Request for Qualifications (Design-Build Contract)
State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	FY 27/28 Building Envelope/Waterproofing University Hall Roof Replacement	Response Deadline	11/6/2026 11:00am local time
Project Location	Main Campus	Project Number	0001-27-024
City / County	Toledo / Lucas	Project Manager	Chris Levicki/Pat Belvins
Owner	Owner	Contracting Authority	Local Higher Education
Delivery Method	Design-Build	Prevailing Wages	State
Publish Date	**10/23/2026**		

No. of paper copies requested (stapled, not bound) 4 No. of electronic copies requested (PDF) 1

Submit the requested number of Statements of Qualifications (Form F110-330) directly to **Erin Israel** at:

Mailing Address:
The University of Toledo
C/O Facilities and Construction
MS216, 2801 W. Bancroft Street
Toledo, Ohio 43606-3390

Courier/Physical Address:
The University of Toledo
Plant Operations Building
2925 E. Rocket Drive
Toledo, Ohio 43606

See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to **Emily Freel** at **Emily.Freel@Utoledo.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

The University of Toledo (UToledo)is soliciting qualifications for Design Build (DB) services for the replacement of slate roofs, as well as other repair/replacement of building envelope/weatherproofing components for University Hall.

University Hall is the first building that was constructed on the main campus of UToledo, opening in 1931. The building is a traditional collegiate gothic structural design which includes steep slope graduated slate tile shingles and copper flashings, gutters and downspouts. The slate shingles and underlayment below are from the original construction of the building and are beyond their useful life. The copper flashings, gutters and downspouts are failing, causing water infiltration within the interior of the building.

The project will include design and construction services necessary to complete the removal and replacement of five sections of slate roof totaling approximately 37,500 SF. This project has the potential to include multiple phases, similar in scope, which will include the removal and replacement of an additional five sections of slate roof totaling approximately 37,500 SF.

For all phases of this project, copper flashings, gutters and downspouts will be repaired/replaced as required to eliminate water infiltration. Additional work is likely to include, but may not be limited to, cleaning and replacement of weatherproofing, tuckpointing and masonry repairs, and the removal and replacement of caulking.

The Program of Requirements (“POR”) will be developed as a part of this project from the UToledo Design Standards and will be made available to the short-listed firms for their use in developing the Request for Proposal (RFP) responses. If additional phases are added to this project an additional Program of Requirements will be developed and issued to the DB, and an amendment to the pre-construction services and an additional GMP will be executed for the additional design and construction services.

All aspects of the project and related issues will be implemented and operated consistent with the Contracting Authority and/or Owner’s policies and procedures.

B. Scope of Services

The selected Design-Builder ("DB"), as a portion of its required Scope of Services and prior to submitting its proposal, will discuss and clarify with the Contracting Authority and/or Owner, the breakdown of the Agreement detailed cost components, to address the Owner's project requirements and refine the project schedule. 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: develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Schematic Design, Design Development, Subcontractor Prequalification and Bidding process, Construction Documents, Construction and Closeout stages.

Refer to the *Ohio Facilities Construction Manual* 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 preconstruction and construction services are generally described below. Subcontracts including Plumbing, Fire Protection, HVAC, and Electrical trades will be awarded by the DB to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and the Owner, the Criteria A/E and the DB. The Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the DB's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

Preconstruction Services: The DB will work cooperatively with the Contracting Authority and/or Owner, Criteria A/E and Project Team, and will provide, among other services, schedule development, estimate development, program verification, schematic design, design development, Guaranteed Maximum Price ("GMP") proposal, subcontractor prequalification and bidding, construction documents preparation, constructability review, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the DB, together with the Architect/Engineer of Record's ("AOR") detailed listing of any incomplete design elements and the AOR's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). Contingent upon the Contracting Authority's approval of the GMP, the parties will enter into an amendment to the Agreement establishing the Contract Sum ("GMP Amendment"). If the proposed Contract Sum exceeds the Project Budget established for construction, then the Contracting Authority may terminate the agreement with the DB and seek proposals from other firms for completion of the Project.

Construction Services: The DB shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The DB shall hold all subcontracts and shall be fully responsible for the means and methods of construction, weekly progress meetings, testing and inspections, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Contracting Authority. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority reserves the right to approve the DB's selection of subcontractors and any supplemental terms to the subcontract form.

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. Project Delivery Method: Design-Build
2. Role on Project: AOR-DB
3. Project design experience with slate tile shingle roof repairs/replacement
4. Extensive contracting experience with slate tile shingle roof replacements
5. Experience with repair/replacement of copper flashings, gutters and downspouts
6. Experience with restoring water damaged building interiors
7. Experience with work in an occupied facility and on a campus similar in size to UToledo
8. Experience with multi-phased projects
9. Previous experience working with proposed AOR or DB contractor
10. Experience working with State of Ohio, OFCC, and local higher education administered projects

C. Funding / Estimated Budget

Total Project Cost	$10,000,000	State Funding	$10,000,000
Construction Cost	$9,300,000	Other Funding	$0.00

D. Anticipated Schedule

DB Interview Date	11/25/2026
DB Preconstruction Services Start	01 / 27
Construction Stage Notice to Proceed	04 / 27
Substantial Completion of all Work	01 / 28
DB Services Completed	02 / 28

E. EDGE Participation Goal

Percent of the DB's total compensation excluding DB's Contingency* 5.0%

*Preconstruction Stage Compensation plus Contract Sum minus DB's Contingency

F. Evaluation Criteria for Selection

Selection Criteria: The DB will be selected using (i) qualifications-based process during the Request for Qualifications ("RFQ") stage to develop a short list and (ii) best value process during the Request for Proposal stage. The qualifications-based criteria for the RFQ is included in this announcement. The best value criteria used in evaluating proposals from short listed firms will include such factors that are determined to derive or offer the greatest value to the State and Owner, combining both qualifications and fee.

