

# 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>Academic Core North (ACN) Infrastructure projects - Landscape Architect</u>	Response Deadline	<u>10 / 30 / 2009 4:30 p.m. local time</u>
Project Location	<u>Academic Core North Area of Campus</u>	Project Number	<u>Various Projects</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>Thomas J. Ekegren, P.E.</u>	Inquiries to*	<u>Bernard Costantino, University Architect</u>
Street	<u>2009 Millikin Rd, room 400</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>614.247.0017</u> Fax <u>614.292.2539</u>	Phone	<u>614.292.4458</u> Fax <u>614.292.2539</u>
E-mail	<u>ekegren.3@osu.edu</u>	E-mail	<u>costantino.6@osu.edu</u>

\*Mail 5 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

The Academic Core North (ACN) is generally defined as the area north of the oval, west of High St, south of Woodruff and east of Tuttle on the Columbus campus. The ACN Landscape Architect shall provide a landscape / streetscape plan for the Academic Core North area of campus and shall provide all design and construction administration for all site hardscape and softscape elements for multiple projects in this area of campus. Projects may include but not be limited to:

- (1) OSU-081051 - Woodruff Ave. and Tuttle Park Place Rebuild  
Full depth replacement of roadways, curbs, and sidewalks. Woodruff/Woody Hayes will be replaced from Cannon Dr to High St. Tuttle Park Place will be replaced from Lane Ave to 17th. The intersection of Woodruff and Tuttle is being studied for a possible redesign which will impact the roadway alignment. Sidewalks will meet ADA regulations at all crossings and the streetscape will be improved as a part of the project.
- (2) OSU-081053 – 17<sup>th</sup> Avenue Rebuild  
Full depth replacement of roadways, curbs and sidewalks. 17th Ave will be replaced from Tuttle Park Place to College Ave. Project will be a full-depth pavement replacement with a heavy duty pavement. Sidewalks will meet ADA requirements at all crossings and the streetscape will be improved as part of the project.
- (3) OSU-081054 – 18<sup>th</sup> and 19<sup>th</sup> Avenues Rebuilds  
Full depth replacement of roadways, curbs, and sidewalks. 18<sup>th</sup> & 19<sup>th</sup> will be replaced between Neil Ave and College Rd. Project will be a full-depth pavement replacement with a heavy duty pavement. Sidewalks will meet ADA requirements at all crossings and the streetscape will be improved as part of the project.
- (4) 5062-PF07357 East Regional Chilled Water Plant  
This project will develop and construct a regional chiller plant to connect buildings east of the Oval which are not currently served by the McCracken Chiller Plant. The regional plant will provide reliable year-round chilled water and will conserve energy compared to individual building chillers.
- (5) CBEC  
A new research building planned for a site south of Woodruff and east of the Physical Sciences Research Building.

# Request For Qualifications continued

Project Name Academic Core North Infrastructure projects  
-Landscape Architect

Project Number Various Projects

## B. Scope of Services

The ACN Landscape Architect will provide design direction, with input from the civil engineer, for the site improvements for the assigned projects. The ACN Landscape Architect will be responsible for providing a consistent landscape plan for the entire ACN area of campus. The OSU master plan and the One Ohio State Framework Plan, currently underway, will provide design concept and guiding campus planning design principals including traffic planning, landscape and infrastructure. The projects are expected to be recognized for their quality of design and their contribution to the quality of the civic space of the campus. The team will be expected to interface with the University Architect, University Landscape Architect, and University Engineer and will present to the University Design Review Board the overall landscape design plan for the ACN area of campus and at pre-design, schematic design and design development for each project.

The University will contract the Lead Engineering services separately for each project. **The Landscape Architect will be contracted for each project directly with the University.** The selected Lead Civil Engineering will be required to provide the following services: Survey coordination and direction, Pavement design, Maintenance of Traffic, Curb to curb section design, Utility repair/replacement design, and Subsurface Utility Engineering.

