



John R. Kasich / Governor
State of Ohio

David Williamson / Executive Director
Ohio Facilities Construction Commission



OHIO FACILITIES CONSTRUCTION COMMISSION

Ohio Register

Information of Interest for the
Architectural, Engineering and Construction Industry

Issue Number 275

July 2016

Response Deadline:

Varies by project

Lindsay Deering / Editor

Ohio Facilities Construction Commission

30 West Spring Street, 4th Floor

Columbus, OH 43215

Phone 614.752.0448

lindsay.deering@ofcc.ohio.gov

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

An Equal Opportunity Employer

Ohio Register General Information and Requirements

State of Ohio Standard Forms and Documents

General Requirements for Submittals of the Statement of Qualifications

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

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

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

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

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

Reminders

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

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

ORC 9.24 – Auditor of State Unresolved Findings for Recovery

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

EDGE Participation Required on State Design and Construction Projects

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

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

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

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

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

Ohio Ethics Law Provision

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

Qualifications-based Selection (QBS) Requests for Qualifications

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

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

<u>Publish Date</u>	<u>Due Date</u> ▼	<u>Project Number</u>	<u>Owner</u>	<u>Project Name</u>	<u>Primary Service</u>	<u>Estimated Project Cost</u>	<u>Q&A</u>	<u>Short List (Selection Starred)</u>	<u>Notes</u>
7/29/2016	8/30/2016	<u>KSU-17L001</u>	Kent State University	Kent State University - Kent Campus Master Plan	A/E	\$950,000	N/A	TBD	Project may cost up to \$950,000
7/19/2016	8/20/2016	<u>NCC-016202</u>	North Central State College	Kehoe Center Infrastructure Renovation	A/E	\$1,195,000	N/A	TBD	
7/26/2016	8/19/2016	<u>OHU-170002</u>	Ohio University	Seigfred Hall Renovation	A/E	\$9,540,000	N/A	TBD	MEP Engineer selected jointly by A/E and OU.
7/26/2016	8/19/2016	<u>OHU-170002-MEP</u>	Ohio University	Seigfred Hall Renovation	MEP Engineering	\$9,450,000	N/A	TBD	MEP Engineer selected jointly by A/E and OU.

7/15/2016	8/8/2016	ZSC-17-18-004	Zane State College	Holdren-Watton Law Lab Renovation	A/E	\$305,000	N/A	TBD	
7/15/2016	8/8/2016	ZSC-17-18-005	Zane State College	College Hall & Health Science Hall Restroom Renovation	A/E	\$175,000	N/A	TBD	
7/11/2016	8/4/2016	SFC-170405	Cleveland Municipal School District	CMSD Segment 8 Projects (Small Scope)	A/E	\$154,439,184	Q&A	TBD	Project cost does not include LFIs
7/14/2016	8/4/2016	SFC-160395	Fostoria City School District	Fostoria City School District	A/E	\$46,715,413	N/A	TBD	Project cost does not include LFI
7/11/2016	8/3/2016	SFC-170405	Cleveland Municipal School District	CMSD Segment 8 Projects (Large Scope)	A/E	\$154,439,184	Q&A	TBD	Project cost does not include LFIs
7/11/2016	8/1/2016	ZSC-17-18-002	Zane State College	Campus-wide Sidewalks, Roadways & Lighting Renovation	A/E	\$430,000	N/A	TBD	
7/12/2016	8/1/2016	ZSC-17-18-003	Zane State College	Campus Center HVAC, Building Envelope & Interior Lighting	A/E	\$600,000	N/A	TBD	
7/8/2016	7/27/2016	OHU-160022	Ohio University	Athletic Academic Center	A/E	\$6,165,180	N/A	TBD	Project number updated 7/11/16
7/6/2016	7/22/2016	BGU-166220	Bowling Green State University	Regional Engineering Services Provider	A/E		Q&A	TBD	Costs vary by project

7/8/2016	7/22/2016	UCN-16240A	University of Cincinnati	ECUP New Boiler No. 4	A/E	\$3,800,000	N/A	NEW Fosdick & Hilmer M-Engineering RMF Engineering	
6/17/2016	7/19/2016	OHU-160020	Ohio University	Ohio University - RTV Chiller Replacement	A/E	\$3,000,000	N/A	TBD	
6/17/2016	7/19/2016	OHU-160021	Ohio University	Ohio University - Alden Library Chiller Replacement Project	A/E	\$3,000,000	N/A	TBD	
6/27/2016	7/19/2016	OHU-TBD	Ohio University	James Hall Heating Upgrade	A/E	\$2,000,000	N/A	TBD	
6/27/2016	7/14/2016	OSU-160464	The Ohio State University	Mack - Restroom Renovations	A/E	\$4,229,739	N/A	TBD	
6/16/2016	7/8/2016	BGU-166215	Bowling Green State University	Harshman/Centrex Load Center Electrical Conversions	A/E	\$6,703,776	N/A	AECOM Prater Engineering Associates JDRM Engineering	Drawings added 6/20/16
6/17/2016	7/8/2016	YSU-1718-4	Youngstown State University	Academic Area Renovations and Upgrades	A/E	\$3,750,000	N/A	TBD	
6/23/2016	7/8/2016	CTI-170001	Columbus State Community College	School of Hospitality Management and Culinary Arts	A/E	\$30,000,000	Q&A	Bialosky + Partners Architects *Design Group Schooley Caldwell Associates	Selection: Design Group Project cost will \$25-30 million

6/7/2016	7/1/2016	YSU 1718-2	Youngstown State University	Jones Hall Student Success Facility Upgrades - Roofing	A/E	\$1,000,000	N/A	TBD	
6/7/2016	7/1/2016	YSU 1718-7	Youngstown State University	Stambaugh Stadium Press Box	A/E	\$1,780,000	N/A	TBD	
6/13/2016	6/27/2016	OTC01- 2016-AH- WATINF	Owens Community College	Administration Hall Water Infiltration Project	A/E	\$1,000,000	N/A	TBD	
6/8/2016	6/24/2016	BGU- 166211	Bowling Green State University	MP-FCS/West Hall Demolition	A/E	\$1,544,000	N/A	Mannik & Smith Group Munger Munger & Associates	
 6/1/2016	6/23/2016	OTC01- 2016-TT- EXPAND	Owens Community College	Transportation Technology Expansion	A/E	\$1,400,000	QA	The JDI Group Poggemeyer Design Group Richard L. Bowen + Associates	
 5/26/2016	6/17/2016	UTO- 170166	University of Toledo	Building Envelope/Weatherproofing	A/E	\$1,750,000	QA	The Architects DLZ K2M Design	
 5/20/2016	6/10/2016	UTO- 171845	University of Toledo	Research Laboratory Renovations Phase I	A/E	\$2,000,000	N/A	*Baxter Hodell Donnelly Preston Champlin Haupt Architects Harley Ellis Devereaux SSOE Group	Selection: Baxter Hodell Donnelly Preston
 5/20/2016	6/10/2016	UTO- 170964	University of Toledo	Campus Infrastructure Improvements	A/E	\$2,750,000	N/A	AECOM Technical Services	Selection: JDRM Engineering

								*JDRM Engineering Prater Engineering Associates	
5/27/2016	6/10/2016	CSU-2016-0005	Central State University	Capital Projects Program Manager Services	PM S	N/A			Project costs will vary
5/10/2016	6/3/2016	DNR-160085	Ohio Department of Natural Resources	Neutral Facilitation Services - FY17-18	SC	N/A	TBD		Update to Section A. Project Description Project costs vary
5/12/2016	6/3/2016	SFC-150990	Various	Pre-qualified Project Management Services List	PM S	Q&A	*Blue Guardian Construction Advisors *Construction Support Solutions *Hill International *Megen Construction Company *Regency Construction Services *Resource International *The Ruhlin Company		Project costs vary Contact list
5/11/2016	6/1/2016	SFC-150888 Neutral	Various	Neutral Facilitation Consultant List	SC	N/A	*Project Management Consultants		Costs vary by project Selection:

			Facilitation						*Clearsage Consulting	Project Management Consultants Clearsage Consulting
	5/13/2016	5/31/2016	OHU-160010	Ohio University	Ellis Hall Renovation - 2016	A/E	\$12,000,000	Q&A	SPGB Architects Glaser Associates dba glaserworks *Champlin/Haupt Architects dba Champlin Architecture	Selection: Champlin/Haupt Architects
	5/13/2016	5/31/2016	OHU-160011 MEP	Ohio University	Ellis Hall Renovation - 2016 - MEP	A/E	\$12,000,000	Q&A	NEW Karpinski Engineering STAN and Associates W.E. Monks & Co.	
	5/16/2016	5/31/2016	JSC-140002	The Supreme Court of Ohio	Moyer Judicial Center, Chiller-Boiler Replacement	AE	\$3,447,028	Q&A	*Dynamix Engineering Ltd. Prater Engineering Associates Star Consultants	Selection: Dynamix Engineering Ltd.
	4/26/2016	5/19/2016	DRC-16F110	Ohio Department of Rehabilitation & Correction	ORW Lincoln Replacement Housing	A/E	\$13,800,000	Q&A	*K2M Design Schorr Architects DLZ Architects, Inc.	Selection: K2M Design
	4/27/2016	5/19/2016	UCN-16126A	University of Cincinnati	Nippert Stadium - Lower Bowl Reconfiguration	A/E	\$3,200,000	N/A	TBD	

	4/27/2016	5/18/2016	OHU-2016-001	Ohio University	Consultant List for Estimating Services	SC		N/A	TBD	Mailing address added and email address corrected - 5/18/16 Project costs will vary
	4/22/2016	5/9/2016	OSU-150787	The Ohio State University	Airport Master Plan Update	SC	\$675,000	Q&A	TBD	Project cost will range between \$638,000 and \$675,000
	4/8/2016	5/6/2016	SFC-150888	Various	Project Auditing Services	SC		Q&A	*Kennedy Cottrell Richards *Julian & Grube, Inc.	Hourly rates approved by OFCC Selection: Kennedy Cottrell Richards Julian & Grube, Inc.
	4/18/2016	5/4/2016	DNR-160076	Ohio Department of Natural Resources	Statewide Technical Services FY 17-18 / Watercraft Projects	A/E		N/A	TBD	Project costs vary
	4/6/2016	4/29/2016	UCN-16091A	University of Cincinnati	DAAP Woodshop Improvements	A/E	\$2,100,000	N/A	*McGill Smith Punshon SMP Design SHP Leading Design	Selection: McGill Smith Punshon
	3/28/2016	4/22/2016	YSU-PREQUAL	Youngstown State University	General Qualifications for Prequalification List of Professional Services - 330	A/E		Q&A	TBD	Project costs will vary

	3/30/2016	4/22/2016	SFC-TBD2	Clear Fork Valley Local Schools	CFVLSD New Elementary Schools	A/E	\$25,599,229	N/A	*Garmann/Miller GPD Group BSHM Architects	Cost does not include LFIs
	4/6/2016	4/22/2016	MUN-100065	Miami University	Western Campus Bridge Reconstruction	A/E	\$1,500,000	Q&A	TBD	
	4/8/2016	4/22/2016	OSU-150533	The Ohio State University	Doan Hall RTU Replacement	C-A/E	\$8,750,000	N/A	*Karpinski Engineering	Selection: Karpinski Engineering
	4/11/2016	4/22/2016	OSU-160637	The Ohio State University	Ohio Stadium Upgrades	A/E	\$41,600,000	N/A	TBD	
	3/17/2016	4/15/2016	SFC-160398	Global Impact STEM Academy	Global Impact STEM Academy	C-A/E	\$6,303,844	Q&A	SHP Leading Design *SPGB Architects Moody Nolan	Selection: SPGB Architects
	3/29/2016	4/15/2016	DNR-160078	Ohio Department of Natural Resources	Indian Lake State Park Campground Pool					

Best Value Selection (BVS) Requests for Qualifications

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

For the...Construction Manager at Risk provider (CM); Design Builder (DB) and Energy Performance Contracting provider.

