



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 241
September 2013

Response Deadline:
Varies by project

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Ohio Register: <http://ci.oaks.ohio.gov>
OFCC website: <http://ofcc.ohio.gov>
OSFC website: <http://osfc.ohio.gov>

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Ohio Register General Information and Requirements

State of Ohio Standard Forms and Documents

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.



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Best Value Selection (BVS)

"Best Value Selection" means a two-step selection process in which proposals contain both pricing and performance components, and award is based upon a combination of pricing and performance considerations to determine the offer deemed most advantageous and of the greatest value to the public authority.

For the... [Construction Manager at Risk \(CMR\)](#) [Design Builder \(DB\)](#)

Current BVS Requests for Qualifications (as of September 25, 2013)

Published Date	Due Date	Project Number	Agency / Institution	Project Name	Primary Service	Project Cost (Est.)	Q&A / Misc	Short List (*Indicates Selected Firm)
09/27/2013	10/30/2013	SFC-140343	Milford Exempted VSD + OFCC	NEW Two New Pk-6 Elementary Schools	Construction Management	\$24,981,289	N/A	N/A
09/25/2013	10/25/2013	MUN-100038	Miami University	NEW Western Campus Site Improvements	Construction Management	\$4,870,000	N/A	TBD
09/11/2013	10/22/2013	UCN-13017A	University of Cincinnati	Hoxworth Storage Facility	Design Builder	\$1,176,000	N/A	TBD
09/05/2013	10/07/2013	MUN-100035	Miami University	Armstrong Student Center Phase 2	Construction Management	\$21,000,000	UPDATED Q&A	TBD
09/05/2013	10/05/2013	SFC-130325	School District Board + OFCC	Apollo Career Center	Construction Management	\$52,813,316	Q&A	TBD
09/18/2013	10/03/2013	DOT-130009	Department of Transportation	Columbiana Full Service Maintenance Facility	Design Builder	\$6,900,000	N/A	TBD
08/23/2013	09/26/2013	OSU-130154	The Ohio State University	Elevator Upgrades	Construction Management	\$3,258,854	N/A	TBD

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Archived BVS Requests for Qualifications (as of September 30, 2013)

For the Construction Manager at Risk (CMR), Design Builder (DB)

Publish Date	Due Date	Project Number	Agency / Institution	Project Name	Primary Service	Project Cost	Q&A	Short List <small>*Indicates Selected Firm</small>
08/16/2013	09/16/2013	SFC-Carey	School District Board + OFCC	Carey New Pk-12 Elementary & Career Tech	Construction Management	\$31,087,899	Q&A	NEW Gilbane Building Company Lend Lease (US) Construction Shook Touchstone
08/06/2013	09/03/2013	OHU-131480	Ohio University	Campus Elevator Upgrades	Design Build	\$1,875,000	N/A	TBD
07/29/2013	08/12/2013	DNR-130049	Department of Natural Resources	Gordon Park Bike Trail Repair	Design Builder	\$2,500,000	N/A	Huffman Equipment Rental & Contracting Q.B.S. Inc. The Great Lakes Construction Co.
07/05/2013	08/09/2013	CLS-131334	Cleveland State University	Stillwell Hall Renovation	CM at Risk	\$12,735,062	Q&A	TBD
07/15/2013	08/01/2013	OSU-100652	The Ohio State University	Various Building Demolitions	Design Builder	\$1,128,000	N/A	TBD
07/15/2013	07/30/2013	DRC-130055	Department of Rehabilitation and Correction	DRC Farm Operations	Design Builder	\$4,500,000	Q&A	TBD
07/10/2013	07/22/2013	MUN-100034	Miami University	Indoor Practice Facility	Design Builder	\$5,200,000	Q&A	TBD
07/03/2013	07/22/2013	WSU-120034	Wright State University	Creative Arts Center Addition and Renovation	Construction Management	\$22,752,500	N/A	TBD
06/18/2013	07/18/2013	OSU-130469	The Ohio State University	James Crane Sports Medicine Institute	Construction Management	\$35,000,000	N/A	TBD
06/26/2013	07/10/2013	OSU-130638	The Ohio State University	PRB - Air Intake and AHU Modification - Phase 2	Design Builder	\$684,000	N/A	TBD
06/10/2013	07/10/2013	OSU-130519	The Ohio State University	Stadium-South Stands and Lighting	Construction Management	\$7,997,535	N/A	TBD
06/24/2013	07/08/2013	DOT-130005	Department of Transportation	Warrensville Full Service Maintenance Facility	Design Builder	\$7,770,000	N/A	Jeffrey Carr Construction Ozanne Construction Company RL Bowen

									Construction Management
06/14/2013	06/28/2013	OSU-130158	The Ohio State University	Hayes - Envelope, Entrance and Foundation Repair	Design Builder	\$777,500	Q&A		TBD
06/13/2013	05/31/2013	DOT-130004	Department of Transportation	Warren Full Service Maintenance Facility	Design Builder	\$6,800,000	Q&A		TBD
06/06/2013	06/20/2013	WTC-001001	Washington State Community College	2013 Upper Parking Lot Resurfacing	Design Builder	\$750,000	N/A		TBD
05/17/2013	05/31/2013	DOT-130006	Department of Transportation	Athens Full Service Maintenance Facility	Design Builder	\$7,500,000	N/A		Elford Inc. McTech Corporation Thomas & Marker Construction
05/02/2013	05/30/2013	OHU-121900	Ohio University	Lausche Heating Plant Replacement	Design Builder	\$70,000,000	Q&A		TBD
04/30/2013	05/30/2013	MUN-100032	Miami University	Goggin Ice Center / Steve Cady Arena: Varsity Hockey Performance Enhancement Addition	Construction Management	\$2,000,000	N/A		TBD
05/09/2013	05/24/2013	OSU-130043	The Ohio State University	1330 Kinnear Road Garage Addition	Design Builder	\$399,501	N/A		TBD
04/26/2013	05/23/2013	OSU-130306	The Ohio State University	Newark - Science Technology Building	Construction Management	\$25,000,000	N/A		TBD
04/30/2013	05/21/2013	YSU-150166	Youngstown State University	Veterans Resource Center	Design Builder	\$1,000,000	N/A		Adolph Johnson & Son Davis International Mike Coates Construction
04/30/2013	05/15/2013	OSU-120594	The Ohio State University	Parking Facilities Signage	Design Builder	\$2,905,570	N/A		TBD
04/18/2013	05/13/2013	BGU-135906	Bowling Green State University	Moseley Hall Renovation	Construction Management	\$12,469,000	N/A		TBD
04/18/2013	05/13/2013	BGU-135905	Bowling Green State University	South Hall Renovation	Construction Management	\$11,679,000	Q&A		TBD
03/28/2013	04/22/2013	BGU-135892	Bowling Green State University	College of Health & Human Services	Construction Management	\$9,300,000	Q&A		TBD
03/20/2013	04/19/2013	LTC-130001	Rhodes State College	Tech Ed Lab HVAC Replacement	Design Builder	\$1,400,000	N/A		Poggemeyer Design Group Smith-Boughan Touchstone CPM
03/22/2013	04/05/2013	DPS-130002	Department of Public Safety	VOIP	Design Builder	\$600,000	N/A		TBD
03/04/2013	03/29/2013	OSU-130243	The Ohio State University	Molly Caren-Grain Storage	Design Builder	\$348,000	N/A		TBD
02/27/2013	03/15/2013	OSU-120594	The Ohio State University	Parking Facilities Signage	Design Builder	\$2,905,570	N/A		TBD
02/15/2013	03/15/2013	BGU-135868	Bowling Green State University	Olscamp Prototype Learning Space	Construction Management	\$4,000,000	N/A		Barton Mallow Lathrop Shook Touchstone
02/13/2013	03/15/2013	CSU-010082	Central State University	University Center	Construction Management	\$29,400,000	Q&A		Messer Construction Shook Touchstone *Smoot Construction Company
02/08/2013	03/15/2013					\$65,000,000	Q&A		

		UCN-13069A	University of Cincinnati	Nippert Stadium Expansion - West Pavilion	Construction Management			Hunt Construction Group Turner Construction Company
02/21/2013	03/12/2013	DOT-130003	Department of Transportation	Madison Full Service Maintenance Facility	Design Builder	\$8,000,000	Q&A	Elford Inc. Humble Construction *Miles-McClellan
02/20/2013	03/08/2013	SFC-130316	School District Board + OFCC	National Trail LSD Roof Remediation	Design Builder	\$1,000,000	N/A	TBD
01/31/2013	03/04/2013	OSU-120600	The Ohio State University	FAES - Student Success Center	Construction Management	\$2,779,787	N/A	TBD
01/25/2013	03/01/2013	OSU-120602	The Ohio State University	Newark - Maintenance Facility	Construction Management	\$2,579,243	TBD	TBD
01/07/2013	02/08/2013	SFC-130319	School District Board + OFCC	Morgan Elementary	Construction Management	\$9,962,281	N/A	TBD

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Qualifications-based Selection (QBS)

Qualifications-based selection (QBS) refers to a procurement process used by state agencies, institutions of higher education and school districts for the selection of architectural and engineering services for public construction projects. It is a competitive contract procurement process whereby professional design firms submit qualifications to the public owner who evaluates and selects the most qualified firm, and then negotiates the project scope of work, schedule, budget, and fees.

