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

Administration of Project: Local Higher Education

Project Name	Jennings Hall - Classroom Pool Rms 001 and 155	Response Deadline	11/16/2026	2:00 PM local time
Project Location	Jennings Hall (0014)	Project Number	OSU-270078	
City / County	Columbus/ Franklin	Project Manager	David Warye	
Owner	The Ohio State University	Contracting Authority	Local Higher Education	
Delivery Method	Design-Build	Prevailing Wages	State	
No. of paper copies requested (stapled, not bound)	0	No. of electronic copies requested (PDF)	1	

Submit the Statements of Qualifications (Form F110-330) via email to 330Submittals@osu.edu. In the subject line, include the project number and name for the RFQ you are responding to. See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to David Warye at warye.6@osu.edu with the project number and name included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at Project Opportunities 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

For this project, the Owner will be requesting a Competitive GMP at the time of Request for Proposal as part of the Best Value selection process.

Jennings Hall is an academic building used by the Department of Arts and Sciences Advancement, original construction in 1914, spans 112,502 square feet and is located on 1735 Neil Avenue, Columbus, OH. The HVAC system features air handling units with heating and cooling loops, supported by pumps and auxiliary cooling systems.

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.

This project is to renovate Lecture Hall 155 located on the first floor and Lecture Hall 001 located on the ground floor. The renovations are to start the last week of April 2027 and all construction activities are to be completed prior to Fall Semester 2027. Criteria documents prepared by the OSU-OTDI Lead Interior Designer, as well as the Hazardous Materials (HazMat) survey, will be made available to short-listed firms for use in the development of their technical and cost proposals.

OTDI-LCE requires three weeks prior to Fall Semester to install technology systems in both Lecture Halls. OTDI-LCE will provide and install AV technology which includes projects, displays, projection screens, mounting accessories and ceiling mounted microphones. Design Builder (DB) to provide mounting structure for ceiling mounted projectors and video displays. Provide duplex receptacles in ceiling for each projector as well as wall boxes and wire path for low voltage.

The DB is responsible for all wall patching, repair, and surface preparation required prior to the installation of new finishes. The DB shall propose finish materials and color selections for both Lecture Halls that are consistent with the University's branding palette. Final finishes selections shall be reviewed and approved by the OSU-OTDI Lead Interior Designer prior to procurement or installation.

DB shall perform all necessary modifications to existing HVAC and electrical systems to support the new ceiling layout.

DB to provide any necessary modifications in the Lecture Halls to support OSU's deferred maintenance program as needed in the spaces.

Lecture Hall 001 (3,233 S.F.)

The scope of work for Lecture Hall 001 shall include the removal of partition walls around the ADA ramp and all fixed seating. Existing ceiling grid and lighting fixtures are to be demolished. Provide new grid, ceiling tile and lighting. Lighting layout and technology systems are to be designed in full compliance with University's Building Design Standards (BDS), with particular attention to classroom specific requirements. OTDI will demolish all existing technology between 5/5/27 and 5/7/27. Existing chalkboards are to be removed and replaced with new whiteboards. The contractor is to field-verify all existing wall dimensions. Final whiteboard quantities and locations shall be coordinated during design with the OTDI Lead Interior Designer. All existing acoustical panel tackboards shall be removed and replaced.

The contractor is to install the owner-provided projection screen and coordinate any required electrical modifications to support the installation.

Provide new fixed seating (Classroom Pool standard: KI Concerto), new carpet and paint. Provide new signage outside of Lecture Hall as well as new ST-25 flag signs above doors. Provide new door Classroom Pool hardware and stickers indicating emergency lock use.

DB to provide geo-technical support to investigate water penetration reported in the lower portion of Lecture Hall.

Lecture Hall 155 (1,921 S.F.)

The scope of work for Lecture Hall 155 shall include the removal of all fixed seating. Existing ceiling grid and lighting fixtures to be demolished. Provide new grid, ceiling tile and lighting. Lighting layout and technology systems are to be designed in full compliance with University's Building Design Standards (BDS), with particular attention to classroom specific requirements. OTDI will demolish all existing technology between 5/5/27 and 5/7/27. Existing chalkboards are to be removed and replaced with new whiteboards. The contactor is to field-verify all existing wall dimensions. Final whiteboard quantities and locations shall be coordinated during the design phase with the OTDI Lead Interior Designer; however, the design shall include a minimum of four (4) new whiteboards. All existing acoustical panel tackboards shall be removed and replaced.

