

Request for Qualifications (Criteria Architect/Engineer*)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>New Basketball/Volleyball Arena</u>	Response Deadline	<u>April 15, 2025</u>	<u>2:00pm</u>	local time
Project Location	<u>Miami University</u>	Project Number	<u>MUN-100133</u>		
City / County	<u>Oxford / Butler</u>	Project Manager	<u>John Porchowsky</u>		
Owner	<u>Miami University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>Design-Build</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>5</u>	No. of electronic copies requested (PDF)	<u>1</u>		

* Criteria Architect/Engineer 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 Laura Baessler at 101 S. Fisher Drive, Oxford, OH 45056. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Laura Baessler at baessler@miamioh.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

Miami University is seeking Criteria Architect/Engineer services for a new multipurpose event center/arena and related event district for its Oxford Campus. Millett Hall, built in 1968, is approaching its sixtieth year. Home to Men's and Women's basketball and Women's volleyball, Intercollegiate Athletics offices, and ROTC Programs, the arena was originally built for multi-purpose uses and for one varsity sport. The seating bowl rake is extremely wide, thus not allowing an intimate experience for fans. Additionally, challenges with systems operations and maintenance, ADA, and modernizing the fan experience, are all aspects that Millett currently faces.

Therefore, Miami University has decided it is time to explore a new multipurpose event center and arena to accommodate its men's and women's basketball and volleyball programs, performances, and other university events/functions. The university has completed a site selection process and has determined that Cook Field, a large open recreation space, is the best location for the new arena. The next step in exploring this exciting opportunity is to define the program for the facility, plan the event district within the remaining space of the available land (accommodating a planned new hotel), identifying the ancillary projects needed for the success of the arena development, and conceptual design of the arena building.

B. Scope of Services

Pursuant to ORC 153.694, professional design firms selected to provide C-A/E services shall not provide any A/E of Record services for the project for which the professional design firm was selected as the C-A/E.

Upon award of the Agreement, the selected Criteria A/E ("C-A/E"), firm will commence by developing the Program of Requirements for the arena facility. This will include conversations with constituent from across the university.

The selected C-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 A/E 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: Programming, site planning, Concept and Design Criteria, Best Value Selection, and design review through completion of the project.

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>.

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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, educational 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, Building Information Modeling (“BIM”) experience and training, specific BIM and Owner-defined requirements, level of development to be achieved within BIM models, BIM deliverables, and Owner’s intended use of BIM models after construction). 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. Sports architecture
2. Programming
3. Site/Campus Planning
4. Circulation Planning
5. Design Criteria
6. Higher education

C. Estimated Budget / Funding

State Funding: \$0
 Other Funding: \$233,000,000
 Construction Cost: \$180,000,000
 Total Project Cost: \$233,000,000

D. Anticipated Schedule

Professional Services Start: 05 / 25
 Construction Notice to Proceed: 11 / 26
 Substantial Completion of all Work: 08 / 28
 Professional Services Completed: 08 / 28

E. Estimated Basic Fee Range (see note below)

0.5% to 0.75%

F. EDGE Participation Goal

Percent of initial Total A/E Fee: 7.0%

NOTE: **Basic Services** include: (1) Concept and Design Criteria, (2) Best Value Selection, (3) Preconstruction, and (4) Construction and Closeout services. The **Basic Fee** includes all registered design professional 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 Criteria A/E
 Discipline: Architecture
 Secondary
 Disciplines: Civil Engineering
Landscape Architecture
Structural Engineering
Mechanical-Electrical-Plumbing Eng.
Surveying

H. Additional Service Providers Required

Estimating
Civil Engineering - Traffic Engineer

NOTE: The lead Criteria A/E shall be (1) any architect holding a certificate issued under section 4703.10 of the Revised Code, (2) any landscape architect holding a certificate issued under section 4703.36 of the Revised Code, or (3) any engineer holding a certificate issued under section 4733.14 of the Revised Code.

I. Evaluation Criteria for Selection

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- 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 Criteria 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 Criteria 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 Criteria 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 Criteria 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 Criteria 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 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.

Criteria Architect/Engineer Selection Rating Form

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Project Name New Basketball/Volleyball Arena Proposer Firm _____
 Project Number Project Number 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 \$500,000	2	
	\$500,000 to \$2,000,000	1	
	More than \$2,000,000	0	
c. Number of licensed professionals	Less than 10 professionals	0	Max = 3
	10 to 20 professionals	1	
	More than 20 professionals	2	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	
b. Project criteria 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 accurate and complete design criteria	0 - 10	
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 4 sample projects	0	
	4 to 6 sample projects	2	
	More than 6 sample projects	5	
b. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
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 method	Less than 5 projects	0 - 3	
	5 to 7 projects	4 - 6	
	More than 7 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	
		Subtotal	

* Must be comprised of registered professional design 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](#).

Notes:

Evaluator:

Name _____

Signature _____ Date _____