

Request for Qualifications (Registered Design Professional*)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Blankenship Hall - Interior Renovations</u>	Response Deadline	<u>09/29/2025</u>	<u>2:00 PM</u>	local time
Project Location	<u>Blankenship Hall (0360)</u>	Project Number	<u>OSU-260014</u>		
City / County	<u>Columbus / Franklin</u>	Project Manager	<u>Steve Munger</u>		
Owner	<u>The Ohio State University</u>	Contracting Authority	<u>The Ohio State University</u>		
Delivery Method	<u>Construction Manager 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>		

* "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 *Statements of Qualifications* (Form F110-330) via email to:

Blankenship_Hall_-_Interior_Renovations.01_Selection@docs.e-builder.net

In the subject line, include the project number and name for RFQ you are responding to. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Steve Munger at munger.6@osu.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 <https://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

Blankenship Hall is the home of Ohio State's Department of Public Safety (DPS), including Police, Emergency Management & Fire Prevention, Communications & Security Technology, and Central Campus Security Services. This project will renovate the building to relocate and consolidate departments within the building, while improving the quality and functionality of both public and departmental spaces, with a goal of increasing the ability of DPS to serve the Ohio State University community and the public.

This project will:

- Relocate the Emergency Communications Control Center (911 call center) creating a new state-of-the-art real-time-crime-center for managing emergency response throughout the University.
- Relocate the department of Emergency Management and Fire Prevention.
- Renovate spaces for the Police Division to provide for expansion of staff, including locker areas, briefing rooms, and training areas.
- Create a secure entry for police and prisoner transportation.
- Relocate the locker space for security services
- Improve critical infrastructure.

The Architect / Engineer (A/E) will develop a detailed Program of Requirements (POR) as an additional service based upon the space needs of the University. This POR will be developed with the assistance of OSU-DPS, OSU Facilities Design and Construction (FDC), and OSU Planning and Real Estate (PARE).

The project is envisioned as multi-phased and will require the Architect / Engineer to create multiple packages of drawings to sequentially support the relocation of the affected departments without a compromise to the functional ability of the DPS to ensure that safety and security across campus are maintained. The building will remain occupied and operational throughout design and construction. The successful A/E will be expected to work closely with the successful CMR to develop the appropriate design and construction packages and sequence of renovations.

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This project is required to be designed and delivered within a collaborative BIM-enabled environment following The Ohio State University BIM Project Delivery Standards. The Primary firm submitting for the project will be required to have the BIM expertise capable of meeting the aforementioned standards. The Ohio State University BIM Project Delivery Standards can be accessed via the OSU FOD website: [BIM Project Delivery Standards](#).

The minimum required BIM Use Cases for this project are noted below. Details on the BIM Uses Cases are outlined in Section 2 of the Ohio State University BIM Project Delivery Standards.

Design BIM Use Case	Required	Additional Notes
2.3.1.1. Model Authoring – Design Intent BIMs (Required for the Architectural team and the Engineering team)	X	
2.3.2. Existing Conditions Documentation/Modeling	X	
2.3.3. Program of Requirements (PoR) Validation	X	
2.3.5. Model Based User Group Meetings/Reviews	X	
2.3.6. Sustainability (Energy Modeling/Simulation and Performance)/ Design Simulation/Analysis	X	
2.3.7. Clash Prevention	X	
2.3.8 Quantity Schedule		
Construct BIM Use Case	Required	Additional Notes
2.4.1. Model Authoring – Trade Coordination BIMs	X	
2.4.2. Model Authoring – Shop/Fabrication BIMs		
2.4.3. Clash Detection	X	
2.4.4. Model-based Scheduling (Sequencing/Simulation)		
2.4.5. Model-based Estimating (Quantification/Cost Estimating)		

The minimum required deliverables for this project are noted below. Details on the BIM deliverables are outlined in Section 4 of the Ohio State University BIM Project Delivery Standards

Deliverable	Required
BIM Execution Plan	X
Design Intent BIMs	X
Revit Model Rule Set Results	X
Interim Architectural and Structural Conformed Design Intent BIMs	X
Project Base Point	X
Conformed Design Intent BIMs	X
Interim Asset Worksheet	X
Final Asset Worksheet	X

This project includes asset tagging. The Primary firm submitting for the project is required to have the expertise capable of meeting this prerequisite and is responsible to support their consultants to meet this requirement. The Asset Tagging Process Diagram, Asset Worksheet Template, and LOD Matrix can be accessed via the OSU FOD website (<https://fod.osu.edu/resources>) under Design Guidelines, Specifications, Standards; Specifications and Standards; Building Information Modeling (BIM).

B. Scope of Services

The project and construction budget as listed in this RFQ is estimated.

The project has been approved for design services only. This request is for Registered Design Professional to provide programming, design and project management to establish the schematic design concept and begin design development. The university may amend the A/E contract upon approval for construction documents, bidding, construction contract administration and post-construction services.

This project is not advertised with an established Program of Requirements (POR). Upon award of the Agreement, the A/E shall commence by developing the POR based on the Blankenship Hall Reorganization space diagrams, provided by OSU Planning and Real Estate (PARE) which will be furnished to the successful shortlisted firms in advance of the interviews.