For the... Architect/Engineer (A/E) Construction Manager Agent (CMA) Owner Agent (OA)
 Criteria Architect/Engineer (C-A/E) Specialty Consultants (SC)

Current QBS Requests for Qualifications (as of October 4, 2013)

Published Date	Due Date	Project Number	Agency / Institution	Project Name	Primary Service	Project Cost (Est.)	Q&A / Misc	Short List (*Selected Firm)
10/04/2013	11/15/2013	OSU-Prequal	The Ohio State University	NEW General Qualifications for Prequalification List of Professional Services - 330, Part II	Varies	Varies	N/A	TBD
10/04/2013	10/25/2013	JSC-130002	Supreme Court	NEW Exterior Repair Project	Architecture	\$1,494,400	N/A	TBD
09/25/2013	10/23/2013	BGU-135964	Bowling Green State University	Multi-year Parking Lot Renovation	Civil Engineering	\$4 million over approx. 5 years	N/A	TBD
10/04/2013	10/20/2013	OSU-130501	The Ohio State University	NEW Kottman Hall Renovation - Architect of Record	Architecture	\$13,142,200	N/A	TBD
10/04/2013	10/20/2013	OSU-130501	The Ohio State University	NEW Kottman Hall Renovation - MEP	HVAC Engineering	\$13,142,200	N/A	TBD
10/04/2013	10/18/2013	OSU-130572	The Ohio State University	NEW Book Dep - HVAC & Hyrdonic Systems Modifications	Mechanical	\$600,000	N/A	TBD
09/11/2013	10/18/2013	BGU-135961	Bowling Green State University	Architect and Landscape Architect Consultant List - 2013-15	Architecture	Varies	Q&A	TBD
10/04/2013	10/22/2013	OSU-110672	The Ohio State University	NEW North Residential District Transformation	Commissioning Services	\$370,000,000	N/A	TBD
10/01/2013	10/15/2013	OSU-140142	The Ohio State University	Dentistry - New Facility Study (Planning Services)	Architecture/Design	\$75,000	N/A	TBD
10/01/2013	10/15/2013	OSU-140116	The Ohio State University	Advanced Materials Facilities Study (Planning Services)	Architecture/Design	\$60,000	N/A	TBD
10/01/2013	10/15/2013				Architecture/Design	\$75,000	N/A	TBD

		OSU-130244	The Ohio State University	Fisher College of Business - New Facility Study (Planning Services)				
09/27/2013	10/15/2013	SFC-140343	Milford Exempted VSD + OFCC	Two new Pk-6 Elementary Schools	Architecture	\$24,981,289	N/A	TBD
10/01/2013	10/14/2013	OSU-140145	The Ohio State University	CFAES Master Plan (Planning Services)	Planning/Landscape Architecture	\$167,375	N/A	TBD
10/01/2013	10/14/2013	OSU-130549	The Ohio State University	CAR and CDME Feasibility Study (Planning Services)	Architecture/Design	\$60,000	N/A	TBD
09/17/2013	10/04/2013	DRC-130058	Department of Rehabilitation and Correction	AOCI - HVAC System Replacement	HVAC Engineering	\$2,541,250	N/A	TBD
09/11/2013	10/02/2013	MUN-100036	Miami University	Indoor Practice Facility	Architectural Design	\$15,397,200	N/A	TBD

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For the Architect/Engineer (A/E), Criteria Architect/Engineer (C-A/E), Construction Manager Agent (CMA), Planning Consultant and Owner Agent (OA)

Publish Date	Due Date	Project Number	Agency / Institution	Project Name	Primary Service	Project Cost	Q&A	Short List (*Indicates Selected Firm)
09/17/2013	09/30/2013	MUN-100037	Miami University	Shriver Center: Phased Renovation	Architecture	\$4,200,000	N/A	TBD
08/20/2013	09/05/2013	OSU-130080	The Ohio State University	OARDC - Exterior Campus Lighting	Electrical Engineering	\$750,000	N/A	TBD
08/20/2013	09/04/2013	DRC-130056	Department of Rehabilitation & Correction	Wastewater Treatment Plant Upgrade	Sanitary Engineering	\$2,400,000	N/A	TBD
08/06/2013	08/27/2013	5062-PF07357	The Ohio State University	East Regional Chilled Water Plant Phase 2 - Distribution	Civil Engineering	\$14,250,000	N/A	TBD
08/06/2013	08/23/2013	UTO-141778	The University of Toledo	Kobacker Center Renovations for Geriatric Psych Unit	Architectural	\$2,000,000	N/A	<ul style="list-style-type: none"> ■ *Buehrer Group ■ Hales Architecture ■ SSOE
07/22/2013	08/22/2013	OHU-141920	Ohio University	Science Laboratory Building	Laboratory Planning & Design	\$90,000,000	Q&A	TBD
07/29/2013	08/21/2013	SFC-West Muskingum	School District Board + OFCC	New West Muskingum Elementary School	Architecture	\$16,632,203	Q&A	<ul style="list-style-type: none"> ■ Fanning/Howey Associates ■ SHP Leading Design ■ FMS Architects
07/15/2013	08/07/2013	OSU-130154	The Ohio State University	Elevator Upgrades	Architectural	\$3,258,854	N/A	TBD
07/10/2013	08/02/2013	BWC-140001	Bureau of Workers' Compensation	Fire Alarm System Replacement	Fire Alarm Systems Engineering	\$1,500,000	Q&A	<ul style="list-style-type: none"> ■ DLZ Ohio ■ *Star Consultants ■ W.E. Monks
07/15/2013	07/29/2013	OSU-130147	The Ohio State University	Chiller Replacements	Mechanical Engineering	\$2,000,000	N/A	TBD
06/28/2013	07/25/2013	UCN-13121A	University of Cincinnati	Clermont College Facilities Audit	Mechanical & Electrical Engineering	\$4 to \$6 million	N/A	<ul style="list-style-type: none"> ■ Fishbeck, Thompson, Carr & Huber ■ Heapy Engineering ■ KZF Design ■ PEDCO ■ E&A Services
07/10/2013	07/23/2013	DRC-130036	Department of Rehabilitation & Correction	Wastewater Treatment Plant	Sanitary Engineering	\$2,200,000	N/A	<ul style="list-style-type: none"> ■ CT Consultants ■ Poggemeyer Design Group

									■ *Strand Associates
07/10/2013	07/23/2013	DRC-130057	Department of Rehabilitation & Correction	Shower / Bathroom Renovation	MEP Engineering	\$3,550,000	N/A		<ul style="list-style-type: none"> ■ Dynamix Engineering ■ *Kramer Engineers ■ STAR Consultants
06/27/2013	07/11/2013	OHU-121910	Ohio University	Facilities Shops 3 Relocation	Architecture	\$2,200,000	N/A	TBD	
06/14/2013	07/18/2013	OSU-130335	The Ohio State University	Enarson Hall Renovation	Architecture	\$2,600,000	N/A	TBD	
05/17/2013	06/28/2013	OHU-130061	Ohio University	Boyd Dining Hall and Campus Market Renovation	Architecture / Interiors	\$9,300,000	Q&A		<ul style="list-style-type: none"> ■ Champlin Architecture ■ *Davis Wince ■ FRCH Architecture
06/06/2013	06/27/2013	SFC-130339	Ohio Facilities Construction Commission	New Coventry High School	Architecture	\$28,193,938	N/A		<ul style="list-style-type: none"> ■ Architectural Vision Group ■ balog steines hendricks & manchester architects ■ *Glaus, Pyle, Schomer, Burns & DeHaven
06/13/2013	06/27/2013	OSU-130469	The Ohio State University	Jameson Crane Sports Med Institute	Architecture	\$35,000,000	N/A	TBD	
06/13/2013	06/27/2013	OSU-130469	The Ohio State University	Jameson Crane Sports Med Institute	MEP Engineer (s)	\$35,000,000	N/A	TBD	
06/06/2013	06/20/2013	OSU-130150	The Ohio State University	Utility Tunnel Safety Upgrades	Electrical Engineering	\$280,000	N/A	TBD	
05/29/2013	06/19/2013	OHU-131260	Ohio University	College Green Update	Landscape Architecture	\$740,000	N/A	TBD	
05/20/2013	06/10/2013	OHU-051513	Ohio University	Arts Buildings - Renovation & New Construction	Architecture	\$42,000,000	Q&A	TBD	
05/16/2013	05/29/2013	OHU-131015	Ohio University	Housing Development Plan - Phase 1	Commissioning Services	\$106,000,000	N/A	TBD	
05/10/2013	05/24/2013	UTO-130904	University of Toledo	Larimer Athletic Complex Renovations	Architecture	\$5,350,000	N/A		<ul style="list-style-type: none"> ■ *SSOE Group ■ The Collaborative ■ TMP Architecture
04/22/2013	05/21/2013	DNR-130043	Department of Natural Resources	Breakwall and Shorewall Reconstructions	Civil Engineering	\$6,600,000	N/A	TBD	
04/30/2013	05/20/2013	MUN-100033	Miami University	Western Campus Site Improvements	Landscape Architecture	\$4,870,000	N/A	TBD	
04/26/2013	05/17/2013	DMH-130009	Department of Mental Health	Engineering Consulting Services	Engineering	\$100,000	N/A	TBD	
04/26/2013	05/17/2013	DMH-130008	Department of Mental Health	Architectural Consulting Services	Architecture	\$100,000	N/A	TBD	
04/26/2013	05/14/2013	OSU-130306	The Ohio State University	Newark - Science and Technology Bldg	HVAC, Engineering	\$25,000,000	N/A	TBD	
04/26/2013	05/14/2013	OSU-130306	The Ohio State University	Newark - Science and Technology Bldg	Commissioning Services	\$25,000,000	N/A	TBD	
04/23/2013	05/08/2013	OSU-130146	The Ohio State University	Roof Replacements	Architecture	\$3,900,000	N/A	TBD	
04/15/2013	05/08/2013				Architecture	\$12,735,062	Q&A	TBD	

