

# Request for Qualifications (Architect / Engineer)

## State of Ohio Standard Forms and Documents

---

**Administration of Project:** Local Agency

|  |  |  |                         |                          |
|--|--|--|-------------------------|--------------------------|
| Project Name                                       | <u>MVBH Owner's Rep</u>  | Response Deadline                        | <u>January 17, 2025</u> | <u>2:00pm</u> local time |
| Project Location                                   | <u>Miami Valley Behavioral Healthcare</u>                      | Project Number                           | <u>DMH-250016</u>       |                          |
| City / County                                      | <u>Dayton / Montgomery</u>                                     | Project Manager                          | <u>Scott Green</u>      |                          |
| Owner  | <u>Ohio Department of Mental Health and Addiction Services</u> | Contracting Authority                    | <u>Local Agency</u>     |                          |
| Delivery Method                                    | <u>CM at Risk</u>  | Prevailing Wages                         | <u>State</u>            |                          |
| No. of paper copies requested (stapled, not bound) | <u>0</u>   | No. of electronic copies requested (PDF) | <u>1</u>                |                          |

Submit the requested number of *Statements of Qualifications* (Form F110-330) directly to Scott Green at [Scott.Green@mha.ohio.gov](mailto:Scott.Green@mha.ohio.gov). See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Scott Green at [Scott.Green@mha.ohio.gov](mailto:Scott.Green@mha.ohio.gov) 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.

---

### Project Overview

#### A. Project Description

The Ohio Department of Mental Health and Addiction Services (OhioMHAS) operates regional psychiatric hospitals in six locations across the state. Our specialized facilities provide short-term, intensive treatment to patients in both inpatient and community-supported environments. We also deliver comprehensive care to patients committed by criminal courts. Each hospital is required to be inspected by and maintain compliance with the national healthcare standards for hospitals of The Joint Commission on Accreditation of Healthcare Organizations (TJC) and the Centers for Medicare and Medicaid Services (CMS). All six Ohio Department of Mental Health and Addiction Services regional psychiatric hospitals have achieved The Joint Commission's Gold Seal of Approval™.

As the needs of Ohioans continue to grow, so to must OhioMHAS. Plans to implement a new facility in west central Ohio are underway. The new facility plans to add 208 additional beds as we continue to serve Ohioans. The facility shall incorporate approximately 290,000 square feet of new construction, including all mechanical, administrative, food service, and support space. Patient accessible areas will be designed to reflect state of the art safety and security requirements, including ligature resistant fixtures, hardware, and highly durable construction.

Professional services are requested for Owners Representative services through design and construction of this project. The facility will provide a secure environment for residential patient units, clinical/admitting space, full kitchen, indoor and outdoor recreation, and required support operations consisting of administrative offices, food and bulk storage facilities and maintenance operations. Key features of this facility includes a "secure building envelope" for patients. The construction will consist of building materials and fixtures suitable for use by the intended occupant. A preliminary Owners Program of Requirements will be developed and will be available to the selected professional design firm.

#### B. Scope of Services

Provide professional and thorough owners representation through the life of the project. Ensuring the goals and interests of the owner are protected and advocated for is the primary responsibility of the owner's representative. The Owners Rep will begin services at the start of project design. The representative will be required to be present and participate in all design meetings, providing feedback and recommendations on how to best accomplish the owner's overall vision. Thorough review and comment on all design iterations is expected. Throughout design, the owner's rep will be expected to provide 8 hours per week of onsite time and 8 hours off site. During construction, on site time will increase to 16 hours to review progress and report on findings and recommendations. Offsite time will remain at 8 hours for contract document review and correspondence. A thorough review of project documents and processes will be necessary to ensure the project remains within budget and on schedule. A review of closeout documentation, with comments, to ensure the owner receives all vital documents to facilitate long term success post construction is also required.

The Owner's requirements include compliance with Joint Commission on the Accreditation of Healthcare Organizations (JCAHO) and the National Fire Protection Association (NFPA) regulations. The Associate must have full knowledge of

## Request for Qualifications (Architect / Engineer) continued

these requirements as they pertain to psychiatric hospital design and construction. Experience with FGI guidelines and/or other behavioral health guidelines is preferred.

The selected A/E, as a portion of its required Scope of Services and prior to submitting its proposals, will discuss and clarify with the Owner and/or the Contracting Authority, the cost breakdown of the Architect/Engineer Agreement and detailed cost components to address the Owner's project requirements. Participation in the Encouraging Diversity, Growth & Equity (EDGE) Program is required by statute and the Agreement is required at a value of 10% of the proposal.

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>.

During the construction period, provide not less than 16 hours (excluding travel time) on-site construction administration services each week, including (1) attendance at progress meetings, with review and comments, (2) a written field report of each site visit, (3) on-site representation comprised of the owner's representative and/or a sub-consultant necessary to ensure that staff involved in the primary design and all relevant expertise, including construction administration, is available throughout the project.

