

# Request for Qualifications (Architect / Engineer)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Higher Education

Project Name	<u>Alumni Center (New Building)</u>	Response Deadline	<u>10/18/2016</u>	<u>2:00 PM</u>	local time
Project Location	<u>Calhoun Street, YMCA Site, West Campus</u>	Project Number	<u>UCN-16094B</u>		
City / County	<u>Cincinnati / Hamilton</u>	Project Manager	<u>Dale Beeler</u>		
Owner	<u>University of Cincinnati</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>4</u>	No. of electronic copies requested (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Dale Beeler at Planning + Design + Construction, University Hall 6<sup>th</sup> Floor, 51 Goodman Drive, PO Box 210186, Cincinnati, Ohio 45221-0186  
See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Dale Beeler at [dale.beeler@uc.edu](mailto:dale.beeler@uc.edu) with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

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### Project Overview

#### A. Project Description

An existing West Campus building, the Russell C. Myers Alumni Center, will be razed in 2017 for construction of the Lindner College of Business. A temporary home for the displaced UC Alumni Association is being prepared off-campus under a separate project. The UC Alumni Association is a private partner of the University in service to alumni engagement and fund raising, and represents a growing membership approaching 300,000. This project is for a new, approximately 30,000 gross-square-foot central facility for the UCAA. The preliminary program includes conditioned space for welcome and guest service functions; archival and historical property of the UCAA; meetings, events, catering and other event support functions; and staff offices. Outdoor programmable event space and digital and interactive media, both indoors and out, are also project requirements.

This RFQ addresses the solicitation of a Design Architect (DA) for the design and construction of the permanent, on-campus home for the UC Alumni Association. UC is seeking a nationally recognized design firm to provide programming and design services for a unique, new Alumni Center potentially utilizing all, some, or none of the historic YMCA building located on the southern edge of the West Campus. At a minimum, it is desired to preserve street-facing portions of this vacant, deteriorated Collegiate Gothic edifice fronting upon the revitalized Calhoun Street business district. Multilevel open parking decks/event spaces, aligned with Calhoun Street, will also be constructed as part of this project. The estimated budget for this new/renovated facility, with parking and retaining walls, is \$30,000,000. The minimum size of the facility is targeted at 30,000 SF of enclosed program space.

#### B. Scope of Services

As required by the Agreement, and as properly authorized, provide the following categories of services:  
**Program Verification and Schematic Design and Cost Estimating.**

At the completion of Schematic Design, and contingent upon Board of Trustees approval, the remainder of the AoR team will be selected via the RFQ process and contracted with UC for the following services: Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types.

UC desires the continued involvement of the Design Architect throughout the duration of the project. The DA position would be contracted through the Architect of Record for all remaining phases.

Refer to the *Ohio Facilities Construction Manual* for additional information about the type and extent of services required for each. A copy of the standard Agreement can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

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

## Request for Qualifications (Architect / Engineer) continued

1. Qualifications and experience with office and event centers similar to the UC Alumni Center.
2. Qualifications and experience with historical building preservation and adaptive reuse.
3. Qualifications and experience with below-grade parking structures, podium substructures.
4. Qualifications and experience with new construction in historic, urban environments.
5. Recent recognitions/awards for high-quality adaptive reuse, planning and design solutions and nationally recognized innovative design work.
6. Qualifications and experience developing creative, flexible, cost-effective, interior and exterior gathering/meeting spaces.

### C. Funding / Estimated Budget

Total Project Cost	<u>\$30,000,000</u>	State Funding	<u>\$0.00</u>
Construction Cost	<u>\$22,000,000</u>	Other Funding	<u>\$30,000,000</u>
Estimated A/E Fee	<u>9.0% to 11.0%</u>		

NOTE: The A/E 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., 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).

### D. Services Required (see note below)

Primary	<u>Architecture</u>
Secondary	<u>Structural Engineering Concept Design</u>
	<u>MEP Engineering Concept Design</u>
	<u>Cost Estimating</u>
Others	

### E. Anticipated Schedule

Professional Services Start	<u>12 / 16</u>
Construction Notice to Proceed	<u>tbd</u>
Substantial Completion of all Work	<u>tbd</u>
Professional Services Completed	<u>12 / 19</u>

### F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL A/E Fee	<u>5.0%</u>
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NOTE: The primary A/E shall be (1) a registered architect holding a license and certificate of authorization issued by the Ohio Architects Board pursuant to ORC Chapter 4703, (2) a landscape architect holding a license and certificate of authorization issued by the Ohio Landscape Architects Board pursuant to ORC Chapter 4703, or (3) a professional engineer or professional surveyor holding a license and certificate of authorization issued by the Ohio Engineers and Surveyors Board pursuant to ORC Chapter 4733.

### G. Evaluation Criteria for Selection

- Previous experience compatible or comparable with the proposed project (e.g., type, size).
- Demonstrated ability to meet Owner's programmed project vision, scope, budget on previous projects
- Demonstrated creative, innovative outside-the-box design history and capabilities.
- 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.
- Demonstrated ability to work in successful DA/AOR teaming environments.
- Demonstrated propensity for success with non-traditional building typologies.
- Proposer's apparent resources, enthusiasm and capacity to meet the needs of this unique project.
- Demonstrated skills to work successfully with architectural review boards/committees.

Interested A/E firms are required to address how they will implement Building Information Modeling ("BIM") on the project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience, and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at <http://ofcc.ohio.gov>.

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Requisite EDGE design team participation goals of 5% will be required for the total design team when fully assembled.

### H. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (Form F110-330) available via the OFCC website at <http://ofcc.ohio.gov>.

Electronic submittals should be combined into one PDF file named with the project number listed on the RFQ and your firm's name. Use the "print" feature of Adobe Acrobat or similar software for creating a PDF rather than using a scanner. If possible, please reduce the file size of the PDF. In Acrobat, go to Advanced, then PDF Optimizer. Also, please label the CD or DVD and the sleeve with the project number and firm name if applicable.

Paper copies of the Statement of Qualifications, if requested, should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

Facsimile copies of the Statement of Qualifications will not be accepted.

Firms are requested to identify professional registrations, memberships and credentials including: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials. Identify that information on the resume page for individual in Block 22, Section E of the F110-330 form.

# Architect / Engineer Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name Alumni Center (New Building) Proposer Firm \_\_\_\_\_  
 Project Number UCN-16094B City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. Primary Firm Location, Workload and Size (Maximum 10 points)</b>			
a. Proximity of firm to project site	Less than 150 miles	5	
	150 miles to 300 miles	2	
	More than 300 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	2	
	\$1,000,000 to \$5,000,000	1	
	More than \$5,000,000	0	
c. Number of licensed professionals	Less than 10 professionals	3	Max = 3
	10 to 20 professionals	3	
	More than 20 professionals	3	
<b>2. Primary Firm Qualifications (Maximum 30 points)</b>			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 20	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 0	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 0	
<b>3. Key Consultant Qualifications (Maximum 20 points)</b>			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
<b>4. Overall Team Qualifications (Maximum 10 points)</b>			
a. Previous team collaboration	Less than 2 sample projects	1	Max = 3
	2 to 4 sample projects	2	
	More than 4 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
<b>5. Overall Team Experience (Maximum 30 points)</b>			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 4 projects	0 - 3	
	4 to 8 projects	4 - 6	
	More than 8 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	
		<b>Subtotal</b>	

\* Must be comprised of professional design services consulting firm(s) and NOT the lead firm  
 \*\* Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

Notes:

Evaluator:

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_