		CLS-131334	Cleveland State University	Stilwell Hall Renovation					
04/02/2013	05/07/2013	DNR-130036	Department of Natural Resources	East & North Reservoir Dams and Long Lake Flood Gates Rehabilitation	Civil Engineering	\$40,700,000	N/A	TBD	
04/01/2013	04/26/2013	WSU-120034	Wright State University	Creative Arts Center Addition and Renovation	Architecture	\$22,752,000	N/A	TBD	
03/28/2013	04/23/2013	UCN-13038A	University of Cincinnati	Lindner COB Facility Audit	Architecture	N/A	Q&A		<ul style="list-style-type: none"> ■ CR architecture + design ■ Emersion Design ■ SHP Leading Design ■ Van Auken Akins
03/12/2013	04/15/2013	DNR-130031	Department of Natural Resources	Abandoned Mine Lands (AML) Emergency Program Engineering Services	Civil / Mining Engineering	\$50,000 per year / contract	N/A	TBD	
03/22/2013	04/05/2013	DMR-130003	Department of Developmental Disabilities	WDC MS & CC Bldg Roof Replacements	Architectural Roofing & Indoor Pool Enclosures	\$750,000	N/A	TBD	
03/22/2013	04/05/2013	DRC-130022	Department of Rehabilitation & Correction	Fire Alarm Upgrade - RCI	Electrical Engineering	\$2,600,000	Q&A		<ul style="list-style-type: none"> ■ *Dynamix Engineering ■ KZF Design ■ Prater Engineering ■ Star Consultants
03/08/2013	04/05/2013	DNR-130022	Department of Natural Resources	Statewide Dam Safety Services	Civil Engineering	\$1,500,000 - \$15,000,000	N/A	TBD	
03/18/2013	04/02/2013	MUN-100031	Miami University	Goggin Ice Center / Steve Cady Arena: Varsity Hockey Performance Enhancement Center Addition	Architecture	\$2,000,000	N/A	TBD	
02/13/2013	03/22/2013	DNR-130027	Department of Natural Resources	Ohio Risk Mapping Assessment and Planning	Civil / Agricultural Engineering	TBD	N/A	TBD	
03/06/2013	03/20/2013	OSU-130148	The Ohio State University	Boiler Replacements	Hydraulics and Hydrology Mechanical Engineering	\$1,000,000	TBD	TBD	
02/25/2013	03/20/2013	CLS-131207	Cleveland State University	Center for Health Professions	Commissioning Aget	\$45,000,000	N/A	TBD	
02/27/2013	03/13/2013	OSU-138009	The Ohio State University	Steam and Condensate Distribution System Upgrades - Phase 3	Mechanical (Steam Systems)	\$8,400,000	TBD	TBD	
02/19/2013	03/01/2013	OSU-120210	The Ohio State University	OARDC - Agriculture Engineering Building Replacement	Commissioning Services	\$14,000,000	Q&A	TBD	
02/11/2013	03/01/2013	UTO-131758	University of Toledo	Substation Emergency Power	Electrical	\$8,000,000	N/A		<ul style="list-style-type: none"> ■ Fosdick & Hilmer ■ *JDRM Engineering

									<ul style="list-style-type: none"> ■ M Consultants ■ RMF Engineering
01/22/2013	02/20/2013	OSU-120600	The Ohio State University	Ag Admin - FAES Student Success Center	Architecture	\$2,779,787	N/A	TBD	
01/24/2013	02/19/2013	SFC-130336	School District Board + OFCC	Batavia PK-5 Elementary School	Architecture	\$24,789,118	N/A		<ul style="list-style-type: none"> ■ *Cole + Russell Architects ■ SFA Architects ■ SHP Leading Design
01/18/2013	02/15/2013	UCN-13069A	University of Cincinnati	Nippert Stadium Expansion	Architecture	\$65,000,000	Q&A		<ul style="list-style-type: none"> ■ GBBN Architects ■ Heery International ■ Moody Nolan ■ MSA Sport
01/29/2013	02/13/2013	ESC-130001	Edison Community College	Parking Renovation	Architecture	\$300,000	N/A		<ul style="list-style-type: none"> ■ Freytag & Associates ■ *The Collaborative ■ Star Consultants
01/25/2013	02/11/2013	DOT-130006	Department of Transportation	Athens Full Services Maintenance Facility	Architecture	\$8,000,000	Q&A		<ul style="list-style-type: none"> ■ Abbot Studios ■ ms consultants ■ *Star Consultants
01/25/2013	02/11/2013	DOT-130005	Department of Transportation	Warrensville Heights & Columbiana Full Service Maintenance Facility	Architecture	\$12,000,000	Q&A		<ul style="list-style-type: none"> ■ DLZ Architecture/emersion DESIGN ■ Hardlines Design ■ ms consultants ■ *mbi k2m Architecture
01/25/2013	02/08/2013	DOT-130004	Department of Transportation	Warren Full Service Maintenance Facility	Architecture	\$6,000,000	Q&A		<ul style="list-style-type: none"> ■ emersion Design ■ *KZF Design ■ URS
01/18/2013	01/30/2013	OSU-120645	The Ohio State University	IBMR 4th Floor Lab & Office Renovation	Architecture	\$3,935,954	N/A	TBD	
01/09/2013	01/25/2013	UTO-131752	University of Toledo	Core Research Lab Renovation - HVAC Upgrade	Architecture	\$2,000,000	N/A		<ul style="list-style-type: none"> ■ The jdi group ■ JDRM Engineering ■ SSOE Group
01/09/2013	01/24/2013	OSU-120602	The Ohio State University	Newark - Maintenance Facility	Architecture	\$2,579,243	N/A	TBD	

[Back to Current Opportunities](#)

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Armstrong Student Center Phase 2</u>	Response Deadline	<u>October 7,</u> <u>2013</u> <u>2:00 P.M.</u> local time
Project Location	<u>Project Location</u>	Project Number	<u>MUN-100035</u>
City / County	<u>Oxford / Butler</u>	Project Manager	<u>Rick Russell</u>
Owner	<u>Miami University</u>	Contracting Authority	<u>Local Higher Education</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 Elizabeth Davidson at 181 Cole Service Building, Miami University, Oxford, Ohio 45056. See Section G of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Miami University will complete construction of Phase 1 of the of the Armstrong Student Center this winter. The first phase is a 150,000 gsf project that consists of 80,000 square feet of new construction infill connecting two existing campus buildings. The existing structures were completely renovated and integrated into the new construction. The project features a mixed use design with assembly, business, food service, and ancillary support spaces.

In July of 2013 the University began programming of Phase 2 of the Armstrong Student Center. The second phase consists of renovating existing Culler Hall by converting all 57,000 square feet from an educational space into additional student center space of a similar mixed use type. The project also includes construction of 6,000 square feet to connect Phase 1 to the to be renovated Culler Hall to complete the programmatic needs for a complete Armstrong Student Center. The expanded Center / Phase 2 is scheduled to open for the Spring 2016 Semester. The Program of Requirements (POR) will be developed as a part of this project by the Architect/Engineer (A/E).

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.

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.

B. Scope of Services

The selected Construction Manager at Risk (CMR), 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 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/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 (GMP Amendment). 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 the 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. Experience on OFCC (Formerly "SAO") Procedures and Policies
2. Publically Funded Projects
3. Higher Education Construction Projects
4. Mixed-use Construction Projects
5. Construction Manager at Risk Projects of Similar Size

C. Funding / Estimated Budget

Total Project Cost	<u>\$21,000,000</u>
Construction Cost	<u>\$15,825,000</u>
State Funding	<u>\$0</u>
Other Funding	<u>Local funding for full amount</u>

D. Anticipated Schedule

CM Services Start (mm/yy)	<u>11 /2013</u>
DD GMP Approval (mm/yy)	<u>TBD</u>
Construction Stage Start (mm/yy)	<u>10 /2014</u>
Construction Stage Completed (mm/yy)	<u>01/2016</u>
CM Services Completed (mm/yy)	<u>02/1016</u>

E. EDGE Participation Goal

Percent of Total Construction Contracts Awarded	<u>5%</u>	Percent of <i>initial</i> TOTAL CM Fee	<u>5%</u>
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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

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 Miami University Cole Service Building. 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.

