



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 243
November 2013

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.



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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



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Current BVS Requests for Qualifications (as of November 22, 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-14N710	North Central State College	Energy Conservation Project	Energy Conservation	TBD	Q&A	TBD
11/18/2013	12/23/2013	SFC-130322	Lancaster CSD + OFCC	Lancaster South Elementary School	Construction Management	\$12,529,903	N/A	TBD
11/22/2013	12/20/2013	BGU-135982	Bowling Green State University	NEW Renovation of Firelands Campus Allied Health & Sciences	Construction Management	\$15,750,000	N/A	TBD
11/22/2013	12/20/2013	MUN-100041	Miami University	NEW Shideler Hall Renovation	Construction Management	\$22,750,000	N/A	TBD
11/18/2013	12/18/2013	SFC-130322	Lancaster CSD + OFCC	Lancaster East Elementary School	Construction Management	\$14,808,285	N/A	TBD
11/18/2013	12/16/2013	LCC-100303	Lakeland Community College	Renovation of 3rd Floor / Science Hall - Phase 1	Construction Management	\$2,200,000	N/A	TBD
11/15/2013	12/16/2013	BGU-135978	Bowling Green State University	Replacement Greek Housing	Design Builder	\$30,000,000	NEW 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	NEW Q&A	TBD

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[Bid Express Contractor Webinars](#)

[Ohio Public Notices Website](#)

[Contracting Authority Opportunities](#)

Archived BVS Requests for Qualifications (as of November 26, 2013)

Published Date	Due Date	Project Number	Agency / Institution	Project Name	Primary Service	Project Cost (Est.)	Q&A / Misc	Short List (*Selected Firm)
10/21/2013	11/21/2013	SFC-130339	Coventry LSD + OFCC	New Coventry Local High School	Design Builder	\$30,083,556	Q&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	Q&A	NEW Elford, Inc. Endeavor Construction Robertson Construction Services
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	Q&A	TBD
10/15/2013	10/30/2013	OSU-140182	The Ohio State University	Wayfinding - Highway Signage	Design Builder	\$450,000	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	Lend Lease (US) Construction, Inc. Smoot Construction Company of Ohio Turner Construction Company
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	Mike Coates Construction Co. Regency Construction Services Ruhlin Company
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				Design Builder	\$2,500,000	N/A	

		DNR-130049	Department of Natural Resources	Gordon Park Bike Trail Repair					*Huffman Equipment Rental & Contracting Q.B.S. Inc. The Great Lakes Construction Co.
07/05/2013	08/09/2013	CLS-131334	Cleveland State University	Stillwell Hall Renovation	CM at Risk	\$12,735,062	Q&A	TBD	
07/15/2013	08/01/2013	OSU-100652	The Ohio State University	Various Building Demolitions	Design Builder	\$1,128,000	N/A	TBD	
07/15/2013	07/30/2013	DRC-130055	Department of Rehabilitation and Correction	DRC Farm Operations	Design Builder	\$4,500,000	Q&A	TBD	
07/10/2013	07/22/2013	MUN-100034	Miami University	Indoor Practice Facility	Design Builder	\$5,200,000	Q&A	TBD	
07/03/2013	07/22/2013	WSU-120034	Wright State University	Creative Arts Center Addition and Renovation	Construction Management	\$22,752,500	N/A	TBD	
06/18/2013	07/18/2013	OSU-130469	The Ohio State University	James Crane Sports Medicine Institute	Construction Management	\$35,000,000	N/A	TBD	
06/26/2013	07/10/2013	OSU-130638	The Ohio State University	PRB - Air Intake and AHU Modification - Phase 2	Design Builder	\$684,000	N/A	TBD	
06/10/2013	07/10/2013	OSU-130519	The Ohio State University	Stadium-South Stands and Lighting	Construction Management	\$7,997,535	N/A	TBD	
06/24/2013	07/08/2013	DOT-130005	Department of Transportation	Warrensville Full Service Maintenance Facility	Design Builder	\$7,770,000	N/A	TBD	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	TBD	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	TBD	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	NEW Mosser Construction Regency Construction Rudolph/Libbe Thomas & Marker Construction	
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	Oiscamp Prototype Learning Space	Construction Management	\$4,000,000	N/A	Barton Mallow Lathrop Shook Touchstone	
02/13/2013	03/15/2013	CSU-010082	Central State University	University Center	Construction Management	\$29,400,000	Q&A	Messer Construction Shook Touchstone *Smoot Construction Company	
02/08/2013	03/15/2013	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
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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)



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Qualifications-based Selection (QBS)

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

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



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Current QBS Requests for Qualifications (as of November 27, 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)
11/27/2013	01/03/2014	CLS-131334	Cleveland State University	NEW Stilwell Hall Alterations	Architecture	\$17,700,000	N/A	TBD
11/22/2013	12/20/2013	OHU-143020	Ohio University	Miscellaneous Projects	MEP Engineering	\$1,500,000	N/A	TBD
11/19/2013	12/12/2013	MUN-100043	Miami University	The Hub Tunnel Top Replacement	Structural Engineering	\$1,500,000	N/A	TBD
11/12/2013	12/12/2013	OSU-090480	The Ohio State University	OARDC-Road & Parking Lot Resurfacing	Civil Engineering	\$618,519	N/A	TBD
11/19/2013	12/10/2013	SFC-140361	North Ridgeville CSD + OFCC	New North Ridgeville 3-8 School	Architecture	\$52,800,336	N/A	TBD
11/22/2013	12/06/2013	DAS-140029	Department of Administrative Services	Rhodes Exterior Project	Forensic Engineering Investigation and Analysis	\$100,000	N/A	TBD
11/19/2013	12/06/2013	OSU-140075	The Ohio State University	Mansfield - Campus Roadway	Criteria A/E	\$750,000	N/A	TBD
10/31/2013	12/06/2013	BGU-135974	Bowling Green State University	Replacement Greek Housing	Architecture	\$30,000,000	Q&A	TBD
11/05/2013	12/02/2013	OSU-130662	The Ohio State University	ATI - Classroom and Lab Improvements	Architecture	\$3,000,000	N/A	TBD

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

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Publish Date	Due Date	Project Number	Agency / Institution	Project Name	Primary Service	Project Cost	Q&A	Short List (*Selected Firm)
10/31/2013	11/26/2013	UCN-13143A	University of Cincinnati	West Campus Utility Infrastructure GIS	Engineering and Land Surveying	\$300,000	Q&A	TBD
11/05/2013	11/22/2013	MUN-100042	Miami University	Roof Replacement / Repairs 2014	Architecture	\$1,190,000	N/A	TBD
10/25/2013	11/22/2013	MUN-100040	Miami University	Baseball Facility	Architecture	\$2,750,000	Q&A	TBD
10/21/2013	11/21/2013	BGU-135972	Bowling Green State University	Huntington Building Renovation	Architecture	\$4,475,000	Q&A	TBD
11/05/2013	11/20/2013	DRC-120057	Department of Rehabilitation and Correction	Emergency Electrical Distr. Upgrade - NCI	Electrical Engineering	\$1,421,816	N/A	TBD
11/05/2013	11/20/2013	MUN-100041	Miami University	Shideler Hall Renovation	Architecture & Lab Planning	\$22,750,000	Q&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
10/31/2013	11/15/2013	OSU-130665	The Ohio State University	ATI - Dining Services Renovation	Architecture	\$648,000	N/A	TBD
10/23/2013	11/14/2013	CLS-131352	Cleveland State University	Cleveland State Master Plan	Master Planning	TBD	Q&A	TBD
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		Architecture/Design	\$75,000	Q&A	TBD

				Dentistry - New Facility Study (Planning Services)					
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		*SHP Leading Design McGill Smith Punshon, Inc. SFA Architects, Inc.
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		*Burgess & Niple CT Consultants URS
08/06/2013	08/27/2013	5062-PF07357	The Ohio State University	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	New West Muskingum Elementary School	Architecture	\$16,632,203	Q&A		*Fanning/Howey Associates SHP Leading Design FMS Architects
07/15/2013	08/07/2013	OSU-130154	The Ohio State University	Elevator Upgrades	Architectural	\$3,258,854	N/A	TBD	
07/10/2013	08/02/2013	BWC-140001	Bureau of Workers' Compensation	Fire Alarm System Replacement	Fire Alarm Systems Engineering	\$1,500,000	Q&A		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				Architecture	\$2,200,000	N/A	TBD	

		OHU-121910	Ohio University	Facilities Shops 3 Relocation					
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 Distribution System Upgrades - Phase 3	Mechanical (Steam Systems)	\$8,400,000	TBD	TBD
02/19/2013	03/01/2013	OSU-120210	The Ohio State University	OARDC - Agriculture Engineering Building Replacement	Commissioning Services	\$14,000,000	Q&A	TBD
02/11/2013	03/01/2013	UTO-131758	University of Toledo	Substation Emergency Power	Electrical	\$8,000,000	N/A	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			Parking Renovation	Architecture	\$300,000	N/A	

		ESC-130001	Edison Community College					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		CM website
	Ohio General Assembly		Maintenance Plan (FMR Tool)
	Ohio Cultural Facilities website		OSFC web apps (prodapp)

Request for Qualifications (Design Build Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Ohio Facilities Construction Commission

Project Name	<u>CJCF Program Bldg Addition</u>	Response Deadline	<u>Nov. 15, 2013 4:00 pm</u> local time
Project Location	<u>Circleville Juvenile Correctional Facility</u>	Project Number	<u>DYS-140122</u>
City / County	<u>Circleville / Pickaway</u>	Project Manager	<u>John McCready</u>
Owner	<u>Department of Youth Services</u>	Contracting Authority	<u>OFCC</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, 4th Floor, 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

The Circleville Juvenile Correctional Facility (CJCF) is a close security juvenile correctional facility serving general population males with multiple building in a campus setting.

Youth attend a fully accredited high school within the institution and participate in a variety of recreational activities. This project consists of adding approximately 10,000 square feet to the existing educational building. Program spaces will consist of multi-purpose, support and service spaces.

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.

