



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

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**Response Deadline:**  
Varies by project

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# Ohio Register General Information and Requirements

## State of Ohio Standard Forms and Documents

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### General Requirements for Submittals of the Statement of Qualifications

Firms are required to submit the current State of Ohio version of Statement of Qualifications (Form F110-330) available via the Ohio Facilities Construction Commission (OFCC) website at <http://ofcc.ohio.gov>. The Federal version of the SF330 form will not be accepted.

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

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

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

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

### Reminders

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

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

### ORC 9.24 – Auditor of State Unresolved Findings for Recovery

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

### EDGE Participation Required on State Design and Construction Projects

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

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

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

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

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

### Ohio Ethics Law Provision

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





## Professional Design Opportunities

## Short List Report

Page last updated: September 21, 2012

Published Date	Project Name	Total Project Cost	Short-listed A/E Firms <i>*Indicates selected firm</i>	Negotiated A/E Fee
08/21/2012 <b>OR #228</b> SAO-Administered	COM-130001 Ohio Department of Commerce, Building A Renovation and Site Infrastructure, Reynoldsburg, Ohio	\$2,500,000	<b>NEW</b> Feinknopf Macioce Schappa GPD Group Renouveau Design Star Consultants	TBD
08/08/2012 <b>OR #228</b> Locally Administered	BGU-125815 Bowling Green State University, Student Recreation Center Addition & Renovation (CM at Risk), Bowling Green, Ohio	\$11,000,000	Barton Malow Company Gilbane Construction Mosser Construction Thomas & Marker Construction	TBD: Contact Agency / Institution
07/12/2012 <b>OR #227</b> Locally Administered	UCN-12120A University of Cincinnati, Lindner Center Graphics & Displays, Cincinnati, Ohio	\$2,500,000	FRCH Design Worldwide HealyKohler Design (MD) Perkins+Will (IL) MSA Architects Populous Architects (MO) Workshop Design (MO)	TBD: Contact Agency / Institution
07/26/2012 <b>OR #227</b> SAO-Administered	BWC-130001 Ohio Bureau of Workers' Compensation, Emergency Generator Power Back-up to the York Chiller, Columbus, Ohio	\$978,000	DLZ Ohio Prater Engineering <i>*Star Consultants</i>	TBD
07/24/2012 <b>OR #227</b> SAO-Administered	BWC-130002 Ohio Bureau of Workers' Compensation, OFCC Tenant Improvements, Columbus, Ohio	\$1,425,000	<i>*Continental Building Systems</i> Megen Construction Company Star Consultants	TBD
06/22/2012 <b>OR #226</b> SAO-Administered	DMR-120002 Ohio Department of Developmental Disabilities, NODC Infrastructure Improvements, Toledo, Ohio	\$3,500,000	<b>NEW</b> Buehrer Group STAN and Associates Star Consultants	TBD
06/29/2012 <b>OR #226</b> Locally Administered	KSU-12B948 Kent State University New Building for the CAEST (CM at Risk), Kent, Ohio	\$15,000,000	Hammond Construction Ozanne Construction Company The Ruhlin Company	TBD: Contact Agency / Institution
06/27/2012 <b>OR #226</b> Locally Administered	KSU-12B949 Kent State University Renovations and Additions for the School of Art (CM at Risk), Kent, Ohio	\$25,000,000	Donley's, Inc. Ozanne Construction Company The Ruhlin Company Turner Construction Company	TBD: Contact Agency / Institution
06/11/2012 <b>OR #226</b> SAO-Administered	NEM-090001 NEOMED, Campus Research and Academic Expansion, Rootstown, Ohio	\$42,263,600	CBLH Design <i>*Ellenzweig</i> FMS Architects HFP Ambuske Architects Paradigm Engineers	TBD
05/29/2012 <b>OR #225</b> Locally Administered	OHU-05022012 Ohio University, Indoor Multi-Purpose Facility, Athens, Ohio	\$12,000,000	Lloyd W. Miller, Architect Panich, Noel & Associates <i>*Moody-Nolan</i> MS Consultants	TBD: Contact Agency / Institution
05/30/2012 <b>OR #225</b> SAO-Administered	BTC-130007 Belmont College, Health Sciences Center, St. Clairsville, Ohio	\$9,100,000	Phillip Markwood Architects <i>*Perspectus Architecture</i> Feinknopf Macioce Schappa DesignGroup	TBD
04/26/2012 <b>OR #224</b> SAO-Administered	DRC-110022 Department of Rehabilitation and Correction, Toledo Correctional Institution, Roof Replacement	\$4,250,000	Design-Build Solutions Kelley Brothers Roofing Richard L. Bowen + Associates	TBD
04/13/2012 <b>OR #224</b> Locally Administered	BGU-125778 Bowling Green State University, BGSU Firelands Campus, Huron	\$15,750,000	<i>*Bostwick Design Group</i> Braun & Steidl Architects Domokur Architects Weber Murphy Fox	TBD: Contact Agency / Institution
04/06/2012 <b>OR #224</b> SAO- Administered (CM at Risk)	SOC-120001 Southern State Community College, Brown County Campus, Mount Orab	\$10,000,000	Messer Construction Co. Miles McClellan Construction Co. <i>*Quandel Construction Group</i> Turner Construction Co.	TBD
04/04/2012 <b>OR #224</b>	CLT-100020 Clark State Community College	\$5,400,000	Levin Porter Associates MSA Architects SHP Leading Design	TBD: Contact

Locally Administered	Student Success Center Springfield, Ohio		The Collaborative, Inc. Woolpert	Agency / Institution
03/20/2012 <b>OR #223</b> Locally Administered	KSU-11B146, KSU-11B147, KSU-11B148 Kent State University Renovations and Addition to Multiple Science Buildings (CM at Risk), Kent, Ohio	\$80,000,000	Donley's, Inc. Gilbane Building Company Lend Lease (US) Construction Turner Construction Company	TBD: Contact Agency / Institution
03/14/2012 <b>OR #223</b> Locally Administered	CLS-121205 Cleveland State University, Viking Hall & Kinko's Demolition, Cleveland, Ohio	\$3,741,259	*Atwell, LLC HzW Environmental Consultants URS Corporation	TBD: Contact Agency / Institution
03/20/2012 <b>OR #223</b> Locally Administered	KSU-11B146, KSU-11B147 & KSU-11B148 Kent State University, Renovations and Addition to Multiple Science Buildings - CxA, Kent, Ohio	\$80,000,000	Hill International *Karpinski Engineering URS Corporation	TBD: Contact Agency / Institution
03/21/2012 <b>OR #223</b> Locally Administered	CSU-120017 Central State University, Rehabilitation of Stadium Turf & Lights, Wilberforce, Ohio	\$2,000,000	MSA Architects *The EDGE Group Woolpert Design	TBD: Contact Agency / Institution
03/21/2012 <b>OR #223</b> Locally Administered	CSU-120016 Central State University, Center for Human Performance and Sensor, Wilberforce, Ohio	\$500,000	Allan Scherr Associates O.A. Spencer, Inc. *Oregon Group Architects	TBD: Contact Agency / Institution
03/14/2012 <b>OR #223</b> Locally Administered	OHU-03092012 Ohio University, Athens, Ohio	\$1,000,000	Bass Studio Architects KZF Design Phillip Markwood Architects RVC Architects	TBD: Contact Agency / Institution
03/29/2012 <b>OR #223</b> Locally Administered	KSU-12S605 Kent State University, Science & Nursing Building, Stark Campus, North Canton	\$17,000,000	*BHDP Architecture Hasenstab Architects NBBJ Perspectus Architecture	TBD: Contact Agency / Institution
03/02/2012 <b>OR #223</b> SAO - Administered	DAS-12P009 Ohio Department of Administrative Services, Assessment for Properties & Facilities Buildings, various locations	\$540,000	Davis Wince, Ltd. *KZF Design SSOE Star Consultants, Inc.	TBD
02/21/2012 <b>OR #222</b> Locally Administered	UTO-121723 University of Toledo Family Health Services Center (Renovation of VAB) Toledo, Ohio	\$6,000,000	Buehrer Group Architecture & Engineering SSOE Group The Collaborative Inc. Trinity Health Group	TBD: Contact Agency / Institution
02/08/2012 <b>OR #222</b> Locally Administered	WSU-120006 Wright State University Enrollment Services Renovation Fairborn, Ohio	\$2,150,000	Annette Miller Architects McGill Smith Punshon Robert Maschke Architects SHP Leading Design	TBD: Contact Agency / Institution
01/24/2012 <b>OR #221</b> Locally Administered	KSU-11B146, KSU-11B147 & KSU-11B148 Kent State University Renovations and Additions to Multiple Science Buildings (MEP Team) Kent, Ohio	\$80,000,000	*Prator Engineering Associates Scheeser Buckley Mayfield URS Corporation	TBD: Contact Agency / Institution
01/24/2012 <b>OR #221</b> Locally Administered	KSU-11B146, KSU-11B147 & KSU-11B148 Kent State University Renovations and Additions to Multiple Science Buildings (Architectural Team) Kent, Ohio	\$80,000,000	*Ayers Saint Gross BHDP Architecture Stantec Architecture	TBD: Contact Agency / Institution
01/24/2012 <b>OR #221</b> Locally Administered	OHU-121720 Heritage College of Osteopathic Medicine, Columbus Area Medical Facility - Ohio University Franklin County, Ohio	TBD	*BHDP Bostwick Design Partnership Design Group NBBJ	TBD: Contact Agency / Institution
12/02/2011 <b>OR #220</b> SAO - Administered	DMH-120003 Patient Unit Renovations - Appalachian Behavioral Healthcare Ohio Department of Mental Health, Athens County, Ohio	\$1,700,000	*ASM Davis Wince Feinknopf Macioce Schappa Renouveau Design	\$144,792.00
10/02/2011 <b>OR #218</b> SAO - Administered	DOT-120003 Lucas County Maintenance Facility Ohio Department of Transportation, Lucas County, Ohio	\$3,500,000	Buehrer Group Architecture Jerome M. Scott Architects Poggemeyer Design Group *Schorr Architects, Inc.	TBD
08/12/2011 <b>OR #216</b> Locally Administered	OSU-100652 Various Building Demolitions The Ohio State University Columbus, Ohio	\$1,353,000	eS Architecture & Development Feinknopf Macioce Schappa Panich Noel & Associates Perspectus Architecture	TBD: Contact Agency / Institution
08/12/2011 <b>OR #216</b> Locally Administered	OSU-100652 Various Building Demolitions The Ohio State University Columbus, Ohio	\$1,353,000	eS Architecture & Development Feinknopf Macioce Schappa Panich Noel & Associates Perspectus Architecture	TBD: Contact Agency / Institution
08/1/2011 <b>OR #216</b> Locally Administered	OSU-110672 North Residential District Transformation The Ohio State University Columbus, Ohio	TBD	Ayers Saint Gross (MD) Design Collective (MD) DiMella Shaffer (MA) *Goody Clancy (MA) Hanbury Evans Wright Vlattas & Co (VA)	TBD: Contact Agency / Institution

			Moore Ruble Yudell (CA) Robert AM Stern Architects (NY) Sasaki Associates (MA)	
07/19/2011 <b>OR #215</b> Locally Administered	SSC-010003 Administration Building Renovation Shawnee State University Portsmouth, Ohio	\$964,855	BHDP Architecture KZF Design Levin Porter Associates RVC Architects *SPGB Architects TSHD Architects	TBD: Contact Agency / Institution
07/01/2011 <b>OR #215</b> Locally Administered	UTO-120742 Carlson Library Renovations University of Toledo Toledo, Ohio	\$1,250,000	BHDP Architecture Buehrer Group Architecture & Engineering *The Collaborative, Inc.	TBD: Contact Agency / Institution
07/14/2011 <b>OR #215</b> SAO-Administered	DAS-120001 North High Complex Phase 5 Ohio Department of Administrative Services Columbus, Ohio	\$17,453,580	*Acock Associates Architects Feinknopf Macioce Schappa URS	\$941,588.72
07/01/2011 <b>OR #215</b> SAO-Administered	BWC-110001 L-16 Halon Replacement Project - William Green Building Bureau of Workers' Compensation Columbus, Ohio	\$368,000	M Engineering *Prater Engineering Star Consultants URS	\$35,700
07/12/2011 <b>OR #215</b> Locally Administered	BGU-115687 Landscape & Civic Structure Master Plan Bowling Green State University Bowling Green, Ohio	\$100,000	The Collaborative JJR Kinzleman Kline Gossman NBBJ Sasaki Associates	TBD: Contact Agency / Institution
06/24/2011 <b>OR #214</b> Locally Administered	UTO-121665 Replace Air Handler 4 University of Toledo Toledo	\$1,400,000	Contech Design *JDRM Engineering Karpinski Engineering Peters, Tschantz & Associates	TBD: Contact Agency / Institution
06/27/2011 <b>OR #214</b> SAO-Administered	DOT-110001 & DOT-110002 Jefferson and Wayne County Maintenance Facilities Ohio Department of Transportation Wooster and Wintersville	\$7,000,000	*Miller Watson/JMSA Panich, Noel & Associates Richard Fleischman + Partners Schorr Architects Strollo Architects	\$429,790
06/08/2011 <b>OR #214</b> Locally Administered	UTO-111619 New Operating Rooms 13 & 14 University of Toledo Toledo, Ohio	\$1,400,000	Buehrer Group Architecture and Engineering Harley Ellis Devereaux RCM Architects	TBD: Contact Agency / Institution
05/27/2011 <b>OR #213</b> Locally Administered	KSU-11B168 LEED Process Consulting Services Kent State University Kent, Ohio	\$210,000,000	Doty & Miller Emersion Design Heapy Engineering Sasaki Associates	TBD: Contact Agency / Institution
05/03/2011 <b>OR #213</b> Locally Administered	ADJ-110017 Rickenbacker Enclave Paving Renovation Adjutant General's Department Columbus, Ohio	\$2,500,000	*American Structure EMHT Jobes Henderson	TBD: Contact Agency / Institution
04/20/2011 <b>OR #212</b> Locally Administered	ADJ-110009 Walbridge Army HVAC Renovation Adjutant General's Department Walbridge, Ohio	\$540,000	*Advance Engineering Buehrer Group DLZ	TBD: Contact Agency / Institution
04/20/2011 <b>OR #212</b> Locally Administered	ADJ-110010 Greenville Army Masonry Renovation Adjutant General's Department Greenville, Ohio	\$180,000	Alan Scheer SFA Shremshock *Star Consultants	TBD: Contact Agency / Institution
04/20/2011 <b>OR #212</b> Locally Administered	ADJ-110011 Youngstown Army Paving Renovation Adjutant General's Department Youngstown, Ohio	\$540,000	DLZ KZF *Star Consultants	TBD: Contact Agency / Institution
04/20/2011 <b>OR #212</b> Locally Administered	ADJ-110012 Tarlton Army Plumbing Renovation Adjutant General's Department Tarlton, Ohio	\$185,000	Advance Engineering DLZ *Dynamix Engineering	TBD: Contact Agency / Institution
04/20/2011 <b>OR #212</b> Locally Administered	ADJ-110013 Norwalk Army Plumbing Renovation Adjutant General's Department Norwalk, Ohio	\$150,000	Bodner *Buehrer Group Dynamix Engineering X-Cel Engineering	TBD: Contact Agency / Institution
4/18/2011 <b>OR #212</b> Locally Administered	UCN-09113A ACH Campus Lab Energy Savings University of Cincinnati Cincinnati, Ohio	\$3,340,000	Fosdick & Hilmer *Stan & Associates URS Corporation	TBD: Contact Agency / Institution
4/12/2011 <b>OR #212</b> Locally Administered	UTO-111624 New Cancer Center University of Toledo Toledo, Ohio	\$5,500,000	MBA Architects and Planners Poggemeyer Design Group SSOE	TBD: Contact Agency / Institution
3/31/2011 <b>OR #211</b> Locally Administered	OSU-081255 High Voltage Switch and Cable Replacement - Phase 2 The Ohio State University Columbus, Ohio	\$13,340,000/font>	Burns & McDonald Fosdick & Hilmer *Patrick Engineering	TBD: Contact Agency / Institution

3/29/2011 <b>OR #211</b> Locally Administered	OSU-080267 Boiler Replacement - McCracken Power Plant The Ohio State University Columbus, Ohio	\$15,180,000	Burns & McDonnell Eng Co. Inc. Fosdick & Hilmer Lutz Daily & Brain *RMF Engineering	TBD: Contact Agency / Institution
3/7/2011 <b>OR #211</b> Locally Administered	OSU-110269 Northwest Parking Garage Renovation The Ohio State University Columbus, Ohio	\$1,300,000	Carl Walker Inc *Desman Associates O&S Associates	\$95,744
3/29/2011 <b>OR #211</b> Locally Administered	OSU-110101 Caldwell Lab Expansion The Ohio State University Columbus, Ohio	\$632,904	eS Architecture & Development Robert E Euans Architects *SPGB Architects	\$51,564
3/7/2011 <b>OR #211</b> Locally Administered	ZSC-6-2011-1 Advanced Science & Technology Center Zane State College Zanesville, Ohio	\$9,750,000	Addis-Davis-Van Wey Design Group Lincoln Street Studio Phillip Markwood Architects *SHP Leading Design URS Corporation	TBD: Contact Agency / Institution
3/7/2011 <b>OR #211</b> Locally Administered	ZSC-7-2011-1 Cambridge Training & Education Center Zane State College Zanesville, Ohio	\$10,000,000	*Addis-Davis-Van Wey Design Group Lincoln Street Studio Phillip Markwood Architects SHP Leading Design URS Corporation	TBD: Contact Agency / Institution
3/10/2011 <b>OR #211</b> Locally Administered	UTO-111605 Hospital Clinical Laboratory University of Toledo Toledo, Ohio	\$200,000	*BEI Associates Harley Ellis Devereaux SSOE	TBD: Contact Agency / Institution
03/29/2011 <b>OR #211</b> Locally Administered	KSU-11L123 Tri-Towers Residence Halls Rooms & HVAC Upgrades (MEP Engineer) Kent State University Kent, Ohio	\$30,000,000	Dynamix Engineering Heapy Engineering *Scheeser Buckley Mayfield Thorson Baker & Associates	TBD: Contact Agency / Institution
03/29/2011 <b>OR #211</b> Locally Administered	KSU-11L123 Tri-Towers Residence Halls Rooms & HVAC Upgrades (Architect) Kent State University Kent, Ohio	\$30,000,000	*Domokur Architects KZF Design The Collaborative	TBD: Contact Agency / Institution
03/09/2011 <b>OR #211</b> Locally Administered	UTO-110129 Core Research Facility - Phase IV University of Toledo Toledo, Ohio	\$929,586	Buehrer Group Architecture & Engineering The JDI Group SSOE Group	TBD: Contact Agency / Institution
03/09/2011 <b>OR #211</b> Locally Administered	UTO-111387 Resource & Community Learning Center - Phase II University of Toledo Toledo, Ohio	\$900,000	Duket Architects Planners MacPherson Architects Thomas Porter Architects	TBD: Contact Agency / Institution
02/22/2011 <b>OR #210</b> Locally Administered	OSU-030976 Community Heritage Art Gallery The Ohio State University - Lima Campus Lima, Ohio	\$238,894	Levin Porter Associates Phillip Markwood Architects *The Collaborative	\$31,380
02/24/2011 <b>OR #210</b> Locally Administered	UCN-09137A Storm Water Demonstration Project University of Cincinnati Columbus, Ohio	\$2,600,000	Bayer Becker Kinzelman Kline Gossman *Kleingers & Associates	TBD: Contact Agency / Institution
02/09/2011 <b>OR #210</b> Locally Administered	CTI-110001 Columbus State Master Plan Columbus State Community College Columbus, Ohio	TBD	The Collaborative MSI Design *NBBJ Stantec Architecture URS	TBD: Contact Agency / Institution
02/14/2011 <b>OR #210</b> Locally Administered	UCN-10016B Primary Electric Substation University of Cincinnati Cincinnati, Ohio	\$7,300,000	GDP Group *Patrick Engineering RMF Engineering	TBD: Contact Agency / Institution
02/09/2011 <b>OR #210</b> Locally Administered	UCN-11096A Crosley Tower - Air Handling Unit Replacement University of Cincinnati Cincinnati, Ohio	\$1,500,000	Fosdick & Hilmer *HAWA Incorporated Motz Engineering URS	TBD: Contact Agency / Institution
01/11/2011 <b>OR #209</b> Locally Administered	5062-PF07357 East Regional Chilled Water Plant (CA) The Ohio State University Columbus, Ohio	\$41,055,000	Aramark Management Services *Engineering Economics Horizon Engineering Assoc	\$431,201
01/04/2011 <b>OR #209</b> Locally Administered	BGU-015585 PSLB HVAC Upgrades & Fume Hood Replacement Bowling Green State University Bowling Green, Ohio	\$3,000,000	Buehrer Group Architecture & Engineering Heapy Engineering Korda Engineering *URS Corporation	TBD: Contact Agency / Institution
12/17/2010 <b>OR #208</b> Locally Administered	OSU-110215 Street and Bridge Maintenance Phase 1 The Ohio State University Columbus, Ohio	\$2,146,000	*American Structurepoint Korda/Nemeth Engineering Prime Engineering & Architecture Resource International	\$254,956
12/20/2010	YSU-111224		*BHDP/ms consultants	