<u>Publish Date</u>	<u>Due Date</u> ^v	<u>Project Number</u>	<u>Owner</u>	<u>Project Name</u>	<u>Primary Service</u>	<u>Estimated Project Cost</u>	<u>Q&A Misc</u>	<u>Short List (Selection Starred)</u>	<u>Notes</u>
7/26/2016	8/29/2016	SFC-160395	Fostoria City School District	Fostoria City School District	CMR	\$40,538,176	N/A	TBD	
7/15/2016	7/25/2016	SFC-160398	Global Impact STEM Academy	Global Impact STEM Academy - Phase 2	DB	\$6,303,844	N/A	TBD	
6/13/2016	7/13/2016	SFC-160399	Carrollton Exempted Village SD	Carrollton New 6-12 (Segmented)	CMR	\$23,842,562	N/A	Knoch Corp/Regency Construction ICON Construction Shook Touchstone	
6/1/2016	7/7/2016	UCN-16018A	University of Cincinnati	Lindner College of Business	CMR	\$120,000,000	N/A	NEW Messer Construction Turner Construction	Updates highlighted in yellow
6/20/2016	7/7/2016	MUN-100066	Miami University	McKie Field at Hayden Park - Synthetic Turf Conversion	DB	\$600,000	N/A	TBD	Estimate = \$400,000 base, \$600,000

									with alternates
5/9/2016	6/7/2016	OSU-160625	The Ohio State University	Medical Center Parking Garage	DB	\$50,627,460	Q&A	TBD	
5/16/2016	5/27/2016	DNR-160084	Ohio Department of Natural Resources	Water Treatment Plant Improvements - Hocking Hills SP	DB	\$1,100,000	N/A	TBD	
4/26/2016	5/26/2016	DRC-16F110	Ohio Department of Rehabilitation and Correction	ORW Lincoln Replacement Housing	CMR	\$13,800,000	Q&A	Elford *Peterson Construction Smoot Construction	Selection: Peterson Construction
4/18/2016	5/20/2016	SFC-TBD2	Clear Fork Valley Local Schools	CFVLS New Elementary Schools	CMR	\$25,599,229	N/A	Ruscilli Construction Regency Construction Services Gilbane Building	Cost does not include LFIs
4/12/2016	5/16/2016	OSU-160637	The Ohio State University	Ohio Stadium Upgrades	CMR	\$41,600,000	N/A	TBD	
3/31/2016	5/10/2016	DRC-16F077	Ohio Department of Rehabilitation and Correction	Population Management Fence Project	DB	\$13,700,000	Q&A	GPD Services Company Thomas & Marker Construction Touchstone CPM	See highlighted sections of RFQ for updates.

3/10/2016	4/11/2016	SFC-160392	Reading Community City School District	Reading Community CSD	CMR	\$50,972,401	N/A	AECOM Technical Services *Shook Touchstone Turner Construction Co.	Selection: Shook Touchstone
2/26/2016	4/7/2016	Cancelled UCN-15038A	University of Cincinnati	UCBA - Muntz Rehabilitation, Phases 1-4	CMR	\$59,600,000	N/A	Selection Cancelled	Selection Cancelled
2/19/2016	3/21/2016	SFC-160391	Chillicothe City School District	Chillicothe City School District - CFAP	CMR	\$46,705,261	N/A	*Summit Construction Smoot Construction Robertson Construction	Selection: Summit Construction
2/8/2016	3/14/2016	SFC-160396	Harrison Hills City Schools	Harrison Hills New PK-12 Project	CMR	\$44,947,580	.Q&A .Geo Report	*Hammond Construction Skanska USA Robertson Construction	Selection: Hammond Construction
12/23/2015	3/11/2016	DRC-15N001	Ohio Department of Rehabilitation and Correction	Energy Conservation Project - Chillicothe Correctional Institution	Energy		.Meeting Minutes .Addendum .Q&A .Additional Docs	Ameresco Brewer-Garrett Constellation	Cost TBD
2/17/2016	3/4/2016	OSU-160235	The Ohio State University	Doan - Precert Office Renovation	DB	\$490,000	N/A	N/A	

1/19/2016	2/19/2016	SFC-160393	Chippewa Local School District	Chippewa New 7-12 MS/HS	CMR	\$28,050,778	N/A	*CT Taylor Co. Ruhlin Co. Hammond Construction	Selection: CT Taylor
1/12/2016	2/12/2016	DYS-160143	Ohio Department of Youth Services	CJCF Housing Building Replacement	CMR	\$23,969,412	N/A	Regency/Shook Robertson Construction Services *Smoot Construction	Selection: Smoot Construction
1/12/2016	2/12/2016	SFC-160394	Champion Local School District	Champion LSD PK-8	CMR	\$31,344,142	N/A	*Hammond Construction ICON construction Solutions Skanska USA Building Inc.	Selection: Hammond Construction
1/11/2016	1/25/2016	OSU-160247	The Ohio State University	Dodd Hall Chiller Replacement	DB	\$599,350	N/A	TBD	
1/4/2016	1/18/2016	DOT-160001	Ohio Department of Transportation	ODOT Rest Areas - Wood Co.	DB		Q&A	*Lathrop Co. Spieker Co. Robertson Construction Services	Selection: Lathrop Co Project cost TBD
12/14/2015	1/18/2016	MUN-100062	Miami University	New Residence Halls 2018	CMR	\$84,000,000	N/A	TBD	
12/8/2015	1/8/2016	OSU-150447	The Ohio State University	Knowlton - Window Modifications	DB	\$270,000	N/A	TBD	

11/19/2015	12/23/2015	<u>OSU-160195</u>	The Ohio State University	Airport Enhancements	CMR	\$20,000,000	N/A	TBD
------------	------------	-----------------------------------	---------------------------	----------------------	-----	--------------	-----	-----

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name CSCC School of Hospitality Management and Culinary Arts Project Number CTI-170001

Date posted: June 27, 2016

Date revised: July 7, 2016

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

1. The RFQ states that a preliminary program has been created. Was this document created by the College, OFCC or an architectural firm? And if an architectural firm, are they permitted to submit?
 - A. The preliminary program was created by the college.
2. Should the EDGE-certified consultants complete and sign this form and are we required to indicate their percentage of EDGE participation at this time? Does the 'Vendor' sign the form also?
 - A. Yes, each EDGE certified consultant should complete and sign the form. The vendor should also sign the form. The EDGE percentage should also be specified.
3. Please clarify Scope of "Probable Project Cost Estimating" and Probable Project Activity Scheduling"?
 - A. To clarify, the two relevant scope of services requirements in question are, "Probable Project Cost Estimating", and "Probable Project Activity Scheduling". Probable Project Cost Estimating is the capability to estimate the probable cost of the project. Probable Project Activity Scheduling is the capability to schedule the probable activities of a project in a logical sequential order of appropriate durations.

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Regional Engineering Services Provider</u>	Response Deadline	<u>07/22/16</u>	<u>10:00 AM</u> local time
Project Location	<u>Bowling Green State University</u>	Project Number	<u>BGU-166220</u>	
City / County	<u>Bowling Green / Wood</u>	Project Manager	<u>Brian Swope</u>	
Owner	<u>Bowling Green State University</u>	Contracting Authority	<u>Local Higher Education</u>	
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>	
No. of paper copies requested (stapled, not bound)	<u>0</u>	No. of electronic copies requested (PDF)		<u>1 flash drive</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Beth Nagel at bnagel@bgsu.edu. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Bowling Green State University (BGSU) Offices of Design and Construction intends to pre-qualify civil, structural, mechanical and electrical engineering services providers located within a certain proximity to main campus for projects that are smaller in scale.

This pre-qualification process will determine the list of firms that will be eligible for award of contracts for the period beginning August 15, 2016 and ending August 15, 2018.

Consultant services will be utilized for small projects or specialized tasks. Upon completion of the selection process, BGSU will be able to issue contract awards to pre-qualified firms up to the amount of \$250,000 for the two-year period. Each individual assignment may range in the amount of \$1,000-\$75,000 per project. However, there are exceptions where fees for an individual assignment might exceed \$75,000.

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

Pre-qualified engineering services providers must have primary offices located within these Ohio counties: Williams, Defiance, Paulding, Van Wert, Fulton, Henry, Putnam, Allen, Lucas, Wood, Hancock, Hardin, Ottawa, Sandusky, Seneca, Wyandot, Erie, Huron and Crawford. The term "primary offices" refers to either a firm's main office or a branch office (staffed with three (3) or more professionals). Firms falling outside this criterion will not be considered.

Firms specializing in architecture, commissioning, or other services not specifically listed above shall not respond to this RFQ.

B. Scope of Services

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

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

Request for Qualifications (Architect / Engineer) continued

- b. Amount of fees awarded by Contracting Authority in previous 24 months:
 - i. This is a measured quantity and is scored accordingly.
- c. Number of licensed professionals
 - i. This is a measured quantity and is scored accordingly. Ensure number of licensed professionals is clearly delineated.
- 2. PRIMARY FIRM QUALIFICATIONS
 - a. Project Management Lead:
 - i. If project management lead is not specifically identified by title – 0 points.
 - ii. If project management lead is specifically identified – 2 points
 - iii. Higher Education Experience (per project cost) > \$500,000.00 – 1 point per project (3 maximum)
 - iv. BGSU Experience (per project cost) > \$500,000.00 – 1 point per project (3 maximum)
 - v. Positive Previous BGSU experience – 1-2 points
 - b. Project Design Lead:
 - i. Not scored
 - c. Technical Staff:
 - i. If technical staff is not specifically identified by title – 0 points.
 - ii. If technical staff is specifically identified – 2 point
 - iii. Higher Education Experience (per project cost) > \$500,000.00 – 1 point per project (5 maximum)
 - iv. BGSU Experience (per project cost) > \$500,000.00 – 1 point per project (5 maximum)
 - v. Positive Previous BGSU experience – 1-2 points
 - vi. Previous working experience with PM lead – ¼ point per project (1 maximum)
 - d. Construction Administration Staff:
 - i. If CA staff lead is not specifically identified by title – 0 points.
 - ii. If CA staff lead is specifically identified – 1 point
 - iii. Higher Education Experience (per project cost) > \$500,000.00 – 1 point
 - iv. BGSU Experience (per project cost) > \$500,000.00 – 1 point
 - v. Positive Previous BGSU experience – 1 point
 - vi. Previous working experience with PM lead – ¼ point per project (1 maximum)
- 3. KEY CONSULTANT QUALIFICATIONS
 - a. Key discipline leads:
 - i. This category is not scored. Pre-qualified engineering service providers can choose consultants best suited for projects that are assigned.
 - b. EDGE consultant:
 - i. EDGE participation < 5% - 0 point
 - ii. EDGE participation = 5% - 1 point
 - iii. EDGE participation > 5% - ½ point per additional percent (4 maximum)
- 4. OVERALL TEAM QUALIFICATIONS
 - a. Previous team collaboration (Reference Section G):
 - i. This category is scored based on projects where the Project Management Lead, Project Design Lead, Technical Staff and Construction Administration staff all worked together. The number of sample projects is determined by calculating the percentage of time the project team worked together on the sample projects identified.
 - ii. Results of calculation will determine points awarded.
 - b. LEED Registered/Certified Project Experience:
 - i. Registered projects – 0 point
 - ii. Certified projects > 3 projects – 2 points
 - c. BIM Project Experience:
 - i. Project Experience < 3 projects – 0 point
 - ii. Project Experience > 3 projects – 3 points
 - d. Team Organization:
 - i. Primary point of contact clearly identified – 1 point
 - ii. BGSU team included on organization chart – 1 point
- 5. OVERALL TEAM EXPERIENCE
 - a. Previous team performance:
 - i. Letters of reference < 2 letters – 0 point
 - ii. Letter of reference > 2 letters – 3 points
 - iii. Letter of reference within past three years – 1 point per project (3 maximum)
 - iv. Letter of reference from higher education clients – 1 point per project (2 maximum)
 - v. Letter of reference that are project specific – 1 point per project (2 maximum)
 - b. Experience with similar project delivery methods:
 - i. Criteria for qualifying project is higher education project delivered with single/multiple-prime delivery model.
 - c. Budget and Schedule Management:
 - i. Chart included listing budget and schedule status of any number of projects – 1 point

Request for Qualifications (Architect / Engineer) continued

- ii. Higher education projects listed – 2 point
- iii. Renovation projects listed – 2 points
- d. Knowledge of Ohio Capital Improvement Process:
 - i. This is a measured quantity and is scored accordingly.

