



John R. Kasich / Governor  
State of Ohio

Robert Blair / Director  
Ohio Department of Administrative Services

Ohio**DAS**

General Services  
State Architect's Office

# Ohio Register

Information of Interest for the  
Architectural, Engineering and Construction Industry

## Issue Number 221

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### Response Deadline:

Varies by project

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Ohio Register: <http://ci.oaks.ohio.gov>  
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# Ohio Register General Information and Requirements



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General Services Division  
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## General Requirements for Submittals of the Statement of Qualifications

Firms are required to submit the current State of Ohio version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms). The Federal version of the SF330 form will not be accepted.

Cover letters and transmittals are not necessary. Please place the appropriate project number in the space provided on the form.

Due to limited storage space, we request that paper copies, if requested, be stapled and please refrain from submitting three-ring binders, spiral binders and booklets. SAO requests that supplemental material not be submitted with the Statement of Qualifications. The use of a computerized or typed Statement of Qualifications form is preferred.

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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Facsimile or e-mailed copies of the Statement of Qualifications will not be accepted.

## Reminders

SAO no longer requires an annual submittal of Part II of the Statement of Qualifications form for professional design services. However, professional design firms and construction managers responding to a request for qualifications for State of Ohio projects must submit Part II of the Statement of Qualifications (SAO Form #F110-330) for each firm on its team.

SAO Form #F110-330 (Statement of Qualifications) officially replaced both the ADM-0255 and ADM-0254 forms on March 1, 2008. The ADM-0255 and ADM-0254 forms are no longer accepted.

## Declaration Regarding Material Assistance / Non-assistance to a Terrorist Organization

As a result of Ohio Senate Bill 9 (effective April 14, 2006) applicants seeking certain state issued business contracts and funding must fill out new forms indicating that they have not provided financial assistance or support to a terrorist organization.

Prior to executing the Architect/Engineer (A/E) agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in ORC Section 2909.33 (C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway at <https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>.

All DMA forms and reference information, including a list of licenses subject to DMA and the Terrorist Exclusion List, can be found on the Ohio Homeland Security website at [http://homelandsecurity.ohio.gov/dma/dma\\_forms.asp](http://homelandsecurity.ohio.gov/dma/dma_forms.asp).

The Contracting Authority is responsible for either directing applicants to the forms on the Web site or printing and providing hard copies to the applicant. The Contracting Authority will retain the completed forms along with the application.

Anyone with questions can contact Ohio Homeland Security by calling the DMA hotline number at 614.644.3892 or by email at [dma-info@dps.state.oh.us](mailto:dma-info@dps.state.oh.us).

### **ORC 9.24 – Auditor of State Unresolved Findings for Recovery**

Effective June 1, 2004, Ohio Revised Code (ORC) 9.24 prohibits the State of Ohio from awarding a contract to any individual or organization against whom the [Auditor of State](#) has issued a findings for recovery if the findings for recovery is unresolved at the time of award of contract.

For more information about how this new statute requirement pertains to Associates, Construction Managers, Consultants, Contractors and Owners, visit the SAO website at: <http://ohio.gov/sao> (click on Auditor of State Findings for Recovery under the Hot Links section.)

### **EDGE Participation Required on State Design and Construction Projects**

The Encouraging Diversity, Growth and Equity (EDGE) program became law July 1, 2003, when Section 123.152 of the Ohio Revised Code was enacted. The program creates a business development program for economically and socially disadvantaged Ohio businesses.

The EDGE business participation goal is usually 5 percent. Proposers for professional services agreements as well as Bidders on construction contracts must demonstrate actual participation in the EDGE program, or provide a demonstration of their good faith efforts (with a letter requesting a waiver of the advertised EDGE participation goal on its letterhead and supporting evidence) to participate in the EDGE program, or both, as indicated in the Ohio Revised Code (123.152) and the Ohio Administrative Code (123:2-16-09).

Interested A/E firms are required to submit the Commitment to Participate in the Edge Business Assistance Program form in its Statement of Qualifications (SAO 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 SAO website at <http://ohio.gov/sao> (click on Forms). 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 the name that will participate in the delivery of the proposed professional services solicited in the RFQ.

To learn more about the qualifications for EDGE certification, the process to become an EDGE-certified business, and to find existing EDGE-certified businesses, go to <http://EDGE.ohio.gov>.

### **Ohio Ethics Law Provision**

All professionals that submit or intend to submit proposals for consideration of a contract for professional design services with the state of Ohio are reminded that, as applicable, no sole proprietor, partner, shareholder or other principal of the Architect/Engineer or the spouse of such principal has made, as an individual, at any time within the two previous calendar years, one or more contributions totaling in excess of \$1,000.00 to the Governor or to the Governor's campaign committee, consistent with Section 3517.13 of the Ohio Revised Code.



## Professional Design Opportunities

## Short List Report

Page last updated: January 24, 2012

Published Date	Project Name	Total Project Cost	Short-listed A/E Firms <i>*Indicates selected firm</i>	Negotiated A/E Fee
10/02/2011 <b>OR #218</b> SAO - Administered	DOT-120003 Lucas County Maintenance Facility Ohio Department of Transportation, Lucas County, Ohio	\$3,500,000	<b>NEW</b> Buehrer Group Architecture Jerome M. Scott Architects Poggemeyer Design Group Schorr Architects, Inc.	TBD
08/12/2011 <b>OR #216</b> Locally Administered	OSU-100652 Various Building Demolitions The Ohio State University Columbus, Ohio	\$1,353,000	eS Architecture & Development Feinknopf Macioce Schappa Panich Noel & Associates Perspectus Architecture	TBD: Contact Agency / Institution
08/12/2011 <b>OR #216</b> Locally Administered	OSU-100652 Various Building Demolitions The Ohio State University Columbus, Ohio	\$1,353,000	eS Architecture & Development Feinknopf Macioce Schappa Panich Noel & Associates Perspectus Architecture	TBD: Contact Agency / Institution
08/1/2011 <b>OR #216</b> Locally Administered	OSU-110672 North Residential District Transformation The Ohio State University Columbus, Ohio	TBD	Ayers Saint Gross (MD) Design Collective (MD) DiMella Shaffer (MA) *Goody Clancy (MA) Hanbury Evans Wright Vlattas & Co (VA) Moore Ruble Yudell (CA) Robert AM Stern Architects (NY) Sasaki Associates (MA)	TBD: Contact Agency / Institution
07/01/2011 <b>OR #215</b> Locally Administered	UTO-120742 Carlson Library Renovations University of Toledo Toledo, Ohio	\$1,250,000	BHDP Architecture Buehrer Group Architecture & Engineering *The Collaborative, Inc.	TBD: Contact Agency / Institution
07/14/2011 <b>OR #215</b> SAO- Administered	DAS-120001 North High Complex Phase 5 Ohio Department of Administrative Services Columbus, Ohio	\$17,453,580	*Acock Associates Architects Feinknopf Macioce Schappa URS	TBD
07/01/2011 <b>OR #215</b> SAO- Administered	BWC-110001 L-16 Halon Replacement Project - William Green Building Bureau of Workers' Compensation Columbus, Ohio	\$368,000	M Engineering *Prater Engineering Star Consultants URS	TBD
07/12/2011 <b>OR #215</b> Locally Administered	BGU-115687 Landscape & Civic Structure Master Plan Bowling Green State University Bowling Green, Ohio	\$100,000	The Collaborative JJR Kinzleman Kline Gossman NBBJ Sasaki Associates	TBD: Contact Agency / Institution
06/24/2011 <b>OR #214</b> Locally Administered	UTO-121665 Replace Air Handler 4 University of Toledo Toledo	\$1,400,000	Contech Design *JDRM Engineering Karpinski Engineering Peters, Tschantz & Associates	TBD: Contact Agency / Institution
06/27/2011 <b>OR #214</b> SAO- Administered	DOT-110001 & DOT-110002 Jefferson and Wayne County Maintenance Facilities Ohio Department of Transportation Wooster and Wintersville	\$7,000,000	*Miller Watson/JMSA Panich, Noel & Associates Richard Fleischman + Partners Schorr Architects Strollo Architects	TBD
06/08/2011 <b>OR #214</b> Locally Administered	UTO-111619 New Operating Rooms 13 & 14 University of Toledo Toledo, Ohio	\$1,400,000	Buehrer Group Architecture and Engineering Harley Ellis Devereaux RCM Architects	TBD: Contact Agency / Institution
05/27/2011 <b>OR #213</b> Locally Administered	KSU-11B168 LEED Process Consulting Services Kent State University Kent, Ohio	\$210,000,000	Doty & Miller Emersion Design Heapy Engineering Sasaki Associates	TBD: Contact Agency / Institution
05/03/2011 <b>OR #213</b> Locally Administered	ADJ-110017 Rickenbacker Enclave Paving Renovation Adjutant General's Department Columbus, Ohio	\$2,500,000	*American Structure EMHT Jobes Henderson	TBD: Contact Agency / Institution

04/20/2011 <b>OR #212</b> Locally Administered	ADJ-110009 Walbridge Armory HVAC Renovation Adjutant General's Department Walbridge, Ohio	\$540,000	*Advance Engineering Buehrer Group DLZ	TBD: Contact Agency / Institution
04/20/2011 <b>OR #212</b> Locally Administered	ADJ-110010 Greenville Armory Masonry Renovation Adjutant General's Department Greenville, Ohio	\$180,000	Alan Scheer SFA Shremshock *Star Consultants	TBD: Contact Agency / Institution
04/20/2011 <b>OR #212</b> Locally Administered	ADJ-110011 Youngstown Armory Paving Renovation Adjutant General's Department Youngstown, Ohio	\$540,000	DLZ KZF *Star Consultants	TBD: Contact Agency / Institution
04/20/2011 <b>OR #212</b> Locally Administered	ADJ-110012 Tarlton Armory Plumbing Renovation Adjutant General's Department Tarlton, Ohio	\$185,000	Advance Engineering DLZ *Dynamix Engineering	TBD: Contact Agency / Institution
04/20/2011 <b>OR #212</b> Locally Administered	ADJ-110013 Norwalk Armory Plumbing Renovation Adjutant General's Department Norwalk, Ohio	\$150,000	Bodner *Buehrer Group Dynamix Engineering X-Cel Engineering	TBD: Contact Agency / Institution
4/18/2011 <b>OR #212</b> Locally Administered	UCN-09113A ACH Campus Lab Energy Savings University of Cincinnati Cincinnati, Ohio	\$3,340,000	Fosdick & Hilmer *Stan & Associates URS Corporation	TBD: Contact Agency / Institution
4/12/2011 <b>OR #212</b> Locally Administered	UTO-111624 New Cancer Center University of Toledo Toledo, Ohio	\$5,500,000	MBA Architects and Planners Poggemeyer Design Group SSOE	TBD: Contact Agency / Institution
3/31/2011 <b>OR #211</b> Locally Administered	OSU-081255 High Voltage Switch and Cable Replacement - Phase 2 The Ohio State University Columbus, Ohio	\$13,340,000/font>	Burns & McDonald Fosdick & Hilmer *Patrick Engineering	TBD: Contact Agency / Institution
3/29/2011 <b>OR #211</b> Locally Administered	OSU-080267 Boiler Replacement - McCracken Power Plant The Ohio State University Columbus, Ohio	\$15,180,000	Burns & McDonnell Eng Co. Inc. Fosdick & Hilmer Lutz Daily & Brain *RMF Engineering	TBD: Contact Agency / Institution
3/7/2011 <b>OR #211</b> Locally Administered	OSU-110269 Northwest Parking Garage Renovation The Ohio State University Columbus, Ohio	\$1,300,000	Carl Walker Inc *Desman Associates O&S Associates	\$95,744
3/29/2011 <b>OR #211</b> Locally Administered	OSU-110101 Caldwell Lab Expansion The Ohio State University Columbus, Ohio	\$632,904	eS Architecture & Development Robert E Euans Architects *SPGB Architects	\$51,564
3/7/2011 <b>OR #211</b> Locally Administered	ZSC-6-2011-1 Advanced Science & Technology Center Zane State College Zanesville, Ohio	\$9,750,000	Addis-Davis-Van Wey Design Group Lincoln Street Studio Phillip Markwood Architects *SHP Leading Design URS Corporation	TBD: Contact Agency / Institution
3/7/2011 <b>OR #211</b> Locally Administered	ZSC-7-2011-1 Cambridge Training & Education Center Zane State College Zanesville, Ohio	\$10,000,000	*Addis-Davis-Van Wey Design Group Lincoln Street Studio Phillip Markwood Architects SHP Leading Design URS Corporation	TBD: Contact Agency / Institution
3/10/2011 <b>OR #211</b> Locally Administered	UTO-111605 Hospital Clinical Laboratory University of Toledo Toledo, Ohio	\$200,000	*BEI Associates Harley Ellis Devereaux SSOE	TBD: Contact Agency / Institution
03/29/2011 <b>OR #211</b> Locally Administered	KSU-11L123 Tri-Towers Residence Halls Rooms & HVAC Upgrades (MEP Engineer) Kent State University Kent, Ohio	\$30,000,000	Dynamix Engineering Heapy Engineering *Scheeser Buckley Mayfield Thorson Baker & Associates	TBD: Contact Agency / Institution
03/29/2011 <b>OR #211</b> Locally Administered	KSU-11L123 Tri-Towers Residence Halls Rooms & HVAC Upgrades (Architect) Kent State University Kent, Ohio	\$30,000,000	*Domokur Architects KZF Design The Collaborative	TBD: Contact Agency / Institution
03/09/2011 <b>OR #211</b> Locally Administered	UTO-110129 Core Research Facility - Phase IV University of Toledo Toledo, Ohio	\$929,586	Buehrer Group Architecture & Engineering The JDI Group SSOE Group	TBD: Contact Agency / Institution
03/09/2011 <b>OR #211</b> Locally Administered	UTO-111387 Resource & Community Learning Center - Phase II University of Toledo Toledo, Ohio	\$900,000	Duket Architects Planners MacPherson Architects Thomas Porter Architects	TBD: Contact Agency / Institution
02/22/2011 <b>OR #210</b>	OSU-030976 Community Heritage Art Gallery	\$238,894	Levin Porter Associates Phillip Markwood Architects	\$31,380

