

# Request for Qualifications (Commissioning Agent)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Ohio Facilities Construction Commission

Project Name	<u>Miami Valley Behavioral Healthcare</u>	Response Deadline	<u>01/23/2026</u>	<u>2:00 pm</u> local time
Project Location	<u>Miami Valley Behavioral Healthcare</u>	Project Number	<u>DMH-250014</u>	
City / County	<u>TBD / Montgomery</u>	Project Manager	<u>Megan Klingelhofer</u>	
Owner	<u>Ohio Department of Mental Health and Addiction Services</u>	Contracting Authority	<u>OFCC</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 Jill Hoobler at [procurement@ofcc.ohio.gov](mailto:procurement@ofcc.ohio.gov). See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Jill Hoobler at [procurement@ofcc.ohio.gov](mailto:procurement@ofcc.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 in the Q&A document.

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### Project Overview

#### A. Project Description

The Ohio Department of Mental Health and Addiction Services intends to construct a new facility, Miami Valley Behavioral Healthcare (MBVH). This facility will have approximately 208 beds and shall incorporate roughly 285,000 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, incorporating ligature-resistant fixtures and hardware, as well as highly durable construction materials.

This new facility will provide a secure environment that includes residential patient units, clinical/admitting space, full service kitchen, indoor and outdoor recreation areas, and required support operations consisting of administrative offices, food and bulk storage facilities and maintenance operations. Key features of this facility will include the development of a "safe and secure building envelope" for patients and building materials and fixtures suitable for use by the intended occupant. It is understood the selected Commissioning Agent will coordinate, provide relevant information, and work closely with and provide input to the Owner and Project Team including the A/E, and CMR through all stages of the project.

The selected Commissioning Agent (CxA) will provide professional services for the new facility including:

- **Building Commissioning Services** for building systems, the building envelope, and specialty equipment/systems.
- **Testing and Balancing (TAB)** of building systems, the building envelope, and specialty equipment/systems.
- **Enhanced Commissioning Additional Services** (sub-consultants as necessary) for Pre-Joint Commission survey(s) with the express intention of alleviating any potential corrective measures as may be determined/required by the Joint Commission. **NOTE: the candidate shall provide a list of 3 potential providers. The selection of the provider and the determination of an allowance will take place at a future date.**

Total Project Cost will be \$275,000,000.00, estimated Construction Cost will be \$239,751,682.49. For the purposes of this RFQ, the State will be negotiating Commissioning Services for the entirety of the project.

#### B. Scope of Services

The selected Commissioning Agent ("CxA"), 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 Consultant Agreement detailed cost components to address the Owner's project requirements. Participate in the Encouraging Growth, Diversity & 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: Assist the Owner to develop the Owner's Basis of Design Development, Construction Documents stage submissions, conduct Pre-Functional and Functional Testing during the Construction stage. In addition, perform pre-Joint Commission inspection testing at key points in the schedule.

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The selected Commissioning Agent and their team will have extensive knowledge and demonstrated experience successfully commissioning state-of-the-art mental health facilities on a hands-on basis. Firms that fail to meet this criterion will not be considered for this contract.

Report and conduct Seasonal Testing during the Post-Construction stage, and prepare a Final Commissioning Report, and provide Additional Services of all types. The CxA will also advise on design changes to keep construction costs within budget and optimize long-term operating and maintenance costs and develop a predictive and preventative maintenance plan for the Department's use to operate and maintain the building, its systems, and laboratory equipment. 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 and scope of services can be obtained at the OFCC website at <http://ofcc.ohio.gov>.

During the construction period, provide not less than 8 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 CxA and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience. Please list all major scope services needed to complete the selection process for successful project delivery. The specific scope of services must state particular building types, functional design or specialized professional services required to evaluate the level of experience of each applicant firm (e.g. parking garage, kitchen design, correctional facility, medical facility). The scope of services should also define the types of basic and additional professional design and administration services necessary for the project (e.g. previous experience with local jurisdiction or similar sites, previous experience working with the State of Ohio, specific Owner-defined requirements). This information will be used by each applicant to populate the Relevant Project Experience Matrix in Section F of Form F110-330.