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

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

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

H. Submittal Instructions

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. PDF must be saved to a flash drive and delivered to Beth Nagel with BGSU Purchasing.

Paper copies are not required.

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Regional Architectural Services Provider Proposer Firm _____
 Project Number BGU-166220 City, State, Zip _____

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

Notes:

Evaluator:

Name _____

Signature _____ Date _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Regional Engineering Services Provider Project Number BGU-166220
Project Location Bowling Green State University

Date posted: July 12, 2016

Date revised: July 14, 2016

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

1. The RFQ states “Pre-qualified engineering services providers must have primary offices located within these Ohio counties: Williams, Defiance, Paulding, Van Wert, Fulton, Henry, Putnam, Allen, Lucas, Wood, Hancock, Hardin, Ottawa, Sandusky, Seneca, Wyandot, Erie, Huron and Crawford. The term “primary offices” refers to either a firm’s main office or a branch office (staffed with three (3) or more professionals). Firms falling outside this criterion will not be considered.” Will any other counties be added to this list?
 - A. Firms responding to this RFQ must be located within the specific counties listed.
2. Is the RFQ requesting responses from a team of engineering firms covering all disciplines listed, or is the intent to pre-qualify individual firms that perform one or more of the disciplines?
 - A. The RFQ intends to pre-qualify individual civil, structural, mechanical and electrical engineering services providers. Combining as a team is not required.
3. Should consultants who perform waterproofing, roofing or building envelope design services respond to this RFQ.
 - A. No. Only civil, structural, mechanical and electrical engineering service providers shall respond.
4. Regarding the SF-330 submittal for project BGU-166220, the request states that for the purpose of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (Form F110-330), the only relevant scope of work requirement for this RFQ is - *1. Higher Education Architectural and/or Landscape Architectural Services*. Since **Engineering Services** is the **Primary Service** required, with **Civil, Structural, Mechanical, and Electrical Engineering** as **Secondary Services**, would the client consider adding any additional relevant scope of work requirements or amending the relevant scope of work requirements to be listed on the Relevant Project Experience Matrix?
 - A. Listing “Higher Education Architectural and/or Landscape Architectural Services” is an oversight. This section should read “Higher Education Civil Engineering, Structural Engineering, Mechanical Engineering, or Electrical Engineering Services”.

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>ECUP New Boiler No. 4</u>	Response Deadline	<u>July 22, 2016</u>	<u>2:00 pm</u>	local time
Project Location	<u>East Campus Utility Plant, 3220 Eden Ave,</u>	Project Number	<u>UCN-16240A</u>		
City / County	<u>Cincinnati / Hamilton</u>	Project Manager	<u>Ronald P. Heile P.E.</u>		
Owner	<u>University of Cincinnati</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>Three</u>	No. of electronic copies requested (PDF)		<u>One</u>	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Ronald P. Heile P.E. at Planning+Design+Construction, Suite 600, 51 Goodman Drive, Cincinnati, OH 45221. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

The East Campus Utility Plant (ECUP) is a building that houses boilers providing steam for the East/Medical campus of the University of Cincinnati. This project will install a new boiler no. 4 in the location where an old coal-fired boiler was removed. This project is located in Room B08 of the East Campus Power Plant on the Uptown Campus – East. Installing this boiler will restore capacity lost when coal boiler no. 4 was decommissioned several years back and will replace capacity lost when boiler no. 2 is removed from service in the near future. It is critical that the new boiler be installed and operational by the winter of 2017/2018.

The Program of Requirements (POR) will be developed as a part of this project by the University of Cincinnati.

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

B. Scope of Services

For projects advertised with an appropriately developed Program of Requirements (POR), upon award of the Agreement, commence with Design.

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

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

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

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

Request for Qualifications (Architect / Engineer) continued

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. Utility plant modification and renovations
2. Gas/oil-fired, 300 psi, 80,000 lbs./hrs. steam boiler installation
3. Steam/condensate piping system modifications
4. Boiler breeching system modifications.
5. Gas piping system modifications
6. Plant electrical system modifications
7. Wonderware control system modifications
8. Boiler controls integration
9. Existing building 3-D scans to incorporate into BIM and Revit

C. Funding / Estimated Budget

Total Project Cost	<u>\$3,800,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$2,750,000</u>	Other Funding	<u>\$3,800,000</u>
Estimated A/E Fee	<u>8.0% to 12.0%</u>		

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

D. Services Required (see note below)

Primary	<u>Mechanical Engineering</u>
Secondary	<u>Electrical Engineering</u>
	<u>Structural Engineering</u>
	<u>Architectural</u>
	<u>Comissioning</u>
	<u>Controls</u>
	<u>Plumbing Engineering</u>
Others	<u>3D Scan of Existing Structure</u>

E. Anticipated Schedule

Professional Services Start	<u>09 / 16</u>
Construction Notice to Proceed	<u>03 / 17</u>
Substantial Completion of all Work	<u>12 / 17</u>
Professional Services Completed	<u>02 / 18</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>2.0%</u>
---	-------------

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

G. Evaluation Criteria for Selection

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

Request for Qualifications (Architect / Engineer) continued

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

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

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

H. Submittal Instructions

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name ECUP New Boiler No. 4 Proposer Firm _____
 Project Number UCN-16240A City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 25 miles	5	
	25 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$100,000	2	
	\$100,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 5 professionals	1	Max = 3
	5 to 10 professionals	2	
	More than 10 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 7 sample projects	2	
	More than 7 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 7 projects	4 - 6	
	More than 7 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects	0 - 1	
	3 to 7 projects	2 - 3	
	More than 7 projects	4 - 5	
		Subtotal	

* Must be comprised of professional design services consulting firm(s) and NOT the lead firm
 ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: School District Board + OFCC

Project Name	<u>CMSD Segment 8 Projects (large scope)</u>	Response Deadline	<u>August 3, 2016</u>	<u>Noon</u>	local time
Project Location	<u>Varies, see Project Descriptions</u>	Project Number	<u>SFC-16TBD</u>		
City / County	<u>Cleveland / Cuyahoga County</u>	Project Manager	<u>Bill Courson</u>		
Owner	<u>Cleveland Municipal School District</u>	Contracting Authority	<u>School District Board + OFCC</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>None</u>		
No. of paper copies requested (stapled, not bound)	<u>0</u>	No. of electronic copies requested (PDF)		<u>1</u>	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Jill Hoobler at Jill.Hoobler@ofcc.ohio.gov. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

This is one of two RFQs for architectural services for Segment 8; which consists of multiple projects totaling approx. \$154.4M as follows:

- One (1) New HS (approx. \$32.0 M)
- One (1) K-8 Renovation (approx. \$21.4 M)
- Six (6) New K-8s (approx. \$15.4 M to \$17.5 M)
- Eight (8) Abate & Demolitions (approx. \$ 300 K to \$2.5 M)

This RFQ #1 is for the larger scope projects which are grouped as follows; teams must present capacity to perform at least one of the following project scopes ranging in size from approx. \$21.4 M to \$33.0 M:

- *One (1) New HS + one (1) abate/demo **OR** One (1) K-8 Renovation + one (1) abate/demo **OR** Two (2) K-8s + two (2) abate/demo*

The intent is to shortlist seven (7) firms for up to 4 awards for this RFQ #1.

- The Segment 8 Project Agreement between the District and OSFC is scheduled to be formally approved at the October 2016 OFCC Commission meeting.
- It is the intent of the OFCC to have the AE Agreement in place within 60 days of announcement of the selection.

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

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types. *Note that development of the Program of Requirements shall be considered "basic services" contrary to the note under Section "C" below on "Funding/Estimated Budget".*

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

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

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

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

1. Project Delivery Method (MP, GC, CMR, DB)
2. Role on Project (AE-Lead, AE-Sub, CAE-Lead, CAE-Sub)
3. Academic Facility (K-12, Hi-Ed)
4. Grade Configuration (K-5, 6-8, 9-12)
5. Building Program (Single Site, Multi Site)
6. Construction Site (Open, Occupied)
7. Construction Type (New, Reno, Reno/Add)
8. LEED Certification (Reg., Cert., Silver, Gold, Plat.)
9. Ohio Capital Improvement Process (State of Ohio Contracts/OAKS CI)

For scope items 1, 2, 5, and 8 listed above, insert one of the noted abbreviations in the Relevant Project Experience Matrix instead of using an " x " when applicable to one of the 10 Example Projects.

C. Funding / Estimated Budget

Total Project Cost	<u>\$154,439,184 (excluding LFI)</u>	State Funding	<u>\$105,018,645</u>
Construction Cost	<u>\$130,000,000</u>	Other Funding	<u>\$ 49,420,539</u>
Estimated A/E Fee	<u>6.0% to 7.0%</u>		

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

D. Services Required (see note below)

Primary	<u>Architecture</u>
Secondary	<u>Mechanical/Electrical/Plumbing Eng.</u>
	<u>Civil Engineering</u>
	<u>Structural Engineering</u>
	<u>Interiors/Furniture Design</u>
	<u>Technology Design</u>
	<u>Landscape Architecture</u>
Others	<u>Food Service / Acoustical Consulting</u>

E. Anticipated Schedule

Professional Services Start	<u>10 / 16</u>
Construction Notice to Proceed	<u>03 / 18</u>
Substantial Completion of all Work	<u>07 / 19</u>
Professional Services Completed	<u>07 / 20</u>

F. EDGE Participation Goal

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

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

G. Evaluation Criteria for Selection

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

Request for Qualifications (Architect / Engineer) continued

- 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.
- Past experience with Design-Assist.
- See rating form at end of this RFQ.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the A/E's team. The Intent to Contract and to Perform 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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

Statements of Qualifications are to be submitted electronically by e-mail. Submittals are to be limited to a maximum of one e-mail with the total file size of 25 MB.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name CMSD Segment 8 Projects Proposer Firm _____
 Project Number SFC-16TBD City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$500,000	2	
	\$500,000 to \$2,000,000	1	
	More than \$2,000,000	0	
c. Number of licensed professionals	Less than 3 professionals	1	Max = 3
	3 to 10 professionals	2	
	More than 10 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 9 projects	4 - 6	
	More than 9 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects	0 - 1	
	3 to 9 projects	2 - 3	
	More than 9 projects	4 - 5	
		Subtotal	

* Must be comprised of professional design services consulting firm(s) and NOT the lead firm
 ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: School District Board + OFCC

Project Name	<u>CMSD Segment 8 Projects (small scope)</u>	Response Deadline	<u>August 4, 2016</u>	<u>Noon</u>	local time
Project Location	<u>Varies, see Project Descriptions</u>	Project Number	<u>SFC-16TBD</u>		
City / County	<u>Cleveland / Cuyahoga County</u>	Project Manager	<u>Bill Courson</u>		
Owner	<u>Cleveland Municipal School District</u>	Contracting Authority	<u>School District Board + OFCC</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>None</u>		
No. of paper copies requested (stapled, not bound)	<u>0</u>	No. of electronic copies requested (PDF)		<u>1</u>	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Jill Hoobler at Jill.Hoobler@ofcc.ohio.gov. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

This is one of two RFQs for architectural services for Segment 8; which consists of multiple projects totaling approx. \$154.4M as follows:

- One (1) New HS (approx. \$32.0 M)
- One (1) K-8 Renovation (approx. \$21.4 M)
- Six (6) New K-8s (approx. \$15.4 M to \$17.5 M)
- Eight (8) Abate & Demolitions (approx. \$ 300 K to \$2.5 M)

This RFQ #2 is for the smaller scope projects which are grouped as follows; teams must present capacity to perform at least the following project scope of approx. \$15.7 M:

- *One (1) K-8s + one (1) abate/demo*

The intent is to shortlist four (4) firms for up to 2 awards for this RFQ #2.