Locally Administered	The Ohio State University - Lima Campus Lima, Ohio		*The Collaborative	
02/24/2011 <b>OR #210</b> Locally Administered	UCN-09137A Storm Water Demonstration Project University of Cincinnati Columbus, Ohio	\$2,600,000	Bayer Becker Kinzelman Kline Gossman *Kleingers & Associates	TBD: Contact Agency / Institution
02/09/2011 <b>OR #210</b> Locally Administered	CTI-110001 Columbus State Master Plan Columbus State Community College Columbus, Ohio	TBD	The Collaborative MSI Design *NBBJ Stantec Architecture URS	TBD: Contact Agency / Institution
02/14/2011 <b>OR #210</b> Locally Administered	UCN-10016B Primary Electric Substation University of Cincinnati Cincinnati, Ohio	\$7,300,000	GDP Group *Patrick Engineering RMF Engineering	TBD: Contact Agency / Institution
02/09/2011 <b>OR #210</b> Locally Administered	UCN-11096A Crosley Tower - Air Handling Unit Replacement University of Cincinnati Cincinnati, Ohio	\$1,500,000	Fosdick & Hilmer *HAWA Incorporated Motz Engineering URS	TBD: Contact Agency / Institution
01/11/2011 <b>OR #209</b> Locally Administered	5062-PF07357 East Regional Chilled Water Plant (CA) The Ohio State University Columbus, Ohio	\$41,055,000	Aramark Management Services *Engineering Economics Horizon Engineering Assoc	\$431,201
01/04/2011 <b>OR #209</b> Locally Administered	BGU-015585 PSLB HVAC Upgrades & Fume Hood Replacement Bowling Green State University Bowling Green, Ohio	\$3,000,000	Buehrer Group Architecture & Engineering Heapy Engineering Korda Engineering *URS Corporation	TBD: Contact Agency / Institution
12/17/2010 <b>OR #208</b> Locally Administered	OSU-110215 Street and Bridge Maintenance Phase 1 The Ohio State University Columbus, Ohio	\$2,146,000	*American Structurepoint Korda/Nemeth Engineering Prime Engineering & Architecture Resource International	\$254,956
12/20/2010 <b>OR #208</b> Locally Administered	YSU-111224 STEM Planning Youngstown State University Youngstown, Ohio	\$200,000	*BHDP/ms consultants KA, Inc. Architecture Westlake Reed Leskosky	TBD: Contact Agency / Institution
12/17/2010 <b>OR #208</b> Locally Administered	UCN-09080A CARE Roof Fan Support Modifications University of Cincinnati Cincinnati, Ohio	\$450,000	Jezerinac Geers Associates *Steven Schaefer Associates THP Limited	TBD: Contact Agency / Institution
12/15/2010 <b>OR #208</b> Locally Administered	UCN-04132B MSB Rehabilitation - Phase 4 (CM) University of Cincinnati Cincinnati, Ohio	\$82,944,661	Bovis Lend Lease Hunt Construction Group Messer Construction Company	TBD: Contact Agency / Institution
12/17/2010 <b>OR #208</b> Locally Administered	UCN-09080A CARE Roof Fan Support Modifications University of Cincinnati Cincinnati, Ohio	\$450,000	Jezerinac Geers Associates Steven Schaefer Associates THP Limited	TBD: Contact Agency / Institution
12/17/2010 <b>OR #208</b> Locally Administered	OSU-110215 Street and Bridge Maintenance - Phase 1 Ohio State University Columbus, Ohio	\$2,146,000	*American Structurepoint Korda/Nemeth Engineering Prime Engineering & Architecture Resource International	TBD: Contact Agency / Institution
11/10/2010 <b>OR #207</b> Locally Administered	OSU-110207 Howlett Hall Roof Replacement The Ohio State University Columbus, Ohio	\$832,821	*CTL Engineering DLZ KZF Design Legat & Kingscott Shremshock Architects & Engineering	\$160,470
11/22/2010 <b>OR #207</b> Locally Administered	Project Number TBD 2010 Building Infrastructure Improvements: Computer Services Center (CSC) HVAC Improvements Ohio University Athens, Ohio	\$824,000	DLZ *Kramer Engineers SHP Leading Design W.E. Monks	TBD: Contact Agency / Institution
11/22/2010 <b>OR #207</b> Locally Administered	Project Number TBD 2010 Building Infrastructure Improvements: Voight Hall, Electrical and Access Improvements and Gamertsfelder Hall Fire Alarm Improvements Ohio University Athens, Ohio	\$1,420,000	DLZ Kramer Engineers SHP Leading Design *W.E. Monks	TBD: Contact Agency / Institution
10/21/2010 <b>OR #206</b> Locally Administered	CLS-101007 Main Classroom - Roof Replacement Cleveland State University Cleveland, Ohio	\$4,400,000	Architectural Vision Group Domokur Architects *Makovich & Pusti Architects mbi-k2m Architecture	\$305,000
10/05/2010 <b>OR #206</b> Locally Administered	UTO-111538 Clinical Simulation Center The University of Toledo Toledo, Ohio	\$1,000,000	*BHDP Architecture SmithGroup, Inc. SSOE, Inc.	TBD: Contact Agency / Institution
09/21/2010 <b>OR #205</b> Locally Administered	OSU-100398 McCampbell Hall - Ambulatory Modifications The Ohio State University Columbus, Ohio	\$10,500,000	Bostwick Design Partnership CBLH Design *Design Group Perspectus Architecture	\$1,011,188

09/21/2010 <b>OR #205</b> Locally Administered	YSU-111202 Fifth Avenue Athletic Fields Youngstown State University Youngstown, Ohio	\$2,100,000	GPD Group James Burkart Associates JJR	TBD: Contact Agency / Institution
09/09/2010 <b>OR #205</b> Locally Administered	UTO-111564 UMC 3rd Floor Renovations The University of Toledo Toledo, Ohio	\$4,100,000	*CBLH Design Hasenstab Architects URS	TBD: Contact Agency / Institution
09/28/2010 <b>OR #205</b> Locally Administered	UCN-10093A Siddall MarketPointe Renovation University of Cincinnati Cincinnati, Ohio	\$2,300,000	*Champlin Architecture FRCH Design MSA Architects	TBD: Contact Agency / Institution
09/27/2010 <b>OR #205</b> Locally Administered	OSU-108001 BRT-Site Electrical Improvements The Ohio State University Columbus, Ohio	\$2,700,000	Heapy Engineering *Korda/Nemeth Engineering M-Engineering	TBD: Contact Agency / Institution
09/21/2010 <b>OR #205</b> Locally Administered	OSU-100398 McC Campbell Hall - Ambulatory Modifications The Ohio State University Columbus, Ohio	\$10,500,000	Bostwick Design Partnership CBLH Design Inc. *DesignGroup Perspectus Architecture LLC	TBD: Contact Agency / Institution
09/30/2010 <b>OR #205</b> Locally Administered	UTO-10656R (readvertised) Center for Biosphere Restoration Research: Bowman-Oddy Laboratories and Wolfe Hall Renovations (CM at Risk) The University of Toledo Toledo, Ohio	\$7,888,000	AMEC E&C Services, Inc. *The Lathrop Company, Inc. The Whiting-Turner Contracting Company	TBD: Contact Agency / Institution
08/30/2010 <b>OR #204</b> Locally Administered	YSU-111204 M1 & M2 Parking Deck Repair/Restoration Youngstown State University Youngstown, Ohio	\$5,200,000	Carl Walker, Inc. DESMAN Associates Walker Parking Consultants	TBD: Contact Agency / Institution
08/31/2010 <b>OR #204</b> Locally Administered	WSU-110006 Rinzler Athletic Complex Wright State University Fairborn, Ohio	\$4,400,000	Annette Miller Architects Lorenz Williams, Inc. McGill Smith Punshon MSA Architects	TBD: Contact Agency / Institution
08/31/2010 <b>OR #204</b> Locally Administered	WSU-090025 Concert Hall Renovation Wright State University Dayton, Ohio	\$4,228,000	H3 Hardy Collaboration Hardlines Design Company GBBN Architects Richard Fleischman	TBD: Contact Agency / Institution
07/01/2010 <b>OR #203</b> Locally Administered	OSU-090468 Howlett - Kottman Steam Upgrades The Ohio State University Columbus, Ohio	\$1,982,907	Korda/Nemeth Engineering *RMF Engineering SSOE, Inc. Varo Engineers, Inc.	\$168,801.02
07/01/2010 <b>OR #203</b> Locally Administered	OSU-100738 Pomerene - History of Art Renovation The Ohio State University Columbus, Ohio	\$400,000	Braun & Steidl Hardlines Design *Miller Watson Architects	\$45,548
06/18/2010 <b>OR #202</b> Locally Administered	UTO-100656 Center for Biosphere Restoration Research: Bowman-Oddy Laboratories and Wolfe Hall Renovations (C/M at Risk) The University of Toledo Toledo, Ohio	\$7,888,000	Bostleman Mosser, LLC The Lathrop Co. Messer Construction	N/A: Project was readvertised on 09/30/2010 (see OR #205 above)
05/21/2010 <b>OR #201</b> SAO Administered	DRC-090040 Roof Replacement - Ohio State Penitentiary Youngstown, Ohio	\$1,685,000	N/A - Project Cancelled	N/A - Project Cancelled
05/21/2010 <b>OR #201</b> SAO Administered	DRC-090053 HVAC Upgrade 2010 - Warren Correctional Institution Lebanon, Ohio	\$2,500,000	DLZ Ohio, Inc. Kramer Engineers *Prater Engineering Associates Scheeser Buckley Mayfield LLC	TBD / Contract not finalized
05/28/2010 <b>OR #201</b> Locally Administered	MUN-100014 Harris Dining Hall HVAC Replacement Miami University Oxford, Ohio	\$1,400,000	Heapy Engineering KLH Engineers Prater Engineering	TBD: Contact Agency / Institution
05/28/2010 <b>OR #201</b> Locally Administered	OSU-081047 John Herrick Drive Rebuild Phase 1 The Ohio State University Columbus, Ohio	\$6,300,000	DLZ Ohio, Inc. EMH&T Kleingers & Associates MS Consultants	TBD: Contact Agency / Institution
05/27/2010 <b>OR #201</b> Locally Administered	DMR-100003 NODC Paving 2010 Northwest Ohio Developmental Center Toledo, Ohio	\$400,000	The Mannik & Smith Group Chevevey & Piccin *Buehrer Group	\$25,611
04/02/2010 <b>OR #200</b> SAO Administered	CSU-100010 (CM at Risk) Emery Hall Preservation & Restoration Phase IV Central State University Wilberforce, Ohio	\$1,780,000	Messer Construction Co. *Miles-McClellan Construction Thomas & Marker Construction	TBD / Contract not finalized
02/24/2010 <b>OR #198</b> Locally Administered	OSU-100266 Stone Lab Green Energy Program Ph 1 The Ohio State University Gibraltar Island Put-in-Bay, Ohio	\$320,000	*Metro DC Engineering, LLC Santee Consulting Services Poggemeyer Design Group	\$46,798



