



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 242

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Response Deadline:

Varies by project

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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.



Search OFCC...

- Home
- Services
- Documents
- Opportunities
- Compliance
- OAKS CI
- Media Center

Opportunities

- Qualifications-based RFQs
 - Best Value RFQs/RFPs
 - Construction Bids
 - Consultant Lists
- Ohio Register

Best Value Selection (BVS)

"Best Value Selection" is a 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) and Energy Performance Contracting

Current BVS Requests for Qualifications (as of November 5, 2013) - Scroll down for archived RFQs

Published Date	Due Date	Project Number	Agency / Institution	Project Name	Primary Service	Project Cost (Est.)	Q&A / Misc	Short List (*Selected Firm)
10/29/2013	02/28/2014	DRC-130045	Department of Rehabilitation and Correction	Energy Conservation Project - Lebanon & Warren Correctional Institutions	Energy Conservation	TBD	Q&A	TBD
11/04/2013	02/21/2013	SFC-14N7410	North Central State College	Energy Conservation Project	Energy Conservation	TBD	Q&A	TBD
10/28/2013	11/27/2013	SFC-140362	West Liberty-Salem LSD+OFCC	West Liberty-Salem LSD	Construction Management	\$30,184,981	N/A	TBD
10/21/2013	11/21/2013	SFC-130339	Coventry LSD + OFCC	New Coventry Local High School	Design Builder	\$30,083,556	N/A	TBD
10/21/2013	11/21/2013	SFC-140356	West Muskingum LSD +OFCC	New West Muskingum Elementary	Construction Management	\$16,632,203	N/A	TBD
11/04/2013	11/15/2013	DYS-140122	Department of Youth Services	Circleville Juvenile Correctional Facility Program Building Addition	Design Builder	\$1,500,000	N/A	TBD
10/15/2013	11/15/2013	OSU-130501	The Ohio State University	Kottman Hall Renovation	Construction Management	\$13,142,200	N/A	TBD
10/17/2013	11/11/2013	MUN-100039	Miami University	RH North Quad Renovations	Design Builder	\$83,000,000	N/A	TBD

- [Bid Express Website](#)
- [Bid Express Quick Start Guide](#)
- [Statewide Bidding Opportunities](#)
- [Bid Express Contractor Webinars](#)
- [Ohio Public Notices Website](#)
- [Contracting Authority Opportunities](#)

Archived BVS Requests for Qualifications

Published Date	Due Date	Project Number	Agency / Institution	Project Name	Primary Service	Project Cost (Est.)	Q&A / Misc	Short List (*Selected Firm)
10/15/2013	10/30/2013				Design Builder	\$450,000	N/A	TBD

		OSU-140182	The Ohio State University	Wayfinding - Highway Signage				
09/27/2013	10/30/2013	SFC-140343	Milford Exempted VSD + OFCC	Two New Pk-6 Elementary Schools	Construction Management	\$24,981,289	N/A	TBD
09/27/2013	10/30/2013	SFC-140343	Milford Exempted VSD + OFCC	Two New Pk-6 Elementary Schools	Construction Management	\$24,981,289	N/A	TBD
10/16/2013	10/28/2013	DYS-140123	Department of Youth Services	IRJCF Toilet Installation	Design Builder	\$2,500,000	N/A	TBD
09/25/2013	10/25/2013	MUN-100038	Miami University	Western Campus Site Improvements	Construction Management	\$4,870,000	N/A	TBD
09/25/2013	10/25/2013	MUN-100038	Miami University	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	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	* Shook Touchstone Gilbane Building Company Lend Lease (US) Construction
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
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	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				Design Builder	\$7,770,000	N/A	

		DOT-130005	Department of Transportation	Warrensville Full Service Maintenance Facility				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			University Center		\$29,400,000	Q&A	

		CSU-010082	Central State University		Construction Management			Messer Construction Shook Touchstone *Smoot Construction Company
02/08/2013	03/15/2013	UCN-13069A	University of Cincinnati	Nippert Stadium Expansion - West Pavilion	Construction Management	\$65,000,000	Q&A	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

About OFCC	State Government	Notices	Project Management Tools
Overview	Ohio.gov	Privacy Policy	(Password required)
The Commission	OSFC website	Public Records Policy	Bid Express
Staff Directory	State Agencies	Public Notices	OAKS CI Unifier (Agency / Institution)
Vision, Mission and Goals	University System of Ohio		OAKS CI Unifier (K-12)
Contact Us	Ohio Laws and Rules		CM website
	Ohio General Assembly		Maintenance Plan (FMR Tool)
	Ohio Cultural Facilities website		OSFC web apps (prodapp)



- Home
- Services
- Documents
- Opportunities
- Compliance
- OAKS CI
- Media Center

Opportunities

- Qualifications-based RFQs
 - Best Value RFQs/RFPs
 - Construction Bids
 - Consultant Lists
- [Ohio Register](#)

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); and Specialty Consultant (SC)

Current QBS Requests for Qualifications (as of October 31, 2013) - Scroll down for archived RFQs								
Publish Date	Due Date	Project Number	Agency / Institution	Project Name	Primary Service	Project Cost	Q&A	Short List (*Selected Firm)
10/31/2013	12/06/2013	BGU-135974	Bowling Green State University	*** Replacement Greek Housing	Architecture	\$30,000,000	N/A	TBD
10/31/2013	11/26/2013	UCN-13143A	University of Cincinnati	*** West Campus Utility Infrastructure GIS	Engineering and Land Surveying	\$300,000	N/A	TBD
10/25/2013	11/22/2013	MUN-100040	Miami University	Baseball Facility	Architecture	\$2,750,000	N/A	TBD
10/21/2013	11/21/2013	BGU-135972	Bowling Green State University	Huntington Building Renovation	Architecture	\$4,475,000	N/A	TBD
10/31/2013	11/15/2013	OSU-130665	The Ohio State University	*** ATI - Dining Services Renovation	Architecture	\$648,000	N/A	TBD
10/17/2013	11/15/2013	WSU-130008	Wright State University	Woods Commons	Architecture	\$3,900,000	N/A	TBD
10/04/2013	11/15/2013	OSU-Prequal	The Ohio State University	General Qualifications for Prequalification List of Professional Services-330, Part II	Varies	Varies	N/A	TBD
10/23/2013	11/14/2013	CLS-131352	Cleveland State University	Cleveland State Master Plan	Master Planning	TBD	Q&A	TBD

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- [Ohio Public Notices Website](#)
- [Contracting Authority Opportunities](#)

Archived QBS Requests for Qualifications								
Publish Date	Due Date	Project Number	Agency / Institution	Project Name	Primary Service	Project Cost	Q&A	Short List (*Selected Firm)
10/11/2013	10/28/2013	DAS-140029	Department of Administrative Services	Rhodes State Office Tower	Forensic Engineering	\$100,000	Q&A	TBD
10/04/2013	10/25/2013	JSC-130002	Supreme Court	Exterior Repair Project	Architecture	\$1,494,400	Q&A	TBD

10/09/2013	10/23/2013	OSU-110672	The Ohio State University	North Residential District Transformation	Construction Inspections & Testing	\$362,644,218	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	Q&A	TBD
10/04/2013	10/22/2013	OSU-110672	The Ohio State University	North Residential District Transformation	Commissioning Services	\$370,000,000	N/A	TBD
10/04/2013	10/21/2013	OSU-130501	The Ohio State University	Kottman Hall Renovation - Architect of Record	Architecture	\$13,142,200	N/A	TBD
10/04/2013	10/21/2013	OSU-130501	The Ohio State University	Kottman Hall Renovation - MEP	HVAC Engineering	\$13,142,200	N/A	TBD
10/04/2013	10/18/2013	OSU-130572	The Ohio State University	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
10/01/2013	10/16/2013	OSU-140145	The Ohio State University	CFAES Master Plan (Planning Services)	Planning/Landscape Architecture	\$167,375	Q&A	TBD
10/01/2013	10/16/2013	OSU-130549	The Ohio State University	CAR and CDME Feasibility Study (Planning Services)	Architecture/Design	\$60,000	Q&A	TBD
10/01/2013	10/15/2013	OSU-140142	The Ohio State University	Dentistry - New Facility Study (Planning Services)	Architecture/Design	\$75,000	Q&A	TBD
10/01/2013	10/15/2013	OSU-140116	The Ohio State University	Advanced Materials Facilities Study (Planning Services)	Architecture/Design	\$60,000	Q&A	TBD
10/01/2013	10/15/2013	OSU-130244	The Ohio State University	Fisher College of Business - New Facility Study (Planning Services)	Architecture/Design	\$75,000	Q&A	TBD
09/27/2013	10/15/2013	SFC-140343	Milford Exempted VSD + OFCC	Two new Pk-6 Elementary Schools	Architecture	\$24,981,289	Q&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
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	NEW Burgess & Niple CT Consultants URS
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	*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		Architecture	\$16,632,203	Q&A	*Fanning/Howey Associates

				New West Muskingum Elementary School					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		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		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		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		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		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		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		*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	CLS-131334	Cleveland State University	Stilwell Hall Renovation	Architecture	\$12,735,062	Q&A	TBD
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	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	*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 Hydraulics and Hydrology	TBD	N/A	TBD
03/06/2013	03/20/2013	OSU-130148	The Ohio State University	Boiler Replacements	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	Mechanical (Steam Systems)	\$8,400,000	TBD	TBD

Start Date	End Date	Opportunity ID	Client	Project Name	Category	Amount	Status	Notes
02/19/2013	03/01/2013	OSU-120210	The Ohio State University	Distribution System Upgrades - Phase 3 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	Fosdick & Hilmer *JDRM Engineering 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	*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	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	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	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	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	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	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

About OFCC	State Government	Notices	Project Management Tools
Overview	Ohio.gov	Privacy Policy	(Password required)
The Commission	OSFC website	Public Records Policy	Bid Express
Staff Directory	State Agencies	Public Notices	OAKS CI Unifier (Agency / Institution)
Vision, Mission and Goals	University System of Ohio		OAKS CI Unifier (K-12)
Contact Us	Ohio Laws and Rules Ohio General Assembly Ohio Cultural Facilities website		CM website Maintenance Plan (FMR Tool) OSFC web apps (prodapp)

Request for Qualifications (Planning Services)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Fisher College of Business -New Facility Study</u>	Response Deadline	<u>10/15/13</u>	<u>2:00 pm</u>	local time
Project Location	<u>Columbus Campus</u>	Project Number	<u>OSU-130244</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Brenda Slack</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>N/A</u>	Prevailing Wage Requirements?	<u>None</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 Brenda Slack at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Brenda Slack at Slack.46@osu.edu 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> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Office of Physical Planning and Real Estate (PPARE), on behalf of the Fisher College of Business, requests new facility concepts for a corporate gateway building, including conceptual floor plans, building massing, site plans, and renderings for fundraising purposes. Conceptual costs estimates will also be required. General program, project vision/goals, and data collected in previous studies will be provided. Documentation is for planning purposes only.

B. Scope of Services

INTRODUCTION:

The One Ohio State Framework Plan provides a long-term, high-level vision for the future of OSU's campus. The Fisher College of Business is recognized internationally for its faculty and academic departments and ranks among the top 25 business schools in the nation for its undergraduate and graduate programs. The College is significantly engaged with the business community through 11 centers, faculty engagement, student interns and student recruitment. This outreach and engagement supports University Goals and the University's Framework Plan, and is at the cornerstone of the corporate gateway building. Before the project will be considered for funding, more comprehensive planning as to feasibility, cost, program, site, and massing is necessary.

We are seeking a team of planning and design consultants that can provide more detailed analysis and recommendations for the design and construction of a corporate gateway building, which would augment the existing business college campus. OSU's Physical Planning and Real Estate (PPARE) office has been working with the Fisher College of Business (executive and steering committees) since July 2013 to develop vision, goals, and a general program for the building. To complete the project, design consultants will be hired to develop conceptual building plans that provide floor plans, building massing, site plans, exterior renderings, and conceptual cost estimates.

BACKGROUND:

The College began in 1916, and has produced exceptional leaders, meeting the challenges of a changing global business environment. In 1993, through a gift from alumnus, Max M. Fisher, the present multi-building campus of the Fisher College of Business was constructed. Since, the College has undergone a transformation in narrowing its programmatic focus, recruiting faculty with ability to conduct high-impact research and teach in creative and effective ways, implementing action-based learning, and offering global study options.

As the College has grown over the last decade, existing space for academic, operational and outreach departments has been stretched. This has resulted in renovation activities to increase capacities, doubling and tripling up office spaces, and converting spaces to meet demands. Both the College's internal academic functions and external outreach and engagement functions have space needs. The College has a growing need for small flexible spaces that can play multiple roles for interviewing, recruiting, meeting, and group project work. There is also a need for large informal gathering and event spaces that are highly flexible with smaller breakout rooms in proximity. In support of the College's action-based learning and their business community partnerships, the College envisions spaces that are open, flexible,

Request for Qualifications (Planning Services) continued

Interested 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 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 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 encouraged to form teams that can provide all or part of the skills required for this project. Please make it clear in your submission which types of expertise your firm or team will provide. Please include the following information in your submittal:

1. Firm description outlining planning approach, design philosophy, and areas of expertise your firm or team will provide.
2. Description of all team member firms. Include years of experience in each area of expertise (Item #1 above), information about the role each firm will play, and a description of how the team will be organized.
3. Biographies or resumes of all personnel who will be working on this project from each firm. Identify the areas of expertise each member will provide as well as their role in the project.
4. Statement of qualifications, including 4-6 examples of similar projects. Provide examples demonstrating experience in all areas identified in item #1 (above).
5. Proposed project schedule.
6. Fee for proposed services.

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.

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

Planning Services Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Fisher College of Business-New Facility Study Proposer Firm _____
 Project Number OSU-130244 City, State, Zip _____

Selection Criteria		Value	Score
1. Firm Location, Workload and Size (Maximum 15 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority	Less than \$50,000	5	
	\$50,000 to \$200,000	2	
	More than \$200,000	0	
c. Number of relevant professionals	Less than 5 planning professionals	1	Max = 5
	5 to 9 planning professionals	3	
	More than 9 planning professionals	5	
2. Primary Qualifications (Maximum 30 points)			
a. Master Planning Lead	Experience / ability of MP Lead to manage visioning / capital improvement plans	0 - 10	
b. Assessment Lead	Experience / ability of lead to manage assessors of various disciplines	0 - 10	Max = 20
c. Planning Staff	Experience / ability of planning staff to develop long range master plans	0 - 5	
d. Technical Staff	Experience / ability of assessors to accurately collect and evaluate systems and components	0 - 5	
3. Sub-Consultant Qualifications (Maximum 10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
4. Project Team Qualifications (Maximum 15 points)			
a. Previous team collaboration	Less than 2 projects (Low)	0	Max = 5
	2 to 4 projects (Average)	2	
	More than 4 projects (High)	5	
b. LEED Registered / Certified consultant participation	No projects	0	Max = 5
	Registered	2	
	Certified	5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
5. Overall Project Team Experience (Maximum 30 points)			
a. Criteria development and prioritization	Performance in establishing owner criteria for capital improvement plans	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past performance	Level of performance as indicated by past evaluations / letters of reference	0 - 10	
* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council ** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Planning Services)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>CAR and CDME Feasibility Study</u>	Response Deadline	10/14/13 <u>10/16/2013</u>	<u>2:00 pm</u>	local time
Project Location	<u>Columbus Campus</u>	Project Number	<u>OSU-130549</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Laura Shinn</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>N/A</u>	Prevailing Wage Requirements?	<u>None</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 Laura Shinn at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Laura Shinn at Shinn.15@osu.edu 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> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Office of Physical Planning and Real Estate (PPARE), on behalf of the College of Engineering, requests new facility concepts for a combined Center for Automotive Research (CAR) and Center for Design and Manufacturing Excellence (CDME) facility, including conceptual floor plans, building massing, site plans, and renderings for fundraising purposes. Conceptual costs estimates will also be required. General program, project vision/goals, and data collected in previous studies will be provided. Documentation is for planning purposes only.

B. Scope of Services

INTRODUCTION:

The One Ohio State Framework Plan provides a long-term, high-level vision for the future of OSU's campus. A plan for this new, combined facility has been identified as a priority project in the University's Framework Plan. Before the project will be considered for funding, more comprehensive planning as to feasibility, cost, program, site, and massing is necessary.

We are seeking a team of planning and design consultants that can provide more detailed analysis and recommendations for the design and construction of a combined CAR/CDME facility. OSU's Physical Planning and Real Estate (PPARE) office has been working with the College of Engineering (executive and steering committees) since July 2013 to develop vision, goals, and general program for the building. To complete the project, design consultants will be hired to develop conceptual building and site plans that provide floor plans, building massing, site plans, exterior renderings, conceptual cost estimates, and phasing plans.

BACKGROUND:

The Center for Automotive Research (CAR) was established in 1991 as an interdisciplinary research center in the College of Engineering, with a mission to educate future leaders for the automotive and transportation industry and to conduct innovative research in support of the automotive industry and government agencies. CAR conducts interdisciplinary research in collaboration with faculty in the colleges of Engineering, Medicine, Business, and Arts and Sciences.

CAR's current facility at 930 Kinnear Road consists of a 50,000 sq ft complex. The facility has an FCI of 78, with an investment need of \$220,000. CAR has experienced unprecedented growth since its inception over 20 years ago, and has outgrown its existing facilities and site. Current facilities also limit opportunities to pursue new research programs. Facility capacity and suitability are the primary drivers of this study.

CDME is a new initiative of the College of Engineering which seeks to create an environment for companies to innovate. CDME fills the gap between basic research and commercialization by providing applied research that individual companies cannot support on their own. CDME envisions a professionally managed facility to provide services from research through pilot-scale productions, including an adaptive manufacturing floor, testing bays, and office space for faculty and industry.

Request for Qualifications (Planning Services) continued

CDME does not currently have a facility.

In 2012, a feasibility study was completed which provides a comprehensive definition of CAR's needs. This scoping study will build on the 2012 study to include added needs for CDME and to aggressively explore options to maximize resources and collaboration through shared space and equipment. Although the primary occupants of the new facility will be CAR and CDME, the facility should be designed with flexibility to accommodate other potential collaborators from across the university as well as industry and government partners.

Departments from the College of Engineering to be housed in the Advanced Materials Corridor include Biomedical Engineering (BME) and Materials Sciences and Engineering (MSE). College of Arts and Sciences departments under consideration for inclusion in the corridor include Chemistry, BioChemistry, and Physics.

In 2013, a feasibility study was completed for Koffolt and Fontana Labs which provides a thorough evaluation of those buildings, and a comprehensive definition of BME and MSE's needs. This scoping study will build on the 2013 study to include identified needs for Chemistry, BioChemistry and Physics and to aggressively explore options to maximize resources and collaboration through adjacency, shared space and equipment.

CONTRACT DELIVERABLES:

Final deliverables of this project will include a short report (4-8 pages) on key findings and digital copies of all graphics produced. Report and images should be delivered electronically. A final PowerPoint presentation may also be requested.