- The Segment 8 Project Agreement between the District and OSFC is scheduled to be formally approved at the October 2016 OFCC Commission meeting.
- It is the intent of the OFCC to have the AE Agreement in place within 60 days of announcement of the selection.

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

As required by the Agreement, and as properly authorized, provide the following categories of services: Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types. *Note that development of the Program of Requirements shall be considered "basic services" contrary to the note under Section "C" below on "Funding/Estimated Budget".*

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

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

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

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

1. Project Delivery Method (MP, GC, CMR, DB)
2. Role on Project (AE-Lead, AE-Sub, CAE-Lead, CAE-Sub)
3. Academic Facility (K-12, Hi-Ed)
4. Grade Configuration (K-5, 6-8, 9-12)
5. Building Program (Single Site, Multi Site)
6. Construction Site (Open, Occupied)
7. Construction Type (New, Reno, Reno/Add)
8. LEED Certification (Reg., Cert., Silver, Gold, Plat.)
9. Ohio Capital Improvement Process (State of Ohio Contracts/OAKS CI)

For scope items 1, 2, 5, and 8 listed above, insert one of the noted abbreviations in the Relevant Project Experience Matrix instead of using an " x " when applicable to one of the 10 Example Projects.

C. Funding / Estimated Budget

Total Project Cost	<u>\$154,439,184 (excluding LFI)</u>	State Funding	<u>\$105,018,645</u>
Construction Cost	<u>\$130,000,000</u>	Other Funding	<u>\$ 49,420,539</u>
Estimated A/E Fee	<u>6.0% to 7.0%</u>		

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

D. Services Required (see note below)

Primary	<u>Architecture</u>
Secondary	<u>Mechanical/Electrical/Plumbing Eng.</u>
	<u>Civil Engineering</u>
	<u>Structural Engineering</u>
	<u>Interiors/Furniture Design</u>
	<u>Technology Design</u>
	<u>Landscape Architecture</u>
Others	<u>Food Service / Acoustical Consulting</u>

E. Anticipated Schedule

Professional Services Start	<u>10 / 16</u>
Construction Notice to Proceed	<u>03 / 18</u>
Substantial Completion of all Work	<u>07 / 19</u>
Professional Services Completed	<u>07 / 20</u>

F. EDGE Participation Goal

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

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

G. Evaluation Criteria for Selection

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

Request for Qualifications (Architect / Engineer) continued

- 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.
- Past experience with Design-Assist.
- See rating form at end of this RFQ.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (Form F110-330) submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the A/E's team. The Intent to Contract and to Perform 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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

Statements of Qualifications are to be submitted electronically by e-mail. Submittals are to be limited to a maximum of one e-mail with the total file size of 25 MB.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name CMSD Segment 8 Projects Proposer Firm _____
 Project Number SFC-16TBD City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$500,000	2	
	\$500,000 to \$2,000,000	1	
	More than \$2,000,000	0	
c. Number of licensed professionals	Less than 3 professionals	1	Max = 3
	3 to 10 professionals	2	
	More than 10 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 9 projects	4 - 6	
	More than 9 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects	0 - 1	
	3 to 9 projects	2 - 3	
	More than 9 projects	4 - 5	
		Subtotal	

* Must be comprised of professional design services consulting firm(s) and NOT the lead firm
 ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____

Date _____

RFQ Question and Answer List

State of Ohio Standard Forms and Documents

Project Name Cleveland MSD Segment 8 Project Number SFC-170405

Date posted: July 22, 2016

Date revised: July 29, 2016

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

1. Is our firm permitted to submit for this project if we are an out-of-state firm and do not have an architect license in Ohio?
 - A. To be qualified as an architect in this selection, a person must be a licensed professional in the State of Ohio.
2. Is our firm permitted to submit for this project if we are an out-of-state firm and do not have an architect license in Ohio?
 - A. To be qualified as an architect in this selection, a person must be a licensed professional in the State of Ohio.
3. for clarification you answered “to be qualified as an architect in this selection a person must me a licensed professional in the State of Ohio”. Will a personal license be sufficient or should the firm also have a license to practice architectural work in the State of Ohio? We are submitting as the Lead.
 - A. In Ohio in order to be Architect of Record, both the firm and individual have to be licensed.
4. In the RFQ you list the types of schools (ex. (1) New HS, New K-8, etc). Can you elaborate on the school and its project location?

A.

Segment 8 School Addresses (updated 7/25/16)

Site selection caveats are noted next to each school that might dictate the address change if CMSD sites the schools differently on the current site or if the school is being constructed on a different site.

- New Lincoln-West HS
Current address: 3202 W. 30th Street, 44109
- New Bolton K-8
Current address: 9803 Quebec Avenue, 44016
Address likely to change to Quincy Avenue (or possibly E. 90th Street)
- New Marion-Sterling K-8
Current address: 3033 Central Avenue, 44115
Address likely to change to 2373 E. 30th Street (the site of the current Jane Addams Business Careers)

- New Case K-8
Current address: 4050 Superior Avenue, 44103
Address likely to change to 1625 E. 55th Street, 44103 (site old Willson Middle School)
- New Douglas MacArthur K-8
Current address: 4401 Valleyside, 44135
Address could change to Puritas Avenue depending on how we site the new school
- New Marion Seltzer K-8
Current address: 1468 W. 98th Street, 44102
Address could change if we site it closer to West Boulevard – we should know by early September as we are doing due diligence on utilities, etc. now
- New Valley View K-8
Current address: 17200 Valleyview Avenue, 44135
Address is not likely to change.
- Joseph M. Gallagher School
Current address: 6601 Franklin Boulevard
Address is not likely to change.

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Athletic Academic Center</u>	Response Deadline	<u>July 27, 2016</u>	<u>4:00 PM</u>	local time
Project Location	<u>Ohio University</u>	Project Number	<u>OHU-160022</u>		
City / County	<u>Athens / Athens</u>	Project Manager	<u>Mike West</u>		
Owner	<u>Ohio University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested (PDF)		<u>1</u>	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Mike West at Architecture, Design & Construction; 160 West Union St; Athens, Ohio 45701. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

The Athletic Academic Center is envisioned as a 23,500 GSF facility, with a one story, 10,000 square feet program space, but raised approximately 10' to 15' above existing grade to accommodate the local flood plain, giving the structure a "two-story look", with primarily 9,500 square feet of open event space on the lower level and 3,300 square of mechanical penthouse. The facility will provide offices, meeting rooms, study areas and classrooms to support the academic enhancement of student-athletes. The facility will be located within the perimeter of the existing Peden Stadium (football), but will not be attached to the stadium structure. It will also feature new ADA restrooms on the "lower level" intended to serve athletic events in the stadium. This facility will be located in a "campus gateway" area, so in addition to the building design, the project includes important landscape (hard and soft) elements, and development of utility connections not currently available at the building site. It is important for submitters to understand that this is an academic facility for tutoring of student athletes. This will be a minimum LEED Silver project.

B. Scope of Services

A preliminary planning/programming study (POR) was completed in early 2014, and will serve as guidance for this project. That study will not be available to submitters/proposers at this time. Upon award of the Agreement, the selected A/E will commence with a review of the program, and then proceed into Design.

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

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

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

During the construction period, provide not less than 24 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

Paper copies of the Statement of Qualifications should be printed two-sides on plain bond paper, stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Athletic Academic Center Proposer Firm _____
 Project Number OHU-160022 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 100 miles	5	
	100 miles to 250 miles	2	
	More than 250 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$200,000	2	
	\$200,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 4 professionals	2	Max = 3
	4 to 10 professionals	2	
	More than 10 professionals	2	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 4 sample projects	1	Max = 3
	4 to 8 sample projects	2	
	More than 8 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 4 projects	0 - 3	
	4 to 8 projects	4 - 6	
	More than 8 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 5 projects	0 - 1	
	5 to 9 projects	2 - 3	
	More than 9 projects	4 - 5	
		Subtotal	

* Must be comprised of professional design services consulting firm(s) and NOT the lead firm
 ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Campus-Wide Sidewalks, Roadways & Lighting Renovation</u>	Response Deadline	<u>08/01/2016</u>	<u>4:00 PM</u> local time
Project Location	<u>Zane State College</u>	Project Number	<u>ZSC-17-18-002</u>	
City / County	<u>Zanesville / Muskingum</u>	Project Manager	<u>Joseph Keating</u>	
Owner	<u>Zane State College</u>	Contracting Authority	<u>Local Higher Education</u>	
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>	
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested (PDF)	<u>1</u>	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Joseph Keating at 1555 Newark Rd., Zanesville, Ohio 43701. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Zane State College is soliciting qualifications for professional services to replace concrete and asphalt in several locations at the Zanesville Campus and renovate exterior lighting on the Zanesville and Cambridge campus. The goal of this project is to provide for increased safety on campus and is considered a critical life/safety renovation project.

Areas of existing sidewalks, roadways and exterior lighting date back more than 15 years and present safety concerns for ambulation and evening safety. Sidewalks range in width from three (3) feet to six (6) feet. In some locations, larger common areas will need to be addressed due to cracking and fragmentation. The College intends to have a minimum sidewalk width of six (6) feet in order to allow for greater pedestrian flow.

The exterior lighting and lighting controls across the two campus locations require renovation of existing metal halide lighting fixtures to more energy efficient fixtures and the addition of fixtures to improve campus lighting deemed to be inadequate. The College seeks to upgrade and/or replace these aged inefficient fixtures with LED fixtures which use less energy while providing more lumens for a well-lit campus.

B. Scope of Services

The Architect/Engineer (A/E) will be responsible for preparing a Program of Requirements within the Basic Fee.

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

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

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

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Campus-wide Sidewalks, Roadways & Exterior Lighting Renovations Proposer Firm _____
 Project Number ZSC-17-18-002 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$100,000	2	
	\$100,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 3 professionals	1	Max = 3
	3 to 8 professionals	2	
	More than 8 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 2 projects	0 - 3	
	2 to 4 projects	4 - 6	
	More than 4 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Campus Center HVAC, Building Envelope & Interior Lighting</u>	Response Deadline	<u>08/01/2016</u>	<u>4:00 PM</u>	local time
Project Location	<u>Zane State College</u>	Project Number	<u>ZSC-17-18-003</u>		
City / County	<u>Zanesville / Muskingum</u>	Project Manager	<u>Joseph Keating</u>		
Owner	<u>Zane State College</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Joseph Keating at 1555 Newark Rd., Zanesville, Ohio 43701. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Zane State College is soliciting qualifications for professional services to improve the HVAC systems of the Campus Center. The 62,000 square foot Campus Center was built in 1991 and has a central chiller, five (5) air handlers, and pneumatics that control the temperature of spaces. The current systems uses an older version of JCI Metasys but a new system is preferable.

The building envelope consists of replacing two (2) entry ways that use sliding doors with leaf doors and ADA actuators and the addition of an ADA door actuator for expanded access.

Interior lighting renovations involve replacement of obsolete inefficient fixtures with energy efficient fixtures. Developing a solution for three (3) large conference rooms that are highly scheduled for internal and external events as well as classrooms, office spaces, restrooms, and circulation spaces.

The goal of the project is to improve environmental control and comfort with an emphasis on reducing energy costs throughout the Campus Center building with more efficient environmental controls, improved building envelope, and energy efficient lighting.

B. Scope of Services

The Architect/Engineer (A/E) will be responsible for preparing a Program of Requirements within the Basic Fee.