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. Experience commissioning health care and mental health care facilities.
2. Experience commissioning high security patient facilities
3. Experience with Construction Manager at Risk / CM as Constructor project delivery.
4. Experience with fast-track strategies and multiple GMP Amendments.
5. Demonstrated ability to successfully identify and guide/address Joint Commission criteria
6. Demonstrated ability to successfully inform and prepare facility and Owners for Joint Commission inspection/review
7. Demonstrated ability to commission Healthy Building strategies and materials.
8. Demonstrated ability to commission energy efficient design and renewable energy systems.
9. Demonstrated ability to implement quality strategies that optimize long-term operating and maintenance costs.
10. Demonstrated ability to effectively follow through on issues and secure resolution in an expedited.

C. Estimated Budget / Funding		D. Anticipated Schedule	
State Funding:	\$275,000,000*	Professional Services Start:	03/26
Other Funding:	\$0	Construction Notice to Proceed:	09/26
Estimated CxA Fee:	\$225,000*	Substantial Completion of all Work:	09/29
Total Project Cost:	\$275,000,000*	Professional Services Completed:	12/29
* See Project Description for Cost			
<b>NOTE: The CxA fee percentage for this project includes all professional design services, and consultant services necessary for proper completion of the commissioning services for the successful completion of the project.</b>			
<b>E. Service Required (see note below Fee Range (see note below)</b>			
<b>Primary</b>	<u>Building Systems Commissioning</u>		
	<u>Building Envelope Commissioning</u>		
	<u>Building Automation System Commissioning</u>		
	TAB		
<b>Enhanced</b>	<u>Accreditation &amp; Regulatory Compliance</u>		
<b>Commissioning</b>	<u>Activation Planning</u>		
	<u>Joint Commission Survey Preparation</u>		
	CMS Compliance Support Center for Medicare & Medicaid Services		
<b>Others:</b>	<u>Maintenance Plan Development</u>		
<b>F. EDGE Participation Goal</b>			
Percent of Initial TOTAL CxA Fee	10%		

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### G. Evaluation Criteria for Selection

- Demonstrated ability to meet Owner's project requirements.
- Previous experience compatible with the proposed project (e.g., type, size), including but not limited to general working knowledge of the following:
  - Federal Select Agent Regulations
  - ISO 17025 – International Organization for Standardization
- 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, including knowledge and experience in review and preparation for :
  - Health Care Security Requirements and Systems
  - Health Facility Activation Planning
  - Joint Commission Survey Preparation
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Specification writing credentials and experience.
- 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 CxA and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested CxA 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.

### H. 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 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.

# Commissioning Agent Selection Rating Form

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Project Name Miami Valley Behavioral Healthcare Proposer Firm \_\_\_\_\_  
 Project Number DMH-250014 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 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$100,000	1	
	\$100,000 to \$500,000	2	
	More than \$500,000	0	
c. Number of licensed professionals	Less than 5 professionals	0	Max = 3
	5 to 9 professionals	1	
	More than 9 professionals	3	
<b>2. Primary 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 administration 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 - 0	
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 on commissioning similar projects	Less than 4 sample projects	1	Max = 3
	4 to 8 sample projects	2	
	More than 8 sample projects	3	
b. Previous commissioning project scale	Less than \$100,000	1	Max = 3
	\$100,000 to \$200,000	2	
	\$200,000 to \$300,000	3	
d. Team organization	Clarity of responsibility each phase/ communication demonstrated by table of organization	0 - 4	
<b>5. Overall Team Experience (Maximum 30 points)</b>			
a. Previous team performance on commissioning similar projects	Past performance as indicated by evaluations and letters of reference	0 - 5	
b. Experience with similar projects / delivery methods	Less than 4 projects	0 - 5	
	4 to 8 projects	5 - 10	
	More than 8 projects	11 - 15	
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	
* 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> .		<b>Subtotal</b>	
** Leadership in Energy & Environmental Design administered by Green Business Certification Inc.			

Notes:

Evaluator:

Name \_\_\_\_\_

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