

Question and Answer List

Cleveland State University, Division of Capital Planning
Office of the University Architect
2121 Euclid Avenue, Cleveland, Ohio 44114



www.csuohio.edu
v: 216.687.2000 • f: 216.687.9227

Project Name Center for Innovation in Health Professions Project Number CLS-071207 / LF-1207
Project Location 2112 Euclid Avenue, Cleveland Ohio

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

1. Question: "Is the "business plan" part of the fee for the project? Also, is the "national" architect primarily for marquee design, or for the business plan, or both? Or is that up to us to decide?"
 - A. Answer: The business plan is part of the base fee for the project. The "nationally recognized design firm" is intended for the marquee design of the building. It is at the discretion of the submitting Architect who to utilize for the Business Plan portion of the RFQ, which may fall into the expertise of the Nationally Recognized Design Firm.
2. Question: "Will you provide the scope criteria for Section F, Relevant Project Experience Matrix, or should we determine the scope criteria individually?"
 - A. Answer: Section F is the EDGE Participation Goal Section. It is at the discretion of the submitting Architect how to accomplish this goal.
3. Question: "Will the referenced project include any food service? If so, is the food service consultant to be included with the competing architects' proposed teams; or selected by the University, the successful architect, or jointly by the University and architect?"
 - A. Answer: The project will not include any food service that would be required to be designed by a food service consultant.
4. Question: "In the RFQ you had indicated past history between the local firm and the signature architectural firm. Can you please clarify the importance of this past relationship in order to get shortlisted or selected for the project?"
 - A. Answer: Past relationships with a Nationally Recognized Design Firm is not a mandatory requirement. It is up to the submitting Architect on setting up the appropriate team for the project.
5. Question: "Could you tell me the type of spaces that are currently anticipated in the building?"
 - A. Answer: At this time, the building is envisioned to house offices, classrooms, labs, lounges/studies, conference rooms, and shared public spaces for NEOMED, School of Nursing, and Health Sciences.
6. Question: "I see that the criteria for selection indicates that teams will be evaluated on previous experience compatible with the proposed project (i.e. type, size, etc.) I didn't see a description of the size for the proposed facility. Am I overlooking something in the solicitation or is it an item to be determined during the validation period of the project?"
 - A. Answer: At this time, the project is anticipated to be 100,000gsf, but will need to be determined during the validation period of the project.

Question and Answer List continued



Project Name Center for Innovation in Health Professions

Project Number CLS-071207 / LF-1207

7. Question: "The RFQ mentions the recent development of a building planning study - is this available?"
- A. Answer: The Planning Study will be available to the list of short-listed firms.
8. Question: "If the study is not available to respondents is there a narrative program that is available? The RFQ does not provide much information on this score and of course it would be of great help to us in determining qualifications and proper teaming."
- A. Answer: The Program of Requirements is posted to the Cleveland State University Architect's website at: <http://www.csuohio.edu/offices/architect/rfps/cihp/>
9. Question: "The RFQ details the requirement that the AE firm develop a business plan. Would this service be seen as included in the 7% fee?"
- A. Answer: Yes.
10. Question: "Was the planning study completed in house or by an outside consultant?"
- A. Answer: In house.
11. Question: "Do you see a specialized firm completing the Business plan or do you see the Architect performing this with the design team in conjunction with the University?"
- A. Answer: It is at the discretion of the submitting Architect who to utilize for the Business Plan portion of the RFQ.
12. Question: "Just wanted to confirm that with an expected CM that the design team would be on site 40 hours/week and consultants maybe another 20-40/week?"
- A. Answer: The Architect is to be on site "not less than 40 hours". Consultant shall be on site as needed during construction to resolve coordination efforts. Specific required hours for Consultants will be determined during the Technical Proposal stage of contract negotiations.
13. Question: "It appears with your 50 or 100 mile radius that you really expect and desire a Cleveland region firm as AOR and not a Columbus or Cincinnati or Dayton firm? I am not saying you would exclude them if qualified."
- A. Answer: The Selection Criteria is based on many factors that determine the subtotal score value. This one criteria, in itself, shall not determine the shortlisted team.
14. Question: "For purposes of completing the Relevant Project Experience Matrix in Section F, is there a list of relevant scope of work requirements pertaining to this project?"
- A. Answer: Below is a list of relevant scope of work requirements for this RFQ:
- i. Projects that achieve interdisciplinary collaboration spaces among different departments.
 - ii. Projects with outstanding design aesthetics that integrate and compliment existing campus context.
 - iii. Projects that integrate within an urban context.
 - iv. Projects that achieve aesthetics and high performance design within a tight budget.
 - v. Experience in higher education academic buildings.
 - vi. Experience in higher education Nursing / Medical / Health Sciences / Classroom buildings.

