

Request for Qualifications (Registered Design Professional*)

State of Ohio Standard Forms and Documents

Administration of Project: Select Organization

Project Name	General Qualifications for Annual Prequalification List of Professional Services	Response Deadline	January 3, 2025	5:00 P.M. local time
Project Location	Columbus and Regional Campuses	Project Number	CTI-250029	
City / County	Varies / Varies	Project Manager	Jackie Yakubowski	
Owner	Columbus State Community College	Contracting Authority	Local Higher Education	
Delivery Method	N/A	Prevailing Wages	State	
No. of paper copies requested (stapled, not bound)	0	No. of electronic copies requested (PDF)	1	

* "Registered Design Professional includes any architect holding a certificate issued under section 4703.10 of the Revised Code, any landscape architect holding a certificate issued under section 4703.36 of the Revised Code, or any engineer holding a certificate issued under section 4733.14 of the Revised Code." (Ohio Building Code section 4101:1-2-01 Definitions)

Submit the requested number of *Statements of Qualifications* (Form F110-330) directly to FACPlanning@csc.edu. Please include the following in the subject line: CTI-250029 330 Professional Services.

Submit all questions regarding this RFQ in writing to FACPlanning@csc.edu. Please include the following in the subject line: CTI-250029 330 Professional Services, (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.

Project Overview

A. Project Description

Columbus State Community College is critically important to the economic vitality of Central Ohio, preparing more than 45,000 students each year for in-demand jobs while meeting growing and evolving regional employment needs. Columbus State is the region's most affordable higher education provider and is committed to accessibility, equity, diversity, and inclusion.

Columbus State's commitment to advancing student success and closing equity gaps has consistently earned the College national recognition over the past several years. In 2019, the College received the Leah Meyer Austin Award, the highest honor bestowed by the national community college advancement network Achieving the Dream (ATD), in recognition of more than doubling graduation rates from 2010-2017 and significantly closing the achievement gap for African American and low-income students. The College first became an ATD Leader College in 2015 based on its commitment to accelerating student success and became an ATD Leader College of Distinction in 2020 in recognition of minority student performance improvement. As a national leader, Columbus State is the only community college in the nation to earn ATD Leader College status, develop next-generation academic and career pathways as part of the American Association of Community Colleges (AACC) Guided Pathways, and to be entrusted with developing a new credentialing model through the AACC Right Signals Initiative.

The College has leveraged public/private partnerships and careful use of limited State funding to maintain its infrastructure and is poised to pursue an ambitious capital construction plan. Successful partners in this plan will share the mission and values of the College and will demonstrate commitment and capacity to helping Columbus State:

- Advance priority student success objectives.
- Advance equity and inclusion work
- Leverage previous work and existing resources.
- Strengthen the College's reputation for community impact.
- Deliver innovative and thoughtful programs and services.
- Promote institutional fiscal health.
- Engage partners in meaningful ways

The purpose of this request is to solicit firms that are interested in professional service contracts for new construction and renovation projects that commence in the calendar year 2024. **Professional service firms who were pre-qualified for previous calendar years, including calendar year 2024, must re-apply to this RFQ to maintain their pre-qualification status.** Columbus State Community College is required to place qualified firms on the Architectural, Engineering and Special Consultant list of pre-qualified professional service firms to provide services for projects that are not advertised through the "Opportunities" section of the Ohio Facilities Construction Commission (OFCC) website.

Request for Qualifications (Registered Design Professional) continued

Firms will be evaluated for qualification for specific disciplines and will be placed on one or more of the “List of Professionals” by discipline. Interested firms must submit one (1) Form #F110-330. There is no guarantee that any firm on Columbus State Community College “List of Professionals” will be awarded a professional service contract as the result of the firm being on the list. Firms with multiple locations should submit only one (1) pdf.

Firms responding to this request must identify discipline(s) of professional services that they seek to be included in “List of Professionals” for contracts awarded through the QBS process. The disciplines (function codes) requiring professional services to be considered by Columbus State Community College are limited to:

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|-------------------------------------|---|
| 1. Architect | 6. Environmental Engineer |
| 2. Civil Engineer | 7. Landscape Architect |
| 3. Electrical Engineer | 8. Mechanical Engineer |
| 4. Fire Protection Engineer | 9. Structural Engineer |
| 5. Foundation/Geotechnical Engineer | 10. Commissioning Agent (CxA and BECxA) |

B. Scope of Services

Columbus State Community College will determine the qualifications of firms responding to this announcement pursuant to Ohio Revised Code Section 153.69. Those firms considered for a specific project will be requested to identify additional qualifications and availability of personnel, specific consultants, if any, and project approach for final ranking / selection.

Project Specific Submittal(s): As Columbus State Community College determines the need for professional services, information will be provided to the shortlisted firms selected from the pre-qualified list, regarding the anticipated scope of services, project schedule, budget, location and evaluation criteria for selection and other appropriate information for firms to prepare for their interview.

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 <https://ofcc.ohio.gov>.

C. Evaluation Criteria for Selection

Columbus State Community College will approve the firms that will be included on the **Pre-qualified “List of Professionals” by Discipline** based on experience, expertise, capacity, and resources to meet the anticipated needs for the area(s) of special expertise as indicated in its Statement of Qualifications.

When submittals for specific projects are requested and received under the pre-qualified procurement model, firms illustrating experience and qualifications in specific disciplines will be further ranked as the College determines the need for services. These criteria may include the following items as well as other pertinent considerations.

- Proposer’s previous experience (numbers of projects, sizes of projects) when working with its proposed consultants specifically related to previous work done at Columbus State Community College and/or other universities in the State of Ohio.
- Relevant past work of prospective firm’s proposed consultants compatible with the proposed project.
- Past performance of prospective firm and its proposed consultants compatible with the proposed project.
- Design quality and demonstrated ability of prospective firm and its proposed consultants to provide design services which represent the College’s Design Guidelines.
- Demonstrated success delivering projects in a timely and budget conscious environment under a pre-qualified “List of Professionals” setting.
- Previous experience compatible with the proposed project (e.g., type, size, program).
- Qualifications and experience of individuals directly involved with the project.
- Proposer’s apparent resources and capacity to meet the needs of the proposed project.
- Proximity of prospective firm’s local office to project location.

Columbus State Community College will approve the firms that will be included on the Pre-qualified “List of Professionals” by Discipline based on experience, expertise, capacity, and resources to meet the anticipated needs for the area(s) of special expertise as indicated in its Statement of Qualifications.

When submittals for specific projects are requested and received under the pre-qualified procurement model, firms illustrating experience and qualifications in specific disciplines will be further ranked as the College determines the need for services. These criteria may include the following items as well as other pertinent considerations.

Request for Qualifications (Registered Design Professional) continued

D. Submittal Instructions

Response to this Request For Qualifications (RFQ): Firms must submit one (1) fully completed (Parts I and II) Statement of Qualifications (SOQ) on the current Form #F110-330 available via the OFCC website at <https://ofcc.ohio.gov/project-resources/documents/forms/100-procurement-forms>. Do not modify this form with company logo or embellishments. Cover sheets or introductory letters are neither necessary nor desired.

Clearly indicate on Part II all of the 9a function code(s) and 9b area(s) of discipline, as described in Section A of this RFQ, that the firm wishes to be included in the College's evaluation of their SOQ. Include the firm's State of Ohio professional registration/certification number on Section 2a. Also, clearly state in Section 5b whether the firm is EDGE and/or MBE certified. Sections 10 and 11 are not required.

Registered Design Professional Selection Rating Form
State of Ohio Standard Forms and Documents