RFQ Posted and Advertised	9/5/2103
Qualifications Due	10/7/2013
RFP issued to the Short-Listed Firms	10/16/2013
Site Visit at Project site	10/23/2013
Pre-proposal Meetings at Miami University Cole Service Bldg.	10/23/2013
Proposals Due	10/30/2013
Interviews at Miami University Cole Service Bldg.	11/6/2013
Selection of CM	11/13/2013
Controlling Board Meeting for approval of Agreement	N/A (Local Funding)

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.

Request for Qualifications (CM at Risk Contract) continued

G. 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.

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

Submit all questions regarding this RFQ in writing to Elizabeth Davidson at davidsea@miamioh.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to Miami University's Facilities Contracting Office's website at www.pfd.muohio.edu/fco and 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.

Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to this RFQ or 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)

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

CM at Risk Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Armstrong Student Center Phase 2 Proposer Firm _____
 Project Number MUN-100035 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$500,000	5	
	\$500,000 to \$5,000,000	2	
	More than \$5,000,000	0	
2. Primary Qualifications (Maximum 40 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 30
b. Project administration lead	Experience / ability to effectively administer project controls and processes	0 - 10	
c. Technical staff	Experience / ability of technical staff to develop accurate estimates and schedules	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 15	
3. Key Consultant Qualifications (Maximum 10 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	1 - 5	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 2 sample projects	1	Max = 3
	2 to 4 sample projects	2	
	More than 4 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
* Must be comprised of consulting firm(s) and NOT the primary firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Armstrong Student Center Phase 2 (CM at Risk) Project Number MUN-100035
Project Location Oxford, Ohio Butler County

Date Of the Q&A/Clarification: September 20, 2013

Updated: September 25, 2013

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

1. What, if any, LEED goal does this Project have?
 - A. The University is seeking silver level LEED accreditation.

2. Has the Project's A/E been selected, and if so, who is it?
 - A. BHDP Architecture is the Project A/E.

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Request for Qualifications (Design-Build Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Hoxworth Storage Facility</u>	Response Deadline	<u>10/22/2013</u> 10/01/2013	<u>2:00 pm</u>	local time
Project Location	<u>667 Lincoln Ave.</u>	Project Number	<u>UCN-13017A</u>		
City / County	<u>Cincinnati / Hamilton</u>	Project Manager	<u>Pietro Cassinadri</u>		
Owner	<u>University of Cincinnati</u>	Contracting Authority	<u>Local Higher Education</u>		
No. of paper copies requested (stapled, not bound)	<u>4</u>	No. of electronic copies requested on CD (PDF)	<u>2</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Michael Myres at 51 Goodman Drive, 3rd Floor Room 320. See Section G of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

1. This project consists of a new pre-engineered steel building ranging between 5,000 to 6,600 S.F., inclusive of approximately 1,000 S.F. of office space, mechanical spaces, and related site work.
2. The location is a vacant lot, adjacent to other parcels, with buildings, owned by the University of Cincinnati.
3. The new building will combine storage materials presently stored in other locations.
4. The entire structure shall have:
 - a. Concrete foundation structure, to serve as a base for the pre-engineered building;
 - b. Concrete piers built deep into the ground to support the concrete foundation structure;
 - c. Fire Separation as needed from Property Lines and the existing bus garage (*built in 2002*);
 - d. HVAC capable to maintain the temperatures between 68-78 degree, and 35% humidity in winter, 55% in the summer;
 - e. Electrical Power and Lighting;
 - f. Fire Protection system;
 - g. Fire Alarm;
 - h. Telephone and data;
 - i. Security devices;
 - j. Plumbing and restroom;
 - k. The exterior wall shall be insulated and finished inside with drywall;
 - l. The exterior wall shall be fire rated to meet the minimum code requirements;
 - m. Mixed occupancy S-1 and B.
5. The storage area shall have :
 - a. High bay shelving, with estimated eave height at 18 feet;
 - b. Concrete floor slab capable to support 800#/sf;
 - c. One Loading Dock.
6. Office space for 6-8 people shall have:
 - a. One enclosed office;
 - b. Open office area;
 - c. Suspended ceiling;
 - d. One restroom;
 - e. Concrete floor capable to support 100#/sf;
7. Easements restrictions apply to the lot.
8. Gas and electrical services exist on site, capacity to be determined.
9. Storm water detention shall be considered.

Request for Qualifications (Design-Build Contract) continued

10. The Owner will provide:

- a. Land Survey;
- b. Geotechnical report;
- c. Title Search analysis;
- d. Soil hazardous material analysis results;
- e. Telecommunication engineering and hook-ups;

11. The selected DB will need to engage licensed professional in the following disciplines:

- a. Architectural;
- b. Structural;
- c. Mechanical;
- d. Plumbing;
- e. Electrical;
- f. Fire Protection;
- g. Fire Alarm;

This project will utilize the Design-Build project delivery method. The documents utilized for the Design Build methodology are available for review on the OFCC website at <http://ofcc.ohio.gov>

State Prevailing Wage requirements apply to this project.

The Program of Requirements (PoR) for this project has been initially developed by the Criteria Architect/Engineer – University of Cincinnati P+D+C, and the Design Builder must fully develop and finalize it.

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 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: constructability review comments on documents produced by the Criteria A/E; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Schematic Design, Design Development, Subcontractor Prequalification and Bidding process, Construction Documents, Construction and Closeout stages.

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, Fire Alarm, HVAC, and Electrical trades, will be awarded by the DB to prequalified vendors using a competitive process. Telecommunication trades will be selected by the Owner. 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 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, program verification, schematic design, design development, Guaranteed 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

Request for Qualifications (Design-Build Contract) continued

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 of construction, construction execution, progress schedule, weekly progress meetings, testing and inspection, 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 DB's selection of subcontractors and any supplement terms to the subcontract form.

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. Architectural;
2. Structural;
3. Pre-Engineered Steel Building;
4. Mechanical;
5. Plumbing;
6. Electrical;
7. Fire Protection;
8. Fire Alarm;
9. Concrete deep foundation and piers structures;
10. Site Development;
11. State of Ohio Permitting, Inspections, Close-out records.

C. Funding / Estimated Budget

Total Project Cost	<u>\$1,176,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$836,000</u>	Other Funding	<u>\$1,176,000</u>

D. Anticipated Schedule

DB Services Start (mm/yy)	<u>01/14</u>
Construction Stage Start (mm/yy)	<u>07/14</u>
Contract Completed (mm/yy)	<u>03/15</u>
DB Services Completed (mm/yy)	<u>06/15</u>

E. EDGE Participation Goal

Percent of Preconstruction Compensation	<u>5%</u>
Percent of Initial Design Services Fee	<u>5%</u>
Percent of Contract Sum	<u>10%</u>

F. Evaluation Criteria for Selection

Selection Criteria:

The DB will be selected using (i) a qualifications-based selection process during the Request for Qualifications (RFQ) stage to develop a short list and (ii) a best value selection process during the 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 Qualifications (Design-Build Contract) continued

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 reimbursable expenses, preconstruction fee, preconstruction stage design fee, preconstruction stage personnel costs, construction stage personnel costs, construction stage itemized general conditions cost, construction stage contingency percentage, construction stage design fee percentage, and design-build 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 criteria 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 51 Goodman Dr., Cincinnati Ohio 45221-0186. 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	10/22/2013
RFP issued to the Short-Listed Firms	10/29/2013
Site Visit at 667 Lincoln Ave. project site	11/05/2013
Pre-proposal Meetings at 51 Goodman Drive	11/05/2013
Proposals Due	12/10/2013
Interviews at 51 Goodman Drive	12/17/2013
Selection of DB	12/20/2013
Controlling Board Meeting for approval of the 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 DB 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 DB'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.

Request for Qualifications (Design-Build Contract) continued

G. 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.

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

Submit all questions regarding this RFQ in writing to Michael Myres at myresmp@ucmail.uc.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted 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.

Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to this RFQ or 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 construction budget (e.g. a letter from your Surety agent stating that one or more Sureties will issue Bonds in the amount of the construction budget if your team is selected) 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)

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 (CS)

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 Hoxworth Storage Facility Proposer Firm _____
 Project Number UCN-13017A City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 25 miles	5	
	25 miles to 50 miles	2	
	More than 50 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$1M	5	
	\$1M to \$5M	2	
	More than \$5M	0	
2. Primary Qualifications (Maximum 35 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 25
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to coordinate construction documents and develop accurate estimates and schedules	0 - 8	
d. Construction administration staff	Experience / ability of field representatives to identify and solve issues during construction	0 - 7	
3. Key Consultant Qualifications (Maximum 15 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	1 - 10	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in preconstruction stage compensation over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 6 sample projects	0	Max = 3
	6 to 10 sample projects	2	
	More than 10 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 6 projects	0 - 3	
	6 to 10 projects	4 - 6	
	More than 10 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 6 projects	0 - 1	
	6 to 10 projects	2 - 3	
	More than 10 projects	4 - 5	
* Must be comprised of consulting firm(s) and NOT the lead firm of the team ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Architect and Landscape Architect Consultant List - 2013-15</u>	Response Deadline	<u>Oct. 18, 2013</u>	<u>4:00pm</u>	local time
Project Location	<u>Bowling Green State University</u>	Project Number	<u>BGU- 135961</u>		
City / County	<u>Bowling Green / Wood</u>	Project Manager	<u>Various</u>		
Owner	<u>Bowling Green State University</u>	Contracting Authority	<u>Local Higher Education</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 BGSU Purchasing Department, Attention; Beth Nagel at 103 Park Ave. Warehouse, Bowling Green, Ohio 43403. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Bowling Green State University (BGSU) Offices of Design & Construction and Capital Planning intend to pre-qualify firms to provide architectural services for projects that are not advertised through the Ohio Register. In order for any firm on the previous list to be considered in the pre-qualification process for future projects, they must reapply.

This pre-qualification process will determine the list of firms that will be eligible for award of contracts for the period beginning November 4, 2013 and ending November 4, 2015. The current consultant list expired on June 30, 2013.

Consultant services will be utilized for small projects or specialized tasks in which the A/E selection process would be unnecessarily cumbersome. Upon completion of the selection process, BGSU will be able to issue contract awards to pre-qualified firms up to the amount of \$250,000 for two-year period. Each individual assignment may range in the amount of \$25, 000-\$75,000 per project. However, there are exceptions where fees for an individual assignment exceed \$75,000.

The number of pre-qualified Architectural Services Consultants selected through this process is within the discretion of BGSU. While the pre-qualified status means that a firm is eligible for award of contracts, there is no guarantee that a firm will be awarded any work or representation of the amount of work a firm may received within the two-year period.

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

State Prevailing Wage requirements apply to this project.

B. Scope of Services

Work assignments may included: architectural, landscape architectural, and related specialty consulting services including but not limited to facility evaluation and master planning services, review or creation of Program of Requirements, various studies, preparation of cost estimates, prototype building design, quality assurance testing during construction , preparation of bidding and construction documents and pre-design investigations.

Services will be provided in accordance with a standard form of consultant agreement. As a project is identified for services, BGSU will notify a pre-qualified firm or firms of the project and scope of work. Only the firm selected for an assignment will be requested to provide a fee proposal. The scope of work and schedule for a specific project will be described in an exhibit document attached to the agreement.

BGSU will initiate contract negotiations directed toward;

- (1) Ensuring that the firm and the agency have a mutual understanding of the essential requirements involved in the providing of the required services;
- (2) Determining that the firm will make available the necessary personnel, equipment and facilities to perform the services within the required time; and
- (3) Agreeing upon fair and reasonable compensation, taking into account the estimated value, scope complexity and nature of the services.

Request for Qualifications (Architect / Engineer) continued

Upon failure to negotiate a contract with an identified pre-qualified firm, BGSU will inform the firm in writing of the termination of negotiations and enter into negotiations with another firm on the pre-qualified list.

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>.

C. Funding / Estimated Budget

Total Project Cost	\$ varies with project	State Funding	\$ varies
Construction Cost	\$ varies with project	Other Funding	\$ varies
Estimated A/E Fee	TBD% to TBD%		

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>Architecture</u>
Secondary	<u>Landscape Architecture</u>
	<u>Schedule Consulting</u>
	<u>Commissioning</u>
	<u>Roofing Consultant</u>
	<u>Cost Consulting</u>
	<u>LEED Consulting</u>
Others	<u>Studies</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>11 / 2013</u>
Construction Stage Start (mm/yy)	<u>varies</u>
Construction Stage Completed (mm/yy)	<u>varies</u>
Professional Services Completed (mm/yy)	<u>varies</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>0%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to ORC Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to ORC Chapter 4703, or (3) a professional engineer or professional surveyor holding a license and certificate of authorization issued by the Ohio Engineers and Surveyors Board pursuant to ORC Chapter 4733.

G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (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

Request for Qualifications (Architect / Engineer) continued

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.

The number of firms that will be determined to be pre-qualified is within the discretion of BGSU.

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.

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

Submit all questions regarding this RFQ in writing to Beth Nagel at bnagel@bgsu.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)

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 Architect and Landscape Architect Consultant List Proposer Firm _____
 Project Number BGU-135961 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 125 miles	5	
	125 miles to 250 miles	2	
	More than 250 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$100,000	2	
	\$100,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 3 professionals	3	Max = 3
	3 to 6 professionals	2	
	More 6 than professionals	1	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	1 - 15	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 2 projects	0 - 3	
	2 to 4 projects	4 - 6	
	More than 4 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the primary firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Architect and Landscape Architect Consultant List 2013-15 Project Number BGU-135961
Project Location Bowling Green, Ohio 43402

Date posted: 10-2-13

Date revised: n/a

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

1. Q. With the Architectural team as Primary we are to engage the Landscape Architect under our contract for this solicitation. Is this correct?
 - A. Firms should submit on the services they can provide in-house.
2. Q. Although we plan on participating as a consultant for Architect(s) submitting qualifications, can we submit independently for only the secondary scheduling component of the RFQ, where we could work independent of or with any of the successful primary submitters at the discretion of BGSU?
 - A. Firms should submit on the services they can provide in-house.
3. Q. For the EDGE component of the RCQ, can we include ourselves in the 'Commitment to Participate in EDGE Business Assistance Program'? We are not currently EDGE, but plan to apply for and achieve EDGE status during the contract term (we plan to apply when we achieve our 1 year requirement in 2/14).
 - A. Firms should submit qualifications based on their status at the time of submission.
4. Q. Part D of the RFQ shows a series of services required. Should we submit qualifications for just the services we can provide or should we form a team with consultants that can cover each of the services listed?
 - A. Firms should submit on the services they can provide in-house.
5. Q. Part F of the RFQ indicates a 0% for the EDGE Participation Goal, yet Part G indicates the Commitment to Participate, and the Intent to Contract and to perform forms should be submitted. Is this correct? Should the Commitment to Participate, and the Intent to Contract and to perform forms be submitted with the firm's qualifications?
 - A. It is correct that the "initial" EDGE Participation Goal is listed at 0%. Complete the "Commitment To Participate" form indicating the your intent to pursue the "TBD" project specific goals for EDGE-certified businesses.
6. Q. As part of our response should we add the consultants necessary to meet the requirements of Secondary Services, or should we respond to the RFP based on our services, and these secondary services if required for the project would be added during the technical proposal process
 - A. BGSU is interested in the range of services provided by the individual firms. BGSU selects firms based upon the particular services they provide. Firms should respond with information that describes the full range of disciplines within the firm. The primary service is Architecture. Firms that can provide secondary services in-house should include those qualifications on their Statement of Qualifications.
7. Q. Are we to include these items on this submission?
 - A. Only include what was asked for in the recent RFQ. The RFQ forms have been revised in previous version.

8. Q. Is there a specific list of relevant scope of work requirements to be included under the heading: "Major Scope of Work requirements as identified in the project advertisement".
- A. Architectural Design (pre-design, program development, cost estimating) Educational Facility, New Construction, Renovation, LEED-Certified Renovation Projects, State of Ohio Public Project, State of Ohio CMR Project Experience
9. Q. Could you list what criteria should be used on the F Experience Matrix?
- A. Architectural Design (pre-design, program development, cost estimating) Educational Facility, New Construction, Renovation, LEED-Certified Renovation Projects, State of Ohio Public Project, State of Ohio CMR Project Experience
10. Q. Where on the OAKS CI website can we find the answers to other questions posted regarding this RFQ?
- A. As of today (9-23-13) there has not been a posting on the OFCC website with answers to other questions related to this RFQ.
11. Q. Are you looking for the submitting firm to put together a team that provides all of the requested services, or should the submitting firm only submit on services that it provides in-house?
- A. Firms should submit on the services they can provide in-house.
12. Q. What are the "Major Scope of Work requirements" that should be used in the Section F Relevant Project Experience Matrix?
- A. Architectural Design (pre-design, program development, cost estimating) Educational Facility, New Construction, Renovation, LEED-Certified Renovation Projects, State of Ohio Public Project, State of Ohio CMR Project Experience
13. Q. If subconsultants are not to be included, how will EDGE participation be handled and judged (item 3b on rating form)?
- A. Key Consultants used by Primary Firm on past projects should be included for review to demonstrate collaboration experience.
14. Q. If subconsultants are not to be included, how will "previous team collaboration" be judged (item 4a on rating form)?
- A. EDGE Participation will be addressed on a project by project basis. List key consultants that have been used previously that are EDGE-certified.