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

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

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

During the construction period the selected firm shall provide on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Campus Center HVAC, Building Envelope, & Interior Lighting Proposer Firm _____
 Project Number ZSC-17-18-003 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$100,000	2	
	\$100,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 3 professionals	1	Max = 3
	3 to 8 professionals	2	
	More than 8 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 2 projects	0 - 3	
	2 to 4 projects	4 - 6	
	More than 4 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm		Subtotal	
** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute			

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: School District Board + OFCC

Project Name	<u>Fostoria City School District</u>	Response Deadline	<u>August 4, 2016</u>	<u>4:00 pm</u>	local time
Project Location	<u>Fostoria, OH 44830</u>	Project Number	<u>SFC-160395</u>		
City / County	<u>Fostoria / Seneca</u>	Project Manager	<u>Anne Frost</u>		
Owner	<u>Fostoria City School District</u>	Contracting Authority	<u>School District Board + OFCC</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>None</u>		
No. of paper copies requested (stapled, not bound)	<u>0</u>	No. of electronic copies requested (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Jill Hoobler at jill.hoobler@ofcc.ohio.gov. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

- Build one new 123,314 s.f. middle/high school for 779 students in grades 7-12.
- Renovate existing 104,653 s.f. intermediate school, and add 11,533 s.f. to house 947 students in grades PK-6.
- Abate and demolish: Fostoria High School 206,867 s.f.*, Holmes Elementary 21,948 s.f., Longfellow Elementary 26,142 s.f., and Riley Elementary 40,407 s.f.

*Another scenario being considered by the district is to demolish a portion of the high school and renovate the remaining portion.

- Project agreement LFI's include renovation to the 3,246 s.f. auxiliary gymnasium at the existing Intermediate school. Anticipated optional LFI's will be for building upgrades and additional square footage.
- District is interested in exploring 21st Century Learning for this project.
- A project agreement between OFCC and the Fostoria City School District has been executed.

B. Scope of Services

Upon award of the Agreement, commence with developing the Program of Requirements (POR).

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

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

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

During the construction period, provide not less than 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

Request for Qualifications (Architect / Engineer) continued

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

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

1. Project Delivery Method (MP, GC, CMR, DB)
2. Role on Project (AE Lead, AE Sub, CAE lead, CAE Sub)
3. OFCC projects
4. K-12 Facility (ES, MS, HS, Combination)
5. New Construction on existing site and Renovation experience
6. Educational visioning/ 21st Century Learning environments
7. OAKS-CI experience
8. LEED certification (Reg., Cert., Silver, Gold, Platinum)
9. Managing community expectations

For scope items 1, 2, 4, and 8 listed above, insert one of the noted abbreviations in the relevant project experience matrix instead of using an 'x' when applicable to the one of the 10 example projects.

C. Funding / Estimated Budget

Total Project Cost	<u>\$46,715,413 (not including LFI)</u>	State Funding	<u>\$41,576,718</u>
Construction Cost	<u>\$40,538,176</u>	Other Funding	<u>\$5,138,695</u>
Estimated A/E Fee	<u>6.0% to 7.0%</u>		

NOTE: The A/E fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., 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>Civil and Structural Engineer</u>
	<u>Mechanical/Electrical/Plumbing Engineer</u>
	<u>Technology & Security Design</u>
	<u>Interior and Loose Furniture Design</u>
	<u>Food Service Design</u>
	<u>Landscape Architecture</u>
Others	<u>Demo Design, Abatement Design & Testing</u>

E. Anticipated Schedule

Professional Services Start	<u>09 / 16</u>
Construction Notice to Proceed	<u>12 / 17</u>
Substantial Completion of all Work	<u>12 / 19</u>
Professional Services Completed	<u>05 / 20</u>

F. EDGE Participation Goal

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

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

G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.

Request for Qualifications (Architect / Engineer) continued

- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and cost estimating capabilities 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.
- OAKS-CI Experience

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

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

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

H. Submittal Instructions

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer.

Statements of Qualifications are to be submitted electronically by e-mail. Submittals are to be limited to maximum of one e-mail with the total file size of 25 MB.

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Fostoria City School District Proposer Firm _____
 Project Number SFC-160395 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	2	
	\$1,000,000 to \$5,000,000	1	
	More than \$5,000,000	0	
c. Number of licensed professionals	Less than 3 professionals	1	Max = 3
	3 to 10 professionals	2	
	More than 10 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 projects	4 - 5	
		Subtotal	

* Must be comprised of professional design services consulting firm(s) and NOT the lead firm
 ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (Design-Build Contract)

State of Ohio Standard Forms and Documents

Administration of Project: School District Board + OFCC

Project Name	<u>Global Impact STEM Academy-Phase 2</u>	Response Deadline	<u>07/25/2016</u>	<u>12:00 PM</u> local time
Project Location	<u>700 S. Limestone Street</u>	Project Number	<u>SFC-160398</u>	
City / County	<u>Springfield / Clark</u>	Project Manager	<u>Todd Hager</u>	
Owner	<u>Global Impact STEM Academy</u>	Contracting Authority	<u>School District Board + OFCC</u>	
Delivery Method	<u>Design-Build</u>	Prevailing Wages	<u>None</u>	
No. of paper copies requested (stapled, not bound)	<u>0</u>	No. of electronic copies requested (PDF)	<u>1</u>	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Jill Hoobler at jill.hoobler@ofcc.ohio.gov. See Section G of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Global Impact STEM Academy (GISA) is a designated STEM school approved by ODE's STEM subcommittee on October 15, 2012. GISA is now located in the former Springfield South High School. Renovations for half of GISA were completed last year.

This project consists of further renovations of GISA to include creation of classrooms for 7-8 grade, additional classroom space for 9-12 grade students, career technical program space, site work, rotunda renovation and greenhouse(s). The school is very progressive and wants to expand on its 21st Century Design Elements.

The Program of Requirements ("POR") will be developed as a part of this project by the Criteria Architect, SPGB Architects.

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

Prevailing Wage requirements do not apply to this project.

B. Scope of Services

As required by the Agreement, and as properly authorized, provide the following categories of services: develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Schematic Design, Design Development, Subcontractor Prequalification and Bidding process, Construction Documents, Construction and Closeout stages.

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

The preconstruction and construction services are generally described below. Subcontracts including Plumbing, Fire Protection, HVAC, and Electrical trades will be awarded by the Design-Builder ("DB") to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and the Owner, the Criteria A/E and the DB. The Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the DB's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The DB will work cooperatively with the Contracting Authority and/or Owner, Criteria A/E and Project Team, and will provide, among other services, schedule development, estimate development, program verification, schematic design, design development, Guaranteed Maximum Price (GMP) proposal, subcontractor

Request for Qualifications (Design-Build Contract) continued

prequalification and bidding, construction documents preparation, constructability review, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the DB, together with the Architect/Engineer of Record's ("AOR") detailed listing of any incomplete design elements and the AOR's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). Contingent upon the Contracting Authority's approval of the GMP, the parties will enter into an amendment to the Agreement establishing the Contract Sum ("GMP Amendment"). If the proposed Contract Sum exceeds the Project Budget established for construction, then the Contracting Authority may terminate the agreement with the DB and seek proposals from other firms for completion of the Project.

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

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

1. Design Build Projects
2. OSFC Funded Projects
3. Public School Projects
4. Renovation Projects
5. STEM/JVS/Career Tech Projects

C. Funding / Estimated Budget

Total Project Cost	<u>\$6,303,844</u>	State Funding	<u>\$6,303,844</u>
Construction Cost	<u>\$5,200,000</u>	Other Funding	<u>\$0</u>

D. Anticipated Schedule

DB Preconstruction Services Start	<u>08 / 16</u>
Construction Stage Notice to Proceed	<u>12 / 16</u>
Substantial Completion of all Work	<u>07 / 17</u>
DB Services Completed	<u>11 / 17</u>

E. EDGE Participation Goal

Percent of the DB's total compensation excluding DB's Contingency*	<u>5.0 %</u>
--	--------------

*Preconstruction Stage Compensation plus Contract Sum minus DB's Contingency

F. Evaluation Criteria for Selection

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

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

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

Request for Qualifications (Design-Build Contract) continued

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

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

Selection Schedule: Tentative schedule is subject to change.

RFP issued to the Short-Listed Firms	08/05/16
Interviews	08/22/16
Selection of DB	08/26/16

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

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

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

G. Submittal Instructions

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer.

Statements of Qualifications are to be submitted electronically by e-mail. Submittals are to be limited to maximum of one e-mail with the total file size of 25 MB.

Facsimile copies of the Statement of Qualifications will not be accepted.

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

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

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

Request for Qualifications (Design-Build Contract) continued

5. Estimating: Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. Scheduling: Demonstrated track record of performance of managing projects to the original schedule.

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

Design-Build Selection Rating Form

State of Standard Forms and Documents

Project Name Global Impact STEM Academy Proposer Firm _____
 Project Number SFC-160398 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 25 miles	5	
	25 miles to 50 miles	2	
	More than 50 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$50,000	5	
	\$50,000 to \$200,000	2	
	More than \$200,000	0	
2. Primary Qualifications (Maximum 35 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 25
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to coordinate construction documents and develop accurate estimates and schedules	0 - 5	
d. Construction administration staff	Experience / ability of field representatives to identify and solve issues during construction	0 - 15	
3. Key Consultant Qualifications (Maximum 15 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	0 - 10	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in Services compensation** over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 2 sample projects	0	Max = 3
	2 to 4 sample projects	2	
	More than 4 sample projects	3	
b. LEED*** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 2 projects	0 - 3	
	2 to 4 projects	4 - 6	
	More than 4 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	

* Must be comprised of consulting firm(s) and NOT the lead firm
 ** Preconstruction Stage Compensation plus Contract Sum minus Subcontracted Work, Self-performed Work, and DB's Contingency
 *** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

Subtotal	
-----------------	--

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	College Hall & Health Science Hall Restroom Renovation	Response Deadline	08/08/2016	4:00 PM	local time
Project Location	Zane State College	Project Number	ZSC-17-18-005		
City / County	Zanesville / Muskingum	Project Manager	Joseph Keating		
Owner	Zane State College	Contracting Authority	Local Higher Education		
Delivery Method	General Contracting	Prevailing Wages	State		
No. of paper copies requested (stapled, not bound)	3	No. of electronic copies requested (PDF)		1	

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Joseph Keating at 1555 Newark Rd., Zanesville, Ohio 43701. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Zane State College is soliciting qualifications for professional services to renovate restroom facilities at the Zanesville campus. The Health Science Hall building was built in 1978, consists of two restrooms with an approximate combined square footage of 1,800 square feet. The College Hall building was built in 1975, consists of two restrooms with an approximate combined square footage of 820 square feet.

The goal of the project is to renovate the plumbing as necessary at both locations in addition to floor to ceiling interior furniture, fixture, and equipment replacement to include flooring, wall tile, ceiling tile, lighting fixtures, and comply with ADA accessibility requirements.

B. Scope of Services

The Architect/Engineer (A/E) will be responsible for preparing a Program of Requirements within the Basic Fee.

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

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

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

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. Restroom renovation design and planning
2. ADA renovation design and planning
3. State of Ohio Capital Design and Bidding Experience
4. State of Ohio Capital Project Construction Administration Experience

Request for Qualifications (Architect / Engineer) continued

possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name College Hall & Health Science Hall Restroom Renovation Proposer Firm _____
 Project Number ZSC-17-18-005 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$100,000	2	
	\$100,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 3 professionals	1	Max = 3
	3 to 8 professionals	2	
	More than 8 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 2 projects	0 - 3	
	2 to 4 projects	4 - 6	
	More than 4 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Holdren-Watton Law Lab Renovation</u>	Response Deadline	<u>08/08/2016</u>	<u>4:00 PM</u>	local time
Project Location	<u>Zane State College</u>	Project Number	<u>ZSC-17-18-004</u>		
City / County	<u>Zanesville / Muskingum</u>	Project Manager	<u>Joseph Keating</u>		
Owner	<u>Zane State College</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Joseph Keating at 1555 Newark Rd., Zanesville, Ohio 43701. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Zane State College is soliciting qualifications for professional services to improve the Holdren-Watton Law Lab, which is a 2,617 square foot brick structure built in 1982 utilize at the on campus firing range and classroom for the campus criminal justice and Ohio Peace Officer Training Academic (OPOTA). The current structure consists of a seven (7) lane small arms firing range and classroom separated by block walls. The building has rooftop and wall mounted air handlers for range ventilation.