02/19/2010 <b>OR #198</b> Locally Administered	OSU-080338 College of Medicine Renovation/Addition Hazardous Material Abatement The Ohio State University Columbus, Ohio	\$13,000,000	*Electro-Analytical Inc (dba EA Group) Lawhon & Associates Gandee & Associates	\$15,040
12/07/2009 <b>OR #196</b> Locally Administered	DRC-090047 Domestic Water & Boiler Replacement Ohio Department of Rehabilitation and Correction Lebanon, Ohio	\$1,425,003	Advanced Engineering Consultants *Kramer Engineers Roger D. Fields & Associates	TBD: Contact Agency / Institution
12/07/2009 <b>OR #196</b> Locally Administered	DRC-090049 Exterior Door Replacement - Warren Correctional Ohio Department of Rehabilitation and Correction Lebanon, Ohio	\$1,360,000	*eS Architecture & Development KZF Design Renouveau Design	TBD: Contact Agency / Institution
12/23/2009 <b>OR #196</b> Locally Administered	OSU-090445 Dreese Exterior Sealant Repair The Ohio State University Columbus, Ohio	\$1,270,000	Abbot Studios Architects & Planners *Shremshock Architects, Inc. CTL Engineering	\$112,649.93
12/23/2009 <b>OR #196</b> Locally Administered	UTO-010656 New Science Building University of Toledo Toledo, Ohio	\$30,000,000	BHDP Architecture *SSOE The Collaborative	TBD: Contact Agency / Institution
11/18/2009 <b>OR #196</b> Locally Administered	OSU-091575 Patent Cafe Food Kitchens Renovation (Food Service Consultant) The Ohio State University Columbus, Ohio	\$10,747,694	*JEM Associates (NJ) Robert Rippe & Associates (MN) The Hysen Group (MI)	TBD: Contact Agency / Institution
12/07/2009 <b>OR #196</b> Locally Administered	OSU-091576 Morehouse Parking Garage - Demolish and Construct Surface Lots The Ohio State University Columbus, Ohio	\$2,209,149	*EMH&T Jobes Henderson & Associates Resource International	\$226,551
11/05/2009 <b>OR #195</b> Locally Administered	UCN-08085A Kettering North Demolition The University of Cincinnati Cincinnati, Ohio	\$3,000,000	*Champlin Architecture JL Bender TRIAD Architects	TBD: Contact Agency / Institution
11/04/2009 <b>OR #195</b> Locally Administered	UCN-06040C Morgens Hall Renovation and Scioto Decommissioning The University of Cincinnati Cincinnati, Ohio	\$27,748,000	GBBN Moody Nolan *Richard Fleischman + Partners Architects	TBD: Contact Agency / Institution
11/18/2009 <b>OR #195</b> Locally Administered	OSU-091575 Patent Cafe Food Kitchens Renovation (A/E) The Ohio State University Columbus, Ohio	\$10,747,694	*FRCH Design Worldwide Hendon & Redmond M+A Architects Perspectus Architecture	\$1,217,199
11/18/2009 <b>OR #195</b> Locally Administered	OSU-100217 Mason Hall - First and Second Floor Renovations The Ohio State University Columbus, Ohio	\$5,974,259	Champlin Architecture *Kallmann McKinnell & Wood Architects (MA) with Bialosky + Partners Architects Phillip Markwood Architects Westlake Reed Leskosky	\$400,500
11/10/2009 <b>OR #195</b> Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>Design Architect</i> The Ohio State University Columbus, Ohio	\$126,000,000	Bohlin Cywinski Jackson (PA) David Brody Bond Aedas (NY) Ellenzweig (MA) FLAD Architects (WI) Payette (NY) Pelli Clark Pelli (CT) Perkins + Will (IL) Pohlshek Partnership (NY) SmithGroup (MI) Tsoi-Kobus & Associates (MA) Wilson Architects (NY) Zimmer Gunsul Frasca (NY)	TBD: Contact Agency / Institution
11/10/2009 <b>OR #195</b> Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>Architect of Record</i> The Ohio State University Columbus, Ohio	\$126,000,000	Anshen + Allen BHDP Braun & Steidl/IKM *Burt Hill Champlin Architecture NBBJ	\$8,425,000
11/10/2009 <b>OR #195</b> Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>Commissioning</i> The Ohio State University Columbus, Ohio	\$126,000,000	*Four Seasons FTC&H Heapy Engineering Horizon Engineering	\$393,333.54
11/10/2009 <b>OR #195</b> Locally Administered	OSU-090581 Chemical and Biomolecular Engineering and Chemistry Building - <i>MEP</i> The Ohio State University Columbus, Ohio	\$126,000,000	Affiliated Engineers (WI) ARUP (NY) HAWA (OH) M/E Engineering (NY) RMF (MD) Vanderweil (MA)	TBD: Contact Agency / Institution
11/24/2009 <b>OR #195</b> Locally Administered	OSU-081230 William H. Hall Complex Expansion, Phase 2 - Commissioning	\$33,056,494	*Four Seasons Environmental Horizon Engineering Associates	\$68,088.05

Administered	The Ohio State University Columbus, Ohio		Scheeser Buckley Mayfield	
11/24/2009 <b>OR #195</b> Locally Administered	OSU-071589 Hopkins Hall Mechanical Improvements The Ohio State University Columbus, Ohio	\$5,668,290	Advanced Engineering DLZ Kramer Engineering *Prater Engineering	\$398,170
10/09/2009 <b>OR #194</b> Locally Administered	OHU-091500 Clippinger Lab - Phase 2b-3 Ohio University Athens, Ohio	\$6,900,000	Burt Hill URS W.E. Monks & Co. Westlake, Reed, Leskosky	TBD: Contact Agency / Institution
10/19/2009 <b>OR #194</b> Locally Administered	WSU-100012 Master Plan - Land Use and Development Wright State University Dayton, Ohio	\$200,000	Burt Hill NBBJ Sasaki	TBD: Contact Agency / Institution
09/21/2009 <b>OR #193</b> SAO- Administered	NEM-090001 (CM) Campus Research and Academic Expansion NEOUCOM Rootstown, Ohio	\$37,930,000	Bovis Lend Lease, Inc. Donley's Inc. *The Ruhlin Company Welty Building Company	TBD / Contract not finalized
09/11/2009 <b>OR #193</b> SAO- Administered	BWC-100001 BWC Chiller/Ice Tank Replacement Columbus, Ohio	\$1,550,000	DLZ Ohio, Inc. Korda/Nemeth Engineering Motz Engineering *Star Consultants	\$141,260
09/02/2009 <b>OR #193</b> SAO- Administered	DOT-100001 Noble County Maintenance Facility / ODOT Caldwell, Ohio	\$4,800,000	*Jerome M. Scott Architects ms consultants, inc. Schorr Architects, Inc. Wachtel & McAnally Architects/Planners, Inc.	\$403,171
08/28/2009 <b>OR #192</b> Locally Administered	WSU-090041 Halon Replacement Project Wright State University Dayton, Ohio	\$500,000	Heapy Engineering Helmig-Lienesch Engineers *Prater Engineering	TBD: Contact Agency / Institution
08/28/2009 <b>OR #192</b> Locally Administered	WSU-090034 Elevator Upgrades Wright State University Dayton, Ohio	\$500,000	JL Bender Oregon Group Architects *Stilson & Associates, Division of DLZ	TBD: Contact Agency / Institution
08/28/2009 <b>OR #192</b> Locally Administered	WSU-090038 Health Science Roof Replacement Wright State University Dayton, Ohio	\$317,000	Annette Miller Architects eS Architecture and Development *SFA Architects	TBD: Contact Agency / Institution
08/28/2009 <b>OR #192</b> Locally Administered	WSU-090029 Rike Hall Second Floor HVAC and General Renovation Wright State University Dayton, Ohio	\$520,000	*Annette Miller Architects Schorr Architects TRIAD Architects	\$50,000
07/14/2009 <b>OR #191</b> SAO- Administered	NEM-090001 (A/E) Campus Research and Academic Expansion NEOUCOM Rootstown, Ohio	\$37,930,000	Burt Hill, Inc. Hasenstab Architects *TC Architects URS	TBD / Contract not finalized
06/15/2009 <b>OR #190</b> Locally Administered	UCN-09101A Radiology Office Building The University of Cincinnati Cincinnati, Ohio	\$2,100,000	BSA LifeStructures *GBBN PFB Architects	TBD: Contact Agency / Institution
06/18/2009 <b>OR #190</b> SAO- Administered	DRC-090026 Fire Alarm Upgrade Lebanon Correctional Institution Lebanon, Ohio	\$3,125,500	*Advanced Engineering Consultants DLZ Ohio KZF Design Kramer Engineers Roger D. Fields & Associates	\$235,213
06/18/2009 <b>OR #190</b> SAO- Administered	DRC-090050 Roof Replacement Correctional Reception Center Orient, Ohio	\$2,604,199	*Archatas, Inc. Asebrook & Co. Architecture eS Architecture and Development Schorr Architects	\$199,750
06/18/2009 <b>OR #190</b> SAO- Administered	DRC-090052 Medical/Dental Addition Lorain Correctional Institution Grafton, Ohio	\$1,735,000	Kaczmar Architects Incorporated *mbi k2m Architecture Ziska Architecture	\$268,125
05/06/2009 <b>OR #189</b> SAO- Administered	EXP-090003 North Parking Lot Improvements Ohio Expositions Commission Columbus, Ohio	\$5,000,000	Kabil Associates, Inc. *Korda/Nemeth Engineering, Inc. Star Consultants, Inc.	\$345,975
04/09/2009 <b>OR #189</b> SAO- Administered	DAS-010100 North High Street Complex Renovation, Phase 4 Ohio Dept. of Administrative Services Columbus, Ohio	\$52,505,945	*Acock Associates Architects Feinknopf Macioce Schappa Architects Schooley Caldwell Associates	\$4,005,429
04/09/2009 <b>OR #188</b> SAO- Administered	OHU-071730 Scripps College of Communication - Phase 1 Ohio University Athens, Ohio	\$18,000,000	Feinknopf Macioce Schappa Architects Moody Nolan, Inc. NBBJ Schooley Caldwell Associates *The Collaborative, Inc.	\$1,159,650
02/12/2009 <b>OR #186</b>	DYS-050133 ORVJCF Classroom Addition - Phase 2	\$6,800,000	KZF Design, Inc. Shremshock Architects, Inc.	\$668,827

SAO-Administered	Ohio River Valley Juvenile Correctional Facility		*Wachtel & McAnally Architects/Planners, Inc.	
02/04/2009 <b>OR #186</b> SAO-Administered	DOT-090005 Rest Areas Renovation Various locations throughout Ohio	\$12,000,000	Feinknopf Macioce Schappa Architects KZF Design *Shremshock Architects	\$889,360
01/30/2009 <b>OR #185</b> SAO-Administered	CTI-090001 ERC Renovation (Columbus Hall) Columbus State Community College	\$5,400,000	Acock Associates Architects *BHDP Architecture McDonald, Cassell & Bassett Schooley Caldwell Associates	\$389,226
12/15/2008 <b>OR #184</b> SAO-Administered	DMR-090010 Various Improvements Northwest Ohio & Tiffin Developmental Centers	\$1,655,500	Archatas Bodner & Kerik Architects, Inc. *Buehrer Group Architecture & Engineering, Inc.	\$107,200
12/18/2008 <b>OR #184</b> SAO-Administered	DMR-090013 Various Improvements Southwest Ohio Developmental Center	\$1,260,000	Archatas *eS Architecture and Development Star Consultants, Inc.	\$158,802
12/01/2008 <b>OR #184</b> SAO-Administered	DOT-090003 District 11 Re-roof Ohio Department of Transportation New Philadelphia, Ohio	\$4,800,000	Makovich & Pusti Architects, Inc. *Schorr Architects, Inc. Shremshock Architects, Inc.	\$389,000
11/18/2008 <b>OR #183</b> SAO-Administered	EXP-090002 2008 Electrical Upgrades Ohio Expositions Commission	\$2,100,000	Advanced Engineering Consultants *Bennett Engineering, Inc. DLZ Ohio, Inc. Star Consultants, Inc.	\$180,892
11/10/2008 <b>OR #183</b> SAO-Administered	EXP-090001 Sheep and Swine Barn Renovations Ohio Expositions Commission Columbus, Ohio	\$11,900,000	Davis Wince, Ltd. McDonald, Cassell & Bassett, Inc. *Schorr Architects, Inc. Star Consultants, Inc.	\$898,244
07/24/2008 <b>OR #179</b> SAO-Administered	ADJ-090001 Delaware Training and Community Center Adjutant General's Department Delaware, OH	\$21,553,840	KZF Design, Inc. Maddox-NBD, Inc. *Poggemeyer Design Group	\$801,724





