Accredited Professional without specialty)

AP +: (see below):

LEED AP BD+C (Building Design and Construction specialty)

LEED AP ID+C (Interior Design and Construction specialty)

LEED AP O+M (Operations and Maintenance specialty)

LEED AP ND (Neighborhood Development specialty)

LEED AP Homes (Specialty for residential LEED construction)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CSI)

CCM: Certified Construction Manager (CMAA)

CCS: Certified Construction Specifier (CSI)

CDT: Construction Document Technologist (CSI)

DBIA: Design-Build Institute of America



# RFQ Question and Answer List

## State of Ohio Standard Forms and Documents

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|                  |  |                |                             |
|------------------|--|----------------|-----------------------------|
| Project Name     | <u>Center for Innovation in Health Professions</u> | Project Number | <u>LF-1207 / CLS-120007</u> |
| Project Location | <u>2112 Euclid Avenue</u>                          |                |                             |

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Date posted: 10/15/12

Date revised:

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

1. Question: One of the downloadable documents is an Ohio DAS Bim Protocol manual, which includes a BIM Execution Plan with questions. Are we to fill this out and submit with our Qualifications or is this just a sample document for reference purposes?
  - A. Answer: The BIM Protocol forms will be filled out by the CMR once the project is awarded. This will be filled out in conjunction with the A/E's assistance.



# Request for Qualifications - CMR

## State of Ohio Standard Forms and Documents

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**Administration of Project / Contracting Authority:** Ohio Facilities Construction Commission

|  |   |  |  |                |            |
|--|---|--|--|----------------|------------|
| Project Name                                       | <u>Max Hayes Career Technical High School</u> | Response Deadline                              | <u>10/29/2012</u><br><u>10/30/2012</u>                     | <u>5:00 PM</u> | local time |
| Project Location                                   | <u>2211 West 65th St.</u>                     | Project Number                                 | <u>N/A</u>   |                |            |
| City / County                                      | <u>Cleveland, Ohio 44102/ Cuyahoga County</u> | Project Manager                                | <u>Bill Courson</u><br><u>Ohio Facilities Construction</u> |                |            |
| Agency/Institution                                 | <u>Cleveland Municipal School District</u>    | Contracting Authority                          | <u>Commission</u>  |                |            |
| No. of paper copies requested (stapled, not bound) | <u>0</u>                                      | No. of electronic copies requested on CD (PDF) | <u>2</u>   |                |            |

Mail or deliver the requested number of Statements of Qualifications (OFCC Form F110-330v0912) directly to the Ohio Facilities Construction Commission (Attention: Jill Hoobler) at 10 West Broad Street, Ste 1400 Columbus, Ohio 43215. Submit all questions regarding this RFQ in writing to [jill.hoobler@ofcc.ohio.gov](mailto:jill.hoobler@ofcc.ohio.gov) with the project name included in the subject line. See Section G for additional submittal instructions.

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### Project Overview

#### A. Project Description

- Build one (1) new Career Technical High School to house 800 students in grades 9-12.
- The building is to be 165,228 sf. built in accordance with the Ohio School Design Manual.
- Abatement and demolition of the existing High School is not part of this project.
- The new building is to be built on a brownfield site.
- The project is part of the current Segment 5 (in progress) and the district has funding in place.
- The project Architect has been in place (Cleveland Educational Design Alliance (CEDA) which is lead by TDA).
- The project is currently in the Construction Documents phase and is in a value engineering mode in order to bring the project back in budget.
- A separate project (using LFI dollars) to relocate Walworth Ave. is out for bids. Work is to start this November and be completed by the end of the year.

#### B. Scope of Services

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review and compliance comments on documents produced by the Architect/Engineer during the Construction Document stage (*Schematic and Design Development will already be completed*); develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontract Prequalification and Bidding process, Construction and Closeout Stage. A copy of the standard CMR agreement can be obtained at the Ohio Facilities Construction Commission Office (OFCC) website at <http://ohio.gov/OFCC> (click on Forms).

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority, the School District, the applicable design professional and the Construction Manager. The Ohio Facilities Construction Commission and the School District shall have access to all books, records, documents and other data in the Construction Manager's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the CMR Agreement.

Preconstruction Services: The Construction Manager will work cooperatively with the Ohio Facilities Construction Commission, the School District, Design Professionals and Project Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, compliance review, scheduling and preconstruction planning throughout the preconstruction stages. *However, because the drawings will be substantially complete by the time the CMR is in place, this scope will be limited. The existing CMA under contract will have completed pre-construction services up to this point in time.* When the drawings and specifications are at a stage of completion specified in the CMR Agreement, such partially completed documents (the "Basis Documents") shall be provided to the Construction Manager, together with the Design Professional's detailed listing of any material incomplete design elements and the Design Professional's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The Construction Manager shall submit to the Ohio Facilities Construction Commission, the School District and the Design Professional their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The Construction Manager, the Ohio Facilities Construction Commission, the School District and the Design Professional (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an

# Request For Qualifications (CMR) continued

## State of Ohio Standard Forms and Documents

Project Name Max Hayes Career Technical High School (CMSD)

Project Number N/A

addendum to the qualifications and assumptions that shall be approved in writing by the Ohio Facilities Construction Commission, the School District, the Design Professional and the Construction Manager. The Construction Manager shall then submit to the Ohio Facilities Construction Commission, for approval, the Construction Manager's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Ohio Facilities Construction Commission approval of the final Contract Sum, the parties will enter into an amendment to the CMR Agreement establishing the Contract sum. The final negotiated Contract Sum shall not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the Ohio Facilities Construction Commission may terminate its agreement with the Construction Manager and seek from other firms, bids for completion of the Project.

Construction Services: The Construction Manager shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The Construction Manager shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Ohio Facilities Construction Commission. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02.

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

1. Construction Manager-at-Risk Preconstruction Services
2. Construction Manager-at-Risk Construction Services
3. Construction Manager-at-Risk Contract Sum (GMP) Pricing Experience
4. Constructability Review Experience
5. Experience with School Projects
6. K-12 Construction Experience
7. LEED Experience

### C. Funding / Estimated Budget

|                    |  |               |                     |
|--------------------|--|---------------|---------------------|
| Total Project Cost | <u>\$35,896,792 (co-funded amount)</u>   | State Funding | <u>\$24,409,819</u> |
| Construction Cost  | <u>\$30,918,621 (not including LFIs)</u> | Other Funding | <u>\$11,486,973</u> |

*(there is an additional \$4.8M in LFI costs)*

### D. Anticipated Schedule

|  |                  |
|--|------------------|
| CM Services Start (mm/yy)                | <u>11 / 2012</u> |
| Construction Contracts Start (mm/yy)     | <u>04 / 2013</u> |
| Construction Contracts Completed (mm/yy) | <u>08 / 2015</u> |
| CM Services Completed (mm/yy)            | <u>01 / 2016</u> |

### E. EDGE Participation Goal

|  |               |
|--|---------------|
| Percent of Total Construction Contracts Awarded                | <u>5% min</u> |
| Percent of initial TOTAL CM Fee <i>(professional services)</i> | <u>5% min</u> |

# Request For Qualifications (CMR) continued

## State of Ohio Standard Forms and Documents

Project Name Max Hayes Career Technical High School (CMSD)

Project Number N/A

### F. Evaluation Criteria for Selection

#### Selection Criteria:

The Construction Manager will be selected using (i) a qualification based selection process during the initial Request for Qualifications (RFQ) stage to develop a short list and (ii). a best value selection process during the final Request for Proposal stage for the final CM selection. The qualifications-based selection criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from the short listed firms will include such factors that are determined to derive or offer the greatest value to the State and the School District, combining both qualifications and fee.

#### Short List:

Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Ohio Facilities Construction Commission will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Ohio Facilities Construction Commission determines that fewer than three firms are qualified, it will only select the qualified firms.

#### Request for Proposal:

The short-listed firms shall be sent a Request for Proposal (RFP) that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation fee, construction stage personnel costs, construction stage itemized general conditions cost percentage, construction stage contingency percentage and construction stage fee percentage. The short-listed candidates will also receive (i) a form of the CMR Agreement with the Ohio Facilities Construction Commission (the CMR Agreement) containing the contract terms and conditions, and (ii) a proposed Project schedule.

#### Pre-Interview Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Ohio Facilities Construction Commission and the District. The purpose of the pre-interview meeting is to permit the short-listed firms to ask the Ohio Facilities Construction Commission and the School District questions in an individual setting to help the firms prepare their responses to the RFP. The pre-interview meeting will be held at the School District. The Ohio Facilities Construction Commission will notify each short-listed firm to schedule individual times for the pre-interview meetings.

#### Interview:

After submitting responses to the RFP, the short-listed firms will be interviewed by the Ohio Facilities Construction Commission and representatives of the School District. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable, budget and EDGE expectations. The Ohio Facilities Construction Commission will notify each short-listed firm to schedule individual times for the interviews.

#### Selection Schedule:

Tentative schedule is subject to change.

|  |                   |
|--|-------------------|
| RFQ Posting by                               | October 1, 2012   |
| Qualifications Due by                        | October 29, 2012  |
| RFP issued to the Short-Listed Firms by      | November 16, 2012 |
| Pre-interview Meetings at School District on | November 21, 2012 |
| RFP Due by                                   | December 10, 2012 |
| Interviews (location TBD) on                 | December 14, 2012 |
| Selection of Construction Manager by         | December 2012     |

#### Cancellation and Rejection:

The Ohio Facilities Construction Commission reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The Ohio Facilities Construction Commission shall have no liability to any proposer arising out of such cancellation or rejection. The Ohio Facilities Construction Commission reserves the right to waive minor variations in the selection process.

# Request For Qualifications (CMR) continued

## State of Ohio Standard Forms and Documents

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Project Name Max Hayes Career Technical High School (CMSD)

Project Number N/A

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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.

### G. Submittal Instructions

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

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 name the PDF file and mark or label the CD and the CD cover with the project number and firm name.

Mail or deliver the requested number of Statements of Qualifications (OFCC Form F110-330v0912) directly to the Ohio Facilities Construction Commission (Attention: Jill Hoobler) at 10 West Broad Street, Ste 1400 Columbus, Ohio 43215. Submit all questions regarding this RFQ in writing to [jill.hoobler@ofcc.ohio.gov](mailto:jill.hoobler@ofcc.ohio.gov) with the project name included in the subject line. See Section G for additional submittal instructions. Proposers are requested to submit the following information in response to this RFQ within **Section H** of OFCC Form F110-330.

1. **Summary:** Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
2. **Bonding/Insurance:** Provide evidence of capacity to provide bonding in the amount of the project budget and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability and professional liability. *If the proposing team cannot show evidence of having the necessary bonding capacity for the project, the Statement of Qualifications will not be reviewed and scored for consideration.*
3. **Management Systems:** Describe the scheduling and cost control systems the firm would propose to use for the Project
4. **Self-Performed Work:** Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
5. **Estimating:** Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. **Scheduling:** Demonstrated track record of performance of managing projects to the original schedule.

# CMR Selection Rating

## State of Ohio Standard Forms and Documents

Project Name Max Hayes Career Tech HS (CMSD) Proposer Firm \_\_\_\_\_  
 Project Number N/A City, State, Zip \_\_\_\_\_

| Selection Criteria  |  | Value           | Score |
|---|--|-----------------|-------|
| <b>1. Primary CM Firm Location, Size, and Workload (Maximum 15 points)</b>  |  |                 |       |
| a. Proximity of primary CM firm's office where the majority of work will be performed to the principal project site   | Less than 50 miles from project site   | 4 - 5           |       |
|   | 50 miles to 100 miles from project site  | 2 - 3           |       |
|   | More than 100 miles from project site  | 0 - 1           |       |
| b. Number of project managers / superintendents within primary CM firm available to perform the work (based on Part II of OFCC F110-330)  | Less than 5 project management staff   | 1               |       |
|   | 5 to 10 project management staff   | 2               |       |
|   | More than 10 project management staff  | 3               |       |
| c. Amount of fees awarded by the Contracting Authority (OSFC) to the primary CM firm in the previous 24 months (exclude projects on hold)   | Less than \$250,000 in previous 24 months  | 2               |       |
|   | \$250,000 to \$1,000,000 in previous 24 months   | 1               |       |
|   | More than \$1,000,000 in previous 24 months  | 0               |       |
| d. Proposed EDGE-certified Consultant Participation**   | One point for every two percent increase over advertised participation goal                    | 0 - 5           |       |
| <b>2. CM Qualifications (Maximum 45 points)</b>   |  |                 |       |
| a. Project Management Lead  | Experience/ability of Project manager to manager scope/budget/schedule/quality                 | 0 - 10          |       |
| b. Project Administration Staff   | Experience/ability of project administration staff to accurately/timely process paperwork      | 0 - 5           |       |
| c. Pre-Construction Staff   | Experience/ability in reviewing design for constructability, compliance & coordination         | 0 - 10          |       |
| d. Technical Staff  | Experience/ability of staff in estimating, CPM scheduling, quality control                     | 0 - 10          |       |
| e. Construction Administration Staff  | Experience / ability of field representatives to identify and solve issues during construction | 0 - 10          |       |
| <b>3. Overall Team Qualifications (Maximum 10 points)</b>   |  |                 |       |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)   | Less than 4 sample projects  | 1               |       |
|   | 4 to 6 sample projects   | 2               |       |
|   | More than 6 sample projects  | 3               |       |
| b. LEED*** Training / Professional Accreditation (demonstrated either by the primary CM firm or relevant consultant)  | LEED*** Credentials* (Maximum 3 points)  | GA              | 1     |
|   |  | AP              | 2     |
|   |  | AP+             | 3     |
| e. LEED*** Registered / Certified Project Experience (demonstrated either by the primary CM firm or relevant consultant)  | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)         | RP              | 1     |
|   |  | CP              | 2     |
| f. Team Organization (showed formal relationships between owner, contracting authority, consultants)  | Clarity of responsibility / communication demonstrated by table of organization                | 0 - 2           |       |
| <b>4. Overall Team Experience (Maximum 30 points)</b>   |  |                 |       |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)   | Past performance as indicated by CM evaluations and letters of reference                       | 0 - 10          |       |
| b. Experience with similar projects and anticipated project delivery method (e.g., Multiple-Prime, General Contracting, CM at Risk, Design-Build)   | Less than 3 projects   | 0 - 3           |       |
|   | 3 to 10 projects   | 4 - 6           |       |
|   | More than 10 projects  | 7 - 10          |       |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)  | Performance in completing projects within original construction budget and schedule            | 0 - 5           |       |
| d. Knowledge of Ohio Capital Improvements Process (e.g., experience following OSDM, and O.R.C. Chapter 153)   | Less than 3 projects   | 0 - 1           |       |
|   | 3 to 10 projects   | 2 - 3           |       |
|   | More than 10 projects  | 4 - 5           |       |
| * Refer to list of applicable credentials in Section H of the RFQ<br>** Must be comprised of consulting firm(s) and NOT the primary CM firm<br>*** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute |  | <b>Subtotal</b> |       |

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



# Request For Qualifications (CMR) continued

## State of Ohio Standard Forms and Documents

Project Name Cleveland School of the Arts (CMSD) Project Number N/A

**Administration of Project / Contracting Authority:** Ohio Facilities Construction Commission

|  |  |  |  |
|--|--|--|--|
| Project Name                                       | <u>Cleveland School of the Arts</u>            | Response Deadline                              | <u>10/30/2012</u> 5:00 PM local time                       |
| Project Location                                   | <u>2064 Stearns Road</u>                       | Project Number                                 | <u>N/A</u>   |
| City / County                                      | <u>Cleveland, Ohio 44106 / Cuyahoga County</u> | Project Manager                                | <u>Bill Courson</u><br><u>Ohio Facilities Construction</u> |
| Agency/Institution                                 | <u>Cleveland Municipal School District</u>     | Contracting Authority                          | <u>Commission</u>  |
| No. of paper copies requested (stapled, not bound) | <u>0</u>                                       | No. of electronic copies requested on CD (PDF) | <u>2</u>   |

Mail or deliver the requested number of Statements of Qualifications (Form F110-330) directly to the Ohio Facilities Construction Commission (Attention: Jill Hoobler) at 10 West Broad Street, Ste 1400 Columbus, Ohio 43215. Submit all questions regarding this RFQ in writing to [jill.hoobler@ofcc.ohio.gov](mailto:jill.hoobler@ofcc.ohio.gov) with the project name included in the subject line. See Section G for additional submittal instructions.

### Project Overview

#### A. Project Description

- Build one (1) new Middle/High school to house 775 students in grades 6-12.
- The building is approximately 122,727 sf. and is to be built in accordance with the Ohio School Design Manual.
- Abatement and demolition of the existing High School is under a separate contract and is scheduled to be complete by the end of year.
- The new building is to be built on the existing site.
- The project is part of the current Segment 5 (in progress) and the district has funding in place.
- The project Architect is Moody-Nolan.
- The project is currently in the Construction Documents phase and is in a value engineering mode in order to bring the project back in budget.

#### B. Scope of Services

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review and compliance comments on documents produced by the Architect/Engineer during the Construction Document stage (*Schematic and Design Development will already be completed*); develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontract Prequalification and Bidding process, Construction and Closeout Stage. A copy of the standard CMR agreement can be obtained at the Ohio Facilities Construction Commission Office (OFCC) website at <http://ofcc.ohio.gov/> (click on Documents).

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority, the School District, the applicable design professional and the Construction Manager. The Ohio Facilities Construction Commission and the School District shall have access to all books, records, documents and other data in the Construction Manager's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the CMR Agreement.

**Preconstruction Services:** The Construction Manager will work cooperatively with the Ohio Facilities Construction Commission, the School District, Design Professionals and Project Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, compliance review, scheduling and preconstruction planning throughout the preconstruction stages. *However, because the drawings will be substantially complete by the time the CMR is in place, this scope will be limited. The existing CMA under contract will have completed pre-construction services up to this point in time.* When the drawings and specifications are at a stage of completion specified in the CMR Agreement, such partially completed documents (the "Basis Documents") shall be provided to the Construction Manager, together with the Design Professional's detailed listing of any material incomplete design elements and the Design Professional's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The Construction Manager shall submit to the Ohio Facilities Construction Commission, the School District and the Design Professional their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The Construction Manager, the Ohio Facilities Construction Commission, the School District and the Design Professional (along with selected engineers and

# Request For Qualifications (CMR) continued

## State of Ohio Standard Forms and Documents

Project Name Cleveland School of the Arts (CMSD)

Project Number N/A

consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Ohio Facilities Construction Commission, the School District, the Design Professional and the Construction Manager. The Construction Manager shall then submit to the Ohio Facilities Construction Commission, for approval, the Construction Manager's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Ohio Facilities Construction Commission approval of the final Contract Sum, the parties will enter into an amendment to the CMR Agreement establishing the Contract sum. The final negotiated Contract Sum shall not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the Ohio Facilities Construction Commission may terminate its agreement with the Construction Manager and seek from other firms, bids for completion of the Project.

Construction Services: The Construction Manager shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The Construction Manager shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Ohio Facilities Construction Commission. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02.

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

1. Construction Manager-at-Risk Preconstruction Services
2. Construction Manager-at-Risk Construction Services
3. Construction Manager-at-Risk Contract Sum (GMP) Pricing Experience
4. Constructability Review Experience
5. Experience with School Projects
6. K-12 Construction Experience
7. LEED Experience

### C. Funding / Estimated Budget

|                    |  |               |                     |
|--------------------|--|---------------|---------------------|
| Total Project Cost | <u>\$26,252,145 (co-funded amount)</u>   | State Funding | <u>\$17,851,459</u> |
| Construction Cost  | <u>\$22,898,974 (not including LFIs)</u> | Other Funding | <u>\$8,400,686</u>  |

*(there is an additional \$2.5M in LFI costs)*

### D. Anticipated Schedule

|  |                  |
|--|------------------|
| CM Services Start (mm/yy)                | <u>11 / 2012</u> |
| Construction Contracts Start (mm/yy)     | <u>04 / 2013</u> |
| Construction Contracts Completed (mm/yy) | <u>08 / 2014</u> |
| CM Services Completed (mm/yy)            | <u>01 / 2015</u> |

### E. EDGE Participation Goal

|  |               |
|--|---------------|
| Percent of Total Construction Contracts Awarded                | <u>5% min</u> |
| Percent of initial TOTAL CM Fee <i>(professional services)</i> | <u>5% min</u> |

# Request For Qualifications (CMR) continued

## State of Ohio Standard Forms and Documents

Project Name Cleveland School of the Arts (CMSD)

Project Number N/A

### F. Evaluation Criteria for Selection

#### Selection Criteria:

The Construction Manager will be selected using (i) a qualification based selection process during the initial Request for Qualifications (RFQ) stage to develop a short list and (ii). a best value selection process during the final Request for Proposal stage for the final CM selection. The qualifications-based selection criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from the short listed firms will include such factors that are determined to derive or offer the greatest value to the State and the School District, combining both qualifications and fee.

#### Short List:

Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Ohio Facilities Construction Commission will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Ohio Facilities Construction Commission determines that fewer than three firms are qualified, it will only select the qualified firms.

#### Request for Proposal:

The short-listed firms shall be sent a Request for Proposal (RFP) that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation fee, construction stage personnel costs, construction stage itemized general conditions cost percentage, construction stage contingency percentage and construction stage fee percentage. The short-listed candidates will also receive (i) a form of the CMR Agreement with the Ohio Facilities Construction Commission (the CMR Agreement) containing the contract terms and conditions, and (ii) a proposed Project schedule.

#### Pre-Interview Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Ohio Facilities Construction Commission and the District. The purpose of the pre-interview meeting is to permit the short-listed firms to ask the Ohio Facilities Construction Commission and the School District questions in an individual setting to help the firms prepare their responses to the RFP. The pre-interview meeting will be held at the School District. The Ohio Facilities Construction Commission will notify each short-listed firm to schedule individual times for the pre-interview meetings.

#### Interview:

After submitting responses to the RFP, the short-listed firms will be interviewed by the Ohio Facilities Construction Commission and representatives of the School District. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable, budget and EDGE expectations. The Ohio Facilities Construction Commission will notify each short-listed firm to schedule individual times for the interviews.

#### Selection Schedule:

Tentative schedule is subject to change.

|  |                   |
|--|-------------------|
| RFQ Posting by                               | October 1, 2012   |
| Qualifications Due by                        | October 29, 2012  |
| RFP issued to the Short-Listed Firms by      | November 16, 2012 |
| Pre-interview Meetings at School District on | November 21, 2012 |
| RFP Due by                                   | December 10, 2012 |
| Interviews (location TBD) on                 | December 13, 2012 |
| Selection of Construction Manager by         | December 2012     |

#### Cancellation and Rejection:

The Ohio Facilities Construction Commission reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The Ohio Facilities Construction Commission shall have no liability to any proposer arising out of such cancellation or rejection. The Ohio Facilities Construction Commission reserves the right to waive minor variations in the selection process.

