

Request for Qualifications (A/E)

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



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

Project Name	Cancer and Critical Care Tower-Architect of Record	Response Deadline	11/20/2009	4:30 pm	local time
Project Location	OSU Medical Center	Project Number	315-2005-993-9		
City / County	Columbus / Franklin				

Local Administration

Agency/Institution	The Ohio State University	Agency/Institution	The Ohio State University		
Project Manager	Paul Lenz	Inquiries to*	Bernard Costantino, University Architect		
Street	2009 Millikin Road, room 400		Street	2009 Millikin Road, room 400	
City	Columbus	Ohio	City	Columbus	Ohio
Zip	43210		Zip	43210	
Phone	614-580-4610	Fax	614-292-2539	Phone	614-292-4458
E-mail	lenz.3@osu.edu		Fax	614-292-2539	
		E-mail	costantino.6@osu.edu		

*Mail 6 copy(ies) of the most current version of the Statement of Qualification(s) (SAO Form #F110-330 available via the State Architect's Office Web site at <http://www.ohio.gov/sao>) directly to this contact.

Project Overview

A. Project Description

The Medical Center Facilities Master Plan is a strategic initiative that will create a unique physical and intellectual environment that will enable the Medical Center to expand its services in meeting its research, clinical and education missions to achieve parity with top-quartile academic medical centers nationwide.

This request is for architectural Design Development through Construction Administration services for the new Cancer and Critical Care Towers for the Medical Center Facilities Master Plan. The selected architect will be the Architect of Record for the project. This project will provide a clinical expansion of the University Hospital from Rhodes and Doan Hall and construct a new diagnostic/treatment, inpatient care facility. The project represents approximately 1,000,000 SQ FT of new clinical space including connections into Rhodes Hall and the ground floor loading docks of Doan Hall. The building will provide, but is not limited to, expanded OR's, imaging suite, inpatient rooms, pharmacy, nutrition, translational research, public concourse and meeting/support space. The Schematic Design of the project is currently underway and is part of the contracted services of the Design Architect. The Schematic Design is anticipated to be complete by early 2010.

The Architect of Record, for leadership in the development of the design, will be required to contract with the Design Architect. The Architect of Record will hold the contract with the University. In addition, for continuity purposes for design development through the construction and post construction phases, the selected Architect of Record will be required to contract with the Structural Engineer, MEP Engineer, and Automated Transfer System Engineer currently under contract for Schematic Design.

The selected design firm will be expected to have a strong healthcare background, excellent architectural design, and large scale academic medical center experience. Sensitivity to design including all aspects of architectural design, urban design and planning, traffic and patient-staff flow and ADA requirements will be paramount. The selected architect will be required to coordinate and collaborate with the selected lead civil, landscape and graphic/way-finding consultants. The University has contracted separately with a construction management firm for pre-construction and construction services as part of the Medical Center, Project One work. This project is included in the services of the construction manager.

This project is sited west of Rhodes Hall; east of Cannon Drive; north of 10th Avenue and south of Davis Heart & Lung Research Institute. The demolition of Means Hall, Cramblett Hall and the MRI building will provide space for the required site.

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B. Scope of Services

It is anticipated that the target percentage of the basic fee will be structured as follows: **DD (50% Architect of Record, 50% Design Architect), CD (90% Architect of Record, 10% Design Architect), Bidding (100% Architect of Record), CA (90% Architect of Record, 10% Design Architect), plus reimbursable expenses.** The expected shared scope of work for the Architect of Record and Design Architect will include but is not limited to:

- Exterior Building Design Development
- Sustainable Design Development
- Public Space Development
- Medical Planning
- Inpatient Unit Development
- Diagnostic & Treatment Development
- Systems Coordination including Automated Transport System (ATS)
- Cost and Schedule Review (Joint Responsibility)
- Interior Design (Joint Responsibility)

The Architect of Record will perform design services for the Project in accordance with the agreement. The Architect of Record shall not have the authority to bind the Ohio State University for payment of any cost or expenses beyond the agreement.

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 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.

Major Scope of Work requirements to be used (as a minimum) in Section F, Relevant Project Experience Matrix in the SF330, are:

1. Large Hospital Project (\$100M + construction cost) as Architect of Record
2. LEED certified Medical project
3. Medical project delivered in collaboration with Design Architect
4. Academic Medical Center project on university campus
5. Diagnostic and treatment facility (i.e., operating rooms, radiology, laboratory, etc.)
6. Design excellence (third party validation, i.e., design award)

As required by the Agreement, and as properly authorized, provide the following categories of services: Schematic Design Verification, 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 160 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 (A/E) continued

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C. Funding / Estimated Budget

Total Project Cost	<u>\$607,056,712</u>	State Funding	<u>\$0</u>
Construction Cost	<u>\$381,744,016</u>	Other Funding	<u>\$607,056,712</u>
Estimated Design Fee	<u>5.5% to 5.5%</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>Architect of Record</u> Current Schematic Design team to be contracted by the Architect of Record including: Design Architect, Structural Engineer, MEP Engineer, Automated
Secondary	<u>Transport System Consultant</u> <u>Medical Equipment Consultant</u> <u>IT Consultant</u> <u>Acoustical Consultant</u> <u>Lighting Consultant</u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>01 / 10</u>
Construction Contracts Start (mm/yy)	<u>08 / 10</u>
Professional Services Completed (mm/yy)	<u>10 / 14</u>
Construction Contracts Completed (mm/yy)	<u>07 / 14</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 A/E 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 Architect 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 be attached to the A/E's Technical Proposal. Both forms can be accessed 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/HL50038.pdf).

Architect/Engineer Selection Rating

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Project Name Cancer And Critical Care Tower (MCFP) Proposer Firm _____
Project Number 315-2005-993-9 City, State, Zip _____

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 250 miles	4 - 5	
	250 to 500 miles	2 - 3	
	More than 500 miles	0 - 1	
2. A/E Firm Size			
Number of relevant licensed professionals within primary A/E firm available to perform the work.	Small = Less than 10 licensed professionals	0	
	Medium = 10 to 20 licensed professionals	0	
	Large = More than 20 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)	Less than \$350,000	4 - 5	
	\$350,000 to \$600,000	2 - 3	
	More than \$600,000	0 - 1	
4. Primary A/E Qualifications			
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	
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	Less than 3 projects (Low)	0 - 1	
	3 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	
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	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 4 projects (Low)	0 - 3	
	4 to 6 projects (Average)	4 - 6	
	More than 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 _____