

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Daniels Street Housing Redevelopment</u>	Response Deadline	<u>11/25/2024</u>	<u>5:00 PM</u>	local time
Project Location	<u>Uptown Campus West</u>	Project Number	<u>UCN-25029A</u>		
City / County	<u>Cincinnati / Hamilton</u>	Project Manager	<u>Joe Bodkin</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>0</u>	No. of electronic copies requested (PDF)	<u>1</u>		

Submit the requested number of *Statements of Qualifications* (Form F110-330) directly to 25029A@docs.e-builder.net See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Joe Bodkin at bodkinj@ucmail.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.

Project Overview

A. Project Description

The University of Cincinnati seeks professional programming, planning, and design services for redevelopment of the north half of the block bound by West Daniels Street on the north, Commons Way on the west, W. Charlton Street on the south, and Jefferson Avenue on the east.

The northern half of the block is occupied by Daniels Hall to the east, and the Commons Edge complex to the west. Daniels Hall is a cruciform plan, 9-story reinforced concrete frame residence hall built in 1967, housing 775 undergraduate beds configured in single-, triple-, and quadruple-occupant rooms, with community bathroom facilities, lounges, and kitchens on each floor. Commons Edge is a group of industrialized office units comprising approximately 6,870 GSF. The two parts of the complex house various administrative and student service functions including Accessibility Resources, Athletics, and the Commencement office.

The southern half of the block is occupied by 60 W. Charlton to the west, and a 50-yard football practice field that sits above the University's Thermal Energy Storage facility to the east. These facilities are excluded from this project except to consider how they relate to and are potentially impacted by changes to the north half of the block.

This project will first answer the question of whether or not the structure of Daniels Hall can be reused, reconfigured, and potentially expanded to achieve the desired bed count, mix of unit types, and amenities for a contemporary student residence hall. From that answer, the programming and design of replacement housing and support facilities will follow. It is anticipated that the new plan may propose the removal of the Commons Edge complex and that the final program may include some or all of the administrative and service functions it currently houses.

B. Scope of Services

Professional services are anticipated to proceed in three stages; 1) Analysis of Alternatives, 2) Programming and Planning, and 3) Design. At the conclusion of both the Analysis of Alternatives and Programming and Planning stages, the University will evaluate the project prior to proceeding to the next stage. The University may then elect to continue with the selected primary firm and some or all consultants, or it may choose to seek a new primary firm and consultants via a new RFQ process. Details of each stage are as follows:

Stage 1: Analysis of Alternatives

1. Analyze the existing Daniels Hall structure, determine technical feasibility, develop estimates of probable cost, phasing and schedule, and compile a comparative value analysis of the following two alternatives:
 - i. Demolish the exterior envelope, building systems, and interiors of Daniels Hall, retain the existing concrete structure, and add to it to achieve a reconfigured and expanded 700-900 bed tower with associated amenities.
 - ii. Demolish Daniels Hall and Commons Edge in their entirety and plan for one or more appropriately scaled mid- to high-rise buildings to create between 700-900 beds with associated amenities.

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Stage 2: Programming and Planning

Upon successful completion of Stage 1 the selected primary firm and some or all consulting firms may be asked to provide a technical proposal and may be authorized to proceed with Programming and Planning. Following the University's selection of one of the housing alternatives analyzed in Stage 1, collaborate with the University to develop a comprehensive Program of Requirements, conceptual site plan, massing, estimate of probable cost, phasing and schedule for single or multiple mid- and/or high-rise structures including but not limited to the following functions:

1. 700-900 undergraduate beds of predominantly double-occupancy rooms including associated floor-by-floor bathroom, lounge, collaboration, and quiet study spaces.
2. Residence hall community kitchen, lounge, and other types of common spaces.
3. Recreation spaces including electronic and analog gaming and workout spaces.
4. Classrooms, seminar rooms, and/or multipurpose meeting rooms.
5. Accommodation of the administrative and student services functions in the Commons Edge complex.
6. Hardscape and landscape.

Stage 3: Design

Upon successful completion of Stage 2 the selected primary firm and some or all consulting firms may be asked to provide a technical proposal and may be authorized to proceed with the full scope of design services for one or more buildings and/or phases of the conceptual plan's implementation.