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.

# Request For Qualifications (CMR) continued

## State of Ohio Standard Forms and Documents

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Project Name Cleveland School of the Arts (CMSD)

Project Number N/A

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### G. Submittal Instructions

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

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 name the PDF file and mark or label the CD and the CD cover with the project number and firm name.

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1. **Summary:** Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
2. **Bonding/Insurance:** Provide evidence of capacity to provide bonding in the amount of the project budget and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability and professional liability. *If the proposing team cannot show evidence of having the necessary bonding capacity for the project, the Statement of Qualifications will not be reviewed and scored for consideration.*
3. **Management Systems:** Describe the scheduling and cost control systems the firm would propose to use for the Project
4. **Self-Performed Work:** Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
5. **Estimating:** Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. **Scheduling:** Demonstrated track record of performance of managing projects to the original schedule.

# CMR Selection Rating

## State of Ohio Standard Forms and Documents

Project Name Cleveland School of the Arts (CMSD) Proposer Firm \_\_\_\_\_  
 Project Number N/A City, State, Zip \_\_\_\_\_

| Selection Criteria  |  | Value           | Score |
|---|--|-----------------|-------|
| <b>1. Primary CM Firm Location, Size, and Workload (Maximum 15 points)</b>  |  |                 |       |
| a. Proximity of primary CM firm's office where the majority of work will be performed to the principal project site                                       | Less than 50 miles from project site   | 4 - 5           |       |
|   | 50 miles to 100 miles from project site  | 2 - 3           |       |
|   | More than 100 miles from project site  | 0 - 1           |       |
| b. Number of project managers / superintendents within primary CM firm available to perform the work (based on Part II of OFCC F110-330)                  | Less than 5 project management staff   | 1               |       |
|   | 5 to 10 project management staff   | 2               |       |
|   | More than 10 project management staff  | 3               |       |
| c. Amount of fees awarded by the Contracting Authority (OSFC) to the primary CM firm in the previous 24 months (exclude projects on hold)                 | Less than \$250,000 in previous 24 months  | 2               |       |
|   | \$250,000 to \$1,000,000 in previous 24 months   | 1               |       |
|   | More than \$1,000,000 in previous 24 months  | 0               |       |
| d. Proposed EDGE-certified Consultant Participation**   | One point for every two percent increase over advertised participation goal                    | 0 - 5           |       |
| <b>2. CM Qualifications (Maximum 45 points)</b>   |  |                 |       |
| a. Project Management Lead  | Experience/ability of Project manager to manager scope/budget/schedule/quality                 | 0 - 10          |       |
| b. Project Administration Staff   | Experience/ability of project administration staff to accurately/timely process paperwork      | 0 - 5           |       |
| c. Pre-Construction Staff   | Experience/ability in reviewing design for constructability, compliance & coordination         | 0 - 10          |       |
| d. Technical Staff  | Experience/ability of staff in estimating, CPM scheduling, quality control                     | 0 - 10          |       |
| e. Construction Administration Staff  | Experience / ability of field representatives to identify and solve issues during construction | 0 - 10          |       |
| <b>3. Overall Team Qualifications (Maximum 10 points)</b>   |  |                 |       |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)             | Less than 4 sample projects  | 1               |       |
|   | 4 to 6 sample projects   | 2               |       |
|   | More than 6 sample projects  | 3               |       |
| b. LEED*** Training / Professional Accreditation (demonstrated either by the primary CM firm or relevant consultant)                                      | LEED*** Credentials* (Maximum 3 points)  | GA              | 1     |
|   |  | AP              | 2     |
|   |  | AP+             | 3     |
| e. LEED*** Registered / Certified Project Experience (demonstrated either by the primary CM firm or relevant consultant)                                  | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)         | RP              | 1     |
|   |  | CP              | 2     |
| f. Team Organization (showed formal relationships between owner, contracting authority, consultants)  | Clarity of responsibility / communication demonstrated by table of organization                | 0 - 2           |       |
| <b>4. Overall Team Experience (Maximum 30 points)</b>   |  |                 |       |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)   | Past performance as indicated by CM evaluations and letters of reference                       | 0 - 10          |       |
| b. Experience with similar projects and anticipated project delivery method (e.g., Multiple-Prime, General Contracting, <b>CM at Risk</b> , Design-Build) | Less than 3 projects   | 0 - 3           |       |
|   | 3 to 10 projects   | 4 - 6           |       |
|   | More than 10 projects  | 7 - 10          |       |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)        | Performance in completing projects within original construction budget and schedule            | 0 - 5           |       |
| d. Knowledge of Ohio Capital Improvements Process (e.g., experience following OSDM, and O.R.C. Chapter 153)   | Less than 3 projects   | 0 - 1           |       |
|   | 3 to 10 projects   | 2 - 3           |       |
|   | More than 10 projects  | 4 - 5           |       |
|   |  | <b>Subtotal</b> |       |

\* Refer to list of applicable credentials in Section H of the RFQ

\*\* Must be comprised of consulting firm(s) and NOT the primary CM firm

\*\*\* Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



# Request for Qualifications (Architect / Engineer)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** State Architect's Office

|                  |   |                        |  |
|------------------|---|------------------------|--|
| Project Name     | <u>CaDC Infrastructure Improvements</u>         | Response Deadline      | <u>Oct. 19, 2012   4:00 p.m.</u> local time                  |
| Project Location | <u>Cambridge Developmental Center</u>           | Project Number         | <u>DMR-120001</u>  |
| City / County    | <u>Cambridge / Guernsey</u>                     | Project Manager        | <u>Robert Simkins</u><br><u>Ohio Facilities Construction</u> |
| Owner            | <u>Department of Developmental Disabilities</u> | Contracting Authority* | <u>Commission</u>  |

\*The Contracting Authority for OFCC-administered projects is OFCC. The Contracting Authority for locally administered projects is the Owner.

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 (Form F110-330) **as directed above directly to OFCC, Attention: Christina Miller, 4200 Surface Road, Columbus, Ohio 43228.** See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

Cambridge Developmental Center (CaDC) is located at 66737 Old 21 Road, County Rd. 35, Cambridge, Ohio 43725-9298. The project involves converting the facility from a centralized steam boiler operation to individual gas-fired HVAC units located in existing mechanical rooms, or exterior, pad mounted if necessary. Also provide heating hot water heaters (in some cases), and domestic hot water heaters at each building. New gas distribution piping is already in place. Remove all steam related equipment, including the unused boilers from the boiler house and convert it to a maintenance shop. Generally follow the recommendations in a study prepared by a previous consultant.

#### B. Scope of Services

The owner has a detailed report which analyzed various systems and recommended a system, which the Owner has accepted and which the selected firm can use as the Owner's project requirements and which will serve in lieu of a Program of Requirements (POR.) Upon award of the Agreement, commence with Design.

The selected Architect/Engineer (A/E), 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.

During the construction period, provide not less than four 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. LEED certification not is required.

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. Conversion of mechanical system types
2. Mechanical renovation at sites with multiple buildings
3. Other institutional mechanical renovation
4. Energy efficiency
5. Complex phasing and scheduling
6. State of Ohio or other publically bid projects
7. Renovation of facilities occupied 24/7
8. Experience as primary A/E
9. Estimating
10. OAKS CI



## Request for Qualifications (Architect / Engineer) continued

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### H. Submittal Instructions

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

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

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 Christina Miller at [christina.miller@ofcc.ohio.gov](mailto:christina.miller@ofcc.ohio.gov) 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 name of the party submitting a question will not be included on the Q&A document.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

GA: Green Associate  
AP: LEED AP (Legacy LEED Accredited Professional without specialty)  
AP +: (see below):  
LEED AP BD+C (Building Design and Construction specialty)  
LEED AP ID+C (Interior Design and Construction specialty)  
LEED AP O+M (Operations and Maintenance specialty)  
LEED AP ND (Neighborhood Development specialty)  
LEED AP Homes (Specialty for residential LEED construction)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CSI)  
CCM: Certified Construction Manager (CMAA)  
CCS: Certified Construction Specifier (CSI)  
CDT: Construction Document Technologist (CSI)  
DBIA: Design-Build Institute of America

# Architect/Engineer Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name CaDC Infrastructure Improvements Proposer Firm \_\_\_\_\_  
 Project Number DMR-120001 City, State, Zip \_\_\_\_\_

| Selection Criteria  |  | Value           | Score   |
|---|--|-----------------|---------|
| <b>1. Primary A/E Firm Location, Size, and Workload (Maximum 10 points)</b>   |  |                 |         |
| a. Proximity of primary A/E firm's office where the majority of work will be performed to the principal project site, and knowledge of local conditions   | Less than 50 miles from project site   | 4 - 5           |         |
|   | 50 miles to 100 miles from project site  | 2 - 3           |         |
|   | More than 100 miles from project site  | 0 - 1           |         |
| b. Number of relevant licensed professionals within primary A/E firm available to perform the work (based on Part II of F110-330)   | Less than 3 licensed professionals   | 2               | Max = 3 |
|   | 3 to 6 licensed professionals  | 1               |         |
|   | More than 6 licensed professionals   | 0               |         |
| c. 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 in previous 24 months   | 2               |         |
|   | \$50,000 to \$200,000 in previous 24 months  | 1               |         |
|   | More than \$200,000 in previous 24 months  | 0               |         |
| <b>2. Primary A/E Qualifications (Maximum 30 points)</b>  |  |                 |         |
| a. Project Manager (e.g., education, experience, credentials, effective communication skills)   | Experience / ability of A/E project manager to manage scope / budget / schedule / quality                              | 0 - 10          |         |
| b. Project Designer (e.g., design awards, publications, appropriateness, innovation)  | Experience / creativity of project designer to achieve owner's vision and requirements                                 | 0 - 5           |         |
| c. Technical Staff (e.g., BIM/CAD operator / specifier education, experience, CDT or CCS* credentials)  | Experience / ability of technical staff to create fully coordinated construction documents                             | 0 - 5           |         |
| d. Construction Administration Staff (e.g., education, experience, CDT or CCCA* credentials)  | Experience / ability of field representative to identify and solve issues during construction                          | 0 - 10          |         |
| <b>3. Key Consultant Qualifications (Maximum 20 points)</b>   |  |                 |         |
| a. Key Consultants (e.g., civil, mechanical, or electrical engineering, specialty consultants)  | Experience / ability of key consultants to perform effectively and collaboratively                                     | 1 - 15          |         |
| b. Proposed EDGE-certified Consultant Participation** (fully executed Statements of Intent to Contract and Perform with relevant EDGE firms)  | One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal | 0 - 5           |         |
| <b>4. Overall Team Qualifications (Maximum 10 points)</b>   |  |                 |         |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)   | Less than 2 sample projects  | 1               |         |
|   | 2 to 4 sample projects   | 2               |         |
|   | More than 4 sample projects  | 3               |         |
| b. LEED*** Training / Professional Accreditation (demonstrated either by the primary A/E firm or relevant consultant)   | LEED*** Credentials* (Maximum 3 points)  | GA              | 1       |
|   |  | AP              | 2       |
|   |  | AP+             | 3       |
| c. LEED*** Registered / Certified Project Experience (demonstrated either by the primary A/E firm or relevant consultant)   | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)                                 | RP              | 1       |
|   |  | CP              | 2       |
| d. Team Organization (showed formal relationships between owner, contracting authority, consultants)  | Clarity of responsibility / communication demonstrated by table of organization  | 0 - 2           |         |
| <b>5. Overall Team Experience (Maximum 30 points)</b>   |  |                 |         |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)   | Past performance as indicated by A/E evaluations and letters of reference  | 0 - 10          |         |
| b. Experience with similar projects and anticipated project delivery method (e.g., Multiple-Prime, General Contracting, CM at Risk, Design-Build)   | Less than 4 projects   | 0 - 3           |         |
|   | 4 to 6 projects  | 4 - 6           |         |
|   | More than 6 projects   | 7 - 10          |         |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)  | Performance in completing projects within original construction budget and schedule                                    | 0 - 5           |         |
| d. Knowledge of Ohio Capital Improvements Process (e.g., experience following <i>The OFC Manual</i> , the Standard Requirements, and ORC Chapter 153)   | Less than 4 projects   | 0 - 1           |         |
|   | 4 to 6 projects  | 2 - 3           |         |
|   | More than 6 projects   | 4 - 5           |         |
| * Refer to list of applicable credentials in Section H of the RFQ<br>** Must be comprised of professional design services consulting firm(s) and NOT the primary A/E firm<br>*** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute |  | <b>Subtotal</b> |         |

**Notes:**

**Evaluator:**

Name                     

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# RFQ Question and Answer List

## State of Ohio Standard Forms and Documents

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|                  |   |                |                   |
|------------------|---|----------------|-------------------|
| Project Name     | <u>CaDC Infrastructure Improvements</u> | Project Number | <u>DMR-120001</u> |
| Project Location | <u>Cambridge / Guernsey County</u>      |                |                   |

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Date posted: 10/15/2012  
Date revised: 10/16/2012

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

1. The Project Description paragraph states "Generally follow the recommendations in a study prepared by a previous consultant". Is there a way to obtain the study this line refers to?
  - A. On projects for State agencies OFCC's practice is to provide Programs of Requirements and reports which are the equivalent of PORs to the short-listed firms before the interviews. Firms are scored and the shortlist is created based on the firms' qualifications. The specific recommendations made aren't germane to that process.
2. Has the piping and existing boilers been tested for Asbestos? . What is the total square footage of the campus and how many buildings are on campus? Are you planning to publish the preliminary assessment/recommendation report?
  - A. The owner has had a consultant conduct what the owner believes to be a thorough survey for asbestos and believes that none is present. That report will be provided to the selected firm. If asbestos is discovered it will most likely be abated outside of this project. There is approximately 218,000 sq. ft. and a dozen buildings. Also see the above answer.
3. Where do I send Form 110-330? The RFQ does not indicate an address.
  - A. Send the proposals directly to OFCC, Attention: Christina Miller, 4200 Surface Road, Columbus, Ohio 43228.



# Request for Qualifications (CM at Risk Contract)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Higher Education

|                  |  |                        |                        |               |            |
|------------------|--|------------------------|------------------------|---------------|------------|
| Project Name     | <u>Kreger Hall Rehabilitation &amp; Addition</u> | Response Deadline      | <u>11/5/12</u>         | <u>4:30PM</u> | local time |
| Project Location | <u>500 East Spring Street</u>                    | Project Number         | <u>MUN-100022</u>      |               |            |
| City / County    | <u>Oxford / Butler</u>                           | Project Manager        | <u>Connie McCarthy</u> |               |            |
| Owner            | <u>Institution of Higher Education</u>           | Contracting Authority* | <u>Owner</u>           |               |            |

\*The Contracting Authority for OFCC-administered projects is OFCC. The Contracting Authority for locally administered projects is the Owner.

No. of paper copies requested (stapled, not bound) 6 No. of electronic copies requested on CD (PDF) 2

Submit the requested number of Statements of Qualifications (Form F110-330) as directed above. See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

Miami University ("Owner/Contracting Authority") is requesting interested firms to submit proposals to provide preconstruction and construction services as a Construction Manager at Risk ("CM") for the Kreger Hall Rehabilitation and Addition project ("the Project") on the University's Oxford campus.

Kreger Hall is located in the central portion of the Oxford Campus at 500 East Spring Street. The 50,816 GSF three story facility was built from 1931-1939 and was renovated in 1993. This project will include reorganization of 33,372 net assignable square foot (NASF) interior spaces and upgrade of the building infrastructure to meet the needs of the Department of Physics. This is a major rehabilitation that will involve reorganization of the building's interior spaces, replacement of existing furniture, replacement of all finishes, and major infrastructure improvements. A 22,565 SF addition is planned at the South side of the building facing Spring Street. Kreger Hall is not currently occupied.

The lower level of the building will consist of electric, plumbing, and general mechanical spaces as well as a faculty office suite, research laboratories, conference room, and a machine shop. The second level includes the departmental chair office suite with faculty kitchen and workroom, graduate student offices and study areas, undergraduate club space, seminar rooms, general classrooms and instructional labs, and storage areas. The third level includes faculty offices, introductory physics classrooms, a 125 seat auditorium, a seminar room, and a student commons area. Specialty laboratories (mainly on the lower level) include Spectroscopy Labs, Atmospheric Lab, Condensed Matter Lab, Magnetism Lab, Nano Tech Lab, Optical Lattices Lab, EM-Induced Transparency Lab, Quantum Information Computational Areas, PAC Lab, HOT Lab, Biophysics Laser, Cell Culture and Sample Prep Lab, and a Planetary Simulation Lab.

Upgrades to the exterior building envelope include tuckpointing and sealing brick and limestone, replacement of limestone stair treads, downspout and footing drainage replacement, waterproofing of the foundation, replacement of all exterior doors (including security access systems), replacement of all windows, replacement of flat roof sections, copper downspouts, gutters, flashing and Ludowici clay roof tile system. ADA upgrades will also be completed.

The Program of Requirements (POR) will be developed as a part of this project by the Architect/Engineer (A/E), SFA Architects, who is under separate contract with the University. The Project design is in the early construction document stage and it is anticipated that the A/E will complete the design by March 1, 2013.

This project will utilize the Construction Manager at Risk (CMR) project delivery method.

The Project is required to qualify for LEED silver certification (minimum goal).

State Prevailing Wage requirements apply to this project.

All aspects of the project and related issues will be implemented and operated consistent with the University's policies and procedures and shall utilize the forms and documents provided by the Ohio Facilities Construction Commission in conjunction with the State of Ohio Standard Requirements for Public Facility Construction.

# Request for Qualifications (CM at Risk Contract) continued

## B. Scope of Services

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontract or Prequalification and Bidding process, Construction and Closeout Stage. Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the University, the A/E and the CM. The University shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

**Preconstruction Services:** The CM will work cooperatively with the University, A/E and Project Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling and preconstruction planning, consultation and recommendations throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any material incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The CM shall submit to the University and the A/E its proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The CM, the University and the A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an Addendum to the qualifications and assumptions that shall be approved in writing by the University, the A/E and the CM. The CM shall then submit to the University, for approval, the CM's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the University's approval of the final Contract Sum (GMP Amendment), the parties will enter into an amendment to the Agreement establishing the Contract Sum. The final negotiated Contract Sum shall not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the University may terminate its agreement with the CM and seek from other firms, bids for completion of the Project.

**Construction Services:** The CM shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CM shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the University. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The University reserves the right to approve the CM's selection of subcontractors and any supplement terms to the form subcontract.

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

1. Higher Education Physics Laboratory Expertise
2. Other Higher Education Laboratory Expertise
3. Major Building Renovation Experience
4. Experience working on a tight site
5. Construction Manager at Risk Experience
6. State of Ohio Higher Education Project Methodology
7. Compressed Project Deliverable Schedule

## C. Funding / Estimated Budget

|                    |                     |
|--------------------|---------------------|
| Total Project Cost | <u>\$18,200,000</u> |
| Construction Cost  | <u>\$14,400,000</u> |
| State Funding      | <u>\$18,200,000</u> |
| Other Funding      | <u>\$0</u>          |

## D. Anticipated Schedule

|  |                  |
|--|------------------|
| CM Services Start (mm/yy)                | <u>12 / 2012</u> |
| Construction Contracts Start (mm/yy)     | <u>03 / 2013</u> |
| CM Services Completed (mm/yy)            | <u>07 / 2014</u> |
| Construction Contracts Completed (mm/yy) | <u>06 / 2014</u> |

## Request for Qualifications (CM at Risk Contract) continued

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### E. EDGE Participation Goal

Percent of *initial* TOTAL CM Fee 5%

### F. Evaluation Criteria for Selection

#### Selection Criteria:

The CM will be selected using (i) a qualification based selection process during the initial Request for Qualifications (RFQ) stage to develop a short list and (ii). a best value selection process during the final Request for Proposal stage for the final CM selection. The qualifications-based selection criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from the short listed firms will include such factors that are determined to derive or offer the greatest value to the University, combining both qualifications and fee.

#### Short List:

Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the University will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the University determines that fewer than three firms are qualified, it will only select the qualified firms.

#### Request for Proposal:

The short-listed firms shall be sent a Request for Proposal (RFP) that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation fee, construction stage personnel costs, construction stage itemized general conditions cost percentage, construction stage contingency percentage and construction stage fee percentage. The short-listed candidates will also receive (i) a form of the Agreement with the University containing the contract terms and conditions, (ii) a set of the most recent design documents and (iii) a proposed Project schedule. The RFP will provide details regarding the University's intent to utilize an incentive bonus in lieu of the shared savings change order concept as well as its utilization of buy-out savings to fund established Add Alternates.

#### Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the University. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the University questions in an individual setting to help the firms prepare their responses to the RFP. The pre-proposal meeting will be held at the Cole Service Building, 101 South Fisher Drive, Oxford, Ohio. The University will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

#### Interview:

After submitting responses to the RFP, the short-listed firms will be interviewed by the University. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the Project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct the Work in compliance with the timetable, budget and EDGE expectations. The University will notify each short-listed firm to schedule individual times for the interviews.

#### Selection Schedule:

Tentative schedule is subject to change.

|   |                   |
|---|-------------------|
| Qualifications Due                                  | November 5, 2012  |
| RFP issued to the Short-Listed Firms                | November 15, 2012 |
| Site Visit at the Project site                      | November 19, 2012 |
| Pre-proposal Meetings at Cole Service Bldg          | November 19, 2012 |
| Proposals Due                                       | December 6, 2012  |
| Interviews at Cole Service Building                 | December 10, 2012 |
| Selection of CM                                     | December 13, 2012 |
| Controlling Board Meeting for approval of Agreement | January 2013      |

#### Cancellation and Rejection:

The University reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The University shall have no liability to any proposer arising out of such cancellation or rejection. The University reserves the right to waive minor variations in the selection process.

Interested CM firms are required to address how they will implement Building Information Modeling ("BIM") on the Project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience,

## Request for Qualifications (CM at Risk Contract) continued

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and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at <http://ofcc.ohio.gov>.

Interested CM firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the CM'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 CM's Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

### H. Submittal Instructions

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

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

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 Elizabeth Davidson at [davidsea@muohio.edu](mailto:davidsea@muohio.edu) with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Facilities Contracting Office website at [www.pfd.muohio.edu/fco](http://www.pfd.muohio.edu/fco) and on 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 name of the party submitting a question will not be included on the Q&A document.

Proposers are requested to submit the following information in response to this RFQ within Section H of Form F110-330.