Please list all major scope services needed to complete the selection process for successful project delivery. The specific scope of services must state particular building types, functional design or specialized professional services required to evaluate the level of experience of each applicant firm (e.g. parking garage, kitchen design, correctional facility, medical facility). The scope of services should also define the types of basic and additional professional design and administration services necessary for the project (e.g. LEED, previous experience with local jurisdiction or similar sites, previous experience working with the State of Ohio). This information will be used by each applicant to populate the Relevant Project Experience Matrix in Section F of Form F110-330.

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. Review and analysis of project scoping documents to date.
2. Review program. Utilize an abridged compilation of spaces in terms of gross square footage (but not detailed program requirements) to develop design concepts.
3. Develop facility concepts. Building concepts will consist of base building programs, conceptual floor plans, building massing, site plans, exterior renderings, and conceptual cost estimates. Concepts for phasing must also be provided. A separate cost estimating firm is required. The university maintains the right to approve and/or select the cost estimating sub-consultant in order to promote consistency and uniformity between scoping projects.

C. Funding / Estimated Budget

Total Project Cost	<u>\$60,000</u>	State Funding	<u>\$0</u>
		Other Funding	<u>\$60,000</u>

D. Services Required (see note below)

Primary	<u>Architecture + Design</u>
Secondary	<u>Planning/Landscape Architecture</u>
	<u>Cost Estimates</u>
Others	<u></u>

E. Anticipated Schedule

Planning Services Start (mm/yy)	<u>11 / 13</u>
Planning Services Completed (mm/yy)	<u>02 / 14</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL Fee	<u>5%</u>
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G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., facility planning and/or design of automotive and manufacturing research, teaching and development facilities, facility planning and/or design of industrial manufacturing facilities, experience working in university/campus setting).

Request for Qualifications (Planning Services) continued

- Past performance of prospective firm and its proposed Sub-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.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.

Interested 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 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 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 encouraged to form teams that can provide all or part of the skills required for this project. Please make it clear in your submission which types of expertise your firm or team will provide. Please include the following information in your submittal:

1. Firm description outlining planning approach, design philosophy, and areas of expertise your firm or team will provide.
2. Description of all team member firms. Include years of experience in each area of expertise (Item #1 above), information about the role each firm will play, and a description of how the team will be organized.
3. Biographies or resumes of all personnel who will be working on this project from each firm. Identify the areas of expertise each member will provide as well as their role in the project.
4. Statement of qualifications, including 4-6 examples of similar projects. Provide examples demonstrating experience in all areas identified in item #1 (above).
5. Proposed project schedule.
6. Fee for proposed services.

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.

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

Planning Services Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name CAR and CDME Feasibility Study Proposer Firm _____
 Project Number OSU-130549 City, State, Zip _____

Selection Criteria		Value	Score
1. Firm Location, Workload and Size (Maximum 15 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority	Less than \$50,000	5	
	\$50,000 to \$200,000	2	
	More than \$200,000	0	
c. Number of relevant professionals	Less than 5 planning professionals	1	Max = 5
	5 to 9 planning professionals	3	
	More than 9 planning professionals	5	
2. Primary Qualifications (Maximum 30 points)			
a. Master Planning Lead	Experience / ability of MP Lead to manage visioning / capital improvement plans	0 - 10	
b. Assessment Lead	Experience / ability of lead to manage assessors of various disciplines	0 - 10	Max = 20
c. Planning Staff	Experience / ability of planning staff to develop long range master plans	0 - 5	
d. Technical Staff	Experience / ability of assessors to accurately collect and evaluate systems and components	0 - 5	
3. Sub-Consultant Qualifications (Maximum 10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
4. Project Team Qualifications (Maximum 15 points)			
a. Previous team collaboration	Less than 2 projects (Low)	0	Max = 5
	2 to 4 projects (Average)	2	
	More than 4 projects (High)	5	
b. LEED Registered / Certified consultant participation	No projects	0	Max = 5
	Registered	2	
	Certified	5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
5. Overall Project Team Experience (Maximum 30 points)			
a. Criteria development and prioritization	Performance in establishing owner criteria for capital improvement plans	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past performance	Level of performance as indicated by past evaluations / letters of reference	0 - 10	
* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council ** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Planning Services)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Advanced Materials Facilities Study</u>	Response Deadline	<u>10/15/13</u>	<u>2:00 pm</u>	local time
Project Location	<u>Columbus Campus</u>	Project Number	<u>OSU-140116</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Laura Shinn</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>N/A</u>	Prevailing Wage Requirements?	<u>None</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 Laura Shinn at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Laura Shinn at Shinn.15@osu.edu 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> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Office of Physical Planning and Real Estate (PPARE), on behalf of the Colleges of Engineering and Arts and Sciences, requests concepts for an advanced materials academic complex, which may include renovations, additions and new construction. Deliverables will include conceptual floor plans, building massing, site plans, phasing recommendations and renderings for fundraising purposes. Conceptual costs estimates will also be required. General program, project vision/goals, and data collected in previous studies will be provided. Documentation is for planning purposes only.

B. Scope of Services

INTRODUCTION:

The One Ohio State Framework Plan provides a long-term, high-level vision for the future of OSU's campus. Engineering and the physical sciences have long been collaborating to develop new materials for use in manufacturing, construction and medicine. A comprehensive plan which addresses existing condition and program deficiencies for these disciplines has been identified as a priority project in the University's Framework Plan. Before the project will be considered for funding, more comprehensive planning as to feasibility, cost, program, site, and massing is necessary.

We are seeking a team of planning and design consultants that can provide more detailed analysis and recommendations for a phased advanced materials corridor concept. OSU's Physical Planning and Real Estate (PPARE) office has been working with the Colleges of Engineering and Arts and Sciences (executive and steering committees) since July 2013 to develop vision, goals, and general program for the corridor. To complete the project, design consultants will be hired to develop conceptual building and site plans that provide floor plans, building massing, site plans, exterior renderings, and conceptual cost estimates.

BACKGROUND:

Existing facilities for engineering and science disciplines involved in the study of materials have significant condition and program deficiencies and a number of these disciplines have dramatic growth potential. Many of these disciplines are located in close proximity in the academic core of the Columbus campus in a science and engineering neighborhood. Some strongly related disciplines are remotely located, but there is a desire for them to be more adjacent. The Chemical and Biomolecular Engineering and Chemistry Building (CBEC) scheduled for completion in 2014 is the first step in a comprehensive program and facility strategy for this area of campus. CBEC will vacate some facilities, setting up the possibility for phased renovations, additions and replacements of a series of aging buildings and the creation of an advanced materials corridor. The buildings under consideration in this study include Evans, Fontana, Koffolt, MacQuigg, and Watts laboratories. These buildings represent a total of 408,000 GSF, with an average FCI of 49. The investment need to address major condition issues in these buildings is at least \$35 M. More detail on the individual buildings is provided in the chart below:

Request for Qualifications (Planning Services) continued

Building	GSF	FCI	Investment Need
Evans	116,676	57	\$10.8M
Fontana	32,296	48	\$3.3 M
Koffolt	83,726	53	\$7.7 M
MacQuigg	76,810	44	\$8.8 M
Watts	35,466	42	\$4.4M

Departments from the College of Engineering to be housed in the Advanced Materials Corridor include Biomedical Engineering (BME) and Materials Sciences and Engineering (MSE). College of Arts and Sciences departments under consideration for inclusion in the corridor include Chemistry, BioChemistry, and Physics.

In 2013, a feasibility study was completed for Koffolt and Fontana Labs which provides a thorough evaluation of those buildings, and a comprehensive definition of BME and MSE's needs. This scoping study will build on the 2013 study to include identified needs for Chemistry, BioChemistry and Physics and to aggressively explore options to maximize resources and collaboration through adjacency, shared space and equipment.

CONTRACT DELIVERABLES:

Final deliverables of this project will include a short report (4-8 pages) on key findings and digital copies of all graphics produced. Report and images should be delivered electronically. A final PowerPoint presentation may also be requested.

Please list all major scope services needed to complete the selection process for successful project delivery. The specific scope of services must state particular building types, functional design or specialized professional services required to evaluate the level of experience of each applicant firm (e.g. parking garage, kitchen design, correctional facility, medical facility). The scope of services should also define the types of basic and additional professional design and administration services necessary for the project (e.g. LEED, previous experience with local jurisdiction or similar sites, previous experience working with the State of Ohio). This information will be used by each applicant to populate the Relevant Project Experience Matrix in Section F of Form F110-330.

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. Review and analysis of project scoping documents to date.
2. Review program. Utilize an abridged compilation of spaces in terms of gross square footage (but not detailed program requirements) to develop design concepts.
3. Develop concepts for the corridor. Corridor concepts will include base site and building programs, conceptual site and floor plans, building massing, site plans, exterior renderings, and conceptual cost estimates. Options for phasing and sequencing renovations, additions, new construction and moves must also be provided. A separate cost estimating firm is required. The university maintains the right to approve and/or select the cost estimating sub-consultant in order to promote consistency and uniformity between scoping projects.

C. Funding / Estimated Budget

Total Project Cost \$60,000 State Funding \$0
 Other Funding \$60,000

D. Services Required (see note below)

Primary Architecture + Design
 Secondary Planning/Landscape Architecture
Cost Estimates

 Others _____

E. Anticipated Schedule

Planning Services Start (mm/yy) 11 / 13
 Planning Services Completed (mm/yy) 02 / 14

F. EDGE Participation Goal

Percent of *initial* TOTAL Fee 5%

G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.

Request for Qualifications (Planning Services) continued

- Previous experience compatible with the proposed project (e.g., facility planning and/or design of business schools, planning and/or design of contemporary corporate buildings, experience working in university/campus setting).
- Past performance of prospective firm and its proposed Sub-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.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.

Interested 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 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 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 encouraged to form teams that can provide all or part of the skills required for this project. Please make it clear in your submission which types of expertise your firm or team will provide. Please include the following information in your submittal:

1. Firm description outlining planning approach, design philosophy, and areas of expertise your firm or team will provide.
2. Description of all team member firms. Include years of experience in each area of expertise (Item #1 above), information about the role each firm will play, and a description of how the team will be organized.
3. Biographies or resumes of all personnel who will be working on this project from each firm. Identify the areas of expertise each member will provide as well as their role in the project.
4. Statement of qualifications, including 4-6 examples of similar projects. Provide examples demonstrating experience in all areas identified in item #1 (above).
5. Proposed project schedule.
6. Fee for proposed services.

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.

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

Planning Services Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Advanced Materials Facilities Study Proposer Firm _____
 Project Number OSU-140116 City, State, Zip _____

Selection Criteria		Value	Score
1. Firm Location, Workload and Size (Maximum 15 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority	Less than \$50,000	5	
	\$50,000 to \$200,000	2	
	More than \$200,000	0	
c. Number of relevant professionals	Less than 5 planning professionals	1	Max = 5
	5 to 9 planning professionals	3	
	More than 9 planning professionals	5	
2. Primary Qualifications (Maximum 30 points)			
a. Master Planning Lead	Experience / ability of MP Lead to manage visioning / capital improvement plans	0 - 10	
b. Assessment Lead	Experience / ability of lead to manage assessors of various disciplines	0 - 10	Max = 20
c. Planning Staff	Experience / ability of planning staff to develop long range master plans	0 - 5	
d. Technical Staff	Experience / ability of assessors to accurately collect and evaluate systems and components	0 - 5	
3. Sub-Consultant Qualifications (Maximum 10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
4. Project Team Qualifications (Maximum 15 points)			
a. Previous team collaboration	Less than 2 projects (Low)	0	Max = 5
	2 to 4 projects (Average)	2	
	More than 4 projects (High)	5	
b. LEED Registered / Certified consultant participation	No projects	0	Max = 5
	Registered	2	
	Certified	5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
5. Overall Project Team Experience (Maximum 30 points)			
a. Criteria development and prioritization	Performance in establishing owner criteria for capital improvement plans	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past performance	Level of performance as indicated by past evaluations / letters of reference	0 - 10	
* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council ** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Planning Services)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Dentistry - New Facility Study</u>	Response Deadline	<u>10/15/13</u>	<u>2:00 pm</u>	local time
Project Location	<u>Columbus Campus</u>	Project Number	<u>OSU-140142</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Rebekah Gayley</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>N/A</u>	Prevailing Wage Requirements?	<u>None</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 Rebekah Gayley at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Rebekah Gayley at Gayley.3@osu.edu 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> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Office of Physical Planning and Real Estate (PPARE), on behalf of the College of Dentistry, requests new facility concepts for an academic and clinical dentistry building, including conceptual floor plans, building massing, site plans, and renderings for fundraising purposes. Conceptual costs estimates will also be required. General program, project vision/goals, and data collected in previous studies will be provided. Documentation is for planning purposes only.

B. Scope of Services

INTRODUCTION:

The One Ohio State Framework Plan provides a long-term, high-level vision for the future of OSU's campus. The health science colleges are creating an interprofessional model of health care delivery aimed at improving people's lives through personalized health care. A new dentistry building has been identified as a priority project in the University's Framework Plan. Before the project will be considered for funding, more comprehensive planning as to feasibility, cost, program, site, and massing is necessary..

We are seeking a team of planning and design consultants that can provide more detailed analysis and recommendations for the design and construction of a new dentistry building, which would replace Postle Hall. OSU's Physical Planning and Real Estate (PPARE) office has been working with the College of Dentistry (executive and steering committees) since July 2013 to develop vision, goals, and general program for the building. To complete the project, design consultants will be hired to develop conceptual building plans that detail floor plans, building massing, site plans, exterior renderings, and conceptual cost estimates.

BACKGROUND:

The College of Dentistry has observed a need for new facilities for nearly a decade. Postle Hall, originally designed in 1948 and constructed in 1950, has been home to the College for more than sixty years. The original Postle Hall expanded through 3 separate addition projects between 1959 and 1977. Other renovation projects have been completed in the interim to keep pace with national standards for pedagogy and technology. While the College has done a tremendous job adapting the building over time, it is recognized that Postle Hall is approaching the end of its useful life.

The College spends \$1.2 million annually on repairs and unscheduled maintenance. The university's facility assessors inspected the building and found that while the College has spent \$13.4 million in renovations since 1995, a substantial amount more is needed to upgrade Mechanical/Electrical/Plumbing (MEP) systems in the near future. Postle Hall's Facility Condition Index (FCI) is 66 percent, reflecting a ratio of repair to replacement costs. The target for university structures is 80 percent, suggesting substantial investment is necessary. The estimated cost of renewal and deferred maintenance (RDM) is currently \$23 million.

Request for Qualifications (Planning Services) continued

H. Submittal Instructions

Firms are encouraged to form teams that can provide all or part of the skills required for this project. Please make it clear in your submission which types of expertise your firm or team will provide. Please include the following information in your submittal:

1. Firm description outlining planning approach, design philosophy, and areas of expertise your firm or team will provide.
2. Description of all team member firms. Include years of experience in each area of expertise (Item #1 above), information about the role each firm will play, and a description of how the team will be organized.
3. Biographies or resumes of all personnel who will be working on this project from each firm. Identify the areas of expertise each member will provide as well as their role in the project.
4. Statement of qualifications, including 4-6 examples of similar projects. Provide examples demonstrating experience in all areas identified in item #1 (above).
5. Proposed project schedule.
6. Fee for proposed services.

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.

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.

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GA: Green Associate
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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

Planning Services Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Dentistry - New Facility Study Proposer Firm _____
 Project Number OSU-140142 City, State, Zip _____

Selection Criteria		Value	Score
1. Firm Location, Workload and Size (Maximum 15 points)			
a. Proximity of firm to project site	Less than 150 miles	5	
	100 to 300 miles	2	
	More than 300 miles	0	
b. Amount of fees awarded by Contracting Authority	Less than \$50,000	5	
	\$50,000 to \$200,000	2	
	More than \$200,000	0	
c. Number of relevant professionals	Less than 5 planning professionals	1	Max = 5
	5 to 9 planning professionals	2	
	More than 9 planning professionals	3	
2. Primary Qualifications (Maximum 30 points)			
a. Master Planning Lead	Experience / ability of MP Lead to manage visioning / capital improvement plans	0 - 10	
b. Assessment Lead	Experience / ability of lead to manage assessors of various disciplines	0 - 5	Max = 20
c. Planning Staff	Experience / ability of planning staff to develop long range master plans	0 - 15	
d. Technical Staff	Experience / ability of assessors to accurately collect and evaluate systems and components	0 - 10	
3. Sub-Consultant Qualifications (Maximum 10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
4. Project Team Qualifications (Maximum 15 points)			
a. Previous team collaboration	Less than 2 projects (Low)	0	Max = 5
	2 to 4 projects (Average)	2	
	More than 4 projects (High)	5	
b. LEED Registered / Certified consultant participation	No projects	0	Max = 5
	Registered	2	
	Certified	5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
5. Overall Project Team Experience (Maximum 30 points)			
a. Criteria development and prioritization	Performance in establishing owner criteria for capital improvement plans	0 - 5	
b. Experience with similar projects / delivery methods	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past performance	Level of performance as indicated by past evaluations / letters of reference	0 - 10	
* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council ** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

**Dentistry-New Facility Study (Planning Services)
Question and Answer List**



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

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

Project Name	<u>Dentistry-New Facility Study</u>	Project Numbers	<u>OSU-140142</u>
Project Location	<u>Columbus Campus</u>		

Date posted: October 9, 2013

Date revised:

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

1. Does the program [for the new dentistry building] contain wet research lab functions/spaces or a vivarium?
 - A. The program will include all current research lab functions, including wet labs. The program will not include a vivarium.
2. Is it expected that the program review will involve detailed meetings with end users? Or is it intended to be a more streamlined process conducted with an executive committee from the College of Dentistry?
 - A. No, we do not anticipate individual meetings with end users. The office of Physical Planning and Real Estate (PPARE) conducted a charrette with 40 end users within the college, and the results of this will be provided to the selected firm. An executive committee and a steering committee have been heavily involved in the process to date, and the selected firm will use these groups to collect and share information.
3. Could you please provide any further insight into what type of fee breakdown you are seeking and where in the proposal should we include this information (i.e. would you like it in the F110-330 form in section H or attached separately).
 - A. Please provide an estimate of proposed fees that corresponds to your proposed process (by phase of work, by team, or by services provided). We would like to see labor and travel expenses as a lump sum but other reimbursable expenses separated out. You may submit this as part of the F110-330 form, or as a separate attachment.