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

Locally Administered	Wright State University Fairborn, Ohio		McGill Smith Punshon MSA Architects	Agency / Institution
08/31/2010 <b>OR #204</b> Locally Administered	WSU-090025 Concert Hall Renovation Wright State University Dayton, Ohio	\$4,228,000	H3 Hardy Collaboration Hardlines Design Company GBBN Architects Richard Fleischman	TBD: Contact Agency / Institution
07/01/2010 <b>OR #203</b> Locally Administered	OSU-090468 Howlett - Kottman Steam Upgrades The Ohio State University Columbus, Ohio	\$1,982,907	Korda/Nemeth Engineering *RMF Engineering SSOE, Inc. Varo Engineers, Inc.	\$168,801.02
07/01/2010 <b>OR #203</b> Locally Administered	OSU-100738 Pomerene - History of Art Renovation The Ohio State University Columbus, Ohio	\$400,000	Braun & Steidl Hardlines Design *Miller Watson Architects	\$45,548
06/18/2010 <b>OR #202</b> Locally Administered	UTO-100656 Center for Biosphere Restoration Research: Bowman-Oddy Laboratories and Wolfe Hall Renovations (C/M at Risk), The University of Toledo Toledo, Ohio	\$7,888,000	Bostleman Mosser, LLC The Lathrop Co. Messer Construction	N/A: Project was readvertised on 09/30/2010 (see OR #205 above)
05/21/2010 <b>OR #201</b> SAO Administered	DRC-090040 Roof Replacement - Ohio State Penitentiary Youngstown, Ohio	\$1,685,000	N/A - Project Cancelled	N/A - Project Cancelled
05/21/2010 <b>OR #201</b> SAO Administered	DRC-090053 HVAC Upgrade 2010 - Warren Correctional Institution Lebanon, Ohio	\$2,500,000	DLZ Ohio, Inc. Kramer Engineers *Prater Engineering Associates Scheeser Buckley Mayfield LLC	<b>UPDATED</b> \$147,500
05/28/2010 <b>OR #201</b> Locally Administered	MUN-100014 Harris Dining Hall HVAC Replacement Miami University Oxford, Ohio	\$1,400,000	Heapy Engineering KLH Engineers Prater Engineering	TBD: Contact Agency / Institution
05/28/2010 <b>OR #201</b> Locally Administered	OSU-081047 John Herrick Drive Rebuild Phase 1 The Ohio State University Columbus, Ohio	\$6,300,000	DLZ Ohio, Inc. EMH&T Klingers & Associates MS Consultants	TBD: Contact Agency / Institution
05/27/2010 <b>OR #201</b> Locally Administered	DMR-100003 NODC Paving 2010 Northwest Ohio Developmental Center Toledo, Ohio	\$400,000	The Mannik & Smith Group Chevevey & Piccin *Buehrer Group	\$25,611
04/02/2010 <b>OR #200</b> SAO Administered	CSU-100010 (CM at Risk) Emery Hall Preservation & Restoration Phase IV Central State University Wilberforce, Ohio	\$1,780,000	Messer Construction Co. *Miles-McClellan Construction Thomas & Marker Construction	TBD
02/24/2010 <b>OR #198</b> Locally Administered	OSU-100266 Stone Lab Green Energy Program Ph 1 The Ohio State University Gibraltar Island Put-in-Bay, Ohio	\$320,000	*Metro DC Engineering, LLC Santee Consulting Services Poggemeyer Design Group	\$46,798
02/19/2010 <b>OR #198</b> Locally Administered	OSU-080338 College of Medicine Renovation/Addition Hazardous Material Abatement The Ohio State University Columbus, Ohio	\$13,000,000	*Electro-Analytical Inc (dba EA Group) Lawhon & Associates Gandee & Associates	\$15,040
12/07/2009 <b>OR #196</b> Locally Administered	DRC-090047 Domestic Water & Boiler Replacement Ohio Department of Rehabilitation and Correction Lebanon, Ohio	\$1,425,003	Advanced Engineering Consultants *Kramer Engineers Roger D. Fields & Associates	TBD: Contact Agency / Institution
12/07/2009 <b>OR #196</b> Locally Administered	DRC-090049 Exterior Door Replacement - Warren Correctional Ohio Department of Rehabilitation and Correction Lebanon, Ohio	\$1,360,000	*eS Architecture & Development KZF Design Renouveau Design	TBD: Contact Agency / Institution
12/23/2009 <b>OR #196</b> Locally Administered	OSU-090445 Dreese Exterior Sealant Repair The Ohio State University Columbus, Ohio	\$1,270,000	Abbot Studios Architects & Planners *Shremshock Architects, Inc. CTL Engineering	\$112,649.93
12/23/2009 <b>OR #196</b> Locally Administered	UTO-010656 New Science Building University of Toledo Toledo, Ohio	\$30,000,000	BHDP Architecture *SSOE The Collaborative	TBD: Contact Agency / Institution
11/18/2009 <b>OR #196</b> Locally Administered	OSU-091575 Patent Cafe Food Kitchens Renovation (Food Service Consultant) The Ohio State University Columbus, Ohio	\$10,747,694	*JEM Associates (NJ) Robert Rippe & Associates (MN) The Hysen Group (MI)	TBD: Contact Agency / Institution
12/07/2009 <b>OR #196</b> Locally Administered	OSU-091576 Morehouse Parking Garage - Demolish and Construct Surface Lots The Ohio State University Columbus, Ohio	\$2,209,149	*EMH&T Jobs Henderson & Associates Resource International	\$226,551
11/05/2009 <b>OR #195</b>	UCN-08085A Kettering North Demolition	\$3,000,000	*Champlin Architecture JL Bender	TBD: Contact

Locally Administered	The University of Cincinnati Cincinnati, Ohio		TRIAD Architects	Agency / Institution
11/04/2009 <b>OR #195</b> Locally Administered	UCN-06040C Morgens Hall Renovation and Scioto Decommissioning The University of Cincinnati Cincinnati, Ohio	\$27,748,000	GBBN Moody Nolan *Richard Fleischman + Partners Architects	TBD: Contact Agency / Institution
11/18/2009 <b>OR #195</b> Locally Administered	OSU-091575 Patent Cafe Food Kitchens Renovation (A/E) The Ohio State University Columbus, Ohio	\$10,747,694	*FRCH Design Worldwide Hendon & Redmond M+A Architects Perspectus Architecture	\$1,217,199
11/18/2009 <b>OR #195</b> Locally Administered	OSU-100217 Mason Hall - First and Second Floor Renovations The Ohio State University Columbus, Ohio	\$5,974,259	Champlin Architecture *Kallmann McKinnell & Wood Architects (MA) with Bialosky + Partners Architects Phillip Markwood Architects Westlake Reed Leskosky	\$400,500
11/10/2009 <b>OR #195</b> Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>Design Architect</i> The Ohio State University Columbus, Ohio	\$126,000,000	Bohlin Cywinski Jackson (PA) David Brody Bond Aedas (NY) Ellenzweig (MA) FLAD Architects (WI) Payette (NY) Pelli Clark Pelli (CT) Perkins + Will (IL) Pohlshek Partnership (NY) SmithGroup (MI) Tsoi-Kobus & Associates (MA) Wilson Architects (NY) Zimmer Gunsul Frasca (NY)	TBD: Contact Agency / Institution
11/10/2009 <b>OR #195</b> Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>Architect of Record</i> The Ohio State University Columbus, Ohio	\$126,000,000	Anshen + Allen BHDP Braun & Steidl/IKM *Burt Hill Champlin Architecture NBBJ	\$8,425,000
11/10/2009 <b>OR #195</b> Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>Commissioning</i> The Ohio State University Columbus, Ohio	\$126,000,000	*Four Seasons FTC&H Heapy Engineering Horizon Engineering	\$393,333.54
11/10/2009 <b>OR #195</b> Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>MEP</i> The Ohio State University Columbus, Ohio	\$126,000,000	Affiliated Engineers (WI) ARUP (NY) HAWA (OH) M/E Engineering (NY) RMF (MD) Vanderweil (MA)	TBD: Contact Agency / Institution
11/24/2009 <b>OR #195</b> Locally Administered	OSU-081230 William H. Hall Complex Expansion, Phase 2 - Commissioning The Ohio State University Columbus, Ohio	\$33,056,494	*Four Seasons Environmental Horizon Engineering Associates Scheeser Buckley Mayfield	\$68,088.05
11/24/2009 <b>OR #195</b> Locally Administered	OSU-071589 Hopkins Hall Mechanical Improvements The Ohio State University Columbus, Ohio	\$5,668,290	Advanced Engineering DLZ Kramer Engineering *Prater Engineering	\$398,170
10/09/2009 <b>OR #194</b> Locally Administered	OHU-091500 Clipping Lab - Phase 2b-3 Ohio University Athens, Ohio	\$6,900,000	Burt Hill URS W.E. Monks & Co. Westlake, Reed, Leskosky	TBD: Contact Agency / Institution
10/19/2009 <b>OR #194</b> Locally Administered	WSU-100012 Master Plan - Land Use and Development Wright State University Dayton, Ohio	\$200,000	Burt Hill NBBJ Sasaki	TBD: Contact Agency / Institution
09/21/2009 <b>OR #193</b> SAO-Administered	NEM-090001 (CM) Campus Research and Academic Expansion NEOUCOM Rootstown, Ohio	\$37,930,000	Bovis Lend Lease, Inc. Donley's Inc. *The Ruhlin Company Welty Building Company	<b>UPDATED</b> \$1,405,035
09/11/2009 <b>OR #193</b> SAO-Administered	BWC-100001 BWC Chiller/Ice Tank Replacement Columbus, Ohio	\$1,550,000	DLZ Ohio, Inc. Korda/Nemeth Engineering Motz Engineering *Star Consultants	\$141,260
09/02/2009 <b>OR #193</b> SAO-Administered	DOT-100001 Noble County Maintenance Facility / ODOT Caldwell, Ohio	\$4,800,000	*Jerome M. Scott Architects ms consultants, inc. Schorr Architects, Inc. Wachtel & McAnally Architects/Planners, Inc.	\$403,171
08/28/2009 <b>OR #192</b> Locally Administered	WSU-090041 Halon Replacement Project Wright State University Dayton, Ohio	\$500,000	Heapy Engineering Helmig-Lienesch Engineers *Prater Engineering	TBD: Contact Agency / Institution
08/28/2009 <b>OR #192</b>	WSU-090034 Elevator Upgrades	\$500,000	JL Bender Oregon Group Architects	TBD: Contact

Locally Administered	Wright State University Dayton, Ohio		*Stilson & Associates, Division of DLZ	Agency / Institution
08/28/2009 <b>OR #192</b> Locally Administered	WSU-090038 Health Science Roof Replacement Wright State University Dayton, Ohio	\$317,000	Annette Miller Architects eS Architecture and Development *SFA Architects	TBD: Contact Agency / Institution
08/28/2009 <b>OR #192</b> Locally Administered	WSU-090029 Rike Hall Second Floor HVAC and General Renovation Wright State University Dayton, Ohio	\$520,000	*Annette Miller Architects Schorr Architects TRIAD Architects	\$50,000
07/14/2009 <b>OR #191</b> SAO-Administered	NEM-090001 (A/E) Campus Research and Academic Expansion NEOUCOM Rootstown, Ohio	\$37,930,000	Burt Hill, Inc. Hasenstab Architects *TC Architects URS	<b>REPORTED</b> \$2,727,555.92
06/15/2009 <b>OR #190</b> Locally Administered	UCN-09101A Radiology Office Building The University of Cincinnati Cincinnati, Ohio	\$2,100,000	BSA LifeStructures *GBBN PFB Architects	TBD: Contact Agency / Institution
06/18/2009 <b>OR #190</b> SAO-Administered	DRC-090026 Fire Alarm Upgrade Lebanon Correctional Institution Lebanon, Ohio	\$3,125,500	*Advanced Engineering Consultants DLZ Ohio KZF Design Kramer Engineers Roger D. Fields & Associates	\$235,213
06/18/2009 <b>OR #190</b> SAO-Administered	DRC-090050 Roof Replacement Correctional Reception Center Orient, Ohio	\$2,604,199	*Archatas, Inc. Asebrook & Co. Architecture eS Architecture and Development Schorr Architects	\$199,750
06/18/2009 <b>OR #190</b> SAO-Administered	DRC-090052 Medical/Dental Addition Lorain Correctional Institution Grafton, Ohio	\$1,735,000	Kaczmar Architects Incorporated *mbi k2m Architecture Ziska Architecture	\$268,125
05/06/2009 <b>OR #189</b> SAO-Administered	EXP-090003 North Parking Lot Improvements Ohio Expositions Commission Columbus, Ohio	\$5,000,000	Kabil Associates, Inc. *Korda/Nemeth Engineering, Inc. Star Consultants, Inc.	\$345,975
04/09/2009 <b>OR #189</b> SAO-Administered	DAS-010100 North High Street Complex Renovation, Phase 4 Ohio Dept. of Administrative Services Columbus, Ohio	\$52,505,945	*Acock Associates Architects Feinknopf Macioce Schappa Architects Schooley Caldwell Associates	\$4,005,429
04/09/2009 <b>OR #188</b> SAO-Administered	OHU-071730 Scripps College of Communication - Phase 1 Ohio University Athens, Ohio	\$18,000,000	Feinknopf Macioce Schappa Architects Moody Nolan, Inc. NBBJ Schooley Caldwell Associates *The Collaborative, Inc.	\$1,159,650
02/12/2009 <b>OR #186</b> SAO-Administered	DYS-050133 ORVJCF Classroom Addition - Phase 2 Ohio River Valley Juvenile Correctional Facility	\$6,800,000	KZF Design, Inc. Shremshock Architects, Inc. *Wachtel & McAnally Architects/Planners, Inc.	\$668,827
02/04/2009 <b>OR #186</b> SAO-Administered	DOT-090005 Rest Areas Renovation Various locations throughout Ohio	\$12,000,000	Feinknopf Macioce Schappa Architects KZF Design *Shremshock Architects	\$889,360
01/30/2009 <b>OR #185</b> SAO-Administered	CTI-090001 ERC Renovation (Columbus Hall) Columbus State Community College	\$5,400,000	Acock Associates Architects *BHDP Architecture McDonald, Cassell & Bassett Schooley Caldwell Associates	\$389,226
12/15/2008 <b>OR #184</b> SAO-Administered	DMR-090010 Various Improvements Northwest Ohio & Tiffin Developmental Centers	\$1,655,500	Archatas Bodner & Kerik Architects, Inc. *Buehrer Group Architecture & Engineering, Inc.	\$107,200
12/18/2008 <b>OR #184</b> SAO-Administered	DMR-090013 Various Improvements Southwest Ohio Developmental Center	\$1,260,000	Archatas *eS Architecture and Development Star Consultants, Inc.	\$158,802
12/01/2008 <b>OR #184</b> SAO-Administered	DOT-090003 District 11 Re-roof Ohio Department of Transportation New Philadelphia, Ohio	\$4,800,000	Makovich & Pusti Architects, Inc. *Schorr Architects, Inc. Shremshock Architects, Inc.	\$389,000
11/18/2008 <b>OR #183</b> SAO-Administered	EXP-090002 2008 Electrical Upgrades Ohio Expositions Commission	\$2,100,000	Advanced Engineering Consultants *Bennett Engineering, Inc. DLZ Ohio, Inc. Star Consultants, Inc.	\$180,892
11/10/2008 <b>OR #183</b> SAO-Administered	EXP-090001 Sheep and Swine Barn Renovations Ohio Expositions Commission Columbus, Ohio	\$11,900,000	Davis Wince, Ltd. McDonald, Cassell & Bassett, Inc. *Schorr Architects, Inc. Star Consultants, Inc.	\$898,244
07/24/2008 <b>OR #179</b> SAO-Administered	ADJ-090001 Delaware Training and Community Center Adjutant General's Department	\$21,553,840	KZF Design, Inc. Maddox-NBD, Inc. *Poggemeyer Design Group	\$801,724

Delaware, OH



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# Request for Qualifications Design-Build Services

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



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

## **A. PROJECT DESCRIPTION**

1. The Ohio State University (the "Owner") is seeking statements of qualifications from firms interested in providing design and construction services as a design-builder for the INDOOR GOLF FACILITY (Project OSU-110106):

Estimated DB Total Contract Sum is \$5,484,382.00

Total Project budget is \$6,079,259.00

Pre-construction Duration: October 2012 through January 2013

Construction Duration: January 2013 through January 2014

Building Commissioning: August 2013 through January 2014

Occupancy: November 2013 through January 2014

Total Project Duration: October 2012 through January 2014

Criteria Architect/Engineer (the "Criteria A/E"): Acock Associates Architects, LLC.