1. **Summary:** Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
2. **Bonding/Insurance:** Provide evidence of capacity to provide bonding in the amount of the project budget and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability and professional liability.
3. **Management Systems:** Describe the scheduling and cost control systems the firm would propose to use for the Project
4. **Self-Performed Work:** Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
5. **Estimating:** Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. **Scheduling:** Demonstrated track record of performance of managing projects to the original schedule.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

GA: Green Associate  
AP: LEED AP (Legacy LEED Accredited Professional without specialty)

AP +: (see below):

LEED AP BD+C (Building Design and Construction specialty)

LEED AP ID+C (Interior Design and Construction specialty)

LEED AP O+M (Operations and Maintenance specialty)  
LEED AP ND (Neighborhood Development specialty)  
LEED AP Homes (Specialty for residential LEED construction)  
Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CS)  
CCM: Certified Construction Manager (CMAA)  
CCS: Certified Construction Specifier (CSI)  
CDT: Construction Document Technologist (CSI)  
DBIA: Design-Build Institute of America





## RFQ Question and Answer List

### State of Ohio Standard Forms and Documents

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Project Name Kreger Hall Rehab & Addition Project Number MUN-100022  
Project Location Miami Univ. – Spring St., Oxford

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Date of Q&A #2 Posting: 10/22/12

Below are the questions that were received from 10/15/22 to date regarding the above-referenced project:

1. Is there a set page limit for the submission of Statement of Qualifications?

A. No.



# RFQ Question and Answer List

## State of Ohio Standard Forms and Documents

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Project Name Kreger Hall Rehab & Addition Project Number MUN-100022  
Project Location Miami Univ. – Spring St. Oxford

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Date of Q&A posting: 10/15/12

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

1. Will the project require subsurface utility location services or concrete imaging services?
  - A. The University will provide a survey that will include the known subsurface utilities at the project site. The Construction Manager will be responsible for verifying and marking the subsurface utilities.
2. My company has limited CM at Risk experience but we do have experience as an at risk General Contractor and/or Design-Build Contractor, Will Miami consider that experience?
  - A. Yes, while CM at Risk experience is preferred, experience as a construction manager in a single prime general contracting role or as a design builder will be considered.
3. With the statement “provide evidence of the technical training, education, professional license, etc...,” what do you mean by “evidence”? A copy of the actual document?
  - A. A listing of the individual’s experience such as one would typically find in a resume is sufficient. Copies of certification are not required for this submission.
4. With the statement “provide evidence of the company’s ability in terms of workload and availability,” what do you mean by “evidence?”
  - A. A statement addressing the company’s ability to perform the anticipated work is sufficient.
5. What do you mean by “provide evidence of evaluation of previous clients”?
  - A. Actual letters of recommendation or signed evaluations are requested.



# Request for Qualifications (Architect / Engineer)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Higher Education

|  |   |  |                      |               |            |
|--|---|--|----------------------|---------------|------------|
| Project Name                                       | <u>Campus Roof Renovations</u>            | Response Deadline                              | <u>10/25/12</u>      | <u>4:00pm</u> | local time |
| Project Location                                   | <u>Youngstown State University Campus</u> | Project Number                                 | <u>YSU 1516-3</u>    |               |            |
| City / County                                      | <u>Youngstown / Mahoning</u>              | Project Manager                                | <u>Richard White</u> |               |            |
| Owner  | <u>Institution of Higher Education</u>    | Contracting Authority                          | <u>Owner</u>         |               |            |
| No. of paper copies requested (stapled, not bound) | <u>5</u>                                  | No. of electronic copies requested on CD (PDF) | <u>1</u>             |               |            |

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Richard White at 230 W. Wood Street. See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

This project will be to evaluate selected existing roof systems on Youngstown State University's campus and suggest repairs and/or replacements and then develop bid documents, assist with bidding and bid evaluations then provide construction administration.

The anticipated project delivery method for this project is General Contracting.

State Prevailing Wage requirements apply to this project.

#### B. Scope of Services

The A/E or consultant will be responsible for roofing system evaluations of the following campus buildings:

1. Pedestrian Bridge over Wick Avenue
2. Kilcawley House
3. Edward J. Salata Complex
4. Cushwa Hall
5. Fedor Hall
6. Bliss Hall
7. DeBartolo Hall

The A/E or consultant will, with the consideration of project budget constraints, provide their recommendations as to priorities, options and costs for the roofing systems listed above. The A/E or consultant will develop and provide all necessary bid documents based on their evaluations for the repair/replacement of the roofing systems, provide bidding assistance including bid evaluations and scope review with the low bidders.

The selected Architect/Engineer (A/E) or consultant, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and/or the Contracting Authority, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types. Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

During the construction period, provide not less than 12 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.



## Request for Qualifications (Architect / Engineer) continued

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Interested A/E or consulting firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the A/E's team. The Intent to Contract and to Perform and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the A/E's Technical Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

### H. Submittal Instructions

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

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

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 Richard White at [rmwhite@ysu.edu](mailto:rmwhite@ysu.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 name of the party submitting a question will not be included on the Q&A document.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

LEED AP ND (Neighborhood Development specialty)  
LEED AP Homes (Specialty for residential LEED construction)

GA: Green Associate

AP: LEED AP (Legacy LEED Accredited Professional without specialty)

AP +: (see below):

LEED AP BD+C (Building Design and Construction specialty)

LEED AP ID+C (Interior Design and Construction specialty)

LEED AP O+M (Operations and Maintenance specialty)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CSI)

CCM: Certified Construction Manager (CMAA)

CCS: Certified Construction Specifier (CSI)

CDT: Construction Document Technologist (CSI)

DBIA: Design-Build Institute of America

# Architect/Engineer Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name Campus Roof Renovations Proposer Firm \_\_\_\_\_  
 Project Number YSU 1516-3 City, State, Zip \_\_\_\_\_

| Selection Criteria  |  | Value           | Score   |
|---|--|-----------------|---------|
| <b>1. Primary A/E Firm Location, Size, and Workload (Maximum 10 points)</b>   |  |                 |         |
| a. Proximity of primary A/E firm's office where the majority of work will be performed to the principal project site, and knowledge of local conditions   | Less than 50 miles from project site   | 4 - 5           |         |
|   | 50 miles to 100 miles from project site  | 2 - 3           |         |
|   | More than 100 miles from project site  | 0 - 1           |         |
| b. Number of relevant licensed professionals within primary A/E firm available to perform the work (based on Part II of F110-330)   | Less than 3 licensed professionals   | 1               | Max = 3 |
|   | 3 to 5 licensed professionals  | 2               |         |
|   | More than 5 licensed professionals   | 3               |         |
| c. 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 \$100k in previous 24 months   | 2               |         |
|   | \$100k to \$200k in previous 24 months   | 1               |         |
|   | More than \$200k in previous 24 months   | 0               |         |
| <b>2. Primary A/E Qualifications (Maximum 30 points)</b>  |  |                 |         |
| a. Project Manager (e.g., education, experience, credentials, effective communication skills)   | Experience / ability of A/E project manager to manage scope / budget / schedule / quality                              | 0 - 10          |         |
| b. Project Designer (e.g., design awards, publications, appropriateness, innovation)  | Experience / creativity of project designer to achieve owner's vision and requirements                                 | 0 - 5           |         |
| c. Technical Staff (e.g., BIM/CAD operator / specifier education, experience, CDT or CCS* credentials)  | Experience / ability of technical staff to create fully coordinated construction documents                             | 0 - 5           |         |
| d. Construction Administration Staff (e.g., education, experience, CDT or CCCA* credentials)  | Experience / ability of field representative to identify and solve issues during construction                          | 0 - 10          |         |
| <b>3. Key Consultant Qualifications (Maximum 20 points)</b>   |  |                 |         |
| a. Key Consultants (e.g., civil, mechanical, or electrical engineering, specialty consultants)  | Experience / ability of key consultants to perform effectively and collaboratively                                     | 1 - 15          |         |
| b. Proposed EDGE-certified Consultant Participation** (fully executed Statements of Intent to Contract and Perform with relevant EDGE firms)  | One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal | 0 - 5           |         |
| <b>4. Overall Team Qualifications (Maximum 10 points)</b>   |  |                 |         |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)   | Less than 5 sample projects  | 1               |         |
|   | 5 to 10 sample projects  | 2               |         |
|   | More than 10 sample projects   | 3               |         |
| b. LEED*** Training / Professional Accreditation (demonstrated either by the primary A/E firm or relevant consultant)   | LEED*** Credentials* (Maximum 3 points)  | GA              | 1       |
|   |  | AP              | 2       |
|   |  | AP+             | 3       |
| c. LEED*** Registered / Certified Project Experience (demonstrated either by the primary A/E firm or relevant consultant)   | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)                                 | RP              | 1       |
|   |  | CP              | 2       |
| d. Team Organization (showed formal relationships between owner, contracting authority, consultants)  | Clarity of responsibility / communication demonstrated by table of organization  | 0 - 2           |         |
| <b>5. Overall Team Experience (Maximum 30 points)</b>   |  |                 |         |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)   | Past performance as indicated by A/E evaluations and letters of reference  | 0 - 10          |         |
| b. Experience with similar projects and anticipated project delivery method (e.g., Multiple-Prime, General Contracting, CM at Risk, Design-Build)   | Less than 5 projects   | 0 - 3           |         |
|   | 5 to 10 projects   | 4 - 6           |         |
|   | More than 10 projects  | 7 - 10          |         |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)  | Performance in completing projects within original construction budget and schedule                                    | 0 - 5           |         |
| d. Knowledge of Ohio Capital Improvements Process (e.g., experience following <i>The OFC Manual</i> , the Standard Requirements, and ORC Chapter 153)   | Less than 5 projects   | 0 - 1           |         |
|   | 5 to 10 projects   | 2 - 3           |         |
|   | More than 10 projects  | 4 - 5           |         |
| * Refer to list of applicable credentials in Section H of the RFQ<br>** Must be comprised of professional design services consulting firm(s) and NOT the primary A/E firm<br>*** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute |  | <b>Subtotal</b> |         |

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# Request for Qualifications (Architect / Engineer)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Higher Education

|  |   |  |                      |               |            |
|--|---|--|----------------------|---------------|------------|
| Project Name                                       | <u>Campus Elevator Upgrades</u>           | Response Deadline                              | <u>10/22/2012</u>    | <u>4:00pm</u> | local time |
| Project Location                                   | <u>Youngstown State University Campus</u> | Project Number                                 | <u>YSU 1516-4</u>    |               |            |
| City / County                                      | <u>Youngstown / Mahoning</u>              | Project Manager                                | <u>Richard White</u> |               |            |
| Owner  | <u>Institution of Higher Education</u>    | Contracting Authority                          | <u>Owner</u>         |               |            |
| No. of paper copies requested (stapled, not bound) | <u>5</u>                                  | No. of electronic copies requested on CD (PDF) | <u>1</u>             |               |            |

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Richard White at 230 W. Wood Street, Youngstown, Ohio 44555. See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

This project will be to evaluate selected existing elevator systems on Youngstown State University's campus and suggest repairs/upgrades/replacements then develop bid documents, assist with bidding and bid evaluations and then provide onsite construction administration.

The anticipated project delivery method for this project is General Contracting.

State Prevailing Wage requirements apply to this project.

#### B. Scope of Services

The A/E or consultant will be responsible for elevator system evaluations in the following buildings:

1. Maag Library
2. Lincoln Building
3. Cushwa Hall North
4. Jones Hall
5. Ward Beecher
6. Bliss Hall
7. DeBartolo Hall

The A/E or consultant will, with consideration of project budget constraints, provide recommendations as to priorities, options and costs for the aforementioned elevators. The A/E or consultant will then develop and provide all necessary bid documents based on their evaluations for the repair/replacement and/or upgrade of the elevator systems, provide bidding assistance including bid evaluations and scope review with the lowest responsive and responsible bidders

The selected Architect/Engineer (A/E) or consultant, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and/or the Contracting Authority, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types. Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

During the construction period, provide not less than 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.



## Request for Qualifications (Architect / Engineer) continued

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Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the A/E's team. The Intent to Contract and to Perform and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the A/E's Technical Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

### H. Submittal Instructions

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

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

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 Richard White at [rmwhite@ysu.edu](mailto:rmwhite@ysu.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 name of the party submitting a question will not be included on the Q&A document.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

LEED AP ND (Neighborhood Development specialty)  
LEED AP Homes (Specialty for residential LEED construction)

GA: Green Associate

AP: LEED AP (Legacy LEED Accredited Professional without specialty)

AP +: (see below):

LEED AP BD+C (Building Design and Construction specialty)

LEED AP ID+C (Interior Design and Construction specialty)

LEED AP O+M (Operations and Maintenance specialty)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CSI)

CCM: Certified Construction Manager (CMAA)

CCS: Certified Construction Specifier (CSI)

CDT: Construction Document Technologist (CSI)

DBIA: Design-Build Institute of America

# Architect/Engineer Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name Campus Elevator Upgrades Proposer Firm \_\_\_\_\_  
 Project Number YSU 1516-4 City, State, Zip \_\_\_\_\_

| Selection Criteria  |  | Value           | Score   |
|---|--|-----------------|---------|
| <b>1. Primary A/E Firm Location, Size, and Workload (Maximum 10 points)</b>   |  |                 |         |
| a. Proximity of primary A/E firm's office where the majority of work will be performed to the principal project site, and knowledge of local conditions   | Less than 50 miles from project site   | 4 - 5           |         |
|   | 50 miles to 100 miles from project site  | 2 - 3           |         |
|   | More than 100 miles from project site  | 0 - 1           |         |
| b. Number of relevant licensed professionals within primary A/E firm available to perform the work (based on Part II of F110-330)   | Less than 3 licensed professionals   | 1               | Max = 3 |
|   | 3 to 5 licensed professionals  | 2               |         |
|   | More than 5 licensed professionals   | 3               |         |
| c. 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 \$100k in previous 24 months   | 2               |         |
|   | \$100k to \$200k in previous 24 months   | 1               |         |
|   | More than \$200k in previous 24 months   | 0               |         |
| <b>2. Primary A/E Qualifications (Maximum 30 points)</b>  |  |                 |         |
| a. Project Manager (e.g., education, experience, credentials, effective communication skills)   | Experience / ability of A/E project manager to manage scope / budget / schedule / quality                              | 0 - 10          |         |
| b. Project Designer (e.g., design awards, publications, appropriateness, innovation)  | Experience / creativity of project designer to achieve owner's vision and requirements                                 | 0 - 5           |         |
| c. Technical Staff (e.g., BIM/CAD operator / specifier education, experience, CDT or CCS* credentials)  | Experience / ability of technical staff to create fully coordinated construction documents                             | 0 - 5           |         |
| d. Construction Administration Staff (e.g., education, experience, CDT or CCCA* credentials)  | Experience / ability of field representative to identify and solve issues during construction                          | 0 - 10          |         |
| <b>3. Key Consultant Qualifications (Maximum 20 points)</b>   |  |                 |         |
| a. Key Consultants (e.g., civil, mechanical, or electrical engineering, specialty consultants)  | Experience / ability of key consultants to perform effectively and collaboratively                                     | 1 - 15          |         |
| b. Proposed EDGE-certified Consultant Participation** (fully executed Statements of Intent to Contract and Perform with relevant EDGE firms)  | One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal | 0 - 5           |         |
| <b>4. Overall Team Qualifications (Maximum 10 points)</b>   |  |                 |         |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)   | Less than 5 sample projects  | 1               |         |
|   | 5 to 10 sample projects  | 2               |         |
|   | More than 10 sample projects   | 3               |         |
| b. LEED*** Training / Professional Accreditation (demonstrated either by the primary A/E firm or relevant consultant)   | LEED*** Credentials* (Maximum 3 points)  | GA              | 1       |
|   |  | AP              | 2       |
|   |  | AP+             | 3       |
| c. LEED*** Registered / Certified Project Experience (demonstrated either by the primary A/E firm or relevant consultant)   | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)                                 | RP              | 1       |
|   |  | CP              | 2       |
| d. Team Organization (showed formal relationships between owner, contracting authority, consultants)  | Clarity of responsibility / communication demonstrated by table of organization  | 0 - 2           |         |
| <b>5. Overall Team Experience (Maximum 30 points)</b>   |  |                 |         |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)   | Past performance as indicated by A/E evaluations and letters of reference  | 0 - 10          |         |
| b. Experience with similar projects and anticipated project delivery method (e.g., Multiple-Prime, General Contracting, CM at Risk, Design-Build)   | Less than 5 projects   | 0 - 3           |         |
|   | 5 to 10 projects   | 4 - 6           |         |
|   | More than 10 projects  | 7 - 10          |         |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)  | Performance in completing projects within original construction budget and schedule                                    | 0 - 5           |         |
| d. Knowledge of Ohio Capital Improvements Process (e.g., experience following <i>The OFC Manual</i> , the Standard Requirements, and ORC Chapter 153)   | Less than 5 projects   | 0 - 1           |         |
|   | 5 to 10 projects   | 2 - 3           |         |
|   | More than 10 projects  | 4 - 5           |         |
| * Refer to list of applicable credentials in Section H of the RFQ<br>** Must be comprised of professional design services consulting firm(s) and NOT the primary A/E firm<br>*** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute |  | <b>Subtotal</b> |         |

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# Request for Qualifications (CM at Risk Contract)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Ohio Facilities Construction Commission

|                  |                               |                        |  |                |            |
|------------------|-------------------------------|------------------------|--|----------------|------------|
| Project Name     | <u>Keystone Local Schools</u> | Response Deadline      | <u>11/7/2012</u>                       | <u>5:00 PM</u> | local time |
| Project Location | <u>301 Liberty St</u>         | Project Number         | <u>N/A</u>                             |                |            |
| City / County    | <u>Lagrange / Lorain</u>      | Project Manager        | <u>Mark Barr (PA); Steve Roka (PL)</u> |                |            |
| Owner            | <u>School District Board</u>  | Contracting Authority* | <u>OSFC + School District Board</u>    |                |            |

\*The Contracting Authority for OFCC-administered projects is OFCC. The Contracting Authority for locally administered projects is the Owner.

No. of paper copies requested (stapled, not bound) 0 No. of electronic copies requested on CD (PDF) 2

Submit the requested number of Statements of Qualifications (Form F110-330) as directed above. See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

Prevailing Wage requirements do not apply to this project.

- This Project completes the Keystone Local School District Master Facility Plan; two buildings have been completed under the ELPP program which included a new HS and a new MS which is to receive an addition for grades K-5 creating a K-8.
- Build one (1) new Elementary School addition to house 708 students in grades K-8. The 6-8 Middle School portion being built under the ELPP program has an expected occupancy date of Jan 2013.
- The ES Addition is to be 83,520 SF and be built in accordance with the Ohio School Design Manual.
- Scope also includes abatement and demolition of Keystone Middle and Keystone High School.
- It is anticipated that the new addition is to be built on to the North side of Middle School under construction.
- All existing schools will remain open until completion of the new building.
- The district has met their share of the OSFC CFAP funding through the creditable expenses incurred during the construction of the High School and Middle School projects.
- The OSFC Commission and Controlling Board have approved funding and execution of a Project Agreement was approved in September.

The Professional Design Services will be provided by FMD Architects under a separate contract; the Architect of Record for both the High School and Middle School projects completed under ELPP.

#### B. Scope of Services

The selected Construction Manager (CM), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Contracting Authority and/or Owner, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule.

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontract or Prequalification and Bidding process, Construction and Closeout Stage. Refer to the *Ohio School Design Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and/or Owner, the A/E and the CM. The Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

## Request for Qualifications (CM at Risk Contract) continued

**Preconstruction Services:** The CM will work cooperatively with the Contracting Authority and/or Owner, A/E and Project Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any material incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The CM shall submit to the Contracting Authority and/or Owner and the A/E their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The CM, the Contracting Authority and/or Owner and the A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Contracting Authority and/or Owner, the A/E and the CM. The CM shall then submit to the Contracting Authority, for approval, the CM's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Contracting Authority's approval of the final Contract Sum (GMP Amendment), the parties will enter into an amendment to the Agreement establishing the Contract Sum. The final negotiated Contract Sum shall not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the Contracting Authority may terminate its agreement with the CM and seek from other firms, bids for completion of the Project.

**Construction Services:** The CM shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CM shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Contracting Authority. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority reserves the right to approve the CM's selection of subcontractors and any supplement terms to the form subcontract.

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

1. Construction Manager-at-Risk Preconstruction Services
2. Construction Manager-at-Risk Construction Services
3. Construction Manager-at-Risk Contract Sum (GMP) Pricing Experience
4. Constructability Review Experience
5. Experience with OSFC Projects
6. K-12 Construction Experience
7. Experience with Multi-GMP Phased Projects
8. LEED Experience

### C. Funding / Estimated Budget

|                    |                                   |
|--------------------|-----------------------------------|
| Total Project Cost | <u>\$19,833,322</u>               |
| Construction Cost  | <u>\$17,080,846</u>               |
| State Funding      | <u>\$19,833,322</u>               |
| Other Funding      | <u>\$24,997,278 (ELPP Credit)</u> |

### D. Anticipated Schedule

|  |                  |
|--|------------------|
| CM Services Start (mm/yy)                | <u>12 / 2012</u> |
| Construction Contracts Start (mm/yy)     | <u>01 / 2012</u> |
| CM Services Completed (mm/yy)            | <u>07 / 2015</u> |
| Construction Contracts Completed (mm/yy) | <u>02 / 2016</u> |

### E. EDGE Participation Goal

Percent of *initial* TOTAL CM Fee 5%

### F. Evaluation Criteria for Selection

**Selection Criteria:**

The CM will be selected using (i) a qualification based selection process during the initial Request for Qualifications (RFQ) stage to develop a short list and (ii). a best value selection process during the final Request for Proposal stage for the final CM selection. The qualifications-based selection criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from the short listed firms will include such factors that are determined to derive or offer the greatest value to the State and the Owner, combining both qualifications and fee.

## Request for Qualifications (CM at Risk Contract) continued

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### Short List:

Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

### Request for Proposal:

The short-listed firms shall be sent a Request for Proposal (RFP) that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation fee, construction stage personnel costs, construction stage itemized general conditions cost percentage, construction stage contingency percentage and construction stage fee percentage. The short-listed candidates will also receive (i) a form of the Agreement with the Contracting Authority containing the contract terms and conditions, (ii) a set of the most recent design documents and (iii) a proposed Project schedule.

### Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and/or Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the Contracting Authority and/or Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-proposal meeting will be held at the School District. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

### Interview:

After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority and representatives of the Owner. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable, budget and EDGE expectations. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

### Selection Schedule:

Tentative schedule is subject to change.

|   |              |
|---|--------------|
| Qualifications Due                                  | Nov 7, 2012  |
| RFP issued to the Short-Listed Firms                | Nov 19, 2012 |
| Site Visit at Location project site                 | Nov 26, 2012 |
| Pre-proposal Meetings at TBD                        | Nov 26, 2012 |
| Proposals Due                                       | Dec 10, 2012 |
| Interviews at TBD                                   | TBD          |
| Selection of CM                                     | January 2013 |
| Controlling Board Meeting for approval of Agreement | TBD          |

### Cancellation and Rejection:

The Contracting Authority reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The Contracting Authority shall have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

Interested CM firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the CM'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 CM's Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

## Request for Qualifications (CM at Risk Contract) continued

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### H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (Form F110-330) available via the OFCC website at <http://ofcc.ohio.gov>, to Jill Hoobler at Ohio Facilities Construction Commission 10 West Broad Street, Suite 1400 Columbus, Ohio 43215.

