Request for Qualifications (Registered Design Professional*)
State of Ohio Standard Forms and Documents

Administration of Project: Local Agency

Project Name	Statehouse Rotunda Renovation	Response Deadline	12/18/2026 10a.m. local time
Project Location	1 Capitol Square	Project Number	CSR 27-001
City / County	Columbus / Franklin	Project Manager	John Hutt III
Owner	Ohio Capitol Square Review and Advisory Board (CSRAB)	Contracting Authority	Local Agency
Delivery Method	General Contracting	Prevailing Wages	State
Publish Date	**11/20/2026**		

No. of paper copies requested (stapled, not bound) N/A No. of electronic copies requested (PDF) 2

* "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) directly to Ohio Statehouse at submittals@ohiostatehouse.org. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Ohio Statehouse at submittals@ohiostatehouse.org with the project number included in the subject line (no phone calls please) by December 7, 2026. 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.

Interested parties may attend a pre-Response Deadline meeting on December 2, 2026 at 1:30pm. Meet outside the Capitol Square Review and Advisory Board office, located at 1 Capitol Square, Columbus OH 43206.

Project Overview

A. Project Description

The Capitol Square Review and Advisory Board (CSRAB) requires Architectural/Engineering (A/E) services for the design, documentation, and construction administration associated with the renovation and restoration of the Ohio Statehouse Rotunda and adjacent interior areas within the Ohio Statehouse. The project will include, but shall not be limited to, plaster repair, painting, lighting modifications and upgrades, cleaning and preservation of historic limestone surfaces, and other repairs necessary to restore the architectural character and integrity of the space. The Rotunda was last comprehensively renovated during the 1990s restoration of the Ohio Statehouse, and this project seeks to preserve, restore, and enhance this significant historic interior while maintaining compliance with applicable preservation standards and building requirements.

The selected A/E shall provide all necessary professional services, including existing conditions assessment, development of design documents, cost estimating, coordination with stakeholders, bidding support, and construction-phase services, including periodic site observations and review of contractor work.

The A/E shall also prepare the Program of Requirements (POR) as an Additional Service and identify any phased implementation strategies necessary to minimize impacts to public access, operations, and scheduled events within the Ohio Statehouse.

B. Scope of Services

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 4 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.

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, 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) Project Delivery Method: General Contracting
2) Role on Project: A/E
3) Experience with design and construction of public facility through General Contracting
4) Experience with historical preservation
5) Experience with high rise buildings and the use of scaffolding
6) Experience with construction in occupied buildings
7) Expereince with plaster, ornamental finishes, and paint.
8) Experience with lighting or lighting upgrades/modifications
9) …
10) …

C. Estimated Budget / Funding

State Funding:	$Aggregate project cost
Other Funding:	$N/A
Construction Cost:	$4,500,000.00
Total Project Cost:	$4,950,000.00

D. Anticipated Schedule

AE Interview Date:	1/11/2027
Professional Services Start:	03 / 27
Construction Notice to Proceed:	12/ 27
Substantial Completion of all Work:	11 / 28
Professional Services Completed:	02 / 29

E. Estimated Basic Fee Range (see note below)

8% to 10%

F. EDGE Participation Goal

Percent of initial Total A/E Fee: 5.0%

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:	Architecture/Historical Preservation A/E
	Structural/Civil Engineer
Secondary Disciplines:	Electrical Engineering
	Interior Restoration/Finishes Specialist
	Cost Estimator

H. Additional Service Providers Required

- Renderings
- Plaster Restoration Specialist
- Electrical/Lighting

Basic and Additional Services Notes:

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.

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.

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, historical preservation).
- 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*.

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 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, 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: 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 Statehouse Rotunda Renovation

Project Number CSR 27-001

Proposer Firm _____

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 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 $200,000	2		
	$200,000 to $500,000	1		
	More than $500,000	0		
c. Number of licensed professionals	Less than 5 professionals	1	Max = 3	
	5 to 10 professionals	3		
	More than ff professionals	2		
2. Primary Firm Qualifications (Maximum 25 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 = 15	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 5		
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5		
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 15 points)				
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. Historical preservation	Training and knowledge only	1 - 5	Max = 10	
	Direct project experience	5 - 10		
c. Ornamental plasterwork	Direct project experience with ornamental plasterwork	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 3 projects	0 - 3		
	3 to 6 projects	4 - 6		
	More than 6 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		
* 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.		**Subtotal**		

Notes:

Evaluator:

Name _____

Signature _____ Date _____