Question and Answer List

<http://fod.osu.edu>

400 Enarson Classroom Building • 2009 Millikin Road Columbus, Ohio 43210

Phone: 614-292-4458

	Fisher College of Business-New Fac. Study	OSU-130244
	CFAES Master Plan	OSU-140145
	Advanced Materials Facility Study	OSU-140116
	CAR and CDME Feasibility Study	OSU-130549
Project Names	<u>Dentistry-New Facility Study</u>	Project Numbers <u>OSU-140142</u>
Project Location	<u>Columbus Campus</u>	

Date posted: October 7, 2013

Date revised: October 9, 2013

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

1. Are you asking for full teams as part of the RFQ?
 - A. Forming a team is acceptable to meet all of the skills required for the project. See the RFQs for more information.
2. Will you select local and national architects separately or will you expect them to create a team to pursue the project?
 - A. Only one firm/team will be selected for the project.
3. How much programming will be required?
 - A. For the four scoping studies, we have done initial, high level programming to understand order of magnitude space needs, general size of building footprints, etc. The next phase will build on this work and will refine the program to a more detailed level as needed to develop conceptual floor plans, determine building size and massing, and explore or confirm location and siting.
 - B. For the CFAES Master Plan some high-level programming will need to be developed for the Columbus Campus and satellite locations. Programming will consider the unique needs and strategic goals of the CFAES while reinforcing the University Framework Plan.
4. Will the programming materials be shared?
 - A. They will be shared with the selected firm.
5. Have you done any benchmarking and can you share those benchmarks?
 - A. The benchmarks for Advanced Materials Corridor are:
 - Penn State University
 - Millenium Science Complex

 - Louisiana State University
 - Chemistry and Materials Building

 - University of Minnesota
 - Gore Annex

 - Georgia Tech University
 - UA Whitaker Building

 - Washington University, St. Louis
 - Uncas A. Whitaker Hall

 - University of Rochester
 - Robert B. Goergen Hall for Biomedical Engineering and Optics

The benchmarks for CAR/CDME are:
Ansty Manufacturing Technology Centre

Question and Answer List

(continued)



Project Names:	Fisher College of Business-New Fac. Study CFAES Master Plan Advanced Materials Facility Study CAR and CDME Feasibility Study Dentistry-New Facility Study	OSU-130244 OSU-140145 OSU-140116 OSU-130549 OSU-140142
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Project Numbers: OSU-140142

Coventry, England

Edison Welding Institute
The Ohio State University

University of Sheffield, UK
Advanced Manufacturing Research Centre

Institute for Machine Tools and Forming Technology
Fraunhofer Chemnitz
Chemnitz, Germany

Research Institute of Automotive Engineering
University of Stuttgart
Stuttgart, Germany

Metal Industries R&D Center
Taiwan

Commonwealth Center for Advanced Manufacturing (CCAM) – 2013
Crosspointe, Virginia

The benchmarks for Fisher College of Business are:

University of Michigan
Ross School of Business

Stanford University
Knight Management Center

University of Washington
PACCAR Hall, Foster School of Business

The benchmarks for Dentistry are:

Dental School Building
University of Maryland (Baltimore)

College of Dental Medicine
Georgia Regents University

Health Sciences Center at Houston, Dental Branch
University of Texas (Houston)

We have not done benchmarking for FAES yet.

6. "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:" Are these the three scope areas what the firms should use in the matrix?
- A. Yes

Question and Answer List (continued)



Project Names:	Fisher College of Business-New Fac. Study CFAES Master Plan Advanced Materials Facility Study CAR and CDME Feasibility Study Dentistry-New Facility Study	OSU-130244 OSU-140145 OSU-140116 OSU-130549 OSU-140142
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7. Is the selected team excluded from pursuing the architecture of the new building if/when the project moves forward?
 - A. No. If any of the scoping studies move forward into a construction project, or if the FAES master plan leads to future construction projects, these will be new projects with separate RFQ processes. The team selected for the scoping study or master plan is welcome to submit for any future construction projects that result from these studies or plans.
8. Can you please clarify the project deliverable for "exterior renderings" with regards to the number that are to be provided and the level of detail and representation? Are they to accurately depict materials or are they to be more of an abstract representation of massing and building volumes?
 - A. For each of the scoping studies, if we decide that renderings are needed, we anticipate up to three (3) conceptual exterior renderings that reflect an abstract representation of massing and building volumes. These images will be used for planning purposes only.
9. Can you please clarify that you just want pre-design services included in the requested fee.
 - A. That is correct. Include only pre-design services, as described by the RFQ, in your fee.
10. Is the 5% EDGE fee a requirement for this study phase?
 - A. Yes, EDGE participation is a requirement.
11. I would like to verify the response deadline for the CAR and CDME Feasibility Study RFQ. It is noted as 10/14 on the RFQ, which we understand is Columbus Day. With the date being a holiday have an impact on the deadline?
 - A. We recognize that there will be no US postal service that day, so we will be extending the deadline for OSU-140145 and OSU-130549. Please check the website for the new deadline.
12. Typically RFQs do not ask for a Fee proposal. But in this RFQ on page 3 under H. Submittal Instructions it states under 6. for what is asked to be provided in the submittal - "Fee for proposed services." My understanding is that architectural/planning services under the Ohio Revised Code are to be solicited first by qualifications, then ranked by the client (university) then fee negotiations can begin. Are you asking for a fee proposal to be submitted with this submittal?
 - A. Yes we are asking for a fee proposal, but you will notice that fee is not part of the scoring criteria on the score sheet, so we will not use that in the selection process. The code allows us to request fee proposals for studies.
13. The submittal instructions in the RFP states to include 4-6 examples of similar projects in our Statement of Qualifications. Typically, we would include 10 projects for a 330 submittal. Could you please clarify how many projects to include in Section F for our qualifications?
 - A. The 330 form Section F instructions state: "*Present as many projects as requested by the Contracting Authority, or a maximum of 10 projects, if not specified. Complete one Section F for each project.*" Please only present 4 to 6 projects as stated in the RFQ.

Request for Qualifications (Planning Services)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>CFAES Master Plan</u>	Response Deadline	10/14/13 <u>10/16/2013</u>	<u>2:00 pm</u>	local time
Project Location	<u>Columbus Campus</u>	Project Number	<u>OSU-140145</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Paula Melchert</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>N/A</u>	Prevailing Wage Requirements?	<u>None</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 Paula Melchert at Physical Planning and Real Estate at McCracken Power Plant, Suite 200, 2003 Millikin Road, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Paula Melchert at Melchert.1@osu.edu 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> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Office of Physical Planning and Real Estate [PPARE] on behalf of the College of Food, Agricultural, and Environmental Sciences [CFAES], is requesting proposals for professional planning services to develop a broad-based and forward-thinking Facilities Master Plan to guide its physical facility redevelopment for the next 15-20 years. The Facilities Master Plan should draw on broad program-based rationales for the core campus and satellite locations and include physical ideas/concepts and phasing strategies. The plan must be program driven and must enhance and reinforce the College's ability to embrace the university's emerging focus on Discovery Themes including Energy and Environment, Food Production and Security, and Health and Wellness.

B. Scope of Services

INTRODUCTION:

CFAES is an important link to OSU's land grant history and has strong active collaborations with the agricultural and food-based industries throughout Ohio, and with academic programs in business, engineering, life & earth sciences, medical sciences, veterinary sciences, and education and human ecology among others. The One Ohio State Framework Plan identifies CFAES as a strong candidate to be an anchor tenant of a new Science and Technology Gateway including a major physical relocation migrating its Columbus academic buildings across the river to the St. John parcel where its role as a University cornerstone is reinforced physically. Many of the current facilities maintained by CFAES have reached the end of their useful life providing an opportunity to reinvent, rethink, and re-imagine the role of a college dedicated to solving the world's and nation's problems related to the agricultural, environmental and food sciences in today's university. The Facilities Master Plan should be considered in the broadest context of the college's geography, which includes multiple locations including Columbus, Wooster (the Agricultural Technical Institute [ATI] & the Ohio Agricultural Research and Development Center [OARDC]), facilities at Don Scott Field and a physical presence across all of Ohio

BACKGROUND:

CFAES encompasses more than 300 buildings with about 2.2 million assignable square feet, and manages more than 12,000 acres of land with a significant presence in 14 Ohio counties and an OSU Extension presence in all 88 counties. There is a large range of facility types including office and traditional instructional spaces to highly specialized research labs, greenhouses, and animal and land-based facilities. In addition to its two primary academic campuses, CFAES includes multiple working farms that serve as instructional and research facilities, and research stations throughout the state.

CFAES is one of the most complex operations within The Ohio State University. The Facilities Master Plan should consider the University's Facility Condition Index for the college's aging infrastructure in light of current and future needs. The college desires to be fully integrated and effectively and programmatically connected within its own boundaries as well as with the rest of the university. The master plan should identify appropriate program distribution across its many sites with aligned facility strategies to meet this goal.

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., facility planning and/or design of business schools, planning and/or design of contemporary corporate buildings, experience working in university/campus setting, experience in identifying programmatic linkages that inform effective physical adjacencies for complex organizations).
- Past performance of prospective firm and its proposed Sub-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.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.

Interested 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 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 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 encouraged to form teams that can provide all or part of the skills required for this project. Please make it clear in your submission which types of expertise your firm or team will provide. Please include the following information in your submittal:

1. Firm description outlining planning approach, design philosophy, and areas of expertise your firm or team will provide.
2. Description of all team member firms. Include years of experience in each area of expertise (Item #1 above), information about the role each firm will play, and a description of how the team will be organized.
3. Biographies or resumes of all personnel who will be working on this project from each firm. Identify the areas of expertise each member will provide as well as their role in the project.
4. Statement of qualifications, including 4-6 examples of similar projects. Provide examples demonstrating experience in all areas identified in item #1 (above).
5. Proposed project schedule.
6. Fee for proposed services.

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.

Request for Qualifications (Planning Services) continued

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

Planning Services Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name CFAES Master Plan Proposer Firm _____
 Project Number OSU-140145 City, State, Zip _____

Selection Criteria		Value	Score
1. Firm Location, Workload and Size (Maximum 15 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority	Less than \$50,000	5	
	\$50,000 to \$200,000	2	
	More than \$200,000	0	
c. Number of relevant professionals	Less than 5 planning professionals	1	Max = 5
	5 to 9 planning professionals	2	
	More than 9 planning professionals	3	
2. Primary Qualifications (Maximum 30 points)			
a. Master Planning Lead	Experience / ability of MP Lead to manage visioning / capital improvement plans	0 - 10	
b. Assessment Lead	Experience / ability of lead to manage assessors of various disciplines	0 - 5	Max = 20
c. Planning Staff	Experience / ability of planning staff to develop long range master plans	0 - 10	
d. Technical Staff	Experience / ability of assessors to accurately collect and evaluate systems and components	0 - 5	
3. Sub-Consultant Qualifications (Maximum 10 points)			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
4. Project Team Qualifications (Maximum 15 points)			
a. Previous team collaboration	Less than 2 projects (Low)	0	Max = 5
	2 to 4 projects (Average)	2	
	More than 4 projects (High)	5	
b. LEED Registered / Certified consultant participation	No projects	0	Max = 5
	Registered	2	
	Certified	5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
5. Overall Project Team Experience (Maximum 30 points)			
a. Criteria development and prioritization	Performance in establishing owner criteria for capital improvement plans	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past performance	Level of performance as indicated by past evaluations / letters of reference	0 - 10	
* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council ** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____



Question and Answer List

400 Enarson Classroom Building • 2009 Millikin Road Columbus, Ohio 43210

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

Project Names CFAES Master Plan Project Numbers OSU-140145
Project Location Columbus Campus & Satellite Locations

Date posted: October 7, 2013
Date revised: October 8, 2013

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

1. Will our "user group" for the college be the senior administration who will be looking for 30,000 foot solutions or specific researchers wanting detailed space information and specific solutions?
 - a. The primary user group for this project will be senior administration who will be looking both at large scale space solutions and high-level programming requirements. The Master Plan should include broad-based solutions for existing and future physical facilities, green space, pedestrian linkages, transportation and parking, and natural resources. Because of the unique nature of CFAES there may be some need to provide research-specific solutions but those should relate to a high-level program requirement.
2. How many meetings do you anticipate in the roughly 8 months?
 - a. We anticipate approximately 10-15 meetings as needed during the course of the project. Some of these may be conducted via conference call.
3. Can you please clarify the project deliverable for "exterior renderings" with regards to the number that are to be provided and the level of detail and representation? Are they to accurately depict materials or are they to be more of an abstract representation of massing and building volumes?
 - a. We anticipate the need for graphics describing phasing schema, building placement, site plans, axonometric site graphics describing massing and building volumes and other images as needed. We do not anticipate the need for detailed conceptual renderings depicting materials or architectural details.



Question and Answer List

<http://fod.osu.edu>

400 Enarson Classroom Building • 2009 Millikin Road Columbus, Ohio 43210

Phone: 614-292-4458

	Fisher College of Business-New Fac. Study	OSU-130244
	CFAES Master Plan	OSU-140145
	Advanced Materials Facility Study	OSU-140116
	CAR and CDME Feasibility Study	OSU-130549
Project Names	<u>Dentistry-New Facility Study</u>	Project Numbers <u>OSU-140142</u>
Project Location	<u>Columbus Campus</u>	

Date posted: October 7, 2013

Date revised: October 9, 2013

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

1. Are you asking for full teams as part of the RFQ?
 - A. Forming a team is acceptable to meet all of the skills required for the project. See the RFQs for more information.
2. Will you select local and national architects separately or will you expect them to create a team to pursue the project?
 - A. Only one firm/team will be selected for the project.
3. How much programming will be required?
 - A. For the four scoping studies, we have done initial, high level programming to understand order of magnitude space needs, general size of building footprints, etc. The next phase will build on this work and will refine the program to a more detailed level as needed to develop conceptual floor plans, determine building size and massing, and explore or confirm location and siting.
 - B. For the CFAES Master Plan some high-level programming will need to be developed for the Columbus Campus and satellite locations. Programming will consider the unique needs and strategic goals of the CFAES while reinforcing the University Framework Plan.
4. Will the programming materials be shared?
 - A. They will be shared with the selected firm.
5. Have you done any benchmarking and can you share those benchmarks?
 - A. The benchmarks for Advanced Materials Corridor are:
 - Penn State University
 - Millenium Science Complex

 - Louisiana State University
 - Chemistry and Materials Building

 - University of Minnesota
 - Gore Annex

 - Georgia Tech University
 - UA Whitaker Building

 - Washington University, St. Louis
 - Uncas A. Whitaker Hall

 - University of Rochester
 - Robert B. Goergen Hall for Biomedical Engineering and Optics

The benchmarks for CAR/CDME are:
Ansty Manufacturing Technology Centre

Question and Answer List

(continued)



Project Names:	Fisher College of Business-New Fac. Study CFAES Master Plan Advanced Materials Facility Study CAR and CDME Feasibility Study Dentistry-New Facility Study	OSU-130244 OSU-140145 OSU-140116 OSU-130549 OSU-140142
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Coventry, England

Edison Welding Institute
The Ohio State University

University of Sheffield, UK
Advanced Manufacturing Research Centre

Institute for Machine Tools and Forming Technology
Fraunhofer Chemnitz
Chemnitz, Germany

Research Institute of Automotive Engineering
University of Stuttgart
Stuttgart, Germany

Metal Industries R&D Center
Taiwan

Commonwealth Center for Advanced Manufacturing (CCAM) – 2013
Crosspointe, Virginia

The benchmarks for Fisher College of Business are:

University of Michigan
Ross School of Business

Stanford University
Knight Management Center

University of Washington
PACCAR Hall, Foster School of Business

The benchmarks for Dentistry are:

Dental School Building
University of Maryland (Baltimore)

College of Dental Medicine
Georgia Regents University

Health Sciences Center at Houston, Dental Branch
University of Texas (Houston)

We have not done benchmarking for FAES yet.

6. "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:" Are these the three scope areas what the firms should use in the matrix?
- A. Yes

Question and Answer List (continued)



Project Names:	Fisher College of Business-New Fac. Study CFAES Master Plan Advanced Materials Facility Study CAR and CDME Feasibility Study Dentistry-New Facility Study	OSU-130244 OSU-140145 OSU-140116 OSU-130549 OSU-140142
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Project Numbers: OSU-140142

7. Is the selected team excluded from pursuing the architecture of the new building if/when the project moves forward?
 - A. No. If any of the scoping studies move forward into a construction project, or if the FAES master plan leads to future construction projects, these will be new projects with separate RFQ processes. The team selected for the scoping study or master plan is welcome to submit for any future construction projects that result from these studies or plans.
8. Can you please clarify the project deliverable for "exterior renderings" with regards to the number that are to be provided and the level of detail and representation? Are they to accurately depict materials or are they to be more of an abstract representation of massing and building volumes?
 - A. For each of the scoping studies, if we decide that renderings are needed, we anticipate up to three (3) conceptual exterior renderings that reflect an abstract representation of massing and building volumes. These images will be used for planning purposes only.
9. Can you please clarify that you just want pre-design services included in the requested fee.
 - A. That is correct. Include only pre-design services, as described by the RFQ, in your fee.
10. Is the 5% EDGE fee a requirement for this study phase?
 - A. Yes, EDGE participation is a requirement.
11. I would like to verify the response deadline for the CAR and CDME Feasibility Study RFQ. It is noted as 10/14 on the RFQ, which we understand is Columbus Day. With the date being a holiday have an impact on the deadline?
 - A. We recognize that there will be no US postal service that day, so we will be extending the deadline for OSU-140145 and OSU-130549. Please check the website for the new deadline.
12. Typically RFQs do not ask for a Fee proposal. But in this RFQ on page 3 under H. Submittal Instructions it states under 6. for what is asked to be provided in the submittal - "Fee for proposed services." My understanding is that architectural/planning services under the Ohio Revised Code are to be solicited first by qualifications, then ranked by the client (university) then fee negotiations can begin. Are you asking for a fee proposal to be submitted with this submittal?
 - A. Yes we are asking for a fee proposal, but you will notice that fee is not part of the scoring criteria on the score sheet, so we will not use that in the selection process. The code allows us to request fee proposals for studies.
13. The submittal instructions in the RFP states to include 4-6 examples of similar projects in our Statement of Qualifications. Typically, we would include 10 projects for a 330 submittal. Could you please clarify how many projects to include in Section F for our qualifications?
 - A. The 330 form Section F instructions state: "*Present as many projects as requested by the Contracting Authority, or a maximum of 10 projects, if not specified. Complete one Section F for each project.*" Please only present 4 to 6 projects as stated in the RFQ.



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Question and Answer List

(continued)



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Coventry, England

Edison Welding Institute
The Ohio State University

University of Sheffield, UK
Advanced Manufacturing Research Centre

Institute for Machine Tools and Forming Technology
Fraunhofer Chemnitz
Chemnitz, Germany

Research Institute of Automotive Engineering
University of Stuttgart
Stuttgart, Germany

Metal Industries R&D Center
Taiwan

Commonwealth Center for Advanced Manufacturing (CCAM) – 2013
Crosspointe, Virginia

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Knight Management Center

University of Washington
PACCAR Hall, Foster School of Business

The benchmarks for Dentistry are:

Dental School Building
University of Maryland (Baltimore)

College of Dental Medicine
Georgia Regents University

Health Sciences Center at Houston, Dental Branch
University of Texas (Houston)

We have not done benchmarking for FAES yet.