The scope of the project is to construct an Indoor Golf Practice Facility with approximately 19,250 square feet of space and potentially, separate heated outdoor hitting bays, all of which will be located on-site of The Ohio State University Golf Course. This facility will benefit the Men and Women's varsity golf teams. The Indoor Golf Facility will be sited between the #18 Scarlet and #18 Gray golf holes on the OSU Course. The outdoor hitting bays will be sited in the vicinity of the existing outdoor driving range. The Indoor Facility will include, but not limited to offices, team locker rooms, fitness rooms, storage areas, sand traps, putting greens and tee boxes.

2. EDGE. The Equal Opportunity Division of the Department of Administrative Services shall establish Encouraging Diversity, Growth and Equity ("EDGE") participation goals, which goals will be set forth in the RFP.

3. GREEN BUILD POLICY. The Project is required to comply with the Owner's Green Build Policy.

4. LEED. The Project is required to qualify for LEED certification.

## **B. PROJECT DELIVERY**

The Project will be designed and constructed using the "Design-Build" project delivery system. The design and construction services shall be set forth in more detail in the Design-Build Agreement, Ohio Department of Administrative Services, the form of which will be provided to short-listed firms, as defined in Section C.3.

## C. SELECTION PROCESS

1. General. The Design-Builder shall be selected using a two-step best value selection process in which award is based upon a combination of qualifications and price considerations.

2. Qualifications Phase. Qualifications generally include competence to perform the required design-build services; ability to manage the required workload and provide qualified personnel, equipment, and facilities; past performance as reflected by the evaluation of previous clients with respect to factors such as control of costs, quality of work, and meeting deadlines; ability to comply with Ohio Revised Code Sections 4703.182, 4703.332, and 4733.16, including the use of a licensed design professional for all design services; financial responsibility as evidenced by the capability to provide a surety bond equal to one hundred per cent of the contract sum; history of performance with meeting goals of any diversity and inclusion programs required by a public authority or by applicable law, compliance with applicable affirmative action programs; and other similar factors.

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

4. RFP. The Owner will provide the short-listed firms a Request for Proposal ("RFP") that will contain a description of the Project, including a statement of available design detail, a description of how the Guaranteed Maximum Price ("GMP") for the Project shall be determined, including the estimated level of design detail upon which the GMP shall be based, the form of the design-build contract, and a request for a pricing proposal. The RFP will specify that the proposal shall contain the technical proposal and a separate pricing proposal. The Owner may also include in the RFP a request for a proposed GMP.

5. Pre-Interview Meeting. Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Owner. The purpose of the pre-interview meeting is to permit the short-listed firms to ask the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-interview meeting will be held at 400 Central Classroom Building, 2009 Millikin Road, Columbus, Ohio 43210. The Owner will notify each short-listed firm to schedule individual times for the pre-interview meetings.

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

expectations. The interviews will be held at 400 Central Classroom Building, 2009 Millikin Road, Columbus, Ohio 43210. The Owner will notify each short-listed firm to schedule individual times for the interviews.

7. Selection Schedule

Qualifications Due	9/21/12 @ 3:00pm
RFP Issued to the Short-Listed Firms	9/28/12
Pre-Proposal Meeting	10/5/12
Proposals Due	10/17/12 @ 3:00pm
Interviews	10/25/12
Selection of Design-Builder	10/25/12

8. Communication. Firms considering responding to this RFQ are strictly prohibited from communicating with any member of the Owner's staff, as all questions should be directed in writing to the person identified in Section E.2 hereof.

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

**D. REQUESTED SUBMISSIONS**

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

1. Statement of Qualifications. Complete the “Statement of Qualifications – Design Builder”. Electronic versions may be accessed at <http://fod.osu.edu/vendor/>. Scroll down and click on Professional Services, then Statement of Qualifications- Design Build.

2. Bonding/Insurance. Provide evidence of capacity to provide bonding 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. EDGE. Describe the firm’s history of performance with meeting goals of any diversity and inclusion programs required by a public authority or by applicable law, and compliance with applicable affirmative action programs.

4. Management Systems. Describe the record keeping, reporting, monitoring and other information-management systems that the firm would propose to use for the Project. Describe the scheduling and cost-control systems the firm would propose to use for the Project.

5. Self-Performed Work. Indicate whether the firm intends to self-perform any work on the Project through an acceptable competitive process and, if so, the nature of the work and capability to self-perform.

6. Estimating. Describe the capability of in-house estimating and describe the use of in-house estimating on projects comparable to the Project.

7. Other Considerations.

a. Contractor/architect should demonstrate expertise on projects similar in size and scope.

b. Contractor/architect should demonstrate expertise in providing and installation of high quality country club/residential finishes.

**E. INSTRUCTIONS FOR DELIVERY AND DEADLINE**

1. Six (6) copies of the proposal must be submitted in a sealed container clearly marked "Statement of Qualifications for Design-Build Services for INDOOR GOLF FACILITY" and delivered by the time and date specified in subparagraph E.3 to:

Attention: Gary Collier, Project Manager  
The Ohio State University  
Facilities Operations and Development  
400 Central Classroom Building  
2009 Millikin Road  
Columbus, Ohio 43210

2. Questions must be in writing and directed to Gary Collier, Project Manager, email address at [collier.26@osu.edu](mailto:collier.26@osu.edu). Answers to any questions shall be in writing and shall be sent to all firms who have received this RFQ.

3. Responses to this RFQ must be received at the address listed in Section E.1 by 3:00 p.m. local time on 9/21/2012.

# Request for Qualifications (A/E)

Ohio Department of Natural Resources  
2045 Morse Road, Bldg. E-3  
Columbus, Ohio 43229-6693



www.dnr.state.oh.us  
Phone 614.265.6948

## Administration of Project: Ohio Department of Natural Resources

Project Name	<u>Statewide Technical Services - Phase VIII</u>	Response Deadline	<u>10/05/2012</u>	<u>4:30 p.m.</u> local time
Project Location	<u>Various Counties Throughout Ohio</u>	Project Number	<u>DNR-130018</u>	
City / County	<u>N/A</u>	Project Manager	<u>Jerry Reed, P.E.</u>	
Agency/Institution	<u>Division of Engineering</u>	Contracting Authority	<u>Division of Engineering</u>	
No. of paper copies requested (stapled, not bound)	<u>Three (3)</u>	No. of electronic copies requested on CD (PDF)	<u>One (1)</u>	

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Beth Pratt at 2045 Morse Road Bldg. E-3, Columbus, Ohio 43229-6693. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

Professional engineering and architectural services are required to provide technical support, on an as-needed basis, for various small renovation and improvements projects to be completed at ODNR facilities statewide. While a specific scope of work has not been identified for this contract, it is anticipated that individual projects could involve: rehabilitation of electrical, mechanical, HVAC and water / wastewater systems; environmental, structural and geotechnical assessments; and design of minor building construction and/or renovation. Anticipated work task for each project could include:

- On-site evaluation and meetings with facility staff to assess scope of work for individual projects.
- Preparation of investigation reports with alternative analysis, recommendations and cost estimates.
- Preparations of construction documents for selected rehabilitation or improvements projects.
- Application for and securing applicable permits.
- Provide construction administration services.

### B. Scope of Services

While specific projects and scopes of work have not been identified at this time, the selected consultant(s) will be retained through a specific time period (probably two years); projects and deliverables will be determined on an as-needed basis from deficiencies noted by facility managers during maintenance or from prior inspections. Fees for each assigned task will be based on a man-hour fee schedule to be negotiated as part of the contract.

A contract will be awarded to each of up to two (2) of the most qualified firms, as determined through the selection process.

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

1. Experience with electrical system renovations and new installations.
2. Experience with mechanical system renovations and new installations.
3. Experience in design of minor building renovations and new installations.
4. Experience with water and wastewater system renovations and new installations.
5. Experience performing environmental assessments, including asbestos assessments.
6. Experience performing structural assessments.
7. Experience performing geotechnical assessments.
8. Experience performing construction administration services.





# Request For Qualifications (A/E) continued

Project Name ODNR Statewide Technical Services - Phase VIII

Project Number DNR-130018

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## H. Submittal Instructions

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

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

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

**Selection of Engineering, Architectural, Landscape Architectural, and Land Surveying Firms**

**Ohio Department of Natural Resources  
Division of Engineering  
Evaluation of Statements of Interest**

PROJECT: Statewide Technical Services

Phase VII

PROJECT NUMBER: DNR-130018

FIRM: \_\_\_\_\_

EVALUATORS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_

EVALUATION DATE: \_\_\_\_\_

		Value	Rating	Weight	Score	
A. FIRM'S LOCATION Proximity of office where Project Manager will be located to ODNR Complex in Columbus.  _____ miles (Estimated)	0-50 miles	5		2		
	51-100 miles	4				
	101-150 miles	3				
	151-200 miles	2				
	over 200 miles	1				
B. SIZE OF PROJECT TEAM 1. Size from Statement of Interest: Firm _____ Subconsultants _____	Score based on size of team, firm, sub-consultants, as compared to project size and scope.	1-5		2		
	2. Coordination with subconsultants	Score based on role, location and number of subconsultants.	1-5		2	
C. QUALIFICATIONS OF TEAM 1. Appropriate disciplines and professional registrations provided	Project Manager	1-5		2		
	Firm's staff and subconsultants	1-5		2		
	2. Relative project experience	Firm	1-5		2	
		Project Manager	1-5		2	
		Team Members (Firm, Staff and Sub-consultants)	1-5		1.5	
D. STATE WORK AWARDED RECENTLY 1. ODNR Contracts (fees) in past 2 years:  \$ _____	\$0 - \$75k	5		1		
	\$75k - \$150k	4				
	\$150k - \$225k	3				
	\$225k - \$300k	2				
	\$300k +	1				
2. Total State of Ohio work (fees) in past 2 years:  \$ _____	\$0 - \$250k	5		1		
	\$250k - \$500k	4				
	\$500k - \$750k	3				
	\$750k - \$1 mil.	2				
		\$1 mil. +	1			
E. GENERAL IMPRESSIONS OF FIRM 1. Quality of Statement of Interest		1-5		1.5		
	2. Performance (ODNR & Others)		1-5	1		
<b>TOTAL SCORE</b>				<b>20</b>	<b>0</b>	

# Request for Qualifications (A/E)

## State of Ohio Standard Forms and Documents

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### Administration of Project: Ohio Facilities Construction Commission

Project Name	<u>Academy Courtyard Addition</u>	Response Deadline	<u>Oct. 1, 2012   4:00 pm</u> local time
Project Location	<u>740 East 17th Avenue</u>	Project Number	<u>DPS-120003</u>
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Michael Covault</u>
Agency/Institution	<u>Department of Public Safety</u>	Contracting Authority*	<u>Department of Public Safety</u>

*\*The Contracting Authority for OFCC-administered projects is the Ohio Facilities Construction Commission. The Contracting Authority for locally administered projects is the state agency or institution of higher education.*

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

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

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### Project Overview

#### A. Project Description

The Ohio State Highway Patrol Training Academy has an established need for additional assembly space and office functions. In meeting these needs a preliminary Program of Requirements has been developed by the Department of Public Safety in which the following Project has been identified.

The Academy Courtyard Addition Project will consist of four principle elements:

- 1) A new Building Addition within an approximate site area of 16,410 S.F. and Building footprint of 12,000 S.F.; main functions to include:
  - A 500 to 600 seat Auditorium with stage and projection room;
  - An office suite for the Academy Commandant and three senior officers with reception/waiting space - VIP room with audio/video conferencing capabilities; and
  - Lobby with connecting corridor to existing adjacent facility -support spaces, such as restrooms, janitors closet, and basement space for HVAC mechanical and electrical equipment.
- 2) Construction of a 3,800 min. S.F. concrete parade /formation Deck connected to the south side of the Addition
- 3) Replacement of a breezeway along the east side and north end of the Courtyard; including concrete paved area for vehicle access
- 4) Reconstruction of the Courtyard and established components, including a relocated Memorial with eternal gas-flame, installation of a new flag pole, and landscaping. Reference above from "Project Description, Architectural Program, Total Project Budget, Project Schedule Final Report"- dated August 6, 2012, as the preliminary Program of Requirements. (POR) A "Geotechnical Subsurface Exploration" Report -dated June 8, 2012 has also been prepared.

# Request For Qualifications (A/E) continued

Project Name Academy Courtyard Addition

Project Number DPS-120003

## 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 Ohio Facilities Construction Commission, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement. As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types.

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. Civil Engineering, Landscaping, Architectural, Structural, and MEP design services will be required for this new Building Addition and Courtyard Renovation Project. Special design/consultant services are anticipated for acoustical and auditorium lighting design, and in support of audio/video, security, and internal technology needs. The design team will be required to coordinate all audio-visual equipment selection for both the Auditorium and the VIP Room with the Owner for compatibility with the Ohio Emergency Management Agency. The project facility will not be designed to achieve LEED certification, but does need to incorporate energy efficiency and sustainability features in line with LEED ideology. As a part of basic services: A life-cycle cost analysis and fundamental commissioning will be required.

It will important to demonstrate experience with similar types of projects with auditorium functions, a high level of communications, audio, and visual technology, LEED projects, and as applied to specific State of Ohio projects where possible. A demonstrated track record of meeting project budgets and schedules is especially essential in furthering the likely-hood of continuing future project success. Basic services are to include local travel expenses, general phone calls and mailings as may be required, design review meetings, printing of documents for Owner coordination/use during design, review, end-of-phase documentation, and for permit review, conformed documents, and record documents. Allowances will be provided for change orders, bid prints, permit prints, record document prints, advertising, building permit fees and special inspection/testing services as also needed during construction.

The standard design/bid/construction delivery method will be utilized with a (single) General Contractor. The scope of design work will be phased accordingly.

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. Program Verification
2. Schematic Design
3. Design Development
4. Construction Documents Preparation
5. Bid and Award Support
6. Conformed Documents
7. Construction Administration
8. Post Construction
9. Additional Services

## C. Funding / Estimated Budget

Total Project Cost	<u>\$3,590,000</u>	State Funding	<u>\$3,590,000</u>
Construction Cost	<u>\$2,700,000</u>	Other Funding	<u>\$0</u>
Estimated A/E Fee	<u>7.34%% to 8.40%%</u>		

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

# Request For Qualifications (A/E) continued

Project Name Academy Courtyard Addition

Project Number DPS-120003

## D. Services Required (see note below)

Primary Architectural  
Secondary Civil Engineering  
Landscape Architecture  
Structural Engineering  
Fire Protection Engineering  
MEP Engineering  
Acoustical Consulting  
Audio-visual, Life Cycle Analysis,  
Fundamental Commissioning, Special  
Other(s) Inspections & Testing

## E. Anticipated Schedule

Professional Services Start (mm/yy) 11/12  
Construction Contracts Start (mm/yy) 08/13  
Construction Contracts Completed (mm/yy) 08/14  
Professional Services Completed (mm/yy) 09/14

## F. EDGE Participation Goal

Percent of *initial* TOTAL A/E Fee 5%

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

## G. Evaluation Criteria for Selection

Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects. Previous experience compatible with the proposed project (e.g., type, size). Relevant past work of prospective firm's proposed consultants. Past performance of prospective firm and its proposed consultants.

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

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

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

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

# Architect/Engineer Selection Rating

## State of Ohio Standard Forms and Documents

Project Name Academy Courtyard Addition Proposer Firm \_\_\_\_\_  
 Project Number DPS-120003 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 20 miles	4 - 5	
	20 to 75 miles	2 - 3	
	More than 75 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	0 - 1	
	Medium = 5 to 10 licensed professionals	2 - 3	
	Large = More than 10 licensed professionals	4 - 5	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$250,000	4 - 5	
	\$250,000 to \$500,000	2 - 3	
	More than \$500,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 5 projects (Low)	0 - 1	
	5 to 10 projects (Average)	2 - 3	
	More than 10 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 7 projects (Average)	4 - 6	
	More than 7 projects (High)	7 - 10	
		<b>Subtotal</b>	

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

Notes:

Evaluator:

Name \_\_\_\_\_

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

# Request for Qualifications (A/E)

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



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

## Administration of Project: Local Administration

Project Name	<u>Lima Campus – New Student Life Building</u>	Response Deadline	<u>09/28/2012</u> <u>4:30pm</u> local time
Project Location	<u>4240 Campus Drive</u>	Project Number	<u>OSU-071557</u>
City / County	<u>Lima / Allen County</u>	Project Manager	<u>Nikolina Sevis</u>
Agency/Institution	<u>The Ohio State University</u>	Contracting Authority	<u>The Ohio State University</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 Nikolina Sevis at 2009 Millikin Road, room 400, Columbus, OH 43210. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

This project will provide a new 15,000 SF Student Life Building at The Ohio State University's regional campus in Lima, Ohio. The program will include a 10,000 SF wellness center, 5,000 SF of student soft space, café with full service kitchen area and seating, and locker rooms with rest rooms. The new building will have fire protection, fire alarm and security system. The building site location is to be confirmed, but will include an access road and surface parking lot for a minimum of 36 cars, irrigation, landscape and planting. The project will need to tie into existing domestic water line, and will require new sanitary, storm sewer, and new gas line. The selected Architect/Engineer (A/E) will be required to utilize Building Information Modeling (BIM).

The Architect/Engineer (A/E) will prepare a Program of Requirements (POR) as an Additional Service. A kitchen consultant may be added and selected in collaboration with the University.

The project has been approved for design services through construction documents. The university will amend the selected Architect/Engineer contract once approval for construction is available. The project will be delivered utilizing Construction Manager at Risk.

### B. Scope of Services

The building will include new HVAC, Electrical, Plumbing, and Telecommunications. A/E will provide coordination of Audio/Visual (A/V) systems within the base scope. A/V selection and preparation of specifications if required will be an Additional Service. Rough in for future LENEL security system may be required in the project electrical scope. Project team web communication and on-line meeting system (Web-X or GoTOMeeting) with a standard call-in number are recommended.

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, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The SAO Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 25 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 (A/E) continued

Project Name Lima Campus-New Student Life Building

Project Number OSU-071557

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. Projects should represent the work of the primary firm, not consultants.

