Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	Campus Wifi System		Response Deadline	June 11, 2018	2:00 p.m. local time
Project Location	Columbus & Regional Campuses		Project Number	OSU-180625	
City / County	Columbus / Franklin		Project Manager	Todd Henderly	
Owner	The Ohio State University		Contracting Authority	Local Higher Educ	ation
Delivery Method	CM at Risk		Prevailing Wages	State	
No. of paper copi	es requested (stapled, not bound)	0	No. of electronic copie	es requested (PDF)	1

Submit the Statements of Qualifications (Form F110-330) via email to <u>330Submittals@osu.edu</u>. 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 to Todd Henderly at henderly.8@osu.edu with the project number and name included in the subject line (no phone calls please).

Project Overview

A. Project Description

This project shall consist of the strategic design, coordination, and implementation of a campus wide Wi-Fi system capable of delivering robust service to the greater Ohio State campuses (Columbus and regional) to service students, faculty, staff, and outside customers and vendors. The implementation of the system will require coordination with multiple entities within OSU including but not limited to The Office of the Chief Information Officer (OCIO), Facilities Design and Construction, Planning and Real Estate, Academics, Athletics, Business Advancement and Student Life. The AE will need to work in conjunction with OSU to evaluate existing coverage and determine priority for design and installation of new equipment for better coverage both in buildings and around campus landscapes.

The project will target Academic and Student Life buildings and areas of high occupancies around campus that have less than desirable service. Amongst the general campus, the following locations will be extensively upgraded as part of this project:

- Indoor and outdoor areas around academic and Residence Hall areas.
- Regional Campuses (Lima, Mansfield, Marion, Newark, Wooster.)
- Athletic venues including The Ohio Stadium and The Jerome Schottenstein Center

This project will <u>not</u> be registered with USGBC for LEED certification.

B. Scope of Services

The project and construction budget as listed in this RFQ is estimated and the project has been approved for design and construction in accordance with the published estimate.

The project team will be expected to provide integrated design documents across multiple design disciplines to deliver a successful project. The AE team is expected to work in conjunction with the CMR & Design Assist team to provide a successful solution and implementation.

The A/E team will need to work as a design partner through a CMR Design Assist approach to implement a design that conceals various components as best as possible that is acceptable to The University and its OCIO. The A/E team will be expected to have strong leadership and experience in the successful delivery of large-scale Wifi systems, both in large scale public event spaces (Stadium and Schottenstein Center) as well as implementation across vast outdoor spaces and of varying construction materials.

Through the design assist process, it may be anticipated that the CMR and Design Assist partner provide more direction of the design of the technical components (location Wireless Access Points, identifying path ways, etc.). The AE may provide input on aesthetics, how to conceal components from view, review for compliance with OSU Building Design Standards and provide final documentation for the project. Conversely, depending on the building, the AE may need to take a greater role in the design and location of various components.

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

Request for Qualifications (Architect / Engineer) continued

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

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 <u>20</u> 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.

<u>Closeout Services:</u> 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 vender resource website (https://fod.osu.edu/resources) under Post Construction / Close Out.

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

- 1. Experience with CMR delivery method with Design Assist partnership
- 2. Data & WiFi implementation on mass scale
- 3. Experience with OSU communications & wiring standards

For the purpose of the selection of 10 Relevant Projects in Section F of the Statement of Qualification (Form F110-330), projects must be designed by the Lead Firm.

C. Funding / Estimated Budget

Total Project Cost	\$18,600,000	State Funding	\$0
Construction Cost	\$7,590,373	Other Funding	\$18,600,000
Estimated A/E Fee	5.0% to 6.5%		

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) E. Anticipated Schedule

Primary	IT / Data / Wifi / Architectural	Professional Services Start	08 / 2018
Secondary	MEPT	Construction Notice to Proceed	11 / 2018
		Substantial Completion of all Work	12 / 2020
		Professional Services Completed	04 / 2021
		F. EDGE Participation Goal	
Others	-	Percent of <i>initial</i> TOTAL A/E Fee	5.0%

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.