6. "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:" Are these the three scope areas what the firms should use in the matrix?
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Question and Answer List (continued)



Project Names:	Fisher College of Business-New Fac. Study CFAES Master Plan Advanced Materials Facility Study CAR and CDME Feasibility Study Dentistry-New Facility Study	OSU-130244 OSU-140145 OSU-140116 OSU-130549 OSU-140142
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 - A. The 330 form Section F instructions state: "*Present as many projects as requested by the Contracting Authority, or a maximum of 10 projects, if not specified. Complete one Section F for each project.*" Please only present 4 to 6 projects as stated in the RFQ.

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Ohio Facilities Construction Commission

Project Name	<u>Exterior Repair Project</u>	Response Deadline	<u>10/25/2013 5:00 PM</u> local time
Project Location	<u>The Thomas J. Moyer Ohio Judicial Center</u>	Project Number	<u>JSC-130002</u>
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Teri Johnson</u>
Owner	<u>Supreme Court</u>	Contracting Authority	<u>Supreme Court</u>
No. of paper copies requested (stapled, not bound)	<u>0</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 30 West Spring Street, 4th Floor, Columbus, Ohio 43215. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

1.1.1.1 The Supreme Court Building envelope needs examined (with production of a Critical Observation Report as required by the City of Columbus), and repaired as needed to provide a safe, watertight facility. The brass and/or bronze accents, exterior lighting and railings need to be included in the review of the shell for repair, cleaning and polishing. The Front Street sidewalk also needs replaced per a Court-approved design to provide adequate support for snow handling equipment and a safe walking surface.

There are concrete slabs and marble stairs serving the plazas on the north and south ends of the building. These, along with the marble walls and fixtures adjacent to the plazas and to the building, need to be examined and repaired and/or sealed for aesthetics, to prevent further deterioration, to obtain proper alignment for a safe walking surface, and to prevent the washing out of support material. In addition, the two fountains are experiencing deterioration. Provide a design to eliminate leaks and resurface the interior (and exterior as required) of the existing pools. The art installation in both pools will need to be a part of the solution and protected during the work.

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, the selected Architect/Engineer (A/E) will commence by generating the Critical Observation Report and 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 Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. In addition, inspection of the exterior of the building and follow-up Critical Observation Report for Owner's use as required by the City of Columbus Ordinance No. 1296-85 and Columbus Building Code Sections 4109.073, 4109.075, and 4109.077 is the priority service to be provided in this project.

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 8 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

Request for Qualifications (Architect / Engineer) continued

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 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 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)

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 EBO+M (Existing Buildings, Operations and Maintenance specialty)

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

Architect/Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Exterior Repair Project Proposer Firm _____
 Project Number JSC-130002 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 25 miles	5	
	25 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$200,000	2	
	\$200,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 3 professionals	2	Max = 3
	3 to 15 professionals	1	
	More than 15 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 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 5 projects	0 - 3	
	5 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 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 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 Exterior Repair Project Project Number JSC-130002
Project Location Columbus / Franklin County

Date posted: Monday, 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. Is there a walk through/site visit scheduled for this project? If not, are we able to visit the site on our own prior to the submittal deadline?

There will not be a walkthrough for this project prior to submitting the statement of qualifications, however, it is a public building and the opportunity to observe the exterior is available. We do ask that, for security reasons, anyone visiting the site first check in at the Front Street Entrance and let Security know your purpose prior to photographing, taking notes on your observations, etc.

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>General Qualifications for Prequalification List of Professional Services - 330, Part II</u>	Response Deadline	<u>11/15/13</u>	<u>2:00 p.m.</u> local time
Project Location	<u>Columbus and Branch Campuses</u>	Project Number	<u>Varies</u>	
City / County	<u>Varies / Varies</u>	Project Manager	<u>Varies</u>	
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>	
Delivery Method	<u>N/A</u>	Prevailing Wages	<u>State</u>	
No. of paper copies requested (stapled, not bound)	<u>1</u>	No. of electronic copies requested on CD (PDF)	<u>0</u>	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Bernie Costantino at 400 Enarson Classroom Building, 2009 Millikin Road, Columbus, OH 43210. See Section D of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Kathy Fortenbaugh at fortenbaugh.1@osu.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The purpose of this request is to solicit firms that are interested in professional service contracts for new construction and renovation projects that commence in calendar year 2014. **Professional service firms who were pre-qualified for calendar year 2013 must re-apply to this RFQ to maintain their pre-qualification status.** The Ohio State University intends to place qualified firms on the Architectural, Engineering and Special Consultant list of pre-qualified professional service firms to provide services for projects that are not advertised through the Ohio Register.

Firms will be evaluated for qualification for specific project types and disciplines and will be placed on one or more of the **"List of Professionals"** by **project type and/or discipline**. Interested firms must submit **only Form #F110-330 part II. Provide a paper copy only.** There is no guarantee that any firm on The Ohio State University "List of Professionals" will be awarded a professional service contract as the result of the firm being on the list.

The Ohio State University initiates projects based on the needs of the University and project requirements. Contracts for projects will be awarded by using the **Qualifications Based Selection (QBS)** process to select a qualified firm from its "List of Professionals". OSU will short list candidates from the "List of Professionals" and request short listed candidates to submit Statement of Qualifications **Form #F110-330 parts I and II** to specific projects to demonstrate their experience and expertise regarding a proposed team, EDGE participation, consultants, approach to the project, and other factors described in the RFQ.

Firms responding to this request must identify office locations(s) and discipline(s) of professional services that they seek to be included in "List of Professionals" for contracts awarded through the QBS process. The disciplines (function codes) requiring professional services to be considered by The Ohio State University include:

01 – Acoustical Engineer/Consultant	42 – Mechanical Engineer
06 – Architect	47 – Planner: Urban/Regional
12 – Civil Engineer	55 – Soils Engineer
16 – Construction Manager	57 – Structural Engineer
18 – Cost Engineer/Estimator	60 – Transportation Engineer
21 – Electrical Engineer	OSU-63 - Curtain Wall Consultant
25 – Fire Protection Engineer	OSU-64 - Laboratory Planning & Design
26 – Forensic Engineer	OSU-65 – Hazardous Materials Consultant
27 – Foundation/Geotechnical Engineer	OSU-66 – Lighting Design Consultant
31 – Health Facility Planner	OSU-67 – Historic Preservation Consultant
37 – Interior Designer	OSU-68 – Graphic Designer
38 – Land Surveyor	OSU-69 – Communications System Engineer
39 – Landscape Architect	

Request for Qualifications (Architect / Engineer) continued

B. Scope of Services

Only firms seeking prequalification for architectural services (function code 06 – Architect) must also indicate the building type (profile code) that they seek to be included in the “List of Professionals” for contracts awarded through the QBS process. All other firms need not indicate profile codes. The experience categories (profile codes) requiring professional services to be considered by The Ohio State University include:

A11 – Auditoriums and Theaters	H09 – Hospital and Medical Facilities
C05 – Child Care/Development Facilities	L01 – Laboratories; Medical Research Facilities
C13 – Computer Facilities; Computer Service	L04 – Libraries; Museums; Galleries
D07 – Dining Halls; Clubs; Restaurants	R04 – Recreation Facilities
E02 – Educational Facilities; Classrooms	R08 – Research Facilities
E05 – Elevators; Escalators; People-Movers	R12 – Roofing
F02 – Field Houses; Gyms; Stadiums	OSU-20 Student Housing
G01 – Garages; Vehicles Maintenance Facilities; Parking Decks	

The Ohio State University will determine qualification of firms responding to this announcement pursuant to Ohio Revised Code Section 153.69. Those firms considered for a specific project will be requested to identify additional qualifications and availability of personnel, specific consultants, if any, and project approach for final ranking, and selection.

Project Specific Submittal(s): As The Ohio State University determines the need for design services, it will issue a Request for Qualifications to a minimum of three firms from the **pre-qualified list(s)** indicating the anticipated scope of services, project schedule, budget, location, evaluation criteria for selection and other appropriate information.

Firms will be ranked based on the evaluation criteria for the specific project. This evaluation will be based on their response to the RFQ and conversations to clarify their qualifications.

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/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. Design must comply with the requirements of House Bill 251 Inter-University Council guidelines for energy use reduction and the University’s Green Build Policy. Required Professional Liability Insurance will be \$1,000,000 per claim and annual aggregate.

The Professional Services vary depending upon specific needs of the project. The firm may be required to provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types.

Refer to the *OFC 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 selected A/E will be required to sign the standard Agreement. No modifications to the requirements in the agreement will be accepted.

During the construction period, the selected firm shall provide 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.

C. Evaluation Criteria for Selection

Response to this Request For Qualifications (RFQ): Firms must submit a fully completed Part II SOQ on Form #F110-330. Cover sheets or introductory letters are neither necessary nor desired. Clearly indicate the applicant’s area of discipline or core business and, for architectural services, the building types described in Item A of this RFQ that is intended for the University’s evaluation of the SOQ. Applications are requested to identify professional registrations and certifications to include: Professional Registration(s), LEED-AP, CCCA, CCM, CCS, CDT and any appropriate certifications. Include your State of Ohio professional registration/certification number (2) on Section 2a. Also, clearly state in Section 5b whether your firm is EDGE and/or MBE certified.

The Ohio State University will approve the firms that will be included on the **pre-qualified “List of Professionals”** by **Project Type and Discipline** based on experience, expertise, capacity and resources to meet the anticipated needs for

Request for Qualifications (Architect / Engineer) continued

the area(s) of special expertise that the firm indicates in its Statement of Qualifications. Firms illustrating experience and qualifications in specific disciplines will be further ranked for specific projects as the University determines the need for services.

- 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.
- Design quality and demonstrated ability of prospective firm and its proposed consultants to provide design services which represent the University's *Design Values for Campus Development* (fod.osu.edu/proj_del/ref/O200_Design_Values.pdf).
- 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.

Selected 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.

D. 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.

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

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

Request for Qualifications (Commissioning Agent)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>North Residential District Transformation</u>	Response Deadline	<u>10/22/2013</u>	<u>3:00 p.m.</u>	local time
Project Location	<u>OSU - Columbus Campus</u>	Project Number	<u>OSU-110672</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Ruth Miller</u>		
Owner	<u>The Ohio State 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 Ruth Miller at 400 Enarson Classroom Building, 2009 Millikin Road, Columbus, OH 43210. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

The Ohio State University (the "Owner") is requesting interested firms to submit proposals to provide independent preconstruction and construction services as a Commissioning Agent (CxA) for The North Residential District Transformation located on the Columbus Campus. The CxA will contract directly with the University and will be independent of other members of the design build team.

The Ohio State University is preparing to transform the north residential community through the addition of 3,200 beds of new student housing, recreation and dining. This will create a new, vibrant neighborhood of over 6,000 student residents. The University is using the State of Ohio Design-Build Delivery method to deliver the North Campus development and has selected Messer Construction as the Design Builder.

The Criteria Architect will participate in the interview process of the CxA and will be in an advisory role.

This project will be registered with USGBC; the goal is to meet LEED Silver certification. The buildings will be commissioned to satisfy the requirements of Fundamental Commissioning and possibly Enhanced Commissioning. The University is committed to commissioning these facilities to ensure that all systems are well designed, complete and functioning properly upon occupancy and through all seasons, and that staff has adequate system documentation and training. Maximizing energy conservation is a critical component of the design goals to comply with House Bill 251. The CxA will assist in providing design review comments, commissioning related documents to incorporate into the construction documents, and a commissioning plan for the project to ensure the LEED Silver Certification requirements of the project. The anticipated systems to be commissioned include, but are not limited to: HVAC equipment and systems, temperature controls, electrical, plumbing, select food service equipment and site utilities.

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

State Prevailing Wage requirements apply to this project.

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

B. Scope of Services

The objective of commissioning is to provide documented confirmation that a facility fulfills the functional and performance requirements of the building owner, including but not limited to fundamentals contained within Climate Action Plan, Energy & Infrastructure Plan, Green Build and Energy Policy 3.10, and Integrated Energy & Environmental Implementation Strategies, sustainable practices of the University, LEED Commissioning Requirements, occupants and operators. To reach this goal it is necessary for the commissioning process to develop and document the owner's criteria for system function, performance, and maintainability, as well as, to verify document compliance with these criteria throughout design, construction, start-up, initial operation and seasonal operation. In addition, complete electronic operation and maintenance (O&M) manuals, as well as training on system operations should be provided to the building operators to ensure the building continues to operate as intended. The CxA will develop the Owner's Program of Requirements (OPR).

The Commissioning Agent will be involved from the design phases through construction and warranty phase. The CxA will be responsible for reviewing and thoroughly documenting the Owner's Requirements and Basis of Design through reviews and have interaction with the Design Build Team, Criteria Architect, University Architect, University Engineer, Facilities Operations and Development, and Student Life Maintenance. The primary role of the CxA during the overall design phase

Request for Qualifications (Commissioning Agent) continued

is to develop detailed commissioning specifications in conjunction with the Design Build Team, and to review design to ensure it meets the Owner's objectives as well as LEED certification requirements. The CxA will also review the bid documents with Student Life Maintenance to ensure the required systems and equipment training is included in the specifications. During construction, the CxA coordinates the execution of a testing plan, which includes observing and documenting all systems' performance to ensure that systems are functioning in accordance with the Owner's objectives and the contract documents. The CxA will be required to review trend logs prior to functional testing. Prior to ATC programming, the CxA will coordinate a controls software review meeting to ensure that the sequences tested meet the design intent and will meet the Owner's needs. The CxA is not responsible for design or general construction scheduling, cost estimating, or construction management, but it may be necessary to assist with problem solving non-conformance issues and deficiencies. The CxA will be required to provide input on the overall master schedule where they are to perform tasks.

There will likely be multiple commissioning phases that coincide with the phased completion of individual buildings. During a commissioning phase of the construction period, provide services as necessary per the implementation plan, including (1) attendance at progress meetings, (2) written reports, (3) on-site representation comprised of the commissioning provider and its consultant staff involved in the project, all having relevant and appropriate types of construction administration experience.

The CxA will be responsible for contracting with an outside firm for independent testing and balancing of systems as an additional service. This scope will include: reviewing the TAB contractor's procedures and witness a portion of the balance work to ensure it is done correctly; review report upon completion; have TAB contractor return at both off-season and warranty testing and complete sample measurements to validate that readings are the same or similar to final report.

Desired Qualifications

It is the Owner's desire for the person designated as the site CxA to satisfy as many of the following requirements as possible:

1. Acted as the principal CxA for at least three (3) projects of similar size and scope.
2. Acted as the principal CxA for at least three (3) projects that have achieved or are currently pursuing LEED certification.
3. Extensive experience with executing the CxA process in accordance with ASHRAE Guideline 1.1-2007.
4. Experience with Building Envelope Commissioning.
5. Extensive experience in the operation and troubleshooting of building controls systems, and MEP systems.
6. Extensive field experience is required, with a minimum of five (5) years in this type of work.
7. Knowledgeable in building operation and maintenance and O&M training.
8. Knowledgeable in test and balance of air and water systems.
9. Experienced in writing commissioning specifications.
10. Direct experience in monitoring and analyzing system operation using the building control system trending and stand-alone data logging equipment.
11. Excellent verbal and written communication skills. Highly organized and able to work with both the office and field personnel of the Design Builder, Criteria Architect, and the University.

The required expertise for this project will be based on the skill and experience set of the full team making the proposal. A member of the firm will be designated CxA who is a member of the team that will coordinate the commissioning activities from the technical perspective. The CxA must have significant higher education residence life experience including but not limited to residence halls, dining facilities, recreation facilities, and central utility plants; including technical and management experience on projects of similar scope. If the CxA does not have sufficient skills to commission a specific system, the prime firm shall subcontract with a qualified party to do so. Subcontractor's qualification shall be included and clearly designated in the response to this RFQ.

The Equal Opportunity Division of the Department of Administrative Services shall establish Encouraging Diversity, Growth, and Equity ("EDGE") participation goals.

Design must comply with the requirements of the University's Green Build and Energy Policy 3.10.

Major Scope of Work requirements to be used (as a minimum) in Section F, Relevant Project Experience Matrix are:

1. Higher Education Residence Life Facilities Commissioning
2. HVAC&R technical requirements for the Commissioning Process
3. Building Automation Commissioning
4. Post-occupancy analysis and commissioning
5. Coordination/Management of Testing and Balance Services
6. State of Ohio Administered Project

Request for Qualifications (Commissioning Agent) 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 Ruth Miller at miller.2495@osu.edu with the project number included in the subject line (no phone calls please).

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

Commissioning Agent Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name North Residential District Transformation Proposer Firm _____
 Project Number OSU-110672 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 \$200,000	2	
	\$200,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of relevant professionals	Less than 2 professionals	1	Max = 3
	2 to 8 professionals	2	
	More than 8 professionals	3	
2. Primary 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 administration lead	Experience / ability to effectively administer project controls and processes	0 - 5	
c. Technical staff	Experience / ability of technical staff to verify 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 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 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 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>Kottman Hall Renovation</u>	Response Deadline	10/20/13 <u>10/21/2013</u>	<u>2:00 p.m.</u>	local time
Project Location	<u>2021 Coffey Road</u>	Project Number	<u>OSU-130501</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Bill Holtz</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>5</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Bill Holtz at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Bill Holtz at holtz.28@osu.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

Kottman Hall is a 175,781 gross square foot building that was constructed in 1981. Kottman Hall provides services and accommodations for environmental sciences. The building contains classrooms, laboratories, faculty and grad student offices. The goals in this project is to improve the performance and reliability of the HVAC systems to improve the comfort conditions, provide a positive building pressure to eliminate air infiltration from the outside and provide a weather tight envelope. This request is for **Architect of Record** to provide project management for all phases – programming, schematic design, design development, construction documents, bidding, construction and post construction phases. The selected Architect of Record will participate in the interviews for the selection of the MEP Engineer, who will be selected by the University in collaboration with the selected Architect.

A Commissioning Agent and Construction Manager at Risk will be selected and contracted directly with the University. The Architect of Record will participate in the interview process of both disciplines and will be in an advisory role and will not have a vote on the selected firm.

The primary HVAC systems are generally constant air volume. The exhaust air systems fans and some of the ductwork are deteriorated and need to be replaced. The supply air systems and distribution systems need to be tested to determine the magnitude of replacement or improvements that are needed. New heating hot water convertors (steam to HW) will be required to replace the existing convertors. New direct digital controls will be required for the air handling units, terminal units and exhaust air systems.