1. Higher Education
2. Student Life Buildings at Higher Education Setting
3. Recognized for Design Excellence (third party validation i.e. design award)
4. Wellness Center at a Higher Education Setting

### C. Funding / Estimated Budget

Total Project Cost	<u>\$3,617,847.00</u>	State Funding	<u>\$2,500,000.00</u>
Construction Cost	<u>\$2,150,571.00</u>	Other Funding	<u>\$1,117,847.00</u>
Estimated A/E Fee	<u>7.6%</u>		

NOTE: The design 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). Required Professional Liability Insurance will be \$1,000,000 per claim and annual aggregate.

### D. Services Required (see note below)

Primary	<u>Architecture</u>
	<u>Mechanical, Electrical, HVAC,</u>
Secondary	<u>Telecommunications, Structural</u>
	<u>Civil</u>
	<u>Interior Design</u>
	<u>Landscape</u>
	<u>Kitchen Consultant</u>
Others	<u></u>

### E. Anticipated Schedule

A/E Services Start (mm/yy)	<u>12 / 2012</u>
Construction Contracts Start (mm/yy)	<u>12 / 2013</u>
Construction Contracts Completed (mm/yy)	<u>09 / 2014</u>
A/E Services Completed (mm/yy)	<u>11 / 2014</u>

### F. EDGE Participation Goal

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

### G. Evaluation Criteria for Selection

Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects. Previous experience compatible with the proposed project (e.g., type, size). Relevant past work of prospective firm's proposed consultants. Past performance of prospective firm and its proposed consultants. Qualifications and experience of individuals directly involved with the project. Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants. 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](http://fod.osu.edu/proj_del/ref/0200_Design_Values.pdf)). Specification writing credentials and experience. Experience and capabilities of using Critical Path Method (CPM) schedules as a project management resource. 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 will be required to sign the Professional Design Services Agreement, which can be accessed at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). No modifications to the requirements in the contract will be accepted.

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



# Request For Qualifications (A/E) continued

Project Name Lima Campus-New Student Life Building

Project Number OSU-071557

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 at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). 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 Ohio Facilities Construction Commission 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 the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing via email to Nikolina Sevis at [sevis.2@osu.edu](mailto:sevis.2@osu.edu) with the project number included in the subject line (no phone calls please).

# Architect/Engineer Selection Rating

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



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

Project Name Lima Campus-New Student Life Building Proposer Firm \_\_\_\_\_  
 Project Number OSU-071557 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 50 miles	4 - 5	
	50 to 100 miles	2 - 3	
	More than 100 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 4 licensed professionals	2 - 3	
	Medium = 4 to 12 licensed professionals	4 - 5	
	Large = More than 12 licensed professionals	0 - 1	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$100,000	4 - 5	
	\$100,000 to \$250,000	2 - 3	
	More than \$250,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 10	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 5	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 2 projects (Low)	0 - 1	
	2 to 4 projects (Average)	2 - 3	
	More than 4 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
		<b>Subtotal</b>	

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

Notes:

Evaluator:

Name \_\_\_\_\_

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

# Request for Qualifications (A/E)

The Ohio State University

Facilities Operations and Development

400 Central Classroom Building • 2009 Millikin Road • Columbus, OH 43210



[www.fod.osu.edu](http://www.fod.osu.edu)

Phone 614-292-4458

**Administration of Project:** Local Administration

Project Name	<u>Veterinary Hospital Enhancement and Expansion- Architect</u>	Response Deadline	<u>10/05/2012</u>	<u>4:30</u>	local time
Project Location	<u>1601 Vernon Tharp Street</u>	Project Number	<u>OSU-120502</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Paul Lenz</u>		
Agency/Institution	<u>The Ohio State University</u>	Contracting Authority	<u>The Ohio State University</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 the Project Manager at 2009 Millikin Road, room 400, Columbus, OH 43210. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

This request is for an Architect. The MEP Engineer will be selected by the University. The Architect will participant in the selection of the MEP and will be contracted by the Architect. The University will review the selected team and will determine the need to add veterinary medical planning expertise.

A Construction Manager at Risk and Commissioning Authority will be selected and contracted directly with the University.

This project is the planning and phasing that will support a 21<sup>st</sup> century model of Veterinary Hospital to create new clinical spaces, incorporate new technologies and optimize patient flow. The project will include an initial planning and confirmation of space program needs that will set the precedence and define the scope of work. The team will plan the overall site, design and implement an addition to the north and a primary and emergency entrance. This addition will serve the primary faculty offices, conference, administration for the Veterinary Medical center and support spaces. The available square footage relocated from the ground floor will expand the clinical spaces, patient intake/exam rooms, new registration, reception, holding, surgery, emergency care, triage, intermediate and intensive care, loading dock, cafeteria, central supply, pharmacy and patient holding. The team will evaluate expanded spaces that will be fully renovated and the configuration of the spaces within the lower level and ground floor. OSU will define the priorities that will be implemented.

The scope includes hazardous materials abatement, code analysis, modernization and additional stop to current elevator, new elevator, medical gases, MEP upgrades, power distribution, data and telecommunications. The design will be required to meet healthcare standard for infection control, patient safety and state of the art medical technology.

~~A space need analysis has been prepared as a guideline <http://fod.osu.edu/vendor/index>. The A/E team will validate the space needs and develop a completed program. The program will be updated at the end of each design phase.~~

The project will be registered with the USGBC for minimum Silver LEED certification.

A Town Hall meeting will be held on **Wednesday, September 26, 2012 at 2:00 p.m.** at the Veterinary Hospital Auditorium, 1601 Coffey Road (Use East Entrance) for all disciplines (Architect, Engineering, Construction Manager at Risk, and Commissioning Authority). This meeting will provide an overview of the project and an opportunity for questions. Please DO NOT park in the North Patient parking area.

### B. Scope of Services

The selected AE team will be expected to have strong architectural design and campus planning skills, veterinary medical planning experience. The OSU master plan and the One Ohio State Framework Plan will provide guiding campus planning design principals. The project is expected to be recognized for its quality of design. The team will interface with the University Architect, Landscape Architect, Engineer and Design Review Board. The design team will be expected to present to the Design Review Board during the conceptual planning, schematic design and design development phase. The contract will be awarded through design services and will be evaluated by the University before proceeding to bidding. It is anticipated that this project will be a multi-phase, shift project and construction will occur within an occupied building and will not be able to interrupt services.



# Request For Qualifications (A/E) continued

Veterinary Hospital Enhancement and Expansion  
Project Name – Architect

Project Number OSU-120502

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, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner’s project requirements. Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The SAO Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 32 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. Projects should represent the work of the primary firm, not consultants.

1. Veterinary Medical Facilities
2. Design Excellence (Third Party Endorsement)
3. Higher Education Academic Facility

### C. Funding / Estimated Budget

Total Project Cost	<u>\$25,000,000.00</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$15,472,726.00</u>	Other Funding	<u>\$25,000,000</u>
Estimated A/E Fee	<u>7.5%</u>		

NOTE: The design 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). Required Professional Liability Insurance will be \$1,000,000 per claim and annual aggregate.

### D. Services Required (see note below)

Primary	<u>Architecture</u>
Secondary	<u>Civil Engineering</u>
	<u>Veterinary Medical Consultant (selected separately)</u>
	<u>MEP Engineering (selected separately)</u>
	<u>Landscape Architect</u>
	<u>Structural Engineer</u>
	<u>Medical Technology(selected separately)</u>
	<u>Hazardous Materials Consultant, Interiors,</u>
Others	<u>Medical Equipment Planner</u>

### E. Anticipated Schedule

A/E Services Start (mm/yy)	<u>01 / 13</u>
Construction Contracts Start (mm/yy)	<u>05 / 14</u>
Construction Contracts Completed (mm/yy)	<u>05 / 16</u>
A/E Services Completed (mm/yy)	<u>07 / 16</u>

### F. EDGE Participation Goal

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

# Request For Qualifications (A/E) continued

Veterinary Hospital Enhancement and Expansion  
Project Name – Architect

Project Number OSU-120502

## 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](http://fod.osu.edu/proj_del/ref/0200_Design_Values.pdf)). Specification writing credentials and experience. Experience and capabilities of using Critical Path Method (CPM) schedules as a project management resource. 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 will be required to sign the Professional Design Services Agreement, which can be accessed at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). No modifications to the requirements in the contract will be accepted.

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 at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). 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 Ohio Facilities Construction Commission 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 the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing via email to Paul Lenz at [lenz.3@osu.edu](mailto:lenz.3@osu.edu) with the project number included in the subject line (no phone calls please).

# Architect/Engineer Selection Rating

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



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

Project Name Veterinary Hospital Enhancement and Expansion Proposer Firm \_\_\_\_\_  
 Project Number OSU-120502 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 100 miles	4 - 5	
	100 to 200 miles	2 - 3	
	More than 200 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 6 licensed professionals	0-1	
	Medium = 6 to 10 licensed professionals	2-3	
	Large = More than 10 licensed professionals	4-5	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$250,000	4 - 5	
	\$250,000 to \$500,000	2 - 3	
	More than \$500,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 10	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 5	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 2 projects (Low)	0 - 1	
	2 to 4 projects (Average)	2 - 3	
	More than 4 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
		<b>Subtotal</b>	

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

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

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

# Request for Qualifications (A/E)

The Ohio State University

Facilities Operations and Development

400 Central Classroom Building • 2009 Millikin Road • Columbus, OH 43210



[www.fod.osu.edu](http://www.fod.osu.edu)

Phone 614-292-4458

**Administration of Project:** Local Administration

Project Name	<u>Veterinary Hospital Enhancement and Expansion- MEP</u>	Response Deadline	<u>10/05/2012</u>	<u>4:30</u>	local time
Project Location	<u>1601 Vernon Tharp Street</u>	Project Number	<u>OSU-120502</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Paul Lenz</u>		
Agency/Institution	<u>The Ohio State University</u>	Contracting Authority	<u>The Ohio State University</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 the Project Manager at 2009 Millikin Road, room 400, Columbus, OH 43210. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

The Ohio State University is soliciting qualification for professional architect of record, Commissioning Authority, and Engineering services for an addition and interior renovation of the Veterinary Hospital. This request is for a MEP Engineer to provide Programming, Design, Construction Administration, Close Out and Warranty Phases. The selected Architect will participant in the interview for the selection of the MEP Engineer and the MEP Engineer form will be contract by the Architect.

A Construction Manager at Risk and Commissioning Authority will be selected and contracted directly with the University.

This project will be registered with the USGBC with the intent to satisfy the requirement for LEED certification with the minimum requirement for Silver Certification. This facility will also be commissioned to satisfy the requirements of Fundamental Commissioning and Enhanced Commissioning System under design review include but not HVAC, Electrical, Telecommunication, Plumbing, and Fire Protection.

This project is the planning and phasing that will support a 21<sup>st</sup> century model of Veterinary Hospital to create new clinical spaces, incorporate new technologies and optimize patient flow. The project will include an initial planning and confirmation of space program needs that will set the precedence and define the scope of work. The team will plan the overall site, design and implement an addition to the north and a primary and emergency entrance. This addition will serve the primary faculty offices, conference, administration for the Veterinary Medical center and support spaces. The available square footage relocated from the ground floor will expand the clinical spaces, patient intake/exam rooms, new registration, reception, holding, surgery, emergency care, triage, intermediate and intensive care, loading dock, cafeteria, central supply, pharmacy and patient holding. The team will evaluate expanded spaces that will be fully renovated and the configuration of the spaces within the lower level and ground floor. OSU will define the priorities that will be implemented.

The scope includes hazardous materials abatement, code analysis, modernization and additional stop to current elevator, new elevator, medical gases, MEP upgrades, power distribution, and telecommunications. The design will be required to meet healthcare standard for infection control, patient safety and state of the art medical technology. Telecommunications scope will be part of basis services and medical technology will be an additional service.

~~A space need analysis has been prepared as a guideline <http://fod.osu.edu/vendor/index>. The A/E team will validate the space needs and develop a completed program. The program will be updated at the end of each design phase~~  
University will review the selected team and determine the need to add veterinary medical planning expertise.

A Town Hall meeting will be held on **Wednesday, September 26, 2012 at 2:00 p.m.** at the Veterinary Hospital Auditorium, 1601 Coffey Road (Use East Entrance) for all disciplines (Architect of Record, Engineering, Construction Manager at Risk, and Commissioning Authority). This meeting will provide an overview of the project and an opportunity for questions. Please **DO NOT** park in the North Patient parking.



# Request For Qualifications (A/E) continued

Project Name Veterinary Hospital Enhancement and Expansion – MEP Project Number OSU-120502

## B. Scope of Services

The selected AE team will be expected to have strong architectural design and campus planning skills, veterinary medical planning experience. The OSU master plan and the One Ohio State Framework Plan will provide guiding campus planning design principals. The project is expected to be recognized for its quality of design. The team will interface with the University Architect, Landscape Architect, Engineer and Design Review Board. The design team will be expected to present to the Design Review Board during the conceptual planning, schematic design and design development phase. The contract will be awarded through design services and will be evaluated by the University before proceeding to bidding. It is anticipated that this project will be a multi-phase, shift project and construction will occur within an occupied building and will not be able to interrupt 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, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The SAO Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 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 (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ. Projects should represent the work of the primary firm, not consultants.

1. Veterinary Medical Facilities
2. Higher Education Academic Facility
3. Renovation in Occupied Buildings

## C. Funding / Estimated Budget

Total Project Cost	<u>\$25,000,000.00</u>	State Funding	<u>\$None</u>
Construction Cost	<u>\$15,472,726.00</u>	Other Funding	<u>\$25,000,000</u>
Estimated A/E Fee	<u>7.5% (Team)</u>		

NOTE: The design 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). Required Professional Liability Insurance will be \$1,000,000 per claim and annual aggregate.



# Request For Qualifications (A/E) continued

Project Name Veterinary Hospital Enhancement and Expansion – MEP Project Number OSU-120502

### D. Services Required (see note below)

Primary	<u>Mechanical, Electrical, Fire Suppression, Plumbing, Telecommunication</u>
Secondary	<u>Medical Technology</u>
	<u>Medical Gases</u>
	<u> </u>
	<u> </u>
	<u> </u>
Others	<u> </u>

### E. Anticipated Schedule

A/E Services Start (mm/yy)	<u>01 / 13</u>
Construction Contracts Start (mm/yy)	<u>05 / 14</u>
Construction Contracts Completed (mm/yy)	<u>05 / 16</u>
A/E Services Completed (mm/yy)	<u>07 / 16</u>

### F. EDGE Participation Goal

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

### G. Evaluation Criteria for Selection

Demonstrated ability to meet Owner’s programmed project vision, scope, budget, and schedule on previous projects. Previous experience compatible with the proposed project (e.g., type, size). Relevant past work of prospective firm’s proposed consultants. Past performance of prospective firm and its proposed consultants. Qualifications and experience of individuals directly involved with the project. Proposer’s previous experience (numbers of projects, sizes of projects) when working with its proposed consultants. 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](http://fod.osu.edu/proj_del/ref/0200_Design_Values.pdf)). Specification writing credentials and experience. Experience and capabilities of using Critical Path Method (CPM) schedules as a project management resource. 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 will be required to sign the Professional Design Services Agreement, which can be accessed at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). No modifications to the requirements in the contract will be accepted.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (SAO Form #F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the A/E’s team. The Intent to Contract and to Perform and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the A/E’s Technical Proposal. Both forms can be accessed at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). 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 Ohio Facilities Construction Commission 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 the project number listed on the RFQ and your firm’s name. Use the “print” feature of Adobe Acrobat Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing via email to Paul Lenz at [lenz.3@osu.edu](mailto:lenz.3@osu.edu) with the project number included in the subject line (no phone calls please).

# Architect/Engineer Selection Rating

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



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

Project Name Veterinary Hospital Enhancement and Expansion Proposer Firm \_\_\_\_\_  
 Project Number OSU-120502 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 100 miles	4 - 5	
	100 to 200 miles	2 - 3	
	More than 200 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 6 licensed professionals	0-1	
	Medium = 6 to 10 licensed professionals	2-3	
	Large = More than 10 licensed professionals	4-5	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$250,000	4 - 5	
	\$250,000 to \$500,000	2 - 3	
	More than \$500,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 2 projects (Low)	0 - 1	
	2 to 4 projects (Average)	2 - 3	
	More than 4 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
		<b>Subtotal</b>	

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

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

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

# Request for Qualifications (A/E)

RIO GRANDE COMMUNITY COLLEGE  
218 N COLLEGE AVE  
RIO GRANDE, OHIO 45674

www..rio.edu/communitycollege  
Phone: 740-992-1880

## Administration of Project: Local Administration

Project Name	<u>Wood Hall Rehabilitation</u>	Response Deadline	<u>Oct. 5, 2012, 3:00pm</u> local time
Project Location	<u>Rio Grande Community College</u>	Project Number	<u>RGC-120901</u>
City / County	<u>Rio Grande, / Gallia</u>	Project Manager	<u>Rebecca Long</u>
Agency/Institution	<u>Rio Grande Community College</u>	Contracting Authority	<u>Rio Grande Community College</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 Rebecca Long at [PO Box 326, Rio Grande Community College, Rio Grande, Ohio 45674]. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

Wood Hall is one of thirty one (31) buildings on the Rio Grande Community College main campus. This building was built in 1988 and is approximately 30,000 square feet. The first floor of Wood Hall consists of classrooms, a large lecture hall, and the Instructional Design and Media Center. The second floor is primarily faculty offices and conference rooms. Wood Hall is one of the most heavily used academic buildings on campus, nearly all Rio students attend classes in the building.

Wood Hall has a history of roof leaks, condensation of HVAC piping and humidity problems within the building since it was first opened. The scope of this rehabilitation is an upgrade of the HVAC, plumbing, electrical and roof system. In addition, interior finishes and lighting in all areas will need to be upgraded.

### B. Scope of Services

The selected Architect/Engineer (A/E), as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and the Contracting Authority, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements.