The goal of the project is to improve the interior environment of the firing range by renovating the existing lanes, backstop, and ventilation system. Installation of an efficient HVAC system that improves air quality, heating and cooling.

B. Scope of Services

The Architect/Engineer (A/E) will be responsible for preparing a Program of Requirements within the Basic Fee.

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

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

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

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. Firing range renovation design and planning
2. HVAC renovation design and planning
3. State of Ohio Capital Design and Bidding Experience
4. State of Ohio Capital Project Construction Administration Experience

Request for Qualifications (Architect / Engineer) continued

possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Holdrew-Watton Law Lab Renovation Proposer Firm _____
 Project Number ZSC-17-18-004 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$100,000	2	
	\$100,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 3 professionals	1	Max = 3
	3 to 8 professionals	2	
	More than 8 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 2 projects	0 - 3	
	2 to 4 projects	4 - 6	
	More than 4 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
		Subtotal	

* Must be comprised of professional design services consulting firm(s) and NOT the lead firm
 ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Kehoe Center Infrastructure Renovation</u>	Response Deadline	<u>08/20/2016</u>	<u>2:00 pm.</u>	local time
Project Location	<u>175 Mansfield Ave.</u>	Project Number	<u>NCC-016202</u>		
City / County	<u>Shelby / Richland</u>	Project Manager	<u>Dean Schaad</u>		
Owner	<u>North Central State College</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Dean Schaad at 2441 Kenwood Circle Mansfield, Ohio 44906. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

This project will develop bid documents to replace the existing clay tile and a built-up roofing (BUR) system, gutters and downspouts, and repair exterior soffits and interior water damage caused by the existing roof system, on North Central State College's James W. Kehoe Center building.

The scope of work will also include the replacement of the Evapco Cooling tower providing cooling to the 164,000 square foot facility.

B. Scope of Services

The Architect/Engineer (A/E) will be responsible for evaluating the existing clay tile and BUR system on the James W. Kehoe Center, develop detailed bid documents to repair/replace the existing clay tile and BUR, gutters and downspouts, and specify all interior and exterior repairs related to the deteriorated roofing system.

The selected firm will also evaluate the existing cooling tower on the James W. Kehoe Center, and develop detailed bid documents to repair/replace the existing cooling tower unit serving the 164,000 square foot facility. The cooling tower capacity and configuration shall be determined by accepted industry practices. As a minimum, cooling tower capacity shall be engineered to meet or exceed the required design capacity using ASHRAE guidelines and sizing recommendations. The A/E will also assist with bidding, recommend contract award, and provide onsite construction contract administration.

All projects will have an appropriately developed Program of Requirements (POR) and upon award of the Agreement, the projects will commence with design. For projects without such a POR, upon award of the Agreement, commence by developing the Program of Requirements.

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

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

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

During the construction period, provide not less than 8 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site

Request for Qualifications (Architect / Engineer) continued

- 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.

H. Submittal Instructions

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

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

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

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

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

Architect/Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Kehoe Center Infrastructure Renovation Proposer Firm _____
 Project Number NCC-016202 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 100 miles	5	
	100 miles to 150 miles	2	
	More than 150 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$200,000	2	
	\$200,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 5 professionals	1	Max = 3
	5 to 10 professionals	3	
	More than 10 than professionals	2	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One additional point for every 2 percent increase in professional services over the advertised EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 2 sample projects	1	Max = 3
	2 to 4 sample projects	2	
	More than 4 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 4 projects	0 - 1	
	4 to 8 projects	2 - 3	
	More than 8 projects	4 - 5	
		Subtotal	

* Must be comprised of professional design services consulting firm(s) and NOT the primary firm
 ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Seigfred Hall Renovation - 2017</u>	Response Deadline	<u>August 19, 2016 4:00 PM</u> local time
Project Location	<u>Ohio University Main Campus</u>	Project Number	<u>OHU-170002</u>
City / County	<u>Athens / Athens</u>	Project Manager	<u>Lynnette Clouse</u>
Owner	<u>Ohio University</u>	Contracting Authority	<u>Local Higher Education</u>
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Lynnette Clouse at Ohio University, Architecture Design & Construction; 160 West Union St, Suite 280; Athens, Ohio 45701. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Seigfred Hall, an 87,200 SF five-story building, was constructed in 1962 and has not received any major upgrades. This building is the center of activity for the visual arts at Ohio University, housing the studios, classrooms and offices of the School of Art and Design. The facility is in need of significant deferred maintenance upgrades and improvements to programmatic spaces. The programmatic needs include providing program and basic functional improvements to modernize learning. The following spaces will have programmatic upgrades: 2nd and 3rd floor Maker Spaces (used campus wide), 5th floor studio and classroom improvements, and the relocation of the Interior Architecture program from Grover Center.

This project will provide a major upgrade to the building, including:

- Hazardous materials abatement;
- ADA upgrades to existing restrooms and installation of new single-user restrooms
- Minor space reconfiguration in some areas of the building;
- Upgrades to the building mechanical system, including air handlers, air distribution systems and controls
- Upgrades to the building electrical system, including interior lighting; the existing service entry and switch gear to remain; new/upgrade generator.
- Upgrades/replacement of all interior finishes, including doors and trim;
- Upgrades to the building plumbing system, including water distribution systems;
- Upgrade of the existing fire alarm and other life safety systems;
- Addition of a new building-wide fire suppression system.

This project will be to develop a facility assessment and program study for the renovation of Seigfred Hall. This study will identify the scope of work included within the two renovation phases. The consultant will initially be hired for the study with the option to continue on for construction documents and administration for both phase two (2) and phase three (3). The phase one (1) window and roof improvement project is under contract and construction will begin in September 2016.

Project to be LEED silver.

B. Scope of Services

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

Request for Qualifications (Architect / Engineer) continued

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

The University will contract with a separate Building Commissioning consultant.

The project services will commence with Program Verification, Schematic Design, and verification of anticipated construction costs. Upon completion of this phase, the University will authorize procedure into Design Development, Construction Documents, Bidding, Conformed Documents and Construction Phase services pending verification of adequate funding availability.

The University will select the (lead) Architectural firm, based on this RFQ, and contract with them. The University will also conduct a qualifications-based selection for MEP Engineering services under a separate RFQ, and develop a short list of acceptable firms. The selected Architectural consultant will participate with the University in the interviewing and selection of the MEP consultant, whose contract will be assigned to the Architectural consultant.

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

During the construction period, provide not less than 40 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. Architectural Design of Higher Education Facilities
2. Renovation / retrofit of existing buildings
3. Projects on a constricted-site College Campus
4. Scheduling and Estimating
5. LEED Certification

C. Funding / Estimated Budget

Total Project Cost	<u>\$10,600,000 - Phase 2, \$7,000,000 - Phase 3</u>	State Funding	<u>\$4,300,000 Phase 2 only</u>
Construction Cost	<u>\$9,540,000 Phase 2 only</u>	Other Funding	<u>\$6,300,000 Phase 2 only</u>
Estimated A/E Fee	<u>8.0% to 9.0%</u>		

NOTE: The A/E fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., 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>Structural Engineering</u>
	<u>Scheduling and Estimating</u>
	<u>Hazardous Materials Abatement</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
Others	<u>_____</u>

E. Anticipated Schedule

Professional Services Start	<u>10 / 16</u>
Construction Notice to Proceed	<u>Fall / 17</u>
Substantial Completion of all Work	<u>Fall / 18</u>
Professional Services Completed	<u>Fall / 19</u>

F. EDGE Participation Goal

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

Request for Qualifications (Architect / Engineer) continued

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

G. Evaluation Criteria for Selection

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

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

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Seigfred Hall Renovation - 2017 Proposer Firm _____
 Project Number OHU-170002 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 150 miles	5	
	150 miles to 300 miles	2	
	More than 300 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$50,000	2	
	\$50,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 4 professionals	1	Max = 3
	4 to 10 professionals	2	
	More than 10 professionals	2	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 4 projects	0 - 1	
	4 to 8 projects	2 - 3	
	More than 8 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Seigfred Hall Renovation - 2017 - MEP</u>	Response Deadline	<u>August 19, 2016 4:00 PM</u> local time
Project Location	<u>Ohio University Main Campus</u>	Project Number	<u>OHU-170002-MEP</u>
City / County	<u>Athens / Athens</u>	Project Manager	<u>Lynnette Clouse</u>
Owner	<u>Ohio University</u>	Contracting Authority	<u>Local Higher Education</u>
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Lynnette Clouse at Ohio University, Architecture Design & Construction; 160 West Union St, Suite 280; Athens, Ohio 45701. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Seigfred Hall, an 87,200 SF five-story building, was constructed in 1962 and has not received any major upgrades. This building is the center of activity for the visual arts at Ohio University, housing the studios, classrooms and offices of the School of Art and Design. The facility is in need of significant deferred maintenance upgrades and improvements to programmatic spaces. The programmatic needs include providing program and basic functional improvements to modernize learning. The following spaces will have programmatic upgrades: 2nd and 3rd floor Maker Spaces (used campus wide), 5th floor studio and classroom improvements, and the relocation of the Interior Architecture program from Grover Center.

This project will provide a major upgrade to the building, including:

- Hazardous materials abatement;
- ADA upgrades to existing restrooms and installation of new single-user restrooms
- Minor space reconfiguration in some areas of the building;
- Upgrades to the building mechanical system, including air handlers, air distribution systems and controls
- Upgrades to the building electrical system, including interior lighting; the existing service entry and switch gear to remain; new/upgrade generator.
- Upgrades/replacement of all interior finishes, including doors and trim;
- Upgrades to the building plumbing system, including water distribution systems;
- Upgrade of the existing fire alarm and other life safety systems;
- Addition of a new building-wide fire suppression system.

This project will be to develop a facility assessment and program study for the renovation of Seigfred Hall. This study will identify the scope of work included within the two renovation phases. The consultant will initially be hired for the study with the option to continue on for construction documents and administration for both phase two (2) and phase three (3). The phase one (1) window and roof improvement project is under contract and construction will begin in September 2016.

B. Scope of Services

This RFQ is for submission of qualifications for the project MEP Engineering services only. The University will select the (lead) Architectural firm, based on a separate RFQ, and contract with them. The selected Architectural consultant will participate with the University in the interviewing and selection of the MEP consultant, whose contract will be assigned to the Architectural consultant.

The selected MEP Consultant, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the (lead) Architect (previously selected), the cost breakdown of the Engineering Agreement to address the Owner's project requirements. The MEP contract will be assigned to the selected Architect.

Request for Qualifications (Architect / Engineer) continued

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

During the construction period, provide not less than 20 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. Architectural Design of Higher Education Facilities
2. LEED Certification
3. Renovation / retrofit of existing buildings
4. Projects on a constricted-site College Campus
5. Scheduling and Estimating

C. Funding / Estimated Budget

Total Project Cost	<u>\$10,600,000 - Phase 2, \$7,000,000 - Phase 3</u>	State Funding	<u>\$4,300,000 Phase 2 only</u>
Construction Cost	<u>\$9,540,000 Phase 2 only</u>	Other Funding	<u>\$6,300,000 Phase 2 only</u>
Estimated A/E Fee	<u>8.0% to 9.0%</u>		

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

D. Services Required (see note below)

Primary	<u>Mechanical, Electrical and Plumbing</u>
Secondary	<u>Estimating</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
Others	<u>_____</u>

E. Anticipated Schedule

Professional Services Start	<u>10 / 16</u>
Construction Notice to Proceed	<u>Fall / 17</u>
Substantial Completion of all Work	<u>Fall / 18</u>
Professional Services Completed	<u>Fall / 19</u>

F. EDGE Participation Goal

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

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

G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.