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Indoor Practice Facility</u>	Response Deadline	<u>10/02/13</u>	<u>2:00 pm</u>	local time
Project Location	<u>North of Yager Stadium</u>	Project Number	<u>MUN-100036</u>		
City / County	<u>Oxford / Butler</u>	Project Manager	<u>Robert Bell</u>		
Owner	<u>Miami University</u>	Contracting Authority	<u>Local Higher Education</u>		
No. of paper copies requested (stapled, not bound)	<u>4</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 Betsy Davidson at Cole Service Building, Room 181, Miami University, Oxford, OH 45056. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Miami University (as "Owner" and/or "Contracting Authority") seeks responses from qualified firms to provide Architect/Engineer services for an indoor practice facility. The practice facility, located on the northern end of the Oxford campus, will serve football primarily and other sports including track as a second priority. The design will include a main space for a full size football field and areas for mechanical, electrical and support spaces. An existing parking access road will be re-routed as part of this project. The design of the practice facility should anticipate a future expansion of the North stands at Yager Field.

The anticipated project delivery method for this project is Construction Manager at Risk.

State Prevailing Wage requirements apply to this project.

B. Scope of Services

Upon award of the A/E Agreement, the A/E's Services will commence with the creation of the Program of Requirements and verification of the Budget. The A/E will also assist the Owner with the selection of a Construction Manager at Risk.

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 of Requirements, 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.

The project will require the following disciplines: architecture, mechanical, electrical, plumbing, fire alarm, fire suppression, building automation, sports venue design, civil engineering, structural engineering. The specific scope of services will include the main structure housing a full sized NCAA regulation football field with appropriate sideline space, support spaces (storage, restrooms, etc.), mechanical and electrical spaces with an exterior design that compliments the existing architectural heritage of Miami University's campus and integrate the design of a future Athletic Performance Center to be located directly adjacent to this project. The project will require civil engineering for re-routing an existing road and parking areas, landscape design to integrate the project within the exiting sports complex. The A/E shall provide additional services for developing a program of requirements with the University's input. In addition, rendering services may be requested to assist the University in promoting and raising funds for the project. The A/E should have experience with indoor sports facilities, prefabricated metal structures, working with the State of Ohio.

Request for Qualifications (Architect / Engineer) continued

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. Sports Venue design
2. Indoor Sports facility
3. Pre-fabricated structure
4. University sports experience

C. Funding / Estimated Budget

Total Project Cost	<u>\$15,397,200.00</u>	State Funding	<u>\$</u>
Construction Cost	<u>\$13,000,000.00</u>	Other Funding	<u>\$15,397,200</u>
Estimated A/E Fee	<u>5% to 6%</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>Architectural Design</u>
Secondary	<u>Structural Engineer</u>
	<u>MEPFP Engineer</u>
	<u>Sports Facility Consultant</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
Others	<u>_____</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>10 / 13</u>
Construction Stage Start (mm/yy)	<u>3 / 14</u>
Construction Stage Completed (mm/yy)	<u>08 / 14</u>
Professional Services Completed (mm/yy)	<u>09 / 14</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to 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.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Request for Qualifications (Architect / Engineer) continued

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

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

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

H. Submittal Instructions

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

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.

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

Submit all questions regarding this RFQ in writing to Betsy Davidson at davidsea@miamioh.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)

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 Indoor Practice Facility Proposer Firm _____
 Project Number MUN-100036 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 150 miles	2	
	More than 150 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$200,000	2	
	\$200,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 5 professionals	1	Max = 3
	5 to 10 professionals	2	
	More than 10 than professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	1 - 15	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 4 sample projects	1	Max = 3
	4 to 8 sample projects	2	
	More than 8 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 8 projects	4 - 6	
	More than 8 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the primary firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Ohio Facilities Construction Commission

Project Name	<u>AOCI - HVAC System Replacement</u>	Response Deadline	<u>10/04/2013 4:00 p.m.</u> local time
Project Location	<u>Allen Oakwood Correctional Facility</u>	Project Number	<u>DRC-130058</u>
City / County	<u>Lima / Allen</u>	Project Manager	<u>John McCready Michael Downey</u>
Owner	<u>Rehabilitation and Correction</u>	Contracting Authority	<u>OFCC</u>
No. of paper copies requested (stapled, not bound) <u>3</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 Christina Miller at 40 West Spring Street, 4th Floor, Columbus, Ohio 43215. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

This project will replace the original twenty-five year old HVAC system including the replacement of units, heating coils, controls, condensing units, evaporator lines, make-up and exhaust units. The minimum to maximum security facility opened in 1994 and is located at 2338 North West Steet in Lima. The campus includes ten main buildings ranging in size from approximately 3,400 SF to 60,000 SF totaling 172,000 SF. Each building will have a new hot water boiler that is part of a locally administered project and will need to be integrated with the new systems. It is anticipated that energy efficient solutions will eliminate the motor starter panels and replace the existng exhaust system. The Architect/Engineer (A/E) will develop the Program of Requirements after performing a full survey of the facilities and conduct code analysis.

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

State Prevailing Wage requirements apply to this project.

B. Scope of Services

Upon award of the Agreement, commence by developing the Program of Requirements. The selected Architect/Engineer (A/E), as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and/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 of Requirements, 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 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. Services needed to complete the selection process for successful project delivery will include experience in total HVAC system replacement in occupied correction facilities, LEED credentials and cost-effective, energy-efficient green building practices, previous experience working with the State of Ohio and OAKS CI.

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. Existing Building HVAC System
2. Life Cycle Cost Analysis
3. Assessments
4. Energy Efficient HVAC Design
5. Working in an Occupied Secure Facility
6. State of Ohio Experience
7. OAKS CI Experience
8. Single Prime Experience with HVAC Contractor

Request for Qualifications (Architect / Engineer) continued

C. Funding / Estimated Budget

Total Project Cost	<u>\$2,541,250</u>	State Funding	<u>\$2,541,250</u>
Construction Cost	<u>\$2,025,000</u>	Other Funding	<u>\$0</u>
Estimated A/E Fee	<u>7.5% to 9.5%</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: 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., 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>HVAC Engineering</u>
Secondary	<u>Energy Conservation Engineering</u>
	<u>Electrical Engineering</u>
	<u>Plumbing Engineering</u>
	<u>Structural Engineering</u>
	<u>Commissioning Services</u>
Others	<u></u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>10/13</u>
Construction Contracts Start (mm/yy)	<u>06/14</u>
Construction Contracts Completed (mm/yy)	<u>06/15</u>
Professional Services Completed (mm/yy)	<u>03/14</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to 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.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.

Interested A/E firms are required to 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.

Request for Qualifications (Architect / Engineer) continued

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.

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

Submit all questions regarding this RFQ in writing to Christina Miller at 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 OFCC website on a regular basis at <http://ofcc.ohio.gov/opportunities.aspx> 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 AOCI - HVAC System Replacement Proposer Firm _____
 Project Number DRC-130058 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$50,000	2	
	\$50,000 to \$200,000	1	
	More than \$200,000	0	
c. Number of licensed professionals	Less than 10 professionals	3	Max = 3
	10 to 20 professionals	1	
	More 20 than professionals	0	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	1 - 15	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 4 sample projects	1	Max = 3
	4 to 8 sample projects	2	
	More than 8 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 2 projects	0 - 3	
	2 to 8 projects	4 - 6	
	More than 8 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 8 projects	2 - 3	
	More than 8 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the primary firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Shriver Center: Phased Renovation</u>	Response Deadline	<u>9/30/13</u>	<u>2:00 pm</u>	local time
Project Location	<u>Miami University, Oxford Campus</u>	Project Number	<u>MUN-100037</u>		
City / County	<u>Oxford / Butler</u>	Project Manager	<u>Ted Christian</u>		
Owner	<u>Miami University</u>	Contracting Authority	<u>Local Higher Education</u>		
No. of paper copies requested (stapled, not bound)	<u>3</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 at 181 Cole Service Building, 101 South Fisher Drive, Miami University, Oxford, OH 45056. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Miami University ("Owner") seeks responses from qualified firms to provide design and related services for phased renovations of the Shriver Center. The Shriver Center has served as Miami's University Center since its construction in 1957. With the relocation of many of the Shriver Center's operations to the new Armstrong Student Center (opening fall 2013), renovations are planned to re-purpose approximately 46,000 square feet of vacated space across 3 floors of the building. The project will also include accessibility improvements to the main entrance.

Program components include the following: FIRST FLOOR: new retail space, a Welcome Center and Admissions office suite with 200 seat auditorium, relocation of the housing and meal plan office suite. SECOND FLOOR: reconfiguration of the Shriver Center's business office suite, enhanced Pre-Function and Lobby spaces serving the existing multi-purpose conference and banquet rooms, enhanced restrooms including reconfiguration for separate family and accessible restrooms, reconfiguration of the existing catering kitchen, development of a new fashion design department. THIRD FLOOR: relocation of the Rinella Learning Center (a tutorial assistance program), relocation of the University's Office of Disability Resources, and creation of a combined testing center for use by both units.