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

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 Jill Hoobler at [jill.hoobler@ofcc.ohio.gov](mailto:jill.hoobler@ofcc.ohio.gov) with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Ohio School Facilities Commission website at <http://osfc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Proposers are requested to submit the following information in response to this RFQ within Section H of Form F110-330.

1. **Summary:** Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
2. **Bonding/Insurance:** Provide evidence of capacity to provide bonding in the amount of the project budget and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability and professional liability.
3. **Management Systems:** Describe the scheduling and cost control systems the firm would propose to use for the Project
4. **Self-Performed Work:** Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
5. **Estimating:** Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. **Scheduling:** Demonstrated track record of performance of managing projects to the original schedule.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

GA: Green Associate  
AP: LEED AP (Legacy LEED Accredited Professional without specialty)  
AP +: (see below):  
LEED AP BD+C (Building Design and Construction specialty)  
LEED AP ID+C (Interior Design and Construction specialty)  
LEED AP O+M (Operations and Maintenance specialty)  
LEED AP ND (Neighborhood Development specialty)  
LEED AP Homes (Specialty for residential LEED construction)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CS)  
CCM: Certified Construction Manager (CMAA)  
CCS: Certified Construction Specifier (CSI)  
CDT: Construction Document Technologist (CSI)  
DBIA: Design-Build Institute of America

# CM at Risk Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name Keystone K-5 Addition to Middle School Proposer Firm \_\_\_\_\_  
 Project Number N/A City, State, Zip \_\_\_\_\_

| Selection Criteria  |  | Value           | Score    |
|---|--|-----------------|----------|
| <b>1. Primary CM Firm Location, Size, and Workload (Maximum 10 points)</b>  |  |                 |          |
| a. Proximity of primary CM firm's office where the majority of work will be performed to the principal project site   | Less than 50 miles from project site   | 4 - 5           |          |
|   | 50 miles to 100 miles from project site  | 2 - 3           |          |
|   | More than 10 miles from project site   | 0 - 1           |          |
| b. Amount of fees awarded by the Contracting Authority to the primary CM firm in the previous 24 months (exclude projects on hold)  | Less than \$250K in previous 24 months   | 5               |          |
|   | \$250K to \$1M in previous 24 months   | 2               |          |
|   | More than \$1M in previous 24 months   | 0               |          |
| <b>2. Primary CM Qualifications (Maximum 30 points)</b>   |  |                 |          |
| a. Project Management Lead (e.g., education, experience, credentials)   | Experience / ability of project manager to manage scope / budget / schedule / quality                                  | 0 - 10          | Max = 20 |
| b. Project Administration Lead (e.g., awards, publications, appropriateness, innovation)  | Experience / creativity of project admin staff to achieve owner's vision and requirements                              | 0 - 10          |          |
| c. Technical Staff (e.g., BIM/CAD capabilities / scheduling / estimating, education, experience, CDT or CCS* credentials)   | Experience / ability of technical staff to fully coordinate construction documents                                     | 0 - 5           |          |
| d. Construction Administration Staff (e.g., education, experience, CDT or CCCA* credentials)  | Experience / ability of field representative to identify and solve issues during construction                          | 0 - 5           |          |
| <b>3. Key Consultant Qualifications (Maximum 20 points)</b>   |  |                 |          |
| a. Key Consultants  | Experience / ability of key consultants to perform effectively and collaboratively                                     | 1 - 15          |          |
| b. Proposed EDGE-certified Consultant Participation** (fully executed Statements of Intent to Contract and Perform with relevant EDGE firms)  | One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal | 0 - 5           |          |
| <b>4. Overall Team Qualifications (Maximum 10 points)</b>   |  |                 |          |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)   | Less than 4 sample projects  | 1               |          |
|   | 4 to 8 sample projects   | 2               |          |
|   | More than 8 sample projects  | 3               |          |
| b. LEED*** Training / Professional Accreditation (demonstrated either by the primary CM firm or relevant consultant)  | LEED*** Credentials* (Maximum 3 points)  | GA              | 1        |
|   |  | AP              | 2        |
|   |  | AP+             | 3        |
| c. LEED*** Registered / Certified Project Experience (demonstrated either by the primary CM firm or relevant consultant)  | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)                                 | RP              | 1        |
|   |  | CP              | 2        |
| d. Team Organization (showed formal relationships between owner, contracting authority, consultants)  | Clarity of responsibility / communication demonstrated by table of organization  | 0 - 2           |          |
| <b>5. Overall Team Experience (Maximum 30 points)</b>   |  |                 |          |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)   | Past performance as indicated by CM evaluations and letters of reference   | 0 - 10          |          |
| b. Experience with similar projects and anticipated project delivery method (CM at Risk)  | Less than 4 projects   | 0 - 3           |          |
|   | 4 to 10 projects   | 4 - 6           |          |
|   | More than 10 projects  | 7 - 10          |          |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)  | Performance in completing projects within original construction budget and schedule                                    | 0 - 5           |          |
| d. Knowledge of Ohio Capital Improvements Process (e.g., experience following <i>The OFC Manual</i> , the Standard Requirements, and ORC Chapter 153)   | Less than 4 projects   | 0 - 1           |          |
|   | 4 to 10 projects   | 2 - 3           |          |
|   | More than 10 projects  | 4 - 5           |          |
| * Refer to list of applicable credentials in Section H of the RFQ<br>** Must be comprised of consulting firm(s) and NOT the primary CM firm<br>*** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute |  | <b>Subtotal</b> |          |

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



# Request for Qualifications (Design-Build Contract)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Higher Education

|   |   |   |                      |                |            |
|---|---|---|----------------------|----------------|------------|
| Project Name  | <u>Anderson and McFarland Halls Renovations</u> | Response Deadline                                       | <u>11/02/12</u>      | <u>3:30 PM</u> | local time |
| Project Location  | <u>Miami University, Oxford Campus</u>          | Project Number  | <u>MUN-100023</u>    |                |            |
| City / County   | <u>Oxford / Butler</u>                          | Project Manager   | <u>Ted Christian</u> |                |            |
| Owner   | <u>Institution of Higher Education</u>          | Contracting Authority                                   | <u>Owner</u>         |                |            |
| No. of paper copies requested (stapled, not bound) <u>6</u> |   | No. of electronic copies requested on CD (PDF) <u>1</u> |                      |                |            |

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Elizabeth Davidson, Director of Facilities Contracting at 181 Cole Service Building, Oxford, OH 45056. See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

This Miami University Project will utilize the Design-Build project delivery method.

State Prevailing Wage requirements apply to this project.

All aspects of the project and related issues will be implemented and operated consistent with the Contracting Authority and/or Owner's policies and procedures.

#### Context

Miami University, an Institution of Higher Education deemed the "Owner/Contracting Authority" in this RFQ, houses approximately 7,100 undergraduate students in 41 buildings on the Oxford campus. The age of the buildings range from 7 years (Heritage Commons Student Apartments, 2005) to 183 years (Elliott Hall, 1829), with nearly half of the buildings built between 1956 and 1966, including Anderson Hall (1961) and McFarland Hall (1959). These two residence halls have not been subject to major renovations, though smaller improvement projects over the years have upgraded certain aspects of the building.

In 2010, Miami completed an in-depth, 20-year master plan for all on-campus student residence halls and dining facilities. While most of the existing residential facilities on campus have adequate structural integrity, most of the major systems are nearing the end of their life, and while the residence halls and dining facilities have been well maintained throughout the years, the majority of the residence halls have remained relatively unchanged in both the configuration of housing programs and amenities provided. The master plan identified four "tiers" of renovation, which increase in level of complexity, and are identified as Tier 1, Tier 2, Tier 2.5, and Tier 3.

The findings and recommendations of the master plan identify Anderson Hall and McFarland Hall to be renovated in accordance with Tier 2.5. Tier 2.5 includes the following scope of additions, replacements and upgrades: windows, ADA accessibility, elevator(s), ADA restroom(s), add insulation to exterior wall and attic, corridor ceilings, interior lighting, plumbing systems, sprinkler system, electrical distribution, HVAC systems, life safety and fire alarm systems, utility tie-ins, selective addition or demolition of bedroom demising walls, new bedroom finishes. Additionally, accommodation of student life programming elements such as community rooms, group study rooms, and other support spaces will be included.

#### Building Histories

Anderson Hall (Building ID # and Abbrev: 0002/AND) is located at 701 S. Oak St. ("South Quad") and was completed in September 1961. The hall was named after William C. Anderson, Miami's fourth president, who held office from 1849-1854. This residence hall has 49,749 gross square feet on 4 floors. There are 224 existing beds in Anderson Hall within 24 single rooms and 101 double rooms. As a result of this project, the new bed count will be approximately 199 beds, comprising 37 beds in singles (including Resident Assistant singles) and 162 beds in doubles, allowing for an increase in area in the smaller existing bedrooms where possible.

McFarland Hall (Building ID # and Abbrev: 0050/MCF) is located at 325 N. Tallawanda Road ("North Quad") and was completed in September 1959. This particular building was named for Robert White McFarland who was one of Miami's mathematics professors and the first president of new Miami. This residence hall has 37,592 gross square feet on 4 floors. There are 172 existing beds in McFarland Hall within 9 single rooms, 58 double rooms, 1 triple room, and 11

## Request for Qualifications (Design-Build Contract) continued

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quads. As a result of this project, the new bed count will be approximately 146 beds, comprising 9 beds in singles (including Resident Assistant singles) and 137 beds in doubles.

### Criteria AE's Role

The University has selected CR Architecture + Design to perform the role of Criteria AE. In addition to the Basic Services under the standard Criteria AE scope of services, including verification and finalization of the University's Program of Requirements, it is the intent of the University to have the Criteria AE continue to advance the Design Criteria to a level consistent with approximately 50% Design Development.

### Sustainability

The University's goal for the Anderson and McFarland Renovations is LEED-Silver Certification for both buildings. The University will register the Project with the US Green Building Council. The Criteria A/E will assist the University with establishing the targeted point-count as of the 50% Design Development stage. The Design Build firm will be responsible for completing the project according to LEED-Silver requirements, including the completion and filing of all documentation and payment of all associated certification fees.

## B. Scope of Services

The selected Design-Builder ("DB"), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Owner and the Contracting Authority, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule.

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the Criteria A/E during the Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontract or Prequalification and Bidding process, Construction and Closeout Stage. Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

It is understood that the preceding paragraph represents the entire range of services available to the University by the Design-Builder, but that the final scope of services will be negotiated and set forth in the Agreement.

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the DB to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and/or Owner, the Criteria A/E and the DB. The Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The DB will work cooperatively with the Contracting Authority and/or Owner, Criteria A/E and Project Team, and will provide, among other services, schedule development, estimate development, latter 50% design development, Guarantee Maximum Price (GMP) proposal, subcontractor prequalification and bidding, construction documents preparation, constructability review, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the DB, together with the A/E of Record's detailed listing of any material incomplete design elements and the A/E of Record's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The DB shall submit to the Contracting Authority and/or Owner and the Criteria A/E their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The DB, the Contracting Authority and/or Owner and the Criteria A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Contracting Authority and/or Owner, the Criteria A/E and the DB. The DB shall then submit to the Contracting Authority, for approval, the CM's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Contracting Authority's approval of the final Contract Sum (GMP Amendment), the parties will enter into an amendment to the Agreement establishing the Contract Sum. The final negotiated Contract Sum shall not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the Contracting Authority may terminate its agreement with the DB and seek from other firms, bids for completion of the Project.

Construction Services: The DB shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The DB shall hold all subcontracts and shall be fully responsible for the means and methods

## Request for Qualifications (Design-Build Contract) continued

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of construction, construction execution, progress schedule, weekly progress meetings, testing and inspection, project safety, LEED certification, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Contracting Authority. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority reserves the right to approve the DB's selection of subcontractors and any supplement terms to the form subcontract.

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

1. College/University Housing Experience
2. Major Building Renovation Experience
3. Design-Build Delivery Method Experience
4. LEED Documentation and Certification Experience
5. Simultaneous Construction/Renovation of Multiple Buildings on Non-contiguous Sites

### C. Funding / Estimated Budget

|                    |                        |               |                        |
|--------------------|------------------------|---------------|------------------------|
| Total Project Cost | <u>\$20,000,000.00</u> | State Funding | <u>\$0.00</u>          |
| Construction Cost  | <u>\$17,000,000.00</u> | Other Funding | <u>\$20,000,000.00</u> |

### D. Anticipated Schedule

|                                  |                |
|----------------------------------|----------------|
| DB Services Start (mm/yy)        | <u>01 / 13</u> |
| Construction Stage Start (mm/yy) | <u>04 / 13</u> |
| DB Services Completed (mm/yy)    | <u>07 / 14</u> |
| Contract Completed (mm/yy)       | <u>07 / 14</u> |

### E. EDGE Participation Goal

|  |           |
|--|-----------|
| Percent of Total Subcontracts Awarded  | <u>5%</u> |
| Percent of Initial Design Services Fee | <u>5%</u> |
| Percent of Design-Build Compensation   | <u>5%</u> |

### F. Evaluation Criteria for Selection

#### Selection Criteria:

The DB will be selected using (i) a qualification based selection process during the initial Request for Qualifications (RFQ) stage to develop a short list and (ii) a best value selection process during the final Request for Proposal (RFP) stage for the final DB selection. The qualifications-based selection criteria for the RFQ is included in this announcement.

#### Short List:

Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

#### Request for Proposal:

The short-listed firms shall be sent a RFP that will invite the firms to submit pricing proposals containing their proposed preconstruction stage design fee, construction stage personnel costs, construction stage itemized general conditions cost percentage, construction stage contingency percentage and construction stage design fee percentage. The short-listed candidates will also receive (i) a form of the Agreement with the Contracting Authority containing the contract terms and conditions, (ii) a set of the most recent design documents and (iii) a proposed Project schedule.

#### Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and the Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the Contracting Authority and the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-proposal meeting will be held at the Oxford Campus of Miami University. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

#### Interview:

After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority and representatives of the Owner. The purpose of the interview will be to meet the proposed Project team, become familiar

## Request for Qualifications (Design-Build Contract) continued

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with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable, budget and EDGE expectations. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

### Selection Schedule:

Tentative schedule is subject to change.

### Request-for-Qualifications Phase

|   |                                       |
|---|---------------------------------------|
| RFQ Distribution                              | Week of October 15, 2012              |
| RFQ Question Submission Deadline              | Friday, October 26, 2012              |
| RFQ Clarification Issued                      | Tuesday, October 30, 2012             |
| RFQ Submission Deadline                       | Friday, November 2, 2012 – 3:30pm EST |
| Identification of a Short-list of Respondents | Friday, November 16, 2012             |

### Request-for-Proposals Phase

|                           |                           |
|---------------------------|---------------------------|
| RFP Distribution          | Week of November 26, 2012 |
| Pre-Proposal Meeting      | Week of December 3, 2012  |
| Proposals Due             | Friday, December 21, 2012 |
| Interviews                | Week of January 14, 2013  |
| Notice of Intent to Award | Week of January 21, 2013  |

### Cancellation and Rejection:

The Contracting Authority reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The Contracting Authority shall have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

Interested D-B firms are required to address how they will implement Building Information Modeling ("BIM") on the project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience, and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at <http://ofcc.ohio.gov>.

Interested D-B firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the CM's team. The EDGE Affidavit and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the DB's Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

## **H. Submittal Instructions**

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

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

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 Elizabeth Davidson at [davidsea@muohio.edu](mailto:davidsea@muohio.edu) with the project name and 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 name of the party submitting a question will not be included on the Q&A document.

Proposers are requested to submit the following information in response to this RFQ within Section H of Form F110-330.

1. Summary: Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.

## Request for Qualifications (Design-Build Contract) continued

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2. Bonding/Insurance: Provide evidence of capacity to provide bonding in the amount of the project budget and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability and professional liability.
3. Management Systems: Describe the scheduling and cost control systems the firm would propose to use for the Project
4. Self-Performed Work: Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
5. Estimating: Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. Scheduling: Demonstrated track record of performance of managing projects to the original schedule.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

GA: Green Associate

AP: LEED AP (Legacy LEED Accredited Professional without specialty)

AP +: (see below):

LEED AP BD+C (Building Design and Construction specialty)

LEED AP ID+C (Interior Design and Construction specialty)

LEED AP O+M (Operations and Maintenance specialty)

LEED AP ND (Neighborhood Development specialty)

LEED AP Homes (Specialty for residential LEED construction)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CSI)

CCM: Certified Construction Manager (CMAA)

CCS: Certified Construction Specifier (CSI)

CDT: Construction Document Technologist (CSI)

DBIA: Design-Build Institute of America

# Design-Build Selection Rating Form

## State of Standard Forms and Documents

Project Name Anderson & McFarland Halls Renovations Proposer Firm \_\_\_\_\_  
 Project Number MUN-100023 City, State, Zip \_\_\_\_\_

| Selection Criteria   |  | Value           | Score |
|--|--|-----------------|-------|
| <b>1. Primary DB Location Workload (Maximum 10 points)</b>   |  |                 |       |
| a. Proximity of DB's office where the majority of work will be performed to the principal project site   | Less than 60 miles from project site   | 4 - 5           |       |
|  | 60 miles to 125 miles from project site  | 2 - 3           |       |
|  | More than 125 miles from project site  | 0 - 1           |       |
| b. Amount of contracts awarded by the Contracting Authority to the DB in the previous 24 months (exclude projects on hold)   | Less than \$25M in previous 24 months  | 5               |       |
|  | \$25M to \$50M in previous 24 months   | 2               |       |
|  | More than \$50M in previous 24 months  | 0               |       |
| <b>2. Primary DB Qualifications (Maximum 35 points)</b>  |  |                 |       |
| a. Project Management Lead (e.g., education, experience, credentials)  | Experience / ability of project manager to manage scope / budget / schedule / quality                                  | 0 - 10          |       |
| b. Project Administrative Staff (e.g., superintendent, project engineer, administrative support)   | Experience / knowledge of project admin staff to achieve owner's vision and requirements                               | 0 - 5           |       |
| c. Project Design Lead (e.g., awards, publications)  | Experience / creativity of lead designer   | 0 - 5           |       |
| d. Construction Technical Staff (e.g., scheduling / estimating, education, experience, credentials)  | Experience / ability of construction technical staff to fully coordinate estimate and schedule                         | 0 - 5           |       |
| e. Design Technical Staff (e.g., BIM/CAD capabilities education, experience, CDT or CCS* credentials)  | Experience / ability of technical staff to develop quality construction documents                                      | 0 - 5           |       |
| f. Construction Administration Staff (e.g., education, experience, CDT, CCM, or CCCA* credentials)   | Experience / ability of field representatives to identify and solve issues during construction                         | 0 - 5           |       |
| <b>3. Key Consultant Qualifications (Maximum 15 points)</b>  |  |                 |       |
| a. Key Consultants (e.g., architectural, civil, mechanical, or electrical engineering, roofing or other specialty consultants)   | Experience / ability of key consultants to perform effectively and collaboratively                                     | 1 - 10          |       |
| b. Proposed EDGE-certified Consultant Participation** (fully executed Statements of Intent to Contract and Perform with relevant EDGE firms)   | One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal | 0 - 5           |       |
| <b>4. Overall Team Qualifications (Maximum 10 points)</b>  |  |                 |       |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)  | Less than 3 sample projects  | 0               |       |
|  | 3 to 5 sample projects   | 2               |       |
|  | More than 5 sample projects  | 3               |       |
| b. LEED*** Training / Professional Accreditation (demonstrated either by the DB or relevant consultant)  | LEED*** Credentials* (Maximum 3 points)  | GA              | 1     |
|  |  | AP              | 2     |
|  |  | AP+             | 3     |
| c. LEED*** Registered / Certified Project Experience (demonstrated either by the DB or relevant consultant)  | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)                                 | RP              | 1     |
|  |  | CP              | 2     |
| d. Team Organization (showed formal relationships between owner, contracting authority, consultants)   | Clarity of responsibility / communication demonstrated by table of organization  | 0 - 2           |       |
| <b>5. Overall Team Experience (Maximum 30 points)</b>  |  |                 |       |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)  | Past performance as indicated by CM evaluations and letters of reference   | 0 - 10          |       |
| b. Experience with similar projects and Design-Build project delivery method   | Less than 5 projects   | 0 - 3           |       |
|  | 5 to 10 projects   | 4 - 6           |       |
|  | More than 10 projects  | 7 - 10          |       |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)   | Performance in completing projects within original construction budget and schedule                                    | 0 - 5           |       |
| d. Knowledge of Ohio Capital Improvements Process (e.g., experience following <i>The OFC Manual</i> , the Standard Requirements, and ORC Chapter 153)  | Less than 5 projects   | 0 - 1           |       |
|  | 5 to 10 projects   | 2 - 3           |       |
|  | More than 10 projects  | 4 - 5           |       |
| * Refer to list of applicable credentials in Section H of the RFQ<br>** Must be comprised of consulting firm(s) and NOT the lead firm of the DB entity<br>*** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute |  | <b>Subtotal</b> |       |

Notes:

Evaluator:

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# Request for Qualifications (CM at Risk Contract)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Ohio Facilities Construction Commission

|                  |  |                        |                   |                |            |
|------------------|--|------------------------|-------------------|----------------|------------|
| Project Name     | <u>Health Sciences Center</u>          | Response Deadline      | <u>11/16/2012</u> | <u>1:00 pm</u> | local time |
| Project Location | <u>Between SR 331 and Hammond Road</u> | Project Number         | <u>BTC-130007</u> |                |            |
| City / County    | <u>St. Clairsville / Belmont</u>       | Project Manager        | <u>Jeff Kring</u> |                |            |
| Owner            | <u>Belmont College</u>                 | Contracting Authority* | <u>OFCC</u>       |                |            |

\*The Contracting Authority for OFCC-administered projects is OFCC. The Contracting Authority for locally administered projects is the Owner.

No. of paper copies requested (stapled, not bound) 2 No. of electronic copies requested on CD (PDF) 1

Submit the requested number of Statements of Qualifications (Form F110-330) **directly to the Ohio Facilities Construction Commission, Attention: Christina Miller, 4200 Surface Road, Columbus, Ohio 43228-1395 as directed above.** See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

Belmont College intends to design and construct a new Health Sciences Center on an approximate 54 acre parcel of land located between SR 331 and Hammond Road in St. Clairsville / Belmont County, OH. This property is due north of the current Belmont College Main Campus and Fox-Shannon Park. The proposed project site is located on reclaimed land that was previously strip mined. A preliminary sub-surface exploration report provided by the College indicates relatively deep strip mine fill on the site. Historic precedent also exists in this area for the presence of pyritic shale bedrock.