# Request for Qualifications (A/E)

Ohio Department of Natural Resources  
2045 Morse Road, Bldg. E-3  
Columbus, Ohio 43229-6693



www.dnr.state.oh.us  
Phone 614.265.6948

## Administration of Project: Ohio Department of Natural Resources

Project Name	<u>Lake Water Quality Improvement Project</u>	Response Deadline	<u>01/31/2012</u>	<u>4:30 p.m. local time</u>
Project Location	<u>Statewide, ODNR Lakes</u>	Project Number	<u>DNR-120026</u>	
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Scott Fletcher</u>	
Agency/Institution	<u>Division of Engineering</u>	Contracting Authority	<u>Division of Engineering</u>	
No. of paper copies requested (stapled, not bound) <u>Three (3)</u>		No. of electronic copies requested on CD (PDF) <u>One (1)</u>		

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Beth Pratt, at 2045 Morse Road Bldg. E-3, Columbus, Ohio 43229-6693. Project specific questions shall be directed to Scott Fletcher at 614/265-7055. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

Professional environmental engineering services are requested to analyze and assess the water quality at select, inland state park lakes where potentially harmful algae blooms have been reported, with the goal of providing the best strategies for incremental, long-term water quality improvements. In addition, professional project management services are required for the oversight and implementation of a large scale chemical treatment for the control of phosphorus in Grand Lake St. Marys, located in Auglaize and Mercer Counties.

### B. Scope of Services

The selected firm shall perform detailed analyses of the existing water quality at select lakes identified by ODNR. Analyses performed shall, at a minimum, investigate the water chemistry and internal and external nutrient loading, including the sources of the nutrients; identify cyanobacteria and/or other bacteria of concern in the water and sediments; quantify inflow rates and quality of significant tributaries; and review land-use characteristics of the respective watersheds. From the assessments, prepare Operation and Maintenance Plans to include, but not limited to, a water quality monitoring program, recommendations of best management practices and controls to provide for immediate and long-term improvements to the lake water and sediment quality, and cost estimates for implementation, with the ultimate goal of reduction and eventual elimination of harmful algae blooms within the lakes. The firm may also be tasked with presenting the findings of the investigations and analyses, including recommendations and cost estimates, to the Department's administration.

The selected firm will also provide project management services for a large scale aluminum sulfate application at Grand Lake St. Marys. Services shall include, but not be limited to, project review and implementation, on-site inspection, testing and reporting for the implementation of the treatment, preparation of health and safety plan for the delivery, storage and application of chemicals to be used at the site, and post treatment water quality monitoring.

The decision to proceed with any phase or task of this project will be determined by ODNR pending available project funding and successful completion of prior tasks by the consultant.

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Experience in the evaluation and analysis of inland lake water and sediment quality.
2. Experience in design and implementation of stormwater management practices, on a watershed basis, to improve inflow quality and reduce erosion.
3. Experience in the design and implementation of environmental monitoring programs to characterize and track changes in freshwater ecosystems.
4. Experience in development of Operation and Maintenance Plans for the immediate and long-term management of an inland lake system, including the watershed and tributaries
5. Experience with design and implementation of large scale treatment programs for inland lakes.
6. Experience providing oversight of the implementation of large scale treatment programs for inland lakes.
7. Experience working with state and federal public/private partnerships.





# Request For Qualifications (A/E) continued

Lake Water Quality Improvement Project –  
Project Name Statewide, ODNR Lakes

Project Number DNR-120026

[www.homelandsecurity.ohio.gov/dma.asp](http://www.homelandsecurity.ohio.gov/dma.asp)) and that it has truthfully answered “no” to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that shall provide such to ODNR.

## H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

**Selection of Engineering, Architectural, Landscape Architectural, and Land Surveying Firms**

**Ohio Department of Natural Resources  
Division of Engineering  
Evaluation of Statements of Interest**

PROJECT: Lake Water Quality Improvements

PROJECT NUMBER: DNR-120026

FIRM: \_\_\_\_\_

EVALUATORS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_

EVALUATION DATE: \_\_\_\_\_

		Value	Rating	Weight	Score
A. FIRM'S LOCATION Proximity of office where Consultant Project Manager will be located to ODNR Central Office.  _____ miles (Estimated)	0-50 miles	5		1.5	0
	51-100 miles	4			
	101-150 miles	3			
	151-200 miles	2			
	over 200 miles	1			
B. PROJECT TEAM 1. Coordination and number of subconsultants	Score based on role, location and number of subconsultants.	1-5		2	0
C. QUALIFICATIONS OF TEAM 1. Appropriate disciplines and professional registrations provided, based on RFQ 2. Relative project experience	Project Manager	1-5		3	0
	Firm's staff and subconsultants	1-5		3	0
	Project Manager	1-5		3	0
	Firm's Staff and Sub-consultants	1-5		3	0
D. STATE WORK AWARDED RECENTLY 1. ODNR Contracts (fees) in past 3 years:  \$ _____  2. Total State of Ohio work (fees) in past 3 years:  \$ _____	\$0 - \$75k	5		0.5	0
	\$75k - \$150k	4			
	\$150k - \$225k	3			
	\$225k - \$300k	2			
	\$300k +	1			
\$0 - \$250k	5		0.5	0	
\$250k - \$500k	4				
\$500k - \$750k	3				
\$750k - \$1 mil.	2				
\$1 mil. +	1				
E. GENERAL IMPRESSIONS OF FIRM 1. Quality of Statement of Interest 2. Performance (ODNR & Others)		1-5		2	0
		1-5		1.5	0
<b>TOTAL SCORE</b>				<b>20</b>	<b>0</b>

Revised 04/08



**STATE OF OHIO  
DEPARTMENT OF NATURAL RESOURCES  
SUPPLEMENTAL INFORMATION FOR PREQUALIFICATION  
FY 2011 – 2012**

**FIRM NAME:** \_\_\_\_\_

**PRIMARY CORPORATE OFFICE**

**STREET ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP CODE:** \_\_\_\_\_

**COUNTY:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**PRIMARY OHIO OFFICE (IF PRIMARY CORPORATE OFFICE IS OUT OF STATE)**

**STREET ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP CODE:** \_\_\_\_\_

**COUNTY:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**SUMMARY OF PROFESSIONAL SERVICES FEES RECEIVED IN THE THREE CALENDAR YEARS LISTED (Insert Index Numbers From Table Below):**

	<u>2009</u>	<u>2008</u>	<u>2007</u>
<b>Direct State of Ohio Contract Work:</b>	_____	_____	_____
<b>State of Ohio Subcontract Work:</b>	_____	_____	_____
<b>All Other Work:</b>	_____	_____	_____
<b>Total Fees</b>	_____	_____	_____

<b>INDEX:</b>	
1. Less than \$250,000	4. \$1,000,001 - \$5 million
2. \$250,001 - \$500,000	5. \$5,000,001 - \$10 million
3. \$500,001 - \$1,000,000	6. Greater than \$10 million

The following information is supplemental to Standard Form 330 (Architect-Engineer Qualifications, Part II General Qualifications) submitted to the Division of Engineering, Ohio Department of Natural Resources, for prequalification for professional services as defined in Rule 1501-3-01 of the Administrative Code.

- OHIO CERTIFICATE(S) OF AUTHORIZATION:** Indicate the certificate number(s) of the appropriate certificate(s) issued to your firm by the Board of Registration (Engineers and Surveyors) or Board of Examiners (Architects and Landscape Architects) in accordance with the indicated sections of the Revised Code:

**PLEASE NOTE: THESE ARE NOT REGISTRATION NUMBERS FOR INDIVIDUALS. IF UNCERTAIN OF FIRM'S STATUS, CONTACT THE APPROPRIATE BOARD. THIS INFORMATION MUST BE COMPLETED OR YOUR FIRM WILL NOT BE PREQUALIFIED WITH ODNR FOR PROFESSIONAL SERVICES.**

4733.16 Engineering and/or Surveying

4703.18 Architecture

4703.331 Landscape Architecture

**OR:**

If your firm is exempt from Ohio Revised Code Sections 4733.16, 4703.18 and 4703.331, briefly explain the reason for this exemption:

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**OR:**

If you are a sole proprietor, please list the name and registration number of firm's Registered Professional:

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2. **AFFIRMATIVE ACTION POLICY:** Pursuant to Section 125.111 of the ORC, the Consultant agrees to develop and implement a written affirmative action program, approved by the State of Ohio, Equal Opportunity Division. To obtain approval, this may be submitted through the <http://ohiobusinessgateway.ohio.gov>.
3. **SEXUAL HARASSMENT POLICY:** Attach a copy of your firm's Sexual Harassment policy statement.
4. **ENCOURAGING DIVERSITY, GROWTH AND EQUITY (EDGE):** If your firm is a certified EDGE participant attach a copy of your current Official EDGE Certificate.
5. **REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION:** Please complete the attached IRS Form W-9.
6. **CERTIFICATE OF INSURANCE:** Please provide evidence of your firm's professional liability insurance coverage as outlined in Section 153.70 of the Ohio Revised Code:

***§ 153.70 Professional liability insurance; waiver or substitution.***

***Text of Statute***

(A) Except for any person providing professional design services of a research or training nature, any person rendering professional design services to a public authority shall have and maintain, or be covered by, during the period the services are rendered, a professional liability insurance policy or policies with a company or companies that are authorized to do business in this state and that afford professional liability coverage for the professional design services rendered. The insurance shall be in amount considered sufficient by the public authority.

(B) The requirement for professional liability insurance set forth in division (A) of this section may be waived by the public authority for good cause, or the public authority may allow the person providing the professional design services to provide other assurances of financial responsibility.

HISTORY: 146 v H 231. Eff 11-24-95.

Not analogous to former RC § [153.70](#), amended and renumbered RC § 153.71 in 146 v H 231, eff 11-24-95.

7. **NOTICE ON FINDINGS FOR RECOVERY:**  
In accordance with Section 9.24 of the Ohio Revised Code, The Department of Natural Resources is prohibited from awarding a contract for goods, services, or construction, paid for in whole or in part with state funds, to a person against whom a finding for recovery has been issued by the Auditor of State, if the finding for recovery is unresolved. Prior to completion of a short list recommendation for each project for which ODNR is selecting firm(s) to provide professional services, ODNR shall verify each consultant's compliance with the requirements of Section 9.24.

8. **COMPOSITION OF FIRM** (Insert number of individuals in appropriate spaces. The number of minority group individuals is to be included in the total as well as Women and Minorities columns, as applicable. Minorities include American Indian, Afro-American, Oriental American and Spanish Surnamed American).

