

# Request for Qualifications (Registered Design Professional\*)

## State of Ohio Standard Forms and Documents

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**Administration of Project:** Local Higher Education

Project Name	<u>Infrastructure Improvements Electrical Phase IV</u>	Response Deadline	<u>June 18, 2026</u>	<u>8:30 AM</u>	local time
Project Location	<u>The University of Akron - Main Campus</u>	Project Number	<u>260007</u>		
City / County	<u>Akron / Summit</u>	Project Manager	<u>Jim Haskell</u>		
Owner	<u>The University of akron</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
Publish Date	<u>6/2/2026</u>				

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

\* "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 requested number of *Statements of Qualifications* (Form F110-330) to the attention of Shelly Keller at The University of Akron, 250 South Forge st, Suite 102, Akron, Ohio 44325-9001 A drop-off box is provided in the lobby of the Purchasing Department. See Section J of this RFQ for additional submittal instructions

All questions are to be submitted through Workday Strategic Sourcing (WSS), which will allow everyone to see submitted questions and the answers. Questions will be answered and posted to the WSS website on a regular basis until one week before the time of RFQ submittal. This tool is located at: Vendor Registration- <https://the-university-of-akron-public-portal.us.workdayspend.com/> .Vendors can view the project details related documents without registering. Workday Strategic Sourcing offers customer support that may be reached [scoutsupport@workday.com](mailto:scoutsupport@workday.com).

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### Project Overview

#### A. Project Description

The University of Akron's Office of Capital Planning completed a comprehensive survey of the campus electrical infrastructure in 2017 and is in the fourth phase of an ongoing project to replace deteriorating medium voltage cabling and associated equipment. The current phase continues the 23KV loop to ensure a stable and dependable electrical network for campus (see attached Proposed 23KV Loops, Campus Overall Site Plan). Construction may take place over two summers. Power must be maintained to the campus High Temperature Hot Water (HTHW) circulation system during the winter months.

The University of Akron has developed the following Program of Requirements ("POR").

##### Task 1: SS to Mary Gladwin (MG) (RED ON SITE PLAN)

Connect from existing sectionalizer at SS-MG, then new duct bank to Mary Gladwin. New 23K:480V transformer to Mary Gladwin, connection to existing switchboard located. New Dry 480V:208V transformer. New 23K Wire full length, Feed wire to switchboard.

##### Task 2: Goodyear (GDYR) Sectionalizer to Auburn Science & Engineering Center (ASEC) Sectionalizer (CYAN ON SITE PLAN)

Connect from existing sectionalizer at Goodyear via new / existing duct bank to new sectionalizer at ASEC. New 23K:4160VAC connecting to existing switchboard West Tower. New Dry 480V:208V transformer. New 23K:480VAC connecting to existing switchboard in ASEC North Tower. New Dry 480V:208V transformer. New 23K Wire full length, Feed wire to switchboard.

##### Task 3: Whitby Hall (WH) addition

Connect from new ASEC Sectionalizer to new 23K:480V transformer located in the Whitby/Auburn Science yard, connecting to existing switchboard.

##### Task 4: ASEC Sectionalizer to Computer Center (COMP) Sectionalizer (BLUE ON SITE PLAN)

Connect from new ASEC Sectionalizer through new duct bank to MH-2, continuing in existing duct bank to MH-1A, then new duct bank to new COMP Sectionalizer. New 23K Wire full length, Feed wire to switchboard.

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Task 5: COMP transformer replacement

New 23K:4160V transformer, connecting to existing switchboard.

Task 6: COMP Sectionalizer to Carroll Street Substation (ESUB)

(PURPLE ON SITE PLAN)

Connect from new COMP Sectionalizer in new duct bank to MH-1A, then existing duct bank to ESUB in new duct bank.

New 23K Wire full length.

Task 7: ESUB 23K Lineup

New Medium Voltage (MV) Switchgear with four (4) sections. Connections to existing MV Switchgear and MV feed from Ohio Edison. Remove existing MV overhead.

Task 8: SS-MG to McDowell Law Center (LAW)

(YELLOW ON SITE PLAN)

Connect from existing sectionalizer at SS-MG, via existing duct bank to LAW sectionalizer. New 23K:480V transformer, connection to existing switchboard. New Dry 480V:208V transformer. Reuse Existing 23K Wire full length, New feed wire to switchboard.

## B. Scope of Services

For projects advertised with an appropriately developed Program of Requirements (“POR”), upon award of the Agreement, commence with Design.

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 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: 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 6 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.

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 with medium voltage distribution systems
2. Experience with medium voltage underground electrical duct banks, manholes, and associated civil work
3. Experience in owner occupied buildings
4. Experience in scheduling utility interruptions
5. Civil and Site Restoration
6. Experience in the State of Ohio Higher Education Design and Construction
7. Experience in the State of Ohio General Contracting delivery method of construction

## C. Estimated Budget / Funding

State Funding:	<u>\$0.00</u>
Other Funding:	<u>\$3,400,000</u>
Construction Cost:	<u>\$2,735,318</u>
Total Project Cost:	<u>\$3,400,000</u>

## D. Anticipated Schedule

Professional Services Start:	<u>07 / 26</u>
Construction Notice to Proceed:	<u>05 / 27</u>
Substantial Completion of all Work:	<u>08 / 28</u>
Professional Services Completed:	<u>09 / 28</u>

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**E. Estimated Basic Fee Range** (see note below)

8.5% to 9.0%

**F. EDGE Participation Goal**

Percent of initial Total A/E Fee:

5.0%

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 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 A/E Discipline: Engineering  
 Secondary Architecture  
 Disciplines: Civil Engineering  
Surveying  
Select Secondary Discipline  
Select Secondary Discipline  
Select Secondary Discipline  
Select Secondary Discipline  
Select Secondary Discipline  
Scheduling  
Estimating

**H. Additional Service Providers Required**

Survey  
Underground sounding  
Additional Service Discipline  
Additional Service Discipline  
Additional Service Discipline  
Additional Service Discipline  
Additional Service Discipline  
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Additional Service Discipline

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**

- 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 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 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* form signed by both parties with its *Statement of Qualifications*.**

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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 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 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, 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.

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.

# Registered Design Professional Selection Rating Form

## State of Ohio Standard Forms and Documents

Project Name Infrastructure Improvements Electrical Phase IV Proposer Firm \_\_\_\_\_  
 Project Number 260007 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 25 miles	5	
	25 miles to 50 miles	2	
	More than 50 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$100,000	2	
	\$100,000 to \$200,000	1	
	More than \$200,000	0	
c. Number of licensed professionals	Less than 5 professionals	1	Max = 3
	5 to 20 professionals	2	
	More than 20 professionals	3	
<b>2. Primary Firm 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 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 - 10	
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	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	
<b>5. Overall Team Experience (Maximum 30 points)</b>			
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 8 projects	4 - 6	
	More than 8 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 6 projects	0 - 1	
	6 to 9 projects	2 - 3	
	More than 9 projects	4 - 5	
* 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 <a href="#">Document F199-01 - PS Selection Rating Rubric</a> . ** Leadership in Energy & Environmental Design administered by Green Business Certification Inc.™		<b>Subtotal</b>	

**Notes:**

**Evaluator:**

Name \_\_\_\_\_

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