The purpose of this Request for Qualifications (RFQ) is to obtain Construction Manager at Risk (CMR) services for the design of a new Health Sciences Center for Belmont College. This new building will set the Architectural tone for this extension of the Belmont College Campus. As currently planned, the new building is expected to be approximately 33,000 square feet and will include program spaces that will accommodate the College's Science, Nursing, Medical Assisting and Emergency Medical programs as well as a Childcare Center. Anticipated program elements may consist of classrooms and laboratories for the Nursing, Medical Assisting and Emergency Medical programs, and for General Biology, Micro-Biology, Human Biology, Anatomy & Physiology, Chemistry and Physics as well as additional General Classroom space. Other program elements expected to support these classrooms and laboratories may include but are not limited to laboratory storage and preparation spaces, chemical storage, a cadaver and/or simulation lab, faculty offices, and conference rooms, a student lounge/cyber café, and the building infrastructure necessary to open and operate the building.

Development of the project site will include the design and construction of site and building access, roadways within the new campus property, accessible parking, pedestrian walkways, site lighting, and landscaping as well as the coordination and design of utilities to the new building. Additionally, the Ohio Department of Transportation (ODOT) is currently working on plans for renovations/ improvements to I-70, exit ramp 213 relocation, and other roadways in the general area of Belmont College. This includes a new roadway across the south side of the new Belmont project site. The start of the roadway construction is currently planned to begin in the year 2015. Close coordination and communication with ODOT, Belmont College, the Ohio Facilities Construction Commission, the Design Professional and the Construction Manager will be critical as it relates to the design and construction of the Health Sciences Center and this roadway project.

The development of a complete Program of Requirements (POR) as well as a comprehensive Site Survey and Geo-Technical analysis will also be included as part of the Professional Design as Services performed by the Architect/Engineer (A/E). Professional Design Services are being acquired by the OFCC under a separate contract.

A combination of State Capital Component, Grants and Local Funding will be used to complete the Design and Construction of this project.

This project will utilize the Construction Manager at Risk (CMR) project delivery method.

State Prevailing Wage requirements apply to this project.

All aspects of the project and related issues will be implemented and operated consistent with the Contracting Authority and Owner's policies and procedures.

# Request for Qualifications (CM at Risk Contract)

## State of Ohio Standard Forms and Documents

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### B. Scope of Services

The selected Construction Manager (CM), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Contracting Authority and the Owner, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule.

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontractor Prequalification and Bidding process, Construction and Closeout Stage. Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and the Owner, the A/E and the CM. The Contracting Authority and the Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The CM will work cooperatively with the Contracting Authority and the Owner, A/E and Project Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any material incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The CM shall submit to the Contracting Authority, the Owner and the A/E their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The CM, the Contracting Authority, the Owner and the A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Contracting Authority, the Owner, the A/E and the CM. The CM shall then submit to the Contracting Authority, for approval, the CM's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Contracting Authority's approval of the final Contract Sum (GMP Amendment), the parties will enter into an amendment to the Agreement establishing the Contract Sum. The final negotiated Contract Sum shall not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the Contracting Authority may terminate its agreement with the CM and seek from other firms, bids for completion of the Project.

Construction Services: The CM shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CM shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the preconstruction stage, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Contracting Authority. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority reserves the right to approve the CM's selection of subcontractors and any supplementary terms to the form subcontract.

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

1. Construction Manager at Risk Preconstruction and Construction Services experience
2. Construction Manager at Risk Contract Sum (GMP) Pricing experience
3. Constructability Review experience
4. College Campus Site Development Experience
5. Experience with Site and Building design requiring Deep Dynamic Compaction and/or Deep Foundations
6. Experience with Building design and construction on project sites with the presence of Pyritic Shale Bedrock
7. College / University Health Sciences Building (and Childcare Center) Construction Experience
8. LEED Experience

## Request for Qualifications (CM at Risk Contract) continued

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9. Experience with State of Ohio Capital Projects
10. OAKS CI Experience

### C. Funding / Estimated Budget

|                    |                       |
|--------------------|-----------------------|
| Total Project Cost | <u>\$9,100,000.00</u> |
| Construction Cost  | <u>\$6,295,550.00</u> |
| State Funding      | <u>\$6,000,000.00</u> |
| Other Funding      | <u>\$3,100,000.00</u> |

### D. Anticipated Schedule

|  |                  |
|--|------------------|
| CM Services Start (mm/yy)                | <u>02 / 2013</u> |
| Construction Contracts Start (mm/yy)     | <u>01 / 2014</u> |
| CM Services Completed (mm/yy)            | <u>04 / 2015</u> |
| Construction Contracts Completed (mm/yy) | <u>03 / 2015</u> |

### E. EDGE Participation Goal

Percent of *initial* TOTAL CM Fee 0%

### F. Selection Process

#### Selection Criteria:

The CM will be selected using (i) a qualification based selection process during the initial Request for Qualifications (RFQ) stage to develop a short list and (ii) a best value selection process during the final Request for Proposal stage for the final CM selection. The qualifications-based selection criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from the short listed firms will include such factors that are determined to derive or offer the greatest value to the State and the Owner, combining both qualifications and fee.

#### Short List:

Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

#### Request for Proposal:

The short-listed firms shall be sent a Request for Proposal (RFP) that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation fee, construction stage personnel costs, construction stage itemized general conditions cost percentage, construction stage contingency percentage and construction stage fee percentage. The short-listed candidates will also receive (i) a form of the Agreement with the Contracting Authority containing the contract terms and conditions, (ii) a set of the most recent design documents and (iii) a proposed Project schedule.

#### Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and/or Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the Contracting Authority and/or Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-proposal meeting will be held at Belmont College. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

#### Interview:

After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority and representatives of the Owner. A brief amount of the interview time will be given to meet the proposed CM project team, become familiar with key personnel, and understand the CM approach and ability to meet the stated objectives for the Project. The main purpose of the interview and the majority of the interview time will be provided for the Contracting Authority and the Owner's representatives to ask questions of the CM team to clarify information provided in their RFP. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews and will provide a simple agenda for use in the interview.

## Request for Qualifications (CM at Risk Contract) continued

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### Selection Schedule:

Tentative schedule is subject to change.

|   |                        |
|---|------------------------|
| Qualifications Due                                  | Fri. November 16, 2012 |
| RFP issued to the Short-Listed Firms                | Fri. December 14, 2012 |
| Site Visit at Belmont College project site          | NA                     |
| Pre-Proposal Meetings at Belmont College            | Tue. January 08, 2013  |
| Proposals Due                                       | Fri. January 18, 2013  |
| Interviews at Belmont College                       | Thu. January 31, 2013  |
| Selection of CM                                     | Thu. January 31, 2013  |
| Controlling Board Meeting for approval of Agreement | March 2013             |

### Cancellation and Rejection:

The Contracting Authority reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any stage of the Project. The Contracting Authority shall have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

Interested CM firms are required to address how they will implement Building Information Modeling ("BIM") on the project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience, and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at <http://ofcc.ohio.gov>.

### **G. Evaluation Criteria for Selection**

The successful firm must be able to meet these factors: 1) Demonstrate ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects. 2) Ability and willingness to work with the Project/Facilities Planning staff to develop a Total, Overall Project Budget which includes the College's non-construction cost. 3) Previous experience working in the Post-Secondary and College areas, including knowledge of the State of Ohio's requirements as well as other government authorities having jurisdiction. 4) Relevant past work of prospective firm's team, including any proposed consultants. 5) Past performance of prospective firm and any proposed consultants. 6) Qualifications and experience of individuals directly involved with the project, including Project Management Lead, Project Administration Lead, Technical Staff and Construction Administration Staff. 7) Proposer's previous experience (number of projects, size of projects) when working with its proposed team and any proposed consultants; this shall be limited to the last five years. 8) Construction Documents coordination and constructability review credentials and experience. 9) Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource. 10) Approach to and success of using partnering and Alternative Dispute Resolution. 11) Proximity of prospective firms to the project site. 12) Proposer's apparent resources and capacity to meet the needs of this project. The selected CM and all of its proposed consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

It is the intention of Belmont College to seek LEED certification for this project. The LEED certification level will be determined as part of the Program Verification Stage.

As prescribed in ORC 123.152 and ORC 3345.011, any two-year State University or College defined as an "Institution of Higher Education" is not required to participate in the Encouraging Diversity, Growth and Equity (EDGE) program.

The EDGE participation goal for Belmont College is 0%, but the use of EDGE certified consultants and subcontractors is encouraged by Belmont College and the Ohio Facilities Construction Commission.

CM firms interested in providing EDGE participation above the defined percentage goal shall submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to this RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the CM'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 shall be attached to the CM's Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

## Request for Qualifications (CM at Risk Contract) continued

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### H. Submittal Instructions

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

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

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 name the PDF file and label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to Christina Miller at [Christina.Miller@ofcc.ohio.gov](mailto:Christina.Miller@ofcc.ohio.gov) 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 name of the party submitting a question will not be included on the Q&A document.

Proposers are requested to submit the following information in response to this RFQ within Section H of Form F110-330.

1. **Summary:** Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
2. **Bonding/Insurance:** Provide evidence of capacity to provide bonding in the amount of the project budget and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability and professional liability.
3. **Management Systems:** Describe the scheduling and cost control systems the firm would propose to use for the Project
4. **Self-Performed Work:** Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
5. **Estimating:** Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. **Scheduling:** Demonstrated track record of performance of managing projects to the original schedule.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

GA: Green Associate  
AP: LEED AP (Legacy LEED Accredited Professional without specialty)  
AP +: (see below):  
LEED AP BD+C (Building Design and Construction specialty)  
LEED AP ID+C (Interior Design and Construction specialty)  
LEED AP O+M (Operations and Maintenance specialty)  
LEED AP ND (Neighborhood Development specialty)  
LEED AP Homes (Specialty for residential LEED construction)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CS)  
CCM: Certified Construction Manager (CMAA)  
CCS: Certified Construction Specifier (CSI)  
CDT: Construction Document Technologist (CSI)  
DBIA: Design-Build Institute of America

# CM at Risk Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name Health Sciences Center Proposer Firm \_\_\_\_\_  
 Project Number BTC-130007 City, State, Zip \_\_\_\_\_

| Selection Criteria  |  | Value           | Score |
|---|--|-----------------|-------|
| <b>1. Primary CM Firm Location, Size, and Workload (Maximum 10 points)</b>  |  |                 |       |
| a. Proximity of primary CM firm's office where the majority of work will be performed to the principal project site                                   | Less than 50 miles from project site   | 4 - 5           |       |
|   | 50 miles to 100 miles from project site  | 2 - 3           |       |
|   | More than 100 miles from project site  | 0 - 1           |       |
| b. Amount of fees awarded by the Contracting Authority to the primary CM firm in the previous 24 months (exclude projects on hold)                    | Less than \$2M in previous 24 months   | 5               |       |
|   | \$2M to \$5M in previous 24 months   | 2               |       |
|   | More than \$5M in previous 24 months   | 0               |       |
| <b>2. Primary CM Qualifications (Maximum 40 points)</b>   |  |                 |       |
| a. Project Management Lead (e.g., education, experience, credentials)   | Experience / ability of project manager to manage scope / budget / schedule / quality                                  | 0 - 10          |       |
| b. Project Administration Lead (e.g., awards, publications, appropriateness, innovation)  | Experience / creativity of project admin staff to achieve owner's vision and requirements                              | 0 - 10          |       |
| c. Technical Staff (e.g., BIM/CAD capabilities / scheduling / estimating, education, experience, CDT or CCS* credentials)                             | Experience / ability of technical staff to fully coordinate construction documents                                     | 0 - 10          |       |
| d. Construction Administration Staff (e.g., education, experience, CDT or CCA* credentials)   | Experience / ability of field representative to identify and solve issues during construction                          | 0 - 10          |       |
| <b>3. Key Consultant Qualifications (Maximum 10 points)</b>   |  |                 |       |
| a. Key Consultants  | Experience / ability of key consultants to perform effectively and collaboratively                                     | 1 - 5           |       |
| b. Proposed EDGE-certified Consultant Participation** (fully executed Statements of Intent to Contract and Perform with relevant EDGE firms)          | One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal | 0 - 5           |       |
| <b>4. Overall Team Qualifications (Maximum 10 points)</b>   |  |                 |       |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)         | Less than 5 sample projects  | 1               |       |
|   | 5 to 10 sample projects  | 2               |       |
|   | More than 10 sample projects   | 3               |       |
| a. LEED*** Training / Professional Accreditation (demonstrated either by the primary CM firm or relevant consultant)                                  | LEED*** Credentials* (Maximum 3 points)  | GA              | 1     |
|   |  | AP              | 2     |
|   |  | AP+             | 3     |
| c. LEED*** Registered / Certified Project Experience (demonstrated either by the primary CM firm or relevant consultant)                              | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)                                 | RP              | 1     |
|   |  | CP              | 2     |
| d. Team Organization (showed formal relationships between owner, contracting authority, consultants)  | Clarity of responsibility / communication demonstrated by table of organization  | 0 - 2           |       |
| <b>5. Overall Team Experience (Maximum 30 points)</b>   |  |                 |       |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)   | Past performance as indicated by CM evaluations and letters of reference   | 0 - 10          |       |
| b. Experience with similar projects and anticipated project delivery method (CM at Risk)  | Less than 5 projects   | 0 - 3           |       |
|   | 5 to 10 projects   | 4 - 6           |       |
|   | More than 10 projects  | 7 - 10          |       |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)    | Performance in completing projects within original construction budget and schedule                                    | 0 - 5           |       |
| a. Knowledge of Ohio Capital Improvements Process (e.g., experience following <i>The OFC Manual</i> , the Standard Requirements, and ORC Chapter 153) | Less than 5 projects   | 0 - 1           |       |
|   | 5 to 10 projects   | 2 - 3           |       |
|   | More than 10 projects  | 4 - 5           |       |
|   |  | <b>Subtotal</b> |       |

\* Refer to list of applicable credentials in Section H of the RFQ  
 \*\* Must be comprised of consulting firm(s) and NOT the primary CM firm  
 \*\*\* Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# Request for Qualifications (Design-Build) - CLARIFICATIONS



Miami University  
Physical Facilities Department/Facilities Contracting Office  
181 Cole Service Building, 101 South Fisher Drive  
Oxford, Ohio 45056

davidsea@muohio.edu

Phone 513.529.2453

**Administration of Project:** Local Administration

|                    |  |                       |                         |               |            |
|--------------------|--|-----------------------|-------------------------|---------------|------------|
| Project Name       | <u>Anderson &amp; McFarland Hall Renovations</u> | Response Deadline     | <u>11/2/2012</u>        | <u>3:30PM</u> | local time |
| Project Location   | <u>Miami University, Oxford Campus</u>           | Project Number        | <u>MUN-100023</u>       |               |            |
| City / County      | <u>Oxford/ Butler</u>                            | Project Manager       | <u>Ted Christian</u>    |               |            |
| Agency/Institution | <u>Miami University</u>                          | Contracting Authority | <u>Miami University</u> |               |            |

**This clarification document is a record of questions received by prospective Design-Build firms during the RFQ phase. Answers are provided to all prospective firms by posting this clarification on the Miami University Facilities Contracting Office and OAKS-CI webpages.**

## UPDATE LOG:

**Tuesday, October 30, 2012 (This will be the only clarification issued)**

## QUESTIONS/ANSWERS:

**Question:** What is the Criteria A/E firm's 50% deliverable?

**Answer:** Program of Requirements, Design Criteria, 50% DD level Drawings and Specifications including BIM model.

**Question:** Will the drawings be provided in a BIM format or CAD?

**Answer:** A BIM model will be provided. The reference standard is the State of Ohio Building Information Protocol. The Project BIM model will consist of a combination of model categories I and II, and levels of development from 100 through 300 for various building systems, each commensurate with the required scope of work and the 50% DD level of development.

**Question:** Does the \$17,000,000 construction cost include the A/E design contracted directly through the design builder?

**Answer:** Yes.

**Question:** Is the Criteria A/E fee part of the \$17 million or \$20 million?

**Answer:** The Criteria A/E fee is not part of the \$17M Design-Build Construction Budget.

**Question:** What is considered outside of the \$17 million?

**Answer:** It is more helpful to provide the answer to what is INCLUDED in the \$17M, which is the following: Cost of the Work, DB's fee, DB's Contingency, Design-Services Fee, and DB's Preconstruction Stage Compensation. For details on what those items include, please refer to the Contracting Definitions in the most current edition of the State of Ohio Standard Requirements for Public Facility Construction (Design-Build Contract).

**Question:** Is there any environmental scope of work: lead, asbestos or other abatement/remediation?

**Answer:** Yes. The buildings do contain asbestos, and possibly other hazardous materials. The University has an ACM report on file.

**Question:** And is the D/B contractor expected to hold the abatement contracts?

**Answer:** Yes, the DB will be responsible for executing that scope of work.

**Question:** Is the team expected to finish construction documents and bid the project in three months?

**Answer:** It is expected that there will be some early bid packages, including site utilities, hazardous material abatement, and demolition. To the extent that site utility work can begin prior to the building being vacated, then that scope of work can begin as early as the DB team can complete documents. It is not expected that construction documents be 100% complete for the entire scope of work prior to the DB commencing some work.

**Question:** It appears that there the criteria documents will be handed over at 50% DD in January, giving the D/B team 3 months to finish and bid the documents for an April 2013 construction start. Please confirm.

**Answer:** See answer to previous question above.

**Question:** Will both buildings be empty during the entire construction period?

**Answer:** Both buildings will be vacated following graduation weekend ending May 12, 2013. The University will require 3-5 days to remove furniture and loose equipment.

**Question:** Any phased construction?

**Answer:** The University expects site utility work to begin prior to work on the buildings themselves.

**Question:** What is the plan for the dorm restrooms...will they remain "ganged" per each floor, or will the new floor plates have individual restrooms in each dorm room?

**Answer:** The University expects to design for common restrooms per floor. Note, however, that this is a design issue beyond the scope of this Request for Qualifications, and is subject to change.

**Question:** What is the extent, size, and scope of any potential additions to the buildings?

**Answer:** Additions to the buildings are not anticipated.

**Question:** Are there any sub-grade floors or conditions to consider?

**Answer:** Yes, each building has a below-grade basement that is included in the scope of the renovation.

**Question:** Where are the mechanical equipment rooms currently located for each building?

**Answer:** In the below-grade basements and in the attics.

**Question:** Where are the proposed mechanical rooms to be located?

**Answer:** The University expects them to remain in the below-grade basements and/or attics. Note, however, that this is a design issue beyond the scope of this Request for Qualifications, and is subject to change.

**Question:** Is a roofing consultant required?

**Answer:** The University utilized SFA Architects to assess the roofs of each building. The outcome of these studies will inform the Criteria A-E's work, to the maximum extent to which they are providing services. The makeup of the DB consulting team is at the discretion of the DB firms.



# Request for Qualifications

The Ohio State University  
Facilities Operations and Development  
400 Central Classroom Building, 2009 Millikin Road, Columbus, OH 43210

<http://fod.osu.edu>  
Phone: 614-292-4458

## ENERGY SAVINGS CONTRACT

### A. INTRODUCTION

The Ohio State University ("University" or "Owner") is seeking statements of qualifications from firms interested in providing design and construction services under a contract to identify and implement energy conservation measures that will result in a significant long-term reduction of energy and water consumption in University-owned facilities ("Project"). The University seeks to maximize efficiencies and minimize use of electricity, natural gas, and water. Specifically, the targeted annual reduction in energy utilization index is not less than 20 percent from an established baseline within a fifteen-year period.

### B. PROJECT DESCRIPTION

1. General. The Owner intends to be recognized as a world leader in the quality of its physical facilities, including the implementation of energy savings, sustainability, reducing its carbon footprint, and maximizing the efficient use of energy and water. The Owner is seeking a firm to identify and implement competitive and creative ways to improve efficiencies and lower energy costs in University-owned facilities, which consist of approximately 450 buildings (approximately 22 million square feet) and include intra-building systems. The Selected Firm will also be expected to integrate its activities with the University's academic and research mission where appropriate.
2. Scope of Services. The Project may be performed in a single Phase or multiple Phases, with each Phase consisting of one, a group, or all of the Owner's existing facilities. Each Phase will include the two primary Stages identified below, but may also include additional Stages as appropriate to facilitate completion of the Project.
  - a. Stage I: Energy Audit Report. The Selected Firm will provide an investment-grade energy audit of the facilities ("Energy Audit Report" or "Report"). The Report shall contain an analysis and recommendation pertaining to the implementation of energy conservation measures ("ECMs"), operating costs savings, and avoided capital costs. The Report shall include estimates of all costs of ECMs, including the costs of design, engineering, installation, maintenance, repairs, and applicable financial analysis.
    - i. ECMs. The ECMs may include but are not limited to: the design, acquisition, installation, modification, and maintenance of existing and new equipment which will reduce energy consumption and related costs associated with the electrical systems; heating, ventilation and air conditioning systems; roofing; windows; lighting systems; steam and chilled water systems; domestic and sanitary water systems; sprinklers; water consumption; and other energy using devices; as well as measures which would not reduce consumption but are aimed at cost savings, such as fuel switching, demand reductions, utility bill auditing, utility rate changes, facility automation and control systems, and inter-building and intra-building distribution upgrades. ECMs may also



4703.182, 4703.332, and 4733.16, including the use of a licensed design professional for all design services; financial responsibility; approach to Project financing; history of performance with meeting goals of any diversity and inclusion programs required by a public authority or by applicable law, including compliance with applicable affirmative action programs; and other similar factors.

3. Short-List. The Owner will evaluate each firm responding to this RFQ on the basis of that firm's submitted qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. The Owner may hold discussions with individual firms to explore further their qualifications, the scope and nature of the services they would provide, and the various technical approaches they may take regarding the Project. After evaluating the responses to this RFQ, the Owner will select a short-list of no fewer than three candidates that it considers to be the most qualified, except if the Owner determines that fewer than three firms are qualified, it will only select the qualified firms.

The Owner is currently developing the scoring method it will use to evaluate the qualifications of the firms which respond to this RFQ, and will issue related additional information by addendum to this RFQ.

4. RFP. The Owner will provide the short-listed firms a Request for Proposal ("RFP") that will contain a description of the Project, the form of the contract, and a request for a proposal. The RFP will specify that the proposal shall contain a technical proposal and a separate pricing proposal.
5. Pre-Interview Meeting. Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Owner. The purpose of the pre-interview meeting is to permit the short-listed firms to ask the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-interview meeting will be held at Central Classroom Building, room 410, 2009 Millikin Road, Columbus, Ohio 43210. The Owner will notify each short-listed firm to schedule individual times for the pre-interview meetings.
6. Interview. After submitting responses to the RFP, the short-listed firms will be interviewed by the Owner. The interview will not be scored or included in the scoring of the proposal. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the Project approach and ability to meet the Owner's stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the Owner's timetable, budget. The interviews will be held at Central Classroom Building, room 410, 2009 Millikin Road, Columbus, Ohio 43210. The Owner will notify each short-listed firm to schedule individual times for the interviews.