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:

1. New Residential Behavioral Healthcare
2. Contract Expertise
3. Joint Commission Environment of Care and Life Safety Requirements
4. Project Management and Construction Administration
5. State of Ohio Project Experience
6. Schedule Management
7. Experience with CM at Risk Delivery Method
8. Design Development

### C. Estimated Budget / Funding

State Funding: \$2,400,000  
 Other Funding: \$0  
 Construction Cost: \$245,414,482  
 Total Project Cost: \$275,744,135

### D. Anticipated Schedule

Professional Services Start: 02 / 25  
 Construction Notice to Proceed: 12 / 25  
 Substantial Completion of all Work: 03 / 28  
 Professional Services Completed: 07 / 28

### E. Estimated Basic Fee Range (see note below)

N/A% to N/A%

### F. EDGE Participation Goal

Percent of initial Total A/E Fee: 10.0%

NOTE: **Basic Services** include: (1) Program Verification, (2) Schematic Design, (3) Design Development, (4) Construction Documents, (5) Bidding and Award OR GMP Proposal and Amendment (as applicable), (6) Construction Administration, and (7) Closeout services. The **Basic Fee** includes all professional design services and consultant services necessary for proper completion of the Basic Services, including validation of existing conditions (but not subsurface or hidden conditions) and preparation of cost estimates and design schedules for the project. The **Estimated Basic Fee Range** is calculated as a percentage of the **Estimated Budget for Construction Cost** above, including the Owner's contingency. **The Basic Fee excludes any Additional Services required for the project.**

### G. Basic Service Providers Required (see note below)

Lead A/E Discipline: Architecture  
 Secondary \_\_\_\_\_  
 Disciplines: Mechanical-Electrical-Plumbing Eng.  
Fire Protection Engineering  
Structural Engineering  
Civil Engineering

### H. Additional Service Providers Required

Technology/Communications/Security  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

NOTE: The lead A/E shall be (1) an architect registered pursuant to ORC Chapter 4703, (2) a landscape architect registered pursuant to ORC Chapter 4703, or a (3) professional engineer or (4) professional surveyor licensed pursuant to ORC Chapter 4733.

## Request for Qualifications (Architect / Engineer) continued

---

### I. 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.
- Specification writing credentials and experience.
- Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management resource.
- Approach to and success of using partnering and Alternative Dispute Resolution.
- 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 and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested A/E firms are required to submit the *Commitment to Participate in the EDGE Business Assistance Program* form in its Statement of Qualifications (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 via the OFCC website at <https://ofcc.ohio.gov>. The *Intent to Contract and to Perform* form is again required at the Fee Proposal stage.

**If the A/E firm intends to receive points for exceeding the EDGE Participation Goal, it must provide BOTH a completed *Commitment to Participate* form AND a completed *Statement of Intent to Contract and to Perform* forms signed by both parties with its *Statement of Qualifications*.**

For all *Statements of Qualifications*, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

Interested A/E firms must indicate on their *Statement of Qualifications*, the locations where their services will be performed in the spaces provided or by attachment in accordance with the requirements of Executive Order 2019-12D related to providing services only within the United States and the requirements of Executive Order 2022-02D prohibiting purchases from or investment in any Russian institution or company. Failure to do so may cause their *Statement of Qualifications* to be rejected.

### J. Submittal Instructions

Firms are required to submit the current version of *Statement of Qualifications* (Form F110-330) available via the OFCC website at <https://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 insert the project number and firm name followed by "SOQ" in the email subject line.

**Statements of Qualifications must be submitted electronically by email. Submittals are limited to one email with a maximum file size of 25 MB.**

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 MVBH Owner's Rep Proposer Firm \_\_\_\_\_  
 Project Number DMH-250016 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 100 miles  | 5               |          |
|  | 100 miles to 150 miles   | 2               |          |
|  | More than 150 miles  | 0               |          |
| b. Amount of fees awarded by Contracting Authority in previous 24 months   | Less than \$100,000  | 2               |          |
|  | \$100,000 to \$500,000   | 1               |          |
|  | More than \$500,000  | 0               |          |
| c. Number of licensed professionals  | Less than 5 professionals  | 1               | Max = 3  |
|  | 5 to 10 professionals  | 2               |          |
|  | More than 10 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 - 5           |          |
| c. Technical staff   | Experience / ability of technical staff to create fully coordinated construction documents       | 0 - 5           |          |
| d. Construction administration staff   | Experience / ability of field representative to identify and solve issues during construction    | 0 - 10          |          |
| <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 3 sample projects  | 1               | Max = 3  |
|  | 3 to 6 sample projects   | 2               |          |
|  | More than 6 sample projects  | 3               |          |
| b. LEED** Registered / Certified project experience  | Registered LEED v4.0 or v4.1 projects  | 1               | Max = 2  |
|  | Certified LEED v4.0 or v4.1 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 2 projects   | 0 - 3           |          |
|  | 2 to 4 projects  | 4 - 6           |          |
|  | More than 4 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 3 projects   | 0 - 1           |          |
|  | 3 to 6 projects  | 2 - 3           |          |
|  | More than 6 projects   | 4 - 5           |          |
| * Must be comprised of professional design services consulting firms and NOT the lead firm - For more information on scoring this and other criteria refer to <a href="#">Document F199-01 - PS Selection Rating Rubric.</a><br>** Leadership in Energy & Environmental Design administered by Green Business Certification Inc. |  | <b>Subtotal</b> |          |

Notes:

Evaluator:

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_