Question and Answer List continued



Project Name Center for Innovation in Health Professions

Project Number CLS-071207 / LF-1207

- vii. Experience of team individuals in similar project type, size, and construction.
- viii. Experience State of Ohio and/or Department of Administrative Services projects.
- ix. Experience in LEED design certification of previous projects.
- x. Experience in Public projects relative to original construction budget and schedule vs. final construction cost and schedule.

15. Question: "Do you anticipate the need for a Signage or A/V consultant to be included as part of the A/E team?"

A. Answer: Yes. Both consultants will be integral to the project in the development of integrated learning spaces within the building.

16. Question: "Will there be a scheduled walk through of the project site prior to the 330 submissions?"

A. Answer: No, there will not be a scheduled walk through of the project site. Teams are able to visit the project site during normal business hours, but must stay on CSU property and not adjoining property.

17. Question: "Is there a program developed specific to the types of laboratories and programs?"

A. Answer: The Program of Requirements is posted to the Cleveland State University Architect's website at: <http://www.csuohio.edu/offices/architect/rfps/cihp/>

18. Question: "Is this RFQ for the Local Architect of Record only or is it for the entire team, including the "Nationally recognized design firm"?"

A. Answer: The RFQ is for the entire team, including the Nationally Recognized Design Firm.

19. Question: "The RFQ related to the CIHP project indicates that there is a Silver LEED Certification goal, but does not specifically address the responsibility for provision/inclusion of the LEED Administration or Fundamental Commissioning services and related fees. Based on this, our responding A/E team would assume that these services are above and beyond the services being sought as part of this RFQ at this time. Is this a correct assumption?"

A. Answer: The submitting A/E team is to have the LEED Administrator for the project manage LEED documentation and submissions during design through construction as part of the advertised fee. USGBC fees will be paid as a reimbursable to the A/E contract based on calculated amounts. It is intended that a Commissioning Agent will be hired separately from the A/E for both fundamental and enhanced commissioning.

20. Question: "We would like to understand better the Business Plan requirement of the RFQ. We, as architects, are well versed in financial analysis of the construction end of the process, but not so much the operational end of it. Are we expected to team up with a business partner to accomplish such analysis? Does the school have any experience working with such entity?"

A. Answer: The teams are expected to team up with a business partner to accomplish the analysis if the A/E does not have this capability in-house. CSU does not have any experience working with such an entity.

21. Question: "I have a question about the business plan: The RFP calls for an analysis of "return on investment" - does this refer to the capital investment in constructing and equipping the building, the

Question and Answer List continued



Project Name Center for Innovation in Health Professions

Project Number CLS-071207 / LF-1207

operational investment in running/expanding the academic programs, the operating costs of maintaining the building and paying down debt service, or some combination of the above”

A. Answer: Yes – all of the above.

22. Question: “Would it be possible to please share an example of a business plan for a Higher Education building? We would like to see what the expectations are as far as the business plan deliverable.”

A. Answer: CSU does not have any experience working with such an entity and does not have an example to share.

23. Question: “Has CSU already developed any financial analysis or feasibility study of the academic program expansion? If so, will CSU share all relevant information regarding enrollment, grant, faculty, equipment/technology, marketing, management and operating costs?”

A. Answer: CSU has not developed financial analysis or feasibility study of the academic program expansion. CSU will share information as required during the data collecting process once an A/E team is selected.

24. Clarification:

A. The following items are above the base advertised fee and will be negotiated during the technical proposal stage:

A/V Design / Specification / Bidding

Signage Design / Specification / Bidding

Furniture Design / Specification / Bidding

Construction Materials Testing

USGBC Review Fees

State of Ohio Permitting Fees

Printing & Reproduction

Travel (for specialty trips as requested by Cleveland State University)

Geotechnical Engineering (in addition to current owner Geotechnical reports)