## 7. Selection Schedule

Qualifications Due: 4:00 p.m. local time on November 30, 2012

RFP Issued to the Short-Listed Firms: *to be determined*

Pre-Proposal Meeting: *to be determined*

Proposals Due: *to be determined*  
Interviews: *to be determined*  
Selection of Selected Firm: *to be determined*

8. **Communication.** Firms considering responding to this RFQ are strictly prohibited from communicating with any member of the Owner's staff, as all questions must be directed in writing to the person identified in Section F.2.
9. **Cancellation and Rejection.** The Owner reserves the right to cancel at any time for any reason this solicitation and to reject all proposals. The Owner shall have no liability to any proposer arising out of such cancellation or rejection. The Owner reserves the right to waive minor variations in the selection process.

#### **E. REQUESTED SUBMISSIONS**

Proposers are requested to submit the following information in response to this RFQ:

1. **Submission Format.** Assemble the submission in a hard-backed three-ring or spiral-bound binder with specific tab sections as listed below.

Table of Contents  
Executive Summary  
Statement of Qualifications  
Technical Approach  
Historical Performance  
Insurance and Financial  
Diversity and Inclusion  
Other Considerations

2. **Executive Summary.** Include a concise abstract of no more than four pages stating the firm's overview of the Project and a concise statement of the elements of the Project and their relationship to a successful outcome.
3. **Statement of Qualifications.**
  - a. **Organization Overview.** Provide an overview of the firm's organizational philosophy for approaching this Project. Include an organizational vision or mission statement if the firm has developed, adopted, and embraced one. Include information regarding firm's commitment to the higher-education marketplace.
  - b. **Firm Profile.** Provide general information about the firm including: name, business address(es), local telephone number, type of firm (corporation, partnership, sole proprietorship, limited liability company, joint venture), officers of the firm, Federal Employer Identification Number (FEIN), Ohio contractor license number(s) and business registration number, the year the firm was established, former firm name(s), and contact person(s) for this Project. Identify, by calendar year for each of the last five years, the contract values in thousands of dollars for energy-related services. If the firm will have

more than one office involved with the Project, indicate the total number of employed full-time personnel in each office.

- c. Project Team's Personnel Qualifications and Experience. Provide a Project team-member list that identifies the employees of the firm and a list that identifies all other Project team members not employed by the firm. Identify each team member by name, job title, employer's name and address, training/education, professional licenses, role in the Project, and specific experience in the specialty area related to this Project. For each team member, also include a one-page resume outlining the team member's education, experience, and any other pertinent information.
- d. Estimating. Describe (1) the capability of in-house estimating, (2) the use of in-house estimating on projects comparable to the Project, and (3) the firm's track record of managing projects to the original budget.
- e. Scheduling. Describe (1) the capability of in-house scheduling, (2) the use of in-house scheduling on projects comparable to the Project, and (3) the firm's track record of managing projects to the original schedule.
- f. References. Provide a minimum of three reference examples of the firm's recent experience on similar projects. Each reference shall describe the services and equipment provided, project cost, and benefits to the project owner. Provide the name, address, current telephone number, and contact person for each reference who can be contacted to make candid comments on the firm's performance and the project. For each reference project, provide a brief description including type of facility, scope of work, duration of project, problems, successes, and key firm and vendor personnel involved, and identify any awarded utility participation money or funding provided outside of energy savings. When providing project experience that includes utility participation, identify the amount of utility funding, the name of the utility and a contact person and current phone number at the utility. References should be for projects where the firm is the prime contractor.

#### 4. Technical Approach.

- a. Management Plan. Describe the firm's approach to managing the Project including the specific responsibilities, lines of communication, and authority of the firm's management.
  - i. Describe the record keeping, reporting, monitoring and other information-management systems that the firm would propose to use for the Project.
  - ii. Describe the scheduling and cost-control systems the firm would propose to use for the Project. Include typical procedures for identifying problems and preventing schedule setbacks and cost overruns. Provide a detailed description of the specific steps and outcomes. Include a sample timeline showing the necessary activities and schedules for implementation of the Project.

- iii. Describe how the firm will obtain a clear understanding of the existing conditions of the facilities.
  - iv. Provide specific examples of the firm's approach to designing a project that is compatible with the Owner's existing staff capabilities and existing equipment. Specify the role of the Owner, the firm's management team, the engineering team, the subcontractor teams, and any other groups involved in the Project. Describe the management philosophy, decision-making structure, and specific experience working as a team on projects of this nature.
- b. Energy Savings Projections. Indicate the firm's approach to projecting the energy savings associated with proposed ECMs. Describe the methodology and processes used to project energy savings. Provide sample written savings calculations with all supporting information. The sample energy calculations shall show energy cost, energy units, operating hours, and all assumptions made. The samples shall also show reductions compared to existing historical utility usage and how interactive effects and the overall impact on rates and prices from energy suppliers are taken into account. Provide samples for the different types of ECMs anticipated to be implemented on this Project.
- c. Operating Savings Projections. Indicate the firm's approach to projecting the operating savings associated with proposed ECMs. Describe the methodology and processes used to project operating savings. Provide sample written savings calculations with all supporting information. The sample operating calculations shall show labor/equipment units, operating hours, and all assumptions made. The samples shall also show reductions compared to existing hypothetical historical operating costs. Provide samples for the different types of ECMs anticipated to be implemented on this Project.
- d. Engineering/Code Requirements. Indicate the firm's understanding of applicable codes and construction practices for this Project. Identify any specific challenges the firm anticipates in implementing a comprehensive energy program as they relate specifically to the Project based on the firm's experience at similar facilities.
5. Historical Performance. Describe the firm's policy relative to projects that do not perform as specified. Give a specific example of pay-out if on a guaranteed project. Identify how the costs are calculated. Show the firm's past record of projected costs and savings compared to actual performance improvements. Provide at least one reference with current phone number to a project that did not perform as specified. Give at least two specific examples of projects at least two years old where tracking information is available. Provide a sample of the reports available to the owner to verify project savings. Identify the frequency of auditing reports proposed by the firm. Identify where the firm or its subcontractors have defaulted on a contract for a project similar to the Project. Identify where the firm or its subcontractors have been in litigation over a contract for a project similar to the Project. The firm must show the amount of guarantees currently outstanding in the entire company and the amount of the guarantees that were missed and paid out to customers within the last five years.

**6. Insurance and Financial.**

- a. Insurance.** Provide (1) evidence of the firm's workers compensation insurance, and (2) certificate(s) of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability, umbrella/excess liability, and professional liability.
- b. Financial Responsibility.** Provide a copy of the firm's most-recent annual report and a copy of the current balance sheet. Publicly held companies should include a 10K or annual report. Provide financial statements on parent company if the firm is not the parent company.
- c. Approach to Project Financing.** The firm shall be willing and able to self-finance the estimated \$250,000,000 Project in accordance with all applicable laws. The financing terms shall be limited to 15 years in accordance with Ohio law and any other applicable law and permit the Owner's early payment. The Owner will consider different financing approaches that provide low interest rates and that do not reduce the Owner's bonding ability. Describe in detail each proposed Project financing method (including Selected Firm self-financing) that the firm believes the Owner should consider. For each proposed method: (1) describe the source(s) and types of financing; (2) provide references for projects where the firm and any financing institution used that financing method; (3) provide sample cash-flow analyses using anticipated effective interest rates; and (4) clearly identify advantages, disadvantages, and relative costs.
- d. Pricing Criteria.** Clearly define the firm's methodology for pricing projects including a description of applicable fees, markups, and charges.

**7. Diversity and Inclusion.** Describe the firm's history of performance with meeting goals of any diversity and inclusion programs required by a public authority or by applicable law, and compliance with applicable affirmative action programs.

**8. Other Considerations.**

- a. Owner's Academic and Research Missions.** Describe if and how the firm would propose to integrate the firm and the Project into the Owner's academic and research missions, including any special programs or qualifications the firm has in higher education.
- b. Additional Supporting Information.** Firms are encouraged to organize any extended description of their qualifications, experience, or other lengthy documents germane to the requested information in appendices. Any extended documents should be summarized in the main body of the qualifications with supporting information included in appendices.

**F. Instructions for Delivery and Deadline**

- 1.** Six (6) printed copies and one electronic copy (pdf) of the proposal must be submitted in a sealed container clearly marked "Statement of Qualifications for Energy Savings Contract" and delivered by the time and date specified in Section F.3 to:

Attention: Tom Komlanc, University Engineer  
The Ohio State University  
Facilities Operations and Development  
400 Central Classroom Building  
2009 Millikin Road  
Columbus, Ohio 43210

2. Questions must be in writing and directed to Tom Komlanc, University Engineer, email address at Komlanc.3@osu.edu. Answers to any questions shall be in writing and shall be sent to all firms who have received this RFQ.
3. Responses to this RFQ must be received at the address listed in Section F.1 by 4:00 p.m. local time on November 30, 2012.

4853-1819-9312, v. 13

The Ohio State University  
Energy Savings Contract  
SOQ Evaluation Form

Firm: \_\_\_\_\_

| Statement of Qualifications (higher value = better score)        |           |                                       |                  |                    |  |   |                   |                   |                   |                   | Value | Score |
|--|-----------|---------------------------------------|------------------|--------------------|--|---|-------------------|-------------------|-------------------|-------------------|-------|-------|
| Organizational Overview (maximum score 20 points)                |           |                                       |                  |                    |  |   |                   |                   |                   |                   |       |       |
| Overall Organization   |           |                                       |                  |                    |  | Organizational philosophy               |                   |                   |                   |                   | 5     |       |
|  |           |                                       |                  |                    |  | Vision/mission statement                |                   |                   |                   |                   | 5     |       |
|  |           |                                       |                  |                    |  | Commitment to higher educ.              |                   |                   |                   |                   | 10    |       |
| Firm Profile (maximum score 20 points)                           |           |                                       |                  |                    |  |   |                   |                   |                   |                   |       |       |
| Total Firm volume of energy related services in last 5 years     |           |                                       |                  |                    |  | Less than \$500M                        |                   |                   |                   |                   | 5     |       |
|  |           |                                       |                  |                    |  | \$500M to \$1B                          |                   |                   |                   |                   | 10    |       |
|  |           |                                       |                  |                    |  | More than \$1B                          |                   |                   |                   |                   | 20    |       |
| Personnel Qualifications & Experience (maximum score 485 points) |           |                                       |                  |                    |  |   |                   |                   |                   |                   |       |       |
|  | Education | Certifications / NAESCO Accreditation | Projects On Time | Projects On Budget | Experience / Similar scope projects            | Similar Project 1                       | Similar Project 2 | Similar Project 3 | Similar Project 4 | Similar Project 5 | Score |       |
| Firm's personnel in general                                      | 20        | 15                                    | 20               | 20                 | 50   | ( Checkmark affiliation with projects ) |                   |                   |                   |                   |       |       |
| Project Manager  | 25        | 20                                    | 25               | 25                 | 35   |   | x                 |                   | x                 |                   |       |       |
| Lead Engineer - Mechanical                                       | 15        | 10                                    |                  |                    | 25   | x                                       | x                 | x                 |                   | x                 |       |       |
| Lead Engineer - Electrical                                       | 15        | 10                                    |                  |                    | 25   | x                                       |                   | x                 | x                 | x                 |       |       |
| Lead Engineer - Other Discl.                                     | 10        | 5                                     |                  |                    | 15   |   | x                 |                   |                   |                   |       |       |
| Lead Estimator   | 10        | 5                                     |                  | 15                 | 20   | x                                       |                   | x                 | x                 |                   |       |       |
| Lead Scheduler   | 10        | 5                                     | 15               |                    | 20   | x                                       | x                 |                   |                   | x                 |       |       |
| References (maximum score 50 points)                             |           |                                       |                  |                    |  |   |                   |                   |                   |                   |       |       |
| Quantity   |           |                                       |                  |                    |  | 0-1 similar projects                    |                   |                   |                   |                   | 5     |       |
|  |           |                                       |                  |                    |  | 2-3 similar projects                    |                   |                   |                   |                   | 15    |       |
|  |           |                                       |                  |                    |  | 3+ similar projects                     |                   |                   |                   |                   | 30    |       |
| Comments from references   |           |                                       |                  |                    | Performance was below references' expectations |   |                   |                   |                   | 0                 |       |       |
|  |           |                                       |                  |                    | Performance met references' expectations       |   |                   |                   |                   | 10                |       |       |
|  |           |                                       |                  |                    | Performance was above references' expectations |   |                   |                   |                   | 20                |       |       |
| <b>Statement of Qualifications Subtotal</b>                      |           |                                       |                  |                    |  |   |                   |                   |                   |                   | /     | 575   |



**The Ohio State University  
Energy Savings Contract  
Technical Approach Evaluation Form**

Firm: \_\_\_\_\_

| Technical Approach (higher value = better score)                      |   | Value | Score |  |
|---|---|-------|-------|--|
| Management Plan (maximum score 100 points)                            |   |       |       |  |
| General record keeping, monitoring and other info. management systems | Appropriateness to Project                                | 10    |       |  |
|   | Overall quality   | 5     |       |  |
| Schedule and cost-control systems                                     | Clarity of systems proposed                               | 10    |       |  |
|   | Appropriateness to Project                                | 5     |       |  |
|   | Overall quality   | 5     |       |  |
| Evaluation of Existing Conditions                                     | Clarity of proposed approach                              | 10    |       |  |
|   | Appropriateness to Project                                | 5     |       |  |
| Compatibility with Owner's existing staff and equipment               | Integration with Owner's existing staff                   | 10    |       |  |
|   | Compatibility with Owner's existing equipment             | 10    |       |  |
|   | Appropriateness of related management philosophy          | 10    |       |  |
|   | Appropriateness of related decision-making structure      | 10    |       |  |
|   | Quality/quantity of team approach on similar projects     | 10    |       |  |
| Energy Savings Projections (maximum score 100 points)                 |   |       |       |  |
| Proposed methodology and processes                                    | Clarity of proposal                                       | 15    |       |  |
|   | Appropriateness to Project                                | 15    |       |  |
| Sample energy calculations  | Appropriate ECMs and other program measures               | 25    |       |  |
|   | Accuracy and completeness                                 | 25    |       |  |
|   | Overall quality   | 20    |       |  |
| Operating Savings Projections (maximum score 100 points)              |   |       |       |  |
| Proposed methodology and processes                                    | Clarity of proposal                                       | 15    |       |  |
|   | Appropriateness to Project                                | 15    |       |  |
| Sample operating calculations   | Appropriate ECMs and other program measures               | 25    |       |  |
|   | Accuracy and completeness                                 | 25    |       |  |
|   | Overall quality   | 20    |       |  |
| Engineering/Code Requirements (maximum score 75 points)               |   |       |       |  |
| General understanding   | Applicable Codes  | 15    |       |  |
|   | Construction Practices                                    | 25    |       |  |
| Anticipated challenges  | Appropriateness to Project                                | 10    |       |  |
| Energy Star   | Ability to prepare applications                           | 25    |       |  |
| Historical Performance (maximum score 115 points)                     |   |       |       |  |
| General   | Firm's policy for projects that underperform              |       |       |  |
|   | Payout Frequency  | 10    |       |  |
|   | Prompt Payout   | 10    |       |  |
|   | Guarantee Project Example:                                |       | 20    |  |
|   | Cost and Payout Calculations                              |       |       |  |
|   | Ref Projects Auditing frequency                           | 15    |       |  |
| Past record   | Record of cost/savings projections vs. actual performance | 10    |       |  |
|   | Comments from reference on underperforming project        | 10    |       |  |
|   | Example projects with 2 years of tracking information     | 5     |       |  |
|   | Sample reports available to owner to verify savings       | 5     |       |  |
|   | In the past 5 years:                                      |       |       |  |
|   | Amount of guarantees missed                               | 10    |       |  |
| Amount of guarantees paid out   | 10  |       |       |  |
| Amount of guarantees outstanding                                      | 10  |       |       |  |

| Insurance and Financial (maximum score 385 points) |  |    |             |
|--|--|----|-------------|
| Insurance  | Ohio workers compensation  | 15 |             |
|  | Employer Liability   | 20 |             |
|  | Commercial General Liability   | 20 |             |
|  | Business Auto Liability  | 10 |             |
|  | Umbrella/Excess Liability  | 25 |             |
|  | Professional Liability   | 20 |             |
| Financial Responsibility                           | Completeness of information  | 10 |             |
|  | Evaluation of information  | 10 |             |
| Approach to Project Financing                      | Completeness of information  | 15 |             |
|  | Willingness to self-finance  | 75 |             |
|  | Ability to self-finance  | 75 |             |
|  | Proposed financing limited to 15 years?  | 20 |             |
|  | Early payment option   | 10 |             |
|  | No reduction of Owner's bonding capacity   | 50 |             |
|  | Suitability of any proposed alternate approach   | 10 |             |
| Pricing Criteria (maximum score 150 points)        |  |    |             |
| Methodology  | Clarity of proposal  | 50 |             |
|  | Appropriateness to Project   | 15 |             |
| Fees, mark-ups, and charges                        | Clarity of proposal  | 50 |             |
|  | Appropriateness to Project   | 15 |             |
|  | Reasonableness   | 20 |             |
| Diversity and Inclusion (maximum score 25 points)  |  |    |             |
| Overall  | History of compliance  | 25 |             |
| Other Considerations (maximum score 100 points)    |  |    |             |
| Owner's Academic and Research Mission              | Examples of integration with Owner's mission on Similar Projects                       | 25 |             |
|  | Other innovations and/or concepts to improve the Owner's overall campus energy profile | 75 |             |
| <b>Technical Approach Subtotal</b>                 |  |    | <b>1150</b> |

# Energy Savings Contract Question and Answer List



The Ohio State University  
400 Central Classroom Building, 2009 Millikin Rd  
Columbus, Ohio 43210

www.fod.osu.edu  
Phone: 614-292-4458

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Project Name Energy Savings Contract Project Number OSU-130135  
Project Location Columbus Campus

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Date posted: October 26, 2012  
Date revised: October 30, 2012  
Date revised: November 8, 2012  
Date revised: November 28, 2012

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

1. What does the term “self-finance the estimated \$250,000,000 project” mean?
  - A. A qualified Firm will have the financial plan and capacity to upfront all associated project cost, including however not limited to, the evaluations/audits, design and implementation with payback based upon performance savings realized in accordance with the terms & conditions negotiated between the Firm and The Ohio State University.
2. Page 2 item’s #3 and #4 state that our reply must comply with your Green Build Policy and Building Design Standards. Very understandable. Can I pick up a copy of these documents or can you send me a copy of these documents electronically?
  - A. The Building Design Standards can be found at the following address:  
<http://fod.osu.edu/bds/index.htm>  
  
While the Green Build Policy can be accessed at: [http://www.busfin.ohio-state.edu/FileStore/PDFs/310\\_InterimGreenBuildandEnergy.pdf](http://www.busfin.ohio-state.edu/FileStore/PDFs/310_InterimGreenBuildandEnergy.pdf)
3. Would the University consider the historical experience of a team of companies we would like to bring together to support OSU in this ambitious project?
  - A. The University would consider submissions from teams of companies.
4. Would the University consider a two week extension from the 11/16 deadline to 11/30? This will afford us the minimal time required to assemble as broad and deep of a response as is warranted for this ambitious program.
  - A. The deadline for response has been revised to November 30<sup>th</sup>, 2012
5. Regarding the RFP stage, what is the expected level of investment the short listed firms will undergo during this competitive phase? Will this consist of all 450 buildings or will there be a much smaller portion for the RFP stage?
  - A. The Ohio State University reserves the right to request investment grade audits, for a small sample set of buildings during the RFP evaluation process, and will address the level and scope with those short-listed firms.

## Question and Answer List continued



Project Name Energy Savings Contract

Project Number OSU-130135

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6. Regarding general PC work, how many energy performance contracts has the University completed over the last 10 years? When were they completed and by whom? Is this project following the same approval path?
  - A. The University declines to respond, as the question does not seek information relevant to firms' submission of qualifications.
7. Please confirm that the 22 million square feet of potential in-scope buildings does not include branch campuses.
  - A. This project covers the Columbus main campus only
8. Are there any buildings or related infrastructure on campus that are currently under, or anticipated to be under, a similar guaranteed energy savings program? Can you provide details? (buildings and start/end dates of the performance contracts).
  - A. Project # 110670 includes; Scott Lab, Physics Research Building (PRB), Biomedical Research Tower (BRT), Recreation Physical Activity Center (RPAC), and the Veterinary Hospital are in the contracting phase with Johnson Controls Inc.
9. Stage I – Energy Audit – will the firms shortlisted in your RFQ selection be required to provide an investment grade energy audit for all campus buildings as part of the RFP selection process?
  - A. See response to question 5.
10. Approach to Project Financing – “The owner will consider different financing approaches . . . that do not reduce the Owner’s bonding ability”. Of the \$250,000,000 potential capital requirement, will OSU consider utilizing its own cash or debt financing for any portion of this project? As we are not privy to the effect of additional debt financing on OSU’s bonding ability it is difficult to ascertain this independently.
  - A. The University expects prospective Firms to finance energy conservation measures associated with the energy savings contract.
11. Bonding requirement – Will OSU require Performance and Payment bonds? Will OSU require an Energy Savings Guarantee Bond?
  - A. Yes to all of the above
12. A similar project was put out for RFP last year for a small set of OSU buildings. Was the project awarded? completed successfully? And by whom?
  - A. See Response to question 8

## Question and Answer List continued



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Project Name Energy Savings Contract

Project Number OSU-130135

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13. When the set of short listed firms is selected is it OSU's intention to source all projects to one of the selected firms or divide the work between more than one of the short listed firms?
- A. It is The Ohio State University's intention to contract with one Firm for all aspects of the project.
14. Who will be on the RFQ review committee? Who will be on the later short listed RFP review committee?
- A. The University declines to respond, as the question does not seek information relevant to firms' submission of qualifications.
15. Does the University have a list of priorities within the scope of the project that would become available to responding short listed firms?
- A. The University declines to respond, as the question does not seek information relevant to firms' submission of qualifications.
16. What is the Universities internal rate of return requirement?
- A. The University declines to respond, as the question does not seek information relevant to firms' submission of qualifications.
17. Does the University have an Energy Management System/ Building Automation System of choice or an Energy Management System/Building Automation System specification?
- A. No
18. In your RFQ, you state: "The Owner will consider different financing approaches that ...that do not reduce the Owner's bonding ability".
- a) Please provide more detail regarding this objective. For example, does the term "bonding ability" refer to the University's total borrowing capacity (including bonds, loans, leases, etc.); its ability to issue additional bonds at without triggering a ratings downgrade or something else?
- A. Yes, this reference in the RFQ is related to the University's total borrowing capacity from a Rating Agency perspective. We will only entertain proposals that DO NOT adversely impact our borrowing capacity
- b) The RFQ defines Ohio State University as "Owner". Will the University consider a financing solution which transfers commercial ownership of the Project to a third party in order to meet the objective of not reducing the "Owner's bonding ability"?
- A. No.