The selected A/E will provide programming and schematic design services to cover all program components. The selected A/E will provide a full-scope of services for Phase 1 only. The selected A/E may be requested to provide full-scope services for subsequent phases contingent upon funding and satisfactory performance during Phase 1. The University's vision for Phase 1 consists of the third floor components identified above. As part of its Phase 1 services, the selected A/E will work with the University and the selected Construction Manager to develop subsequent phasing that will achieve the best overall value for the University. Phase 1 construction is anticipated to commence in the early summer of 2014.

An initial concept study consisting of floor plans, conceptual budget, and an HVAC scope narrative has been prepared and will be shared with short-listed firms prior to interviews. Selected AE will prepare a Program of Requirements as an additional service.

The anticipated project delivery method for this project is Construction Manager at Risk.

State Prevailing Wage requirements apply to this project.

B. Scope of Services

Upon award of the Architect/Engineer (A/E) Agreement, A/E will commence by working with the University to develop the Program of Requirements based upon the provided initial concept study. The A/E will also assist the Owner with selection of the Construction Manager.

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

Request for Qualifications (Architect / Engineer) continued

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types.

Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

During the construction period, provide not less than 16 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

The project will require the following design and engineering disciplines: Architecture, interiors, retail display and fixturing design, environmental graphics, electrical, plumbing, mechanical, fire alarm, fire suppression, building automation controls, structural, civil, audio/visual systems, telecommunications (RCDD required), food service, and kitchen equipment. Experience with Ohio's Capital Improvement Process is preferred.

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 (not listed in order of importance):

1. College/University Student Center Experience
2. Complex Renovation Experience—Programming to Construction Administration
3. Interior Design
4. Phasing and Logistics in Occupied Facilities

C. Funding / Estimated Budget

Total Project Cost	<u>\$4,200,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$3,000,000</u>	Other Funding	<u>\$4,200,000</u>
Estimated A/E Fee	<u>7.75% to 8.25%</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>Architecture</u>
Secondary	<u>M/E/P/FP/T Engineering</u>
	<u>Structural Engineering</u>
	<u>Interior Design</u>
	<u>Environmental Graphics</u>
	<u>Food Service/Kitchen Equipment</u>
Others	<u></u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>11 / 13</u>
Construction Stage Start (mm/yy)	<u>06 / 14</u>
Construction Stage Completed (mm/yy)	<u>12 / 14</u>
Professional Services Completed (mm/yy)	<u>01 / 15</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to ORC Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to ORC Chapter 4703, or (3) a professional engineer or professional surveyor holding a license and certificate of authorization issued by the Ohio Engineers and Surveyors Board pursuant to ORC Chapter 4733.

Request for Qualifications (Architect / Engineer) continued

G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

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

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

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

H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (Form F110-330) available via the OFCC website at <http://ofcc.ohio.gov>. 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. Facsimile or e-mailed copies of the Statement of Qualifications will not be accepted.

Submit all questions regarding this RFQ in writing to Elizabeth Davidson at davidsea@miamioh.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the University's Facility Contracting Office's website at www.pfd.muohio.edu/fco and the OFCC website on a regular basis at <http://ofcc.ohio.gov/opportunities.aspx> 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 Shriver Center: Phased Renovations Proposer Firm _____
 Project Number MUN-100037 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$500,000	2	
	\$500,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 2 professionals	1	Max = 3
	2 to 20 professionals	2	
	More than 20 than professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 10	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	1 - 15	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 2 sample projects	1	Max = 3
	2 to 4 sample projects	2	
	More than 4 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 2 projects	0 - 3	
	2 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 5 projects	0 - 1	
	5 to 9 projects	2 - 3	
	More than 9 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the primary firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Design-Build Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Ohio Facilities Construction Commission

Project Name	Columbiana Full Service Maintenance Facility	Response Deadline	October 3, 2013	2:00 p.m.	local time
Project Location	36606 US Route 30	Project Number	DOT-130009		
City / County	Lisbon / Columbiana	Project Manager	Michael Downey		
Owner	Ohio Department of Transportation	Contracting Authority	OFCC		
No. of paper copies requested (stapled, not bound)	1	No. of electronic copies requested on CD (PDF)	1		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Christina Miller at 30 West Spring Street, 4th Floor, Columbus, Ohio 43215. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

The Program of Requirements (POR) will be developed as a part of this project by the Criteria Architect/Engineer.

This 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.

The Ohio Department of Transportation, (ODOT), plans on replacing the existing main garage at the, Columbiana County Maintenance Facility with a new Full Service Facility located at, 36606 US Route 30, Lisbon, Ohio 44432

This project will develop an existing 12 acre site and will include functional areas containing, 10,080 G.S.F. office / maintenance building including a washbay, a 20,890 G.S.F. heated truck storage building, new cold storage buildings, a new material storage building, new fueling station with above ground fuel tanks and new 2 twin sided dispensing equipment (1 unleaded & 1 diesel), site grading, and additional/new parking, and demolition of the existing office / truck building. The scope has not yet been finalized but the final Design Criteria Document will be provided to the short listed teams with the Request for Proposals

The final scope and building construction types has not yet been selected but, will be the responsibility of the DB proposer to determine and present the most cost effective options.

Criteria AE's Role

The State has-selected mbi | k2m Architecture. to perform the role of Criteria A/E. However, the Criteria A/E Basic Services under the standard Criteria AE scope of services, will include verification and finalization of the Owner's Program of Requirements, it is the intent of the State to have the Criteria AE continue to advance the Criteria to a level consistent with a Program of Requirements.

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, the Contracting Authority and Criteria A/E, 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: develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Schematic Design, Design Development, Subcontractor Prequalification and Bidding process, Construction Documents, Construction and Closeout stages.

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>.

Request for Qualifications (Design-Build Contract) continued

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, and Electrical trades 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 the 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 DB'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, program verification, schematic design, design development, Guaranteed 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 Owner, the Contracting Authority and Criteria A/E, 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 DB'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 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.

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 of construction, construction execution, progress schedule, weekly progress meetings, testing and inspection, 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 DB's selection of subcontractors and any supplement terms to the subcontract form.

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. Design-Build delivery method experience
2. Expedited project schedule management
3. Guaranteed Maximum Price (GMP) contract experience
4. State of Ohio construction experience
5. Site development experience
6. Experience with OAKS CI
7. Experience with ODOT vertical construction projects
8. Simultaneous Construction of Multiple Buildings on the same Site
9. Experience with expedited Project Delivery

C. Funding / Estimated Budget

Total Project Cost	<u>\$6,900,000.00</u>	State Funding	<u>\$6,900,000.00</u>
Construction Cost	<u>\$6,200,000.00</u>	Other Funding	<u>\$0.00</u>

Request for Qualifications (Design-Build Contract) continued

D. Anticipated Schedule

DB Services Start (mm/yy)	<u>01/ 14</u>
Construction Stage Start (mm/yy)	<u>4/ 14</u>
Contract Completed (mm/yy)	<u>5/ 15</u>

E. EDGE Participation Goal

Percent of Preconstruction Compensation	<u>5%</u>
Percent of Initial Design Services Fee	<u>5%</u>
Percent of Contract Sum	<u>5%</u>

F. Evaluation Criteria for Selection

Selection Criteria:

The DB will be selected using (i) a qualifications-based selection process during the Request for Qualifications (RFQ) stage to develop a short list and (ii) a best value selection process during the Request for Proposal (RFP) stage for the final DB selection. The qualifications-based selection criterion 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 reimbursable expenses, preconstruction fee, preconstruction stage design fee, preconstruction stage personnel costs, construction stage personnel costs, construction stage itemized general conditions cost, construction stage contingency percentage, construction stage design fee percentage, and design-build 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 criteria 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 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	See above
RFP issued to the Short-Listed Firms	November 6, 2013
Site Visit at Columbiana ODOT (Lisbon) project site	November 8, 2013
Pre-proposal Meetings at ODOT Sign Shop Conf. Room	November 22, 2013
Pre-proposal Meetings at ODOT Sign Shop Conf. Room	December 2, 2013
Proposals Due	December 16, 2013
Interviews at ODOT OFCC Grand Conference Room and GMP Proposal Due	December 30, 2013
Selection of DB	January 7, 2014
Design Phase and Permits Due	March 7, 2014

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.

Request for Qualifications (Design-Build Contract) continued

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 DB'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.

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

Submit all questions regarding this RFQ in writing to Christina Miller at 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 OFCC website at <http://ofcc.ohio.gov> (click on Opportunities) 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.

Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to this RFQ or 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 construction budget (e.g. a letter from your Surety agent stating that one or more Sureties will issue Bonds in the amount of the construction budget if your team is selected) 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 EBO+M (Existing Buildings, 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

Design-Build Selection Rating Form

State of Standard Forms and Documents

Project Name Columbiana Full Service Maintenance Facility Proposer Firm _____
 Project Number DOT-130009 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$5,000,000	5	
	\$5,000,000 to \$10,000,000	2	
	More than \$10,000,000	0	
2. Primary Qualifications (Maximum 35 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 25
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to coordinate construction documents and develop accurate estimates and schedules	0 - 5	
d. Construction administration staff	Experience / ability of field representatives to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 15 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	1 - 10	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in preconstruction stage compensation over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 5 sample projects	0	Max = 3
	5 to 7 sample projects	2	
	More than 7 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 5 projects	0 - 3	
	5 to 7 projects	4 - 6	
	More than 7 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 projects	4 - 5	
* Must be comprised of consulting firm(s) and NOT the lead firm of the team ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Western Campus Site Improvements</u>	Response Deadline	<u>10/25/13</u>	<u>2:00PM</u>	local time
Project Location	<u>Miami University - Western Campus</u>	Project Number	<u>MUN-100038</u>		
City / County	<u>Oxford / Butler</u>	Project Manager	<u>Vincent Cirrito, RLA</u>		
Owner	<u>Miami University</u>	Contracting Authority	<u>Local Higher Education</u>		
No. of paper copies requested (stapled, not bound)	<u>4</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 at 181 Cole Service Building, Oxford, OH 45056, davidsea@miamiOH.edu. See Section G of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Miami University ("Owner"/"Contracting Authority") is requesting interested and qualified firms to submit proposals to provide preconstruction stage and construction stage services as a Construction Manager at Risk (CMR) for Miami's Western Campus Site Improvements project ("Project").

Miami University's Western Campus is located on the Oxford campus of Miami University. The University's Western Campus, acquired in 1974, features a natural and pastoral setting with rolling hills and wooded areas. The architectural style of the Western Campus is not representative of the Neo-Georgian style of the University's main campus. Many of the structures on the Western Campus utilize stone and brick and offer a more diverse architectural style.

The University is implementing its phased Student Housing and Dining Long Range Master Plan including the current construction of three new residence halls, new dining hall, and geothermal energy plant all within the northern confines of Western Campus. The Project will be constructed concurrently with the completion of these buildings and is envisioned to seamlessly integrate twelve and one-half (12.5) acres of new development with the existing fabric of Western Campus as well as the greater Oxford campus.

Currently at a schematic design level, the Project will include the construction of the new "Western Walk" which is envisioned as a major new pedestrian circulation route through Western Campus linking to the greater Campus at Spring Street and Patterson Avenue. Western Walk will include an approximately 150' long pedestrian bridge clad in stone that will be designed to complement existing stone clad bridges in Western Campus. Other work will include the design of pedestrian and vehicular circulation pavements including fire lanes and service drives for new buildings, 40' long pedestrian bridge, area lighting, stream restoration, site grading and stormwater management, and landscaping (building foundation and site). In addition, work will include the reconstruction of the existing west patio of Havinghurst Hall, transforming this existing space into a new "front door" to the building.

The Program of Requirements (POR) will be developed as a part of this project by the Architect/Engineer (A/E).

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.

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.

B. Scope of Services

The selected Construction Manager at Risk (CMR), 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 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.

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

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 Site, Landscape, and Electrical 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. 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 (GMP Amendment). 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 the 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. Landscape
2. Electrical
3. General Construction
4. Scheduling with other adjacent on-going construction work

C. Funding / Estimated Budget

Total Project Cost	<u>\$4,870,000</u>
Construction Cost	<u>\$3,800,000</u>
State Funding	<u>\$0</u>
Other Funding	<u>4,870,000</u>

D. Anticipated Schedule

CM Services Start (mm/yy)	<u>11 / 2013</u>
DD GMP Approval (mm/yy)	<u>01 / 2014</u>
Construction Stage Start (mm/yy)	<u>03 / 2014</u>
Construction Stage Completed (mm/yy)	<u>08 / 2014</u>
CM Services Completed (mm/yy)	<u>10 / 2014</u>

E. EDGE Participation Goal

Percent of Total Compensation Awarded 5%

Request for Qualifications (CM at Risk Contract) continued

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 Miami University – Oxford, Ohio. 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.

RFQ Posted and Advertised	9/25/2013
Qualifications Due	10/25/2013
RFP issued to the Short-Listed Firms	10/30/2013
Site Visit at Miami University – Oxford, Ohio project site	11/6/2013
Pre-proposal Meetings at Miami University – Oxford, Ohio	11/6/2013
Proposals Due	11/13/2013
Interviews at Miami University – Oxford, Ohio	11/20/2013
Selection of CM	11/22/2013

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 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.

Request for Qualifications (CM at Risk Contract) continued

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 (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.

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

Submit all questions regarding this RFQ in writing to Vincent Cirrito at cirritv@miamiOH.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the University's Facilities Contracting Office's website at www.pfd.muohio.edu/fco and 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.

Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to this RFQ or 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)

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 (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 Western Campus Site Improvements Proposer Firm _____
 Project Number MUN-100038 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$500,000	5	
	\$500,000 to \$5,000,000	2	
	More than \$5,000,000	0	
2. Primary Qualifications (Maximum 40 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 30
b. Project administration lead	Experience / ability to effectively administer project controls and processes	0 - 5	
c. Technical staff	Experience / ability of technical staff to develop accurate estimates and schedules	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 10 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	1 - 5	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 2 sample projects	1	Max = 3
	2 to 4 sample projects	2	
	More than 4 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
* Must be comprised of consulting firm(s) and NOT the primary firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Multi-year Parking Lot Renovation</u>	Response Deadline	<u>October 23, '13 4:00 PM</u> local time
Project Location	<u>Bowling Green State University</u>	Project Number	<u>BGU 135964</u>
City / County	<u>Bowling Green / Wood</u>	Project Manager	<u>Marc A. Brunner</u>
Owner	<u>Bowling Green State University</u>	Contracting Authority	<u>Local Higher Education</u>
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested on CD (PDF)	<u>3</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Beth Nagel at 103 Park Avenue Warehouse, Bowling Green State University, Bowling Green, OH 43403. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

This is a multi-year project that will repave, and possibly reconfigure 15 existing parking lots for approximately 1,650 vehicles and 82,000 square yards on BGSU's main campus. Construction can only occur between May and August each year.

Interviews are not anticipated. Selection will be based on submittals.

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

State Prevailing Wage requirements apply to this project.

B. Scope of Services

15 lots have been identified as part of a broader survey of parking lot conditions and scheduled upgrades. Not all the lots are at the same level of disrepair. Some lots may have to be re-engineered, in regard to drainage, parking layout, lighting, curbs, flatwork, islands, etc., others will simply be milled, resurfaced and restriped. The selected firm will verify the conditions of the lots in consultation with University personnel in order to establish lot repaving priorities and level of repairs.

In the past, some lots have required significant undercutting of base and sub base to get to suitable soil. If drainage redesign is required, anticipate significant rock. Non-fracturable shallow (as shallow as 8") dolomite is common. The shallow rock has caused significant challenges for engineered solutions.

Reimbursable services shall include, but not be limited to, soil borings to determine level of rock and pavement condition, and on-site testing by a certified testing agency during work. Selected firm will consult with the City of Bowling Green during design review for drainage design, curb cuts, etc. There may be electrical or IT work involved depending on the extent of re-engineering.

Design time will be challenging. The first phase of lots that have been tentatively identified for resurfacing/redesign are I, Y, K, S, Z, BTSU Main and BTSU East for May-August 2014. A campus parking map is available at the following web address: <http://www.bgsu.edu/offices/parking>. Bids should be issued for approximately 30 days at the beginning in February. **Do not submit engineered/design solutions or lot conditions surveys as part of this RFQ.**

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>.

Request for Qualifications (Architect / Engineer) continued

- Proposer's previous experience (numbers of projects, sizes of projects, conditions) when working with its proposed consultants.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (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.

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

Submit all questions regarding this RFQ in writing to **Beth Nagel** at bnagel@bgsu.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page of the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

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 Multi-year Parking Lot Renovation Proposer Firm _____
 Project Number BGU 135964 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$50,000	2	
	\$50,000 to \$200,000	1	
	More than \$200,000	0	
c. Number of licensed professionals	Less than 2 professionals	0	Max = 3
	2 to 4 professionals	2	
	More 4 than professionals	2	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	1 - 15	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 5 sample projects	1	Max = 3
	5 to 9 sample projects	2	
	More than 9 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 4 projects	0 - 3	
	4 to 9 projects	4 - 6	
	More than 9 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the primary firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Multi-year Parking Lot Renovation Project Number BGU 135964
Project Location Bowling Green State University

Date posted: October 21, 2013

Date revised: N/A

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

1. To help us build our team we would like you to confirm that the electric engineer services is only for lighting. Please also describe what the IT engineering is for.
 - A. Electrical engineering will probably be limited to relocating, adding or removing lights and posts, maybe swapping out old heads to new LEDs. At this point it's impossible to say if any work will occur on the lights, as scope hasn't been defined, which is part of the services that will be provided by this RFQ. The IT component will likely only be concerned with relocating emergency phones. Possibly cameras, but at this point, cameras haven't been discussed.