	<u>Total</u>	<u>Women</u>	<u>Minorities</u>
A. <u>Administrative Staff</u>			
Managers	_____	_____	_____
Word Processors, Receptionists, etc.	_____	_____	_____
Accountants, Bookkeepers, etc.	_____	_____	_____
B. <u>Registered Professional Staff</u>			
Professional Engineers	_____	_____	_____
Professional Surveyors	_____	_____	_____
Registered Architects	_____	_____	_____
Registered Landscape Architects	_____	_____	_____
C. <u>Semi-Professional Staff</u>			
Technicians	_____	_____	_____
Drafting Technicians	_____	_____	_____
CADD Operators	_____	_____	_____
D. <u>Other Staff (List Categories)</u>			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>TOTALS</b>	_____	_____	_____

SIGNATURE OF PREPARER: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

# Request for Qualifications (A/E)

The Ohio State University  
2009 Millikin Rd, 400 Central Classroom Building  
Columbus, OH 43210



www.fod.osu.edu  
Phone 614-292-4458

**Administration of Project:** Local Administration

Project Name	<u>Celeste &amp; Evans Cooling Improvements</u>	Response Deadline	<u>1-26- 2012</u> <u>4:00 pm</u> local time
Project Location	<u>Celeste &amp; Evans Labs</u>	Project Number	<u>OSU-120206</u>
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>J.P. Rapp</u>
Agency/Institution	<u>The Ohio State University</u>	Contracting Authority	<u>The Ohio State University</u>
No. of paper copies requested (stapled, not bound)	<u>4</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to J. P. Rapp at 2009 Millikin Road, room 400, Columbus, OH 43210 . See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

The project is the implementation (design & construction) of the integration (tie-in) of chilled water infrastructure to serve Celeste & Evan Labs. This project requires an investigative study and assessment of the existing cooling systems for Celeste and Evans labs; along with the existing inherent cooling loads for McPherson, Newman & Wolfrom Labs on the shared chilled water loop. The Study shall include a full report with analysis that defines/identifies cooling loads and building readiness for tie-in to the forthcoming East Regional Chiller plant. Analysis shall be the basis for POR development/refinement of the scope of work for chiller plant tie-in and interim gap strategy measures for buildings cooling systems. The POR development shall also include construction cost estimate for implementation of work plan and verification of established budget limits (the University reserves the right to increase the construction budget to align with assessment findings).

### B. Scope of Services

The selected Architect/Engineer (A/E), as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner, 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: Pre-design services involving investigative study/analysis/report, Program development with construction cost budget estimate, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The SAO Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 8 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.

Desired Professional Services Qualifications include team members' qualifications and experience in the design of college laboratories, building systems and energy efficient HVAC systems.

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. College laboratory facilities design.
2. Building systems hourly energy analysis and evaluations.
3. Existing chilled water coil analysis (GPM, air and water side delta T performance, etc.).
4. Primary/secondary pumping systems analysis and design.
5. Chilled water plate and frame heat exchangers.
6. Construction phase commissioning: hydronic systems and air handling units (coil performance).
7. University and SAO process



# Request For Qualifications (A/E) continued

Project Name Celeste & Evans Cooling Improvements Project Number OSU-120206

### C. Funding / Estimated Budget

Total Project Cost	<u>\$1,500,000</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$1,086,956</u>	Other Funding	<u>\$1,500,000</u>
Estimated A/E Fee	<u>9 to 9.48%</u>		

NOTE: The design fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the **Basic Services** for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. **Fees shall be negotiated and allocated for Additional Services** (i.e., pre-design study/investigation, creation of a Program of Requirements) and may be negotiated for services such as extensive evaluation or validation of site conditions, code-required special inspection and testing, Quality Assurance testing during the construction period, and testing due to unforeseen conditions. Required Professional Liability Insurance will be \$1,000,000 per claim and annual aggregate.

### D. Services Required (see note below)

Primary HVAC Engineering  
 Secondary Electrical Engineering  
Structural Engineering  
Architectural  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Others \_\_\_\_\_

### E. Anticipated Schedule

A/E Services Start (mm/yy)	<u>03 / 2012</u>
Construction Contracts Start (mm/yy)	<u>1 / 2013</u>
Construction Contracts Completed (mm/yy)	<u>09 / 2013</u>
A/E Services Completed (mm/yy)	<u>12 / 2013</u>

### F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to O.R.C. Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to O.R.C. 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 O.R.C. 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. Design quality and demonstrated ability of prospective firm and its proposed consultants to provide design services which represent the University’s *Design Values for Campus Development* ([fod.osu.edu/proj\\_del/ref/0200\\_Design\\_Values.pdf](http://fod.osu.edu/proj_del/ref/0200_Design_Values.pdf)). Specification writing credentials and experience. Experience and capabilities of using Critical Path Method (CPM) schedules as a project management resource. 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 will be required to sign the Professional Design Services Agreement, which can be accessed at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). No modifications to the requirements in the contract will be accepted.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (SAO 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 at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). 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.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered “no” to

# Request For Qualifications (A/E) continued

Project Name Celeste & Evans Cooling Improvements

Project Number OSU-120206

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every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority ([www.homelandsecurity.ohio.gov/dma/dma\\_forms.asp](http://www.homelandsecurity.ohio.gov/dma/dma_forms.asp)).

## H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing via email to J. P. Rapp at [rapp.87@osu.edu](mailto:rapp.87@osu.edu) with the project number included in the subject line (no phone calls please).

# Architect/Engineer Selection Rating

The Ohio State University  
 2009 Millikin Rd, 400 Central Classroom Building  
 Columbus, OH 43210



www.fod.osu.edu  
 Phone 614-292-4458

Project Name Celeste & Evans Cooling Improvements Proposer Firm \_\_\_\_\_  
 Project Number OSU-120206 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 50 miles	4 - 5	
	50 to 100 miles	2 - 3	
	More than 100 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 10 licensed professionals	4	
	Medium = 10 to 20 licensed professionals	3	
	Large = More than 20 licensed professionals	1	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$50,000	4 - 5	
	\$50,000 to \$100,000	2 - 3	
	More than \$100,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 2 projects (Low)	0 - 1	
	2 to 4 projects (Average)	2 - 3	
	More than 4 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
		<b>Subtotal</b>	

\* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council  
 \*\* LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



# Request for Qualifications (A/E)

State Architect's Office  
4200 Surface Road  
Columbus, Ohio 43228-1395



<http://ohio.gov>  
Phone 614-644-7969

## Administration of Project: State Architect's Office

Project Name	<u>Brown County Campus</u>	Response Deadline	<u>Feb. 3, 2012   4:00 p.m.</u> local time
Project Location	<u>Junction of SR 32 and Brooks Mallot Rd.</u>	Project Number	<u>SOC-120001</u>
City / County	<u>Mt. Orab / Brown</u>	Project Manager	<u>Jeff Kring</u>
Agency/Institution	<u>Southern State Community College</u>	Contracting Authority*	<u>State Architect's Office</u>

\*The Contracting Authority for SAO-administered projects is the State Architect's Office. The Contracting Authority for locally administered projects is the state agency or institution of higher education.

No. of paper copies requested (stapled, not bound) 2 No. of electronic copies requested on CD (PDF) 1

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to the following address: State Architect's Office, Attention: Program Services, 4200 Surface Road, Columbus, Ohio 43228.

## See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

In November 2011, Southern State Community College received approval to purchase a 63 acre parcel of land in Brown County to establish a campus in Mount Orab. The College has served Brown County for over 30 years and this new campus will replace existing facilities. The purpose of the new campus building is to continue the College's commitment to providing higher education services to a growing student population base in the Brown County area. The property is located at the northwest corner of State Route 32 and Brooks Mallot Road.

Local funding will provide for the design and construction of a 50,000 square foot academic building with appropriate academic support services, and the infrastructure necessary to open the new building by the fall of 2014. This project's development will acknowledge future utilization of the site for other college facilities and improvements, but is not considered development of a master plan. This project will set the architectural tone for Southern State Community College's presence in Brown County. The POR will be developed as a part of this project.

A comprehensive site survey of the property will also be included as a part of the professional design services. This project will utilize the Construction Manager at Risk project delivery method. The Construction Manager will be acquired by the State Architect's Office under a separate contract. All aspects of the project and related issues will be implemented and operated consistent with College policies and procedures.

### B. Scope of Services

The selected Architect/Engineer (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 State Architect's Office (SAO), 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, if applicable.

As required by the Agreement, and as properly authorized, provide the following categories of services: Development of the Program of Requirements, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to The SAO Manual for additional information about the type and extent of services required for each.

During the construction period, provide not less than 10 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.



- 8) Specification writing credentials and experience.
- 9) Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- 10) Approach to and success of using partnering and Alternative Dispute Resolution.
- 11) Proximity of prospective firms to the project site.
- 12) 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. It is currently not the intent of Southern State Community College to seek LEED certification for this project, but LEED certification will be considered an advantage as it is expected that sustainable design best practices will be a part of the project.

The EDGE participation goal for Southern State Community College is 0%, but the use of EDGE certified consultants is encouraged by Southern State Community College and the State Architect's Office.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).

## H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to The State Architect's Office at [StateArchOff@das.state.oh.us](mailto:StateArchOff@das.state.oh.us) with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the OAKS Capital Improvements (OAKS CI) website at <http://ci.oaks.ohio.gov> on a regular basis until one week before the response deadline. The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

# Architect/Engineer Selection Rating

State Architect's Office  
4200 Surface Road,  
Columbus, Ohio 43228-1395



http://ohio.gov  
Phone 614-644-7969

Project Name Brown County Campus Proposer Firm \_\_\_\_\_  
Project Number SOC-120001 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 50 miles	4 - 5	
	50 to 100 miles	2 - 3	
	More than 100 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 3 licensed professionals	0 - 1	
	Medium = 3 to 6 licensed professionals	4 - 5	
	Large = More than 6 licensed professionals	2 - 3	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$100,000.00	4 - 5	
	\$100,000.00 to \$200,000.00	2 - 3	
	More than \$200,000.00	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 3 projects (Low)	0 - 1	
	3 to 5 projects (Average)	2 - 3	
	More than 5 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 4 projects (Low)	0 - 3	
	4 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 5 projects (Average)	4 - 6	
	More than 5 projects (High)	7 - 10	
		<b>Subtotal</b>	

\* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council  
\*\* LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# Brown County Campus Question and Answer List



Ohio Department of Administrative Services  
General Services Division  
State Architect's Office • 4200 Surface Road • Columbus, Ohio 43228-1395

<http://ohio.gov/sao>  
StateArchOff@das.state.oh.us  
Phone 614.466.4761

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Project Name	<u>Brown County Campus</u>	Project Number	<u>SOC-120001</u>
Project Location	<u>Mount Orab / Brown County</u>		

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Date posted: January 30, 2012  
Date revised: N/A

Below are the questions that have been received to date for the RFQ of the above-referenced project:

1. Is there a more detailed outline for the development of the construction and overall budget or was this developed from rule of thumb square footage costs?
  - A. The goal of Southern State Community College is to construct a 50,000 square foot building. The available project budget is \$10 million. The construction budget as advertised is based upon this information.
2. Has there previously been due diligence on the property with Phase one assessments, utility assessments/availability, zoning reviews, soil borings, easements, etc. or will some of this work be part of the Architects responsibilities?
  - A. Some of the work described above will be the responsibility of the A/E.
3. Will the CM be on board at the same time as the Architect or will the Architect be part of the selection of the CM firm?
  - A. The CM will not be on board at the time the A/E selection is made. The A/E in an advisory role will be part of the CM interview.
4. Has there been any general outline programming of spaces completed?
  - A. No formal Program of Requirements (POR) has been created. Development of a POR will be part of the A/E scope of services as noted in the RFQ.
5. Are there any preferred consultants; MEP, structural, civil, landscape that have assisted the Community College in the past?
  - A. There are no preferred consultants for this project. Per Ohio Revised Code (ORC) 153 there cannot be predetermined consultants in a qualifications based selection process.
6. Will the State Architect's office be involved directly with this project or will the facilities office at SSCC drive and manage the project?
  - A. This project will be administered by the State Architect's Office.
7. The advertisement states that the architect will not be responsible for the campus master plan. Is there currently a site master plan available? By whom?
  - A. A formal Master Plan has not been developed, however a concept plan was created along with a feasibility study used to purchase the property.