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

Request for Qualifications (Design Build Contract) continued

verification, schematic design, design development, Guaranteed Maximum Price (GMP) proposal, subcontractor prequalification and bidding, construction documents preparation, constructability review, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the Owner, the Contracting Authority and Criteria A/E, together with the A/E of Record's detailed listing of any material incomplete design elements and the A/E of Record's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The DB shall submit to the Contracting Authority and/or Owner and the Criteria A/E their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The DB, the Contracting Authority and/or Owner and the Criteria A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Contracting Authority and/or Owner, the Criteria A/E and the DB. The DB shall then submit to the Contracting Authority, for approval, the DB's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Contracting Authority's approval of the final Contract Sum (GMP Amendment), the parties will enter into an amendment to the Agreement establishing the Contract Sum. The final 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. Additionas and 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>\$1,500,000</u>	State Funding	<u>\$1,500,000</u>
Construction Cost	<u>\$1,200,000</u>	Other Funding	<u>\$1,500,000</u>

D. Anticipated Schedule

DB Services Start (mm/yy)	<u>01/14</u>
Construction Stage Start (mm/yy)	<u>01/14</u>
Contract Completed (mm/yy)	<u>11/14</u>
DB Services Completed (mm/yy)	<u>11/14</u>

E. EDGE Participation Goal

Percent of Preconstruction Compensation	<u>5%</u>	0.0%
Percent of Initial Design Services Fee	<u>5%</u>	0.0%
Percent of Contract Sum	<u>5%</u>	0.0%

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

Request for Qualifications (Design Build Contract) continued

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 - November 15, 2013

RFP issued to Short-Listed Firms - December 3, 2013

Site Visit at CJCF - December 10, 2013

Pre-proposal Meetings at OFCC Columbus - December 17, 2013

Proposals with GMP due - January 10, 2013

Interviews at OFCC Columbus - January 14, 2014

Selection of DB - January 15, 2014

Notice to Proceed - February 15, 2014

Cancellation and Rejection:

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

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.

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.

Request for Qualifications (Design Build Contract) continued

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 with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the OFCC website at <http://ofcc.ohio.gov> (click on Opportunities) on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to this RFQ or RFP are public and will be available for inspection at the conclusion of the selection process.

The following information shall remain confidential and will not be released: (1) Proposal Form(s), except for cost category subtotals which will be transferred to the Best Value Rating Form; (2) Financial Capacity; and (3) Bonding/Insurance.

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

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

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

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

GA: Green Associate

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

AP +: (see below):

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

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

LEED AP 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 CJCF Program Bldg Addition Proposer Firm _____
 Project Number DYS-140122 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 _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name CJCF Program Building Addition Project Number DYS-140122
Project Location Circleville / Pickaway County

Date posted: 11/7/2013
Date revised: [If needed]

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

1. Will the Design Build Contract include a new building automation system for entire campus or only for the addition to the educational building?
 - A. The final scope has not yet been finalized but the final Criteria will be provided to the short listed teams.
2. What building automation system is currently in operation at the facility?
 - A. The final scope has not yet been finalized but the final Criteria will be provided to the short listed teams.
3. Will the Design Build Contract include a new building automation system for entire campus or only for the addition to the educational building?
 - A. The final scope has not yet been finalized but the final Criteria will be provided to the short listed teams.
4. [Question]
 - A. [Answer]

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Administration

Project Name	<u>Emergency Electrical Distr. Upgrade - NCI</u>	Response Deadline	<u>11/20/2013 4:00 p.m.</u> local time
Project Location	<u>15708 McConnellsville Road</u>	Project Number	<u>DRC-120057</u>
City / County	<u>Caldwell / Noble</u>	Project Manager	<u>Larry English</u>
Owner	<u>Rehabilitation and Correction</u>	Contracting Authority	<u>Rehabilitation and Correction</u>
Delivery Method	<u>Single Prime</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 Larry English at 770 West Broad Street, Columbus, Ohio 43222. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Larry English at larry.english@odrc.state.oh.us with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the 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 existing generator at Noble Correctional Institution is utilizing approximately 30% of its total capacity.

This project will install secondary electrical switches and wiring needed to add critical life safety equipment to the emergency electrical distribution system. The project also includes installation of a capacitor bank at the sub-station to raise the power factor.

B. Scope of Services

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

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

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types. Refer to the 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 4 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

1. Experience in correctional facility design
2. Previous correctional/security projects experience
3. Previous experience working with the State of Ohio
4. Emergency electrical distribution design experience
5. Design/modification of substations experience
6. Capacitor bank experience
7. Lead associate experience
8. Oaks CI experience

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 Emergency Electrical Distr. Upgrade - NCI Proposer Firm _____
 Project Number DRC-120057 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$500,000	2	
	\$500,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 3 professionals	3	Max = 3
	3 to 6 professionals	2	
	More than 6 than professionals	1	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 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 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>Shideler Hall Renovation</u>	Response Deadline	<u>11/20/13</u>	<u>4:00 PM</u>	local time
Project Location	<u>Miami University</u>	Project Number	<u>MUN-100041</u>		
City / County	<u>Oxford / Butler</u>	Project Manager	<u>Connie McCarthy</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>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 Betsy Davidson at 181 Cole Service Building, 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 Connie McCarthy at mccartc@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

Shideler Hall, built in 1967, located on Miami University's Oxford campus, houses the Geography and Geology Departments. This complete rehabilitation of the 67,000 square foot building and approximately 20,000 square foot addition will include new energy efficient mechanical systems, plumbing, lighting, electrical distribution, data/telecommunications, life safety systems, and ADA accessibility upgrades.

Laboratory and classroom areas will be reconfigured as required to meet the current curriculum and code requirements. Flexible teaching and research laboratories, instrumentation laboratories and a highly interactive GIS studio are planned. New finishes, laboratory casework and equipment will be included. Rehabilitation of the building envelope may also be required, including new windows, masonry restoration, roofing and foundation waterproofing, landscaping and sidewalks.

The procurement of a CM has not yet occurred and is anticipated to be advertised shortly after the AE is under contract. The AE will participate in the selection of the CM.

The project shall meet or exceed the minimum requirements for LEED Silver Certification.

The successful firm will provide a study to evaluate existing STEM and associated lab spaces on campus for the purpose of assisting the University in the development of long term capitol planning. The successful firm will also assist in identifying and laying out temporary swing space for the departments of Geography and Geology.

B. Scope of Services

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

As required by the Agreement, and as properly authorized, provide the following categories of services: Program 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.

Request for Qualifications (Architect / Engineer) continued

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

1. State of Ohio Higher Education Facilities
2. Higher Education Laboratory Planning
3. Major Renovation of Higher Education Facilities
4. Interior/Exterior Rehabilitation of Historic Buildings
5. MEP Systems
6. Fire Protection Systems
7. Data/Telecom Systems (RCDD Certified)
8. Structural

C. Funding / Estimated Budget

Total Project Cost	<u>\$22,750,000</u>	State Funding	<u>\$22,750,000</u>
Construction Cost	<u>\$17,025,000</u>	Other Funding	<u>\$0</u>
Estimated A/E Fee	<u>7% to 8.5%</u>		

NOTE: The A/E fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: 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 & Lab Planning</u>
Secondary	<u>MEPF Systems Engineering</u>
	<u>Data/Telecom Systems (RCDD Cert.)</u>
	<u>Structural Engineering</u>
	<u>Civil Engineering</u>
	<u>Landscape Design</u>
	<u>LEED Accredited Professional</u>
Others	<u></u>

E. Anticipated Schedule

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

F. EDGE Participation Goal

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

G. Evaluation Criteria for Selection

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

Request for Qualifications (Architect / Engineer) continued

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

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

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

H. Submittal Instructions

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

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

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

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

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 Shideler Hall Renovation Proposer Firm _____
 Project Number MUN-100041 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 \$1,000,000	2	
	\$1,000,000 to \$2,000,000	1	
	More than \$2,000,000	0	
c. Number of licensed professionals	Less than 10 professionals	1	Max = 3
	10 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 - 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 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 _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Roof Replacement/Repairs 2014</u>	Response Deadline	<u>11/22/13</u>	<u>2:00PM</u>	local time
Project Location	<u>Oxford Campus - various buildings</u>	Project Number	<u>MUN-100042</u>		
City / County	<u>Oxford / Ohio</u>	Project Manager	<u>Howard Bradley</u>		
Owner	<u>Miami 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>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Elizabeth Davidson at 181 Cole Service Building, 101 S. Fisher Drive, 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 purpose of this project is roof replacement and / or repairs on four (4) buildings on the Oxford Campus as follows:

1. Hughes Hall flat roof sections: EPDM roof replacement
2. Demske CSC Building: EPDM roof replacement – phase 2 (approximately 50% of roof)
3. North Chiller Plant: EPDM roof replacement
4. Cook Place: Remove existing clay tiles, replace underlying felt & flashing, and reinstall and replace as needed roof tiles.

Construction may begin on North Chiller Plant, Demske CSC Building and Cook Place early spring 2014 as these buildings function as business services. Work on Hughes Hall may not begin until after final exams (5/10/13) as this building functions as classroom and labs.

B. Scope of Services

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

As required by the Agreement, and as properly authorized, provide the following categories of services: Program 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* 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 4 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

A keen understanding of requirements for contractor work schedules in cooperating with the university student environment will be a key factor in performing administration services for this project.

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

Request for Qualifications (Architect / Engineer) continued

1. Ethylene-Propylene-Diene-Monomer (EPDM) Roofing Systems
2. Clay Roof Tile Systems
3. Sheet Metal Flashing and Trim
4. Sustainable solutions that will allow material and/or warranty cost savings
5. Experience with General Contracting (single Prime) construction delivery method

C. Funding / Estimated Budget

Total Project Cost	<u>\$1,190,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$1,000,000</u>	Other Funding	<u>\$1,190,000</u>
Estimated A/E Fee	<u>6.5% to 7%</u>		

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

D. Services Required (see note below)

Primary	<u>Architectural</u>
Secondary	<u></u>
	<u></u>
	<u></u>
Others	<u>N/A</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>12 / 13</u>
Construction Stage Start (mm/yy)	<u>04 / 14</u>
Construction Stage Completed (mm/yy)	<u>08 / 14</u>
Professional Services Completed (mm/yy)	<u>09 / 14</u>

F. EDGE Participation Goal

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

G. Evaluation Criteria for Selection

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

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

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

Request for Qualifications (Architect / Engineer) continued

H. Submittal Instructions

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

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

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

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

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 Roof Replacment/Repairs 2014 Proposer Firm _____
 Project Number MUN-100042 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 \$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	3	
	More 10 than professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 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 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 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 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>ATI-Classroom and Lab Improvements</u>	Response Deadline	<u>12/02/2013</u>	<u>2:00 p.m.</u>	local time
Project Location	<u>OSU - ATI Campus</u>	Project Number	<u>OSU-130662</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

The Ohio State University Agricultural Technical Institute (ATI) is a two year technical college established in 1969 as a school within The Ohio State University's College of Food, Agricultural and Environmental Sciences. The institute is located in Wooster, Ohio, approximately 100 miles northeast of Columbus. ATI currently enrolls approximately 700 students. Halterman Hall and Skou Hall are the two primary classroom buildings on the campus. Halterman Hall, 54,245 gsf, was constructed in 1973; and Skou Hall, 72,105 gsf, was constructed in 1978. No significant upgrades have occurred in the classrooms or teaching laboratories since the buildings were constructed. The proposed project will require the assessment of classroom and laboratory conditions, including the HVAC requirements for the fume hoods and bench ventilation in all teaching laboratories. The design team will be responsible for recommending priorities for upgrades, and for recommending a phased construction schedule, in order to keep as many rooms available for instruction during the school year.

