

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>South High Rises Renovation and Addition - Architect of Record</u>	Response Deadline	<u>10 / 06 / 2009</u>	<u>4:30 p.m. local time</u>
Project Location	<u>The Ohio State University - South Campus</u>	Project Number	<u>OSU-109000</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>Cihangir Calis</u>	Inquiries to*	<u>Bernard Costantino, University Architect</u>	
Street	<u>2009 Millikin Road, room 400</u>	Street	<u>2009 Millikin Road, room 400</u>	
City	<u>Columbus</u>	City	<u>Columbus</u>	<u>Ohio</u>
Zip	<u>OH</u>	Zip	<u>43210</u>	
Phone	<u>614.292.2978</u>	Fax	<u>614.292.2539</u>	
E-mail	<u>calis.1@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

This project will renovate five student housing facilities in the south campus area and construct two additions. This Request for Qualifications (RFQ) is for the **Architect of Record**. The selected Architect of Record will participate in the selection of a Housing / Design Architect. The Housing / Design Architect will be contracted by the Architect of Record. The University, in collaboration with the selected Architect of Record, will be selecting a Construction Manager and a Commissioning Authority who will be contracted directly with the University.

The project will renovate Park, Smith, Steeb, Siebert and Stradley Halls, construct connector additions between Stradley and Park and between Smith and Steeb, and construct a chilled water plant beneath the Park and Stradley connector. The additions will be 11 stories and provide a total of approximately 360 new beds. The project will be multi-phased and fast-tracked with some building packages being released as early as July 2010.

Renovations include providing air conditioning through new chillers and individual room units; conversion of community bathrooms to private bathrooms; and provide public area and student room functional and aesthetic improvements. The project also includes 13.2 KV feeders to support new loads. Improvements, additions and site design are based on conceptual plans developed in the ongoing One Ohio State Framework Plan.

These improvements and additions support the University conversion to semesters by increasing the percentage of air conditioned facilities, increasing bed capacity and makes progress toward the initiative for student living space for sophomores. The Project will be pursuing minimum LEED Silver certification and is required to comply with the University's Green Build Policy.

Request For Qualifications continued

Project Name South High Rises Renovation and Addition - Architect of Record Project Number OSU-109000

B. Scope of Services

The Architect of Record will work in conjunction with the Housing / Design Architect. The Housing / Design Architect will provide design leadership for the team for site planning, floor plans, interior design and building elevations. The successful Architect of Record will be expected to have strong leadership skills and experience in the successful delivery of large projects involving renovations and additions in campus settings. The successful team must have experience working in collaboration with design architects and experience with building systems energy analysis.

The OSU master plan and the One Ohio State Framework Plan will provide design concept and 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, open spaces and its contribution to the quality of the civic space of the campus. The team will be expected to interface with the University Architect and University Design Review Board.

The Office of Student Life – Facility Management and Logistics will be providing FF&E support on this project. The project will be required to achieve minimum LEED Silver certification.

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

1. Design Excellence (third party validation) which can be in collaboration with a design architect
2. University Housing and Residence Hall Planning and Design
3. LEED certified Project
5. Building Systems Energy Simulations
6. Complex Building Renovation and/or Addition

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 40 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.



Request For Qualifications continued

Project Name South High Rises Renovation and Addition - Architect of Record Project Number OSU-109000

C. Funding / Estimated Budget

Total Project Cost	<u>\$170,000,000</u>	State Funding	<u>None</u>
Construction Cost	<u>\$120,000,000</u>	Other Funding	<u>University Funding</u>
Estimated Design Fee	<u>5.00%</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 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). Required Professional Liability Insurance will be \$3,000,000 per claim and annual aggregate.

D. Services Required

Primary	<u>Architectural</u>
Secondary	<u>MEP Engineering</u>
	<u>Structural Engineering</u>
	<u>Civil Engineering</u>
	<u>Landscape Architecture</u>
	<u>Hazardous Material Consultant</u>
	<u>Design Architect (Selected separately with the University)</u>

E. Anticipated Schedule

Professional Services Start	<u>November 2009</u>
Construction Contracts Start	<u>July 2010</u>
Professional Services Completed	<u>December 2013</u>
Construction Contracts Completed	<u>August 2013</u>

F. EDGE Participation Goal

Percent of *initial* TOTAL Design Fee 5 %

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* which can be accessed at fod.osu.edu/proj_del/0200/0200_Design_Values.pdf. Proximity of prospective firms to the project site. Proposer's apparent resources and capacity to meet the needs of this project. The selected firm will be required to sign the Professional Design Services Agreement, which can be accessed at fod.osu.edu/vendor. No modifications to the requirements in the contract will be accepted. Interested AE firms are required to submit current proof of licensure provided by State of Ohio, Board of Examiners of Architects and Engineers.

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 also be attached to the selected A/E's Technical Proposal. Both forms can be accessed at fod.osu.edu/vendor.

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 University (www.publicsafety.ohio.gov/links/HLS0038.pdf).

Architect/Engineer Selection Rating

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 South High Rises Renovation & Addition Proposer Firm _____
Architect of Record _____ City, State, Zip _____
Project Number OSU-109000

Selection Criteria		Value	Score
1. A/E Firm Location			
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 – 100 miles	2 - 3	
	Over 100 miles	0 - 1	
2. A/E Firm Size			
Number of relevant licensed professionals within primary A/E firm available to perform the work	Small = < 5 licensed professionals	1	
	Medium = 5 – 10 licensed professionals	3	
	Large = > 10 licensed professionals	5	
3. Current Workload			
Amount of fees awarded by the Contracting Authority to the primary A/E Firm in the previous 24 months (exclude projects on hold)	< \$ 50,000	4 - 5	
	\$ 50,000 - \$ 100,000	2 - 3	
	> \$ 100,000	0 - 1	
4. Primary A/E Qualifications			
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	
5. A/E Consultant Qualifications			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
6. Project Team Qualifications			
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	
7. Overall Project Team Experience			
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	
		Subtotal	

* 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 _____