Project Name Brown County Campus

Project Number SOC-120001

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8. What is the projected ultimate size of the campus? Number and size of buildings? Does this initial building need to be designed to expand?
- A. The ultimate size of the SSCC Brown County Campus has not been determined, nor has it been determined that the building will require future expansion. Southern State purchased these 63 acres and projects significant growth in the Brown County area with respect to their future student population, so future expansion is expected. It has not been determined at this point in time whether the expansion in the near term is to this specific building or through additional buildings on the campus.
9. Has the academic program for this building been established? Are there special requirements for health and science laboratories, manufacturing technologies, etc. that may require special expertise?
- A. The academic Program of Requirements has not been formally determined. Development of a POR will be part of the A/E scope of service as noted in the RFQ.
10. Will there be a central plant for the campus?
- A. Building Systems considerations will be determined during the design process utilizing the recommendations and expertise of the selected design team.
11. I was told that some of the professional design services listed in the RFQ have actually already been performed, and the agency/institution for this project already has preferred consultants (those who did previous work) in mind for this RFQ.
- A. A/E selection will follow the legislated requirements as defined in Ohio Revised Code (ORC) Chapter 153. Upon receipt of the A/E Statement of Qualifications (SAO F110-330), two representatives each from SAO and Southern State Community College will review and score the proposals independently using the A/E Selection/Rating Sheet included with the RFQ. Once the reviewers have completed scoring the proposals, the results are compiled and a minimum of 3 A/E firms will be "short-listed" and notified in writing that they will be interviewed. The interview process follows a similar scoring format as the SOQ process. An equal number of evaluators from SAO and SSCC (generally 2 each) will be present at all of the interviews and will each rank the interviewed AE teams from highest to lowest.
12. Can F110-330 be submitted electronically via email? Or, do you require 2 CDs and 2 paper copies delivered to the SAO office?
- A. The SAO Form F110-330 should be submitted as noted on the RFQ. Two paper copies and one CD in PDF format (per instructions in Section H.) should be sent to the State Architect's Office, Attention Program Services, 4200 Surface Road, Columbus, Ohio 43228.

# Request for Qualifications (A/E)

Kent State University  
Office of the University Architect, 615 Loop Road, 101 Harbourt Hall  
Kent, Ohio 44242-0001



www.kent.edu/universityarchitect  
v: 330-672-3880 ■ f:330-672-2648

## Administration of Project: Local Administration

Project Name	<u>Renovations and Addition to Multiple Science Buildings – Architectural Team</u>	Response Deadline	<u>Feb. 17, 2012 4:00 p.m. local time</u> <u>KSU-11B146, KSU-11B147,</u>
Project Location	<u>Kent State University</u>	Project Number	<u>KSU-11B148</u>
City / County	<u>Kent / Portage</u>	Project Manager	<u>Joseph (Jay) Graham</u>
Agency/Institution	<u>Kent State University</u>	Contracting Authority	<u>Kent State University</u>
No. of paper copies requested (stapled, not bound)	<u>1</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Michael Bruder at Office of the University Architect, 615 Loop Road, 101 Harbourt Hall, Kent, Ohio 44242. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

This request is for an **Architect of Record** to provide Project Management for all phases of the project. The MEP Engineer and Teledata Engineer will be selected by the Owner under a separate RFQ process and contracted by the Architect of Record. A Construction Manager, Commissioning Authority and LEED Process Consultant will be selected and contracted directly with the University.

This project will renovate three existing science buildings as well as provide an addition for increased academic and research space. The renovations will address deferred maintenance needs in Williams Hall, Smith Hall and Cunningham Hall and at the same time will establish state of the art science facilities for teaching and research.

The 93,000 s.f. Williams Hall was built in 1967 and provides space for the Chemistry department. The 47,000 s.f. Smith Hall was built in 1968 and provides space for the Physics department. The 93,000 s.f. Cunningham Hall was built in 1968 and provides space for the Biology department. The renovation of all three buildings will be treated as a single project to provide a cohesive approach to science instruction and research space in these areas. Additionally, all three buildings and their associated programs will need to continue to operate portions of the buildings during construction. The sharing of temporary facilities in all three areas will be part of an overall sequencing plan for the construction period. Cunningham Hall also includes an addition that was completed in 2001. Work in this area is anticipated to be modest and limited to systems that interface with the original building such as building automation, security and fire alarm. In addition, HVAC system re-commissioning will be part of the project.

The anticipated scope of work will focus on replacement of aging and failing infrastructure and systems and reorganization of the program spaces within the existing building's general layout. The infrastructure and system needs will include new air handling equipment, heating and plumbing piping replacement, HVAC controls, fire suppression systems, electrical system upgrades or replacement, new fire alarm system, and telecommunication system upgrades. Although some changes to the interior building layout may be included, the general building organization is anticipated to remain intact. The space planning will consider the reassignment and reuse of existing spaces as much as practical. New finishes and laboratory casework are required in most areas of the buildings. A large (30,000 s.f. - 50,000 s.f.) addition is being considered to provide an improved architectural aesthetic to the Science Mall area of campus as well to provide swing space during the construction and increased teaching and research capacity.

Several lecture halls, classrooms, and labs have been renovated in recent years. These areas will remain intact (with new infrastructure where required) in the proposed project.

Repairs to failing roof systems and masonry and concrete envelopes are being addressed in a separate project but work will need to be coordinated with this concurrent project.

This project will be registered with the USGBC for minimum Silver LEED certification. Maximizing energy conservation is a critical component of the design goals. The LEED Process Consultant will act as the owner's representative under a separate contract. The Architect of Record and MEP Engineer must demonstrate a thorough understanding and commitment to LEED design and are responsible for the design and meeting LEED goals as set forth by the university.

# Request For Qualifications (A/E) continued



Project Name **Renovations and Addition to Multiple Science Buildings**  
**Architectural Team**

Project Number **KSU-11B146, KSU-11B147,**  
**KSU-11B148**

**A pre-proposal meeting will be held on Thursday, February 2, 2012 10:00 a.m. at the Kiva, 1075 Risman Drive, Kent, Ohio 44242 for ALL disciplines (Arch. of Record, MEP Engineer) This meeting will provide an overview of the project and an opportunity for questions. Please park in the Student Center lot.**

## B. Scope of Services

The successful Architect of Record will be expected to have strong leadership skills and experience in the successful delivery of large complex laboratory projects in a dense campus setting. The successful Architect must have experience working in collaboration with a large consulting team and complex user groups.

The project is expected to be recognized for its quality of design, its sympathetic contextual response to the site and adjacent buildings, open spaces and its contribution to the quality of the civic space of the campus. The team will be expected to interface and collaborate with the University Architect and university administration in developing the design aesthetic.

The development of the space program will be a collaborative process and will be guided by the Physical Facilities Planners from the Office of the University Architect. The Architect's key customer will be the University and will be asked by the University to work with the office of Academic Affairs and the facility occupants to develop a program based on prioritized university space needs that will:

- 1) Provide state of the art instructional lab space
- 2) Optimize shared interdepartmental space and adjacencies including collaborative research opportunities
- 3) Maximize sustainable practices by the building and its occupants
- 4) Create flexibility in lab design with modularity
- 5) Provide efficient space utilization
- 6) Increase energy efficiency

Separate Requests for Qualifications have been issued for the Engineering team and Construction Management team for this Project. Teledata Engineering, Commissioning Authority, and LEED Process Consultant for this project will be selected under a separate multiple building RFQ and bid process to provide consistency in these systems for the campus. The selected firm Architect will coordinate work with the selected companies.

As required by the Agreement, and as properly authorized, provide the following categories of services: Conceptual Development, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to The SAO Manual for additional information about the type and extent of services required for each.

During the construction period, provide: not less than sixteen (16) hours (excluding travel time) on-site each week (plus eight (8) eight hours per week from the selected MEP engineering team, including attendance at progress meeting(s), a brief written report of each site visit, on-site representation comprised of A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate type(s) of construction administration experience.

Participate in the Encouraging Growth, Diversity and Equity ("EDGE") Program as required by statute and the Agreement.

This project does not have a fully developed Program of Requirements. Upon award of the Agreement, commence by developing the Program of Requirements.

The selected Architect, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and the State Architect's Office, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity and Equity (EDGE) Program as required by statute and the Agreement.





# Request For Qualifications (A/E) continued



Project Name **Renovations and Addition to Multiple Science Buildings**  
**Architectural Team**

Project Number **KSU-11B146, KSU-11B147,**  
**KSU-11B148**

## 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.
- 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.
- The successful firm will demonstrate a willingness and experience to approach the programming and design of the lab spaces with flexibility and change in mind.
- Because of the intended, high-profile visual impact that the proposed addition will have at a major entry point to campus, the successful firm will also be considered based on their ability to design buildings that blend with the existing campus context and architecture.

Interested A/E firms are required to submit the Commitment to Participate in the Edge Business Assistance Program form in its Statement of Qualifications (SAO 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 SAO Web site at [www.ohio.gov/sao](http://www.ohio.gov/sao) (click on Forms). The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).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 SAO website at <http://ohio.gov/sao> (click on Forms). 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.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).

# Request For Qualifications (A/E) continued



Project Name **Renovations and Addition to Multiple Science Buildings**  
**Architectural Team**

Project Number **KSU-11B146, KSU-11B147,**  
**KSU-11B148**

## H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type.

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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to Michael Bruder at [mbruder@kent.edu](mailto:mbruder@kent.edu) with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Office of the University Architect website at [www.kent.edu/universityarchitect](http://www.kent.edu/universityarchitect) on a regular basis until one week before the response deadline.

**The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q & A link to the right of the project listing. The name of the party submitting a question will not be included on the Q & A document.**

# Architect/Engineer Selection Rating



Kent State University  
Office of the University Architect, 615 Loop Road, 101 Harbourt Hall  
Kent, Ohio 44242-0001

www.kent.edu/universityarchitect  
v: 330-672-3880 f: 330-672-2648

Project Name Renovations and Addition to Multiple Science Buildings – Architectural Team Proposer Firm \_\_\_\_\_  
Project Number KSU-11B146, KSU-11B147, KSU-11B148 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 100 miles	4 - 5	
	100 to 200 miles	2 - 3	
	More than 200 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	0-1	
	Medium = 5 to 20 licensed professionals	2-3	
	Large = More than 20 licensed professionals	4-5	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$250,000	4 - 5	
	\$250,000 to \$500,000	2 - 3	
	More than \$500,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 3 projects (Low)	0 - 1	
	3 to 7 projects (Average)	2 - 3	
	More than 7 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
		<b>Subtotal</b>	

\* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council  
\*\* LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# Request for Qualifications (A/E)

Kent State University  
Office of the University Architect, 615 Loop Road, 101 Harbourt Hall  
Kent, Ohio 44242-0001



www.kent.edu/universityarchitect  
v: 330-672-3880 ■ f:330-672-2648

## Administration of Project: Local Administration

Project Name	<u>Renovations and Addition to Multiple Science Buildings – MEP Engineer Team</u>	Response Deadline	<u>Feb. 17, 2012 4:00 p.m. local time</u> <u>KSU-11B146, KSU-11B147,</u>
Project Location	<u>Kent State University</u>	Project Number	<u>KSU-11B148</u>
City / County	<u>Kent / Portage</u>	Project Manager	<u>Joseph (Jay) Graham</u>
Agency/Institution	<u>Kent State University</u>	Contracting Authority	<u>Kent State University</u>
No. of paper copies requested (stapled, not bound)	<u>1</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Michael Bruder at Office of the University Architect, 615 Loop Road, 101 Harbourt Hall, Kent, Ohio 44242. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

This request is for an **MEP Engineer** to provide Project Management for all phases of the project. The Architect of Record and Teledata Engineer will be selected by the Owner under a separate RFQ process and the MEP Engineer and Teledata Engineer will be contracted by the Architect of Record. A Construction Manager, Commissioning Authority and LEED Process Consultant will be selected and contracted directly with the University.

This project will renovate three existing science buildings as well as provide an addition for increased academic and research space. The renovations will address deferred maintenance needs in Williams Hall, Smith Hall and Cunningham Hall and at the same time will establish state of the art science facilities for teaching and research.

The 93,000 s.f. Williams Hall was built in 1967 and provides space for the Chemistry department. The 47,000 s.f. Smith Hall was built in 1968 and provides space for the Physics department. The 93,000 s.f. Cunningham Hall was built in 1968 and provides space for the Biology department. The renovation of all three buildings will be treated as a single project to provide a cohesive approach to science instruction and research space in these areas. Additionally, all three buildings and their associated programs will need to continue to operate portions of the buildings during construction. The sharing of temporary facilities in all three areas will be part of an overall sequencing plan for the construction period. Cunningham Hall also includes an addition that was completed in 2001. Work in this area is anticipated to be modest and limited to systems that interface with the original building such as building automation, security and fire alarm. In addition, HVAC system re-commissioning will be part of the project.