## Question and Answer List continued



Project Name Energy Savings Contract

Project Number OSU-130135

19. On follow up to Q1 – In your Q&A posted October 26, 2012 regarding “self-financing” you state: “A qualified Firm will have the financial plan and capacity to upfront all associated project cost, including however not limited to, the evaluations/audits, design and implementation with payback based upon performance savings realized in accordance with the terms & conditions negotiated between the Firm and The Ohio State University.”
- a) Please provide more detail regarding the underlined structural consideration. In particular, what does “financial plan and capacity” mean? For example, is it the intention of the University to enter into a bilateral set of contracts with only the Selected Firm for delivery of all Project components including financing?
- A. It is The Ohio State University’s intention to contract with one Firm for all aspects of the project.
- b) Further, is the University seeking a Firm with the financial capacity to fund 100% of the \$250 million Project directly from the Selected Firm’s own capital resources **OR**
- c) Is the University seeking a firm which will assemble a consortium of participants to provide a) the various ECMs, b) source / arrange debt and equity providers?
- A. The University does not have a preference regarding whether a firm assembles a consortium as described.
- d) Will the Selected Firm have the ability to coordinate with the University and access the University’s relationships and resources in the financial community to optimize and enhance financing execution?
- A. No
- e) Is it the University’s intention to provide payment **ONLY** upon completion and commissioning of a designated phase of the Project?
- A. No, the University’s payment obligation will be contingent upon the realization of targeted savings
20. The RFQ indicates OSU is only looking for a straight performance contract that is paid for out of energy savings with guaranteed performance. Would you consider other models besides this ESPC model?
- A. The Ohio State University is open to other models that will not impact its bonding rating.
21. Would the University be willing to look at extending the lifecycle of their buildings and improving other factors like productivity, deep energy savings, water reduction, carbon reduction, space planning, etc. in addition to energy savings?
- A. Submittals should be focused toward the contents contained within the RFQ; however, the university is open to other innovative approaches and ideas.

# Request for Qualifications (Architect / Engineer)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Ohio Facilities Construction Commission

|   |   |   |                   |                |            |
|---|---|---|-------------------|----------------|------------|
| Project Name  | <u>Main Building HVAC and Lighting Systems Upgrades</u> | Response Deadline                                       | <u>11/07/2012</u> | <u>1:00 pm</u> | local time |
| Project Location  | <u>120 Fox-Shannon Place</u>                            | Project Number  | <u>BTC-130009</u> |                |            |
| City / County   | <u>St. Clairsville / Belmont</u>                        | Project Manager   | <u>Jeff Kring</u> |                |            |
| Owner   | <u>Belmont College</u>                                  | Contracting Authority                                   | <u>OFCC</u>       |                |            |
| No. of paper copies requested (stapled, not bound) <u>2</u> |   | No. of electronic copies requested on CD (PDF) <u>1</u> |                   |                |            |

Submit the requested number of Statements of Qualifications (Form F110-330) directly to OFCC, Attention: Christina Ringley, 4200 Surface Road, Columbus, Ohio 43228. See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

The purpose of this Request for Qualifications (RFQ) is to obtain Professional Architectural/Engineering (A/E) services for the design and replacement of the existing HVAC and Lighting systems within the Belmont College Main Classroom/Administration Building located at 120 Fox-Shannon Place in St. Clairsville, OH. The Main Classroom/Administration building is approximately 94,000 square feet and is comprised of five separate buildings/additions (the Original Building, the Annex, the Applied Technology and Innovation Center, Horizon Hall and the Faculty Addition). The building is owned by Belmont College.

The **Original Building** was constructed in 1970 and has approximately 47,000 square feet of space dedicated to Administrative Offices, Classrooms, Labs and the Learning Resource Center (Library). The "**Annex**" was constructed in 1984 and has approximately 12,000 square feet of space dedicated to the Childcare Center, the Bookstore and the Kitchen with adjacent Dining Area and Student Lounge space. The **Applied Technology and Innovation Center (ATIC)** was constructed in 1989 and has approximately 22,000 square feet of space dedicated to Offices, Engineering Labs and the Student Success Center. **Horizon Hall** was constructed in 1991 and has approximately 10,000 square feet of space dedicated to a large Multi-Purpose Room with operable walls for subdivision into separate classrooms. A new Entry Vestibule was also included at the time of this building addition. The **Faculty Addition** was constructed in 1996 and has approximately 3,300 square feet of space dedicated to Faculty Offices and Building Maintenance.

The scope of work related to the Main Building HVAC and Lighting Systems Upgrades project includes, the design for replacement of all heating, cooling and lighting systems within the building (including, but not limited to Boilers, Chillers, Rood Top Units, Air Handling Units, Controls, Light Fixtures, and etc.). It is not anticipated that the Boilers in the Horizon Hall expansion will be replaced in this project.

Other work anticipated to be included with the associated project scope listed above may include, but is not limited to replacement or patch and repair of existing ductwork, replacement of existing ceiling tile and grid systems, patch and repair of the existing roof systems (related to new mechanical systems roof top equipment removal and/or installation) and the probable implementation of temporary heating and cooling systems to allow the College to operate "business as usual" during an extended systems shut-down.

The development of a complete Program of Requirements (POR) will also be included as part of the Professional Design as an Additional Service. The development of the POR will include a comprehensive survey/field investigation of existing building systems and HVAC component conditions in order to evaluate their suitability for potential adaptation and/or re-use with new systems. This evaluation will include load calculations of the existing system and new system design. The POR stage scope will also include evaluation of the building envelope, with the primary consideration given to replacement of existing exterior entry door systems. The project scope will be evaluated, prioritized and defined to align with the project budget. Evaluation of the project construction schedule will also be a part of the POR stage.

A combination of State of Ohio Basic Renovations Funding and Local Funding will be used to complete the Design and Construction of this project.

All aspects of the project and related issues will be implemented and operated consistently with Belmont College policies and procedures.

The anticipated project delivery method for this project is General Contracting.

State Prevailing Wage requirements apply to this project.

# Request for Qualifications (Architect / Engineer) continued

## 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 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 Development, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types. Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

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

1. Development of Program of Requirements.
2. Evaluation/resolution of Project Scope in relation to Project Budget and Schedule.
3. Experience with major HVAC and Lighting systems renovations/upgrades.
4. Experience with major renovations in occupied buildings.
5. Experience with Project Phasing.
6. Experience with Utilities incentive programs (ie: AEP GridSmart, etc.).
7. Experience with projects required to meet HB251 standards.
8. Experience with College or university Academic Building projects.
9. Experience with State of Ohio Capital Project requirements.
10. Experience with OAKS CI.

## C. Funding / Estimated Budget

|                    |                        |               |                       |
|--------------------|------------------------|---------------|-----------------------|
| Total Project Cost | <u>\$2,180,000.00</u>  | State Funding | <u>\$250,000.00</u>   |
| Construction Cost  | <u>\$1,665,000.00</u>  | Other Funding | <u>\$1,930,000.00</u> |
| Estimated A/E Fee  | <u>10.0% to 10.39%</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>Electrical Engineering</u> |
|           | <u>Architecture</u>           |
|           | <u>Cost Estimating</u>        |
|           | <u>Scheduling</u>             |
|           | <u>Structural Engineering</u> |
|           | <u>Commissioning</u>          |
| Others    | <u>Environmental</u>          |

## E. Anticipated Schedule

|  |                  |
|--|------------------|
| Professional Services Start (mm/yy)      | <u>04 / 2013</u> |
| Construction Contracts Start (mm/yy)     | <u>12 / 2013</u> |
| Construction Contracts Completed (mm/yy) | <u>08 / 2014</u> |
| Professional Services Completed (mm/yy)  | <u>09 / 2014</u> |

## F. EDGE Participation Goal

|   |           |
|---|-----------|
| Percent of <i>initial</i> TOTAL A/E Fee | <u>0%</u> |
|---|-----------|

## Request for Qualifications (Architect / Engineer) continued

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

### G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Ability and willingness to work with Project/Facilities Planning staff to develop a Total, Overall Project Budget which includes the College's non-construction cost.
- Previous experience compatible with the proposed project (e.g., type, size), including knowledge of the State of Ohio's requirements as well as other government authorities having jurisdiction.
- 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 including Project Manager, Project Designer, Technical Staff and Construction Administration Staff.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants; this shall be limited to the last five years.
- 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 of 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 address how they will implement Building Information Modeling ("BIM") on the project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience, and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at <http://ofcc.ohio.gov>.

It is NOT the intention of Belmont College to seek LEED certification for this project. However, it is expected that Sustainable Design principles will be a part of the Basic Services, including design to meet HB 251.

As prescribed in ORC 123.152 and ORC 3345.011, two-year State College defined as an "Institution of Higher Education" is not required to participate in the Encouraging Diversity, Growth and Equity (EDGE) program.

The EDGE participation goal for Belmont College is 0%, but the use of EDGE certified consultants and subcontractors is encouraged by Belmont College and the Ohio Facilities Construction Commission.

A/E firms interested in providing EDGE participation above the defined percentage goal shall submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to this 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 shall be attached to the A/E's Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

## Request for Qualifications (Architect / Engineer) continued

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### H. Submittal Instructions

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

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

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 name the PDF file and label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to Christina Miller at [Christina.Miller@ofcc.ohio.gov](mailto:Christina.Miller@ofcc.ohio.gov) 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.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

LEED AP ND (Neighborhood Development specialty)  
LEED AP Homes (Specialty for residential LEED construction)

GA: Green Associate

AP: LEED AP (Legacy LEED Accredited Professional without specialty)

AP +: (see below):

LEED AP BD+C (Building Design and Construction specialty)

LEED AP ID+C (Interior Design and Construction specialty)

LEED AP O+M (Operations and Maintenance specialty)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CSI)

CCM: Certified Construction Manager (CMAA)

CCS: Certified Construction Specifier (CSI)

CDT: Construction Document Technologist (CSI)

DBIA: Design-Build Institute of America





# RFQ Question and Answer List

## State of Ohio Standard Forms and Documents

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|                  |   |                |                   |
|------------------|---|----------------|-------------------|
| Project Name     | <u>Main Building HVAC and Lighting Systems Upgrades</u> | Project Number | <u>BTC-120009</u> |
| Project Location | <u>St. Clairsville / Belmont County</u>                 |                |                   |

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Date posted: November 1, 2012

Date revised:

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

1. The RFQ for this project states that “The development of the POR will include a comprehensive survey/field investigation of existing building systems and HVAC component conditions in order to evaluate their suitability for potential adaptation and/or reuse with new systems.” Has an HVAC study been recently completed for this facility, and if so, can it be made available for review?
  - A. A recent Facility Condition Assessment has been performed. It will not be shared as part of the RFQ/SOQ stage, but will be shared with the short-listed A/E firms.
2. Have hazardous materials been identified in the building?
  - A. No specific hazardous materials have been identified within the building.
3. Is a pre-proposal walk through going to be scheduled for this project?
  - A. A Pre-Proposal walk-through is not planned for the RFQ/SOQ stage. It is anticipated that a Pre-Interview walk-through will be conducted for the short-listed firms
4. This project does not seek LEED certification and has an EDGE participation goal of 0%. Will points be given on the Architect/Engineer Selection Rating Form for Proposed EDGE-certified Consultant Participation, LEED Training / Professional Accreditation, and LEED Registered Certified Project Experience?
  - A. Yes, points will be awarded for the categories listed in the question above and will be based upon the A/E’s exhibited qualifications in the SOQ submissions. Points are available as indicated on the Architect/Engineer Selection Rating Form at the end of the Request for Qualifications.
5. On the RFQ for Belmont College Main Building HVAC and Lighting System Upgrades project BTC-130009, it lists “Environmental” as one of the required services. Can you please elaborate on the project needs for this service and what the main concerns are that require environmental services? Is it for asbestos abatement?
  - A. The expressed need for an Environmental Consultant is listed as a precautionary measure. A Hazardous Materials survey will be scheduled/performed by the Owner upon completion of the POR stage. Hazardous materials have not been identified within the building, but concerns would be those that might be anticipated for and typical to HVAC projects with existing concealed conditions.



# Request for Qualifications (Architect / Engineer)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Higher Education

|  |   |  |                        |         |            |
|--|---|--|------------------------|---------|------------|
| Project Name                                       | Heritage College of Osteopathic Medicine<br>- Cleveland | Response Deadline                              | 11/09/12               | 4:00 PM | local time |
| Project Location                                   | South Pointe Hospital - Warrensville<br>Heights, Ohio   | Project Number                                 | OHU-137010             |         |            |
| City / County                                      | Warrensville Heights / Cuyahoga                         | Project Manager                                | Robin Faires           |         |            |
| Owner  | Ohio University/Local Higher Education                  | Contracting Authority                          | Local Higher Education |         |            |
| No. of paper copies requested (stapled, not bound) | 3   | No. of electronic copies requested on CD (PDF) | 1                      |         |            |

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Robin Faires at Ohio University, Design and Construction, 108 Ridges Circle, Bldg 19, Athens, Ohio 45701. See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

Ohio University ("Owner/Contracting Authority") is requesting professional services for the following project:

Cleveland Clinic South Pointe Hospital, Warrensville Heights, Ohio –  
The University will renovate approximately 60,000 GSF, of the 180,000 GSF building.

The building program contains essentially the following major areas: Classroom and Laboratory Space, Learning Resources Center, Clinical Training and Assessment Center, Academic Technologies, Administrative and Faculty Offices and Student and Faculty Lounges. There are also associated support spaces to be positioned throughout the building.

The anticipated project delivery method for this project is to be determined.

State Prevailing Wage requirements apply to this project.

#### B. Scope of Services

The selected Architect/Engineer will review and verify standing Program of Requirements with design team. It is the goal of this project to be awarded LEED Silver certification for Commercial Interiors.

The selected Architect/Engineer (A/E), as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and/or the Contracting Authority, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types. Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

During the construction period, provide not less than 12 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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



## Request for Qualifications (Architect / Engineer) continued

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attached to the A/E's Technical Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

### H. Submittal Instructions

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

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

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 Robin Faires at [faresr@ohio.edu](mailto:faresr@ohio.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 name of the party submitting a question will not be included on the Q&A document.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

LEED AP ND (Neighborhood Development specialty)  
LEED AP Homes (Specialty for residential LEED construction)

GA: Green Associate

AP: LEED AP (Legacy LEED Accredited Professional without specialty)

AP +: (see below):

LEED AP BD+C (Building Design and Construction specialty)

LEED AP ID+C (Interior Design and Construction specialty)

LEED AP O+M (Operations and Maintenance specialty)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CSI)

CCM: Certified Construction Manager (CMAA)

CCS: Certified Construction Specifier (CSI)

CDT: Construction Document Technologist (CSI)

DBIA: Design-Build Institute of America

# Architect/Engineer Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name Heritage College of Osteopathic Medicine - Cleveland Proposer Firm \_\_\_\_\_  
 Project Number OHU-137010 City, State, Zip \_\_\_\_\_

| Selection Criteria  |  | Value           | Score   |
|---|--|-----------------|---------|
| <b>1. Primary A/E Firm Location, Size, and Workload (Maximum 10 points)</b>   |  |                 |         |
| a. Proximity of primary A/E firm's office where the majority of work will be performed to the principal project site, and knowledge of local conditions   | Less than 50 miles from project site   | 4 - 5           |         |
|   | 50 miles to 100 miles from project site  | 2 - 3           |         |
|   | More than 100 miles from project site  | 0 - 1           |         |
| b. Number of relevant licensed professionals within primary A/E firm available to perform the work (based on Part II of F110-330)   | Less than 5 licensed professionals   | 2               | Max = 3 |
|   | 5 to 15 licensed professionals   | 3               |         |
|   | More than 15 licensed professionals  | 3               |         |
| c. 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 \$500k in previous 24 months   | 2               |         |
|   | \$500k to \$1m in previous 24 months   | 1               |         |
|   | More than \$1m in previous 24 months   | 0               |         |
| <b>2. Primary A/E Qualifications (Maximum 30 points)</b>  |  |                 |         |
| a. Project Manager (e.g., education, experience, credentials, effective communication skills)   | Experience / ability of A/E project manager to manage scope / budget / schedule / quality                              | 0 - 10          |         |
| b. Project Designer (e.g., design awards, publications, appropriateness, innovation)  | Experience / creativity of project designer to achieve owner's vision and requirements                                 | 0 - 5           |         |
| c. Technical Staff (e.g., BIM/CAD operator / specifier education, experience, CDT or CCS* credentials)  | Experience / ability of technical staff to create fully coordinated construction documents                             | 0 - 5           |         |
| d. Construction Administration Staff (e.g., education, experience, CDT or CCCA* credentials)  | Experience / ability of field representative to identify and solve issues during construction                          | 0 - 10          |         |
| <b>3. Key Consultant Qualifications (Maximum 20 points)</b>   |  |                 |         |
| a. Key Consultants (e.g., civil, mechanical, or electrical engineering, specialty consultants)  | Experience / ability of key consultants to perform effectively and collaboratively                                     | 1 - 15          |         |
| b. Proposed EDGE-certified Consultant Participation** (fully executed Statements of Intent to Contract and Perform with relevant EDGE firms)  | One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal | 0 - 5           |         |
| <b>4. Overall Team Qualifications (Maximum 10 points)</b>   |  |                 |         |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)   | Less than 5 sample projects  | 1               |         |
|   | 5 to 10 sample projects  | 2               |         |
|   | More than 10 sample projects   | 3               |         |
| b. LEED*** Training / Professional Accreditation (demonstrated either by the primary A/E firm or relevant consultant)   | LEED*** Credentials* (Maximum 3 points)  | GA              | 1       |
|   |  | AP              | 2       |
|   |  | AP+             | 3       |
| c. LEED*** Registered / Certified Project Experience (demonstrated either by the primary A/E firm or relevant consultant)   | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)                                 | RP              | 1       |
|   |  | CP              | 2       |
| d. Team Organization (showed formal relationships between owner, contracting authority, consultants)  | Clarity of responsibility / communication demonstrated by table of organization  | 0 - 2           |         |
| <b>5. Overall Team Experience (Maximum 30 points)</b>   |  |                 |         |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)   | Past performance as indicated by A/E evaluations and letters of reference  | 0 - 10          |         |
| b. Experience with similar projects and anticipated project delivery method (e.g., Multiple-Prime, General Contracting, CM at Risk, Design-Build)   | Less than 5 projects   | 0 - 3           |         |
|   | 5 to 10 projects   | 4 - 6           |         |
|   | More than 10 projects  | 7 - 10          |         |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)  | Performance in completing projects within original construction budget and schedule                                    | 0 - 5           |         |
| d. Knowledge of Ohio Capital Improvements Process (e.g., experience following <i>The OFC Manual</i> , the Standard Requirements, and ORC Chapter 153)   | Less than 5 projects   | 0 - 1           |         |
|   | 5 to 10 projects   | 2 - 3           |         |
|   | More than 10 projects  | 4 - 5           |         |
| * Refer to list of applicable credentials in Section H of the RFQ<br>** Must be comprised of professional design services consulting firm(s) and NOT the primary A/E firm<br>*** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute |  | <b>Subtotal</b> |         |

Notes:

Evaluator:

Name Name

Signature \_\_\_\_\_ Date \_\_\_\_\_

Date

Date





# Request for Qualifications (CM at Risk Contract)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Ohio Facilities Construction Commission

|  |  |                       |  |         |            |
|--|--|-----------------------|--|---------|------------|
| Project Name                                       | Southwestern City SD - Buckeye Woods Elementary School and Darby Woods Elementary School Renovations | Response Deadline     | November 19, 2012                              | 5:00 PM | local time |
| Project Location                                   | 2525 Holton Rd Grove City 43123  | Project Number        | SFC-130315                                     |         |            |
| City / County                                      | 255 Westwoods Blvd, Galloway 43119   | Project Manager       | Todd Hager                                     |         |            |
| Owner  | Grove City, Ohio / Franklin County   | Contracting Authority | OFCC   |         |            |
| No. of paper copies requested (stapled, not bound) |  | 0                     | No. of electronic copies requested on CD (PDF) |         | 2          |

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Jill Hoobler at 10 West Broad Street, Suite 1400 Columbus, Ohio 43215 by the deadline stated above. See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

The Project is part of a co-funded Construction Facilities Assistance Program Segment 1 project. The total co-funded CFAP Segment 1 project includes 13 new elementary schools, one new high school and two elementary school renovations, which will be constructed in phases. The Buckeye Woods and Darby Woods Elementary School renovations are included in Phase 1 of the Project. The Co-owners have determined to use the Construction Manager at Risk project delivery model for the Buckeye Woods and Darby Woods Elementary School renovation projects.

- Renovate Buckeye Woods Elementary School which will house 565 students in grades PK-4. The building was built in 1995 and is approximately 67,886 sf.
- Renovate Darby Woods Elementary School which will house 565 students in grades PK-4. The building was built in 1995 and is approximately 67,886 sf.
- Renovation work in both buildings may include; Site work, HVAC, roofing, electrical, general finishes, windows and doors, masonry, security systems, fire alarms, loose furnishings and technology.
- The Buckeye Woods Elementary School building is located at 2525 Holton Road, Grove City, OH 43123. The existing facility does use three double modular building for classrooms. These modular classrooms shall remain in place and be operational during the renovation.
- The Darby Woods Elementary School Building is located at 255 Westwoods Boulevard, Galloway, OH 43119. The existing facility does use one double modular building for classrooms. These modular classrooms shall remain in place and be operational during the renovation.
- The projects are part of Phase 1 of Segment 1 of the CFAP project.
- It is expected that by the time the CMR is selected and contract awarded, the drawings will be in the DD Phase.
- Professional Design Services will be provided by Schorr Architects.

This project will utilize the Construction Manager at Risk (CMR) project delivery method.

Professional design services are being acquired by the Contracting Authority under a separate contract.

Prevailing Wage requirements do not apply to this project.

All aspects of the project and related issues will be implemented and operated consistent with the Contracting Authority and/or Owner's policies and procedures.

#### B. Scope of Services

The selected Construction Manager at Risk (CMR), as a portion of its required Scope of Services and before submitting its Guaranteed Maximum Price proposal, will discuss and clarify with the Contracting Authority and/or Owner, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule.

