Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Agency

Project Name	Master Planning & Implementation: Phase 2 - Campus Grades 6-12		Response Deadline	October 19	Noon	_local time
Project Location	Various		Project Number	n/a		
City / County	Painesville / Lake		Project Manager	James Kalis, Sup	erintender	nt
Owner	Riverside LSD		Contracting Authority	Local Agency		
Delivery Method	CM at Risk		Prevailing Wages	None		
No. of paper copi	es requested (stapled, not bound)	4	No. of electronic copie	es requested (PDF)	1

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Gary Platko at 585 Riverside Drive, Painesville, OH 44077 See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Gary Platko at gary.platko@riversideschools.net with a reference to the RFQ included in the subject line (no phone calls please). Questions may be answered and sent to all who requested an RFQ. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

The District is currently working on the first phase of its Master Facilities Plan consisting of the construction of two new elementary schools under the ELP Program of the OFCC. The second phase of the Master Facilities Plan will also be under the ELP Program. It will consist of a new Upper School (grades 6-12) building on the site of the existing high school campus and may include the relocation of some athletic fields (football stadium, turf, and field house will be maintained and not relocated or demolished). Provision will need to be made for transportation facilities and possibly a maintenance facility. The District is preparing for a bond issue for the second phase as early as November 2019. The third phase will be to repurpose LaMuth Middle School into an elementary school once the District qualifies for funding through the OFCC's Classroom Facilities Assistance Program.

B. Scope of Services

The initial engagement will be determining the Program of Requirements, Locally Funded Initiatives (LFIs) and various site studies so that the Board of Education can pick an option to present to the electorate with a bond issue. This will include feasibility studies of the current high school site and the creation of conceptual site plans. Construction will occur while the existing facilities are operational.

If the bond issue is successful, 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 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. As required to complete a school

SEE A/E AGREEMENT EXHIBIT B FOR A DESCRIPTION OF ADDITIONAL SERVICES

Request for Qualifications (Architect / Engineer) continued

C. Estimated Budget / Funding		D.	Anticipated Schedule		
State Funding:	\$TBD		Professional Services Start:	10 / 18	
Other Funding:	\$TBD		Construction Notice to Proceed:	05 / 20	
Construction Cost:	\$TBD		Substantial Completion of all Work:	08 / 23	
Total Project Cost:	\$TBD		Professional Services Completed:	01 / 25	
E. Estimated Bas	sic Fee Range (see note below)	F.	EDGE Participation Goal		
	6.50% to 7.0%	_ Pe	rcent of initial Total A/E Fee:	1.0%	
(5) Bidding and Award Basic Fee includes all validation of existing control of the control of	es include:(1) Program Verification, (2) Schemat I OR GMP Proposal and Amendment (as applic I professional design services and consultant se conditions (but not subsurface or hidden condition e excludes any Additional Services required	able), ervices ens) an	(6) Construction Administration, and (7) Clo necessary for proper completion of the Bas d preparation of cost estimates and design	seout services. The sic Services, including	
G. Basic Service	Providers Required(see note below)	Н.	Additional Service Providers Requ	ıired	
Lead A/E Discipline	: Architecture	_			
Secondary	Civil Engineering	_			
Disciplines:	Structural Engineering	_			
	HVAC Engineering				

NOTE: The lead A/E shall be(1) an architectregistered pursuant to ORC Chapter 4703, (2) alandscape architectregistered pursuant to ORC Chapter 4703, or a (3) professional engineer or (4) professional surveyor licensed pursuant to ORC Chapter 4733.

I. 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.

Plumbing Engineering
Electrical Engineering

Kitchen / Food Service Design

- 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.

Request for Qualifications (Architect / Engineer) continued

J. 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 <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. 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	Project Name	Proposer Firm
Project Number	Project Number	City, State, Zip

election Criteria	Value		Sco	
Primary Firm Location, Workload and Size (Maxim	um 10 points)			
	Less than 25miles	5	j	
a. Proximity of firm to project site	25 miles to 50miles	2)	
, , ,	More than 50 miles	0		
	Less than \$cc	2)	
b. Amount of fees awarded by Contracting Authority in	\$50,000to \$1,000,000	1		
previous 24 months	More than \$1,000,000	0		
c. Number of licensed professionals	Less than 2professionals	0		
	3 to 10 professionals	1	Max	
	More than 10 professionals	3	= 3	
Primary Firm Qualifications (Maximum 30 points)	· ·		•	
	Experience / ability of project manager to	0 40		
a. Project management lead	manage scope / budget / schedule / quality	0 - 10		
h. Duniant desire land	Experience / creativity of project designer to	0.5		
b. Project design lead	achieve owner's vision and requirements	0 - 5		
	Experience / ability of technical staff to		Max	
c. Technical staff	createfully coordinated construction	0 - 5	Max	
	documents		= 20	L
d. Construction administration staff	Experience / ability of field representative to	0 - 10		
Key Consultant Qualifications (Maximum 20 poin	identify and solve issues during construction			
Rey Consultant Quanneations (Maximum 20 point	•	I		
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15		
	One point for every 2 percent increase in	0 - 5		
 b. Proposed EDGE-certified Consultant participation* 	professional services over the EDGE			
	participation goal			
Overall Team Qualifications (Maximum 10 points)				
,	Less than 2sample projects	1		
a. Previous team collaboration	2to6 sample projects	2	Max	
	More than 6sample projects	3	= 3	
	Registered projects	1	Max	
 b. LEED** Registered / Certified project experience 	Certified projects	2	= 2	
	Training and knowledge	1	Max	
c. BIM project experience	Direct project experience	3	= 3	
	Clarity of responsibility / communication	,		
d. Team organization	demonstrated by table of organization	0 - 2		
Overall Team Experience (Maximum 30 points)				
a. Provioustaam performance	Past performance as indicated by	^	10	
a. Previousteam performance	evaluations and letters of reference	0 - 10		
	Less than 3projects	0 - 3		
b. Experience with similar projects / delivery methods	3to6 projects	4 - 6		1
5. Experience mar similar projector, delivery methods	More than 7 projects	7 - 10		
District and ask adds as	Performance in completing projects within			
c. Budget and schedule management	original construction budget and schedule	0 -		
d. Knowledge of Ohio Capital Improvements process	Less than 4projects	0 - 1		
	4to8 projects	2 - 3		
	More than 9 projects	4 - 5		
	: (° () INOT () : (°			
 Must be comprised of professional design services consult 	ing tirm(s) and NOT the leadfirm	Subt		1

otes:	Evaluator:	
	Name	
	Signature	Date