B. Scope of Services

The scope of services will include the review of the Universities facility assessment and perform any additional evaluation for the classroom and laboratory conditions for both buildings. Significant consideration must be given to fume hoods and bench ventilation needs; laboratory and classroom case goods and furniture upgrades; technology upgrades; lighting; and overall classroom ambiance. The design team should also evaluate the spaces for the presence of hazardous materials. Work must be coordinated around the school year schedule, with maximum availability for contractor renovations between May and August. A phased construction plan must be developed for minimal room closures during the school year.

Upon award of the Agreement, the Architect/Engineer (A/E) will commence by performing the rooms assessment.

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.

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.

Request for Qualifications (Architect / Engineer) continued

During the construction period, provide not less than **6** hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

1. Classroom and Laboratory Assessment, Programming and Design
2. Renovations, Building Upgrades and Interior Finishes
3. Space Conditions Evaluation and Prioritization
4. Phased Construction
5. Project Budget Management
6. Previous Experience Working with State of Ohio

C. Funding / Estimated Budget

Total Project Cost	<u>\$3,000,000</u>	State Funding	<u>\$3,000,000</u>
Construction Cost	<u>\$2,280,000</u>	Other Funding	<u>\$0</u>
Estimated A/E Fee	<u>7% to 8%</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>MEP Engineer</u>
	<u>Hazardous Materials Consultant</u>
	<u>FF&E</u>
	<u> </u>
	<u> </u>
Others	<u> </u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>03 / 2014</u>
Construction Stage Start (mm/yy)	<u>12 / 2014</u>
Construction Stage Completed (mm/yy)	<u>12 / 2015</u>
Professional Services Completed (mm/yy)	<u>02 / 2016</u>

F. EDGE Participation Goal

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

G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- 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-Classroom and Lab Improvements Proposer Firm _____
 Project Number OSU-130662 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 200 miles	2	
	More than 200 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 Higher Education

Project Name	<u>OARDC-Road & Parking Lot Resurfacing</u>	Response Deadline	<u>12/12/2013</u>	<u>2:00 p.m.</u>	local time
Project Location	<u>OARDC Campus</u>	Project Number	<u>OSU-090480</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

This project will upgrade roadways, parking lots and sidewalks throughout the OSU-OARDC, Wooster campus.

B. Scope of Services

Provide pavement, curb and sidewalk details, identify and document materials in disrepair for replacement; create a plan to extend the life of existing parking lots where feasible. Identify and improve drainage structures where problems are identified; corrections to the existing drainage will be incorporated into the design documents. Establish a master plan for future repairs.

Upon award of the Agreement, commence by prioritizing the scope of work within the budget provided.

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. Reimbursable services shall include, but not be limited to soil borings and reports.

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

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

1. Parking lot and Roadway repaving
2. Storm run-off management
3. Curb and sidewalk design
4. Fast-track design and construction

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 OARDC - Road & Parking Resurfacing Proposer Firm _____
 Project Number OSU-090480 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 \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 3 professionals	0	Max = 3
	3 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 _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Coventry LSD Project Number SFC-130339
Project Location 1165 Portage Lakes Drive 44319

Date posted: November 12, 2013

Date revised: N/A

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

1. Schematic Design is listed as Criteria Architect's scope and in D/B's Preconstruction Services as well.
 - A. D/B's Preconstruction Services do not include Schematic Design; this will be provided by the Criteria Architect.
2. Abatement work is included. Shall it be the D/B's responsibility to retain the services of a qualified firm to do asbestos and hazardous materials surveys?
 - A. Yes it will be the D/B's responsibility.
3. Which entity will retain the services of the geotechnical firm to take borings and make recommendations for foundation, slab, and paving designs?
 - A. The Criteria Architect is doing preliminary tests, however the D/B will be required to provide additional studies based on their own recommendations for the final design.
4. Who will retain the services of an independent testing and inspection agency?
 - A. It will be the D/B's responsibility.
5. Who will retain the services of a testing and balancing consultant?
 - A. It will be the D/B's responsibility.
6. Will a roof consultant be required, and if so who will retain?
 - A. It is suggested, but not required; the D/B may elect to provide.
7. Will commissioning be an Owner retained service?
 - A. Yes
8. Can you please identify any major study programs such as culinary, machining, automotive, etc. that would be part of the curriculum
 - A. The CT students take their CT program classes off-site at another facility and attend this school for academics only. Therefore no CT programs are included in this building.

Request for Qualifications (Design-Build Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Replacement Greek Housing</u>	Response Deadline	12/15/13 12/16/2013	<u>4:00 PM</u>	local time
Project Location	<u>Bowling Green State University</u>	Project Number	<u>BGU-135978</u>		
City / County	<u>Bowling Green / Wood</u>	Project Manager	<u>Marc Brunner</u>		
Owner	<u>Bowling Green 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>3</u>		

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

Submit all questions regarding this RFQ in writing to Beth Nagel at bnagel@bgsu.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page 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 Program of Requirements (POR) will be developed as a part of this project by the Criteria Architect/Engineer.

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.

Bowling Green State University 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.

This project will be managed and financed directly by the University. This will not be undertaken as a public/private partnership.

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.

The DB shall provide a linked project cost budget and operating pro forma for the Greek housing development that shows the impact of project costs scenarios on Greek housing financial performance.

Selected firm will participate in regularly scheduled DB design meetings, beginning during schematic design phase.

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.

Site boundary (see attached) isn't definitive. It may be necessary to go outside the site to access utilities.

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

Request for Qualifications (Design-Build Contract) continued

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. Experience working closely with CA through all phases of design, including scope/budget reconciliation, value engineering, MEP & structural system selection, exterior envelop, finish selection, etc. at each design phase.
2. Experience working closely with CA to determine cost-effective design solutions for below-grade utilities and pathways in challenging, e.g., storm, sanitary, water, steam, high-voltage electrical, IT.
3. Experience with building and site demolition while maintaining existing underground utilities and designing utility bypass solutions.
4. Experience with demolition of existing structures in preparation for new construction and site restoration.
5. Experience with construction of residence halls on college campuses.
6. Experience with construction of higher education multiple small (≤ 25 beds) residence hall construction on a single site.
7. Experience with site development: landscaping, civic spaces, hardscape, and integration of structures on similar sized projects.
8. New construction LEED accredited projects.
9. BIM project experience per *State of Ohio BIM Protocol*
10. Ohio Capital Improvement Projects

Request for Qualifications (Design-Build Contract) continued

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>

D. Anticipated Schedule

DB Services Start (mm/yy)	<u>2 / 14</u>
Construction Stage Start (mm/yy)	<u>5 / 14</u>
Contract Completed (mm/yy)	<u>12 / 16</u>
DB Services Completed (mm/yy)	<u>9 / 16</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 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	12-15-13 12-16-2013
RFP issued to the Short-Listed Firms	1-17-14
Pre-proposal Meetings at BGSU, Office of Design & Construction	1-22-14
Proposals Due	2-5-14
Interviews at BGSU, Office of Design & Construction	2-12-14
Selection of DB	2-14-14

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

Request for Qualifications (Design-Build Contract) continued

arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

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

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

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

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)
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

Design-Build Selection Rating Form

State of Standard Forms and Documents

Project Name Replacement Greek Housing Proposer Firm _____
 Project Number BGU-135987 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 150 miles	5	
	150 miles to 300 miles	2	
	More than 300 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$500,000	5	
	\$500,000 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 - 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 4 sample projects	0	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 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 6 projects	0 - 1	
	6 to 9 projects	2 - 3	
	More than 9 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 _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Replacement Greek Housing (DB) Project Number BGU-135978
Project Location Bowling Green State University

Date posted: November 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. What is the University's travel, lodging, per diem policy.
 - A. This project shall utilize the University Travel and Entertainment policy and lodging options available at www.bgsu.edu/offices/controller and www.bgsu.edu/offices/purchasing/page24054.html under "BGSU Local Hotels." Mileage will be reimbursed at the posted mileage rates for distances exceeding 60 miles from the principal place of business to the work site, on a pro-rated basis. Travel time will not be reimbursed.
2. The Greek Housing RFQ mentions Schematic Design as being part of the services (first sentence under Preconstruction Services on the second page). Will the criteria architect stay on as part of the team and work on the design portion – or are we producing the design of the project?
 - A. The DB will not produce SDs. The CA will continue on as part of the team to review the DB's work through CDs.

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Agency

Project Name	Renovation of 3 rd floor/Science Hall - Phase 1	Response Deadline	12-16-13	12:00 PM	local time
Project Location	7700 Clocktower Drive	Project Number	LCC-100303		
City / County	Kirtland / Lake	Project Manager	Robert Diehl		
Owner	Lakeland Community College	Contracting Authority	Local Agency		
Delivery Method	CM at Risk	Prevailing Wages	State		
No. of paper copies requested (stapled, not bound)	4	No. of electronic copies requested on CD (PDF)		1	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Thomas Kirchner, Director for Purchasing at Lakeland Community College, 7700 Clocktower Drive, Kirtland, Ohio 44094-5198. See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Thomas Kirchner at TKirchner@lakelandcc.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

This is the first phase of a multiple phase renovation project located on the third floor of the 'A' Building at Lakeland Community College. The first phase is the renovation of approximately 8,500 SF located at the west end of the third floor. The intent is to engage the CMR for phase 1, with the option to award the entire project consisting of approximately 35,500 SF through multiple GMPs.

