

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>MUO Geothermal Plant Expansions</u>	Response Deadline	<u>March 13, 2026</u>	<u>2:00 PM</u>	local time
Project Location	<u>Miami University</u>	Project Number	<u>MUN-260170</u>		
City / County	<u>Oxford / Butler County</u>	Project Manager	<u>Don Van Winkle</u>		
Owner	<u>Miami University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>CM at Risk</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested (PDF)	<u>1</u>		

Submit the requested number of *Statements of Qualifications* (Form F110-330) directly to Don Van Winkle at Physical Facilities, 101 S Fisher Dr, Oxford, OH 45056 or at vanwind3@miamioh.edu. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Don Van Winkle at vanwind3@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 soliciting qualifications for professional engineering services. Miami University has developed a Utility Master Plan that has, at its core, the migration from Steam/Condensate infrastructure to a Heating Hot Water system, and expanded use of geothermal systems. The next phase of the Utility Master Plan consists of increasing the number of buildings served by our Geothermal Plants – both the Geothermal Energy Plant (GEP) located on Miami University's Western Campus, and the Northern Geothermal Plant (NCP).

District Hot Water and Chilled Water service from the GEP will be extended to Boyd Hall and Kumler Chapel. Additionally, the HW and CHW service from the GEP will be extended to the Hoyt Hall site, where those systems will be connected to existing buried valves, below the parking lot, to complete the loop and add redundancy and resiliency to the system.

District Hot Water service from the NCP will be extended to Psychology Building and Farmer School of Business.

Additionally, the HW and CHW service from the NCP will be extended from the utility tunnel at the corner of Hight St and Patterson Ave to Cook Field, in anticipation of a future arena, and also across OH Rt 73 to a vault that will tie into the utility tunnel in front of Bachelor Hall.

Along with extending piping distribution changes, each of the (4) buildings will require modifications to be able to utilize the Low Temperature HW and CHW provided by the GEP, and Low Temperature HW from the NCP. These modifications range from pulling out existing HW and CHW generating equipment and connecting the systems up to the district HW and CHW loops, to installing completely new heating and cooling systems.

Additionally, within Psychology building, the process chillers serving aquatics research area are at end of life and will be replaced as part of this project, as will the steam fired domestic hot water heaters, and a stand alone steam boiler will be installed at the building to support existing steam use needs from autoclave and cage washing equipment.

Coordination of shutdown and startup of systems will be critical for a smooth transition, and to not disrupt the educational calendar.

B. Scope of Services

This Request For Qualifications (RFQ) is for an Engineering Firm. The required engineering services include, but are not limited to the following:

1. Programming

Verification of programming will be required for overall plan and a detailed programming on how each building will be modified upon award of the Agreement, commence by developing the Program of Requirements.

2. Distribution Design

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An assessment of how to best install CHW and HW piping through the tunnel system, while maintaining the existing Steam/Condensate mains that serve other parts of campus, as well as best method for tying into the existing tunnels with the new utilities shall be performed as part of this design. There is a combination of direct buried and tunnel piping this area. Many of the existing steam and condensate lines have asbestos insulation and lines designated for removal may need to be abated.

3. Building Level Conversions

Each of the buildings has their unique challenges to convert from steam over to heating hot water and chilled water. Systems that need converted to district Low Temp HW or CHW are the following:

Boyd Hall:	Steam Reheat coils in attic AHUs, Perimeter finned tube, Standalone Chiller
Kumler Chapel:	Steam Radiators, Steam Heating Coil, DX Cooling Coil
Farmer School of Business:	HW Coils in AHUs, Perimeter finned tube
Psychology Building:	Domestic HW heaters, steam coils in air handlers, steam generation for cage wash and autoclaves, replace process chiller.

The design for each of these building conversions will need to look at the existing pump systems. New pumps with VFDs will need to be added where systems do not have adequate pumping capacity currently.

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 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. Primary/Secondary Pumping
2. Distribution Piping (Heating Hot Water & Chilled Water)
3. MEP Systems related to the following:
 - Chilled Water
 - Heating Hot Water
 - 4-Pipe Fan Coil Units
 - Plate and Frame Heat Exchangers
 - Steam
4. Bidding State Contract Work
5. BAS / Siemens Control experience
6. Architecture
7. 3D BIM Modeling
8. State of Ohio Contracting Experience
9. Construction Administration
10. Phasing / Implementation Planning

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C. Estimated Budget / Funding

State Funding: \$0
 Other Funding: \$30,000,000
 Construction Cost: \$25,000,000
 Total Project Cost: \$30,000,000

D. Anticipated Schedule

Professional Services Start: 03 / 26
 Construction Notice to Proceed: 12 / 26
 Substantial Completion of all Work: 07 / 27
 Professional Services Completed: 09 / 27

E. Estimated Basic Fee Range (see note below)

5% to 7%

F. EDGE Participation Goal

Percent of initial Total A/E Fee: 7.0%

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 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, 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 Mechanical-Electrical-Plumbing Eng.
 Disciplines: Surveying
HVAC Engineering
Structural Engineering
Civil Engineering

H. Additional Service Providers Required

Concrete Material Testing
Hazardous Material Abatement
Asphalt Testing
Soil Compaction Testing

NOTE: The lead A/E shall be (1) an architect registered pursuant to ORC Chapter 4703, (2) a landscape architect registered pursuant to ORC Chapter 4703, or a (3) professional engineer or (4) professional surveyor licensed pursuant to ORC Chapter 4733.

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 address how they will implement Building Information Modeling ("BIM") on the project, experience and level of training of staff related to BIM, incorporation of team partners that have previous BIM experience, and an understanding of collaborative BIM processes, including but not limited to the *State of Ohio BIM Protocol* available at the OFCC website at <https://ofcc.ohio.gov>.

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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.

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 USB Drive 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.

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

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Project Name MUO Geothermal Plant Expansions Proposer Firm _____
 Project Number MUN-260170 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 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$1,000,000	2	
	\$1,000,000 to \$10,000,000	1	
	More than \$10,000,000	0	
c. Number of licensed professionals	Less than 10 professionals	1	Max = 3
	10 to 20 professionals	2	
	More than 20 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 - 10	
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 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. 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	
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 4 projects	0 - 3	
	4 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 4 projects	0 - 1	
	4 to 6 projects	2 - 3	
	More than 6 projects	4 - 5	
* Must be comprised of professional design services 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	
** Leadership in Energy & Environmental Design administered by Green Business Certification Inc.			

Notes:

Evaluator:

Name _____

Signature _____ Date _____