The anticipated scope of work will focus on replacement of aging and failing infrastructure and systems and reorganization of the program spaces within the existing building's general layout. The infrastructure and system needs will include new air handling equipment, heating and plumbing piping replacement, HVAC controls, fire suppression systems, electrical system upgrades or replacement, new fire alarm system, and telecommunication system upgrades. Although some changes to the interior building layout may be included, the general building organization is anticipated to remain intact. The space planning will consider the reassignment and reuse of existing spaces as much as practical. New finishes and laboratory casework are required in most areas of the buildings. A large (30,000-50,000 s.f.) addition is being considered to provide an improved architectural aesthetic to the Science Mall area of campus as well to provide swing space during the construction and increased teaching and research capacity.

Several lecture halls, classrooms, and labs have been renovated in recent years. These areas will remain intact (with new infrastructure where required) in the proposed project.

Repairs to failing roof systems and masonry and concrete envelopes are being addressed in a separate project but work will need to be coordinated with this concurrent project.

This project will be registered with the USGBC for minimum Silver LEED certification. Maximizing energy conservation is a critical component of the design goals. The LEED Process Consultant will act as the owner's representative under a separate contract. The Architect of Record and MEP Engineer must demonstrate a thorough understanding and commitment to LEED design and are responsible for the design and meeting LEED goals as set forth by the university.

# Request For Qualifications (A/E) continued



Project Name **Renovations and Addition to Multiple Science Buildings**  
**MEP Engineer Team**

Project Number KSU-11B146, KSU-11B147,  
KSU-11B148

**A pre-proposal meeting will be held on Thursday, February 2, 2012 10:00 a.m. at the Kiva, 1075 Risman Drive, Kent, Ohio 44242 for ALL disciplines (Arch. of Record, MEP Engineer) This meeting will provide an overview of the project and an opportunity for questions. Please park in the Student Center lot.**

## B. Scope of Services

The successful MEP Engineer will be expected to have strong leadership skills and experience in the successful delivery of large complex laboratory projects in a dense campus setting. The successful MEP Engineer must have experience working in collaboration with a large consulting team and complex user groups.

The project is expected to be recognized for its quality of engineering, its innovative approach to scientific instruction and research and energy efficiency. The team will be expected to interface and collaborate with the University Architect, campus maintenance staff and university administration in developing the engineering solutions.

The development of the space program will be a collaborative process and will be guided by the Physical Facilities Planners from the Office of the University Architect. The MEP Engineer's key customer will be the University and will be asked by the University to work with the office of Academic Affairs and the facility occupants to develop a program based on prioritized university space needs that will:

- 1) Provide state of the art instructional lab space
- 2) Optimize shared interdepartmental space and adjacencies including collaborative research opportunities
- 3) Maximize sustainable practices by the building and its occupants
- 4) Create flexibility in lab design with modularity
- 5) Provide efficient space utilization.
- 6) Increase energy efficiency

Separate Request for Qualifications has been issued for the Architect of Record Team. Teledata Engineering, Commissioning Authority, and LEED Process Consultant for this project will be selected under a separate multiple building RFQ and bid process to provide consistency in these systems for the campus. The selected firm Architect will contract and coordinate work with the selected MEP and Teledata engineer companies.

As required by the Agreement, and as properly authorized, provide the following categories of services: Conceptual Development, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Construction Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to The SAO Manual for additional information about the type and extent of services required for each.

During the construction period, provide: not less than sixteen (16) hours (excluding travel time) on-site each week, including attendance at progress meeting(s), a brief written report of each site visit, on-site representation comprised of A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate type(s) of construction administration experience. The MEP engineering team eight (8) hours per week is in addition to the eight (8) required of the architect of record.

Participate in the Encouraging Growth, Diversity and Equity ("EDGE") Program as required by statute and the Agreement.

This project does not have a fully developed Program of Requirements. Upon award of the Agreement, commence by developing the Program of Requirements.

The selected Architect, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and the State Architect's Office, the cost breakdown of the Architect/Engineer Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity and Equity (EDGE) Program as required by statute and the Agreement.



# Request For Qualifications (A/E) continued



Project Name **Renovations and Addition to Multiple Science Buildings  
MEP Engineer Team**

Project Number **KSU-11B146, KSU-11B147,  
KSU-11B148**

## 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.
- 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.
- The successful firm will demonstrate a willingness and experience to approach the programming and design of the lab spaces with flexibility and change in mind.
- Because of the intended, high-profile visual impact that the proposed addition will have at a major entry point to campus, the successful firm will also be considered based on their ability to design and engineer buildings that blend large pieces of exterior mechanical and electrical equipment with the existing campus context and architecture.

Interested A/E firms are required to submit the Commitment to Participate in the Edge Business Assistance Program form in its Statement of Qualifications (SAO 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 SAO Web site at [www.ohio.gov/sao](http://www.ohio.gov/sao) (click on Forms). The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).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 SAO website at <http://ohio.gov/sao> (click on Forms). 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.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).



# Request For Qualifications (A/E) continued



Project Name **Renovations and Addition to Multiple Science Buildings**  
**MEP Engineer Team**

Project Number **KSU-11B146, KSU-11B147,**  
**KSU-11B148**

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## H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type.

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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to Michael Bruder at [mbruder@kent.edu](mailto:mbruder@kent.edu) with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Office of the University Architect website at [www.kent.edu/universityarchitect](http://www.kent.edu/universityarchitect) on a regular basis until one week before the response deadline. **The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.**

# Architect/Engineer Selection Rating



Kent State University  
Office of the University Architect, 615 Loop Road, 101 Harbourt Hall  
Kent, Ohio 44242-0001

www.kent.edu/universityarchitect  
v: 330-672-3880 f: 330-672-2648

Project Name Renovations and Addition to Multiple Science Buildings – MEP Engineer Team Proposer Firm \_\_\_\_\_  
Project Number KSU-11B146, KSU-11B147, KSU-11B148 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 100 miles	4 - 5	
	100 to 200 miles	2 - 3	
	More than 200 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	0 - 1	
	Medium = 5 to 20 licensed professionals	2 - 3	
	Large = More than 20 licensed professionals	4 - 5	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$250,000	4 - 5	
	\$250,000 to \$500,000	2 - 3	
	More than \$500,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 3 projects (Low)	0 - 1	
	3 to 7 projects (Average)	2 - 3	
	More than 7 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
		<b>Subtotal</b>	

\* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council  
\*\* LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# Request for Qualifications (A/E)

Ohio University- Design and Construction  
Ridges Building 19, Suite 220  
Athens, Ohio 45701



www.facilities.ohiou.edu/design\_construction  
v.740-593-9424 . f. 740-593-4081

## Administration of Project: Local Administration

Project Name	<u>Heritage College of Osteopathic Medicine, Columbus Area Medical Facility</u>	Response Deadline	<u>02/8/2012</u>	<u>4:00 PM</u>	local time
Project Location	<u>Columbus Metropolitan Area</u>	Project Number	<u>OHU-121720</u>		
City / County	<u>TBD / TBD</u>	Project Manager	<u>Robin Faires</u>		
Agency/Institution	<u>Ohio University</u>	Contracting Authority	<u>Ohio University</u>		
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Robin Faires at address for Design and Construction above. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

Columbus Area Medical School Facility –

The site for this facility has yet to be determined but will be located within the Columbus Metropolitan Area. At this time the University will either renovate existing buildings or build new.

The building program contains essentially the following major areas: Classroom and Laboratory Space, Learning Resources Center, Clinical Training and Assessment, Information Technology, Administrative and Faculty Offices and Student and Faculty Lounges. There are also associated support spaces to be positioned throughout the building.

### B. Scope of Services

The selected Architect/Engineer will review and verify standing Program of Requirements with design team. It is the goal of this project to be awarded LEED Gold certification.

The selected Architect/Engineer (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 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 Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The SAO Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 8 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 (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Higher Education – Classroom and Laboratory Design
2. Building Renovation
3. LEED Project Design and Certification
4. Medical Simulation
5. Ohio Construction Reform - The selected firm shall be experienced with alternative construction delivery methods; i.e., single prime, design build and CM at risk

# Request For Qualifications (A/E) continued



Project Name HCOM – Columbus Area Medical Facility Project Number OHU-121720

### C. Funding / Estimated Budget

Total Project Cost TBD State Funding \$0  
Construction Cost \_\_\_\_\_ Other Funding TBD  
Estimated A/E Fee 7% to 8%

NOTE: The A/E fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner, 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 Architectural  
Secondary Mechanical Engineering  
Electrical Engineering  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Others \_\_\_\_\_

### E. Anticipated Schedule

A/E Services Start (mm/yy) 05 / 12  
Construction Contracts Start (mm/yy) 02 / 13  
Construction Contracts Completed (mm/yy) 01 / 14  
A/E Services Completed (mm/yy) 06 / 14

### F. EDGE Participation Goal

Percent of *initial* TOTAL A/E Fee 5%

NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to O.R.C. Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to O.R.C. 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 O.R.C. 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. 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 (SAO 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 SAO website at <http://ohio.gov/sao> (click on Forms). 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.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered “no” to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway (<https://ohiobusinessgateway.ohio.gov/OBG/Membership/Security.mvc>).

# Request For Qualifications (A/E) continued



Project Name HCOM – Columbus Area Medical Facility

Project Number OHU-121720

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## H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to Robin Faires at [faresr@ohio.edu](mailto:faresr@ohio.edu) with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the OAKS Capital Improvements (OAKS CI) website at <http://ci.oaks.ohio.gov> on a regular basis until one week before the response deadline. The Question & Answer (Q&A) document can be found by downloading a new version of the RFQ or by clicking on the Q&A link to the right of the project listing. The name of the party submitting a question will not be included on the Q&A document.

# Architect/Engineer Selection Rating

Ohio University- Design and Construction  
Ridges Building 19, Suite 220  
Athens, Ohio 45701



www.facilities.ohiou.edu/design\_construction  
v.740-593-9424 . f. 740-593-4081

Project Name Heritage College of Osteopathic Medicine Proposer Firm \_\_\_\_\_  
Columbus Area Medical Facility  
Project Number OHU-121720 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 50 miles	4 - 5	
	50 to 100 miles	2 - 3	
	More than 100 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 5 licensed professionals	5	
	Medium = 5 to 15 licensed professionals	5	
	Large = More than 15 licensed professionals	5	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$500,000	4 - 5	
	\$500,000 to \$1,000,000	2 - 3	
	More than \$1,000,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 5	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 10	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 5 projects (Low)	0 - 1	
	5 to 10 projects (Average)	2 - 3	
	More than 10 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 5 projects (Low)	0 - 3	
	5 to 10 projects (Average)	4 - 6	
	More than 10 projects (High)	7 - 10	
		<b>Subtotal</b>	

\* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council  
\*\* LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Ohio University**  
**Heritage College of Osteopathic Medicine**  
**Columbus Area Medical Facility**  
**Question and Answer List**



Ohio Department of Administrative Services  
General Services Division  
State Architect's Office ▪ 4200 Surface Road ▪ Columbus, Ohio 43228-1395

<http://ohio.gov/sao>  
StateArchOff@das.state.oh.us  
Phone 614.466.4761

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Project Name	<u>Heritage College of Osteopathic Medicine Columbus Area Medical Facility</u>	Project Number	<u>OHU-121720</u>
Project Location	<u>TBD</u>		

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Date posted: 01/27/2012  
Date revised: 02/01/2012

Below are the questions that have been received to date for the RFQ of the above-referenced project:

1. In the recently released RFQ for the college of osteopathic medicine in Columbus you have requested Mechanical and Electrical Engineering as secondary services required. Are you also looking for site oriented services as part of this RFQ as there is mention in the Project description that this could renovation or build new?

A – Design teams for this project should be built around the fact that we may build a new building. Site oriented services would be needed if that route is taken.

2. Is there a facility size identified in the POR?

A – Yes, we have identified the space requirements in the POR.

3. Can the desired location be identified any more than the Metropolitan Area?

A – Not at this time.

4. Is it possible to obtain a copy of the POR?

A – The selected firm will receive the POR. The RFQ is to assess the qualifications of the firms submitting.

5. Will the facility include research labs? If so, will these labs be both wet and dry, or one or the other?

A – Yes there will be both types of labs.