Professional design services have been acquired by the Contracting Authority under a separate contract and has been awarded to ThenDesign Architecture located in Willoughby, Ohio. The project is currently in the schematic design phase.

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

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the 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 and/or Owner, the A/E and the CM. The Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The CM will work cooperatively with the Owner and A/E, 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

Request for Qualifications (CM at Risk Contract) continued

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 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 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 Owner, the A/E and the CM. The CM shall then submit to the Contracting Authority, for approval, the CM's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Contracting Authority's approval of the final Contract Sum (GMP Amendment), the parties will enter into an amendment to the Agreement establishing the Contract Sum (GMP Amendment). The final negotiated Contract Sum shall not exceed the Project Budget established for construction. If the proposed Contract Sum exceeds such budget, then the Contracting Authority may terminate the agreement with the CM and seek from other firms, bids for completion of the Project.

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

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

1. Construction Manager-at-Risk Preconstruction Services
2. Construction Manager-at-Risk Construction Services
3. Construction Manager-at-Risk GMP Pricing Experience
4. Higher education science lab/medical lab classroom facilities
5. College or University Academic building construction experience
6. Experience with State of Ohio Capital Projects
7. Experience with multiple phased GMP contracts

C. Funding / Estimated Budget

Total Project Cost	<u>\$2,200,000</u>
Construction Cost	<u>\$1,850,000</u>
State Funding	<u>\$2,200,000</u>
Other Funding	<u>\$0</u>

D. Anticipated Schedule

CM Services Start (mm/yy)	<u>01 / 14</u>
DD GMP Approval (mm/yy)	<u>02 / 14</u>
Construction Stage Start (mm/yy)	<u>04 / 14</u>
Construction Stage Completed (mm/yy)	<u>08 / 14</u>
CM Services Completed (mm/yy)	<u>09 / 14</u>

E. EDGE Participation Goal

Percent of Total Construction Contracts Awarded	<u>0%</u>	Percent of <i>initial</i> TOTAL CM Fee	<u>0%</u>
EDGE encouraged not required			

F. Evaluation Criteria for Selection

Selection Criteria:

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

Short List:

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

Request for Qualifications (CM at Risk Contract) continued

to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

Request for Proposal:

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

Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the A/E and Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the A/E and Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-proposal meeting will be held at Lakeland's Holden University Center. 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 A/E and 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	11-15-13
Qualifications Due	12-16-13
Interviews at Lakeland's Holden University Center	January 2014
Selection of CMR	January 2014

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.

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, 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 project #LCC-100303 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.

Request for Qualifications (CM at Risk Contract) continued

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

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

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

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

GA: Green Associate

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

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

CM at Risk Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Renovation of 3rd Floor/Science Hall - Phase 1 Proposer Firm _____
 Project Number LCC-100303 City, State, Zip Kirtland, Ohio 44094

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 25 miles	5	
	25 miles to 50 miles	2	
	More than 50 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$200,000	5	
	\$200,000 to \$1,000,000	2	
	More than \$1,000,000	0	
2. Primary Qualifications (Maximum 40 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 30
b. Project administration lead	Experience / ability to effectively administer project controls and processes	0 - 10	
c. Technical staff	Experience / ability of technical staff to develop accurate estimates and schedules	0 - 10	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 10 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	1 - 5	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 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 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 primary firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: School District Board + OFCC

Project Name	<u>Lancaster East Elementary</u>	Response Deadline	<u>Dec. 18, 2013</u>	<u>4:00 p.m.</u>	local time
Project Location	<u>James Rd.</u>	Project Number	<u>SFC-130322</u>		
City / County	<u>Lancaster / Fairfield</u>	Project Manager	<u>Stacey Thomas</u>		
Owner	<u>Lancaster City School District</u>	Contracting Authority	<u>School District Board + OFCC</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>None</u>		
No. of paper copies requested (stapled, not bound)	<u>2</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Jill Hooper at 30 W. Spring St., 4th Floor, Columbus, Ohio 43215. See Section G 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 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 Project is part of an Ohio School Facilities Commission (OSFC) co-funded Exceptional Needs Program (ENP) Project and also includes certain improvements that are outside the scope of the co-funded building program that will be funded by the School District Board, as described in this description. The total co-funded ENP project includes 5 new elementary schools, which will be constructed in phases; the Lancaster East Elementary School is included in Phase 2 of the Project.

- Build one (1) new Elementary School to house 750 students in grades PK-5.
- The building is to be approximately 86,749 sf. built in accordance with the Ohio School Design Manual.
- It is anticipated that the new building is to be built on the current Medill Elementary site on James Rd. This building will be abated and demolished prior to the construction of the new building. The demolition of the current Medill building is included in this scope of work. However, the abatement is not included.
- The School District Board passed a bond issue in March 2012 to fund its share of the Project funding.
- Formal OSFC approval occurred on July 12, 2012.
- It is expected that by the time the CM is selected, the drawings will be in the Design Development Stage.
- It is anticipated that the GMP will be negotiated at the 50 percent Construction Documents stage.

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

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

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

B. Scope of Services

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

Request for Qualifications (CM at Risk Contract) continued

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontractor Prequalification and Bidding process, Construction and Closeout Stage.

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>.

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

Preconstruction Services: The CM will work cooperatively with the Contracting Authority and/or Owner, A/E and Project Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any material incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The CM shall submit to the Contracting Authority and/or Owner and the A/E their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The CM, the Contracting Authority and/or Owner and the A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Contracting Authority and/or Owner, the A/E and the CM. The CM shall then submit to the Contracting Authority, for approval, the CM's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Contracting Authority's approval of the final Contract Sum, 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 supplemental terms to the form subcontract.

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

1. Construction Manager-at-Risk Preconstruction Services
2. Construction Manager-at-Risk Construction Services
3. Construction Manager-at-Risk GMP Pricing Experience
4. Constructability Review Experience
5. Experience with OSFC Projects
6. K-12 Construction Experience
7. Experience with OAKS Capital Improvements
8. LEED Experience

Request for Qualifications (CM at Risk Contract) continued

C. Funding / Estimated Budget

Total Project Cost	<u>\$14,808,285</u>
Construction Cost	<u>\$13,434,696</u>
State Funding	<u>\$5,182,900</u>
Other Funding	<u>\$9,625,385</u>

D. Anticipated Schedule

CM Services Start (mm/yy)	<u>03 / 14</u>
CD GMP Approval (mm/yy)	<u>11 / 14</u>
Construction Stage Start (mm/yy)	<u>06 / 15</u>
Construction Stage Completed (mm/yy)	<u>12 / 16</u>
CM Services Completed (mm/yy)	<u>04 / 17</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 Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

Request for Proposal:

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

Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and/or Owner. The purpose of the pre-proposal meeting is to permit the short listed firms an opportunity to ask the Contracting Authority and/or 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.

RFQ Posted and Advertised	11/18/2013
Qualifications Due	12/18/2013
RFP issued to the Short-Listed Firms	01/2014
Interviews	02/2014
Selection of CM	03/2014

Request for Qualifications (CM at Risk Contract) continued

Cancellation and Rejection:

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

Interested CM firms are required to address, if BIM is utilized, 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)

AP: LEED AP (Legacy LEED Accredited Professional without specialty)
AP +: (see below):

GA: Green Associate

Request for Qualifications (CM at Risk Contract) continued

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: Designated Design-Build Professional (Design-Build Institute of America)
Assoc. DBIA: Associate Design-Build Professional (Design-Build Institute of America)
CPE: Certified Professional Estimator (American Society of Professional Estimators)

CM at Risk Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Lancaster East Elementary School Proposer Firm _____
 Project Number SFC-130322 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 25 miles	5	
	25 miles to 50 miles	2	
	More than 50 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	5	
	\$1,000,000 to \$2,000,000	2	
	More than \$2,000,000	0	
2. Primary Qualifications (Maximum 40 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 30
b. Project administration lead	Experience / ability to effectively administer project controls and processes	0 - 5	
c. Technical staff	Experience / ability of technical staff to develop accurate estimates and schedules	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 10 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	1 - 5	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 2 sample projects	1	Max = 3
	2 to 4 sample projects	2	
	More than 4 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 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 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 _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Lancaster City School District Project Number SFC-130322
Project Location _____

Date posted: [Date]
Date revised: [If needed]

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

1. For the Lancaster City Schools projects, are Lancaster East and Lancaster South supposed to have the same project number?
 - A. Yes, the entire Lancaster project has the same project number.

2. [Question]
 - A. [Answer]

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: School District Board + OFCC

Project Name	<u>Lancaster South Elementary</u>	Response Deadline	<u>Dec. 23, 2013</u>	<u>4:00 p.m.</u> local time
Project Location	<u>Lewis Avenue</u>	Project Number	<u>SFC-130322</u>	
City / County	<u>Lancaster / Fairfield</u>	Project Manager	<u>Stacey Thomas</u>	
Owner	<u>Lancaster City School District</u>	Contracting Authority	<u>School District Board + OFCC</u>	
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>None</u>	
No. of paper copies requested (stapled, not bound)	<u>2</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Jill Hooper at 30 W. Spring St., 4th Floor, Columbus, Ohio 43215. See Section G 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 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 Project is part of an Ohio School Facilities Commission (OSFC) co-funded Exceptional Needs Program (ENP) project and also includes certain improvements that are outside the scope of the co-funded building program that will be funded by the School District Board, as described in this description. The total co-funded ENP project includes 5 new elementary schools, which will be constructed in phases; the Lancaster South Elementary School is included in Phase 2 of the Project.

- Build one (1) new Elementary School to house 578 students in grades K-5.
- The building is to be approximately 70,394 sf. built in accordance with the Ohio School Design Manual. It is anticipated that the new building is to be built on the current Tallmadge Elementary site on Lewis Avenue. The existing building will be abated and demolished prior to the construction of the new building. The demolition of the current Tallmadge building is included in this scope of work. However, the abatement is not included.
- It is anticipated that the new building is to be built on the District owned site on Lewis Avenue.
- The project is part of Phase 2 of the current Segment 1.
- The School District Board passed a bond issue in March 2012 to fund its share of the project funding.
- Formal OSFC approval occurred on July 12, 2012.
- It is expected that by the time the CM is selected the drawings will be in the Design Development stage.
- It is anticipated that the GMP will be negotiated at the 50 percent Construction Documents stage.