Also included in the project is the Midwest Chilled Water System Upgrade, which will focus on upgrades to, and possibly partial or total replacement of, the existing Howlett Headhouse chilled water plant and distribution systems. These systems provide chilled water to Kottman Hall, Howlett Hall and Parker Food Sciences. The current central plant system incorporates three (3) chillers for a total capacity of approximately 1200 tons of cooling. The goal of this project is to improve the performance and reliability of the central plant and distribution pumping and piping system, provide individual building chilled water metering and provide an integrated plant/building control system to allow optimization of control of the chilled water plant and distribution. This would include the addition of a chiller, pumps, cooling towers, piping distribution systems, system controls and upgrades to the overall system performance. A cost comparison of removing abandoned chiller located in Kottman and replacing with new versus replacing damaged chilled water line between Kottman and Howlett Headhouse along with a new chiller is needed.

Removal and recycling of the existing IRMA roofing system on the upper and lower roofs followed by the installation of a new roofing system to include fall and lightning protection. A cost comparison listing the pros and cons of several roofing system options will be required for presentation to the University to confirm budget, energy savings and the life expectancy of these systems (approx. 20 years). Testing of the existing lightweight concrete substrate and roof drains is required to confirm their integrity as well as to confirm adequate roof slopes can be achieved to eliminate ponding water.

Request for Qualifications (Architect / Engineer) continued

Removal of existing double glazed windows and replacing them with new thermal aluminum windows with insulated low E glass on the third, fourth and part of the second floor. This will also include masonry, flashing repair and interior finishes surrounding the windows.

This will not be a LEED certified project.

B. Scope of Services

The selected Architect of Record will be expected to have strong leadership and experience in the successful delivery of renovation projects in occupied buildings that involve building envelope and architectural work associated with HVAC renovations. It is desired that the successful Architect have experience working in collaboration with a Construction Manager at Risk and experience with Guaranteed Maximum Price. The GMP will be established on 65% complete construction documents. It is anticipated that this project will be delivered utilizing BIM and the model will be transferred to the Construction Manager at Risk at construction and they will maintain the model.

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. Required Professional Liability Insurance will be \$3,000,000 per claim and annual aggregate. (Please keep the insurance amount to reinforce the requirements of the AE Terms and Conditions.)

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 *OFC 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 selected Architect of Record will be required to sign the standard agreement. No modifications to the requirements in the agreement will be accepted. (We do not want to include the suggested addition regarding the selected MEP Engineer.)

During the construction period, provide not less than 15 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

1. Window replacement
2. Roofing system replacement
3. Experience with Construction Manager at Risk project delivery
4. Collaborative BIM Experience with a Construction Manager at Risk
5. Higher education facility
6. State of Ohio Administered Project

C. Funding / Estimated Budget

Total Project Cost	<u>\$13,142,200</u>	State Funding	<u>\$7,542,200</u>
Construction Cost	<u>\$10,220,918</u>	Other Funding	<u>\$5,600,000</u>
Estimated A/E Fee	<u>7% to 8% (includes Engineer)</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).

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.

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 Kottman Hall Renovation Proposer Firm _____
 Project Number OSU-130501 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 \$200,000	2	
	\$200,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 2 professionals	0	Max = 3
	2 to 10 professionals	1	
	More than 10 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 - 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 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 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 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>Kottman Hall Renovation</u>	Response Deadline	10/20/2013 <u>10/21/2013</u>	<u>2:00 p.m.</u>	local time
Project Location	<u>2021 Coffey Road</u>	Project Number	<u>OSU-130501</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Bill Holtz</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>5</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Bill Holtz at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Bill Holtz at holtz.28@osu.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

Kottman Hall is a 175,781 gross square foot building that was occupied in 1981. Kottman Hall provides services and accommodations for environmental sciences. The building contains classrooms, laboratories, faculty and grad student offices. The goals in this project is to improve the performance and reliability of the HVAC systems to improve the comfort conditions, provide a positive building pressure to eliminate air infiltration from the outside and provide a weather tight envelope. This request is for **MEP Engineer** to provide project management for all phases – programming, schematic design, design development, construction documents, bidding, construction and post construction phases. The selected Architect of Record will participate in the interviews for the selection of the MEP Engineer, who will be selected by the University in collaboration with the selected Architect of Record.

A Commissioning Agent and Construction Manager at Risk will be selected and contracted directly with the University. The MEP Engineer will participate in the interview process of the Commissioning Agent and will be in an advisory role and will not have a vote on the selected firm.

The primary HVAC systems are generally constant air volume. The exhaust air systems fans and some of the ductwork are deteriorated and need to be replaced. The supply air systems and distribution systems need to be tested to determine the magnitude of replacement or improvements that are needed. New heating hot water convertors (steam to HW) will be required to replace the existing convertors. New direct digital controls will be required for the air handling units, terminal units and exhaust air systems.

Also included in the project is the Midwest Chilled Water System Upgrade, which will focus on upgrades to, and possibly partial or total replacement of, the existing Howlett Headhouse chilled water plant and distribution systems. These systems provide chilled water to Kottman Hall, Howlett Hall and Parker Food Sciences. The current central plant system incorporates three (3) chillers for a total capacity of approximately 1200 tons of cooling. The goal of this project is to improve the performance and reliability of the central plant and distribution pumping and piping system, provide individual building chilled water metering and provide an integrated plant/building control system to allow optimization of control of the chilled water plant and distribution. This would include the addition of a chiller, pumps, cooling towers, piping distribution systems, system controls and upgrades to the overall system performance. A cost comparison of removing abandoned chiller located in Kottman and replacing with new versus replacing damaged chilled water line between Kottman and Howlett Headhouse along with a new chiller is needed.

Removal and recycling of the existing IRMA roofing system on the upper and lower roofs followed by the installation of a new roofing system to include fall and lightning protection. A cost comparison listing the pros and cons of several roofing system options will be required for presentation to the University to confirm budget, energy savings and the life expectancy of these systems (approx. 20 years). Testing of the existing lightweight concrete substrate and roof drains is required to confirm their integrity as well as to confirm adequate roof slopes can be achieved to eliminate ponding water.

Request for Qualifications (Architect / Engineer) continued

Removal of existing double glazed windows and replacing them with new thermal aluminum windows with insulated low E glass on the third, fourth and part of the second floor. This will also include masonry, flashing repair and interior finishes surrounding the windows.

This will not be a LEED certified project.

B. Scope of Services

The successful Engineer will be expected to have strong leadership and experience in the successful delivery of HVAC renovation projects in occupied buildings. The Engineer must have strong collaboration and unison with the Architect of Record's design team, Construction Manager at Risk, Commissioning Agent and experience with Guaranteed Maximum Price. The GMP will be established on 65% complete construction documents. It is anticipated that this project will be delivered utilizing BIM and the model will be transferred to the Construction Manager at Risk at construction and they will maintain the model.

For projects advertised with an appropriately developed Program of Requirements (POR), upon award of the Agreement, commence with Design. For projects without such a POR, upon award of the Agreement, commence by developing the Program of Requirements.

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

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

Refer to the *OFC 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 15 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

1. HVAC systems renovation with multiple phases
2. Higher education facility
3. Laboratory building systems
4. Integrating digital controls with existing and new building equipment
5. State of Ohio Administered Project
6. Collaborative BIM Experience with Construction Manager at Risk

C. Funding / Estimated Budget

Total Project Cost	<u>\$13,142,200</u>	State Funding	<u>\$7,542,200</u>
Construction Cost	<u>\$10,220,918</u>	Other Funding	<u>\$5,600,000</u>
Estimated A/E Fee	<u>To be negotiated with Architect</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).

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.

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 Kottman Hall Renovation Proposer Firm _____
 Project Number OSU-130501 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 \$200,000	2	
	\$200,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 2 professionals	0	Max = 3
	2 to 10 professionals	1	
	More than 10 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 - 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 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 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 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>Book Dep - HVAC & Hydronic Systems Modifications</u>	Response Deadline	<u>10/18/13 2:00 p.m. local time</u>
Project Location	<u>2700 Kenny Road</u>	Project Number	<u>OSU-130572</u>
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Jackie Yakubowski</u>
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>
No. of paper copies requested (stapled, not bound)	<u>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 Jackie Yakubowski at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Jackie Yakubowski at yakubowski.1@osu.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Library Book Depository (Building #350) is located at 2700 Kenny Road on West Campus. The building is used for high density storage of approximately half of the University's library collection. The original 22,000 square foot building was constructed in 1993 and consisted of approximately 12,000 square feet of single story office space and a 10,000 square foot high density storage bay. An additional 10,000 square foot high density storage bay was added in 2001. The site design can accommodate up to four (4) additional storage bays.

The completed project will provide greater reliability of the temperature and humidity controls for the proper preservation of books and other media.

Correction of all deficiencies noted in a 2012 Retro Commissioning Study and Assessment for this building is to be included in this project scope of work to enhance the reliability and performance of the HVAC systems serving this building. The Retro commissioning Study and Assessment will be made available to the shortlisted firms.

This project will modify the piping and pumping configurations and interconnect the hydronic loops between the 1993 original building and the 2001 addition to consolidate the existing chillers and allow for single plant operation with capacity for up to one additional storage bay. A new 52 Ton air-cooled chiller will be installed in the 1993 mechanical yard alongside the 2 existing chillers. The original 1993 air-cooled chiller at this location shall be replaced.

The building automation system is to be upgraded to the University's standard native BACnet protocol.

The project team shall include registered Engineering Design Professionals as the lead, a certified commissioning agent and commissioning team, a certified Testing, Adjusting and Balancing (TAB) contractor and an Environmental Consultant. An Environmental Consultant is required to provide a hazardous material assessment of the systems "touched" by this projects scope of work.

B. Scope of Services

For projects advertised with an appropriately developed Program of Requirements (POR), upon award of the Agreement, commence with Design. For projects without such a POR, upon award of the Agreement, commence by developing the Program of Requirements.

The selected Architect/Engineer (A/E), as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner/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. Required Professional Liability Insurance will be \$1,000,000 per claim and annual aggregate.

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 *OFC 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 selected A/E will be required to sign the standard agreement. No modifications to the requirements in the agreement will be accepted.

During the construction period, provide not less than 3 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.

Please list all major scope services needed to complete the selection process for successful project delivery. The specific scope of services must state particular building types, functional design or specialized professional services required to evaluate the level of experience of each applicant firm (e.g. parking garage, kitchen design, correctional facility, medical facility). The scope of services should also define the types of basic and additional professional design and administration services necessary for the project (e.g. LEED credentials and experience, previous experience with local jurisdiction or similar sites, previous experience working with the State of Ohio, Building Information Modeling ("BIM") experience and training, specific BIM and Owner-defined requirements, level of development to be achieved within BIM models, BIM deliverables, and Owner's intended use of BIM models after construction). This information will be used by each applicant to populate the Relevant Project Experience Matrix in Section F of Form F110-330.

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. Preservation environments with sensitive temperature and humidity controls.
2. Replacement of chillers in occupied buildings.
3. HVAC and Hydronic piping systems
4. Chiller controls and operations
5. Commissioning
6. Higher education facilities or similar facilities.

C. Funding / Estimated Budget

Total Project Cost	<u>\$600,000</u>	State Funding	<u>\$600,000</u>
Construction Cost	<u>\$450,000</u>	Other Funding	<u>\$0</u>
Estimated A/E Fee	<u>11.25%</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>Mechanical</u>
Secondary	<u>Electrical</u>
	<u>Structural</u>
	<u>Commissioning Agent</u>
	<u>Environmental Consultant (Haz Mat Survey)</u>
	<u>Testing, Adjusting & Balancing (TAB)</u>
Others	<u></u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>12 / 13</u>
Construction Stage Start (mm/yy)	<u>01 / 15</u>
Construction Stage Completed (mm/yy)	<u>05 / 15</u>
Professional Services Completed (mm/yy)	<u>07 / 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 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.
- Design quality and demonstrated ability of prospective firm and its proposed consultants to provide design services which represent the University's *Design Values for Campus Development* fod.osu.edu/proj_del/ref/0200_Design_Values.pdf
- 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.

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 Book Dep - HVAC & Hydronic Systems Modifications Proposer Firm _____
 Project Number OSU-130572 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 \$200,000	2	
	\$200,000 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 10 professionals	3	
	More than 10 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 - 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 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 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 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>North Residential District Transformation</u>	Response Deadline	<u>10/23/13</u>	<u>2:00 p.m.</u>	local time
Project Location	<u>Columbus Campus</u>	Project Number	<u>OSU-110672</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Ruth Miller</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>Design Build</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>5</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Ruth Miller at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Ruth Miller at miller.2495@osu.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Ohio State University is preparing to transform our north residential community through the addition of 3,275 beds of new student housing, recreation and dining, creating a new, vibrant neighborhood of over 6,000 student residents. The development is to be guided by the University's dynamic new vision developed for Student Life and our recently completed One University Framework Plan (<http://onframework.osu.edu/>). The North Residential District Transformation project is composed of 12 new buildings totaling approximately 1,100,000 square feet and new additions to three of its existing towers. 8 existing buildings will be demolished in their entirety. An extensive site infrastructure and site improvements will be constructed as well.

Site Mobilization, Site enabling work, building demolition and site infrastructure work will begin in the 4th quarter of 2013. A tentative construction schedule of buildings is provided below:

Building	Total GSF	# of Stories	Structural Frame	Date Begin	Date Complete	Zone ¹
Building A	126,457	8	Concrete Frame	03/10/14	06/26/15	1
Building B	131,935	8	Concrete Frame	02/02/15	06/24/16	1
Building C	126,696	8	Concrete Frame	02/02/15	06/24/16	1
Building D	128,208	7	Concrete Frame	03/10/14	06/26/15	2
Building E	89,086	6	Metal LB Studs on Concrete Podium	05/23/14	07/17/15	2
Building F	94,606	6	Metal LB Studs on Concrete Podium	05/23/14	07/17/15	2
Building H	31,743	3	Steel Frame	07/18/15	04/03/15	3
Building I	126,381	8	Concrete Frame	05/11/15	06/24/16	3
Building J	169,725	7	Concrete Frame	12/09/13	06/26/15	3
Building K	34,322	3	Concrete Frame	09/14/15	06/24/16	1
Building L	100,665	6	Metal LB Studs on Concrete Podium	07/16/15	06/24/16	3
Pavilion	1,724	1	Steel Frame	05/23/14	07/17/15	2
Drackett Addition	11,418	2	Steel Frame	09/14/15	06/24/16	1
Jones Addition	3,887	1	Steel Frame	05/11/15	12/18/15	1
Taylor Addition	8,230	2	Steel Frame	07/16/15	02/26/16	1

1 - This number refers to the internal construction area within the Project site boundary that the building is located. If multiple firms are selected, firms will be assigned individual zones.

The University has contracted with Messer Construction as the Design – Builder and Messer Construction has hired HKS as the Architect of Record.

The University has retained Acock Associates Architects as the Criteria Architect. Acock Associates Architects will participate in the interviews for the selection of the Construction Testing and Inspection firm and will collaborate with the

Request for Qualifications (Architect / Engineer) continued

University in the selection process. Acock Associates will hold the contract with the successful construction testing and inspection firm.

B. Scope of Services

The University requires the services of a testing and inspection firm to act as the Owner's Testing Laboratory for the purpose of reviewing material and product reports and performing other services in order to ensure compliance with the contract documents and the provisions of Chapter 17 of the Ohio Building Code. Based upon the information gathered during the RFP process, the University will decide whether to engage one firm or multiple firms for the entire project.

A general description of the scope of services required by the University is described below. The scope of services includes but is not limited to the following:

Base Scope:

1. OBC Chapter 17 - All inspections as required by:
 - a. Section 1704.3 Steel Construction
 - b. Section 1704.4 Concrete Construction
 - c. Section 1704.5 Masonry Construction
 - d. Section 1704.7 Soils
 - e. Section 1704.8 Driven deep Foundations
 - f. Section 1704.9 Cast – In – Place Deep Foundations
 - g. Section 1704.12 Sprayed Fire Resistant Material
 - h. Section 1704.13 Mastic and intumescent fire resistant coatings
2. Specifications – All inspections required by the quality control requirements contained in the project specifications. The project is currently in the beginning of the Design Development Stage and without a project manual. The expected field inspections required includes:
 - a. Field Testing of Metal Storefronts. Curtain Wall and Sloped Glazing Systems per AAMA 503
3. Prior to submitting for plan approval, provide all the necessary information and assist the Architect of Record in the preparation of Statement of Special Inspections as required by OBC Section 1704.1.1
4. Coordinate testing activities with the Design-Builder's Exterior Envelope Consultant.

Additional Scope

Photographic Documentation – The University is interested in photographically documenting the progress of construction and recording concealed construction prior to its cover up.

- A. Exterior Progression Shoots and Slideshows: Photographed on a monthly basis. Capturing 12 new phased buildings from foundation right on through completion.
- B. Detailed Interior MEP Exact Built: Milestone shoot of all mechanical (walls and ceilings) prior to cover up.
- C. Pre Slab Exact Built: Milestone shoot of up to 175,000 sq/ft of slab on grade, capturing all mechanicals in slab prior to cover up.
- D. Interior Finished Condition Exact Built: A detailed Finished Condition Exact Built of each building, capturing all walls, ceilings, and floors at a specific completion milestone.
- E. Underground Utilities Progressions: Capturing in-ground utilities with up to 30 visits for each building & building site, completed when utility cover up is complete.

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. Similar Projects of Scope and Duration
2. Work with Projects permitted by the Ohio Department of Industrial Compliance.
3. Exterior Envelope Testing
4. Experience with Photographic Documentation
5. AAMA 503 Testing

Request for Qualifications (Architect / Engineer) continued

Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with representatives of the Owner, Criteria Architect, and Design-Builder. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the NRDT's Planning Team questions in an individual setting to help the firms prepare their responses to the RFP. The Criteria Architect will notify each short-listed firm to schedule individual times and location for the pre-proposal meetings.

Interview:

After submitting responses to the RFP, the short-listed firms will be interviewed by representatives of the Owner, Criteria Architect, and Design-Builder. 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 Criteria Architect will notify each short-listed firm to schedule individual times for the interviews.

Qualifications Due	10/23/2013	10/24/2013
RFP issued to the Short-Listed Firms.....	10/30/2013	
Pre-proposal Meetings at Enarson Classroom Building ..	11/06/2013	
Proposals Due.....	11/14/2013	
Interviews at Enarson Classroom Building	11/26/2013	
Selection of Firm	11/27/2013	

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.

Firms are requested to identify professional registrations, memberships and credentials, 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.