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

During the construction period, provide not less than 8 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

1. Building exterior and interior renovation
2. Building mechanical/ HVAC upgrades
3. Building electrical / technology upgrades
4. Building lighting upgrades
5. Building environmental remediation
6. Roofing
7. Previous experience with RGCC
8. Previous experience with State of Ohio capital projects



# Architect/Engineer Selection Rating

RIO GRANDE COMMUNITY COLLEGE]  
 [218 COLLEGE AVE]  
 [RIO GRANDE, OHIO 45674]

www.rio.edu/communitycollege  
 Phone 740-245-7260

Project Name WOOD HALL REHABILITATION Proposer Firm \_\_\_\_\_  
 Project Number RGC-120901 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 50 miles	4 - 5	
	50 to [100] miles	2 - 3	
	More than 100 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 3 licensed professionals	5	
	Medium = 3 to [10] licensed professionals	4	
	Large = More than 10 licensed professionals	3	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$250,000	4 - 5	
	\$250,000 to \$500,000	2 - 3	
	More than \$500,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 3 projects (Low)	0 - 1	
	3 to 5 projects (Average)	2 - 3	
	More than 5 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 4 projects (Low)	0 - 3	
	4 to [7] projects (Average)	4 - 6	
	More than 7 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 4 projects (Low)	0 - 3	
	4 to [7] projects (Average)	4 - 6	
	More than 7 projects (High)	7 - 10	
		<b>Subtotal</b>	

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

Notes:

Evaluator:

Name \_\_\_\_\_

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



# Request for Qualifications Construction Manager at Risk

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



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

## A. PROJECT DESCRIPTION

1. The Ohio State University (the "Owner") is requesting interested firms to submit proposals to provide pre-construction and construction services as a construction manager at risk for the Veterinary Hospital Enhancement and Expansion (Project No. OSU-120502):

Estimated CMR Total Contract Sum is \$17,100,000.00

Construction Duration: Estimated June, 2014 through June 2016

Building Commissioning: Multi Phased with the construction duration

Occupancy: Multiple Phases

Architect of Record: Not selected at this time and the RFQ is currently published

This project is the planning and phasing that will support a 21<sup>st</sup> century model of Veterinary Hospital to create new clinical spaces, incorporate new technologies and optimize patient flow. The project will include an initial planning and confirmation of space program needs that will set the precedence and define the scope of work. The team will plan the overall site, design and implement an addition to the north and a primary and emergency entrance. This addition will serve the primary faculty offices, conference, administration for the Veterinary Medical center and support spaces. The available square footage relocated from the ground floor will expand the clinical spaces, patient intake/exam rooms, new registration, reception, holding, surgery, emergency care, triage, intermediate and intensive care, loading dock, cafeteria, central supply, pharmacy and patient holding. The team will evaluate expanded spaces that will be fully renovated and the configuration of the spaces within the lower level and ground floor. The OSU will define the priorities that will be implemented.

2. EDGE. The Equal Opportunity Division of the Department of Administrative Services shall establish Encouraging Diversity, Growth and Equity ("EDGE") participation goals, which goals will be set forth in the RFP.

3. LEED. The Project is required to qualify for LEED certification.

## B. PROJECT DELIVERY

The Project will be constructed using the "Construction Manager at Risk" project delivery format generally described below. The pre-construction and construction phase services shall be set forth in more detail in the Construction Management Agreement (CM at Risk), Ohio Department of Administrative Services, the form of which will be provided to short-listed firms, as defined in Section C.3.

1. Pre-Construction Services. The Construction Manager will work cooperatively with the Owner, design professional and Project team, and will provide, among other services,

cost estimating, budgeting, value engineering, constructability review, scheduling and pre-construction planning throughout pre-construction.

When the construction documents are at a stage of completion specified in the Construction Management Agreement (CM at Risk), such partially completed documents shall be provided to the Construction Manager, who will work together with the design professional to reduce the Construction Manager's adjustments and clarifications of the Construction Documents to writing and submit them to the Owner. The Construction Manager shall submit to the Owner and the design professional its proposed guaranteed maximum price (the "GMP Proposal") and its clarifications and assumptions based upon the Construction Documents. The Construction Manager, the Owner and the design professional (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the GMP Proposal. The reconciliation shall be documented by revision to the GMP Proposal. The Construction Manager shall then submit to the Owner, for the Owner's approval, the Construction Manager's final proposed GMP. Contingent upon the Owner's approval of the final proposed GMP, the parties will enter into a GMP Amendment establishing the GMP. The final negotiated GMP shall not exceed the Project budget established. If the proposed GMP exceeds such budget, then the Owner may terminate its agreement with the Construction Manager and may select an alternative delivery method for the Project.

2. Construction Phase Services. The parties will engage in an "open book" pricing method in which the Owner shall have access to all books, records, documents and other data in the Construction Manager's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Construction Management Agreement (CM at Risk). The Construction Manager shall construct the Project pursuant to the construction documents and in accordance with the Owner's schedule requirements. The Construction Manager shall select subcontractors based on proposals submitted by prequalified subcontractors in accordance with criteria approved by the Owner. The Construction Manager shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the pre-construction phase, monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Owner.

## C. INTERVIEWS AND CM SELECTION

1. Town Hall Meeting. A meeting will be held on Wednesday, September 26, 2012 at 2:00 p.m. at the Veterinary Hospital Auditorium, 1601 Coffey Road (Use East Entrance) for all disciplines (Architect, Engineering, Construction Manager at Risk, Commissioning Authority). This meeting will provide an overview of the project and an opportunity for questions. Please **DO NOT** park in the North Patient parking area.

2. Selection Criteria. The Construction Manager shall be selected using "best value criteria" in which award is based upon a combination of qualifications and price considerations. Qualifications include competence to perform the required management services; ability to manage the required workload and provide qualified personnel, equipment, and facilities; past

performance as reflected by the evaluation of previous clients with respect to factors such as control of costs, quality of work, and meeting deadlines; financial responsibility as evidenced by the capability to provide a surety bond equal to one hundred per cent of the contract sum; and other similar factors.

3. 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. The Owner may hold discussions with individual firms to explore further their qualifications, the scope and nature of the services they would provide, and the various technical approaches they may take regarding the project. After evaluating the responses to this RFQ, the Owner will select a short-list of no fewer than three candidates that it considers to be the most qualified, except if the Owner determines that fewer than three firms are qualified, it will only select the qualified firms.

4. RFP. The Owner will provide the short-listed firms a Request for Proposal ("RFP") that will contain a description of the project, including a statement of available design detail, a description of how the Guaranteed Maximum Price ("GMP") for the Project shall be determined, including the estimated level of design detail upon which the GMP shall be based, the form of the construction management contract, and a request for a pricing proposal. The RFP will specify that the pricing proposal shall contain the technical proposal and a separate pricing document identifying: (a) the pricing; the firm's list of key personnel for the project; (b) a statement of the general conditions and contingency requirements; and (c) a fee proposal divided into: (i) a preconstruction fee, (ii) a construction fee, and (iii) the portion of the construction fee to be at risk in the GMP.

5. Pre-interview Meeting. Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Owner. The purpose of the pre-interview meeting is to permit the short-listed firms to ask the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The Owner will notify each short-listed firm to schedule individual times for the pre-interview meetings and room location.

6. Interview. After submitting responses to the RFP, the short-listed firms will be interviewed by the Owner. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the Owner's stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance the Owner's timetable, budget and EDGE expectations. The interviews will be held in room 410 Central Classroom Building, 2009 Millikin Road, Columbus, OH 43210. The Owner will notify each short-listed firm to schedule individual times for the interviews.

7. Selection Schedule

Qualifications Due	October 19, 2012
RFP Issued to the Short-Listed Firms	October 31, 2012
Pre-Proposal Meeting	November 5, 2012
Proposals Due	November 9, 2012

Interviews

November 15, 2012

Selection of Construction Manager

November 30, 2012

8. Communication. Firms considering responding to this RFQ are strictly prohibited from communicating with any member of the Owner's staff, as all questions should be directed to the person identified in Section E.2 hereof.

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

#### **D. REQUESTED SUBMISSIONS**

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

1. Firm Profile.

1. Business. Identify the business form of contracting entity. If the proposed form of entity is a joint venture, please identify each venturer and their respective percentage of participation. Provide a summary, on three pages or less, describing why your firm/team is the most qualified for the Project.

2. Standard Qualifications. Complete and provide a contractor's qualification statement using most current version of the "Statement of Qualifications" available on Facilities Operations and Development's Vendor Resources web page (<http://fod.osu.edu/vendor/>) in the "Professional Services" section.

3. Bonding/Insurance. Provide evidence of capacity to provide bonding 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.

4. Similar Experience. Provide names, addresses and telephone numbers of references for projects where your firm (or top firm principal or officer) has led or managed construction of a project similar in scope and complexity as the Project.

5. Personnel/Staffing. Provide a project organizational chart containing the names and titles of the proposed staff for the Project. At a minimum, the chart should include at least three (3) officers or senior employees (e.g., Project executive, Principal-in-charge, Project Manager or Project Superintendent or similar designation) who will be available for work on the Project. For every person listed on the chart, provide a one-page resume highlighting relevant experience and identify the phase(s) of the Project to which the individual will be assigned and the percentage of that individual's time to be devoted to the Project.

6. Management Systems. Describe the record keeping, reporting, monitoring and other information management systems that the firm would propose to use for the Project. Describe the scheduling and cost control systems the firm would propose to use for the Project.

7. Self-Performed Work. Indicate whether the firm intends to self-perform any work on the Project through an acceptable competitive process and, if so, the nature of the work and capability to self-perform.

8. Estimating. Demonstrated capability of in-house estimating on projects comparable to the Project.

9. Other Considerations. Describe the firm's willingness to accept liquidated damages and experience with such provisions on other similar projects. Describe any prior experience with a construction manager at-risk project delivery method.

**E. INSTRUCTIONS FOR DELIVERY AND DEADLINE**

1. Six (6) copies of the proposal must be submitted in sealed envelopes clearly marked "Proposal for Construction Manager at Risk Services for Veterinary Hospital Enhancement and Expansion" and delivered to:

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

2. Questions must be in writing and directed to **Paul Lenz**, email address at lenz.3@osu.edu. Answers to any questions shall be in writing and shall be sent to all firms who have received this RFQ.

3. Responses to this RFQ must be received at the address listed in Section E.1 by 4:30 pm local time on October 19, 2012.



# Request for Qualifications (A/E)

Bowling Green State University  
Office of Capital Planning  
601 Administration Building  
Bowling Green, OH 43403-0134



www.bgsu.edu/offices/cap-plan  
V: 419-372-8591; f: 419-372-0331

## Administration of Project: Local Administration

Project Name	<u>Ohio Bureau of Criminal Identification and Investigation on the Bowling Green State University Campus</u>	Response Deadline	<u>October 4, 2012</u>	<u>12:00 noon</u> local time
Project Location	<u>Bowling Green, Ohio</u>	Project Number	<u>BGU-125824</u>	
City / County	<u>Bowling Green / Wood</u>	Project Manager	<u>Robert M. Waddle</u>	
Agency/Institution	<u>Bowling Green State University</u>	Contracting Authority	<u>Bowling Green State University</u>	
No. of paper copies requested (stapled, not bound)	<u>10</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 Beth Nagel at 103 Park Avenue Warehouse, Bowling Green, Ohio 43403 . See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

The Main campus of Bowling Green State University (BGSU) requests that architects submit written statements of qualifications for providing architectural services for the above project.

The project will be located somewhere on Bowling Green State University property, and will follow requirements for construction on State land. The building area will be approximately 40,000 sq ft and will include the following elements:

- o Administrative Space
- o Firearms / Tools Analysis (including Firing Range)
- o Chemistry Lab
- o Instruments Lab
- o Microanalysis / Trace Lab
- o Latent Prints Lab
- o Vehicle Investigation Room
- o Evidence Room
- o Evidence Storage
- o Polygraph Examinations
- o DNA Extraction
- o Supervisor Offices
- o Agents Cubicles
- o Various and Sundry Rooms for; Meetings, Seminars, Investigations, Conferences, etc.
- o Electronic Security & Surveillance
- o Redundant, Emergency HVAC and Power Supply

Additionally, the project may include forensic science teaching facilities within, adjoining or adjacent to the BCI Lab which may include the following elements:

- o Administrative Space
- o Teaching Labs
- o Classrooms
- o Mock Courtroom

Site amenities will include visitor parking and a secure parking area for agents and employees. The completed facility shall enhance the BGSU campus ambiance.

The projected project budget of the BCI facility (including all lab equipment) is approximately \$11,900,000. The projected project budget of the BGSU portion of the facility is undecided.

# Request For Qualifications (A/E) continued

Project Name Ohio Bureau of Criminal Identification and Investigation on the Bowling Green State University Main Campus] Project Number BGU-125824

## B. Scope of Services

The architect, with assistance from the University, will research existing site utility capacity to provide for the Lab's specific HVAC, electrical, data and plumbing requirements.

The architect will be responsible for engaging and coordinating all sub-consultants including but not limited to structural, electrical, mechanical, plumbing, life safety systems, LEED compliance, estimating and code compliance. The selected architect will develop the Building Program as well as the construction budget for the project based on the programmatic requirements and additional budget information developed during the Schematic Design phase. Project Programming will commence once the architect selection process is completed. The Schematic Design Phase will begin upon the successful completion of the Program (which is anticipated to be completed within two months). The University will be administering the project, and anticipates project delivery through the construction manager at risk process.

Demonstrated design experience on forensic lab projects of similar scale and value is a pre-requisite.

The architect will be required to attend several meetings with representatives of the BGSU Departments of Chemistry, Biology, Information Technology and various other campus committees during the design phase.

The architect should be knowledgeable of and have a proven track record of designing forensic lab buildings that comply with LEED requirements for sustainable design. The project intends to meet the requirements of Certification using the LEED system.

At the conclusion of each Design Phase; Schematic Design, Design Development, and Construction Documents, a cost estimate will be prepared by a professional estimator directly hired by the University, as well as one prepared by the CMR team. The project is expected to be substantially complete and occupied by spring of 2014.

The successful firm will be required to sign the University's Design Professional Agreement, which is available for review online.

## C. Funding / Estimated Budget

Total Project Cost	<u>\$11,900,000.00 +</u>	State Funding	<u>\$11,900,000.00 +</u>
Construction Cost	<u>\$8,300,000.00</u>	Other Funding	<u>\$0.00</u>
Estimated A/E Fee	<u>8% to 10%</u>		

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

## D. Services Required (see note below)

Primary	<u>Architecture</u>
	<u>Mechanical, Electrical, Plumbing, Structural engineering</u>
Secondary	<u>Civil, site and Landscaping</u>
	<u>LEED compliance</u>
	<u>Lab Planning</u>
Others	<u>Life safety systems</u>

## E. Anticipated Schedule

A/E Services Start (mm/yy)	<u>11 / 12</u>
Construction Contracts Start (mm/yy)	<u>09 / 13</u>
Construction Contracts Completed (mm/yy)	<u>09 / 14</u>
A/E Services Completed (mm/yy)	<u>12 / 14</u>

## F. EDGE Participation Goal

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

# Request For Qualifications (A/E) continued

Ohio Bureau of Criminal Identification and Investigation on  
Project Name the Bowling Green State University Main Campus]

Project Number BGU-125824

## 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 Ohio Facilities Construction Commission (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 should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary. Qualification statements should be brief – no more than ten pages – outlining specific, comparable project experience, including the scope, size and value of that work, with contact information, resumes of key staff that will be committed to the project on a day-to-day basis, and the firm's capability to start immediately and meet the proposed schedule.

Hard copy statements and an electronic copy on CD must be received at the address above no later than 12:00 noon on Thursday, October 4, 2012. 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.

After review, firms may be asked to provide more detailed information or may be invited for an interview at the University's option.

Bowling Green State University is an Equal Opportunity Employer. Every effort will be made to ensure that all persons, regardless to race, religion, sex, color, ethnicity and national origin have equal access to contracts and other business opportunities with the University.

Submit all questions regarding this RFQ in writing to Robert M. Waddle at [rwaddle@bgsu.edu](mailto:rwaddle@bgsu.edu) (with copy sent to Beth Nagel at [bnagel@bgsu.edu](mailto: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 Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

# Architect/Engineer Selection Rating

Office of Capital Planning  
601 Administration Building  
Bowling Green, OH 43403-0134



www.bgsu.edu/offices/cap-plan  
V: 419-372-8591; f: 419-372-0331

Project Name Ohio Bureau of Criminal Identification and Investigation on the Bowling Green State University Main Campus Proposer Firm \_\_\_\_\_  
Project Number BGU-125824 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 150 miles	4 - 5	
	150 to 250 miles	2 - 3	
	More than 250 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	[0 - 1]	
	Medium = 5 to 10 licensed professionals	[2 - 3]	
	Large = More than [10] licensed professionals	[4 - 5]	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$100,000	4 - 5	
	\$100,000 to \$1,000,000	2 - 3	
	More than \$1,000,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 5 projects (Low)	0 - 1	
	5 to 10 projects (Average)	2 - 3	
	More than 10 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
		<b>Subtotal</b>	

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

Notes:

Evaluator:

Name \_\_\_\_\_

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

# Question and Answer List

## State of Ohio Standard Forms and Documents

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Project Name Ohio Bureau of Criminal Identification and Investigation on the Bowling Green State University Campus Project Number BGU-125824  
Project Location Bowling Green, Ohio

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Date posted: September 27, 2012

Date revised: N/A

Below are the questions that have been received to date for the Ohio Bureau of Criminal Identification and Investigation on the Bowling Green State University Campus RFQ:

1. Question  
What is the delivery method for construction?
  - A. Answer  
The RFQ for the AE selection states that we are choosing CMR as the delivery method. However, Single-Prime may also be a delivery method we may pursue.
2. Question  
Who is the Project Manager in charge of the project?
  - A. Answer  
Robert Waddle is the Project Manager during the process of the selection of the A/E firm. Another project manager will be designated once the firm is selected.
3. Question  
Has any program of spaces beyond that identified been documented?
  - A. Answer  
No. The University has been considering spaces that support the academic collaboration with the BCI lab, however there has not been spaces identified as of yet.
4. Question  
Has any firm been engaged on a pre-design basis to assist with program or site selection?
  - A. Answer  
No. All work to date has been done in house.
5. Question  
Is all the funding in place or is it pending based on state budget approvals?
  - A. Answer  
All funding for the BCI portion of the project (the scope listed in the document) has been appropriated through the State funding process. Since this is using State funds, those appropriated dollars will still need to go through a release process with the State Controlling Board with each contract, but the dollars are presently available.
6. Question  
You mention the University's design professional agreement. Is this different than the State new A/E contracts dated June 2012?
  - A. Answer  
Since this project will be administered through BGSU, the documents are modified to reflect that, however, they are essentially the same as the new A/E contracts.
7. Question  
Has a site been selected based on your current master plan planning efforts? Can you share the location? Will it be on the main campus?
  - A. Answer  
There have been four locations identified for consideration. Two of the locations are located on main campus proper. The selected firm will be involved in the finalization of the site selection.
8. Question  
Is it anticipated that other outside agencies would use this facility, but would it also serve as a training center for your university programs? It sounds like we would need to engage with many different users during the final programming and planning.
  - A. Answer  
The intent is to allow for interaction between BCI and BGSU programs and students. The

consideration that this might a training center for University programs would be secondary to the core work as a BCI lab and operation, and would depend in large part on potential University resources. The use by other outside agencies would also be limited to their direct interaction with BCI.

9. Question

What College or Department does this program fall under?

A. Answer

From a University perspective, the activity has been coordinated through the College of Arts and Sciences, the College of Health and Human Services, and the Graduate College. Within that we have been working directly with team members from Chemistry, Biology, Medical Technology, Criminology, Computer Science and our Information Technology Services.