The project shall follow the applicable University Sustainability Standards: https://fod.osu.edu/sites/default/files/div_18.pdf.

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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 Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement. Required Professional Liability Insurance will be per Exhibit A – A/E Terms and Conditions Article 7.2.6.

As required by the Agreement, and as properly authorized, provide the following categories of basic services: Program Verification, Schematic Design, Design Development, Construction Documents, Guaranteed Maximum Price (GMP) Review and 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>.

The selected A/E will be required to sign the standard agreement. No modifications to the requirements in the agreement will be accepted.

During the construction period, provide not less than eight (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 A/E and its consultant staff involved in the primary design of the project, all having relevant and appropriate types of construction administration experience.

The project team (Owner / A/E / Construction Manager & Commissioning Agent) will be required to utilize the University's Project Management System, for all compatible services required by the University.

The Ohio State University is dedicated to providing a safe and healthy environment for students, patients, staff, visitors, and contractors. While not exclusive, guidelines governing safety expectations for construction/ renovation projects within Ohio State buildings are set forth in the Building Design Standards Appendix V and are summarized here: <https://fod.osu.edu/resources>, under the section titled "Construction Site Safety Requirements."

Closeout Services: The closeout for this project is required to be delivered in an electronic cloud-based format using the Trimble Unity Construct (TUC) Project Management System and adhere to The Ohio State University Project Closeout Standards. The Ohio State University Project Closeout Standards can be accessed via the OSU FOD vender resource website (<https://fod.osu.edu/resources>) under Post Construction / Close Out.

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. Programming Experience with Police & Emergency communications facilities
2. Design Experience with Police & Emergency communications facilities
3. IT Design experience with Emergency communications facilities
4. Experience with Multi-Phased Renovations.

For the purpose of the selection provide 10 Relevant Projects in Section F of the Statement of Qualification (Form F110-330), **projects must be designed by the Lead Firm.** Projects by firms other than the Lead Firm will not be considered for scoring.

C. Estimated Budget / Funding

State Funding:	<u>\$ 0.0 Million</u>
Other Funding:	<u>\$ 9.5 Million</u>
Construction Cost:	<u>\$ 5.5 Million</u>
Total Project Cost:	<u>\$ 9.5 Million</u>

D. Anticipated Schedule

Professional Services Start:	<u>09 / 2025</u>
Construction Notice to Proceed:	<u>05 / 2026</u>
Substantial Completion of all Work:	<u>07 / 2027</u>
Professional Services Completed:	<u>09 / 2027</u>

E. Estimated Basic Fee Range (see note below)

6.95% - 7.10%

F. EDGE Participation Goal

Percent of initial Total A/E Fee: 5%

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. **The Basic Fee excludes any Additional Services required for the project.**

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G. Basic Service Providers Required (see note below)

Lead A/E Discipline: Architecture & Interiors
Secondary Fire Protection, Plumbing, HVAC & Elec.
Disciplines: Structural Engineering
Civil Engineering
Landscape Design
Data & Telecommunications

H. Additional Service Providers Required

Programming
Hazardous Materials
911 Call Center Design & Coordination

NOTE: The lead 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 (*Not listed in order of importance*)

- Demonstrated ability to meet Owner's 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.
- Demonstrated ability to meet Owner's Sustainability Standards: https://fod.osu.edu/sites/default/files/div_18.pdf.
- Design quality and demonstrated ability of prospective firm and its proposed consultants to provide design services which represent the University's *Design Guidelines for Buildings and Landscape* [buildings-landscape.pdf](#)
- 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 firms are required to address their BIM project delivery experience and how they will implement Building Information Modeling ("BIM") on the project by documenting:

- The ability for the entire team to effectively collaborate and share models and data.
- Each discipline's model manager and their relevant experience.
- How the A/E will support a consultant that does not have sufficient BIM experience to meet the above expectations.

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.

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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 saved with the form name, project number listed on the RFQ and your firm's name (ex. F110-330_OSU-nnnnnn_Firm 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.

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 Blankenship Hall - Interior Renovations Proposer Firm _____
 Project Number OSU-260014 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 250 miles	2	
	More than 250 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	2	
	\$1,000,000 to \$1,500,000	1	
	More than \$1,500,000	0	
c. Number of licensed professionals	Less than 20 professionals	1	Max = 3
	20 to 50 professionals	2	
	More than 50 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 - 6	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 6	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 8	
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	1	Max = 3
	4 to 6 sample projects	2	
	More than 6 sample projects	3	
b. OSU Sustainability Standards	LEED v4.0 or v4.1 projects	0	Max = 2
	OSU Sustainability Standards projects	2	
c. BIM project experience	Training and knowledge	0	Max = 3
	Direct project experience	2	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 3	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 13	
b. Experience with similar projects / delivery methods	Less than 4 projects	0 - 3	
	4 to 6 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	
	3 to 6 projects	1	
	More than 6 projects	2	

* Must be comprised of professional design services consulting firm(s) 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 Building Certification Inc.

Subtotal	
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Notes:

Evaluator:

Name _____

Signature _____ Date _____