Construction Testing Inspection Firm Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name North Residential District Transformation Proposer Firm _____
 Project Number OSU-110672 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Testing Firm Location, Size 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 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 2 professionals	1	Max = 3
	2 to 6 professionals	2	
	More 6 than professionals	3	
2. Primary Qualifications (Maximum 30 points)			
a. Professional Engineers	Qualifications, experience, credentials	0 - 10	
b. Field Technicians	Qualifications, experience, credentials	0 - 10	
c. Inspectors	Qualifications, experience, credentials	0 - 10	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Testing Lab, Photo Documentation	Experience / ability of key consultants to perform effectively and collaboratively	1 - 15	
b. Proposed EDGE-certified Consultant participation (fully executed Statements of Intent to Contract and Perform with relevant EDGE firms)	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 20 points)			
a. Firm's quality control program (testing methods, accountability, calibration, etc.)		0 - 5	
b. Adherence to schedule, timeliness of reports, quality of reporting		0 - 5	
c. Team organization, staffing	Clarity of responsibility / communication demonstrated by table of organization	0 - 10	
5. Overall Team Experience (Maximum 20 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects		0 - 10	
		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>Rhodes State Office Tower</u>	Response Deadline	<u>10/28/2013</u>	<u>4:30 p.m.</u>	local time
Project Location	<u>30 East Broad Street</u>	Project Number	<u>DAS-140029</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Teri Johnson</u>		
Owner	<u>Department of Administrative Services</u>	Contracting Authority	<u>OFCC</u>		
Delivery Method	<u>N/A</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>0</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 30 W. Spring Street, 4th Floor, Columbus, Ohio 43215. See Section H of this RFQ for additional submittal instructions.

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 Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

A study is required to assess the Rhodes Tower Office Building vertical envelope for structural stability, rain control, air control, heat control, vapor control, and finish. This study will include a forensic investigation, analysis, and evaluation of the existing conditions. This is a study, the project scope does not include construction documents, but a comprehensive report including estimated costs for remediation is the deliverable. The report shall indicate locations of all testing with photographs (located on keying documents for clarity), a description of each test (all testing will be conducted per applicable ASTM and ANSI standards), including methodology, testing reports, analysis, conclusions, and estimates based on testing and observation.

The development of improvements and/or remediation based on the outcome of the analysis along with a Critical Observation Report (per City of Columbus Code) shall also be provided. Should it progress into a construction project, the anticipated project delivery method would be General Contracting. State Prevailing Wage requirements would apply. Facilities necessary to support a comprehensive investigation on a high-rise building are the responsibility of the consultant. The building's existing window washing equipment is not certified, and is not anticipated for this study's use.

B. Scope of Services

Upon award of the Agreement, the selected Architect/Engineer (A/E) will commence by generating the Critical Observation Report and providing a schedule of activities to be completed.

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 required engineering services and deliverables. In addition, the Critical Observation Report for Owner's use as required by the City of Columbus Ordinance No. 1296-85 and Columbus Building Code Sections 4109.073, 4109.075, and 4109.077 is to be provided in this project.

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

Request for Qualifications (Architect / Engineer) 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.

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.

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 Rhodes Exterior Project Proposer Firm _____
 Project Number DAS-140029 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 25 miles	5	
	25 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$200,000	2	
	\$200,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 3 professionals	1	Max = 3
	4 to 10 professionals	3	
	More than 10 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 - 0	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 20	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 0	
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 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 3 projects	0 - 3	
	3 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 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 Rhodes state Office Tower Forensic Study Project Number DAS-140029
Project Location Columbus / Franklin County

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. Is the Total Project Cost of \$100,000.00 the fee amount for the forensic study?
 - A. Fees will be negotiated with the successful applicant. There are other project costs outside the fee to the associate.
2. Estimated A/E Fee (Shown as 7.5% to 8.0%) - Was the total Fee intended to be \$100,000 to include all observations, testing, analysis, and report preparation?

Fees should be listed as 75-80% as the basic services fee. Additional services and reimbursable expenses will be negotiated.
3. Rigging this building for close-up hands-on inspection will be very costly, did you expect an exhaustive study of the envelope from the exterior?

Yes.
4. With the stated scope of "structural stability, rain ..., air ..., heat..., vapor control, and finish" will the State be content with only random testing?

The testing is to be comprehensive
5. Project Overview Part A states "vertical envelope" for the assessment - May we assume that this excludes roof(s) of the building from the study?

Yes.
6. What are the building cladding materials, and are existing original A/E design drawings and/or shop drawings of the exterior walls available?
 - A. The structure is granite clad. There are some documents available, we are working on locating a set.
7. On the Rhodes State Office Tower project, The project cost is listed as \$100,000 and the fee is noted as 7.5% to 8%. Should the fee be the \$100,000 since the project is a forensic study?
 - A. See items 1 and 2 above.
8. Please confirm response to this RFQ does not require a technical proposal. Section "B. Scope of Services" second paragraph states "...prior to submitting its proposals,..." and we are confirming this means proposals for the study, not the repair documents also stated in the RFQ.
 - A. This does not require a technical proposal. This is a 330 submission only.
9. Are the A/E fees for this project \$100,000? Or 7.5% to 8% of \$100,000.
 - A. See items 1 and 2 above.

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Kottman Hall Renovation</u>	Response Deadline	<u>11/15/13</u>	<u>2:00 p.m.</u>	local time
Project Location	<u>2021 Coffey Rd</u>	Project Number	<u>OSU-130501</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Bill Holtz</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>5</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Bill Holtz at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, OH 43210. See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Bill Holtz at holtz.28@osu.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

Kottman Hall is a 175,781 gross square foot building that was constructed in 1981. Kottman Hall provides services and accommodations for environmental sciences. The building contains classrooms, laboratories, faculty and grad student offices. The goals in this project are to improve the performance and reliability of the HVAC systems to improve the comfort conditions, provide a positive building pressure to eliminate air infiltration from the outside and provide a weather tight envelope (roof and window replacement). This request is for Construction Manager at Risk preconstruction stage and construction stage services. The University anticipates utilization of the design assist process to compliment the CM's preconstruction services. The primary HVAC systems are generally constant air volume. The exhaust air systems fans and some of the ductwork are deteriorated and need to be replaced. The supply air systems and distribution systems need to be tested to determine the magnitude of replacement or improvements that are needed. New heating hot water convertors (steam to HW) will be required to replace the existing convertors. New direct digital controls will be required for the air handling units, terminal units and exhaust air systems.

Also included in the project is the Midwest Chilled Water System Upgrade, which will focus on upgrades to and possibly partial or total replacement of the existing Howlett Headhouse chilled water plant and distribution systems. These systems provide chilled water to Kottman Hall, Howlett Hall and Parker Food Sciences. The current central plant system incorporates three (3) chillers for a total capacity of approximately 1200 tons of cooling. The goal of this project is to improve the performance and reliability of the central plant and distribution pumping and piping system, provide individual building chilled water metering and provide an integrated plant/building control system to allow optimization of control of the chilled water plant and distribution. This would include the addition of a chiller, pumps, cooling towers, piping distribution systems, system controls and upgrades to the overall system performance. A cost comparison of removing abandoned chiller located in Kottman and replacing with new versus replacing damaged chilled water line between Kottman and Howlett Headhouse along with a new chiller is needed.

Removal and recycling of the existing IRMA roofing system on the upper and lower roofs followed by the installation of a new roofing system to include fall and lightning protection. A cost comparison listing the pros and cons of several roofing system options will be required for presentation to the University to confirm budget, energy savings and the life expectancy of these systems (approximately 20 years). Testing of the existing lightweight concrete substrate and roof drains is required to confirm their integrity as well as to confirm adequate roof slopes can be achieved to eliminate ponding water.

Removal of existing double glazed windows and replacing them with new thermal aluminum windows with insulated low E glass on the third, fourth and part of the second floor. This will also include masonry, flashing repair and interior finishes surrounding the windows.

This will not be a LEED certified project.

The project site will have to coordinate with other renovation projects occurring in the building.

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

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

Request for Qualifications (CM at Risk Contract) continued

B. Scope of Services

The selected Construction Manager at Risk (CM), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Contracting Authority/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 *OFC 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/Owner, the A/E and the CM. The Contracting Authority/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/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/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/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/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, 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. CMR Pre-construction and construction services
2. Constructability review services
3. GMP pricing experience
4. HVAC renovations with multiple phases
5. Higher education academic facility
6. BIM experience
7. State of Ohio administered project

Request for Qualifications (CM at Risk Contract) continued

C. Funding / Estimated Budget

Total Project Cost	<u>\$13,142,200</u>
Construction Cost	<u>\$10,220,918</u>
State Funding	<u>\$7,542,200</u>
Other Funding	<u>\$5,600,000</u>

D. Anticipated Schedule

CM Services Start (mm/yy)	<u>02 / 14</u>
DD GMP Approval (mm/yy)	<u>07 / 14</u>
Construction Stage Start (mm/yy)	<u>09 / 14</u>
Construction Stage Completed (mm/yy)	<u>09 / 15</u>
CM Services Completed (mm/yy)	<u>11 / 15</u>

E. EDGE Participation Goal

Percent of Total Construction Contracts Awarded	<u>5.0%</u>	Percent of <i>initial</i> TOTAL CM Fee	<u>5.0%</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.

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 Owner will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Owner determines that fewer than three firms are qualified, it will only select the qualified firms.

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 Owner 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 Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-proposal meeting will be held at a location to be determined. The Owner 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 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 Owner 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	October 15, 2013
Qualifications Due	November 15, 2013
RFP issued to the Short-Listed Firms	November 27, 2013
Site Visit at Kottman project site	December 2, 2013
Pre-proposal Meetings at location to be determined	December 2, 2013
Proposals Due	December 13, 2013
Interviews at Enarson Classroom Building	December 20, 2013
Selection of CM	December 27, 2013
Controlling Board Meeting for approval of Agreement	To be determined

Cancellation and Rejection:

The Owner 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 Owner shall have no liability to any proposer arising out of such cancellation or rejection. The Owner reserves the right to waive minor variations in the selection process.

Request for Qualifications (CM at Risk Contract) continued

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.

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.

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

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

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

CM at Risk Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Kottman Hall Renovation Proposer Firm _____
 Project Number OSU-130501 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 100 miles	5	
	100 miles to 150 miles	2	
	More than 150 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	5	
	\$1,000,000 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 - 10	
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 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 4 projects	0 - 3	
	4 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 projects	4 - 5	
* 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 (Design-Build Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Wayfinding - Highway Signage</u>	Response Deadline	<u>10/30/13</u>	<u>2:00 p.m.</u>	local time
Project Location	<u>The Ohio State University</u>	Project Number	<u>OSU-140182</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Aldino Stazzone</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>Design Build</u>	Prevailing Wages	<u>State</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 Aldino Stazzone at 400 Enarson Classroom Building, 2009 Millikin Road, Columbus, OH 43210. See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Aldino Stazzone at stazzone.1@osu.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Ohio State University is seeking statements of qualifications from firms interested in providing design, fabrication and installation services for vehicular wayfinding signage on roadways, highways and parking facilities.

This project will provide the design, fabrication and installation of vehicular directional signage and wayfinding signs to be located in the right of way on city and state roadways and highways. The project may also include signage and wayfinding at campus facilities. The signage design shall be based and comply with the Ohio Department of Transportation (ODOT) standards and most current edition of the Ohio Manual for Uniform Traffic Code Devices (MUTCD).

The Owner (OSU) intends to request a competitive GMP at the time of Request for Proposal (RFP).

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/Contracting Authority, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule.

The Scope of Services for this project shall include, but are limited to the following:

- Preconstruction and Construction Services. Preconstruction and Construction services shall be in accordance with the University Building Design Standards.
- Provide Engineered construction documents.
- Develop detailed fabrication and installation plans including all site research, structural and traffic engineering services required to locate, engineer; and obtain all needed permits for signage to be installed in campus, city or state rights of way.
- Develop removal plans for redundant and outdated vehicular wayfinding signage, such as previous trailblazer and event parking systems. Signage removal plans shall include complete sign assembly (sign, post, foundation and associated appurtenances).
- Develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontract or Prequalification and Bidding process, Construction

Refer to the *OFC Manual* 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 owner (OSU) will be requesting a GMP as part of the Best Value selection process; therefore self-performed work will be approved, subject to the firm submitting an acceptable subcontractor plan. The short-listed firms are treated as approved subcontractors for this purpose. There will be no obligation for the selected firm to solicit bids from subcontractors for the purpose of comparing the price of proposed self-performed work. In addition, the contingency utilization provisions related to the award of a low subcontractor bid are waived.

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/Owner. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority/Owner 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. Traffic engineering.
2. Signage and Wayfinding Document Design.
3. Fabrication of signs and structural supports.
4. The Contractor installing signage (DB or subcontractor) on highways must be pre-qualified by ODOT for signage work.
5. Installation of signs including obtaining any permits required for installation, marking of utilities, installation of foundations, etc.

C. Funding / Estimated Budget

Total Project Cost	<u>\$450,000</u>	State Funding	<u>\$N/A</u>
Construction Cost	<u>\$335,000</u>	Other Funding	<u>\$450,000</u>

D. Anticipated Schedule

DB Services Start (mm/yy)	<u>12 / 13</u>
Construction Stage Start (mm/yy)	<u>02 / 14</u>
Contract Completed (mm/yy)	<u>04 / 14</u>
DB Services Completed (mm/yy)	<u>05 / 14</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 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/Owner will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority/Owner 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/Owner containing the contract terms and conditions, (ii) a set of the most recent criteria documents and (iii) a proposed Project schedule.

Request for Qualifications (Design-Build Contract) continued

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/Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the Contracting Authority/Owner questions in an individual setting to help the firms prepare their responses to the RFP. The Contracting Authority/Owner 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/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	10/30/13
RFP issued to the Short-Listed Firms	11/06/13
Site Visit at 400 Enarson Classroom Bldg	11/14/13
Pre-proposal Meetings at 400 Enarson Classroom Bldg	11/14/13
Proposals Due	11/18/13
Interviews at 400 Enarson Classroom Bldg	11/20/13
Selection of DB	12/06/13

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 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.

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.

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.

Request for Qualifications (Design-Build Contract) continued

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 Wayfinding - Highway Signage Proposer Firm _____
 Project Number OSU-140182 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 \$100,000	5	
	\$100,000 to \$1,000,000	2	
	More than \$1,000,000	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 - 10	
c. Technical staff	Experience / ability of technical staff to coordinate construction documents and develop accurate estimates and schedules	0 - 10	
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 2 sample projects	0	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 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 (Design Build Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Ohio Facilities Construction Commission

Project Name	<u>IRJCF Toilet Installation</u>	Response Deadline	<u>10/28/2013 10/23/2013 </u> 4:00 p.m. local time
Project Location	<u>Indian River Juvenile Correctional Facility</u>	Project Number	<u>DYS-140123</u>
City / County	<u>Massillon / Stark</u>	Project Manager	<u>John McCready</u> Ohio Facilities Construction
Owner	<u>Department of Youth Services</u>	Contracting Authority	<u>Commission</u>
Delivery Method	<u>Design Build</u>	Prevailing Wages	<u>State</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 Jill Hoobler at 30 West Spring Street, Columbus, Ohio 43215. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Indian River Juvenile Correctional Facility (IRJCF) located in Massillon Ohio is a secure facility and houses male felony offenders from ages 12 to 21 and has permanent living units arranged in four two story wings at the rear of the campus main building.

This fast track project will convert six approximately 8' x 10' dormitory rooms into four self contained units with a combination sink/toilet/drinking fountain plumbing fixture and be located at the lower floor in three of the living unit wings.

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

The final scope has not yet been finalized but the final Criteria will be provided to the short listed teams.

The State has selected SPGB Architects 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>.

The preconstruction and construction services are generally described below. Subcontracts 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.

Request for Qualifications (Design Build Contract) continued

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, 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 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)
4. State of Ohio construction experience
5. Renovations in a restricted secure institution
6. Experience with OAKS CI
7. Experience with DYS construction projects
8. Experience with expedited Project Delivery

C. Funding / Estimated Budget

Total Project Cost	<u>\$2,500,000</u>	State Funding	<u>\$2,500,000</u>
Construction Cost	<u>\$2,000,000</u>	Other Funding	<u>\$0</u>

D. Anticipated Schedule

DB Services Start (mm/yy)	<u>12/13</u>
Construction Stage Start (mm/yy)	<u>12/13</u>
Contract Completed (mm/yy)	<u>4/14</u>
DB Services Completed (mm/yy)	<u>4/14</u>

E. EDGE Participation Goal

Percent of Preconstruction Compensation	<u>5.0%</u>
Percent of Initial Design Services Fee	<u>5.0%</u>
Percent of Contract Sum	<u>5.0%</u>

Request for Qualifications (Design Build Contract) continued

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	October 28, 2013	October 14, 2013
RFP issued to Short-Listed Firms	November 1, 2013	October 18, 2013
Site Visit at IRJCF	November 6, 2013	October 23, 2013
Pre-proposal Meetings at OFCC Columbus	November 8, 2013	October 25, 2013
Proposals with GMP Due	November 13, 2013	October 30, 2013
Interviews at OFCC Columbus	November 14, 2013	October 31, 2013
Selection of DB	November 18, 2013	November 4, 2013
Notice to Proceed	December 18, 2013	December 4, 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 Design-Build 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 Jill Hoobler at jill.hoobler@ofcc.ohio.gov 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 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 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 O+M (Operations and Maintenance specialty)

LEED AP ND (Neighborhood Development specialty)

LEED AP Homes (Specialty for residential LEED construction)

Other Industry Credentials:

CCCA: Certified Construction Contract Administrator (CSI)

CCM: Certified Construction Manager (CMAA)

CCS: Certified Construction Specifier (CSI)

CDT: Construction Document Technologist (CSI)

DBIA: Design-Build Institute of America

Design Build Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name IRJCF Toilet Installation Proposer Firm _____
 Project Number DYS-140123 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 75 miles	2	
	More than 75 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	5	
	\$1,000,000 to \$5,000,000	2	
	More than \$5,000,000	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 - 10	
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 representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 15 points)			
a. Key discipline leads	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 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 5 projects	0 - 1	
	5 to 7 projects	2 - 3	
	More than 7 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: Local Higher Education

Project Name	<u>RH North Quad Renovations</u>	Response Deadline	<u>11/11/13</u>	<u>2:00pm</u>	local time
Project Location	<u>Oxford Campus - various buildings</u>	Project Number	<u>MUN-100039</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>		
Delivery Method	<u>Design Build</u>	Prevailing Wages	<u>State</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, Oxford, Ohio 45056.. See Section G of this RFQ for additional submittal instructions.

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 Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

Miami University (Owner/Contracting Authority) seeks responses from qualified companies to provide design-build services for the renovation of four residence halls, one dining facility, portions of a chiller plant, and related infrastructure and landscaping in the 'North Quad' area of the Oxford Campus. The residence halls and dining facility serve students who live on campus with a place to live, study, and socialize. These upgrades will update systems and finishes to increase life safety, functionality, energy efficiency, and appearance of the halls. The chiller plant and related infrastructure serves the facilities included in this project.

The residence halls involved are Brandon, Hahne, Hepburn, and Flower. The Dining Hall is Martin. The chiller plant is Billings, also known as the North Chiller Plant. These renovations are part of the implementation of the Housing and Dining Long Range Master Plan. The building renovations will upgrade all systems, introduce fire suppression, improve accessibility, update finishes, and repair/upgrade the building envelope.

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 www.ofcc.gov.

The Program of Requirements (POR) will be outlined by the Criteria Architect/Engineer, and finalized by the Design Builder.

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.

Miami University (University) will self-perform the Criteria A/E services related to this project.

