

Request for Qualifications (Criteria Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Copeland, Porter & Life Science Energy Savings Improvements 2018 - Study Phase</u>	Response Deadline	<u>March 22, 2019 5:00 PM local time</u>
Project Location	<u>Ohio University Main Campus</u>	Project Number	<u>OHU-14648</u>
City / County	<u>Athens / Athens</u>	Project Manager	<u>Michael McAvoy, PE</u>
Owner	<u>Ohio University</u>	Contracting Authority	<u>Local Higher Education</u>
Delivery Method	<u>N/A</u>	Prevailing Wages	<u>None</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:

Copeland_Porter_and_Life_Scienc.01_Design_Professional_Selection@docs.e-builder.net

See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Michael McAvoy at mcavoym@ohio.edu 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

Ohio University is seeking to upgrade various HVAC systems in three academic buildings at the university's main campus with various energy conservation measures through an Energy Performance Contract (EPC). Prior to the identification of a suitable energy service company to perform the work, Ohio University intends to select a qualified Criteria Engineer to assist in the preparation of a study that will establish an initial program to guide the direction of the project. The selected Criteria Engineer will utilize their prior experience in EPC work to ensure the university obtains the best value possible.

Once the full scope of this study has been achieved, Ohio University, at its discretion, may opt to retain the Criteria Engineer under a separate contract during the construction phase to provide additional services.

B. Scope of Services

Initial Criteria Engineer services shall include investigation, planning, and pre-engineering at three academic buildings to determine the best direction forward and establish a Program of Requirements. Proposed improvements in the buildings may include heating hot water system replacement, chilled water upgrades for research growth chambers, replacement of pneumatic HVAC controls with direct digital controls, as well as providing system status troubleshooting and visualization for critical equipment. While the Ohio University has identified the major scope items to establish this RFQ, the Criteria Engineer is encouraged to recommend alternate improvements to better meet the university's energy goals.

The Criteria Engineer will identify energy conservation measures suitable for the university's desired improvements along with estimates of construction costs and realistic energy savings. The Program of Requirements and associated information provided by the Criteria Engineer will be utilized by Ohio University to guide decision making for improvements at the three buildings, identify funding for the project, and ultimately be provided to energy service companies as part of a future EPC process. The Criteria Engineer will also be responsible for assisting Ohio University with the review of RFQ and RFP submittals by energy service companies as part of the future EPC process. Submittal reviews will include the Criteria Engineer providing professional opinions to Ohio University for each building's work such as the suitability of construction approaches, financial analysis of proposals, and establishing rates of return on the potential investments.

Pursuant to ORC 153.694, professional design firms selected to provide C-A/E services shall not provide any A/E of Record services for the project for which the professional design firm was selected as the C-A/E.

The selected Criteria Engineer, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and/or Contracting Authority, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements.

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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>.

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. HVAC Design
2. Building Direct Digital Controls
3. Steam Systems
4. Chilled Water Systems
5. Hazardous Material Assessment & Removal
6. Financial Assessment
7. Energy Conservation & Modeling
8. Cost Engineering & Analysis
9. Architectural

C. Funding / Estimated Budget

Total Project Cost	<u>\$TBD</u>	State Funding	<u>\$TBD</u>
Construction Cost	<u>\$TBD</u>	Other Funding	<u>\$TBD</u>
Estimated A/E Fee	<u>\$25,000</u>		

NOTE: The C-A/E fee for this project includes all professional design services, and consultant services necessary for proper completion of the C-A/E Basic Services for the successful completion of the project, including but not limited to: preparation / review and verification of the Program of Requirements, 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., creation of a Program of Requirements, 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)

Primary	<u>Mechanical</u>
Secondary	<u>Building Direct Digital Controls</u>
	<u>Electrical</u>
	<u>Hazardous Material Consultant</u>
	<u>Architectural</u>
	<u>Cost Engineer/Estimator</u>
	<u>Architectural</u>
Others	<u>Financial Assessment</u>

E. Anticipated Schedule

Professional Services Start	<u>05 / 19</u>
Construction Notice to Proceed	<u>N/A / yy</u>
Substantial Completion of all Work	<u>N/A / yy</u>
Professional Services Completed	<u>10 / 19</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL C-A/E Fee	<u>0%</u>
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NOTE: The primary C-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.

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. 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 C-A/E and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

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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>.

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 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.