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering,

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## Request for Qualifications (CM at Risk Contract) continued

project schedules, and construction schedules; lead and manage the Subcontract or Prequalification and Bidding process, Construction and Closeout Stage. Refer to the *Ohio School Design Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and/or Owner, the A/E and the CM. The Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

**Preconstruction Services:** The CMR will work cooperatively with the Contracting Authority and/or Owner, A/E and Project Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any material incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The CM shall submit to the Contracting Authority and/or Owner and the A/E their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The CM, the Contracting Authority and/or Owner and the A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Contracting Authority and/or Owner, the A/E and the CM. The CM shall then submit to the Contracting Authority, for approval, the CM's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Contracting Authority's approval of the final Contract Sum (GMP Amendment), the parties will enter into an amendment to the Agreement establishing the Contract Sum. The final negotiated Contract Sum shall not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the Contracting Authority may terminate its agreement with the CM and seek from other firms, bids for completion of the Project.

**Construction Services:** The CM shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The CM shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Contracting Authority. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority reserves the right to approve the CM's selection of subcontractors and any supplement terms to the form subcontract.

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

1. Construction Manager-at-Risk Preconstruction Services
2. Construction Manager-at-Risk Construction Services
3. Construction Manager-at-Risk Contract Sum (GMP) Pricing Experience
4. Constructability Review Experience
5. Experience with OSFC Projects
6. K-12 Construction Experience
7. Experience with SAO OAKS CI reporting system on non-OSFC projects
8. LEED Experience

### C. Funding / Estimated Budget

|                    |                           |
|--------------------|---------------------------|
| Total Project Cost | \$5,185,000 Buckeye Woods |
|                    | \$4,895,000 Darby Woods   |
| Construction Cost  | \$4,458,000 Buckeye Woods |
|                    | \$ 4,209,000 Darby Woods  |
| State Funding      | \$5,040,000               |
| Other Funding      | \$5,040,000               |

### D. Anticipated Schedule

|  |           |
|--|-----------|
| CM Services Start (mm/yy)                | 01 / 2013 |
| Construction Contracts Start (mm/yy)     | 05 / 2013 |
| CM Services Completed (mm/yy)            | 12 / 2014 |
| Construction Contracts Completed (mm/yy) | 08 / 2014 |

### E. EDGE Participation Goal

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# Request for Qualifications (CM at Risk Contract) continued

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Percent of *initial* TOTAL CM Fee            5%

## F. Evaluation Criteria for Selection

### Selection Criteria:

The CM will be selected using (i) a qualification based selection process during the initial Request for Qualifications (RFQ) stage to develop a short list and (ii). a best value selection process during the final Request for Proposal stage for the final CM selection. The qualifications-based selection criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from the short listed firms will include such factors that are determined to derive or offer the greatest value to the State and the Owner, combining both qualifications and fee.

### Short List:

Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

### Request for Proposal:

The short-listed firms shall be sent a Request for Proposal (RFP) that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation fee, construction stage personnel costs, construction stage itemized general conditions cost percentage, construction stage contingency percentage and construction stage fee percentage. The short-listed candidates will also receive (i) a form of the Agreement with the Contracting Authority containing the contract terms and conditions, (ii) a set of the most recent design documents and (iii) a proposed Project schedule.

### Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and/or Owner. The purpose of the pre-proposal meeting is to permit the short- listed firms to ask the Contracting Authority and/or Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-proposal meeting will be held at South-Western City Schools District Office. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

### Interview:

After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority and representatives of the Owner. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable, budget and EDGE expectations. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

### Selection Schedule:

Tentative schedule is subject to change.

|  |            |
|--|------------|
| Qualifications Due                         | 11/19/2012 |
| RFP issued to the Short-Listed Firms       | 11/30/12   |
| Site Visit at School District project site | 12/6/12    |
| Pre-proposal Meetings at School District   | 12/6/12    |
| Proposals Due                              | 12/20/12   |
| Interviews at School District              | 01/4/2013  |
| Selection of CM                            | 01/11/2013 |

### Cancellation and Rejection:

The Contracting Authority reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The Contracting Authority shall have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

Interested CM firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the CM'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

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## Request for Qualifications (CM at Risk Contract) continued

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attached to the CM's Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

### H. Submittal Instructions

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

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

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 Jill Hoobler at [jill.hoobler@ofcc.ohio.gov](mailto:jill.hoobler@ofcc.ohio.gov) with the project name 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 name of the party submitting a question will not be included on the Q&A document.

Public Records: Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to the RFQ or this RFP are public and will be available for inspection at the conclusion of the selection process. The following information shall remain confidential and will not be released: 1) Proposal Form(s), except for cost category subtotals which will be transferred to the Best Value Rating Form; 2) Financial Capacity; and 3) Bonding/Insurance.

Proposers are requested to submit the following information in response to this RFQ within Section H of Form F110-330.

1. Summary: Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
2. Bonding/Insurance: Provide evidence of capacity to provide bonding in the amount of the project budget and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability and professional liability.
3. Management Systems: Describe the scheduling and cost control systems the firm would propose to use for the Project
4. Self-Performed Work: Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
5. Estimating: Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. Scheduling: Demonstrated track record of performance of managing projects to the original schedule.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

GA: Green Associate  
AP: LEED AP (Legacy LEED Accredited Professional without specialty)  
AP +: (see below):  
LEED AP BD+C (Building Design and Construction specialty)  
LEED AP ID+C (Interior Design and Construction specialty)  
LEED AP O+M (Operations and Maintenance specialty)  
LEED AP ND (Neighborhood Development specialty)  
LEED AP Homes (Specialty for residential LEED construction)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CS)  
CCM: Certified Construction Manager (CMAA)  
CCS: Certified Construction Specifier (CSI)  
CDT: Construction Document Technologist (CSI)  
DBIA: Design-Build Institute of America

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# CM at Risk Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name Southwestern CSD - Buckeye Woods and Darby Woods Elementary School Renovations Proposer Firm \_\_\_\_\_  
 Project Number N/A City, State, Zip \_\_\_\_\_

| Selection Criteria  |  | Value           | Score    |
|---|--|-----------------|----------|
| <b>1. Primary CM Firm Location, Size, and Workload (Maximum 10 points)</b>  |  |                 |          |
| a. Proximity of primary CM firm's office where the majority of work will be performed to the principal project site   | Less than 50 miles from project site   | 4 - 5           |          |
|   | 50 miles to 100 miles from project site  | 2 - 3           |          |
|   | More than 100 miles from project site  | 0 - 1           |          |
| b. Amount of fees awarded by the Contracting Authority to the primary CM firm in the previous 24 months (exclude projects on hold)  | Less than \$250, in previous 24 months   | 5               |          |
|   | \$250K to \$1M in previous 24 months   | 2               |          |
|   | More than \$1M in previous 24 months   | 0               |          |
| <b>2. Primary CM Qualifications (Maximum 30 points)</b>   |  |                 |          |
| a. Project Management Lead (e.g., education, experience, credentials)   | Experience / ability of project manager to manage scope / budget / schedule / quality                                  | 0 - 10          | Max = 20 |
| b. Project Administration Lead (e.g., awards, publications, appropriateness, innovation)  | Experience / creativity of project admin staff to achieve owner's vision and requirements                              | 0 - 5           |          |
| c. Technical Staff (e.g., BIM/CAD capabilities / scheduling / estimating, education, experience, CDT or CCS* credentials)   | Experience / ability of technical staff to fully coordinate construction documents                                     | 0 - 5           |          |
| d. Construction Administration Staff (e.g., education, experience, CDT or CCCA* credentials)  | Experience / ability of field representative to identify and solve issues during construction                          | 0 - 10          |          |
| <b>3. Key Consultant Qualifications (Maximum 20 points)</b>   |  |                 |          |
| a. Key Consultants  | Experience / ability of key consultants to perform effectively and collaboratively                                     | 1 - 15          |          |
| b. Proposed EDGE-certified Consultant Participation** (fully executed Statements of Intent to Contract and Perform with relevant EDGE firms)  | One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal | 0 - 5           |          |
| <b>4. Overall Team Qualifications (Maximum 10 points)</b>   |  |                 |          |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)   | Less than 4 sample projects  | 1               |          |
|   | 4 to 6 sample projects   | 2               |          |
|   | More than 6 sample projects  | 3               |          |
| b. LEED*** Training / Professional Accreditation (demonstrated either by the primary CM firm or relevant consultant)  | LEED*** Credentials* (Maximum 3 points)  | GA              | 1        |
|   |  | AP              | 2        |
|   |  | AP+             | 3        |
| c. LEED*** Registered / Certified Project Experience (demonstrated either by the primary CM firm or relevant consultant)  | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)                                 | RP              | 1        |
|   |  | CP              | 2        |
| d. Team Organization (showed formal relationships between owner, contracting authority, consultants)  | Clarity of responsibility / communication demonstrated by table of organization  | 0 - 2           |          |
| <b>5. Overall Team Experience (Maximum 30 points)</b>   |  |                 |          |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)   | Past performance as indicated by CM evaluations and letters of reference   | 0 - 10          |          |
| b. Experience with similar projects and anticipated project delivery method (CM at Risk)  | Less than 3 projects   | 0 - 3           |          |
|   | 3 to 10 projects   | 4 - 6           |          |
|   | More than 10 projects  | 7 - 10          |          |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)  | Performance in completing projects within original construction budget and schedule                                    | 0 - 5           |          |
| d. Knowledge of Ohio Capital Improvements Process (e.g., experience following <i>The OFC Manual</i> , the Standard Requirements, and ORC Chapter 153)   | Less than 3 projects   | 0 - 1           |          |
|   | 3 to 10 projects   | 2 - 3           |          |
|   | More than 10 projects  | 4 - 5           |          |
| * Refer to list of applicable credentials in Section H of the RFQ<br>** Must be comprised of consulting firm(s) and NOT the primary CM firm<br>*** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute |  | <b>Subtotal</b> |          |

Notes:

Evaluator:

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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# Request for Qualifications (Criteria Architect / Engineer)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Ohio Facilities Construction Commission

|   |  |   |  |
|---|--|---|--|
| Project Name  | <u>Madison Full Service Maintenance Facility</u> | Response Deadline                                       | <u>Nov. 13 42, 2012</u>   4:00 p.m. local time |
| Project Location  | <u>Madison Full Service Maintenance Facility</u> | Project Number  | <u>DOT-130003</u>                              |
| City / County   | <u>Urbana / Madison</u>                          | Project Manager   | <u>Bruce Ratekin</u>                           |
| Owner   | <u>Ohio Department of Transportation</u>         | Contracting Authority                                   | <u>Ohio Facilities Construction Commission</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 (Form F110-330) directly to the Ohio Facilities Construction Commission, Attention: Christina Ringley, 4200 Surface Road, Columbus, OH 43228. See Section H of this RFQ for additional submittal instructions.

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### Project Overview

#### A. Project Description

A. Project Description: The Ohio Department of Transportation, (ODOT), plans on replacing several existing Maintenance facilities with new Full Service Facilities around Ohio. This project will be located in the following county.

Madison DOT-130003 West Jefferson road 1/3 miles north of State Route 29/40 Urbana, OH

This project will develop a 15 acre site and will include a 7,500 G.S.F. office / maintenance building, a 19,000 G.S.F. heated truck storage building, and a combination of some or all of the following components: construction of new site utilities, 2,500 G.S.F. fabric covered mix building, 4,500 G.S.F cold storage building, re-fueling station with above ground fuel tanks, monopole communications antenna, site grading, and parking lots.

The final scope and building construction type has not yet been selected but, will include some prototypical structures. By agreeing to this contract the Criteria A/E firms agree that ALL 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 Terms and Conditions.

A detailed Program of Requirements has not been developed for this project. A current draft will be shared with shortlisted firms prior to interviews for selection of the Criteria A/E. The final version prepared by the selected Criteria A/E will serve as the basis for the Program Verification stage.

The anticipated project delivery method for this project is Design-Build.

#### B. Scope of Services

The project delivery method for these projects will be Design Build (D/B). The selected Criteria Architect/Engineer (C-A/E) will provide services in accordance with the standards established by the Ohio Facilities Construction Commission as set forth within its documents and exhibits relating to C-A/E services. See Form M110-53 at <http://ofcc.ohio.gov> (click on Documents, then Forms, then Procurement).

The selected C-A/E as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner the cost breakdown of the C-A/E Agreement detailed cost components to address the Owner's project requirements. C-A/E will participate in the Encouraging Growth, Diversity and Equity (EDGE) Program as required by statute and the Agreement.

#### **Phase 1 – Programming / Criteria:**

The Programming requires the prospective C-A/E to help develop the Owner's Program of Requirements and to provide the services of personal with the knowledge, and experience for this specialized type of facility. Two Criteria will be required.

- 1.) ODOT General Requirements
  - a. Review and adapt Owner's current Design Standards to this project.
- 2.) Project / Site Specific requirements.

#### **Phase 2 - Best Value Selection Stage Services, Selection:**

Preparation of the RFP Package; assistance with the Design-Build Selection Procedures;

# Request for Qualifications (Criteria Architect / Engineer) continued

**Phase 3 - Preconstruction Services, Project Design Over-Sight:**

Establish a schedule of milestones for the D-B team submissions; attend periodic design meetings during D-B Design Development Phase to review Design-Builder's design for conformance with the RFP;

**Phase 4 – Construction Observation and Closeout Services:**

Provide construction observation services at the project site to observe the work in progress verify specification compliance and report findings; review D-B submittals for conformance with the RFP; attend weekly job meetings for the duration of construction and project closeout meetings to review punch list items for completion.

- 1.) During the construction period, provide not less than 4 hours (excluding travel time) on-site construction administration services bi-weekly, including
  - a. Attendance at progress meetings,
  - b. A written field report of each site visit,
  - c. On site representation comprised of the C-A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

1. Programming Experience
2. Design-Build delivery method experience
3. Experience as Criteria Architect / Engineer
4. Public construction experience
5. Garage / Office Building type experience
6. Major building site development experience
7. Expedited project schedule management

**C. Funding / Estimated Budget**

|  |                       |               |                       |
|--|-----------------------|---------------|-----------------------|
| Total Project Cost                         | <u>\$8,000,000.00</u> | State Funding | <u>\$8,000,000.00</u> |
| Construction Cost                          | <u>\$6,500,000.00</u> | Other Funding | <u>\$0.00</u>         |
| Estimated C-A/E Fee To Be Negotiated _____ |                       |               |                       |

NOTE: The C-A/E fee for this project includes all professional design services, and consultant services necessary for proper completion of the C-A/E Basic Services for the successful completion of the project, including but not limited to: preparation / review and verification of the Program of Requirements, 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>Architectural</u>          |
| Secondary | <u>Structural Engineering</u> |
|           | <u>Civil Engineering</u>      |
|           | <u>MEP Engineering</u>        |
|           | <u>Other</u>                  |
|           | _____                         |
|           | _____                         |
| Others    | <u>Scheduling</u>             |

**E. Anticipated Schedule**

|  |                |
|--|----------------|
| Professional Services Start (mm/yy)      | <u>01/2013</u> |
| Construction Contracts Start (mm/yy)     | <u>06/2013</u> |
| Construction Contracts Completed (mm/yy) | <u>04/2014</u> |
| Professional Services Completed (mm/yy)  | <u>04/215</u>  |

**F. EDGE Participation Goal**

|   |             |
|---|-------------|
| Percent of <i>initial</i> TOTAL C-A/E Fee | <u>5.0%</u> |
|---|-------------|

NOTE: The primary C-A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to ORC Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to ORC Chapter 4703, or (3) a professional engineer or professional surveyor holding a license and certificate of authorization issued by the Ohio Engineers and Surveyors Board pursuant to ORC Chapter 4733.

## Request for Qualifications (Criteria Architect / Engineer) continued

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### 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 C-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 C-A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the C-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 C-A/E's Technical Proposal. Both forms can be accessed via the OFCC website at <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

For all Statements of Qualifications, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

### H. Submittal Instructions

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

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

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 Christina Miller at [christina.miller@ofcc.ohio.gov](mailto:christina.miller@ofcc.ohio.gov) 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 name of the party submitting a question will not be included on the Q&A document.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

LEED Credentials: Leadership in Energy & Environmental Design (Green Building Certification Institute)

LEED AP ND (Neighborhood Development specialty)  
LEED AP Homes (Specialty for residential LEED construction)

GA: Green Associate  
AP: LEED AP (Legacy LEED Accredited Professional without specialty)  
AP +: (see below):  
LEED AP BD+C (Building Design and Construction specialty)  
LEED AP ID+C (Interior Design and Construction specialty)  
LEED AP O+M (Operations and Maintenance specialty)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CSI)  
CCM: Certified Construction Manager (CMAA)  
CCS: Certified Construction Specifier (CSI)  
CDT: Construction Document Technologist (CSI)  
DBIA: Design-Build Institute of America.

# Criteria Architect/Engineer Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name Madison Full Service Maintenance Facility Proposer Firm \_\_\_\_\_  
 Project Number DOT-130003 City, State, Zip \_\_\_\_\_

| Selection Criteria  |  | Value           | Score   |
|---|--|-----------------|---------|
| <b>1. Primary C-A/E Firm Location, Size, and Workload (Maximum 10 points)</b>   |  |                 |         |
| a. Proximity of primary C-A/E firm's office where the majority of work will be performed to the principal project site, and knowledge of local conditions   | Less than 75 miles from project site   | 4 - 5           |         |
|   | 75 miles to 125 miles from project site  | 2 - 3           |         |
|   | More than 125 miles from project site  | 0 - 1           |         |
| b. Number of relevant licensed professionals within primary C-A/E firm available to perform the work (based on Part II of F110-330)   | Less than 5 licensed professionals   | 0               | Max = 3 |
|   | 5 to 10 licensed professionals   | 3               |         |
|   | More than 10 licensed professionals  | 1               |         |
| c. Amount of fees awarded by the Contracting Authority to the primary C-A/E firm in the previous 24 months (exclude projects on hold)   | Less than \$250,000.00 in previous 24 months   | 2               |         |
|   | \$250,000.00 to \$500,000.00 in previous 24 months   | 1               |         |
|   | More than \$500,000.00 in previous 24 months   | 0               |         |
| <b>2. Primary C-A/E Qualifications (Maximum 30 points)</b>  |  |                 |         |
| a. Project Manager (e.g., education, experience, credentials, effective communication skills)   | Experience / ability of C-A/E project manager to manage scope / budget / schedule / quality                            | 0 - 10          |         |
| b. Project Designer (e.g., design awards, publications, appropriateness, innovation)  | Experience / creativity of project designer to achieve owner's vision and requirements                                 | 0 - 0           |         |
| c. Technical Staff (e.g., BIM/CAD operator / specifier education, experience, CDT or CCS* credentials)  | Experience / ability of technical staff to create fully coordinated construction documents                             | 0 - 5           |         |
| d. Construction Administration Staff (e.g., education, experience, CDT or CCCA* credentials)  | Experience / ability of field representative to identify and solve issues during construction                          | 0 - 15          |         |
| <b>3. Key Consultant Qualifications (Maximum 20 points)</b>   |  |                 |         |
| a. Key Consultants (e.g., civil, mechanical, or electrical engineering, specialty consultants)  | Experience / ability of key consultants to perform effectively and collaboratively                                     | 1 - 15          |         |
| b. Proposed EDGE-certified Consultant Participation** (fully executed Statements of Intent to Contract and Perform with relevant EDGE firms)  | One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal | 0 - 5           |         |
| <b>4. Overall Team Qualifications (Maximum 10 points)</b>   |  |                 |         |
| a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)   | Less than 5 sample projects  | 1               |         |
|   | 5 to 7 sample projects   | 2               |         |
|   | More than 7 sample projects  | 3               |         |
| b. LEED*** Training / Professional Accreditation (demonstrated either by the primary C-A/E firm or relevant consultant)   | LEED*** Credentials* (Maximum 3 points)  | GA              | 1       |
|   |  | AP              | 2       |
|   |  | AP+             | 3       |
| c. LEED*** Registered / Certified Project Experience (demonstrated either by the primary C-A/E firm or relevant consultant)   | LEED*** Registered Projects (RP) or LEED*** Certified Projects (CP) (Maximum 2 points)                                 | RP              | 1       |
|   |  | CP              | 2       |
| d. Team Organization (showed formal relationships between owner, contracting authority, consultants)  | Clarity of responsibility / communication demonstrated by table of organization  | 0 - 2           |         |
| <b>5. Overall Team Experience (Maximum 30 points)</b>   |  |                 |         |
| a. Past Performance of the Project Team (provided reference letters from sample project contacts)   | Past performance as indicated by C-A/E evaluations and letters of reference  | 0 - 10          |         |
| b. Experience with similar projects and anticipated project delivery method (e.g., Multiple-Prime, General Contracting, CM at Risk, Design-Build)   | Less than 5 projects   | 0 - 3           |         |
|   | 5 to 7 projects  | 4 - 6           |         |
|   | More than 7 projects   | 7 - 10          |         |
| c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)  | Performance in completing projects within original construction budget and schedule                                    | 0 - 5           |         |
| d. Knowledge of Ohio Capital Improvements Process (e.g., experience following <i>The OFC Manual</i> , the Standard Requirements, and ORC Chapter 153)   | Less than 5 projects   | 0 - 1           |         |
|   | 5 to 7 projects  | 2 - 3           |         |
|   | More than 7 projects   | 4 - 5           |         |
| * Refer to list of applicable credentials in Section H of the RFQ<br>** Must be comprised of professional design services consulting firm(s) and NOT the primary C-A/E firm<br>*** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute |  | <b>Subtotal</b> |         |

**Notes:** \_\_\_\_\_ **Evaluator:** \_\_\_\_\_  
 Name \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

# RFQ Question and Answer List

## State of Ohio Standard Forms and Documents

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|                  |  |                |            |
|------------------|--|----------------|------------|
| Project Name     | Madison Full Service<br>Maintenance Facility | Project Number | DOT-130003 |
| Project Location | West Jefferson / Madison<br>County           |                |            |

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Date posted: November 8, 2012

Date revised: N/A

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

1. Requesting a clarification on the location of this project. The RFQ indicates city of Urbana and county of Madison, however Urbana is located in Champaign County.
  - A. Clarification: The project site is 2 miles West and 1/3 of a mile North of West Jefferson, Ohio.
2. Is an electronic or paper submission preferred?
  - A. Per the RFQ, 1 paper copy stapled and NOT bound and 1 (PDF) file on CD are required. Please refer to Item H on page 3 for additional requirements for the electronic file.
3. How long will the short-list selection period be?
  - A. Currently per our schedule we are planning to hold Interviews for the short listed firm the last week of November.
4. What is the probable schedule for the project's design and construction?
  - A. This will be a Design Build project so we are planning on Proposals being due from the short listed Design Build teams on March 18, 2013. Construction is planned to be completed by January 28, 2014.
5. Are there any sustainable design or LEED criteria for the project?
  - A. Not at this time.
6. Will the buildings be "Custom Post Frame" design?
  - A. It will ultimately be the responsibility of the Design Build team to determine the best value for construction and materials.