Firms responding to this RFQ should submit information pertaining to the qualifications of its construction manager/contractor and its Architect of Record. The University will select these two primary components of the DB team through this RFQ with the remainder of the DB's team, including without limitation, its key and specialty consultants/designers, to be selected at a later date through a quality-based selection process that allows for the University's input as to selection. Anticipated consultant/design selection includes without limitation, residence life focused design; civil, plumbing, mechanical, electrical and information technology engineering; commercial kitchen design; and landscape architecture.

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.

Request for Qualifications (Design-Build Contract) continued

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 *OFC Manual* and/or the *Ohio School Design Manual* 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, 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 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 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. Renovations over \$20 million
2. Complex MEP Renovations
3. Multiple Buildings
4. Student Safety and Security
5. Compressed Schedule

C. Funding / Estimated Budget

Total Project Cost	<u>\$83,000,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$67,200,000</u>	Other Funding	<u>\$83,000,000</u>

Request for Qualifications (Design-Build Contract) continued

D. Anticipated Schedule

DB Services Start (mm/yy)	<u>03 / 14</u>
Construction Stage Start (mm/yy)	<u>05 / 15</u>
Contract Completed (mm/yy)	<u>06 / 16</u>
DB Services Completed (mm/yy)	<u>07 / 16</u>

E. EDGE Participation Goal

Percent of Preconstruction Compensation	<u>5%</u>
Percent of Initial Design Services Fee	<u>0%</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 criteria for the RFQ is included in this announcement.

Short List:

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

Request for Proposal:

The short-listed firms shall be sent a RFP that will invite the firms to submit pricing proposals containing their proposed preconstruction stage 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	11/11/13
RFP issued to the Short-Listed Firms	12/16/13
Site Visit at Cole Service Building, Oxford project site	12/19/13
Pre-proposal Meetings at Cole Service Building, Oxford	12/19/13
Proposals Due	01/09/14
Interviews at TBD, Oxford	01/20/13
Selection of DB	01/27/14
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.

Request for Qualifications (Design-Build Contract) continued

Interested DB 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.

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.

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)

Other Industry Credentials

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)

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 RH - North Quad Renovations Proposer Firm _____
 Project Number MUN-100039 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 150 miles	2	
	More than 150 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$5,000,000	5	
	\$5,000,000 to \$20,000,000	2	
	More than \$20,000,000	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 - 10	
d. Construction administration staff	Experience / ability of field representatives to identify and solve issues during construction	0 - 10	
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 3 sample projects	0	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 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 (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Woods Commons</u>	Response Deadline	<u>Nov 15, 2103</u>	<u>5pm</u>	local time
Project Location	<u>Wright State University</u>	Project Number	<u>WSU-130008</u>		
City / County	<u>Fairborn / Greene</u>	Project Manager	<u>Wende Morgan-Elliott</u>		
Owner	<u>Wright 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>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Wende Morgan-Elliott at 395 University Hall, 3640 Colonel Glenn Hwy, Dayton, OH 45435-0001. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Wright State University leadership recognizes the importance of campus life that supports the academic and developmental needs of students while creating a lively and cohesive community to engage and retain students. The proposed facility that will embrace the need for additional community space for students, provide an additional food service venue to complement the existing offerings and new office location for Residence Life and Housing. WSU has committed funds for this project to create a campus environment with facilities that provide a sense of community and comfort. A major goal of the campus master plan is to provide a setting that contributes to the accomplishments of the University's mission and enhances the quality of life for students, faculty, staff, and visitors. **The PoR is available for review on Wright State University's website: http://www.wright.edu/administration/facilities/projects/current_future/woods_commons.html**

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

State Prevailing Wage requirements apply to this project.

B. Scope of Services

The scope of this project is to design and construct the Woods Commons Building for Wright State University. The Woods Commons is to serve the University Community by providing programmable space for student programs and activities, a kitchen and servery for a new food service venue and office space for the Residence Life and Housing Office (RL&H). There will be approximately 12,000 gross square feet (GSF) in this new facility.

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 8 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

1. Site clearance and earthwork, site utility re-routing, landscaping, paving and site finishes
2. Building foundations and structural framework
3. Exterior building envelope: walls, roof, windows, & doors
4. Partition walls and doors, Floor, wall & ceiling finishes
5. Direct digital controls
6. Building management system
7. Fire suppression and fire alarm systems
8. Plumbing systems and restroom facilities
9. Air handler(s), return air fan(s)
10. Electrical power and lighting

Request for Qualifications (Architect / Engineer) continued

11. Data/telecommunications system

12. Kitchen and servery equipment

C. Funding / Estimated Budget

Total Project Cost	<u>\$3,900,000.00</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$3,000,000.00</u>	Other Funding	<u>\$3,900,000.00</u>
Estimated A/E Fee	<u>7.5% to 8.0%</u>		

NOTE: The A/E fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., 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>Interior Design</u>
	<u>PME Engineering</u>
	<u>Structural Design</u>
	<u>Civil/Site Engineering</u>
	<u>Landscape Architecture</u>
Others	<u>None required</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>01 / 14</u>
Construction Stage Start (mm/yy)	<u>09 / 14</u>
Construction Stage Completed (mm/yy)	<u>06 / 15</u>
Professional Services Completed (mm/yy)	<u>09 / 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.

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 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.

Request for Qualifications (Architect / Engineer) 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.

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 Wende Morgan-Elliott at wende.morgan-elliott@wright.edu with the project number included in the subject line (no phone calls please).

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 Woods Commons Proposer Firm _____
 Project Number WSU-130008 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 100 miles	5	
	100 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 5 professionals	3	Max = 3
	5 to 10 professionals	2	
	More than 10 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 4 sample projects	1	Max = 3
	4 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 4 projects	0 - 3	
	4 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 4 projects	0 - 1	
	4 to 7 projects	2 - 3	
	More than 7 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 (Criteria A/E)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Huntington Building Renovation</u>	Response Deadline	<u>11/21/13</u>	<u>3:00 PM</u>	local time
Project Location	<u>Bowling Green State University</u>	Project Number	<u>BGU-135972</u>		
City / County	<u>Bowling Green / Wood</u>	Project Manager	<u>Kristi Hafer</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, Ohio 43403. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Bowling Green State University (BGSU) will be renovating the Huntington Building on its Bowling Green campus. The Huntington Building is a 34,931 gross square foot building that was constructed in 1989 as a bank regional processing center. Currently BGSU Human Resources and Environmental Health & Safety are the only occupants. The Huntington Building will be renovated as new accommodations for Human Resources, Environmental Health & Safety, Purchasing, Business Operations, Controller's Office, Accounts Payable, Internal Audit, the support operations of Information Technology Services (approximately 135 people within the eight groups). The Huntington Building will also continue to serve as the University's emergency management command center in the event of an extended on-campus emergency event.

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

State Prevailing Wage requirements apply to this project.

B. Scope of Services

Services comprise of renovations and refreshes to the interior, including conversion of the 4,000 square foot enclosed garage loading area (sitting 1'-0" below interior finished floor level) into office space. There will also be upgrades to the HVAC, electrical, and IT systems. The current building operates 20 packaged roof top units; varying in age from original to new (eleven original remain and four were replaced within the last year). A portion of the enclosed garage loading area (approximately 3,000 square feet) is not currently serviced.

Conventional office layout consideration as well as exploring the possibility of utilizing open office concepts with non-nomadic work forces, such as free address, collaborative, and focus work styles. The idea of hosting flexible spaces with both owned and shared spaces. A key aspect will be working closely with end users to determine the best interior space plan, be it conventional or open office.

The selected architectural/engineering firm will develop documents to include cohesive interior architectural design, with HVAC, mechanical, electrical, IT, finishes, etc. Institutional needs may require an advanced schedule.

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>.

As required by the Agreement, and as properly authorized, provide the following categories of services: Programming, Schematic Design, Design Development, Construction Drawings/Documents, Bid Administration, Construction Administration, and Post Occupancy.

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. Renovation of existing buildings for administration services in higher education.
2. Experience with diverse users and stakeholders.
3. Experience with open office concepts of hoteling, free address, collaborative, and focus work styles.

Request for Qualifications (Criteria A/E) continued

4. Integrated design solutions for multiple user groups in a single building with collaborative connections.
5. Experience with construction/phased construction within occupied buildings.
6. Experience with RCDD Certified design and Systimax-structured communications.
7. Experience with upgrades and replacements of HVAC, electrical and IT systems in existing occupied buildings.

C. Funding / Estimated Budget

Total Project Cost	<u>\$4.475 million</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$2.9 million</u>	Other Funding	<u>\$4.475 million</u>
Estimated C-A/E Fee	<u>7% to 8.5%</u>		

NOTE: The C-A/E fee for this project includes all professional design services, and consultant services necessary for proper completion of the C-A/E Basic Services for the successful completion of the project, including but not limited to: preparation / review and verification of the Program of Requirements, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., creation of a Program of Requirements, extensive evaluation or validation of site conditions, extensive pre-design investigations, code-required special inspection and testing, Quality Assurance testing during the construction period, and testing due to unforeseen conditions).

D. Services Required (see note below)

Primary	<u>Architecture</u>
Secondary	<u>MEP Engineering</u>
	<u>Interior Design (experience with hoteling)</u>
	<u>IT</u>
	<u>_____</u>
	<u>_____</u>
Others	<u>None</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>2 / 2014</u>
Construction Stage Start (mm/yy)	<u>8 / 2014</u>
Construction Stage Completed (mm/yy)	<u>2 / 2015</u>
Professional Services Completed (mm/yy)	<u>4 / 2015</u>

F. EDGE Participation Goal

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

G. Evaluation Criteria for Selection

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

Interested C-A/E firms are required to 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>.

Request for Qualifications (Criteria A/E) continued

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

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

H. Submittal Instructions

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

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

Electronic submittals should be combined into one PDF file named with the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

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

Criteria A/E Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Huntington Building Renovation Proposer Firm _____
 Project Number BGU-135972 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 100 miles	5	
	100 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 \$2,000,000	1	
	More than \$2,000,000	0	
c. Number of licensed professionals	Less than 4 professionals	0	Max = 3
	4 to 6 professionals	2	
	More than 6 professionals	3	
2. Primary 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 document owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create accurate and complete design criteria	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 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 6 projects	0 - 3	
	6 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 Huntington Building Renovation Project Number BGU-135972
Project Location Bowling Green State University

Date Q&A posted: 11/18/2013

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

1. On the first page this project is requiring a "Criteria A/E" firm, but as I am reading through the RFQ it is noted that the selected firm will be providing all/typical A/E services from programming through construction, and not bridging documents which is customary for a Criteria architect. Can you please explain your intentions and the goals for the project?
 - A. This RFQ is for a traditional Design-Bid-Build, not a Criteria A/E.
2. It is noted that you need 3 electronic copies, is this correct?
 - A. Yes, please provide 3 electronic copies.
3. Will this be LEED?
 - A. It is unlikely that this project will be LEED. The best practices will be used when it comes to energy, VOC, recycling, and finish selection.
4. Will Commissioning be needed?
 - A. No, we do not foresee needing commissioning.
5. This RFQ includes some language regarding a Criteria Architect (Criteria A/E). It also states that the delivery method is "General Contracting". Please clarify whether the C-A/E language is intended or is a misprint. Typically a C-A/E is used with a DB project delivery method.
 - A. It is a misprint, this project is a traditional Design-Bid-Build using General Contracting.

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Cleveland State Master Plan</u>	Response Deadline	<u>11/14/2013</u>	<u>2:00 PM</u>	local time
Project Location	<u>Cleveland State University</u>	Project Number	<u>CLS-131352 / LF-1352</u>		
City / County	<u>Cleveland / Cuyahoga</u>	Project Manager	<u>Melanie Boyd</u>		
Owner	<u>Cleveland State University</u>	Contracting Authority	<u>Local Higher Education</u>		
No. of paper copies requested (stapled, not bound) <u>8</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 Michelle Lofton at Cleveland State University, 1802 East 25th Street, Plant Services Building, 2nd Floor, Cleveland OH 44114. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Cleveland State University is seeking proposals from qualified Professional Campus Planner/Designer Services for the development of a comprehensive Master Plan, including Landscape and Signage Plans, for its urban campus. The planning process is to be integrated with the University's mission, values, and expectations statements. The planning process is to be inclusive, incorporating the input of a variety of internal and external constituencies. The planning process is to be data-driven, relying on a thorough analysis of the University's existing land and facilities, followed by the specific targeting of space needs and other opportunities for development throughout the main campus.

The project will have three phases.

Phase 1 is gathering of data, interviews and facility conditions assessments including environmental.

Phase 2 will be setting goals and objectives, visioning and priority setting.

Phase 3 will be developing the final plan including site utilization, and phasing.

The selected Consultant Team should be qualified to develop physical master planning scenarios; development guidelines, assess space needs; develop campus signage/way-finding; develop landscape master plan scenarios; conduct circulation analyses; evaluate infrastructure needs; assess bicycle, pedestrian and vehicular circulation; develop broad phasing scenarios; and build consensus among the campus community. The Master Plan should also include efforts toward sustainable energy, conservation, "green" building design, and updated ADA requirements. Additionally, the Master Plan will address issues and decisions facing the University related to STUDENT SUCCESS, STEM, and RESEARCH in the (0-5 years) the short term, (5-10 years) mid-term, and (10-15 years) time frames.

The University will look to the successful team to develop an engaging and highly inclusive process. The team will be asked to provide a schedule and all expertise needed to develop a comprehensive Campus Master Plan.

Prevailing Wage requirements do not apply to this project.

B. Scope of Services

Develop a comprehensive Campus Master Plan that will guide the future development of the Cleveland State University.

The selected Master Planning firm, 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 Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Diversity, Growth & Equity (EDGE) Program as required by statute and the Agreement.

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>.

Cleveland State University has conducted a series of studies and reports, which will be provided to the shortlisted firms including but not limited to:

CSU Strategic Plan Priorities for 2012-15
Facilities Conditions Audit (Sightline, 2011)
Campus Master Plans (2004, 2010, and 2011)
Parking Study (2009)
Pedestrian Infrastructure Master Plan (March 2011)

Euclid Ribbon Study (April 2008)
Economic Impact Study (2013)
Utility Master Plan (2013)
Climate Action Plan (2013)
University Safety Plan (2013)

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

The Master Plan, including Landscape and Signage Plans, shall include a narrative, maps, site drawings, color renderings and perspectives of key campus areas. These shall be provided in print and digital format. The narrative shall be well written and identify key elements of the Master Plan (including Landscape and Signage); an executive summary of the plans and a full final document with associated maps that establishes the basis for each element of the plan. Eight (8) stapled copies and an electronic file in press quality pdf format shall be provided.

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 experience requirements for this RFQ:

1. University Campus Master Planning
2. Campus Sustainability Strategies
3. Circulation and Transportation Evaluation
4. Land Use and Acquisition planning
5. Campus Infrastructure/Facility Condition Assessment
6. Campus Green Space Utilization Planning
7. Campus Renewal, Reprogramming, and Asset Maintenance Planning
8. Strategic Phasing of Capital Improvements
9. Student Success
10. STEM & Research Facilities

C. Funding / Estimated Budget

Total Project Cost	<u>To be negotiated</u>	State Funding	<u>\$0</u>
Construction Cost	<u>TBD</u>	Other Funding	<u>\$Local Funding - 100%</u>
Estimated A/E Fee	<u>TBD</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>Master Planning</u>
Secondary	<u>Landscape Architecture</u>
	<u>Signage/Way-finding</u>
	<u> </u>
	<u> </u>
Others	<u> </u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>January / 2014</u>
Construction Stage Start (mm/yy)	<u>NA</u>
Construction Stage Completed (mm/yy)	<u>NA</u>
Professional Services Completed (mm/yy)	<u>June / 2014</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5.0%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to ORC Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to ORC Chapter 4703, or (3) a professional engineer or professional surveyor holding a license and certificate of authorization issued by the Ohio Engineers and Surveyors Board pursuant to ORC Chapter 4733.

Request for Qualifications (Architect / Engineer) continued

G. Evaluation Criteria for Selection

- 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 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 Melanie Boyd at m.boyd@csuohio.edu 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.

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 Cleveland State Master Plan Proposer Firm _____
 Project Number CLS-131352 / LF-1352 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	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 - 20	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 0	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 0	
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 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 Cleveland State Master Plan Project Number CLS-131352 / LF-1352
Project Location Cleveland State University

Date posted: 10-23-13

Date revised: N/A

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

1. Could you give a general range for the fee on this Master Plan? It will give me the understanding of the team we need to have for this submission.
 - A. We expected the applicants to tell us how much it would cost to do what is asked in the RFQ in the allotted time.

2. For the Center for Innovation in Health Professions, CSU was interested in the signature and experience of a national architect. Is there a similar desire for the comprehensive master plan? If yes, how does that factor into the rating form selection criteria (in particular criteria 1a and 5d)?
 - A. In the CIHP RFQ the Services Required stipulated a Nationally recognized design firm. We did not add this to our RFQ and make it a requirement. We would not be opposed to such a collaboration.

3. On the RFQ p. 4 "Selection Rating Form" it states "Proximity" as "less than 50 = 5 points and more than 100 = 0 points."
 - A. The distances have changed: Less than 150 miles = 5 points; 150 to 300 miles = 2 points and More than 300 miles = 0 points

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Baseball Facility</u>	Response Deadline	<u>11/22/13</u>	<u>2:00 pm</u>	local time
Project Location	<u>Miami University</u>	Project Number	<u>MUN-100040</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>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>4</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Elizabeth Davidson at 101 S. Fisher Dr., Oxford, Oh 45056. See Section H of this RFQ for additional submittal instructions.

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 Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Miami Baseball Facility will provide the baseball team support services at the baseball park. The facility will house player locker rooms, player's lounge, umpire locker room, Coach's offices, lecture room, Training/Equipment room, and functional support spaces. The facility is proposed to be two stories with a total 10,000 gross square feet.

B. Scope of Services

Upon award of the Agreement, the A/E shall 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 *OFC Manual* and/or the *Ohio School Design Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

During the construction period, provide not less than 24 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 A/E team shall have the following services: Civil engineering, Architectural Design, Interior Design, Structural Engineering, M/E/P/FP engineering, Construction Administration Service. The selected A/E should have experience with university sports facilities, preferably varsity baseball facilities; have previous experience working with the State of Ohio; experience with BIM (building information modeling). This information will be used by each applicant to populate the Relevant Project Experience Matrix in Section F of Form F110-330.

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. Baseball Facilities
2. University Sports Facilities
3. Sports administration and support facilities
4. Construction within existing facilities

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

C. Funding / Estimated Budget

Total Project Cost	<u>\$2,750,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$2,000,000</u>	Other Funding	<u>\$3,000,000</u>
Estimated A/E Fee	<u>6% to 7%</u>		

NOTE: The A/E fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., creation of a Program of Requirements, extensive evaluation or validation of site conditions, extensive pre-design investigations, code-required special inspection and testing, Quality Assurance testing during the construction period, and testing due to unforeseen conditions).