Request for Qualifications (Architect / Engineer) continued

- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

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

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

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

H. Submittal Instructions

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Seigfred Hall Renovation - MEP - 2017 Proposer Firm _____
 Project Number OHU-170002-MEP City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 150 miles	5	
	150 miles to 300 miles	2	
	More than 300 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$50,000	2	
	\$50,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 4 professionals	1	Max = 3
	4 to 10 professionals	2	
	More than 10 professionals	2	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 4 projects	0 - 1	
	4 to 8 projects	2 - 3	
	More than 8 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (CM at Risk Contract)

State of Ohio Standard Forms and Documents

Administration of Project: School District Board + OFCC

Project Name	<u>Fostoria City School District</u>	Response Deadline	<u>August 29, 2016 1:00 pm</u> local time
Project Location	<u>Fostoria, OH 44830</u>	Project Number	<u>SFC-160395</u>
City / County	<u>Fostoria / Seneca</u>	Project Manager	<u>Anne Frost</u>
Owner	<u>Fostoria City School District</u>	Contracting Authority	<u>School District Board + OFCC</u>
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>None</u>
No. of paper copies requested (stapled, not bound)	<u>0</u>	No. of electronic copies requested (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Jill Hoobler at jill.hoobler@ofcc.ohio.gov. See Section G of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

- Build one new 123,314 s.f. middle/high school for 779 students in grades 7-12.
- Renovate existing 104,653 s.f. Intermediate school, and add 11,533 s.f. to house 947 students in grades PK-6.
- Abate and demolish: Fostoria High School 206,867 s.f.*, Holmes Elementary 21,948 s.f., Longfellow Elementary 26,142 s.f., and Riley Elementary 40,407 s.f.

*Another scenario being considered by the district is to demolish a portion of the high school and renovate the remaining portion.

- Project agreement LFI's include renovation to the 3,246 s.f. auxiliary gymnasium at the existing Intermediate school. Anticipated optional LFI's will be for building upgrades and additional square footage.
- District is interested in exploring 21st Century Learning for this project.
- A project agreement between OFCC and the Fostoria City School District has been executed.

B. Scope of Services

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

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

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

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

Request for Qualifications (CM at Risk Contract) continued

possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The CM will work cooperatively with the Contracting Authority and/or Owner, A/E, and Project Team, and will provide, among other services, schedule development, estimate development, Guaranteed Maximum Price (GMP) proposal, subcontractor prequalification and bidding, constructability review, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at the stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the CM, together with the A/E's detailed listing of any incomplete design elements and the A/E's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). Contingent upon the Contracting Authority's approval of the GMP, the parties will enter into an amendment to the Agreement establishing the Contract Sum ("GMP Amendment"). If the proposed Contract Sum exceeds the Project Budget established for construction, then the Contracting Authority may terminate the agreement with the CM and seek proposals from other firms for completion of the Project.

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

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

1. Project Delivery Method (MP, GC, CMR, DB)
2. Role on Project (CMA, OA, CMR, DB, GC, Trade)
3. LEED Status (Reg., Cert., Silv., Gold, Plat.)
4. OFCC projects
5. K-12 Facility (ES, MS, HS, Combination)
6. New construction on existing site and renovation experience
7. Educational visioning/ 21st Century Learning environments
8. OAKS-CI experience
9. Managing community expectations

For scope items 1, 2, 3, and 5 listed above, insert one of the noted abbreviations in the relevant project experience matrix instead of using an 'x' when applicable to the one of the 10 example projects.

C. Funding / Estimated Budget

Total Project Cost	<u>\$46,715,413 (not including LFI)</u>	State Funding	<u>\$41,576,718</u>
Construction Cost	<u>\$40,538,176</u>	Other Funding	<u>\$5,138,695</u>

D. Anticipated Schedule

CM Preconstruction Services Start	<u>11 / 16</u>
Construction Stage Notice to Proceed	<u>12 / 17</u>
Substantial Completion of all Work	<u>12 / 19</u>
CM Services Completed	<u>12 / 20</u>

E. EDGE Participation Goal

Percent of the CM's total compensation excluding CM's Contingency* 5%

*Preconstruction Stage Compensation plus Contract Sum minus CM's Contingency

F. Evaluation Criteria for Selection

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

Short List: Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After

Request for Qualifications (CM at Risk Contract) continued

evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

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

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

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

Selection Schedule: Tentative schedule is subject to change.

RFP issued to the Short-Listed Firms	9/27/2016
Interviews	Week of 11/7/2016
Selection of CM	End of November 2016

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

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

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

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

G. Submittal Instructions

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer.

Statements of Qualifications are to be submitted electronically by e-mail. Submittals are to be limited to maximum of one e-mail with the total file size of 25 MB.

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

Request for Qualifications (CM at Risk Contract) continued

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

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

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

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

CM at Risk Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Fostoria City School District Proposer Firm _____
 Project Number SFC-160395 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location and Workload (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$10,000,000	5	
	\$10,000,000 to \$20,000,000	2	
	More than \$20,000,000	0	
2. Primary Qualifications (Maximum 40 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 30
b. Project administration lead	Experience / ability to effectively administer project controls and processes	0 - 10	
c. Technical staff	Experience / ability of technical staff to develop accurate estimates and schedules	0 - 10	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 10	
3. Key Consultant Qualifications (Maximum 10 points)			
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	0 - 5	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in Services compensation** over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED*** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 projects	4 - 5	
* Must be comprised of consulting firm(s) and NOT the lead firm ** Preconstruction Stage Compensation plus Contract Sum minus Subcontracted Work, Self-performed Work, and CM's Contingency *** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Seigfred Hall Renovation - 2017</u>	Response Deadline	<u>August 19, 2016 4:00 PM</u> local time
Project Location	<u>Ohio University Main Campus</u>	Project Number	<u>OHU-170002</u>
City / County	<u>Athens / Athens</u>	Project Manager	<u>Lynnette Clouse</u>
Owner	<u>Ohio University</u>	Contracting Authority	<u>Local Higher Education</u>
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Lynnette Clouse at Ohio University, Architecture Design & Construction; 160 West Union St, Suite 280; Athens, Ohio 45701. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Seigfred Hall, an 87,200 SF five-story building, was constructed in 1962 and has not received any major upgrades. This building is the center of activity for the visual arts at Ohio University, housing the studios, classrooms and offices of the School of Art and Design. The facility is in need of significant deferred maintenance upgrades and improvements to programmatic spaces. The programmatic needs include providing program and basic functional improvements to modernize learning. The following spaces will have programmatic upgrades: 2nd and 3rd floor Maker Spaces (used campus wide), 5th floor studio and classroom improvements, and the relocation of the Interior Architecture program from Grover Center.

This project will provide a major upgrade to the building, including:

- Hazardous materials abatement;
- ADA upgrades to existing restrooms and installation of new single-user restrooms
- Minor space reconfiguration in some areas of the building;
- Upgrades to the building mechanical system, including air handlers, air distribution systems and controls
- Upgrades to the building electrical system, including interior lighting; the existing service entry and switch gear to remain; new/upgrade generator.
- Upgrades/replacement of all interior finishes, including doors and trim;
- Upgrades to the building plumbing system, including water distribution systems;
- Upgrade of the existing fire alarm and other life safety systems;
- Addition of a new building-wide fire suppression system.

This project will be to develop a facility assessment and program study for the renovation of Seigfred Hall. This study will identify the scope of work included within the two renovation phases. The consultant will initially be hired for the study with the option to continue on for construction documents and administration for both phase two (2) and phase three (3). The phase one (1) window and roof improvement project is under contract and construction will begin in September 2016.

Project to be LEED silver.

B. Scope of Services

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

Request for Qualifications (Architect / Engineer) continued

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

The University will contract with a separate Building Commissioning consultant.

The project services will commence with Program Verification, Schematic Design, and verification of anticipated construction costs. Upon completion of this phase, the University will authorize procedure into Design Development, Construction Documents, Bidding, Conformed Documents and Construction Phase services pending verification of adequate funding availability.

The University will select the (lead) Architectural firm, based on this RFQ, and contract with them. The University will also conduct a qualifications-based selection for MEP Engineering services under a separate RFQ, and develop a short list of acceptable firms. The selected Architectural consultant will participate with the University in the interviewing and selection of the MEP consultant, whose contract will be assigned to the Architectural consultant.

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

During the construction period, provide not less than 40 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. Architectural Design of Higher Education Facilities
2. Renovation / retrofit of existing buildings
3. Projects on a constricted-site College Campus
4. Scheduling and Estimating
5. LEED Certification

C. Funding / Estimated Budget

Total Project Cost	<u>\$10,600,000 - Phase 2, \$7,000,000 - Phase 3</u>	State Funding	<u>\$4,300,000 Phase 2 only</u>
Construction Cost	<u>\$9,540,000 Phase 2 only</u>	Other Funding	<u>\$6,300,000 Phase 2 only</u>
Estimated A/E Fee	<u>8.0% to 9.0%</u>		

NOTE: The A/E fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., 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>Structural Engineering</u>
	<u>Scheduling and Estimating</u>
	<u>Hazardous Materials Abatement</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
Others	<u>_____</u>

E. Anticipated Schedule

Professional Services Start	<u>10 / 16</u>
Construction Notice to Proceed	<u>Fall / 17</u>
Substantial Completion of all Work	<u>Fall / 18</u>
Professional Services Completed	<u>Fall / 19</u>

F. EDGE Participation Goal

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

Request for Qualifications (Architect / Engineer) continued

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

G. Evaluation Criteria for Selection

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

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

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Seigfred Hall Renovation - 2017 Proposer Firm _____
 Project Number OHU-170002 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 150 miles	5	
	150 miles to 300 miles	2	
	More than 300 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$50,000	2	
	\$50,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 4 professionals	1	Max = 3
	4 to 10 professionals	2	
	More than 10 professionals	2	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 4 projects	0 - 1	
	4 to 8 projects	2 - 3	
	More than 8 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Seigfred Hall Renovation - 2017 - MEP</u>	Response Deadline	<u>August 19, 2016 4:00 PM</u> local time
Project Location	<u>Ohio University Main Campus</u>	Project Number	<u>OHU-170002-MEP</u>
City / County	<u>Athens / Athens</u>	Project Manager	<u>Lynnette Clouse</u>
Owner	<u>Ohio University</u>	Contracting Authority	<u>Local Higher Education</u>
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Lynnette Clouse at Ohio University, Architecture Design & Construction; 160 West Union St, Suite 280; Athens, Ohio 45701. See Section H of this RFQ for additional submittal instructions.

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

Project Overview

A. Project Description

Seigfred Hall, an 87,200 SF five-story building, was constructed in 1962 and has not received any major upgrades. This building is the center of activity for the visual arts at Ohio University, housing the studios, classrooms and offices of the School of Art and Design. The facility is in need of significant deferred maintenance upgrades and improvements to programmatic spaces. The programmatic needs include providing program and basic functional improvements to modernize learning. The following spaces will have programmatic upgrades: 2nd and 3rd floor Maker Spaces (used campus wide), 5th floor studio and classroom improvements, and the relocation of the Interior Architecture program from Grover Center.

This project will provide a major upgrade to the building, including:

- Hazardous materials abatement;
- ADA upgrades to existing restrooms and installation of new single-user restrooms
- Minor space reconfiguration in some areas of the building;
- Upgrades to the building mechanical system, including air handlers, air distribution systems and controls
- Upgrades to the building electrical system, including interior lighting; the existing service entry and switch gear to remain; new/upgrade generator.
- Upgrades/replacement of all interior finishes, including doors and trim;
- Upgrades to the building plumbing system, including water distribution systems;
- Upgrade of the existing fire alarm and other life safety systems;
- Addition of a new building-wide fire suppression system.

This project will be to develop a facility assessment and program study for the renovation of Seigfred Hall. This study will identify the scope of work included within the two renovation phases. The consultant will initially be hired for the study with the option to continue on for construction documents and administration for both phase two (2) and phase three (3). The phase one (1) window and roof improvement project is under contract and construction will begin in September 2016.

