

# Request for Qualifications

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



fod.osu.edu  
v: 614.292.4458 • f: 614.292.2539

Project Name	<u>Murray Hall 5<sup>th</sup> Floor Mechanical Room</u>	Response Deadline	<u>09 / 25 / 2009 4:30 p.m. local time</u>
Project Location	<u>460 Medical Center Dr</u>	Project Number	<u>OSU-091241</u>
City / County	<u>Columbus / Franklin</u>		

## Local Administration

Owner/Agency	<u>The Ohio State University</u>	Owner/Agency	<u>The Ohio State University</u>
Project Manager	<u>Mark Banta</u>	Inquiries to*	<u>Bernard Costantino, University Architect</u>
Street	<u>400 Central Classroom; 2009 Millikin Rd</u>	Street	<u>2009 Millikin Road, room 400</u>
City	<u>Columbus</u> Ohio	City	<u>Columbus</u> Ohio
Zip	<u>43210</u>	Zip	<u>43210</u>
Phone	<u>614.247.0033</u>	Fax	<u>614.292.2539</u>
E-mail	<u>banta.16@osu.edu</u>	E-mail	<u>costantino.6@osu.edu</u>

\*Mail 4 copy(ies) of the Statement of Qualification(s) (SAO Form #F110-330 available via the State Architect's Office Web site at <http://www.das.ohio.gov/gsd/sao/documents.htm>) directly to this contact.

## Project Overview

### A. Project Description

Scope of the project will include removing the existing 330KW LP Gas generator from the fifth floor mechanical room and replacing it with a 500KW diesel generator with an 800 gal storage tank on the ground outside the southwest corner of the building with sound attenuation and landscaping improvements. The new emergency generator must be metered and meet the current OSU building design standards. The project also includes replacing the electrical distribution switchgear, ATS and equipment in the fifth floor mechanical room with new distribution equipment. The project also includes adding new panels, re-feeding branch circuits and re-feeding panels throughout the building as shown on the diagram. The project will include use of high efficiency transformers.

### B. Scope of Services

The selected Associate, 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 Associate Agreement detailed cost components to address the Owner's project requirements. Participate in the EDGE Program as required by statute and the Agreement. Design must comply with the requirements of House Bill 251 Inter-University Council guidelines for energy use reduction and the University's Green Build Policy

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.

Major Scope of Work requirements to be used (as a minimum) in Section F, Relevant Project Experience Matrix, are:

1. Experience with replacement of electrical distribution equipment in occupied buildings.
2. Experience with replacement of emergency generators.

During the construction period, provide not less than eight (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.



# Architect/Engineer Selection Rating

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Project Name Murray Hall 5th Floor Mechanical Room Proposer Firm \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

Project Number OSU-091241

Selection Criteria		Value	Score
<b>1. A/E Firm Location</b>			
Proximity of primary A/E firm office where majority of work is to be performed in relationship to project site	0 – 50 miles	4 - 5	
	50 – 100 miles	2 - 3	
	Over 100 miles	0 - 1	
<b>2. A/E Firm Size</b>			
Number of relevant licensed professionals within primary A/E firm available to perform the work	Small = < 5 licensed professionals	5	
	Medium = 5 – 50 licensed professionals	3	
	Large = > 50 licensed professionals	1	
<b>3. Current Workload</b>			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	< \$ 25K	4 - 5	
	\$ 25K - \$ 100K	2 - 3	
	> \$ 100K	0 - 1	
<b>4. Primary A/E Qualifications</b>			
a. Project Management Lead	Experience / ability of 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</b>			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
<b>6. Project Team Qualifications</b>			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	< 2 projects (Low)	0 - 1	
	2 – 4 projects (Average)	2 - 3	
	> 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</b>			
a. Budget & Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	< 3 projects (Low)	0 - 3	
	3 – 6 projects (Average)	4 - 6	
	> 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	< 3 projects (Low)	0 - 3	
	3 – 6 projects (Average)	4 - 6	
	> 6 projects (High)	7 - 10	
		<b>Subtotal</b>	