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

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

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

B. Scope of Services

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

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontractor Prequalification and Bidding process, Construction and Closeout Stage.

Request for Qualifications (CM at Risk Contract) continued

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>.

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

Preconstruction Services: The CM will work cooperatively with the Contracting Authority and/or Owner, A/E and Project Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any material incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The CM shall submit to the Contracting Authority and/or Owner and the A/E their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The CM, the Contracting Authority and/or Owner and the A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Contracting Authority and/or Owner, the A/E and the CM. The CM shall then submit to the Contracting Authority, for approval, the CM's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Contracting Authority's approval of the final Contract Sum, 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 supplemental terms to the form subcontract.

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

1. Construction Manager-at-Risk Preconstruction Services
2. Construction Manager-at-Risk Construction Services
3. Construction Manager-at-Risk GMP Pricing Experience
4. Constructability Review Experience
5. Experience with OSFC Projects
6. K-12 Construction Experience
7. Experience with OAKS Capital Improvements
8. LEED Experience

C. Funding / Estimated Budget

Total Project Cost	<u>\$12,529,903</u>
Construction Cost	<u>\$11,366,773</u>
State Funding	<u>\$4,270,800</u>
Other Funding	<u>\$ 8,259,103</u>

D. Anticipated Schedule

CM Services Start (mm/yy)	<u>04 / 14</u>
GMP Approval (mm/yy)	<u>01 / 15</u>
Construction Stage Start (mm/yy)	<u>06 / 15</u>
Construction Stage Completed (mm/yy)	<u>12 / 16</u>
CM Services Completed (mm/yy)	<u>04 / 17</u>

Request for Qualifications (CM at Risk Contract) continued

E. EDGE Participation Goal

Percent of Total Construction Contracts Awarded 5.0% Percent of *initial* TOTAL CM Fee 5.0%

F. Evaluation Criteria for Selection

Selection Criteria:

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

Short List:

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

Request for Proposal:

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

Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and/or Owner. The purpose of the pre-proposal meeting is to permit the short listed firms an opportunity to ask the Contracting Authority and/or 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.

RFQ Posted and Advertised	11/18/2013
Qualifications Due	12/23/2013
RFP issued to the Short-Listed Firms	01/2014
Interviews	02/2014
Selection of CM	03/2014

Cancellation and Rejection:

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

Interested CM firms are required to address, if BIM is utilized, 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

Request for Qualifications (CM at Risk Contract) continued

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 (CSI)
CCM: Certified Construction Manager (CMAA)
CCS: Certified Construction Specifier (CSI)
CDT: Construction Document Technologist (CSI)
DBIA: Designated Design-Build Professional (Design-Build Institute of America)
Assoc. DBIA: Associate Design-Build Professional (Design-Build Institute of America)
CPE: Certified Professional Estimator (American Society of Professional Estimators)

CM at Risk Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Lancaster South Elementary School Proposer Firm _____
 Project Number SFC-130322 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 25 miles	5	
	25 miles to 50 miles	2	
	More than 50 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	5	
	\$1,000,000 to \$2,000,000	2	
	More than \$2,000,000	0	
2. Primary Qualifications (Maximum 40 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 30
b. Project administration lead	Experience / ability to effectively administer project controls and processes	0 - 5	
c. Technical staff	Experience / ability of technical staff to develop accurate estimates and schedules	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 10 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	1 - 5	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 2 sample projects	1	Max = 3
	2 to 4 sample projects	2	
	More than 4 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 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 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 _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Lancaster City School District Project Number SFC-130322
Project Location _____

Date posted: [Date]
Date revised: [If needed]

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

1. For the Lancaster City Schools projects, are Lancaster East and Lancaster South supposed to have the same project number?
 - A. Yes, the entire Lancaster project has the same project number.

2. [Question]
 - A. [Answer]

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>The Hub Tunnel Top Replacement</u>	Response Deadline	<u>12/12/13</u>	<u>4:00 P.M.</u>	local time
Project Location	<u>Oxford Campus "HUB Quad" area</u>	Project Number	<u>MUN-100043</u>		
City / County	<u>Oxford / Butler</u>	Project Manager	<u>Kevin Morris</u>		
Owner	<u>Miami 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>1</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

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

Submit all questions regarding this RFQ in writing to Kevin Morris at morris88@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's University Seal is embedded into the sidewalk in the center of the quad known as "the Hub", located on the Oxford campus of Miami University. (Miami tradition is to avoid stepping on the seal, out of respect for Miami history and values. Tradition has it that, if you do step on the seal, you'll be punished by failing your next exam.) "The Hub" Quad is surrounded by Roudabush, Upham, Kreger, and the two oldest remaining buildings on campus, Stoddard and Elliott Halls.

Miami University has an extensive network of utility tunnels throughout the Oxford campus, constructed in phases as the campus expanded. The tunnels house many of the main utility lines for the University. Chilled water, hot water, and high pressure steam lines are mounted to and run along the walls of the tunnel system, distributing to the various buildings. In addition to these large pipes, some electrical and telecommunications lines also run within and across the tunnel system. The requirement for this project is to completely remove and replace the tunnel top slabs and topping pavements within the Hub Quad area on the tunnels constructed in or around 1948 as well as the tunnel section which extends from Armstrong Hall west across the south side of Kreger Hall (section of tunnel constructed in or around 1938.) The utility tunnels located in The Hub Quad were constructed around 1948. The tunnels are entirely cast-in-place concrete construction and are composed of a base slab (which also serves as the footing), walls, and a lid slab designed and constructed in such a manner that the top of the tunnel lids were left exposed to also serve as pedestrian walks. The exposed lids were originally designed to accommodate pedestrian traffic, however, in addition to the pedestrian traffic, the exposed tunnel lids are also used for maintenance vehicular traffic and increasingly heavy truck traffic from University contractors. Additionally, more recent codes and regulations are requiring that emergency vehicles have multiple access points to buildings, resulting in fire trucks and ambulances crossing the tunnels at multiple points. The current tunnel design does not have the ability to accommodate these large loads and the ability of the University to police the access routes for the contractors and emergency vehicles is limited.

Over the years, as the lids have deteriorated, sections of tunnel lids have been repaired or replaced. Replacement sections have been performed with "in-kind" construction to replace extremely deficient sections of slab without additional consideration to the durability of the structure. The repairs that have been performed are typically surface patches that were placed to remediate safety hazards. These repairs were typically not intended to restore structural integrity or increase the longevity and durability of the structural slab section, as is typically done in a structural restoration. As such, the University recently completed a Condition Review and Proposed Master Plan of many utility tunnels throughout campus for lid slab removal and replacement.

Project scope includes:

1. Removing and replacing approximately 1,320 l.f. of structural tunnel top in the same or similar manner as the top was replaced in the Central Quad, including required temporary utility and services relocations as may be required as well as temporary bracing of walls required for demolition and replacement of structural topping slabs.
2. Waterproofing of structural slab.

Request for Qualifications (Architect / Engineer) continued

3. Removing and replacing approximately 1,320 l.f. of topping slab over waterproofed structural slab, in the same or similar manner as the top was replaced in the Central Quad.
4. Grading adjustments to accommodate revised pavements and storm water management improvements necessary to assure adequate drainage within the project area and to mitigate impact of increased sidewalk thickness and higher resultant pavement elevations.
5. Installing new light pole bases and underground conduit and wiring.
6. Installing new lighting and conduit in the tunnel similar to the Central Quad.
7. Removing and replacing the brick pavers in three (3) circular sidewalk intersections.
8. Removing and replacing the pavers in the bike pads in front of Upham Hall.
9. Removing and replacing the chain handrail in front of Upham Hall.
10. Installing vent chamber similar to the Central Quad.

The selected firm will be responsible for verifying the design parameters and budget included in the Master Plan document. Short listed firms will be provided a copy of the Condition Review and Proposed Master Plan Document and the University's Storm Water Master Plan document for reference and in preparation of interviews.

B. Scope of Services

It is anticipated that the Structural Engineering design services would be the lead with Civil Engineering, M/E/P engineering as needed to fulfill the scope of the project noted. The University would like to bid the project in March 2014, award in April 2014 with construction between May 2014 and August 2014. All work including punch list and closeout would be completed by no later than mid-August 2014, prior to start of classes. The selected design team will need to begin work immediately upon award of the Agreement and meet the noted schedule.

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

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

Refer to the *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 4 (four) hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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. Structural Engineering – Projects with emphasis on structural concrete restoration and site cast concrete or precast concrete structural design. Architectural layout of all topping slab joinery must be shown on construction documents. Detail of salvage, demolition and restoration of Hob "Seal" ornament and all disturbed stone and brick pavements is also required as is detailed plans for protection of all existing trees and landscaping.
2. Civil Engineering – Past similar relevant experience and ability to support Structural Engineer as lead. Careful attention to detailed fine grading and preservation of existing landscaping is required
3. M/E/P Engineering – Past similar relevant experience and ability to support Structural Engineer as lead.

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>.

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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 The Hub Tunnel Top Replacement Proposer Firm _____
 Project Number MUN-100043 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 \$100,000	2	
	\$100,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 5 professionals	2	Max = 3
	5 to 10 professionals	1	
	More than 10 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 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	1 - 15	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 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 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 _____

Request for Qualifications (Criteria A/E)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Mansfield-Campus Roadway</u>	Response Deadline	<u>12/06/2013</u> <u>2:00 p.m.</u> local time
Project Location	<u>Mansfield Regional Campus</u>	Project Number	<u>OSU-140075</u>
City / County	<u>Mansfield / Richland</u>	Project Manager	<u>Rick Van Deusen</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>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 Rick Van Deusen at 400 Enarson Classroom Building, 2009 Millikin Rd, Columbus, OH 43210. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Rick Van Deusen at van-deusen.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

This project will include:

1. New roadway and pedestrian right-of-way development consistent with anticipated future land use in the Mansfield Campus Framework Plan. The Plan envisions a general right-of-way near the intersection of Kenwood Circle and the Health Sciences Building driveway to the southwestern edge of Campus property at Lexington-Springmill Road.
2. Primary two-lane entrance roadway, new traffic intersection with Lexington-Springmill Road with signalization, roadway lighting, vehicular and wayfinding signage, and associated landscaping and drainage.
3. Enhanced entrance way with hard and soft landscape features, campus and institutional signage, digital informational signage, improved site lines to the campus interior, and flexible design to accommodate future commercial and residential growth (i.e. utility and roadway expansions) along Lexington-Springmill Road. As a new main entrance, high quality signage design is needed.
4. Pedestrian and bicycle accesses between the Mansfield Campus core to Lexington-Springmill Road and immediately contiguous private property to the south; including multi-purpose paths, safety lighting, emergency communications and signage.
5. Removal of the existing Campus Kenwood Circle and Lexington-Springmill Road intersection and site restoration. Scope will include abandonment and/or adaptive reuse of Kenwood Circle not included in the new entrance road right-of-way.

