

Request for Qualifications

Division of Administration and Finance
Planning + Design + Construction
P.O. Box 210186 • Cincinnati, Ohio 45221-0186



Project Name	<u>Kettering North Demolition</u>	Response Deadline	<u>11 / 20 / 2009</u> 4:30 p.m. local time
Project Location	<u>160 Panzeca Way</u>	UC Project No.	<u>UCN-08085A</u>
City / County	<u>Cincinnati/ Hamilton County</u>		

Local Administration

University of Cincinnati

Project Manager Ronald P. Heile P.E.

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*Mail 7 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 Kettering North Building is a four-story building built in 1930 with a total area of 22,000 GSF. Originally, the building was designed as a laboratory building, but has been used over the years as a storage area for chemicals and equipment. Since 1947, several additions have occurred, and the Kettering North Building is now a part of the much larger Kettering Lab Complex. The North Building is structurally deficient and poses numerous maintenance issues. Renovation of the building is unfeasible. This project will demolish the North Building while the Kettering Lab Complex remains occupied. The work involves abatement, structural demolition, rerouting utilities serving the Kettering Lab Complex, new exterior wall construction and site restoration.

B. Scope of Services

The purpose of this solicitation is to hire an architectural or architectural/engineering firm to provide complete architectural and engineering services for the design, bidding and construction administration phases of the Kettering North Demolition project. The selected firm will be expected to participate in the Encouraging, Growth, Diversity and Equity ("EDGE) Program as required by statute and the Agreement.

The scope of services required for this project is defined in the University's *Agreement for Professional Design Services*, except the section(s) pertaining to Pre-design Phase (Program Verification) shall be omitted. As required by the Agreement, and as properly authorized by the University, provide the following categories of services: Schematic Design, Design Development, Construction Documents Preparation, Bid and Award Support, Conformed Documents Preparation, Construction Phase, Post-Construction (Closeout) Phase, and Additional Services as may be requested or required. Additional Services will be required to develop an Abatement Bid Package for the removal of all hazardous materials currently in the building prior to the start of building demolition. In addition, the design of the project shall comply with the University's *Design Guidelines and Standards Manual* (as applicable) as well as other applicable University standards. The aforementioned documents are available on the University Architect's web site at: http://www.uc.edu/af/f%26cs/Construction_Services.html Please also refer to the State Architect's Office (SAO) Manual at <http://das.ohio.gov/gsd/SAO/sao.html> for additional information about the type and extent of services required for each category of service.

Request For Qualifications continued



Project Name Kettering North Demolition UC Project No. UCN-08085A

B. Scope of Services continued

The selected architectural or architectural/engineering firm, as a portion of its required Scope of Services and prior to submitting a Technical Proposal, shall discuss and clarify with the University, the fee breakdown of the Architect/Engineer Agreement's detailed cost components to address the University's project requirements.

During the construction period, provide not less than 4 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.

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Partial Demolition of an occupied research buildings
2. Abatement in a Research Facility
3. Decommissioning of a portion of a Research Facility
4. Underground utility relocation on a Campus
5. Façade Restoration
6. Site Restoration
7. Bidding for multiple prime contracts projects

Architect/Engineer Selection Rating

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Project Name Kettering North Demolition Proposer Firm _____
160 Panzeca Way Address _____
 UC Project No. UCN-08085A 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	0 – 50 miles	4 – 5	
	51 - 100 miles	2 – 3	
	Over 101 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	4 - 5	
	Medium = 5-10 licensed professionals	2 - 3	
	Large = > 10 licensed professionals	0 - 1	
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)	< \$25,000	4 – 5	
	\$25,000 - \$250,000	2 – 3	
	> \$250,000	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 University	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 - 6 projects (Average)	2 – 3	
	>6 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	< 5 projects (Low)	0 – 3	
	5 - 10 projects (Average)	4 – 6	
	>10 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	< 5 projects (Low)	0 – 3	
	5 - 10 projects (Average)	4 – 6	
	>10 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:

University Evaluation:

Name _____

Signature _____ Date _____