10. Question

The labs identified seem to be minor support labs. You identify a specific lab planner requested. If a firm has some lab experience would this be sufficient or do you specifically want a separate lab consultant?

A. Answer

This is a subject that we would defer to the submitting firms as you put your teams together.

11. Question

On page 3 under submittal instructions, the RFQ states that qualification statements should be no more than ten pages. Please clarify if this 10-page limit refers to the entirety of our F110-330 submission, or only to the additional content in Section H.

A. Answer

The intent is to limit the additional content in Section H.

12. Question

Is BGSU entertaining any pre-proposal site visits or meetings with key personnel?

A. Answer

There will not be a pre-proposal meeting or tour. We may have a meeting with the short listed firms prior to the interviews. We do not want or expect contact with the University or BCI in any other way than that listed within the RFQ document.

13. Question

In the RFQ for each of these projects, I could not determine what criteria we are to use for completing the Relevant Project Experience Matrix in section F of the Statement of Qualifications Form #F110-330. Will this information be released to interested Design firms so we can all use the same criteria in completing this form for each of these projects?

A. Answer

Our intent is to allow the firms to identify what they feel are the most critical elements for this project, and how their experience will address them.

# Request for Qualifications (A/E)

Bowling Green State University  
Office of Capital Planning  
601 Administration Building  
Bowling Green, OH 43403-0134



www.bgsu.edu/offices/cap-plan  
V: 419-372-8591; f: 419-372-0331

**Administration of Project:** Local Administration

Project Name	<u>Organic Chemistry Lab Renovation</u>	Response Deadline	<u>October 4, 2012</u>	<u>12:00 noon</u>	local time
Project Location	<u>Bowling Green, Ohio</u>	Project Number	<u>BGU-125826</u>		
City / County	<u>Bowling Green / Wood</u>	Project Manager	<u>Robert M. Waddle</u>		
Agency/Institution	<u>Bowling Green State University</u>	Contracting Authority	<u>Bowling Green State University</u>		
No. of paper copies requested (stapled, not bound)	<u>8</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

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

## Project Overview

### A. Project Description

#### ARCHITECTURAL SERVICES

The Main campus of Bowling Green State University (BGSU) requests that architects submit written statements of qualifications for providing architectural / engineering services for the above project.

The project will be the complete renovation of an existing Organic Chemistry Lab, which is obsolete and insufficient to meet student and instructor needs. Room 317A(263 sq.ft.), Room 318(1,295 sq.ft.), and Room 318A(127 sq.ft.) in the Physical Sciences Building will have all existing lab equipment, HVAC ductwork, electrical power, electric lighting and finishes, such as flooring and ceiling systems removed as part of this project's scope. In its place, a new and efficient Organic Chemistry Lab will be created.

The successful firm will be involved with this project from the creation of the Program through the Construction Administration Phase, and Project Closeout working in close cooperation and communication with representatives of the Chemistry Department, Office of Design & Construction, Office of Capital Planning and others. Several meetings with those parties will be required.

### B. Scope of Services

The architect, with assistance from the University, will be charged with five important tasks relating to this project;

1. development of the project program,
2. design of the room layout,
3. engineering of infrastructure,
4. specification of equipment,
5. creation of a project budget.

#### 1. Development of the Project Program:

The successful firm will work with the Chemistry Department to establish their project goals, collect and analyze all pertinent information, and generate a clear statement of the problem (Project Program).

#### 2. Design of Room Layout:

The successful firm will generate an efficient layout of lab benches, exhaust hoods, storage and equipment for 22 – 24 students, working in close cooperation and communication with representatives of the Organic Chemistry Department. The design will facilitate the instructor's supervision of students and provide a classroom-type projection / presentation system.



# Request For Qualifications (A/E) continued

Project Name Organic Chemistry Lab Renovation]

Project Number BGU-125826

## 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 Ohio Facilities Construction Commission (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 should be stapled only. Do not use special bindings or coverings of any type.** Cover letters and transmittals are not necessary. Qualification statements should be brief – no more than ten pages – outlining specific, comparable project experience, including the scope, size and value of that work, with contact information, resumes of key staff that will be committed to the project on a day-to-day basis, and the firm's capability to start immediately and meet the proposed schedule.

Hard copy statements and an electronic copy on CD must be received at the address above no later than 12:00 noon on Thursday, October 4, 2012. 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.

After review, firms may be asked to provide more detailed information or may be invited for an interview at the University's option.

Bowling Green State University is an Equal Opportunity Employer. Every effort will be made to ensure that all persons, regardless to race, religion, sex, color, ethnicity and national origin have equal access to contracts and other business opportunities with the University.

Submit all questions regarding this RFQ in writing to Robert M. Waddle at [rwaddle@bgsu.edu](mailto:rwaddle@bgsu.edu) (with copy sent to Beth Nagel at [bnagel@bgsu.edu](mailto: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 Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

# Architect/Engineer Selection Rating

Office of Capital Planning  
601 Administration Building  
Bowling Green, OH 43403-0134



www.bgsu.edu/offices/cap-plan  
V: 419-372-8591; f: 419-372-0331

Project Name Organic Chemistry Lab Renovation Proposer Firm \_\_\_\_\_  
Project Number BGU-125826 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 50 miles	4 - 5	
	50 to 150 miles	2 - 3	
	More than 150 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	[0 - 1]	
	Medium = 5 to 10 licensed professionals	[2 - 3]	
	Large = More than [10] licensed professionals	[4 - 5]	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$100,000	4 - 5	
	\$100,000 to \$1,000,000	2 - 3	
	More than \$1,000,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 5 projects (Low)	0 - 1	
	5 to 10 projects (Average)	2 - 3	
	More than 10 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
		<b>Subtotal</b>	

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

Notes:

Evaluator:

Name \_\_\_\_\_

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

# Question and Answer List

## State of Ohio Standard Forms and Documents

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Project Name Organic Chemistry Lab Renovation Project Number BGU-125826  
Project Location Bowling Green, Ohio

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Date posted: September 27, 2012  
Date revised: N/A

Below are the questions that have been received to date for the Organic Chemistry Lab Renovation RFQ:

1. Question  
What is the overall A/E project involvement? In the project description (Section A – 3<sup>rd</sup> paragraph) it is noted that the selected firm will be responsible for Programming to Construction Administration; however, in Section B – Scope of Services it only requires design, specifications and estimating.  
A. Answer  
There has not been a formal program created for the project, however, with the limited scope and square footage included, we anticipate this as part of the A/E work.
2. Question  
Is Construction Administration required? If so, what is the number of required hours?  
A. Answer  
With the schedule of construction for this project over the summer of 2013, we anticipate that the A/E firm would devote at least 24 hours per week to construction administration.
3. Question  
Who is the Project Manager for the project?  
A. Answer  
Robert Waddle is the Project Manager during the selection of the A/E firm process. Another project manager will be designated once the firm is selected.
4. Question  
Why did BGSU choose to do this project using an RFQ vs. a prequalification type?  
A. Answer  
Due to the complexity of the project and the anticipated fees, we felt that this was the proper process to follow.
5. Question  
How are firms expected to submit their RFQ responses in the F110-330 Form and not exceed 10 pages, when form F110-330 is 10 pages prior to adding project examples, key resumes, and section H additional info?  
A. Answer  
The intent is to limit the additional information in section H to no more than 10 pages.
6. Question  
Is there a list of relevant scope requirements you would like shown for purposes of completing the Relevant Project Experience Matrix in Section F?  
A. Answer  
No, we do not have a list.
7. Question  
The scope/project size does not appear to align with the project budget of \$900,000. Can you provide some insight why the project budget seems so high?  
A. Answer  
This budget was derived with consideration of the construction schedule, the mechanical challenges involved, as well as attempting to maximize equipment replacement as part of the project.
8. Question  
In the RFQ for each of these projects, I could not determine what criteria we are to use for completing the Relevant Project Experience Matrix in section F of the Statement of Qualifications Form #F110-330. Will this information be released to interested Design firms so we can all use the same criteria in completing this form for each of these projects?

A. Answer

Our intent is to allow the firms to identify what they feel are the most critical elements for this project, and express how their experience will address them.

# Request for Qualifications Construction Manager at Risk

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



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

## A. PROJECT DESCRIPTION

1. The Ohio State University (the "Owner") is requesting interested firms to submit proposals to provide pre-construction and construction services as a construction manager at risk for the Lima Campus-New Student Life Building (Project No. OSU-071557):

Estimated CMR Total Contract Sum is \$2,791,334.00

Construction Duration: 12/2013 through 9/2014

Building Commissioning: 7/2014 through 9/2014

Occupancy: 8/2014 through 9/2014

Architect of Record: To be Determined

This project will provide a new 15,000 SF Student Life Building at The Ohio State University's regional campus in Lima, Ohio. The program will include a 10,000 SF wellness center, 5,000 SF of student soft space, café with full service kitchen area and seating, and locker rooms with rest rooms. The new building will have fire protection, fire alarm and security system. The building site location is to be confirmed, but will include an access road and surface parking lot for a minimum of 36 cars, irrigation, landscape and planting. The project will need to tie into existing domestic water line, and will require new sanitary, storm sewer, and new gas line.

The project has been approved for design services through construction documents. The university will amend the selected CMR contract once approval for construction is available.

2. EDGE. The Equal Opportunity Division of the Department of Administrative Services shall establish Encouraging Diversity, Growth and Equity ("EDGE") participation goals, which goals will be set forth in the RFP.

3. LEED. The Project is required to qualify for LEED certification.

## B. PROJECT DELIVERY

The Project will be constructed using the "Construction Manager at Risk" project delivery format generally described below. The pre-construction and construction phase services shall be set forth in more detail in the Construction Management Agreement (CM at Risk), Ohio Department of Administrative Services, the form of which will be provided to short-listed firms, as defined in Section C.3.

1. Pre-Construction Services. The Construction Manager will work cooperatively with the Owner, design professional and Project team, and will provide, among other services, cost estimating, budgeting, value engineering, constructability review, scheduling and pre-construction planning throughout pre-construction.

When the construction documents are at a stage of completion specified in the Construction Management Agreement (CM at Risk), such partially completed documents shall be provided to the Construction Manager, who will work together with the design professional to reduce the Construction Manager's adjustments and clarifications of the Construction Documents to writing and submit them to the Owner. The Construction Manager shall submit to the Owner and the design professional its proposed guaranteed maximum price (the "GMP Proposal") and its clarifications and assumptions based upon the Construction Documents. The Construction Manager, the Owner and the design professional (along with selected engineers and consultants) shall meet to reconcile any questions, discrepancies or disagreements relating to the GMP Proposal. The reconciliation shall be documented by revision to the GMP Proposal. The Construction Manager shall then submit to the Owner, for the Owner's approval, the Construction Manager's final proposed GMP. Contingent upon the Owner's approval of the final proposed GMP, the parties will enter into a GMP Amendment establishing the GMP. The final negotiated GMP shall not exceed the Project budget established. If the proposed GMP exceeds such budget, then the Owner may terminate its agreement with the Construction Manager and may select an alternative delivery method for the Project.

2. Construction Phase Services. The parties will engage in an "open book" pricing method in which the Owner shall have access to all books, records, documents and other data in the Construction Manager's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Construction Management Agreement (CM at Risk). The Construction Manager shall construct the Project pursuant to the construction documents and in accordance with the Owner's schedule requirements. The Construction Manager shall select subcontractors based on proposals submitted by prequalified subcontractors in accordance with criteria approved by the Owner. The Construction Manager shall hold all subcontracts and shall be fully responsible for the means and methods of construction, project safety, project completion within the schedule agreed upon in the pre-construction phase, monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Owner.

### **C. INTERVIEWS AND CM SELECTION**

1. Selection Criteria. The Construction Manager shall be selected using "best value criteria" in which award is based upon a combination of qualifications and price considerations. Qualifications include competence to perform the required management services; ability to manage the required workload and provide qualified personnel, equipment, and facilities; past performance as reflected by the evaluation of previous clients with respect to factors such as control of costs, quality of work, and meeting deadlines; financial responsibility as evidenced by the capability to provide a surety bond equal to one hundred per cent of the contract sum; and other similar factors.

2. 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. The Owner may hold discussions with individual firms to explore further their qualifications, the scope and nature of the services they would provide, and the various technical approaches they may take regarding the project. After evaluating the responses to this RFQ, the Owner will select a short-list of no fewer than

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

3. RFP. The Owner will provide the short-listed firms a Request for Proposal ("RFP") that will contain a description of the project, including a statement of available design detail, a description of how the Guaranteed Maximum Price ("GMP") for the Project shall be determined, including the estimated level of design detail upon which the GMP shall be based, the form of the construction management contract, and a request for a pricing proposal. The RFP will specify that the pricing proposal shall contain the technical proposal and a separate pricing document identifying: (a) the pricing; the firm's list of key personnel for the project; (b) a statement of the general conditions and contingency requirements; and (c) a fee proposal divided into: (i) a preconstruction fee, (ii) a construction fee, and (iii) the portion of the construction fee to be at risk in the GMP.

4. Pre-interview Meeting. Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Owner. The purpose of the pre-interview meeting is to permit the short-listed firms to ask the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-proposal meeting will be held at Room 207 Public Service Building, 4240 Campus Drive, Lima, Ohio, 45804. The Owner will notify each short-listed firm to schedule individual times for the pre-interview meetings.

5. Interview. After submitting responses to the RFP, the short-listed firms will be interviewed by the Owner. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the Owner's stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance the Owner's timetable, budget and EDGE expectations. The interviews will be held at Room 410 Central Classroom Building, 2009 Millikin Road, Columbus, Ohio 43210. The Owner will notify each short-listed firm to schedule individual times for the interviews.

6. Selection Schedule

Qualifications Due	October 29, 2012
RFP Issued to the Short-Listed Firms	November 6, 2012
Pre-Proposal Meeting	November 9, 2012
Proposals Due	November 14, 2012
Interviews	November 21, 2012
Selection of Construction Manager	November 30, 2012

7. Communication. Firms considering responding to this RFQ are strictly prohibited from communicating with any member of the Owner's staff, as all questions should be directed to the person identified in Section E.2 hereof.

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

**D. REQUESTED SUBMISSIONS**

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

1. Firm Profile.

1. Business. Identify the business form of contracting entity. If the proposed form of entity is a joint venture, please identify each venturer and their respective percentage of participation. Provide a summary, on three pages or less, describing why your firm/team is the most qualified for the Project.

2. Standard Qualifications. Complete and provide a contractor's qualification statement using most current version of the "Statement of Qualifications" available on Facilities Operations and Development's Vendor Resources web page (<http://fod.osu.edu/vendor/>) in the "Professional Services" section.

3. Bonding/Insurance. Provide evidence of capacity to provide bonding 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.

4. Similar Experience. Provide names, addresses and telephone numbers of references for projects where your firm (or top firm principal or officer) has led or managed construction of a project similar in scope and complexity as the Project.

5. Personnel/Staffing. Provide a project organizational chart containing the names and titles of the proposed staff for the Project. At a minimum, the chart should include at least three (3) officers or senior employees (e.g., Project executive, Principal-in-charge, Project Manager or Project Superintendent or similar designation) who will be available for work on the Project. For every person listed on the chart, provide a one-page resume highlighting relevant experience and identify the phase(s) of the Project to which the individual will be assigned and the percentage of that individual's time to be devoted to the Project.

6. Management Systems. Describe the record keeping, reporting, monitoring and other information management systems that the firm would propose to use for the Project. Describe the scheduling and cost control systems the firm would propose to use for the Project.

7. Self-Performed Work. Indicate whether the firm intends to self-perform any work on the Project through an acceptable competitive process and, if so, the nature of the work and capability to self-perform.

8. Estimating. Demonstrated capability of in-house estimating on projects comparable to the Project.

9. Other Considerations. Describe the firm's willingness to accept liquidated damages and experience with such provisions on other similar projects. Describe any prior experience with a construction manager at-risk project delivery method.

**E. INSTRUCTIONS FOR DELIVERY AND DEADLINE**

1. Six (6) copies of the proposal must be submitted in sealed envelopes clearly marked "Proposal for Construction Manager at Risk Services for Lima Campus-New Student Life Building" and delivered to:

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

2. Questions must be in writing and directed to Nikolina Sevis, email address at sevis.2@osu.edu. Answers to any questions shall be in writing and shall be sent to all firms who have received this RFQ.

3. Responses to this RFQ must be received at the address listed in Section E.1 by 4:30 pm local time on October 29, 2012.



# Request for Qualifications (Design-Build Contract)

Miami University  
Facilities Contracting Office  
181 Cole Service Building • Oxford, OH 45056  
Phone: 513-529-2801

MUN-100021

## I. ANNOUNCEMENT OF SOLICITATION OF QUALIFICATIONS

Project Name: **HUGHES C-WING HVAC UPGRADES**  
Project Location: Hughes Hall, 701 East High Street  
City/County: Oxford/Butler  
Owner: Miami University  
Response Deadline: October 11, 2012, 3:30PM EST

## II. PROJECT DESCRIPTION

Hughes Hall C-Wing is four floors and a basement level on the west side of Hughes Hall at 701 E. High St., Oxford, OH 45056. The C-wing section was an addition to the original building. The addition was constructed in 1976. At that time, a Carrier Moduline HVAC system was installed to supply variable volume air to the new areas utilizing bellows to respond to pressures within the duct and in the room. This system usually requires a high static pressure which is not energy efficient. Over the years, the system has deteriorated and does not function properly resulting in failure of the bellows to regulate air to the spaces. In addition, this system is no longer produced by Carrier, so replacement parts have been difficult to find.

Over the years, several renovation projects have replaced some of the Carrier Moduline system but most of it still exists. This project proposes to convert the existing Moduline system into a variable air volume system with reheat on floors one through four. This is approximately 29,700 square feet of building space to be renovated. The basement level Moduline system was completely removed during a recent renovation, and therefore is not being considered in this project. The first floor only requires the C-wing lobby and an adjacent laboratory HVAC to be modified. The second floor is currently being used for book storage and will need the entire HVAC system replaced. The third floor is currently housing the IT offices and Print Center and will require an HVAC renovation for the entire floor. The fourth floor is mostly unoccupied aside from some faculty offices on the southwest end. The entire fourth floor will require a full HVAC renovation as well.

The plan is to remove the existing Carrier Moduline boxes and install variable air volume (VAV) boxes with reheat. The existing ductwork will be re-used as much as possible. In order to provide reheat, a second pump and VFD will be added to the existing hot water supply in the 4th floor mechanical room (room 442). Updated controls and occupancy sensors will be added to the spaces to allow for energy savings especially in areas that currently see little use, such as the 4th floor. When the new work is finished, there will be one (1) new zone on the first floor, eleven (11) zones on the second floor, twelve (12) zones on the third floor, and thirteen (13) zones on the fourth floor for a total of thirty-seven (37) zones.