Environmental analysis for the alignment of the new road and pedestrian/bicycle network including consideration of Mansfield Campus Woodland/Land Use management plans. Incorporation of right-of-way mitigation or enhancements identified during the environmental assessment, including but not limited to historic and cultural significance of the National Geodetic Survey 1967 Ohio Standard Laser Baseline.

B. Scope of Services

The Criteria Architect (A/E) scope of design services will include preparing a Schematic Design (SD) submittal and Program of Requirements (POR) as Additional Services. The project goals include enhancing campus access and community connections by creating a new primary entrance on the west side of campus along Lexington-Springmill Road as described in the March 2013 Mansfield Campus Framework Plan. This includes creating a new strong physical and visual main campus entrance south of the existing entrance that will be closer to developing commercial and residential areas. This new entrance will replace the existing poorly sighted, limited functioning, and lower quality secondary campus entrance on Lexington-Springmill Road.

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
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.

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>.

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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

Criteria A/E Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Mansfield-Campus Roadway Proposer Firm _____
 Project Number OSU-140075 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	2	Max = 3
	2 to 10 professionals	3	
	More than 10 professionals	1	
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 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	1 - 15	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 2 sample projects	1	Max = 3
	2 to 4 sample projects	2	
	More than 4 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 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: School District Board + OFCC

Project Name	<u>New North Ridgeville 3-8 School</u>	Response Deadline	<u>12-10-13</u>	<u>4:00 PM</u>	local time
Project Location	<u>34600 Bainbridge Road</u>	Project Number	<u>SFC-140361</u>		
City / County	<u>North Ridgeville / Lorain County</u>	Project Manager	<u>Mark Barr</u>		
Owner	<u>North Ridgeville City Schools</u>	Contracting Authority	<u>School District Board + OFCC</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>None</u>		
No. of paper copies requested (stapled, not bound)	<u>0</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 Jill Hoobler at 30 West Spring Street, 4th Floor, Columbus. 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

- Build one (1) new Elementary/Middle/School to house 2,070 students in grades 3-8.
- The building is to be 232,803 sf. built in accordance with the Ohio School Design Manual.
- Scope also includes abatement and demolition of Fields Sweet Elementary, Wilcox Elementary, and North Ridgeville Middle School.
- It is anticipated that the new building is to be built west of the existing High School (and Wilcox).
- All existing schools will remain open until completion of the new building.
- The project scope will include the design of a new Stadium which will be funded by the district.
- The district has passed a bond issue to raise their share of the funding.
- A Project Agreement between the District and OSFC is anticipated by the end of this year.

B. Scope of Services

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

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

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

Refer to the *Ohio 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 16 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

Request for Qualifications (Architect / Engineer) continued

1. OSFC Funded Projects
2. Public School Projects
3. Stadium Projects
4. CM at Risk project delivery experience
5. LEED experience
6. Chilled Beam design experience

C. Funding / Estimated Budget

Total Project Cost	<u>\$52,800,336</u>	State Funding	<u>\$8,976,057</u>
Construction Cost	<u>\$45,500,000</u>	Other Funding	<u>\$43,824,279</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>Mechanical/Electrical/Plumbing Eng.</u>
	<u>Civil Engineering</u>
	<u>Structural Engineering</u>
	<u>Interiors/Furniture Design</u>
	<u>Technology Design</u>
	<u>Landscape Architecture</u>
Others	<u>Food Service / Acoustical Consulting</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>02 / 2014</u>
Construction Stage Start (mm/yy)	<u>03 / 2014</u>
Construction Stage Completed (mm/yy)	<u>05 / 2016</u>
Professional Services Completed (mm/yy)	<u>05 / 2017</u>

F. EDGE Participation Goal

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

G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- 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.
- See rating form at end of this RFQ.

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

Request for Qualifications (Architect / Engineer) continued

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 New North Ridgeville 3-8 School Proposer Firm _____
 Project Number SFC-140361 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$500,000	2	
	\$500,000 to \$2,000,000	1	
	More than \$2,000,000	0	
c. Number of licensed professionals	Less than 3 professionals	0	Max = 3
	3 to 10 professionals	1	
	More 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 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 _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name North Ridgeville CSD - AE Project Number SFC-130322
Project Location _____

Date posted: 12/5/2013

Date revised: [If needed]

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

1. Please clarify date of construction start as listed in the RFQ. The RFQ indicates construction stage starting in March 2014, 1 month after design services start?
 - A. The dates for "Section E. Anticipated Schedule" are as follows:
Professional Services Start – 02/2014
Construction Start – 03/2015
Construction Complete – 08/2016
Professional Services Complete – 08/2017

2. Please clarify the project duration from design start to construction completion. With design starting February 2014, and the typical timeframe for design being approximately 12 months, this leaves only 15 months for construction (02/2015 – 05/2016), or less considering that it may not be possible to start construction until April due to weather
 - A. See answer to number one, above.

3. Please clarify the basis of determining the 5% EDGE Participation Goal of 5% of *initial* fee. Does 5% of *initial* services include only basic services and not the additional services and reimbursables that are now included as part of AE Services under the new OFCC Agreement?
 - A. The 5% EDGE Participation Goal is for the total fee (including additional services and reimbursables).

4. [Question]
 - A. [Answer]

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	Renovation of Firelands Campus Allied Health & Sciences	Response Deadline	Dec. 20, 2013 2:00 p.m. local time
Project Location	Bowling Green State University Firelands Campus	Project Number	RFQ #BGU-135982
City / County	Huron / Erie	Project Manager	Bob Boucher
Owner	Bowling Green State University	Contracting Authority	Local Higher Education
No. of paper copies requested (stapled, not bound)	4	No. of electronic copies requested on CD (PDF)	1

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

Project Overview

A. Project Description

The Bowling Green State University (BGSU) Firelands College began serving its regional community of students in 1968. Foundation Hall, West Building and North Building were constructed in the late 1960s and early 1970s while the Cedar Point Center and an addition to Foundation Hall were completed within the last several years. Today, a growing need for health professionals provides BGSU Firelands with a strategic opportunity to enhance the core and specialized health curriculum currently offered in this region.

The proposed scope of work, to realize the goals of this project, will be accomplished via the renovation of the following buildings:

North Building – a two story addition of 16,920 square feet and 29,230 square feet of renovated space will accommodate the core Science curriculum in support of the Allied Health program, including Biology, Physics, Anatomy and Physiology and Chemistry. It will also house a shared active learning design lab for both Computer Science and Visual Communication Technology. Lastly, new flexible space will accommodate the needs of programs in Electronics, Computer Science Technology, and Engineering Technology. New restrooms and corridor upgrades will be provided in the spaces affected by the functional changes and additions above.

West Building – 17,590 square feet of renovated space will accommodate Allied Health program spaces including Nursing, Radiologic Technology, the Diagnostic Medical Sonography Lab and Respiratory Lab space all on the second floor. The balance of the West Building will include new general purpose active learning classrooms and administrative office spaces.

Professional design services have been acquired through the Bostwick Design Partnership, under a separate contract. The selected Construction Manager at Risk will participate in subsequent design and construction phases beyond schematic design, which is in progress now, through the completion of the project upon the engagement of a contract.

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

This project is expected to achieve a LEED Silver rating.

State Prevailing Wage requirements apply to this project.

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

B. Scope of Services

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

Except for areas of construction, the building will be occupied and in use to varying degrees during the course of the work. Construction zones should be barricaded as necessary for life safety, dust and noise mitigation. Egress paths shall be

Request for Qualifications (CM at Risk Contract) continued

maintained to reasonably maximize safety to occupants and users. Service interruptions should come with a minimum of 2 weeks notice unless approved by the Owner's PM.

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules throughout all stages of design, construction, and closeout; lead and manage the Subcontractor Prequalification and Bidding process, Construction and Closeout Stage.

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

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

Preconstruction Services: The CM will work cooperatively with the Contracting Authority and/or Owner, A/E and Project Team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any material incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). The CM shall submit to the Contracting Authority and/or Owner and the A/E their proposed Guaranteed Maximum Price (the "Contract Sum") and its qualifications and assumptions based upon the Basis Documents and the Design Intent Statement. The CM, the Contracting Authority and/or Owner and the A/E (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the qualifications and assumptions, the Basis Documents or the Design Intent Statement. The reconciliation shall be documented by an addendum to the qualifications and assumptions that shall be approved in writing by the Contracting Authority and/or Owner, the A/E and the CM. The CM shall then submit to the Contracting Authority, for approval, the CM's proposed final Contract Sum based upon the Basis Documents, the approved qualifications and assumptions and the Design Intent Statement. Contingent upon the Contracting Authority's approval of the final Contract Sum, 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. Construction Manager at Risk Preconstruction Services
2. Construction Manager at Risk Construction Services
3. Construction Manager at Risk Contract Sum (GMP) Pricing Experience
4. Constructability Review Experience
5. Coordination of Currently Occupied Facilities or Partial Building Renovation
6. CPM scheduling experience with Primavera software
7. Budget estimating analysis and value engineering
8. Maintenance of occupied buildings during construction, ie; safety, cleanliness, noise attenuation
9. Building construction during inclement/winter weather conditions
10. LEED Experience - Certification

Request for Qualifications (CM at Risk Contract) continued

C. Funding / Estimated Budget

Total Project Cost	<u>\$15,750,000</u>
Construction Cost	<u>\$11,700,000</u>
State Funding	<u>\$4,000,000</u>
Other Funding	<u>\$11,750,000</u>

D. Anticipated Schedule

CM Services Start (mm/yy)	<u>04/14</u>
Construction Contracts Start (mm/yy)	<u>10/14</u>
Construction Contracts Completed (mm/yy)	<u>12/15</u>
CMR Services Completed (mm/yy)	<u>03/16</u>
GMP Approval (mm/yy)	<u>07/14</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. Completeness of submitted responses and demonstratively quantifiable submittal information supporting the Selection Rating Criteria contained herein are required components of a submittal. 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. Missing information or incomplete submittals may be grounds for elimination from consideration.

