

# Request for Qualifications (Architect / Engineer)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Ohio Facilities Construction Commission

Project Name	<u>Generator Paralleling Hardware Replacement</u>	Response Deadline	<u>12/11/2018</u>	<u>12:00pm</u> local time
Project Location	<u>State of Ohio Computer Center</u>	Project Number	<u>DAS-190010</u>	
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Michael Bielenberg</u>	
Owner	<u>DAS Office of Properties &amp; Facilities</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 Jill Hoobler at [procurement@ofcc.ohio.gov](mailto:procurement@ofcc.ohio.gov). See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to [procurement@ofcc.ohio.gov](mailto: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.

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### Project Overview

#### A. Project Description

Provide professional engineering services to replace and upgrade existing emergency generator paralleling hardware. The existing hardware contains numerous obsolete components and is an emerging risk to failure due to its end of useful life status. This project upgrades the controls to a modern Programmable Logic Controls (PLC) solution with redundant components to enhance robustness and improves failure resistance. The work included in this project concerns the six original generators and related systems that were installed in 1991.

The work effort includes the following:

1. Replacement of two generator paralleling control panels for the "Standby" and "UPS" generator sets. These systems control the operation of the generators including safety devices and house numerous processors and components which are obsolete.
2. Provide integration of new Standby Generator paralleling gear and new UPS generator paralleling gear control systems and mimic screens into the existing North EG Generator paralleling gear control and mimic screens to create a common central mimic screen and control system.
3. Replacement of the existing fuel filter system with a new fuel polisher while reusing the existing fuel pumps to insure the generator diesel fuel quality is optimal. The proposed system should be a programmable circulating system which filters the fuel and removes water whereas the current system only filters the fuel and runs only when the generators are running.
4. Replacement of the six original generator voltage regulators. The new regulators utilize current technology and would be expected to have at least a 20-year life cycle while providing enhanced regulation of the power output from the generators to the downstream loads.
5. Replacement of the six generator engine block heaters.
6. Replacement of the six generator starter battery chargers. These are remote units that are 1991 vintage and constantly monitor the battery voltage and charge as necessary to insure proper engine starting when called upon.
7. Replacement of the existing analog "Amp" and "KW" meters on eight automatic transfer switches and various electrical sub-stations with digital meters and tie into the existing Honeywell BAS for remote monitoring and trending capability.
8. Installation of a remote means of operation for the door mounted circuit breaker control switch on the Type VAD-3 Vacuum Circuit Breaker, rated at 4,000A and 13.2KV. This breaker is for building incoming power. Field verify location, coordinate means of operation with building owner.
9. A phasing plan is necessary which may include temporary equipment installations to support full operation of the generators throughout the entire duration of the paralleling gear replacement project.

#### 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.

## Request for Qualifications (Architect / Engineer) continued

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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 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 for this RFQ:

1. Project Delivery Method (MP, GC, CMR, DB)
2. Role on Project (AOR, Criteria A/E, A/E, Consultant)
3. Ohio Capital Improvement Process (State of Ohio Contracts / OAKS-CI)
4. Electrical work in a secure Data Center environment
5. Data Center electrical equipment replacement
6. Electrical equipment demolition and replacement with maintaining system uptime
7. Work with high voltage electrical equipment

### C. Estimated Budget / Funding

State Funding: \$2,580,000  
Other Funding: \$0  
Construction Cost: \$2,100,000  
Total Project Cost: \$2,580,000

### D. Anticipated Schedule

Professional Services Start: 02 / 19  
Construction Notice to Proceed: 12 / 19  
Substantial Completion of all Work: 04 / 20  
Professional Services Completed: 06 / 20

### E. Estimated Basic Fee Range (see note below)

7.5% to 7.8%

### F. EDGE Participation Goal

Percent of initial Total A/E Fee: 0.0%

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 Electrical Engineering  
Disciplines: \_\_\_\_\_

### H. Additional Service Providers Required

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.
- 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.
- 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.

### 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 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 insert the project number and firm name followed by "SOQ" in the email subject line.

**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

## State of Ohio Standard Forms and Documents

Project Name Generator Paralleling Hardware Replacement Proposer Firm \_\_\_\_\_  
 Project Number DAS-190010 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. Primary Firm Location, Workload and Size (Maximum 10 points)</b>			
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 \$200,000	2	
	\$200,000 to \$500,000	1	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 5 professionals	3	Max = 3
	5 to 10 professionals	2	
	More than 10 professionals	1	
<b>2. Primary Firm Qualifications (Maximum 30 points)</b>			
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 - 10	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
<b>3. Key Consultant Qualifications (Maximum 20 points)</b>			
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	
<b>4. Overall Team Qualifications (Maximum 10 points)</b>			
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	
<b>5. Overall Team Experience (Maximum 30 points)</b>			
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 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	
		<b>Subtotal</b>	

\* 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 \_\_\_\_\_