The University will contract separately for a construction manager for pre-construction and construction services for coordination of all site projects in the Academic Core North area of campus. The selected Landscape Architect will be required to fulfill the construction administration services as required by the Agreement.

The University will select the Surveying and Mapping services separately. The selected Surveying and Mapping firm will be designated as such for the entire Academic Core North area of campus. **The survey contract for services for this project will be held by the selected Civil Engineer for each individual project.**

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

1. Urban design and/or campus planning
2. Similar university campus setting
3. Sustainable storm water design
4. Utilized the State of Ohio standard requirements for public facility construction
5. Urban tree planting
6. Design Excellence (third party endorsement)

Upon award of the Agreement, commence by supplementing the Program of Requirements. The selected ACN Landscape Architect, 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 ACN Landscape Architect 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. 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.

During the relevant construction period, provide on-site construction administration services including (1) attendance at progress meetings, (2) a written field report of each site visit, (3) on-site representation comprised of the Landscape Architect and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

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## C. Funding / Estimated Budget

	(1) = \$11,500,000		
	(2) = \$11,000,000		
	(3) = \$7,760,000		
	(4) = \$41,055,000		
Total Project Cost	(5) = tbd	State Funding	<u>N/A</u>
	(1) = \$1,068,000-LA		
	(2) = \$960,000-LA		
	(3) = \$718,000-LA		
Construction Cost	(4) = \$2,198,000-LA	Other Funding	<u>University Funds</u>
Estimated Design Fee	(5) = tbd		
	See NOTE below:		

NOTE: \*The total construction cost and design fee for these projects is estimated as follows: (1) = \$8,900,000 @ 8.9%; (2) = \$8,000,000 @ 8.25%; (3) = \$5,990,000 @ 8.31%; & (4) = \$31,387,189 @ 7.89%. Preliminary budget analysis suggests allocating an 88:12 split of the total construction cost between the Civil Engineer/Landscape Architect respectively for the roadway project. For the Chilled Water project, 5% of the construction cost plus 2% for civic structure was used to determine the LA construction budget.

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 \$1,000,000 per claim and annual aggregate.

## D. Services Required

Primary	<u>Landscape Architecture</u>
Secondary	<u>Lighting Designer</u>
	<u>Arborist</u>
	<u> </u>
	<u> </u>
	<u> </u>
	<u> </u>

## E. Anticipated Schedule

Professional Services Start	<u>January, 2010</u>
Construction Contracts Start	<u>December, 2010</u>
Professional Services Completed	<u>September, 2013</u>
Construction Contracts Completed	<u>September, 2013</u>

## F. EDGE Participation Goal

Percent of *initial* TOTAL Design Fee 5 %

## G. Evaluation Criteria for Selection

Demonstrated ability to provide consistent **excellence in design** and 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/documents/design\\_values.pdf](http://fod.osu.edu/documents/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/](http://fod.osu.edu/vendor/). No modifications to the requirements in the contract will be accepted. Interested firms are required to submit current proof of licensure provided by State of Ohio, Board of Examiners of Architects and Engineers.

# Request For Qualifications continued

Project Name Academic Core North Infrastructure projects  
-Landscape Architect

Project Number Various Projects

## G. Evaluation Criteria for Selection continued

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/](http://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](http://www.publicsafety.ohio.gov/links/HLS0038.pdf)).

# Architect/Engineer Selection Rating

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Project Name Academic Core North Infrastructure projects - Landscape Architect Proposer Firm \_\_\_\_\_  
Project Number Various Projects City, State, Zip \_\_\_\_\_

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	
	51 – 150 miles	2 - 3	
	Over 150 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	1	
	Medium = 5 – 10 licensed professionals	3	
	Large = > 10 licensed professionals	5	
<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)	< \$ 100,000	4 - 5	
	\$ 100,000 - \$ 250,000	2 - 3	
	> \$ 250,000	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 - 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</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 \_\_\_\_\_