Request for Proposal:

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

Pre-Proposal Meeting:

Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and/or Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the Contracting Authority and/or Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-proposal meeting will be held at Administration Building 10th Floor Conference Room. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings. The Contracting Authority reserves the right to conduct conference calls with respondents in lieu of 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.

Request for Qualifications (CM at Risk Contract) continued

Selection Schedule:

Tentative schedule is subject to change.

RFQ Posted and Advertised	Nov. 20, 2013
Qualifications Due	Dec. 20, 2013
RFP issued to the Short-Listed Firms	Dec. 30, 2013
Proposals Due	Jan. 13, 2014
Interviews at 1005 Administration Building, BGSU, Bowling Green, Ohio 43403	Jan. 21, 2014
Selection of CM	Feb. 03, 2014
Controlling Board Meeting for approval of Agreement	Mar. 10, 2014 if applicable

Cancellation and Rejection:

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

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

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

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.

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.

Request for Qualifications (CM at Risk Contract) continued

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

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CS)

CCM: Certified Construction Manager (CMAA)

CCS: Certified Construction Specifier (CSI)

CDT: Construction Document Technologist (CSI)

DBIA: Design-Build Institute of America

CM at Risk Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Renovation of Firelands Campus Allied Health & Sciences Proposer Firm _____
 Project Number BGU-135982 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 \$10,000,000	5	
	\$10,000,000 to \$20,000,000	2	
	More than \$20,000,000	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 - 6	
c. Technical staff	Experience / ability of technical staff to develop accurate estimates and schedules	0 - 12	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 12	
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 5 sample projects	2	
	More than 5 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 5 projects	4 - 6	
	More than 5 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 (Forensic Engineering)

State of Ohio Standard Forms and Documents

Administration of Project: Ohio Facilities Construction Commission

Project Name	<u>Rhodes Exterior Project</u>	Response Deadline	<u>12/06/2013 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 and integrity, 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 (in conformance with the format and requirements of the City of Columbus Code) shall 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 of a 40-story high-rise building are the responsibility of the consultant. The building's existing window washing equipment is not currently certified, and is not anticipated to be available for this study's use.

B. Scope of Services

Upon award of the Agreement, the selected Architect/Engineer (A/E) will commence by generating 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.

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 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>.

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. Forensic testing and investigation
2. Building envelope evaluation
3. Urban high-rise building experience
4. Security restricted access experience
5. Critical Observation Report or similar experience for a city with a façade law
6. Experience developing cost estimates and budgets for exterior wall remediation

Request for Qualifications (Forensic Engineering) continued

C. Funding / Estimated Budget

Total Project Cost	<u>\$100,000.00</u>	State Funding	<u>\$100,000.00</u>
Construction Cost	<u>N/A</u>	Other Funding	<u>\$0.00</u>
Estimated A/E Fee	<u>\$75,000.00 to \$85,000.00</u>		

NOTE: The A/E fee for this project includes all professional services, and consultant services necessary for proper completion of the Services for the project.

D. Services Required (see note below)

Primary	<u>Forensic Engineering Investigation and Analysis Firm</u>
Secondary	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
Others	<u>Estimating</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>1/14</u>
Construction Stage Start (mm/yy)	<u>N/A</u>
Construction Stage Completed (mm/yy)	<u>N/A</u>
Professional Services Completed (mm/yy)	<u>5/14</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>0.0%</u>
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NOTE: The primary A/E shall be a professional engineer 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 and experience on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size).
- 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.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected firm and all its consultants 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.

Request for Qualifications (Forensic Engineering) 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, REWC, CPE, 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

REWC: Registered Exterior Wall Consultant (RCI)

CPE: Certified Professional Estimator (ASPE)

Forensic Engineering 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 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	5	
	\$200,000 to \$500,000	2	
	More than \$500,000	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	
b. Technical staff	Experience / ability of technical staff to investigate, observe, test, analyze, and create exterior wall assessment reports	0 - 20	
3. Overall Team Qualifications (Maximum 5 points)			
a. Previous team collaboration	Less than 2 sample projects	0	
	2 to 7 sample projects	2	
	More than 7 sample projects	5	
4. Overall Team Experience (Maximum 55 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with conducting critical observation investigation in cities with a façade law	Less than 6 projects	0	
	6 to 8 projects	20	
	More than 8 projects	40	
c. Budget and estimating	Performance in establishing exterior wall remediation estimates for project budgets	0 - 5	
		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Rhodes Exterior Study Project Number DAS-140029
Project Location Columbus / Franklin County

Date posted: December 2, 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 Rhodes Tower RFQ DAS-140029 issued on 11/22/13 a re-issue of the same proposal issued 10/11/13? If so, what is the reason for the re-issue? If we submitted for the RFQ dated 10/11/13 do we need to resubmit our 330?
 - A. The RFQ is for the same project, but there are changes to the criteria. You need to resubmit if you are still interested in the project.
2. Is the Rhodes Tower RFQ DAS-140029 issued on 11/22/13 a re-issue of the same proposal issued 10/11/13? If so, what is the reason for the re-issue? If we submitted for the RFQ dated 10/11/13 do we need to resubmit our 330?
 - A. The RFQ is for the same project, but there are changes to the criteria. You need to resubmit if you are still interested in the project.
3. Will all A/E's that submit a 330 on a project be notified if they do or do not get shortlisted. Further, why was this project re-advertised?
 - A. Yes, we do notify the firms that are not shortlisted. The project has been re-advertised because we modified the criteria.
4. Why is this project being re-posted?
 - A. The RFQ is for the same project, but there are changes to the criteria. You need to resubmit if you are still interested in the project.
5. Is there consideration for utilizing 3D laser scanning on this project?
 - A. Three-dimensional laser scanning is not a requirement. However, if you can achieve reliable results on another requirement by utilizing this technology, please describe the methodology involved and experiential data for validation.
6. We noticed the new RFQ on the website for the Rhodes Exterior Project Forensic Engineering project. This project had been advertised previously with the same project number (in October). We had submitted our qualifications for the project. Does this current RFQ supersede the one previously dated 10/28/13? Do we need to resubmit?
 - A. The RFQ is for the same project, but there are changes to the criteria. You need to resubmit if you are still interested in the project.
7. We reviewed the announcement DAS-140029 published November 22, 2013 for Rhodes Tower. We previously submitted a proposal in response to the same Project Number (DAS-140029) on October 28, 2013. Will our October proposal submission transfer and be considered with the new due date of December 6th, or should we re-submitted our 330 proposal?
 - A. The RFQ is for the same project, but there are changes to the criteria. You need to resubmit if you are still interested in the project.
8. Our firm submitted on this project on 10/28/2013. The only differences I see are that the estimated fee is spelled out in dollar amounts rather than percentages and Estimating has been added as a Required Service. The start date has been moved from December to January. What does this mean to us? Do we resubmit? The project number is the

same

- A. There were numerous modifications, please thoroughly review the RFQ. We encourage all who previously submitted to resubmit.

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Shideler Hall Renovation</u>	Response Deadline	<u>12/20/13</u>	<u>4:00 PM</u>	local time
Project Location	<u>Miami University</u>	Project Number	<u>MUN-100041</u>		
City / County	<u>Oxford / Butler</u>	Project Manager	<u>Connie McCarthy</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 181 Cole Service Building, 101 S. Fisher Dr., Oxford, OH. 45056. See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Connie McCarthy at mccartc@miamioh.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

Shideler Hall, built in 1967, located on Miami University's Oxford campus, houses the Geography and Geology Departments. This complete rehabilitation of the 67,000 square foot building and approximately 20,000 square foot addition will include new energy efficient mechanical systems, plumbing, lighting, electrical distribution, data/telecommunications, life safety systems, and ADA accessibility upgrades. Laboratory and classroom areas will be reconfigured as required to meet the current curriculum and code requirements. Flexible teaching and research laboratories, instrumentation laboratories and a highly interactive GIS studio are planned. New finishes, laboratory casework and equipment will be included. Rehabilitation of the building envelope may also be required, including new windows, masonry restoration, roofing and foundation waterproofing, landscaping and sidewalks..

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

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

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

The project shall meet or exceed the minimum requirements for LEED Silver Certification.

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

As required by the Agreement, and as properly authorized, provide the following categories of services: provide constructability review comments on documents produced by the A/E during the Schematic Design, Design Development, and Construction Document stages; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Subcontractor Prequalification and Bidding process, Construction and Closeout Stage.

Refer to the *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>.

The preconstruction and construction services are generally described below. Subcontracts including but not limited to Plumbing, Fire Protection, HVAC, Electrical and AV/Technology will be awarded by the CM to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and/or Owner, the A/E and the CM. The

Request for Qualifications (CM at Risk Contract) continued

Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the CM's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

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

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

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

1. State of Ohio Higher Education Facilities
2. Higher Education Laboratory Construction
3. Major Renovation of Higher Education Facilities
4. Interior/Exterior Rehabilitation of Historic Buildings
5. Construction including MEPF & Data Systems
6. Construction including MEPF & Data Systems
7. Minimum LEED Silver Rated Building Construction

C. Funding / Estimated Budget

Total Project Cost	<u>\$22,750,000</u>
Construction Cost	<u>\$17,025,000</u>
State Funding	<u>\$22,750,000</u>
Other Funding	<u>\$0</u>

D. Anticipated Schedule

CM Services Start (mm/yy)	<u>02 / 14</u>
GMP Approval (mm/yy)	<u>06 / 14</u>
Construction Stage Start (mm/yy)	<u>08 / 14</u>
Construction Stage Completed (mm/yy)	<u>12 / 15</u>
CM Services Completed (mm/yy)	<u>01 / 16</u>

E. EDGE Participation Goal

Percent of Total Construction Contracts Awarded 5% Percent of *initial* TOTAL CM Fee 5%

F. Evaluation Criteria for Selection

Selection Criteria:

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

Request for Qualifications (CM at Risk Contract) continued

criteria used in evaluating proposals from the short listed firms will include such factors that are determined to derive or offer the greatest value to the State and the Owner, combining both qualifications and fee.

Short List:

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

Request for Proposal:

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

Pre-Proposal Meeting:

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

Interview:

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

Selection Schedule:

Tentative schedule is subject to change.