D. Services Required (see note below)

Primary	<u>Architecture</u>
Secondary	<u>Interior design</u>
	<u>M/E/P/FP engineering</u>
	<u>structural engineering</u>
	<u>civil engineering</u>
Others	<u>sports facilities</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>11 / 2013</u>
Construction Stage Start (mm/yy)	<u>04 / 2014</u>
Construction Stage Completed (mm/yy)	<u>02 / 2015</u>
Professional Services Completed (mm/yy)	<u>02 / 2015</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.

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.

Request for Qualifications (Architect / Engineer) 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.

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.

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 Varsity Baseball Facility Proposer Firm _____
 Project Number MUN-100040 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 \$50,000	2	
	\$50,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 4 professionals	1	Max = 3
	4 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 - 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 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 4 projects	0 - 3	
	4 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 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 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 Baseball Facility Project Number MUN-100040
Project Location Oxford, Ohio

Date of Q&A posting: 11/13/13

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

1. **Q:** The existing baseball park was constructed relatively recently. Are there drawings or BIM models available of the existing facility?

A: There are drawings, but no BIM model.

2. **Q:** Would this new facility be connecting to any of the existing structures or demolition of existing structures?

A: This facility may connect to a portion of the existing facility. There will some demolition of the existing park's structures. The extent to which connection and/or demolition occur will be determined by the final design.

3. **Q:** Was a soils analysis conducted when the stadium was built and would it still adequately serve this project?

A: No soils report has been found for the original project.

4. **Q:** Will in the project scope and budget to specify the equipment in the training/equipment areas?

A: The University will provide training equipment. There will be coordination for power, proper lighting, etc.

Request for Qualifications (Criteria A/E)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Replacement Greek Housing</u>	Response Deadline	<u>12/6/13</u>	<u>3:00 PM</u>	local time
Project Location	<u>Bowling Green State University</u>	Project Number	<u>BGU-135974</u>		
City / County	<u>Bowling Green / Wood</u>	Project Manager	<u>Steve Krakoff</u>		
Owner	<u>Bowling Green State University</u>	Contracting Authority	<u>Local Higher Education</u>		
No. of paper copies requested (stapled, not bound)	<u>6</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, Ohio 43403. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

Bowling Green State University (BGSU) will be replacing its Greek housing on its Bowling Green campus. Following an extensive two-phase study and considerable planning work with student representatives of all Greek chapters, chapter advisors, alumni, Greek national organizations, university administrators, and other stakeholders, recommendations for replacing the housing were approved by the University Board of Trustees in December 2012.

The approved plan recommends replacement housing for more than 30 Greek chapters. The total number of beds to be developed is approximately 412. All chapters will be housed in town home style housing with unit sizes based on chapter size and projected membership. Three sizes of town homes are currently included in the program; they range from 4 to 18 beds. Seven chapters are to be housed in 4 bed town homes. Eleven chapters are to be housed in 12 bed town homes. Fourteen chapters are to be housed in 18 bed town homes.

In addition to the recommended town home sizes, the approved plan includes a project cost estimate of \$30 million and site plan (attached).

This project will utilize the Design-Build project delivery method and will be managed and financed directly by the University. This will not be undertaken as a public/private partnership.

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

State Prevailing Wage requirements apply to this project.

B. Scope of Services

Criteria documents shall be complete by March 31, 2014. Demolition is scheduled to begin in May 2014 by DB contractor.

Selected firm will participate in regularly scheduled DB design meetings.

The Program of Requirements (POR) will be developed by the Criteria Architect/Engineer team. Successful firm shall work closely with University-hired Pierce Education Properties, cost estimator, and other University-contracted consultants to verify pro forma and budget, as necessary for the successful completion of the project.

This will be minimum LEED Accredited project.

Selected architectural/engineering firm will develop criteria documents to include cohesive architectural design, site improvements, finishes, etc., pursuant to *OFCC Exhibit B—Criteria A/E's Scope of Services (Design-Build Project)*.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program of Requirements, Schematic Design with detailed design summary (graphic and narrative) to be used during the design phase.

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 (Criteria A/E)

State of Ohio Standard Forms and Documents

Please list all major scope services needed to complete the selection process for successful project delivery. The specific scope of services must state particular building types, functional design or specialized professional services required to evaluate the level of experience of each applicant firm (e.g. parking garage, kitchen design, correctional facility, medical facility). The scope of services should also define the types of basic and additional professional design and administration services necessary for the project (e.g. LEED credentials and experience, previous experience with local jurisdiction or similar sites, previous experience working with the State of Ohio, Building Information Modeling (“BIM”) experience and training, specific BIM and Owner-defined requirements, level of development to be achieved within BIM models, BIM deliverables, and Owner’s intended use of BIM models after construction). This information will be used by each applicant to populate the Relevant Project Experience Matrix in Section F of Form F110-330.

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 as an architect in higher education.
2. Higher education new on-campus student housing projects designed on-budget and on-schedule.
3. Experience with diverse users and stakeholders, with challenging decision-making and consensus-building, including other outside University-hired consultants.
4. Integrated design solution for multiple buildings on a single site with visual connections to other buildings, other parts of campus and campus edge.
5. Incorporation of master planning principals with building and site design.
6. Design of outside civic spaces, particularly interstitial spaces, site amenities, exterior/interior transitions.

C. Funding / Estimated Budget

Total Project Cost	<u>\$30 million</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$19.5 million</u>	Other Funding	<u>\$30 million</u>
Estimated C-A/E Fee	<u>1.5% to 3.0%</u>		

NOTE: The C-A/E fee for this project includes all professional design services, and consultant services necessary for proper completion of the C-A/E Basic Services for the successful completion of the project, including but not limited to: preparation / review and verification of the Program of Requirements, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., creation of a Program of Requirements, extensive evaluation or validation of site conditions, extensive pre-design investigations, code-required special inspection and testing, Quality Assurance testing during the construction period, and testing due to unforeseen conditions).

D. Services Required (see note below)

Primary	<u>Architecture</u>
Secondary	<u>Interior Design</u>
	<u>Landscape Architecture</u>
	<u>MEP Engineering</u>
	<u>Civil Engineering</u>
Others	<u>None</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>12 / 13</u>
Construction Stage Start (mm/yy)	<u>TBD /</u>
Construction Stage Completed (mm/yy)	<u>6 / 16</u>
Professional Services Completed (mm/yy)	<u>8 / 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 C-A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to ORC Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to ORC Chapter 4703, or (3) a professional engineer or professional surveyor holding a license and certificate of authorization issued by the Ohio Engineers and Surveyors Board pursuant to ORC Chapter 4733.

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.

Request for Qualifications (Criteria A/E) continued

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

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

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

H. Submittal Instructions

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

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

Electronic submittals should be combined into one PDF file named with the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

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 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.

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

Criteria A/E Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Replacement Greek Housing Proposer Firm _____
 Project Number BGU-135974 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 150 miles	5	
	150 miles to 300 miles	2	
	More than 300 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$200,000	2	
	\$200,000 to \$2,000,000	1	
	More than \$2,000,000	0	
c. Number of licensed professionals	Less than 4 professionals	2	Max = 3
	4 to 6 professionals	2	
	More than 6 professionals	3	
2. Primary Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project design lead	Experience / creativity of project designer to document owner's vision and requirements	0 - 10	Max = 20
c. Technical staff	Experience / ability of technical staff to create accurate and complete design criteria	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 0	
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 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 6 projects	0 - 3	
	6 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 _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>ATI - Dining Services Renovation</u>	Response Deadline	<u>11/15/2013</u>	<u>2:00 p.m.</u>	local time
Project Location	<u>OSU/ATI Campus</u>	Project Number	<u>OSU-130665</u>		
City / County	<u>Wooster / Wayne</u>	Project Manager	<u>Marjory Trishman</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>2</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 Marjory Trishman at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, Ohio 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Marjory Trishman at trishman.2@osu.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

Café Carmen, located in Skou Hall, is the only food service venue on the Ohio State Agricultural Technical Institute (ATI) campus, located in Wooster, Ohio. The Ohio Agricultural Research and Development (OARDC) campus, adjacent to the ATI campus, has no food service offerings. ATI would like to enhance the on-campus dining services for their students, faculty, and staff, and would like to draw customers from the adjacent OARDC campus. The proposed project will begin with a qualified foodservice consultant who will assess the future foodservice support and needs at the OSU ATI campus. Concurrently, the physical condition of the current Café Carmen will also be assessed. Upon approval of the presentation and recommendation by the design team to Ohio State and ATI leadership, the project will move directly into development of design documents for bidding and construction of the renovation of Café Carmen.

B. Scope of Services

The scope of this project is to provide a foodservice assessment, including surveys and interviews which will identify target markets, dining patterns, needs and preferences, and it will provide data and suggestions to guide operations to increase participation, satisfaction and revenues. Additionally, programming variety and acceptance of operations will be evaluated with a deliverable that will make recommendations regarding menu offerings, services, product quality, facilities and hours of operation. Opportunities to improve customer satisfaction and to generate additional revenue will also be identified. Concurrently, the current physical conditions of the front of house, back of house and dining area will be evaluated with recommendations to enhance both the operation as well as the general ambiance for the diners. Finally, bid documents will be developed for the renovation of the facility. The foodservice needs to remain functional during the school year (August – May). It is anticipated construction will be completed during Summer, 2014.

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. Required Professional Liability Insurance will be \$1,000,000 per claim and annual aggregate.

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 *OFC 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 selected A/E will be required to sign the standard agreement. No modifications to the requirements in the agreement will be accepted.

During the construction period, provide not less than 8 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

Request for Qualifications (Architect / Engineer) continued

representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

1. Foodservice Assessment and Programming
2. Kitchen and Servery Equipment Design
3. Renovations, Building Upgrades and Interior Finishes
4. Fast-track Schedule for Design and Construction
5. Project Budget Management
6. Previous Experience Working with State of Ohio

C. Funding / Estimated Budget

Total Project Cost	<u>\$648,000</u>	State Funding	<u>\$648,000</u>
Construction Cost	<u>\$502,000</u>	Other Funding	<u>\$0</u>
Estimated A/E Fee	<u>10% to 10%</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>Food Service Consultant</u>
	<u>MEP Engineers</u>
	<u>Interior Design</u>
	<u>Hazardous Materials Consultant</u>
	<u>_____</u>
	<u>_____</u>
Others	<u>_____</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>12 / 2013</u>
Construction Stage Start (mm/yy)	<u>05 / 2014</u>
Construction Stage Completed (mm/yy)	<u>11 / 2014</u>
Professional Services Completed (mm/yy)	<u>12 / 2014</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.
- Design quality and demonstrated ability of prospective firm and its proposed consultants to provide design services which represent the University's *Design Values for Campus Development* fod.osu.edu/proj_del/ref/0200_Design_Values.pdf
- 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.

Request for Qualifications (Architect / Engineer) continued

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.

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 ATI - Dining Services Renovation Proposer Firm _____
 Project Number OSU-130665 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 100 miles	5	
	100 miles to 250 miles	2	
	More than 250 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	3	
	More than 10 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 - 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 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 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 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 Agency

Project Name	<u>West Campus Utility Infrastructure GIS</u>	Response Deadline	<u>11/26/2013</u>	<u>2:00 PM</u>	local time
Project Location	<u>Uptown Campus West</u>	Project Number	<u>UCN-13143A</u>		
City / County	<u>Cincinnati / Hamilton</u>	Project Manager	<u>Kit Pearson</u>		
Owner	<u>University of Cincinnati</u>	Contracting Authority	<u>Local Agency</u>		
No. of paper copies requested (stapled, not bound)	<u>5</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Anne Stall at University of Cincinnati, Planning+Design+Construction, 51 Goodman Ave., Suite 640, Cincinnati, Ohio 45219. See Section H of this RFQ for additional submittal instructions.

Project Overview

A. Project Description

This project will consist of development and survey/design services to prepare a digital survey of existing utility infrastructure for the University's Uptown West campus. The project will evaluate existing University documents and interview staff in order to provide data that, as a minimum, show mapping accuracy for underground lines and appurtenances and survey accuracy for all visible infrastructure and visible/assessable appurtenances. The data will be required to be stamped by a certified professional land surveyor. The digital files will be created in Autodesk AutoCAD or ESRI ArcGIS and will be formatted and configured to the University file standards. The files will be formatted as to allow for easy importation/exportation between Autodesk Revit and ArcGIS.

The West campus may be segmented into various areas to allow for early completion of campus areas and for funding availability.

The utility and campus infrastructure with attributes will include, but is not limited to, the following project description:

- Steam (Supply and Condensate): Line- piping and point-valves
- Chilled Water (Supply and Return): Line-piping and point-valves
- Thermal Storage: Shape- tank
- Fuel Oil: Line-piping, point-devices and shape-tank
- Electrical High Voltage: Line-conduits & wires, point-switchgears, transformers, generators, and lights and shape-duct bank
- Electrical Low Voltage: Line- conduit & wire and point-lights
- Telecommunication: Line-conduits & wires, points-node rooms & help phones and shape-duct bank
- Water (GCWW & UC): Line-piping and point-valves, hydrants, hot boxes & drinking fountains
- Sewer (Storm, Sanitary, & Combined): Line-piping, point-manholes & catch basins and shape-detention/retention tanks
- Irrigation: Line-piping and point-valves * hot boxes
- Tunnels: Line-utility lines, point-devices and shape-tunnel
- Paved Surfaces (Roadways, Parking Lots, Sidewalks & Plazas): Shape-roadway, curb, parking lots, sidewalks & plazas
- Buildings: Point-entrances ground floor & utility entrances and shape-building
- Art Objects: Point-art object

Prevailing Wage requirements do not apply to this project.

B. Scope of Services

The selected Engineer/Land Surveyor (E/LS), 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 Engineer/Land Surveyor Agreement detailed cost components to address the Owner's project requirements.

As required by the Agreement, and as properly authorized, provide the following categories of services: program verification, construction document preparation, 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

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 include a minimum of five 5 projects with similar size, complexity. The 5 projects can be university, commercial, industrial campuses.
- 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.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected E/SL and all its consultants (if any) must have the capability to use the Internet within their normal business location(s) during normal business hours.

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 Mr. Kit Pearson at kit.pearson@uc.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 West Campus Utility Infrastructure GIS Proposer Firm _____
 Project Number UCN-13143A City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 150 miles	5	
	150 miles to 200 miles	2	
	More than 200 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 5 professionals	1	Max = 3
	5 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 - 10	
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 - 0	
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 5 projects	0 - 3	
	5 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 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 _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name West Campus Utility Infrastructure GIS Project Number UCN-13143A
Project Location Uptown Campus West

Date posted: 10/31/13

Date revised: 11/19/13 (additional questions)

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

1. Is this the first outsourced GIS conversion for the University? Or have other sections of the University gone through a similar project, and if so, when?
 - A. In 2008, the University of Cincinnati (UC) contracted with a firm to conduct a fly over of the approximately 200 acre Uptown campus. The firm took digital orthographical photography of the campus that was converted into AutoCAD files. The AutoCAD file that was created included assets such as building outlines, roads, elevation contours, manholes, help phones, fire hydrants and other above-ground assets.

The University then converted the AutoCAD file into ESRI ArcMap GIS software. Also the University added from existing AutoCAD files an inventory of exterior light poles. Some additional assets have been added directly into GIS such as trees and other landscaping, bike racks, exterior art, exterior signage, garbage and recycling dumpsters. All data and assets currently in the University of Cincinnati GIS are to mapping quality accuracy not survey grade accuracy. The current GIS data is in ArcMap 10.1 format.
2. Does the University of Cincinnati currently have a GIS Strategic Plan/Vision? If so, is it readily available?
 - A. In draft form only, the University will make the approved strategic plan available to the selected firm and will work with the selected firm to integrate the data collected by the selected firm with the existing UC GIS.
3. Within the Form 100-330 Section D, Organizational Chart of Proposed Team, it states to use the following standard titles as listed on the previous page. The Project Management roles are in sync; however, we are unsure on how to list out the proposed GIS staff. Our plan is to list out the staff as "Project Engineer" with a more descriptive term such as "Senior GIS Analyst" in parentheses. Does this seem appropriate?
 - A. Since the GIS is defined as a secondary service, the University has no objection with using the more descriptive staff title. The use of the titles architect, engineer and land surveyor should meet the guidelines and requirements of their respective professional boards pursuant to ORC.
4. For clarification, it notes that one of the scoring criteria will be based on infrastructure conversion experience within a university, commercial and industrial campuses. Would relatable experience within municipalities and utilities be acceptable?
 - A. Yes. However the projects must show complexity, cohesiveness, and be comprehensive.
5. It states in the RFQ that the "EDGE Participation Goal" is 0%; however, in the Selection Criteria on page 4, there are points awarded for EDGE participation. Could you please confirm whether EDGE participation is a requirement or not, and if it is not, will it be counted against if not utilized?
 - A. The EDGE participation goal is 0%, the section in the selection rating form will be scored the same for all applicants.
6. On the Selection Criteria page, section 2 it notes "Construction Administration staff" relating to their experience/ability to identify and solve issues during construction. Our intention is to list this role as one more relative to that of a GIS resource and noting as such in the submittal. Would that be appropriate?
 - A. The University anticipates no construction services and the selection rating form indicates no points awarded, within section 2, for construction administration.

7. Within the Selection Criteria page, section 5, for previous team performance, it is noting from past performance as indicated by evaluations and letters of reference. Should we assume that only those projects with letters of reference or evaluations will be scored? Or does the University intend to determine this performance via reference checks:
 - A. The University would expect that the projects identified in Section F (example projects which best illustrate proposed teams qualifications for this contract) of the Form 110-330 would be used in the selection rating form section 5. Therefore, within the Form 100-330 applicants should include references with contacts, evaluations and/or letters of reference.
8. What UC personnel will be on the selection committee?
 - A. Members for the selection committee are Andy Porter, Ron Heile, Joe Harrell and Kit Pearson.
9. Can the project manager be an employee of one of the Primary Firm's Consultants rather than an employee of the Primary Firm?
 - A. The project manager needs to be from the primary firm.
10. Will delivery of all files in Autodesk AutoCAD, ArcGIS and/or Autodesk Revit be acceptable and/or required?
 - A. Much of the survey data collected is required to be of survey grade accuracy and have drawings certified by a licensed Ohio Land Surveyor. UC will require output in both AutoCAD and ArcGIS. Also, the University will need the capability to have the data exported into Autodesk Revit. The University will work with the selected firm of the RFQ to design a system that allows for the simple Importation/exportation into all the software platforms.
11. Section B, Scope of Services "The selected Engineer and Surveyor, as a portion of its required ...prior to submitting its proposal, will discuss and clarify with the Owner and/or the Contracting Authority, the cost breakdown ..." Does this occur before submitting on the RFQ or after being selected prior to contract?
 - A. The cost proposal is due from the selected firm by the University prior to contracting.