6. Since this may be a new build – we will include Civil and Structural Engineers. Can we assume that the owner will handle Geotechnical , or would you like us to add that to our scope too?

A – Design teams for this project should include all services needed to design a new building on any given site, including but not limited to Geotechnical.





# Request for Qualifications (A/E)

The Ohio State University  
2009 Millikin Rd, 400 Central Classroom Building  
Columbus, OH 43210



www.fod.osu.edu  
Phone 614-292-4458

## Administration of Project: Local Administration

Project Name	<u>Wilce- Addition and Renovation</u>	Response Deadline	<u>02-24-2012</u> <u>4:30pm</u> local time
Project Location	<u>1875 Millikin Road</u>	Project Number	<u>OSU-120136</u>
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Kristin Poldemann</u>
Agency/Institution	<u>The Ohio State University</u>	Contracting Authority	<u>The Ohio State University</u>
No. of paper copies requested (stapled, not bound)	<u>4</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Kristin Poldemann at 2009 Millikin Road, room 400, Columbus, OH 43210. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

This project is the planning and prioritization that will support a 21<sup>st</sup> century model of care to create new clinical spaces, incorporate new technologies and optimize patient flow. The project will begin with an initial planning and prioritization phase that will set the precedence for future improvements and will define the scope of work within the set budget. The team will plan the overall site, design and implement the new ground floor entrance which relates to the planning of a two story addition and plan for the demolition of the existing first floor ramp, stair, landing, and canopy. The two story addition will serve as the main entrance along the South side of the building and create a presence on the quadrangle formed by the Psychology Building, Cunz Hall, Thompson Library and RPAC. The increased square footage from the addition and enclosure of the patio on the ground floor will serve the renovation and planning of new patient registration, reception, patient intake/ exam spaces and the expanded pharmacy which will move from the First Floor to the Ground Floor along with the design of a new quick care clinic. The team will evaluate what expanded spaces will be fully renovated within this project and will work with the Wilce team and the OSU project manager to define which priorities will be implemented and which priorities should remain shell space or future development.

The scope includes hazardous materials abatement, possible replacement / modernization of the elevators, MEP upgrades, power distribution, data and communications, fire alarm replacement and connection to campus chilled water. The design will be required to meet healthcare standards for infection control, patient safety and privacy, and state of the art medical technology and telecommunications.

An existing POR developed in 2009 will be used as a guideline. The A/E team will receive additional funds to develop initial planning, programming, and estimating documents to define the scope that will define the best use of project funds.

The University may consider adding design expertise during the pre-design and schematic design phase.

### B. Scope of Services

The selected AE team will be expected to have strong architectural design experience, campus planning skills and medical planning. The OSU master plan and the One Ohio State Framework Plan will provide guiding campus planning design principals. The project is expected to be recognized for its quality of design, its relationship to the site and adjacent buildings. The team will interface with the University Architect and University Design Review Board.

The selected Architect/Engineer (A/E), as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner, 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 Phase, Post-Construction Phase, and Extra Services and Additional Services of all types. Refer to *The SAO Manual* for additional information about the type and extent of services required for each.

During the construction period, provide not less than 10 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



# Request For Qualifications (A/E) continued

Project Name Wilce—Addition and Renovation

Project Number OSU-120136

will be required to sign the Professional Design Services Agreement, which can be accessed at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). No modifications to the requirements in the contract will be accepted.

Interested A/E firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (SAO 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 at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). 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.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority ([www.homelandsecurity.ohio.gov/dma/dma\\_forms.asp](http://www.homelandsecurity.ohio.gov/dma/dma_forms.asp)).

## H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing via email to Kristin Poldemann at [poldemann.1@osu.edu](mailto:poldemann.1@osu.edu) with the project number included in the subject line (no phone calls please).

# Architect/Engineer Selection Rating

The Ohio State University  
 2009 Millikin Rd, 400 Central Classroom Building  
 Columbus, OH 43210



www.fod.osu.edu  
 Phone 614-292-4458

Project Name Wilce-Addition and Renovation Proposer Firm \_\_\_\_\_  
 Project Number OSU-120136 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. A/E Firm Location (5 points)</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	Less than 150 miles	4 - 5	
	150 to 200 miles	2 - 3	
	More than 200 miles	0 - 1	
<b>2. A/E Firm Size (5 points)</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 10 licensed professionals	4 - 5	
	Medium = 10 to 20 licensed professionals	2 - 3	
	Large = More than 20 licensed professionals	0 - 1	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	Less than \$100,000	4 - 5	
	\$100,000 to \$200,000	2 - 3	
	More than \$200,000	0 - 1	
<b>4. Primary A/E Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of A/E project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project Design Lead	Experience / creativity of lead designer to meet needs of owner	0 - 10	
c. Technical Staff	Experience / ability of technical staff to develop quality construction documents	0 - 5	
d. Construction Administration	Experience / ability of field representative to identify / solve issues during construction	0 - 5	
<b>5. A/E Consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 2 projects (Low)	0 - 1	
	2 to 4 projects (Average)	2 - 3	
	More than 4 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	Less than 3 projects (Low)	0 - 3	
	3 to 6 projects (Average)	4 - 6	
	More than 6 projects (High)	7 - 10	
		<b>Subtotal</b>	

\* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council  
 \*\* LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

Notes:

Evaluator:

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# Request for Qualifications (Planning Services)

The Ohio State University  
2009 Millikin Road, 400 Central Classroom Building  
Columbus, OH 43210



www.fod.osu.edu  
Phone 614-292-4458

## Administration of Project: Local Administration

Project Name	<u>ULAR Animal Facility Building Study</u>	Response Deadline	<u>02-23-12</u>	<u>4:30pm</u>	<u>local time</u>
Project Location	<u>Varies</u>	Project Number	<u>OSU-120192</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Kristin Poldemann</u>		
Agency/Institution	<u>The Ohio State University</u>	Contracting Authority	<u>The Ohio State University</u>		
No. of paper copies requested (stapled, not bound)	<u>4</u>	No. of electronic copies requested on CD (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (SAO Form F110-330) directly to Kristin Poldemann at 2009 Millikin Road, room 400, Columbus, OH 43210. See Section H for additional submittal instructions.

## Project Overview

### A. Project Description

This is a feasibility study for The Ohio State University Office of Research University Laboratory Animal Resources (ULAR) which currently resides in Wiseman Hall located on the Medical Center Campus of the University. A substantial part of the institution's research enterprise involves the use of animals. The University's Animal Care and Use Program provide the ethical framework and mission-critical support necessary for the success of the University's teaching and research missions. The OSU master plan and the One Ohio State Framework Plan will provide guiding campus planning principals which will be used when approaching options for a new ULAR building or renovating the current location. The Framework plan identifies the ULAR program to remain in the Health Sciences district. This district is home to the Medical Center and the Health Sciences Colleges: Dentistry, Medicine, Nursing, Optometry, Pharmacy, Public Health, and Veterinary Medicine. This study will focus on options of siting a new building and it will review the use or replacement of Wiseman Hall. The team selected will review and understand the connections between the ULAR program and other disciplines, understand the detailed infrastructure in the district, the challenges and potential of each building option and understand how each option benefits the future vision of the program, district, and University. The ULAR program is in need of a combined animal facility with vivarium, imaging, diagnostic, procedure, and experimental surgery space, the proposed facility may be trans-institutional in nature, shared to allow students from different specialties to learn together. This study will be used to inform the capital planning process.

### B. Scope of Services

The study will focus on conceptual options for siting a new building and will include replacement of the current ULAR facility. Conceptual layouts, sizing, sustainability methods, code compliance, investigative reports / observations / recommendations on infrastructure and engineering, cost estimates should be included as part of this comprehensive study. The selected team will work with a core team from FOD – Design and Construction, Planning and Real Estate, ULAR and multiple stakeholders. The study should be delivered in book format (multiple copies will be needed) both hard copy and electronic will be required. Renderings and other graphics should be used to help inform the study and for the University's use following the completion of the study.

Participate in the Encouraging Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement.

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Laboratory Animal Facilities (Vivarium Facilities)
2. Research, Medical, and Surgery Facilities
3. University Academic and Staff Spaces
4. Urban Planning / Development of Master Planning Studies and Concepts

\*Relevant projects must be designed by the proposing primary firm.



# Request For Qualifications (Planning) continued

Project Name ULAR Animal Facility Building Study Project Number OSU-120192

### C. Funding / Estimated Budget

Total Project Cost	<u>\$107,000</u>	State Funding	<u>\$NA</u>
Estimated Fee	<u>\$80,000-\$100,000</u>	Other Funding	<u>\$107,000</u>

NOTE: The fee for this project includes all consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: development 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 an extensive evaluation or validation of site conditions and extensive pre-design investigations.).

### D. Services Required

Primary	<u>Architectural</u>
Secondary	<u>MEP</u>
	<u>Urban Planning</u>
	<u>Cost Estimating</u>
	<u>Civil Engineering</u>
	<u>Lab Planning</u>

### E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>03 / 12</u>
Professional Services Completed (mm/yy)	<u>09 / 12</u>

### F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5%</u>
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### 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 Sub-consultants. Past performance of prospective firm and its proposed Sub-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 Sub-consultants. Report writing credentials and experience. Experience and capabilities of creating or using schedules as a project management resource. Proximity of prospective firms to the project site. Proposer’s apparent resources and capacity to meet the needs of this project.

Interested firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications (SAO 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 Consultant’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 Consultant’s Technical Proposal. Both forms can be accessed at [fod.osu.edu/vendor](http://fod.osu.edu/vendor). 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.

Prior to executing the Agreement, the selected Consultant must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered “no” to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority ([www.homelandsecurity.ohio.gov/dma/dma\\_forms.asp](http://www.homelandsecurity.ohio.gov/dma/dma_forms.asp)).



# Request For Qualifications (Planning) continued

Project Name ULAR Animal Facility Building Study

Project Number OSU-120192

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## H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (SAO Form F110-330) available via the SAO website at <http://ohio.gov/sao> (click on Forms).

Paper copies of the Statement of Qualifications should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

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 Professional or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Adobe Acrobat Professional, go to Advanced, then PDF Optimizer. Also, please label the CD and the CD cover with the project number and firm name.

Submit all questions regarding this RFQ in writing to Kristin Poldemann at [poldemann.1@osu.edu](mailto:poldemann.1@osu.edu) with the project number included in the subject line (no phone calls please).

# Planning Services Selection Rating

The Ohio State University  
 2009 Millikin Road, 400 Central Classroom Building  
 Columbus, OH 43210



www.fod.osu.edu  
 Phone 614-292-4458

Project Name ULAR Animal Facility Building Study Proposer Firm \_\_\_\_\_  
 Project Number OSU-120192 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. Consultant Firm Location (5 points)</b>			
Proximity of primary firm office where majority of work is to be performed in relationship to project location	Less than 50 miles	4 - 5	
	50 to 100 miles	2 - 3	
	More than 100 miles	0 - 1	
<b>2. Consultant Firm Size (5 points)</b>			
Number of relevant planning professionals within primary Consultant firm available to perform the work.	Small = Less than 10 planning professionals	0 - 1	
	Medium = 10 to 20 planning professionals	2 - 3	
	Large = More than 20 planning professionals	4 - 5	
<b>3. Current Workload (5 points)</b>			
Amount of fees awarded by the Contracting Authority to the primary Consultant Firm in the previous 24 months (exclude projects on hold)	Less than \$100,000	4 - 5	
	\$100,000 to \$200,000	2 - 3	
	More than \$200,000	0 - 1	
<b>4. Primary Consultant Qualifications (30 points)</b>			
a. Project Management Lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 15	
b. Project Planning Lead	Experience / creativity of lead planner to meet needs of owner	0 - 10	
c. Technical Staff	Experience / ability of planning staff to develop quality planning reports	0 - 5	
<b>5. Sub-consultant Qualifications (10 points)</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications (15 points)</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 2 projects (Low)	0 - 1	
	2 to 4 projects (Average)	2 - 3	
	More than 4 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience (30 points)</b>			
a. Budget and Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 5	
	3 to 6 projects (Average)	6 - 10	
	More than 6 projects (High)	11 - 15	
c. Past Performance	Level of performance as indicated by past evaluations / letters of reference	0 - 10	
		<b>Subtotal</b>	

\* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council  
 \*\* LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