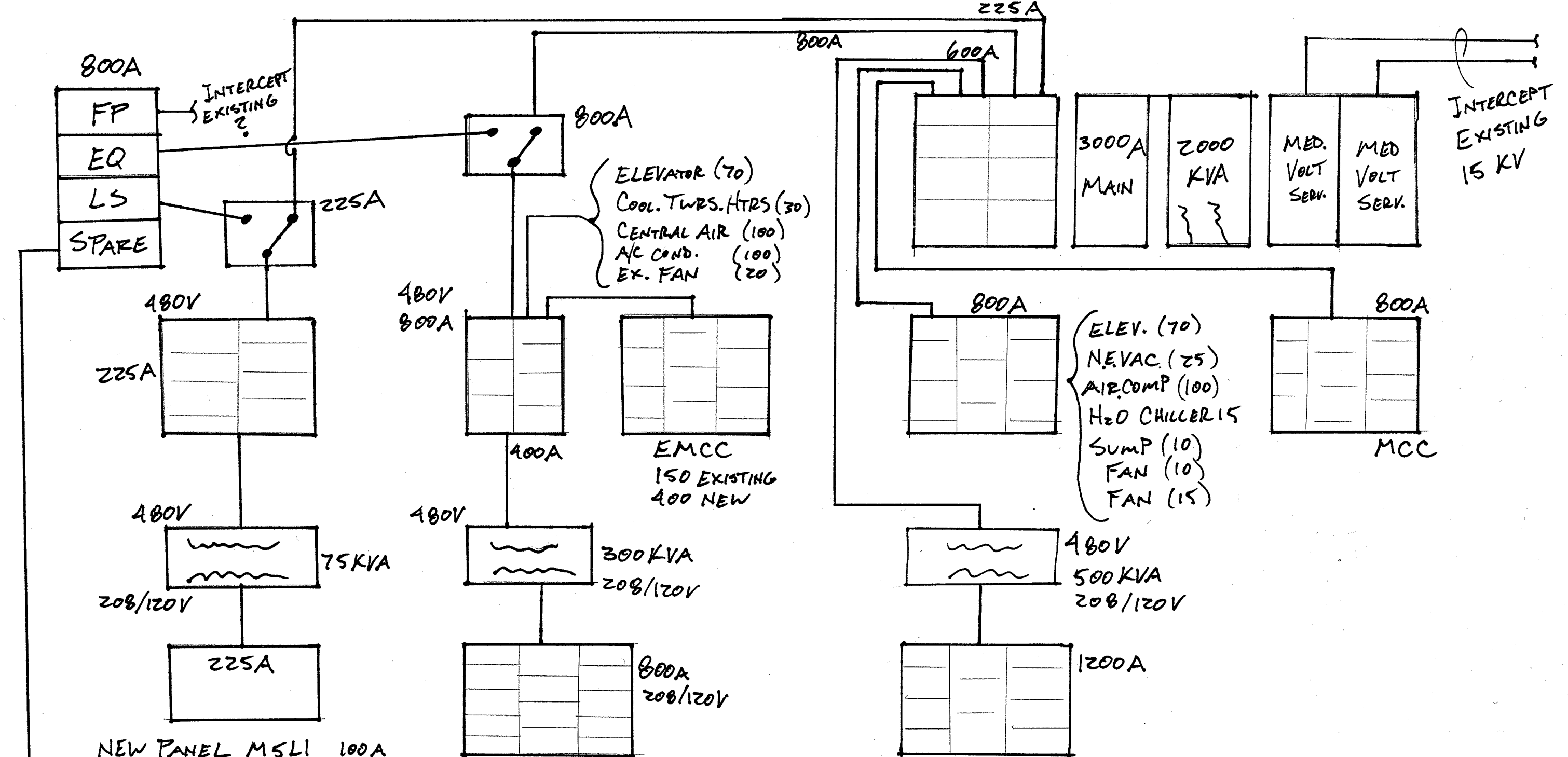
\* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council  
\*\* LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute

**Notes:**

**Owner Evaluation:**

Name \_\_\_\_\_

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



ELEVATOR (70)  
 COOL. TWRS. HTRS (30)  
 CENTRAL AIR (100)  
 AC COND. (100)  
 EX. FAN (20)

ELEV. (70)  
 NE. VAC. (25)  
 AIR COMP (100)  
 H<sub>2</sub>O CHILLER 15  
 SUMP (10)  
 FAN (10)  
 FAN (15)

NEW PANEL M5L1 100A  
 M4L1  
 M3L1  
 M2L1  
 M1L1

REFEED EXIST. LTG.  
 (3) CKTS PER FLOOR

EXISTING LP1E 225A  
 LP2F  
 LP2E1  
 LP3E  
 LP4E  
 LP4E1  
 LP5E  
 LP5E1  
 + SPARES

REFEED  
 (5) 240V CKTS  
 PER FLOOR

(28) EXISTING 208V PANELS  
 (8) EXISTING 240V PANELS ON 1ST & 2ND FLR.

LP1D 2 CKTS  
 LP1J 0  
 LP2B 3  
 LP2D 1  
 LP2G 3  
 LP2J 1  
 LP2L 2  
 LP2P 0

(20) EXISTING 240V PANELS ON 3RD-5TH FLR (DO NOT REFEED)