The redevelopment plan and POR will be developed in concert with the University's ongoing project to update its campus physical master plan. This will require the selected design team to collaborate with both the University and the University's master plan consultant. Critical components of this collaboration will involve integrating and aligning this block with existing and future campus utilities, stormwater management, sustainability goals, landscape/hardscape, and other aspects of the Master Plan update.

The selected firm will work together with the University and the University's Construction Manager at Risk (not yet selected) to establish costs, schedule, and phasing for implementation. The University anticipates the following:

Project Stage	Anticipated Construction Cost	Estimated Basic Fee Range	Anticipated Schedule
Stage 1: Analysis of Alternatives	N/A	\$100,000 - \$200,000	Jan 2024 – Apr 2025
Stage 2: Programming and Planning	N/A	TBD	May 2025 – Sep 2025
Stage 3: Design	TBD	5%-7% of Estimated Total Construction Cost	Oct 2025 – Sep 2027
Daniels Hall Abatement and Selective or Mass Demolition	TBD	N/A	May 2027 – Feb 2028
Construction	TBD	N/A	March 2028 – June 2030

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 detailed cost components to address the Owner's project requirements. Participate in the Encouraging Diversity, Growth & Equity (EDGE) Program as required by statute and the Agreement.

As required by the Agreement, and as properly authorized, provide the following categories of services: Analysis of Alternatives, Planning, Programming, Program Verification, Schematic Design, Design Development, Construction Document Preparation, Bid and Award Support, Conformed Documents, Construction Administration, Post-Construction, and Additional Services of all types.

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, (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.

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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. Existing Building Assessment and Structural Analysis
2. Envelope Design and Engineering
3. Campus Planning and Design
4. Higher Education Residence Hall Programming and Planning
5. Higher Education Residence Hall Architecture and Interior Design
6. Adaptive Reuse
7. Sustainability/High Performance Building Design
8. Landscape and Hardscape Design
9. State of Ohio Project Delivery Experience
10. Construction Manager at Risk Project Delivery Experience

C. Estimated Budget / Funding

State Funding:	<u>\$0</u>
Other Funding:	<u>\$200,000</u>
Construction Cost:	<u>\$TBD</u>
Total Project Cost:	<u>\$TBD</u>

D. Anticipated Schedule

Professional Services Start:	<u>01 / 25</u>
Construction Notice to Proceed:	<u>04 / 27</u>
Substantial Completion of all Work:	<u>06 / 30</u>
Professional Services Completed:	<u>09 / 30</u>

E. Estimated Basic Fee Range (see note below)

See Table Above%

F. EDGE Participation Goal

Percent of initial Total A/E Fee:	<u>5.0%</u>
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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:	<u>Architecture</u>
Secondary	<u>Landscape Architecture</u>
Disciplines:	<u>Civil Engineering</u>
	<u>Structural Engineering</u>
	<u>Mechanical-Electrical-Plumbing Eng.</u>
	<u>Surveying</u>

H. Additional Service Providers Required

<u>Programming</u>
<u>Campus Planning</u>
<u>Telecommunications/Cabling Design</u>
<u>Environmental Graphic Design</u>
<u>Envelope Design and Engineering</u>
<u>Interiors/Loose Furnishing Design</u>

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.

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

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 SOQ and your firm’s name. **Example file name:** “25029A Firm X SOQ”. 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. Please insert the project number and firm name followed by “SOQ” in the email subject line. **Example email subject line:** “25029A Firm X SOQ”.

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

Paper copies and 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 Daniels Street Housing Redevelopment Proposer Firm _____
 Project Number UCN - 25029A City, State, Zip _____

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
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 \$5,000,000	2	
	\$5,000,000 to \$10,000,000	1	
	More than \$10,000,000	0	
c. Number of licensed professionals	Less than 10 professionals	1	Max = 3
	10 to 20 professionals	2	
	More than 20 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
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 - 10	
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 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
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	
4. Overall Team Qualifications (Maximum 10 points)			
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	
5. Overall Team Experience (Maximum 30 points)			
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 6 projects	4 - 6	
	More than 6 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 Document F199-01 - PS Selection Rating Rubric . ** Leadership in Energy & Environmental Design administered by Green Business Certification Inc.		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____

Date _____