Short List: Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

Request for Proposal: The short-listed firms shall be sent a Request for Proposal ("RFP") that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation, construction stage personnel costs, itemized construction stage general conditions costs, construction stage contingency percentage, construction stage design fee percentage, and design-build fee percentage. The short-listed candidates will also receive (i) form of the Agreement with the Contracting Authority containing the contract terms and conditions, (ii) set of the most recent criteria documents and (iii) proposed Project schedule.

Pre-Proposal Meeting: Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority and the Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask the Contracting Authority and the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

Interview: After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority and representatives of the Owner. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable, budget and EDGE expectations. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

Selection Schedule: Tentative schedule is subject to change

Qualifications Due	11/6/2026
RFP issued to the Short-Listed Firms	11/11/2026
Interviews	11/25/2026
Selection of DB	12/2/2026
Proposals Due	11/20/2026
Pre-Proposal Meeting	11/13/2026

Cancellation and Rejection: The Contracting Authority reserves the right to reject all proposals and cancel at any time for any reason this solicitation, any portion of this solicitation or any phase of the Project. The Contracting Authority shall

have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

Interested DB 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(es), as a part of the DB's team. The *EDGE Affidavit* and / or waiver request letter and *Demonstration of Good Faith Effort* form(s) with complete documentation must be attached to the DB's Proposal. Both forms can be accessed via the OFCC website at https://ofcc.ohio.gov.

If the DB 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* form signed by both parties with its *Statement of Qualifications*.

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

Interested DB 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.

G. 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, if requested, should be combined into one PDF file named with the project number listed on the RFQ and your firm's name, followed by "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. **Electronic submittals are limited to a maximum file size of 25 MB.**

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.

CD/DVD copies of the *Statement of Qualifications*, if requested, should have the sleeve labeled with the project number and firm name, followed by "SOQ".

Facsimile copies of the *Statement of Qualifications* will not be accepted.

Unless otherwise noted or exempt, all documents submitted to the Contracting Authority in response to this RFQ and subsequent RFP are public and will be available for inspection at the conclusion of the selection process. The following information shall remain confidential and will not be released: (1) Proposal Form(s), except for cost category subtotals which will be transferred to the Best Value Rating Form; (2) Financial Capacity; and (3) Bonding/Insurance.

Proposers are requested to submit the following information in response to this RFQ within Section H of Form F110-330.

1. Summary: Provide a summary, on one page or less, describing why your firm/team is the most qualified for the Project.
2. Bonding/Insurance: Provide evidence of capacity to provide bonding in the amount of the construction budget (e.g. a letter from your Surety agent stating that one or more Sureties will issue Bonds in the amount of the construction budget if your team is selected) and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability, and professional liability insurance.
3. Management Systems: Describe the scheduling and cost control systems the firm would propose to use for the Project
4. Self-Performed Work: Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
5. Estimating: Demonstrated track record of performance of in-house estimating on projects comparable to the Project.
6. Contingency Data: Provide historical data (past ten years) that shows the original contingency percentage provided on the firms past CMR projects and the percentage of that contingency that was consumed during the project and the percent that was returned to the owner on those projects.
7. Scheduling: Demonstrated track record of performance of managing projects to the original schedule

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: 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.

Design-Build Selection Rating Form
State of Standard Forms and Documents

Project Name: University Hall Roof Replacement & Building Envelope Repairs
Project Number: 0001-27-024
Proposer Firm: Proposer Firm
City, State, Zip: City, State, Zip

Selection Criteria		Value		Score
1. Primary Firm Location and Workload (Maximum 10 points)				
a. Proximity of firm to project site	Less than 100 miles	5		
	100 miles to 200 miles	2		
	More than 200 miles	0		
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than $200,000	5		
	$200,000 to $1,000,000	2		
	More than $1,000,000	0		
2. Primary Qualifications (Maximum 35 points)				
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10		
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 5	Max = 25	
c. Technical staff	Experience / ability of technical staff to coordinate construction documents and develop accurate estimates and schedules	0 - 5		
d. Construction administration staff	Experience / ability of field representatives to identify and solve issues during construction	0 - 5		
3. Key Consultant Qualifications (Maximum 15 points)				
a. Key consultants	Experience / ability of key consultants to perform effectively and collaboratively	0 - 10		
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in Services compensation** over the EDGE participation goal	0 - 5		
4. Overall Team Qualifications (Maximum 10 points)				
a. Previous team collaboration	Less than 2 sample projects	0	Max = 3	
	2 to 4 sample projects	2		
	More than 4 sample projects	3		
c. BIM project experience	Training and knowledge only	1 - 2	Max = 5	
	Direct project experience	3 - 5		
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 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 2 projects	0 - 1		
	2 to 4 projects	2 - 3		
	More than 4 projects	4 - 5		
* Must be comprised of 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.		**Subtotal**		

Notes:

Evaluator:

Name _____

Signature _____ Date _____