The contractor is to install the owner-provided projection screen and coordinate any required electrical modifications to support the installation.

Provide new fixed seating (Classroom Pool standard: KI Concerto), new carpet and paint. Provide new signage outside of Lecture Hall as well as new ST-25 flag signs above doors. Provide new door Classroom Pool hardware and stickers indicating emergency lock use.

DB to address tier/slope of seating area to reduce trip hazard.

The DB shall plan for and implement all necessary asbestos abatement measures to address asbestos-containing debris identified by EHS on the surface on the existing ceiling tiles.

B. Scope of Services

The Owner will be requesting a GMP as part of the Best Value selection process; therefore, self-performed work will be approved, subject to the firm submitting an acceptable subcontractor plan. The short-listed firms are treated as approved subcontractors for this purpose. There will be no obligation for the selected firm to solicit bids from subcontractors for the purpose of comparing the price of proposed self-performed work. In addition, the contingency utilization provisions related to the award of a low subcontractor bid are waived.

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, Target Value Budget/Target Value Design, project schedules, and construction schedules; lead and manage the Schematic Design, Design Development, Subcontractor Prequalification and Bidding process, Construction Documents, Construction and Closeout stages.

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

The selected DB will be required to sign the standard agreement provided at time of Request for Proposal. No modifications to the requirements in the agreement will be accepted. Required Professional Liability Insurance will be per General Conditions Articles 10.3.7, 10.3.8 and 10.3.9.

The preconstruction and construction services are generally described below. With the exception of self-performed work, subcontracts including but not limited to 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/Owner, the Criteria A/E and the DB. The Contracting Authority/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/Owner, Criteria A/E and Project Team, and will provide, among other services, schedule development, estimate development, program verification, schematic design, design development, subcontractor prequalification and bidding, construction documents preparation, constructability review, permits, budgeting, Target Value Budget/Target Value Design, and preconstruction planning throughout the preconstruction stages.

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.

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 e-Builder 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. Sustainable Design Experience

For the purpose of the selection of 10 Relevant Projects in Section F of the Statement of Qualification (Form F110-330), projects must have been completed by the Design Build Firm.

C. Funding / Estimated Budget

Total Project Cost	$1,460,000	State Funding	$0
Construction Cost	$1,165,000	Other Funding	$1,460,000

D. Anticipated Schedule

DB Preconstruction Services Start	01 / 2027
Construction Stage Notice to Proceed	04 / 2027
Substantial Completion of all Work	08 / 2027
DB Services Completed	10 / 2027

E. EDGE Participation Goal

Percent of the DB's total compensation excluding DB's Contingency* 5%

*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 (RFP) 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/Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask the Contracting Authority/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.

At the pre-proposal meeting, short-listed firms will be required to submit the completed Contractor Pre-Work Evaluation form, available here https://fod.osu.edu/resources, under the section titled "Construction Site Safety Requirements."

Interview: After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority/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	11/16/2026
RFP issued to the Short-Listed Firms	11/17/2026
Proposals Due	11/30/2026
Interviews	12/02/2026
Selection of DB	12/04/2026

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 Enterprise(s), 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 Procurement Forms.

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* 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 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 Procurement Forms.

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.

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.
    a. The project team (Owner / C-AE / DB) will be required to utilize eBuilder, the University's Project Management System, for all compatible services required by the University. Please comment on incorporating this system into your construction services and in conjunction with your prescribed corporate project management systems, if any.
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. 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: 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.

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

Project Name Jennings Hall - Classroom Pool Rms 001 and 155 Proposer Firm _____

Project Number OSU-270078 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 50 miles	5		
	50 miles to 100 miles	2		
	More than 100 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 - 10	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 - 10		
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		
b. OSU Sustainability Standards or LEED*** project experience	LEED projects	1	Max = 2	
	OSU Sustainability Standards 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 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 consulting firm(s) and NOT the lead firm ** Preconstruction Stage Compensation plus Contract Sum minus Subcontracted Work, Self-performed Work, and DB's Contingency *** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		**Subtotal**		

Notes:

Evaluator:

Name _____

Signature _____ Date _____