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G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.
- Previous experience compatible with the proposed project (e.g., type, size).
- Relevant past work of prospective firm's proposed consultants.
- Past performance of prospective firm and its proposed consultants.
- Qualifications and experience of individuals directly involved with the project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Design quality and demonstrated ability of prospective firm and its proposed consultants to provide design services which represent the University's Design Guidelines for Buildings and Landscape <u>buildings</u>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 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.

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.

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.

<u>PDF file</u>: Electronic submittals should be combined into <u>one</u> 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 State of Ohio Standard Forms and Documents

Project Name	Campus Wifi System	Proposer Firm
Project Number	OSU-180625	City, State, Zip

Sele	Selection Criteria				Sco
l. F	Primary Firm Location, Workload and Size (Maxi	mum 10 points)			•
	· · · · · · · · · · · · · · · · · · ·	Less than 50 miles	5	;	
	a. Proximity of firm to project site	50 miles to 100 miles			
		More than 100 miles		22 00 00 22 11 Max = 3 Max = 20	
		Less than \$500,000			
	b. Amount of fees awarded by Contracting Authority in	\$500,000 to \$2,000,000			1
	previous 24 months	More than \$2,000,000			1
		Less than 2 professionals	0		
	c. Number of licensed professionals	2 to 10 professionals	2		
		More than 10 professionals	3	= 3	
. F	Primary Firm Qualifications (Maximum 30 points)	· ·			
		Experience / ability of project manager to	0 40		
	Project management lead	manage scope / budget / schedule / quality	0 - 10		
	b. Destroit destruction d	Experience / creativity of project designer to	0 5		
	b. Project design lead	achieve owner's vision and requirements	0 - 5		
	a Tanknigal stoff	Experience / ability of technical staff to create	0 40	Max	
	c. Technical staff	fully coordinated construction documents	0 - 10	= 20	
	d. Construction administration staff	Experience / ability of field representative to	0 5		
	d. Construction administration staff	identify and solve issues during construction	0 - 5		
3. H	Key Consultant Qualifications (Maximum 20 poin	ts)			
		Experience / ability of key consultants to			
	Key discipline leads	perform effectively and collaboratively	0 - 15		
		One point for every 2 percent increase in			
	b. Proposed EDGE-certified Consultant participation*	professional services over the EDGE	0 -	0 - 5	
	· · · · · · · · · · · · · · · · · ·	participation goal		•	
l. (Overall Team Qualifications (Maximum 10 points)				
		Less than 2 sample projects	1		
	a. Previous team collaboration	2 to 4 sample projects	2		
	a. Trevious team collaboration	More than 4 sample projects	3	- 15 - 15 - 15 - 15 - 15 - 10 - 10 - 10 - 10 - 10 - 10 - 10 - 10	
		Registered projects	0	May	
	b. LEED** Registered / Certified project experience	Certified projects	0		N/
		Training and knowledge	0		<u> </u>
	c. BIM project experience	Direct project experience	0		N/
		Clarity of responsibility / communication	0 1	- 3	
	d. Team organization	demonstrated by table of organization	0 -	2	
. (Overall Team Experience (Maximum 30 points)	demonstrated by table or organization	L		
<i>,</i> . 、	overall reall Experience (Maximum 50 points)	Past performance as indicated by	l		1
	a. Previous team performance	evaluations and letters of reference	0 -	10	
		Less than 3 projects	0 -	3	
	b. Experience with similar projects / delivery methods	3 to 6 projects			1
	b. Expending with similar projects / delivery methods	More than 6 projects			1
		Performance in completing projects within	, -	10	<u> </u>
	c. Budget and schedule management	original construction budget and schedule	0 -	5	
		Less than 3 projects	0	. 1	
	d. Knowledge of Ohio Capital Improvements process	3 to 6 projects			1
	a. Tallowieuge of Offic Capital Improvements process	More than 6 projects	4 - 5		1
		iviore triair o projects	4 -	J	
			1		
	Must be comprised of professional design services consult		Quhi	otal	
**	Leadership in Energy & Environmental Design administer	ed by the Green Building Certification Institute	Subi	Julai	
			ī		i .

c. Budget and schedule management	original construction budget and schedule	0 - 5	
	Less than 3 projects	0 - 1	
d. Knowledge of Ohio Capital Improvements process	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	