

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Wexner Medical Center Regional Ambulatory Facilities</u>	Response Deadline	<u>March 29, 2018</u>	<u>2:00 p.m. local time</u>
Project Location	<u>Central Ohio</u>	Project Number	<u>OSU-180636</u>	
City / County	<u>TBD/Franklin</u>	Project Manager	<u>Paul Lenz</u>	
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>Local Higher Education</u>	
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>State</u>	
No. of paper copies requested (stapled, not bound)	<u>0</u>	No. of electronic copies requested (PDF)	<u>1</u>	

Submit the Statements of Qualifications (Form F110-330) via email to 330Submittals@osu.edu. In the subject line, include the project number and name for the RFQ you are responding to. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing at AP-FDCRFQQuestions@osu.edu with "OSU-180636-Questions" pasted in the subject line.

Project Overview

A. Project Description

The Ohio State University requests qualifications for architectural/engineering (AE) services with all required consultants necessary to complete the Wexner Medical Center Regional Ambulatory Facilities project. This project is a result of the University and the Wexner Medical Center's strategic plans, which provide for the provision of medical services within community-based ambulatory facilities in addition to improvements to its main campus ambulatory departments yet to be identified. This project is a key component to fulfill that vision.

Additional information:

Time and Change (University's Strategic Plan): <https://president.osu.edu/strategicplan/>

Project Overview

The project includes two phases with Phase 1 being an ambulatory center with a state of the art diagnostic and surgery center. Phase II will consist of an expanded facility and or facilities providing additional medical services to satisfy the to-be-determined market needs, Phase II will require further definition. The design of Phases I and II is intended to provide a branded identity for these facilities which could be deployed on multiple future sites.

Program

The building design will be based on a completed program for Phase I. The program for the Phase 1 Ambulatory Building is approximately 200,000 gross square feet consisting of ambulatory surgery, endoscopy, primary care, specialty medical and surgical clinics and related support. The Phase II program requires further definition but could include a building or buildings of approximately 100,000-200,000 gross square feet.

Site

The initial project site is a suburban location and will be clarified with the AE when contracts are finalized. The University's intent is to design a facility that can be adapted to multiple locations. The University has prepared a conceptual site plan for the initial location which will be provided to the AE team as a "starting point". The University may expand the project scope to include use of the design, with adjustments, to additional sites.

This project is required to be designed and delivered within a collaborative BIM-enabled environment following The Ohio State University BIM Project Delivery Standards. The Primary firm submitting for the project will be required to have the BIM expertise capable of meeting the aforementioned standards. The Ohio State University BIM Project Delivery Standards can be accessed via the Ohio State FOD website: https://fod.osu.edu/sites/default/files/ohio-state_bim_pds.pdf. Unless noted otherwise, the minimum required BIM Use Cases are outlined in Section 2.

This project will be registered with USGBC for a minimum Silver LEED certification.

B. Scope of Services

This request is for Architect/Engineer Team (A/E) to provide design and project management, including Program Verification and Conceptual Design of Phase I and Phase II for the initial site and Schematic Design through Construction

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Administration phases for Phase I of the initial site. The project and construction budgets are to be confirmed as part of the Schematic Design and Design Development phases of the work. It is intended that the design can be adapted to future sites and the contract's scope may be modified accordingly.

The project scope and construction budget are to be confirmed upon completion of the Design Development phase of the work. While the initial contract will be fully negotiated and be executed, authorization to proceed will be provided only through Design Development. Proceeding to construction drawings and project construction will require further approval from the Board of Trustees.

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 detailing cost components to address the Owner's project requirements. Participation in the Encouraging Growth, Diversity & Equity (EDGE) Program is required by statute and will be included in the Agreement. Required Professional Liability Insurance will be per Exhibit A – A/E Terms and Conditions Article 7.2.6.