RFQ Posted and Advertised	11/20/13
Qualifications Due	12/20/13
RFP issued to the Short-Listed Firms	1/08/14
Site Visit	1/15/14
Pre-proposal Meetings	1/15/14
Proposals Due	1/28/14
Interviews	1/31/14
Selection of CM	2/3/14
Controlling Board Meeting for approval of Agreement	April 2014

Cancellation and Rejection:

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

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.

Request for Qualifications (CM at Risk Contract) continued

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

G. Submittal Instructions

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

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

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

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

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

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

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

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

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

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

GA: Green Associate

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

AP +: (see below):

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

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

LEED AP O+M (Operations and Maintenance specialty)

Other Industry Credentials

CCCA: Certified Construction Contract Administrator (CS)

CCM: Certified Construction Manager (CMAA)

CCS: Certified Construction Specifier (CSI)

CDT: Construction Document Technologist (CSI)

DBIA: Design-Build Institute of America

CM at Risk Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Shideler Hall Renovation Proposer Firm _____
 Project Number MUN-100041 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 \$10,000,000	5	
	\$10,000,000 to \$20,000,000	2	
	More than \$20,000,000	0	
2. Primary Qualifications (Maximum 40 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 30
b. Project administration lead	Experience / ability to effectively administer project controls and processes	0 - 5	
c. Technical staff	Experience / ability of technical staff to develop accurate estimates and schedules	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 10 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	1 - 5	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 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 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 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>MEP Upgrades- Miscellaneous Projects</u>	Response Deadline	<u>12/20/13</u>	<u>2:00 P.M.</u>	local time
Project Location	<u>Ohio University- Athens Campus</u>	Project Number	<u>OHU-143020</u>		
City / County	<u>Athens / Athens</u>	Project Manager	<u>Brody Bauers</u>		
Owner	<u>Ohio 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>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 Brody Bauers at **Ohio University, 160 West Union Street, Suite 154, Athens, Ohio 45701**. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

This RFQ is intended to cover multiple Mechanical/Electrical/Plumbing Upgrade Projects on the Ohio University- Athen Campus, including but not limited to:

- Pickering Hall- Electric and Fire Alarm Upgrades
 - The scope includes upgrading the building fire alarm, as well as electrical panels to isolate existing and new air conditioning units in the student rooms.
- OUE Shannon Hall Fire Alarm upgrade.
 - This project will replace the existing fire alarm with a new one based on Simplex. Sole source. Project will include new panel, speaker/strobes, smoke and heat detectors.

B. Scope of Services

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

As required by the Agreement, and as properly authorized, provide the following categories of services: Program 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 six (6) hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

1. Previous Experience with Ohio University and the State of Ohio
2. Electrical Design Services- including Fire Alarm
3. Mechanical/Plumbing Design Services
4. LEED Credentials

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 MEP Upgrades- Miscellaneous Projects Proposer Firm _____
 Project Number OHU-143020 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 200 miles	2	
	More than 200 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 4 professionals	1	Max = 3
	4 to 8 professionals	2	
	More 8 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 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>Stilwell Hall Alterations</u>	Response Deadline	<u>01-03-2014</u>	<u>2:00PM</u>	local time
Project Location	<u>Stilwell Hall - 1960 East 24th Street</u>	Project Number	<u>CLS-131334 / LF-1334A</u>		
City / County	<u>Cleveland / Cuyahoga</u>	Project Manager	<u>Dwayne Wilson</u>		
Owner	<u>Cleveland 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>6</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Dwayne Wilson at 1802 East 25th Street. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Dwayne Wilson at d.d.wilson17@csuohio.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 Fenn College of Engineering at Cleveland State University is developing a new model for engineering education which demands up-to-date learning environments in laboratories, classrooms, student spaces, circulation, support spaces, and public spaces. The College is housed in Stilwell Hall, a structure built in the 1920's as the Ohio Motors Building, was renovated in the late 1950's and has seen patchwork renovation over the past six decades. The upgrade will necessitate a major renovation encompassing interior and exterior refurbishments.

The total area of the building is approximately 196,000 gsf. The amount of this area used for renovations will be determined as part of the planning/programming phase. It is during this phase, that the A/E will develop a Program of Requirements (POR) setting the priorities for the project. Also, during the planning/programming phase, the A/E shall determine what additional scope may be developed that can be utilized as a "master plan" for the College of Engineering within Stilwell Hall, and plan the following phases accordingly to accommodate future program and renovations.

The interior renovations will address areas on all five floors of the building (Lower Level through 4th Floor). The A/E will need to repurpose the existing spaces to create engaged learning laboratories which consist of a cluster of laboratories and learning spaces where students will interact across disciplines and across classes.

Exterior renovations will include the restoration and re-supporting the failing existing stone skin on the east façade; masonry restoration, new east entry that conveys a new image for the College; replacement of existing windows/curtain wall systems on all facades; new north entry and façade on Chester Avenue that conveys a new image for the College; roof replacement on lower roofs and pedestrian bridge; and site work that ties into the surrounding campus walks and integrates the new entries and perimeter work. Exterior assessments were performed from 2010 to 2012 for the building envelope. Work done as part of this contract, restoring the existing exterior facades to remain, will be done through the University's Envelope Consultant, already under contract. The A/E will coordinate the project with this consultant.

Also, the scope of work will focus on replacement of aging and failing infrastructure and systems that coincide with the reorganization of program spaces. Some upgrades may also be necessary outside of the parameters of the reorganized spaces. The infrastructure and system needs will include new air handling equipment, heating and plumbing piping replacement, HVAC controls, fire suppression, electrical systems, fire alarm, telecommunications, and audio/visual systems. Assessments of systems will be performed by the A/E during the planning/programming phase in conjunction with the anticipated programmatic need for the College. The space planning will consider the reassignment and reuse of existing spaces as much as practical. In interior areas to be renovated, new finishes and laboratory casework are required. The building will remain occupied during construction, and a phased construction and multiple bid packages may be required. The successful firm will also assist in identifying and laying out temporary swing space for the departments.

The goal of the University is for all projects to be registered with the USGBC for minimum Silver LEED Certification. Maximizing energy conservation is a critical component of the design goals. The A/E must demonstrate a thorough

Request for Qualifications (Architect / Engineer) continued

understanding and commitment to LEED design and is responsible for the design and meeting LEED goals set forth by the University.

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

B. Scope of Services

The A/E is expected to have strong leadership and design skills with experience in the successful delivery of complex laboratory projects in a campus setting. The successful A/E must have experience in working in collaboration with a complex consulting team and complex user groups.

The project is expected to be recognized for its quality of design; its response to the existing building, site and surrounding campus buildings; connection to campus open space; and contribute to the image of the College on campus and to the City. The A/E will provide study models and 3D renderings during the schematic design and design development phases.

The team will be expected to interface and collaborate with the Planning, Design, and Construction office and University administration in developing the design aesthetic.

The development of the POR will be a collaborative process and will be guided by the Planning, Design and Construction office. The A/E will be expected to work with the College of Engineering and the facility's occupants to develop a program based on prioritized space needs that will:

1. Provide state of the art instructional lab space
2. Optimize shared interdepartmental space and adjacencies including collaborative research opportunities
3. Maximize sustainable practices by the building and its occupants
4. Create flexibility in lab design with modularity
5. Provide efficient space utilization
6. Increase energy efficiency with the replacement of exterior envelope and new building systems

This project does not have a fully developed Program of Requirements. Upon award of the Agreement, commence by developing the Program of Requirements.

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

As required by the Agreement, and as properly authorized, provide the following categories of services: Program 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 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.

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

1. Programming for higher education science/lab/classroom facilities
2. Higher education science/lab teaching facilities
3. Higher education science/lab research facilities
4. Higher education classroom facilities
5. Rehabilitation / retrofit of existing science/lab facilities
6. Exterior envelope rehabilitation/restoration
7. Multiple phase renovations of existing science facilities
8. Mechanical / Electrical phased renovations of an existing science facility
9. Building additions that enhance and update campus architectural aesthetic
10. LEED Certified lab projects

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

C. Funding / Estimated Budget

Total Project Cost	<u>\$17,700,000.00</u>	State Funding	<u>\$12,500,000</u>
Construction Cost	<u>To be determined</u>	Other Funding	<u>\$5,200,000</u>
Estimated A/E Fee	<u>7% to 8%</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>Laboratory Planning / Design</u>
	<u>Civil /Landscape Design</u>
	<u>Structural Engineering</u>
	<u>MEPT Engineering</u>
	<u>Fire Suppression Engineering</u>
Others	<u>Hazardous Materials Consulting</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>02 / 2014</u>
Construction Stage Start (mm/yy)	<u>12 / 2014</u>
Construction Stage Completed (mm/yy)	<u>02 / 2015</u>
Professional Services Completed (mm/yy)	<u>04 / 2015</u>

F. EDGE Participation Goal

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

G. Evaluation Criteria for Selection

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

The Office of the University Architect will present an overview of the Project and Contract requirements, followed by a tour of the site on **Monday, December 9, 2013 from 1:30 pm - 3:00 pm local time**. The pre-proposal meeting will be held in the Plant Services Building, 1802 E. 25th Street, Cleveland, Ohio 44115 in Room 242. This pre-proposal meeting will provide the only public forum for potential applicants and team members to view the site and ask questions of the client and Office of the University Architect prior to the submission deadline. **Other than this meeting, no personal tours or contact with the Dean or faculty of the College will be permitted.**

I. 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 Stilwell Hall Alterations Proposer Firm _____
 Project Number CLS-131334 / LF-1334A 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 200 miles	2	
	More than 200 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 5 professionals	0	Max = 3
	5 to 10 professionals	2	
	More than 10 than professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 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 7 sample projects	2	
	More than 7 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 5 projects	0 - 3	
	5 to 7 projects	4 - 6	
	More than 7 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 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	<u>Stilwell Hall Alterations</u>	Project Number	<u>CLS-131334/ LF-1334A</u>
Project Location	<u>Stilwell Hall – 1960 East 24th Street – Cleveland State University</u>		

Date posted: 11/27/13
Date revised: N/A

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

1. Question: Can you please post the presentation and sign in sheet from the pre-RFQ meeting held on 12/9/13
 - A. Answer: The presentation (including sign-in sheet) shown on 12/9/13 during the presentation and walk-through will be posted to the Cleveland State University Office of the University Architect's website at <http://www.csuohio.edu/offices/architect/> see link on the right side of the page. This will be posted by Monday , December 16, 2013.