This project will utilize the Design-Build project delivery method and the Design-Builder ("DB") will be selected through a two-step process which entails: 1) a qualification based selection

process during the initial Request for Qualifications (RFQ) stage to develop a short list; and, 2) a best value selection process during the final Request for Proposal (RFP) stage for selection from the short list of the DB for Contract negotiation. The qualifications-based selection criteria for the RFQ are included in this announcement.

University staff will serve as the Criteria Architect and will provide program and performance documents to the short-listed firms during the RFP stage of the selection process.

The University intends to utilize the forms and documents prescribed by the Ohio Department of Administrative Services relating to the *State of Ohio Standard Requirements for Public Facility Construction Design Build Contract Documents*, available for review on the Ohio Facilities Construction Commission's website at [ofcc.ohio.gov/Documents.aspx](http://ofcc.ohio.gov/Documents.aspx). Note that the University intends to modify the Contract Documents to include a bonus incentive in lieu of the Shared Change Order concept and to include language relative to the University's right to use buy-out savings to fund identified Add Alternates.

**Estimated Budget and Other Project Information:**

- Construction Budget\*: \$285,000
- EDGE Participation Goal: 5%

**Anticipated Project Schedule:**

- Selection of DB Team: November 19, 2012
- Start Construction: March 1, 2013
- Complete Construction: May 31, 2013
- Final Acceptance: July 1, 2013

### **III. SELECTION PROCESS**

General. The Design-Builder ("DB") shall be selected using a two-step best value selection process in which award is based upon a combination of qualifications and price considerations.

- 1) Qualifications Phase. Firms submitting responses to this RFQ will be evaluated based on their qualifications and the qualifications and experience of the individuals identified as the proposed project team. Consideration is given to competency to perform the required design-build services; ability to manage the required workload and provide qualified personnel, equipment, and facilities; past performance as reflected by the evaluation of previous clients with respect to factors such as control of costs, quality of work, and meeting deadlines; ability to comply with Ohio Revised Code Sections 4703.182, 4703.332, and 4733.16, including the use of a licensed design professional for all design services; financial responsibility as evidenced by the capability to provide a surety bond equal in accordance with OAC 153:1-4-02; history of performance with meeting goals of any diversity and inclusion programs required by a public authority or by applicable law, compliance with applicable affirmative action programs; and other similar factors. The University, at its sole discretion, may hold discussions with individual firms to explore further their qualifications, the scope and nature of the services they would provide, and the various technical approaches they may take regarding the Project. If needed, the University will issue an RFQ clarification on its website.

\*as defined by M180-01-00 71 00-Contract Definitions, June 2012

After evaluating the responses to this RFQ, the University will select a shortlist of no fewer than three firms that it considers to be the most qualified, except if the University determines that fewer than three firms are qualified, it will only select the qualified firms.

- 2) RFP. The University will provide the short-listed firms a Request for Proposal ("RFP") that will contain a description of the Project, including the available design details/documents, a proposed project schedule, a description of how the Guaranteed Maximum Price ("GMP") for the Project shall be determined, including the estimated level of design detail upon which the GMP shall be based, the current form of the Design-Build Contract, and a request for a pricing proposal which shall include the firm's proposed fees and percentages for specific aspects of the services. The RFP will specify that the proposal contain a firm's technical proposal and a pricing proposal. The University may also include in the RFP a request for a proposed GMP.
- 3) Pre-Proposal Submission Meeting. Prior to submitting a response to the RFP, the shortlisted firms will be invited to meet individually with the University. The purpose of the pre-proposal meeting is to permit the short-listed firms to ask the University questions regarding the proposal requirements in an individual setting to help the firms prepare their responses to the RFP. The University will notify each short-listed firm to schedule the pre-interview meetings.
- 4) Interview. After submitting responses to the RFP, the short-listed firms will be interviewed by the University. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the proposed team's Project approach and ability to meet the University's stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity and approach to conduct the work and complete the project in compliance the University's timetable, budget, and other requirements. The University will notify each short-listed firm to schedule individual times for the interviews.
- 5) Anticipated Selection Schedule
  - Qualifications Due: 10/11/12
  - RFP Issued to the Short-Listed Firms: 10/15/12
  - Pre-Proposal Meeting: week of 10/22/12
  - Proposals Due: 10/31/12 @ 3:30pm
  - Interviews: week of 11/5/12
  - GMPs Due: 11/16/12
  - DB Selection: week of 11/19/12
- 6) Communication. Firms considering responding to this RFQ are strictly prohibited from communicating with any member of the University's staff, as all questions should be directed in writing to the person identified in Section VI hereof.
- 7) Cancellation and Rejection. The University reserves the right to reject all proposals and cancel at any time for any reason this solicitation and any portion of this solicitation or any phase of the Project. The University shall have no liability to any proposer arising out of such cancellation or rejection. The University reserves the right to waive minor variations in the selection process.

#### **IV. REQUIRED SUBMISSIONS**

The following information must be submitted in response to this RFQ in the order indicated below:

**Cover Letter** (with the following elements)

- Statement of interest in the project
- Identification of the point of contact for this RFQ process with telephone number and e-mail address
- Name, address, telephone, e-mail, and website for the prime company
- Signature of a duly authorized principal
- Indicate form of business (eg., corporation, partnership, joint venture, or sole proprietorship) and the name, address and role of each firm comprising the proposed DB team.
- Financial responsibility to include evidence of the capability to provide a surety bond in accordance with OAC 153:1-4-02.

#### **1. Proposed Firm(s) Information and Organizational Chart**

- A. **Firm Name, Address, and Role in the DB Project:** provide the contractual relationship, name, full mailing address and a brief description of the role of each firm that will be involved in the performance of the DB project and include the following information:
- 1) Years in business
  - 2) Company history
  - 3) Number of full-time employees by the following categories:
    - i) Mechanical Engineering/ Electrical Engineering
    - ii) Construction
  - 4) Company capacity: Demonstrate the level of commitment and current work under contract for both the company and the personnel proposed for the project. Provide evidence of the company's ability in terms of workload and availability of qualified personnel, equipment, and facilities to perform the required design-build services competently and expeditiously with such documentation to include experience with the design-build delivery method including familiarity with the process, risks, and responsibilities.
  - 5) Past performance of the company, as reflected by the evaluation of previous clients with respect to such factors as control of costs, quality of work, dispute resolution, administration of subcontractors, meeting deadlines and meeting diversity and inclusion goals as may have been required by a public authority or applicable law.
- B. **Organizational Chart of Proposed Team:**  
Provide an organizational chart of the proposed team showing the names and roles of all key personnel and the firm with which they are associated, to include both preconstruction stage and construction stage roles, such as, but not limited to, project design roles – architecture, MEP, etc., planning/programming lead, Engineer of Record, estimator, scheduler, constructability/design document reviewer, and construction administrator. Illustrate lines of communication between team members and identify main points of contact.

- 2. Team Competence and Experience:**
  - a) Provide evidence of the technical training, education, professional titles/licenses/registrations and experience of the DB team key personnel and key consultants who would be assigned to perform services, including the proposed engineer of record, and all other design and construction professionals.
  - b) Provide evidence of common experience between the key team members on project(s) of similar scope and complexity.
- 3. Design and Construction Management Experience:**
  - a) HVAC retrofit design/construction
  - b) Ability to meet the University's schedule, program, and design and construction quality standards.
  - c) Familiarity with local construction market, including working relationships with local subcontractors and suppliers.
- 4. Project Profiles (minimum of 3)**

*Provide profiles of similar projects that best illustrate the team's experience and capabilities. For each project, please provide the information below (a-e) in a consistent format.*

  - a) Project name
  - b) Client name
    - 1) Identify if the institution is public or private
    - 2) Provide contact name and phone number
  - c) Key team members (partner companies)
  - d) Location (state)
  - e) Project Detail
    - 1) Brief Description
    - 2) Construction Cost
    - 3) Project schedule (design duration, construction duration, completion date)
    - 4) Delivery type (DBB, DB, CMR, etc.)

## V. MEANS OF SUBMISSION

Response submissions are due by **3:30 pm EST on Thursday, October 11, 2012.**

Submission packages shall be:

- 20 pages maximum in length, single-sided (excluding a one-page image submission for each "Project Profile" submitted under Section IV 4)
- Sent electronically as a PDF document to Ms. Elizabeth Davidson, davidsea@muohio.edu (5MB maximum), and
- Delivered as three (3) bound copies to:  
Ms. Elizabeth Davidson  
Director of Facilities Contracting  
Miami University  
181 Cole Service Building  
Oxford, OH 45056

## VI. QUESTIONS

Please address your questions concerning this RFQ to Elizabeth Davidson **in writing** by Wednesday, October 3, 2012. The University's responses and any clarification to the RFQ will be posted by the University in an RFQ Clarification on Monday, October 8, 2012. ***Please do not contact any other employees of the University directly:***

Ms. Elizabeth Davidson  
Director of Facilities Contracting  
Miami University  
181 Cole Service Building  
Oxford, OH 45056  
E-mail: davidsea@muohio.edu

## VII. NOTES

1. After the RFQ phase, the selected short-listed teams may **not** make any significant changes to the composition of the team's member Company, personnel assignments, and individuals' roles and responsibilities without the University's written approval.
2. The University reserves the right to waive irregularities and the right to reject any submissions at any point during the selection process. The University also reserves the right to approve all sub consultants and team members.
3. As provided in the Contract Documents, prior to executing the DB Contract Form, the selected DB must make certain representations and warrants, and submit certain documentation relative to compliance with the stated conditions precedent including, but not limited to carrying and maintaining all necessary liability insurance, including, without limitation, Workers' Compensation and employer's liability insurance, commercial general liability insurance, project specific and professional liability insurance.

# Design-Build Team RFQ Score Summary Sheet

Project Manager: Kara Archibald  
 Phone: (513) 529-2007  
 Email: karark@unimiami.edu



**Hughes C-Wing HVAC Upgrades**  
 Design-Build RFD Submittal  
 09/15/12

MUN-100021

**Project Description**

Convert remaining Carrier Medicine System in Hughes Hall C-Wing to VAV with reheat

Firm Name	1 Proposed Firm's Information & Organizational Chart										2 Team Competence			3 Design & Construction			4 Proj Profiles	TOTALS
	1A1	1A3	1A4	1Ba	1Bb	1Bc	1Bd	1Be	2a	2b1	2b2	3a	3b	3c	4	100		
	5	5	10	5	5	10	10	5	10	5	10	5	5	5	5	100		
1																0		
2																0		
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# RFQ Question and Answer List

## State of Ohio Standard Forms and Documents

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Project Name Hughes C-Wing HVAC Upgrades Project Number \_\_\_\_\_  
Project Location Hughes Hall, Oxford Campus

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Date of RFQ Clarification Posting : October 8, 2012

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

1. Will you be requiring commissioning services for this upgrade?
  - A. No, commissioning will be performed by University staff.
2. Are this project's plans and specs going to be posted on your website?
  - A. The University does not intend to post the subcontractor trade bid packages on its website. it is the selected Design-Builder (DB) and not the University that prepares the bid packages and receives the bids from the pre-qualified subcontractors under the Design-Build methodology.
3. Clarification: This project is Design/Build therefore the Proposal for the design team will be taken Oct 11,2012 at 3:30 PM then the select Team announced on 11/19/2012 & they will take this project from there & no other bidding from the University will happen?
  - A. After the proposals are received on 10/11/12, the University will short-list several teams and issue an RFP to the short-listed firms. The RFP process involves interviews and the submission of technical and pricing proposals. One (1) team will be selected as the DB to perform and execute the Project Work. As stated in number 2 above, the University will not be preparing nor bidding the construction stage trade packages.



# Request for Qualifications Design-Build Services

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



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

## **A. PROJECT DESCRIPTION**

1. The Ohio State University (the "Owner") is seeking statements of qualifications from firms interested in providing design and construction services as a design-builder for the McCorkle – Pool Tile Replacement (Project No. OSU-120695):

Estimated DB Total Contract Sum is \$ 1,390,000

Total Project budget is \$2,090,000 \*Cost includes value of in kind pool materials (tile, grout and setting materials)

Pre-construction Duration: December 2012 through March 2013

Construction Duration: April 2013 through June 2013 and April 2014 through June 2014

\*A phasing plan / schedule will be required to be provided by the selected Design Build Team on how best to stage and schedule the project.

Occupancy: As soon as possible

Criteria Architect/Engineer (the "Criteria A/E"): The Ohio State University

This project includes pool tile replacement in the RPAC Aquatic Center. The renovations will be made at both the McCorkle Aquatic Pavilion which includes the 50-meter competitive pool and the Ron O'Brien Diving Well. The Recreation Natatorium includes a lap pool, class instructional pool, leisure pool and a recreation spa.

The existing tile has experienced significant adhesion failures. As a result, pools will be drained, existing tiles regardless of their conditions will be removed, and new tiles will be installed on every pool. The Design Build team will be provided with all of the test data and access to test panels to develop their recommendation on adhesion / installation methods and all details. The University will be receiving and providing to the selected Design Build team all tile materials including tiles, grout and setting materials from a major vendor that will be used in this replacement project. The Design Build team will review the type of tile and setting materials that are to be provided and advise if any variation or type change is needed. Close communication between the vendor, Design Build team and OSU is required to verify that the correct materials are being provided. The Design Build contractor will be responsible for including a warranty on workmanship.

This project will need to be phased unless the selected Design Build team can provide a plan to complete the project in an expedited timeframe; the Design Build team will work closely with athletics and student life to determine the best possible schedule depending on volume of visitors, scheduled activities and competitions. If necessary multiple crews with full time oversight may be required to achieve the deadline.

It is also important to consider other factors that go towards making the pool function correctly on a daily basis, such as pumps and water heaters and any other internal mechanics that may be

affected by this tile replacement. Timing for draining and refilling as well as heating will need to be factored into the timelines that each team proposes.

The replacement tiles will duplicate original tile pattern colors, dimensions – only adhesion of the tile will differ from original drawings and specifications. The team will be required to follow specifications and requirements from the North American Tile Council on methods of properly draining and filling the pool.

All testing documents and drawings will be provided to the shortlisted teams. Short listed teams will also be provided the opportunity to see the actual test panels previously installed in the divewell.

Facts about the pools:

Lap Pool: 6 lanes, 25 yards. Depth ranges from 4-10 ft.

Class Instructional Pool: 8 Lanes, 25 yards. Movable floor (20' by 62'). Depth can range from 0-9 ft. (standard depth will be 4-9 ft.)

Leisure Pool: 2,848 square feet. Shallow entry for children and special needs. Small child slide and bubble bench. Depth ranges from 18 inches – 3.6 ft.

Leisure Whirlpool Spa: 212 square feet. Capacity 25 people.

50-meter competitive pool

Ron O'Brien Diving Well

Dive Spa

Important schedule:

Recreational Swimming Schedule: The Spa Pool and Lap Pool are open during normal operating hours, Monday - Thursday from 5:45 a.m. - 9 p.m.; 8 a.m. - 7 p.m. on Saturdays; and noon - 7 p.m. on Sundays.

McCorkle Aquatic Pavilion: Home to Ohio State varsity men's and women's swimming and diving teams and varsity synchronized swimming team. The pool and diving well are open on a limited basis to the recreational swimmer. (October – March).

The Design Build contractor will be selected based on best value and expertise in this field. It is recommended that teams include specialty consultants who are experts in pool design and construction.

2. EDGE. The Equal Opportunity Division of the Department of Administrative Services shall establish Encouraging Diversity, Growth and Equity ("EDGE") participation goals, which goals will be set forth in the RFP.

**B. PROJECT DELIVERY**

The Project will be designed and constructed using the "Design-Build" project delivery system. The design and construction services shall be set forth in more detail in the Design-Build Agreement, Ohio Department of Administrative Services, the form of which will be provided to short-listed firms, as defined in Section C.3.

## C. SELECTION PROCESS

1. General. The Design-Builder shall be selected using a two-step best value selection process in which award is based upon a combination of qualifications and price considerations.

2. Qualifications Phase. Qualifications generally include competence to perform the required design-build services; ability to manage the required workload and provide qualified personnel, equipment, and facilities; past performance as reflected by the evaluation of previous clients with respect to factors such as control of costs, quality of work, and meeting deadlines; ability to comply with Ohio Revised Code Sections 4703.182, 4703.332, and 4733.16, including the use of a licensed design professional for all design services; financial responsibility as evidenced by the capability to provide a surety bond equal to one hundred per cent of the contract sum; history of performance with meeting goals of any diversity and inclusion programs required by a public authority or by applicable law, compliance with applicable affirmative action programs; and other similar factors.

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

4. RFP. The Owner will provide the short-listed firms a Request for Proposal ("RFP") that will contain a description of the Project, including a statement of available design detail, a description of how the Guaranteed Maximum Price ("GMP") for the Project shall be determined, including the estimated level of design detail upon which the GMP shall be based, the form of the design-build contract, and a request for a pricing proposal. The RFP will specify that the proposal shall contain the technical proposal and a separate pricing proposal. The Owner may also include in the RFP a request for a proposed GMP.

5. Pre-Interview Meeting. Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Owner. The purpose of the pre-interview meeting is to permit the short-listed firms to ask the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The pre-interview meeting will be held at 2009 Millikin Road, Room 400, Columbus, Ohio 43210. The Owner will notify each short-listed firm to schedule individual times for the pre-interview meetings.

6. Interview. After submitting responses to the RFP, the short-listed firms will be interviewed by the Owner. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the Project approach and ability to meet the Owner's stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance the Owner's timetable, budget, and EDGE expectations. The interviews will be held at 2009 Millikin Road, Room 400, Columbus, Ohio

43210. The Owner will notify each short-listed firm to schedule individual times for the interviews.

7. Selection Schedule

Qualifications Due	October 15, 2012, 4:30pm
Short-Listing of Firms	October 25, 2012
RFP Issued to the Short-Listed Firms	November 1, 2012
Pre-Proposal Meeting	Week of November 8, 2012
Proposals Due	November 29, 2012, 4:30pm
Interviews	Week of December 13, 2012
Selection of Design-Builder	December 20, 2012

8. Communication. Firms considering responding to this RFQ are strictly prohibited from communicating with any member of the Owner's staff, as all questions should be directed in writing to the person identified in Section E.2 hereof.

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

**D. REQUESTED SUBMISSIONS**

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

1. Statement of Qualifications. Complete the "Statement of Qualifications – Design Builder" which can be found in the following location: (<http://fod.osu.edu/vendor>) in the Professional Services Section. 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.

- A. Pool Construction (New / Renovation)
- B. Forensic Construction / Installation Analysis related to Pool Projects
- C. Tile Installation (Focus on Tile type and Adhesion Methods)
- D. Phased Construction / Multiple Shift Project Construction Projects
- E. Alternative Pool Installation Projects

2. Bonding/Insurance. Provide evidence of capacity to provide bonding 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. EDGE. Describe the firm's history of performance with meeting goals of any diversity and inclusion programs required by a public authority or by applicable law, and compliance with applicable affirmative action programs.