Once the AE has been notified of selection, a representative (fully authorized to negotiate on behalf of the AE Team) shall meet on campus with Ohio State's representative to review a complete initial draft of the technical proposal including all submittal documents. All sub-consultants shall be listed with potential fees under Additional Services. For reference: the technical proposal information can be found at <https://fod.osu.edu/resources>. No waivers to the EDGE requirements will be granted.

Interview Date: The interviews are currently scheduled for April 12, 2018 in Columbus.

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

During the construction period, provide not less than 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.

Closeout Services: The closeout for this project is required to be delivered in an electronic cloud-based format adhering to The Ohio State University Project Closeout Standards. The Ohio State University Project Closeout Standards can be accessed via the OSU FOD Vendor Resource website at (<https://fod.osu.edu/resources>) under Post Construction / Close Out.

In Section H of Statements of Qualifications (Form F110-330) provide a matrix of all consultants potentially needed to successfully deliver project through all phases that are not already identified in Section D of this RFQ. Column 1 should identify specialty of each consultant (examples- parking garage, traffic consultant, kitchen design, hazardous materials, construction testing, and geotechnical services). Column 2 should identify a consultant that the submitter would recommend for consideration on the AE Team if desired by submitter. Column 3 should highlight if the consultant is part of the EDGE plan. Immediately after the matrix provide any additional information regarding collaboration history if desired.

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. Projects demonstrating similar size, function (Outpatient Medical/Ambulatory Facilities) and complexity
2. Projects demonstrating architectural design excellence as recognized by third parties & Ohio State
3. Projects highlighting medical planning excellence

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C. Funding / Estimated Budget

Total Project Cost	<u>Phase 1 \$95m; Phase 2 \$127m</u>	State Funding	<u>TBD</u>
Construction Cost	<u>Phase 1 \$60m; Phase 2 \$80m</u>	Other Funding	<u>TBD</u>
Estimated A/E Fee	<u>6.5%</u>		

NOTE: The A/E fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., 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>Architect of Record*</u>
Secondary	<u>Civil Engineering</u>
	<u>Structural Engineer</u>
	<u>MEP Engineer</u>
	<u>Landscape Architect</u>
	<u>Medical Planning</u>
	<u>Technology Specialist</u>
Others	<u>Geotechnical Services/Surveyor</u>

E. Anticipated Schedule

Professional Services Start	<u>05/2018</u>
Construction Notice to Proceed	<u>tbd</u>
Substantial Completion of all Work	<u>tbd</u>
Professional Services Completed	<u>tbd</u>

F. EDGE Participation Goal

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

G. Evaluation Criteria for Selection

Interested firms are required to address their BIM project delivery experience and how they will implement Building Information Modeling ("BIM") on the project by documenting:

- The ability for the entire team to effectively collaborate and share models and data.
- Each discipline model manager and their relevant experience.
- How you will support a subcontractor that does not have sufficient BIM experience to meet the above expectations.

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) Section H. Additional Information 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.

Additional Evaluation Criteria (include in Statement of Qualifications (Form F110-330) Section H)

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Qualifications and experience of individuals directly involved with the project.
- Previous experience when working with proposed consultants.
- Additional past performance of prospective firm and proposed "other" consultants. (from RFQ Section D)
- Design quality and demonstrated understanding of the University's *Design Guidelines for Buildings and Landscape* [buildings-landscape.pdf](#)
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- Approach to and success of using partnering, Independent Project Delivery and Alternative Dispute Resolution.
- Any additional resources and capacity of the A/E Team to meet the needs of this project.

- Proximity of prospective firms to the project site.

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>.

PDF file: 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.

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

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Project Name Wexner Medical Center Regional Ambulatory Facilities Proposer Firm _____
 Project Number OSU-180636 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 2 professionals	0	Max = 3
	2 to 10 professionals	1	
	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 2 sample projects	1	Max = 3
	2 to 4 sample projects	2	
	More than 4 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 3 projects	0 - 3	
	3 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 3 projects	0 - 1	
	3 to 6 projects	2 - 3	
	More than 6 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____