

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Ohio Facilities Construction Commission

Project Name	<u>BWC UPS Replacement Project</u>	Response Deadline	<u>9/9/2020</u>	<u>4:00 pm</u> local time
Project Location	<u>30 West Spring Street</u>	Project Number	<u>BWC-210003</u>	
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Teri Swart</u>	
Owner	<u>Ohio Bureau of Workers' Compensation</u>	Contracting Authority	<u>OFCC</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</u>	

Submit the requested number of *Statements of Qualifications* (Form F110-330) directly to OFCC Procurement at procurement@ofcc.ohio.gov. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to **OFCC Procurement** at procurement@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

The Ohio Bureau of Workers' Compensation (BWC) has participated in the state-wide IT Consolidation effort mandated by then Governor John Kasich and now Governor Mike DeWine. In the process, most servers and network gear have been transferred from the BWC datacenter (L15 of the William Green Building or WGB) to a remote location. As a result, the L15 power requirements have been reduced to the extent that L15 now primarily functions as a WGB network communications hub.

The uninterrupted power supply (UPS) systems supporting the former L15 datacenter were installed in 2007 and 2008, making them 11+ years old. Vertiv (formerly Liebert) no longer manufactures that UPS model or the batteries which support them. Further, each UPS is rated at 500 KVA or 450 KW. As of 8/4/20, power usage on the existing BWC datacenter totals 98 KW and is projected to drop to 75-90 KW. The project goal is to implement new UPS systems that support the reduced power load and to address any resulting impacts to associated electrical and mechanical systems.

B. Scope of Services

The general scope of work for this project is to provide engineering recommendations for the type, size, manufacturer, architecture, and potential implementation strategy to replace the existing battery farm that served as the UPS system that supported L15 operations. BWC's IT infrastructure and operations team have drafted an "UPS Replacement Feasibility Study Statement of Work" which outlines several options that may serve as the foundation for a formal engineering Program of Requirements. This will be provided to shortlisted firms upon request.

Although this project's primary goal is to solicit engineering recommendations regarding the UPS systems, BWC is also seeking input on how the associated cooling, fire protection, electrical, and fire alarm systems should be modified on both L15 and L16E. Lastly, if the L16E battery farm and associated equipment are recommended to be removed in their entirety, BWC wishes to convert L16E to open office area with building standard finishes, light fixtures, and HVAC devices.

BWC hopes to have an engineering firm selected in a timeframe to have a Program of Requirements and Statement of Probable Cost completed no later than early-February 2021 so that the construction costs can be included in the FY22 budget submittal in March 2021.

Once consensus has been reached on the best option presented, the engineer would begin production of construction/bid documents with the intention of bidding the work in late FY20. Actual construction would commence in July 2021.

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 and detailed cost components to address the Owner's project requirements. The selected firm must also participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

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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 <https://ofcc.ohio.gov>.

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

For purposes of completing the Relevant Project Experience Matrix in Section F of the *Statement of Qualifications* (Form F110-330), below is a list of relevant scope of work requirements (specific to network communications hubs and/or datacenters) for this RFQ:

1. Uninterrupted Power Supply (UPS) design
2. Electrical systems
3. Cooling systems
4. Fire protection systems
5. Fire alarm systems in occupied high-rise office buildings
6. Integration of the above systems with building automation systems (Metasys by Johnson Controls)
7. Renovation of occupied high-rise buildings
8. Interior architecture
9. State of Ohio capital improvement projects
10. OAKS CI experience

C. Estimated Budget / Funding

State Funding: \$3,250,000.00
 Other Funding: \$0
 Construction Cost: \$2,600,000.00
 Total Project Cost: \$3,250,000.00

D. Anticipated Schedule

Professional Services Start: 12 / 20
 Construction Notice to Proceed: 09 / 21
 Substantial Completion of all Work: 04 / 22
 Professional Services Completed: 06 / 22

E. Estimated Basic Fee Range (see note below)

7% to 8%

F. EDGE Participation Goal

Percent of initial Total A/E Fee: 5.0%

NOTE: **Basic Services** include: (1) Program Verification, (2) Schematic Design, (3) Design Development, (4) Construction Documents, (5) Bidding and Award OR GMP Proposal and Amendment (as applicable), (6) Construction Administration, and (7) Closeout services. The **Basic Fee** includes all professional design services and consultant services necessary for proper completion of the Basic Services, including validation of existing conditions (but not subsurface or hidden conditions) and preparation of cost estimates and design schedules for the project. The **Estimated Basic Fee Range** is calculated as a percentage of the **Estimated Budget for Construction Cost** above, including the Owner's contingency. **The Basic Fee excludes any Additional Services required for the project.**

G. Basic Service Providers Required (see note below)

Lead A/E Discipline: Engineering
 Secondary Architecture
 Disciplines: Electrical Engineering
Mechanical Engineering
Fire Protection Engineering

H. Additional Service Providers Required

BAS design and integration

NOTE: The lead A/E shall be (1) an architect registered pursuant to ORC Chapter 4703, (2) a landscape architect registered 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.

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

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

If the A/E firm intends to receive points for exceeding the EDGE Participation Goal, it must provide BOTH a completed *Commitment to Participate* form AND a completed *Statement of Intent to Contract and to Perform* forms signed by both parties with its *Statement of Qualifications*.

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.

J. Submittal Instructions

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

Statements of Qualifications must be submitted electronically by email. Submittals are limited to one email with a maximum 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

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Project Name UPS Replacement Study Proposer Firm _____
 Project Number BWC-210003 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 50 miles	2	
	More than 50 miles	0	
b. 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	
c. Number of licensed professionals	Less than 10 professionals	3	Max = 3
	10 to 20 professionals	2	
	More than 20 professionals	1	
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
	5 to 7 sample projects	2	
	More than 8 sample projects	3	
b. LEED** Registered / Certified project experience	Registered LEED v4 or v4.1 projects	1	Max = 2
	Certified LEED v4 or v4.1 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 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 2 projects	0 - 1	
	3 to 6 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 Green Business Certification Inc.

Notes:

Evaluator:

Name _____

Signature _____

Date _____