4. Management Systems. Describe the record keeping, reporting, monitoring and other information-management systems that the firm would propose to use for the Project. Describe the scheduling and cost-control systems the firm would propose to use for the Project.

5. Self-Performed Work. Indicate whether the firm intends to self-perform any work on the Project through an acceptable competitive process and, if so, the nature of the work and capability to self-perform.

6. Estimating. Describe the capability of in-house estimating and describe the use of in-house estimating on projects comparable to the Project.

7. Other Considerations.

1. Indicate specialty consultant's expertise in the field of pool design and construction.

#### **E. INSTRUCTIONS FOR DELIVERY AND DEADLINE**

1. Six (4) copies and (1) electronic PDF of the proposal must be submitted in a sealed container clearly marked "Statement of Qualifications for Design-Build Services for OSU-120695 and delivered by the time and date specified in subparagraph E.3 to:

The Ohio State University  
Design and Construction  
Attention: Kristin Poldemann  
2009 Millikin Road, Room 400  
Columbus, Ohio 43210

2. Questions must be in writing and directed to Kristin Poldemann email address at [poldemann.1@osu.edu](mailto:poldemann.1@osu.edu). Answers to any questions shall be in writing and shall be sent to all firms who have received this RFQ.

Responses to this RFQ must be received at the address listed in Section E.1 by 4:30 p.m. local time on October 15, 2012.



# Request for Qualifications (Planning Services)

The Ohio State University

Facilities Operations and Development

400 Central Classroom Building • 2009 Millikin Road • Columbus, OH 43210



<http://fod.osu.edu>

Phone: 614-292-4458

**Administration of Project:** Local Administration

Project Name	<u>Koffolt &amp; Fontana Feasibility Study</u>	Response Deadline	<u>10/05/2012 4:30 pm</u> local time
Project Location	<u>OSU Campus</u>	Project Number	<u>OSU - 130020</u>
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Carolyn Staskiewicz</u>
Agency/Institution	<u>The Ohio State University</u>	Contracting Authority	<u>The Ohio State University</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 Carolyn Staskiewicz, The Ohio State University at 400 Central Classroom Building, 2009 Millikin Road, Columbus, Ohio 43210. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

The One Ohio State Framework Plan provides a long term, high level vision for the future of OSU's Academic Core North. Several initiatives have been proposed which will require more detailed analysis and near term decisions about aging infrastructure and obsolete educational and research spaces. These decisions must be made in the context of longer term planning. This investigation of options to address short term needs may also influence the long term vision for the district. We are seeking a team of planning and engineering consultants that can provide more detailed analysis and recommendations for the repurposing of Koffolt and Fontana Laboratories.

### B. Scope of Services

Prepare a comprehensive feasibility study with optional levels of renovation and estimated associated costs for the rehabilitation and renovation of two existing and operational laboratories. The planned repurpose of these buildings is most likely Biomedical Engineering and Materials Science and Engineering. The plan will include a review and analysis of existing facilities, recommendations for strengthening the link between the facilities and the academic mission, and preliminary feasibility studies for identified priorities and square footage compilation of spaces.

#### Scope of Work:

- 1. Review and analysis of existing facilities:** Consider the existing Koffolt and Fontana Laboratories utilizing the 2006 assessment and subsequent updates.
- 2. Develop an abridged compilation of spaces in terms of gross square footage but not a detailed program of requirements:** Relate facilities to the academic mission and build an understanding of program through planning meetings with user groups.
- 3. Provide optional levels of renovation:** Recommendations may include varying levels of renovation, new construction, reassignment of programs, new uses for existing facilities, expansion of programs at existing locations, and or consolidation of facilities and programs and associated cost estimates.
- 4. Provide conceptual planning diagrams:** Recommendations should include any spatial concepts in the form of diagrams and sketches that will assist in communicating ideas and plans.

### C. Funding / Estimated Budget

Total Project Cost	<u>\$50,000</u>	State Funding	<u>\$0</u>
Estimated Fee	<u>\$46,500</u>	Other Funding	<u>\$50,000</u>

NOTE: The fee for this project includes all consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: development of the Program of Requirements, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., creation of an extensive evaluation or validation of site conditions and extensive pre-design investigations.).



# Request For Qualifications (Planning) continued

Project Name Koffolt & Fontana Feasibility Study

Project Number OSU - 130020

## D. Services Required

Primary Architecture

Secondary Teaching & Research Lab Planning

MEP

3<sup>rd</sup> Party Estimator

 

 

## E. Anticipated Schedule

Professional Services Start (mm/yy) 11 / 2012

Professional Services Completed (mm/yy) 05 / 2013

## F. EDGE Participation Goal

Percent of *initial* TOTAL A/E Fee 5.0 %

## 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 Sub-consultants. Past performance of prospective firm and its proposed Sub-consultants. Qualifications and experience of individuals directly involved with the project. Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed Sub-consultants. Report writing credentials and experience. Experience and capabilities of creating or using schedules as a project management resource. Proximity of prospective firms to the project site. Proposer's apparent resources and capacity to meet the needs of this project.

Interested firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the Consultant'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 Consultant's Technical Proposal. Both forms can be accessed at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). 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 Ohio Facilities Construction Commission (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 the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to Carolyn Staskiewicz at [staskiewicz.1@osu.edu](mailto:staskiewicz.1@osu.edu) with the project number included in the subject line (no phone calls please).

# Planning Services Selection Rating

The Ohio State University

Facilities Operations and Development

400 Central Classroom Building ▪ 2009 Millikin Road Columbus, OH 43210



<http://fod.osu.edu>

Phone: 614-292-4458

Project Name Koffolt & Fontana Feasibility Study Proposer Firm \_\_\_\_\_

Project Number OSU – 130020 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. Consultant Firm Location (5 points)</b>			
Proximity of primary firm office where majority of work is to be performed in relationship to project location	Less than 50 miles	4 - 5	
	50 to 100 miles	2 - 3	
	More than 100 miles	0 - 1	
<b>2. Consultant Firm Size (5 points)</b>			
Number of relevant planning professionals within primary Consultant firm available to perform the work.	Small = Less than 5 planning professionals	4 - 5	
	Medium = 5 to 10 planning professionals	2 - 3	
	Large = More than 10 planning professionals	0 - 1	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary Consultant Firm in the previous 24 months (exclude projects on hold)	Less than \$50,000	4 - 5	
	\$50,000 to \$250,000	2 - 3	
	More than \$250,000	0 - 1	
<b>4. Primary Consultant Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 15	
b. Project Planning Lead	Experience / creativity of lead planner to meet needs of owner	0 - 10	
c. Technical Staff	Experience / ability of planning staff to develop quality planning reports	0 - 5	
<b>5. Sub-consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 2 projects (Low)	0 - 1	
	2 to 4 projects (Average)	2 - 3	
	More than 4 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 5	
	3 to 6 projects (Average)	6 - 10	
	More than 6 projects (High)	11 - 15	
c. Past Performance	Level of performance as indicated by past evaluations / letters of reference	0 - 10	
		<b>Subtotal</b>	

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

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

Notes:

Evaluator:

Name \_\_\_\_\_

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



# Request for Qualifications (A/E)

The University of Toledo

2801 W. Bancroft Street  
Toledo OH 43606



www.utoledo.edu  
Phone 419-530-1427

**Administration of Project:** Local Administration

Project Name	University Hall Renovations (Roof Replacements and Masonry Restoration)	Response Deadline	Oct. 12, 2012 4:30pm local time
Project Location	University Hall	Project Number	0001-13-853/UTO-130853
City / County	Toledo / Lucas	Project Manager	Tim Kreft
Agency/Institution	The University of Toledo	Contracting Authority	The University of Toledo
No. of paper copies requested (stapled, not bound)	4	No. of electronic copies requested on CD (PDF)	0

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

## Project Overview

### A. Project Description

The University of Toledo is soliciting qualifications for professional services for the University Hall Renovations (Roof Replacement and Masonry Restoration) project on the Main Campus. This building has multiple roofs that vary in ages, some exceeding 25 years old. Deteriorated roofs are allowing water into classrooms and offices, creating interior/exterior damage, as well as an unhealthy environment for students, faculty, and staff.

### 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, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 4 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

1. Design of Built-up Roofing Systems
2. Experience in Design of Damp-proofing and Exterior Wall Restoration.
3. Previous experience working with UT
4. Previous experience working with the State of Ohio
5. Previous experience working with sub consultants



# Request For Qualifications (A/E) continued



University Hall Renovations (Roof Replacements and  
Project Name Masonry Restoration)

Project Number 0001-13-853/ UTO-130853

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## H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (Form F110-330) available via the Ohio Facilities Construction Commission (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.

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

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

# Architect/Engineer Selection Rating

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



www.utoledo.edu  
 Phone 419-530-1427

Project Name UH (Roof Replacements and Masonry Restoration) Proposer Firm \_\_\_\_\_  
 Project Number 0001-13-853/ UTO-130853 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 50 miles	4 - 5	
	50 to 150 miles	2 - 3	
	More than 150 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	4 - 5	
	Medium = 5 to 10 licensed professionals	2 - 3	
	Large = More than 10 licensed professionals	1 - 2	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$200,000	4 - 5	
	\$200,000 to \$500,000	2 - 3	
	More than \$500,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 3 projects (Low)	0 - 1	
	3 to 6 projects (Average)	2 - 3	
	More than 6 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 3	
	3 to 5 projects (Average)	4 - 6	
	More than 5 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 5 projects (Average)	4 - 6	
	More than 5 projects (High)	7 - 10	
		<b>Subtotal</b>	

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

Notes:

Evaluator:

Name \_\_\_\_\_

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

# Request for Qualifications (A/E)

Bowling Green State University  
Office of Capital Planning  
Bowling Green, OH 43403-0134



www.bgsu.edu/offices/cap-plan  
V: 419-372-8591; f: 419-372-0331

## Administration of Project: [Local Administration]

Project Name	<u>Doyt Perry Stadium Study</u>	Response Deadline	<u>October 4, 2012</u>	<u>12:00 noon</u>	local time
Project Location	<u>Bowling Green, Ohio</u>	Project Number	<u>BGU-125825</u>		
City / County	<u>Bowling Green / Wood</u>	Project Manager	<u>Robert M. Waddle</u>		
Agency/Institution	<u>Bowling Green State University</u>	Contracting Authority	<u>Bowling Green State University</u>		
No. of paper copies requested (stapled, not bound)	<u>8</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

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

## Project Overview

### A. Project Description

Bowling Green State University (BGSU) requests that architects submit written statements of qualifications for providing architectural / engineering services for the above project.

The architect, with assistance from the University, will validate previous study and corresponding cost estimates of the overall condition of the Doyt Perry Stadium; update the study for selected areas if warranted; and provide focused study and recommendations on three important aspects of the facility: (a) the structural integrity of the stadium, (b) the potential for enhancement of the existing support functions, and (c) options for the addition to and/or renovation of existing "premium seating."

In addition to that report on the existing facility, the University desires a conceptual program and estimate for the construction of a new stadium.

### B. Scope of Services

#### Study of Existing Stadium

1. Validation of previous study:

The facility assessment that was conducted as part of the campus master plan is available (in summary form) at <http://www.bgsu.edu/downloads/finance/file108159.pdf> . The selected firm or team will review the study and validate its conclusions and recommendations for Doyt Perry Stadium. In areas where findings are outdated, the firm or team may be directed to update the study. The University does not intend for this to be a completely new study of conditions.

2. Structural Integrity:

The east wall of the stadium suffers from cracking and spalling of the concrete. These conditions were documented in a petro-graphic analysis performed by TTL Associates (Toledo) in a study performed by Schooley Caldwell Associates (Columbus) in March 2012. Recommendations for the repair of these conditions were made at that time. The repair work has not been done.

There may be other, as yet unidentified, problem areas. The University would like to undertake a thorough, full-scale structural analysis of the facility to identify all locations in the stadium which exhibit structural distress or compromise.

The successful firm will test and document the condition of typical existing site-cast and pre-cast concrete members, as well as associated steel reinforcements, welds, bolts, fasteners, base plates, etc. and issue an overall report on the condition of the stadium.

# Request For Qualifications (A/E) continued

Project Name Doyt Perry Stadium Study

Project Number BGU-125825

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The successful firm will also recommend short-term remedial methods and long-term solutions for all structural problems.

3. Enhancement of Support Functions:

a) The existing *public support functions* have fallen into a state of disrepair. Their condition is not commensurate with comparable contemporary sports facilities.

The successful firm will document the condition of *public support functions* and make recommendations of a conceptual / schematic nature for their enlargement and/or enhancement.

- o Retail Spaces
- o Concessions
- o Public Toilet Rooms
- o Ticketing
- o Public Access, Circulation and Way Finding

b) The existing *maintenance and operations support functions* have also fallen into a state of disrepair. Their condition is not commensurate with comparable contemporary sports facilities.

The successful firm will document the condition of *maintenance and operations support functions* and make recommendations of a conceptual / schematic nature for their enhancement.

- o Tool & Equipment Storage
- o Staff/Coach Offices
- o Building & Grounds Offices
- o Equipment Room Operations
- o Locker Rooms

4. Addition to and/or Renovation of Existing Premium Seating:

Existing premium seating is inadequate and outdated. Identify options for the maximization of premium viewing accommodations, including the design exploration of additional tiers (stories) of sky boxes, as well as their renovation and possible relocation or re-orientation.

- o Suites and Club Areas
- o Media Areas
- o Press Boxes
- o Game Operations
- o Coaching Box

## Cost for Study for New Stadium

1. Conceptual Program for New Stadium:

The selected firm or team will prepare a conceptual program for the design and construction of a new stadium. This conceptual program will take into account the latest trends in stadium construction for major intercollegiate football (using recently constructed facilities such as University of Central Florida, Stanford, University of Akron, etc.) as well as agreed-upon options for stadium size and amenities.

2. Conceptual Estimate for New Stadium Design and Construction:

Based on the above program options, the selected firm or team will prepare conceptual estimates for the design and construction of a new stadium.

The architect will be required to attend several meetings with representatives of the BGSU Campus Operations Department, the Office of Design & Construction, the Office of Capital Planning, the Athletics Department and other interested parties during the phases of information gathering and analysis.

# Request For Qualifications (A/E) continued

Project Name Doyt Perry Stadium Study

Project Number BGU-125825

At the conclusion and presentation of the final report, cost estimates will be prepared by a professional estimator directly hired by the University, as well as one prepared by the architect's team. The structural analysis and design options must be complete by mid-April 2013.

The successful firm will be required to sign the University's Design Professional Agreement, which is available for review online.

## C. Funding / Estimated Budget

Total Project Cost	<u>\$0.00</u>	State Funding	<u>\$0.00</u>
Construction Cost	<u>N/A</u>	Other Funding	<u>\$0.00</u>
Estimated A/E Fee	<u>\$50,000.00</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>Cost Estimating Specialist</u>
	<u>Mechanical, Electrical, Plumbing, Structural Engineering</u>
	<u>Civil, Site and Landscaping</u>
	<u> </u>
	<u> </u>
Others	<u> </u>

## E. Anticipated Schedule

A/E Services Start (mm/yy)	<u>10 / 12</u>
Construction Contracts Start (mm/yy)	<u>N/A /</u>
Construction Contracts Completed (mm/yy)	<u>N/A /</u>
A/E Services Completed (mm/yy)	<u>05 / 13</u>

## F. EDGE Participation Goal

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

## G. Evaluation Criteria for Selection

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

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

Project Name Doyt Perry Stadium Study

Project Number BGU-125825

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## H. Submittal Instructions

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

**Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.** Qualification statements should be brief – no more than ten pages. Include at least three (3) references outlining specific, comparable project experience, including the scope, size and value of that work, with contact information. Also, include resumes of key staff that will be committed to the project on a day-to-day basis, and the firm's capability to start immediately and meet the proposed schedule.

Bowling Green State University is an Equal Opportunity Employer. Every effort will be made to ensure that all persons, regardless to race, religion, sex, color, ethnicity and national origin have equal access to contracts and other business opportunities with the University.

Hard copy statements and an electronic copy on CD must be received at the address above no later than 12:00 noon on Thursday, October 4, 2012. Electronic submittals should be combined into one PDF file named with the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to Robert M. Waddle at [rwaddle@bgsu.edu](mailto:rwaddle@bgsu.edu) (with copy sent to Beth Nagel @[bnagel@bgsu.edu](mailto: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 Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

# Architect/Engineer Selection Rating

Bowling Green State University  
Office of Capital Planning  
Bowling Green, OH 43403-0134



www.bgsu.edu/offices/cap-plan  
V: 419-372-8591; f: 419-372-0331

Project Name Doyt Perry Stadium Study Proposer Firm Bowling Green State University  
Project Number BGU-125825- City, State, Zip Bowling Green, Ohio 43403-0134

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than N/A miles	4 - 5	N/A
	N/A to N/A miles	2 - 3	
	More than N/A miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	[0 - 1]	
	Medium = 5 to 10 licensed professionals	[2 - 3]	
	Large = More than 10 licensed professionals	[4 - 5]	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$[100,000]	4 - 5	
	\$100,000 to \$1,000,000	2 - 3	
	More than \$1,000,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 5 projects (Low)	0 - 1	
	5 to 10 projects (Average)	2 - 3	
	More than 10 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 (Average) projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
		<b>Subtotal</b>	

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

Notes:

Evaluator:

Name \_\_\_\_\_

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



# Question and Answer List

## State of Ohio Standard Forms and Documents

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Project Name Doyt Perry Stadium Study Project Number BGU-125825  
Project Location Bowling Green, Ohio

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Date posted: September 27, 2012  
Date revised: N/A

Below are the questions that have been received to date for the Doyt Perry Stadium Study RFQ:

1. Question  
The scoresheet on page 5 indicates that A/E Firm (and consultants) location is not a positive or negative for the score tabulation (as it is listed as N/A). However, on page 3, Section G, firm proximity is listed as one of the selection criteria. Please clarify this conflict.
  - A. Answer  
Please note that we are generally limited in the documentation that we must use in our projects. However, as this is a study, proximity is not a priority and will not be considered as a positive or a negative in our selection process.
2. Question  
Is there a pre-proposal meeting / tour? There is no language in the RFQ about this.
  - A. Answer  
There will not be a pre-proposal meeting or tour. We may have a meeting with the short listed firms prior to the interviews. We do not want or expect contact with the University in any other way than that listed within the RFQ document.
3. Question  
Do you have a list of Architectural Firms that are interested in the project?
  - A. Answer  
We will not have that list until the submittal of the RFQ responses.
4. Question  
Will the successful firm still be eligible for any future stadium related projects that are the result of recommendations provided in this study?
  - A. Answer  
Yes.