B. Scope of Services

This RFQ is for submission of qualifications for the project MEP Engineering services only. The University will select the (lead) Architectural firm, based on a separate RFQ, and contract with them. The selected Architectural consultant will participate with the University in the interviewing and selection of the MEP consultant, whose contract will be assigned to the Architectural consultant.

The selected MEP Consultant, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the (lead) Architect (previously selected), the cost breakdown of the Engineering Agreement to address the Owner's project requirements. The MEP contract will be assigned to the selected Architect.

Request for Qualifications (Architect / Engineer) continued

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

During the construction period, provide not less than 20 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. Architectural Design of Higher Education Facilities
2. LEED Certification
3. Renovation / retrofit of existing buildings
4. Projects on a constricted-site College Campus
5. Scheduling and Estimating

C. Funding / Estimated Budget

Total Project Cost	<u>\$10,600,000 - Phase 2, \$7,000,000 - Phase 3</u>	State Funding	<u>\$4,300,000 Phase 2 only</u>
Construction Cost	<u>\$9,540,000 Phase 2 only</u>	Other Funding	<u>\$6,300,000 Phase 2 only</u>
Estimated A/E Fee	<u>8.0% to 9.0%</u>		

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

D. Services Required (see note below)

Primary	<u>Mechanical, Electrical and Plumbing</u>
Secondary	<u>Estimating</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
	<u>_____</u>
Others	<u>_____</u>

E. Anticipated Schedule

Professional Services Start	<u>10 / 16</u>
Construction Notice to Proceed	<u>Fall / 17</u>
Substantial Completion of all Work	<u>Fall / 18</u>
Professional Services Completed	<u>Fall / 19</u>

F. EDGE Participation Goal

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

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

G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.

Request for Qualifications (Architect / Engineer) continued

- Approach to and success of using partnering and Alternative Dispute Resolution.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.
- The selected A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

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

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

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

H. Submittal Instructions

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

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Seigfred Hall Renovation - MEP - 2017 Proposer Firm _____
 Project Number OHU-170002-MEP City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 150 miles	5	
	150 miles to 300 miles	2	
	More than 300 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$50,000	2	
	\$50,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 4 professionals	1	Max = 3
	4 to 10 professionals	2	
	More than 10 professionals	2	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 10	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 4 projects	0 - 1	
	4 to 8 projects	2 - 3	
	More than 8 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Kent State University- Kent Campus Master Plan</u>	Response Deadline	<u>August 30, 2016 4:00 pm</u> local time
Project Location	<u>Kent</u>	Project Number	<u>KSU-17L001</u>
City / County	<u>Kent / Portage</u>	Project Manager	<u>Michael Bruder</u>
Owner	<u>Kent State University</u>	Contracting Authority	<u>Local Higher Education</u>
Delivery Method	<u>N/A</u>	Prevailing Wages	<u>None</u>
No. of paper copies requested (stapled, not bound)	<u>1</u>	No. of electronic copies requested (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Tim Konzcal at 615 Loop Road Suite 330 Harbour Hall Kent, Ohio 44242. See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Michael Bruder at mbruder@kent.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Office of the University Architect page on the Kent State University website at www.kent.edu/universityarchitect on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The Kent campus of Kent State University has an enrollment of 28,981 students, houses 6,453 students on the 900-acre campus. The Kent Campus includes 128 buildings or structures, of which 74 are major academic buildings. The campus, founded in 1910, witnessed a major expansion in the 1960's with more than 50 buildings constructed. A video showing the decades of growth for the campus can be found at this link. [Kent State - 100 years](#)

While multiple large scale planning efforts have been completed over the last ten years, the University last completed a comprehensive facilities master plan in 1996 and wishes to complete a new plan as the campus begins its second century. A copy of the 1996 master plan can be found at the following website address: [Kent Campus Master Plan Map](#)

The goal of the master plan is to identify a long range plan which builds on recent improvements associated with the Foundations for Excellence Initiative <http://www.kent.edu/foundations> the City of Kent's transformation of the downtown business district and reinforces the university's strategic priorities of "students first", a "distinctive Kent State", global competitiveness, regional impact and organizational stewardship. More information on these priorities is located here: <http://www.kent.edu/strategicvisioning#priorities>

An RFQ Pre Submittal informational session will be held on Wednesday, August 17, 2016 at 1:00 pm in the Office of the University Architect, 102 Harbour Hall, 615 Loop Road, Kent State University, Kent, Ohio, 44242. **Submitting teams are strongly encouraged to attend.**

B. Scope of Services

The selected consultant will evaluate existing campus -buildings and grounds, assess the condition and utilization and facilitate meetings to engage the campus community in a collaborative master planning process. The selected consultant will approach the process both by bringing recognized expertise in various aspects of campus land use, space evaluation and facility planning and earnestly listening to the campus participants such as the Leadership Committee, the Space Planning and Campus Environment Committee, Board of Trustee members, the administration, task force members, faculty, staff and students, etc.

The final deliverable from the consultant will be a comprehensive masterplan document that will guide the university's planning decisions in the future. The consultant will prepare a preliminary version of the document for review and comment by various members of the university community prior to a presentation and submission for adoption by the Board of Trustees.

The selected consultant shall review existing university plans including the university's past facilities and landscape master plans, the university's strategic road map, and individual plans targeting enrollment, academic programs, athletics, transportation, parking, energy conservation and sustainability, and deferred maintenance. The consultant shall also review all relevant planning documents recently completed by or for the city of Kent and or the county, including the city

Request for Qualifications (Architect / Engineer) continued

and county parks. The final master plan shall use the existing work along with the assessments, inspections, interviews and feedback to shape the recommendations.

The master plan should provide the university an integrated and comprehensive tool to guide the development of the campus and adjacent properties, providing a short- and long-term framework that is clear, flexible and implementable. The plan should build on the university and city's recent successes in creating a healthy, walkable, and bikeable environment which meets the university's strategic goals. The selected consultant will be expected to perform the following tasks. Additional detail will be presented at the Pre-Submission Meeting.

1. Review the existing university master plans and other recent planning documents such as the university's strategic plan, academic plan(s), city and county plans, housing study and planning documents and a variety of task or organizational specific master plans and studies.
2. Measure and analyze building usage and utilization for teaching spaces and each college, department or building.
3. Provide comparative analysis of space across the campus for each functional area (student services, teaching, research, recreation, housing, etc.)
4. Provide a prioritization of space needs for the campus.
5. Using existing tools and recently completed studies, evaluate the facility conditions and prioritize the campus facility improvement needs.
6. Provide a process for discovering, documenting and analyzing the visions held by the campus and the community.
7. Analyze the information collected from the studies and discovery and develop multiple ideas and options for the university to review, consider and respond.
8. Prepare and present periodic updates to the university leadership committee
9. Prepare and present a final master plan to the university leadership committee and assist with a presentation to the University Board of Trustees.

The final plan shall encompass numerous areas, including land use planning, landscape design, traffic, parking and pedestrian pathways, accessibility, housing, food service, athletic and educational/general use buildings. The plan will also account for community needs in housing, economic development and other community attractions/facility needs.

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

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

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. 20,000+ student population university masterplan
2. Space analytics/utilization study and recommended improvements which will positively impact utilization
3. Building and infrastructure needs and prioritization, including academic, athletics, housing, food service and other auxiliary operations.
4. Campus landscape planning, including athletic and recreational spaces
5. Potential building site selection and evaluation
6. Land use study
7. Town/Gown integration planning
8. Traffic study (vehicular, mass, pedestrian, cycling, parking), with special attention to accessibility
9. Sustainability Plan
10. Historical site integration

C. Funding / Estimated Budget

Total Project Cost	<u>\$750,000 to \$950,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$0</u>	Other Funding	<u>TBD up to \$950,000</u>
Estimated A/E Fee	<u>To be negotiated</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., extensive

Request for Qualifications (Architect / Engineer) continued

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>Campus Planning</u>
Secondary	<u>Architecture</u>
	<u>Landscape Architecture</u>
	<u>Space Planning/Programming</u>
	<u>Cost Estimating</u>
	<u>Traffic/Parking</u>
	<u>Sustainability</u>
Others	<u>Engineering</u>

E. Anticipated Schedule

Professional Services Start	<u>10 / 16</u>
Construction Notice to Proceed	<u>N/A</u>
Substantial Completion of all Work	<u>N/A</u>
Professional Services Completed	<u>09 / 17</u>

F. EDGE Participation Goal

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

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

G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size)
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultant
- 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.
- 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 university is seeking a firm (or team) with a broad range of skills in facilitating decisions and managing the process of a large campus master plan. Experience working with several larger institutions and older campuses will be considered. KSU will expect the firm to assist with University stakeholder engagement and coordination.

Please provide KSU a written response to the following questions. Responses that do not follow the format of this RFP and do not provide the information requested may not be considered. Provide the responses in **Section H** of SAO Form 110-330.

1. Provide complete name, business address, phone number and web address of the submitting firm(s).
2. Provide year established and a brief history and overview of the firm.
3. List not more than two principals from the submitting firm who may be contacted. List name, title, and contact telephone number. Listed principals must be empowered to speak for the firm on policy and contractual matters.
4. Provide total number of personnel and describe the overall capacity of the firm. Briefly describe your commitment to provide and maintain professionally qualified personnel throughout the duration of the master plan process.
5. Describe the professional disciplines within the firm and the firm's overall capabilities with respect to the proposed services.
6. If the firm intends to provide any services through a joint venture, professional affiliation or outside consultants, please indicate which services and the proposed team including names and one page overview of all partner firms, professional affiliates and/or outside consultants.
7. Summarize financial viability and longevity of the firm. Indicate approximate volume of work and number of projects delivered in the past two (2) years.
8. List at least three (3) educational institutions/clients for which your firm has provided similar master planning services, including client name, title and contact information. Provide a brief narrative for each project.
9. Describe how your team would anticipate staffing this assignment.

Request for Qualifications (Architect / Engineer) continued

10. Describe your firm's previous experience working with Kent State University, if any.
11. Describe your firm's commitment to, experience with and capabilities with regard to high performing, sustainable higher education building and LEED.
12. Describe your firm's commitment to enhancing diverse vendor participation.
13. Please describe the type of fee arrangement your firm would propose for services including a list of any reimbursable expenses and markups.
14. Please identify and provide resumes of key individuals who would be assigned to this project.
15. Please indicate your earliest availability or the amount of time you would require to commence a project as set forth above.
16. Provide through narrative discussion the reasons why your firm is especially qualified to undertake this assignment. Respondents may include anything they wish in support of their qualifications; however the response should be limited to no more than four (4) pages.

Conciseness and clarity of response is strongly encouraged. Therefore, the response to this RFQ should be no more than twenty (20) pages in length, single-sided, minimum of one (1) inch margins and eleven (11) pt font. Responses shall include acknowledgement that the firm has reviewed and understands the information and data provided in the Request for Qualifications. A principal of the firm must sign the completed response and affirm that the information provided is true, complete and accurate.

KSU will evaluate the Proposals received which meet the submittal requirements listed in this document. KSU may contact respondents for clarification or additional information at its sole discretion.

Shortlisted firms will be expected to make presentations to the university's leadership team and a date yet to be determined. KSU anticipates that three firms will be short-listed but the number may be greater or less depending on the review of the qualifications submissions.

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 or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

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

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name Kent State University- Kent Campus Master Plan Proposer Firm _____
 Project Number KSU-17L001 City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 150 miles	5	
	150 miles to 250 miles	2	
	More than 250 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	2	
	\$1,000,000 to \$5,000,000	1	
	More than \$5,000,000	0	
c. Number of licensed professionals	Less than 10 professionals	1	Max = 3
	10 to 20 professionals	2	
	More than 20 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 20	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 0	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 0	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 5 sample projects	1	Max = 3
	5 to 9 sample projects	2	
	More than 9 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 5 projects	0 - 3	
	5 to 9 projects	4 - 6	
	More than 9 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects	0 - 1	
	3 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____