

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Agency

Project Name	<u>Shawnee State Park Bridge Rplacements</u>	Response Deadline	<u>09/14/2018</u>	<u>4:00 PM</u>	local time
Project Location	<u>4404 OH 125</u>	Project Number	<u>DNR-190021 & DNR-190022</u>		
City / County	<u>West Portsmouth / Scioto</u>	Project Manager	<u>Gus Smithhisler, P.E.</u>		
Owner	<u>Ohio Department of Natural Resources</u>	Contracting Authority	<u>Local Agency</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>4</u>	No. of electronic copies requested (PDF)	<u>2</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Julie Endicott at 2045 Morse Rd, Building E-3, Columbus, OH 43229. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Julie Endicott at engineering@dnr.state.oh.us 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

Design and construction administration services are being requested to replace two bridges at Shawnee State Park in Scioto County, Ohio. Located in the Appalachian foothills near the banks of the Ohio River, 1,095-acre Shawnee State Park is nestled in the 63,000-acre Shawnee State Forest. Once the hunting grounds of the Shawnee Indians, the region is one of the most picturesque in the state, featuring erosion-carved valleys and wooded hills. The rugged beauty of the area has earned it the nickname "The Little Smokies." The selected consultant will provide services on two separate bridge replacement projects with design fees divided as appropriate.

The new structures shall have the following characteristics:

1. Design loads per LRFD HL-93 Live Load and FWS of 60 psf;
2. Minimum design service life of 50 years

The bridge to the lodge (SCI-120SP-0040, SFN 7326947) is located at 4404 State Route 125, approximately 6.5 miles north of US52 and the town of Friendship, Ohio. The structure crosses Turkey Creek with a single 28' span. This resort lodge is open year-round and this bridge is the only way in or out, so traffic must be maintained at all times, including delivery trucks to the lodge. The new structure may be built on new alignment or a temporary structure may be used to maintain traffic, however all traffic shall be maintained on a hard-surfaced roadway. Due to the location of this structure as an entrance to the resort lodge, aesthetics will be a consideration for the structure selected. This project includes the superstructure as well as all abutment work, temporary roadwork, approach roadways, utilities, demolition, stream restoration, final grading, landscaping and seeding & mulching.

The second project is at the campground. The campground is located approximately 5.5 miles north of US52 on State Route 125 and the bridge (SCI-102SP-0070, SFN 7326912) is also the only way in or out for campground guests. The campground may be closed during the off-season (winter), however one-way traffic may need to be maintained at certain times. Aesthetics will be a consideration for this bridge as well, though less emphasized. This project includes the superstructure as well as all abutment work, temporary roadwork, approach roadways, demolition, stream restoration, final grading, landscaping and seeding & mulching. There are minimal utilities on this structure.

The final design solutions for these bridges should eliminate or minimize waterway impact, therefore reducing required permits.

B. Scope of Services

The scope of services may include, but is not limited to; topographical surveys of the sites, including upstream and downstream areas; performance of geotechnical investigations, structural condition; performance of hydrologic, hydraulic and flood routing; assist with addressing downstream/upstream impacts and environmental issues; applying for and obtaining all applicable permits and approvals, if necessary; completion of preliminary and final design documents for construction; performance of construction administration services; natural channel design with aquatic life restoration and

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habit structures. All work shall be performed in compliance with AASHTO and ODOT standards (some exceptions may be accepted due to park setting, low speeds and low truck counts if explicitly allowed in writing from ODNR).

The selected Architect (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, including a detailed project schedule. 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: Study & Report Verification, Preliminary Design, 50% Design Stage, 90% Design Stage, and 100% Design Stage, Construction Administration, Post-Construction, and Additional Services of all types.

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.

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>. While specific projects and scopes of work have not been identified at this time, the selected consultant(s) will be retained through a specific time period (approximately two years); projects and deliverables will be determined on an as needed basis from deficiencies noted by facility managers during maintenance or from prior inspections. Fees for each assigned task will be based on an hourly fee schedule to be negotiated as part of the contract.

A contract will be awarded to the most qualified firm, as determined through the selection process.

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>.

C. Estimated Budget / Funding

State Funding: \$1,000,000 per project
 Other Funding: \$0
 Construction Cost: \$870,000 per project
 Total Project Cost: \$1,000,000 per project

D. Anticipated Schedule

Professional Services Start: 12 / 18
 Construction Notice to Proceed: 09 / 19
 Substantial Completion of all Work: 04 / 21
 Professional Services Completed: 04 / 22

E. Estimated Basic Fee Range (see note below)

10% to 12%

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 Basic Fee excludes any Additional Services required for the project.**

G. Basic Service Providers Required (see note below)

Lead A/E Discipline: Engineering
 Secondary Structural Engineering
 Disciplines: Civil Engineering
Mechanical-Electrical-Plumbing Eng.
Landscape Architecture
Architecture

H. Additional Service Providers Required

Geotechnical Exploration
Construction Testing
Surveying

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.

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- 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.
- 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 <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.

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 on a USB portable drive (e.g. flash or thumb drive) 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 label the portable drive 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

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Project Name Shawnee Stae Park Bridge Replacements Proposer Firm _____
 Project Number DNR-190021 & 22 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 75 miles	5	
	75 miles to 150 miles	2	
	More than 150 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$500,000	2	
	\$500,000 to \$5,000,000	1	
	More than \$5,000,000	0	
c. Number of licensed professionals	Less than 4 professionals	1	Max = 3
	4 to 8 professionals	2	
	More than 8 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 4 sample projects	1	Max = 3
	4 to 6 sample projects	2	
	More than 6 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 5 projects	0 - 3	
	5 to 9 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 4 projects	0 - 1	
	4 to 8 projects	2 - 3	
	More than 8 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 the Green Building Certification Institute

Notes:

Evaluator:

Name _____

Signature _____ Date _____