

Request for Qualifications (Design-Build Contract)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>Fire Sprinkler System Buildings 1 - 7</u>	Response Deadline	<u>12/14/2021</u> <u>2:00 PM</u> local time
Project Location	<u>Sinclair Community College</u>	Project Number	<u>SCC-02134X</u>
City / County	<u>Dayton / Montgomery</u>	Project Manager	<u>Rob Hensley</u>
Owner	<u>Sinclair Community College</u>	Contracting Authority	<u>Local Higher Education</u>
Delivery Method	<u>Design-Build</u>	Prevailing Wages	<u>State</u>
No. of paper copies requested (stapled, not bound) <u>0</u>		No. of electronic copies requested (PDF)	<u>1</u>

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Rfp@sinclair.edu. See Section G of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to rfp@sinclair.edu with the project number included in the subject line (no phone calls please). Questions are due on December 8th, 2021 by 2:00 p.m. EST. They will be answered via an addendum to this posting at <https://ofcc.ohio.gov/Opportunities> and at Sinclair's Vendor Registry Link, which can be found at <https://www.sinclair.edu/about/offices/purchasing/how-to-do-business-with-the-college>.

Project Overview

A. Project Description

The Design Build project is to design and install a new fire sprinkler system(s) service, smoke evacuation system, and integrate systems with fire alarm control panels for Building No. 4 (88,856 S.F.) located at W. 4th Street and Building No. 6 (70,180 S.F.) located on W. Third Street on Sinclair's Downtown Dayton Campus, Ohio. The two buildings have a basement and three story atriums that are open from first floor to roof covered with day lights. Except basements, these two buildings currently have no fire sprinkler systems. During construction, the Design Build team shall maintain egress at all times and protect the occupants. Buildings will be occupied. Work to be predominately performed Third Shift/Off Hours and breaks. Minor scope of work may be performed First/Second Shifts as coordinated with Owner. Contractor shall minimize/prevent any disruption to students, faculty, visitors, guests and staff. Most furniture, computers, phones, contents, etc. will remain in place and shall be completely protected by Contractor from damage, dust, etc. Some selected furniture, computers, phones, contents, etc. may be relocated as requested by Contractor and approved by Owner. New piping must be enclosed in new or existing aesthetic chases or soffits wherever possible and in public spaces or high-profile spaces. New construction shall meet Sinclair standards and preserve the existing aesthetic architectural historical significance that were designed by famed architect Edward Durell Stone. Some piping may be left exposed in classrooms or offices where open-to-structure coffer ceilings are present, in which case the piping will be painted to match and shall run in line with building structural lines. All spaces with suspended acoustical tile ceilings will have the piping concealed above the ceiling. New pump rooms or riser rooms may need to be built. New 200 KW backup generator and stepped ATS are to be provided and installed. The Design Build Team is responsible to look for any potential hazardous materials.

The Program of Requirements ("POR") and the Schematic Design will be developed as a part of this project by the Criteria Architect/Engineer ("Criteria A/E").

All aspects of the project and related issues will be implemented and operated consistent with Owner's policies and procedures.

B. Scope of Services

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 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>.

Request for Qualifications (Design-Build Contract) continued

The preconstruction and construction services are generally described below. Subcontracts including Plumbing, Fire Protection, Smoke Management, and Electrical trades will be awarded by the Design-Builder ("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 Owner, the Criteria A/E and the DB. The 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 Owner, Criteria A/E and Project Team, and will provide, among other services, schedule development, estimate development, program verification, 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 Owner'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 Owner 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 equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Owner. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Owner 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. Knowledge & Experience with Design-Build Project Delivery Methods
2. Knowledge & Experience as the Lead Role in Design-Build Projects
3. Experience Self-Performing Work in a Design-Build Project
4. Experience with AOR Firm Proposed on Past Projects
5. Experience with Construction Estimating and Construction Administration
6. Experience with negotiating Guaranteed Maximum Price contracts
7. Experience working in occupied facilities
8. Experience with working and communicating in a Higher Education Facilities

C. Funding / Estimated Budget

Total Project Cost	<u>\$1,600,000</u>	State Funding	<u>\$1,600,000</u>
Construction Cost	<u>\$1,500,000</u>	Other Funding	<u>\$0</u>

D. Anticipated Schedule

DB Preconstruction Services Start	<u>03 / 22</u>
Construction Stage Notice to Proceed	<u>05 / 22</u>
Substantial Completion of all Work	<u>03 / 23</u>
DB Services Completed	<u>04 / 23</u>

E. EDGE Participation Goal

Percent of the DB's total compensation excluding DB's Contingency* 0.0%

*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

Request for Qualifications (Design-Build Contract) continued

evaluating the responses to this RFQ, the Owner will select a short list of no fewer than three candidates that it considers to be the most qualified, except if the Owner 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 Owner 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 Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask the Owner questions in an individual setting to help the firms prepare their responses to the RFP. The Owner 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 Owner 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 Owner will notify each short-listed firm to schedule individual times for the interviews.

Selection Schedule: Tentative schedule is subject to change.

Qualifications Due	12/14/2021
RFP issued to the Short-Listed Firms	01/06/2022
Interviews	02/10/2022
Selection of DB	02/15/2022

Cancellation and Rejection: The Owner 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 Owner shall have no liability to any proposer arising out of such cancellation or rejection. The Owner reserves the right to waive minor variations in the selection process.

G. Submittal Instructions

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 CD or DVD 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.

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. **Scheduling:** Demonstrated track record of performance of managing projects to the original schedule.

Request for Qualifications (Design-Build Contract) continued

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 Fire Sprinkler System Buildings 1 - 7 Proposer Firm _____
 Project Number SCC-02134X 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	4	
	More than 100 miles	3	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$500,000	5	
	\$500,000 to \$1,000,000	4	
	More than \$1,000,000	3	
2. Primary Qualifications (Maximum 35 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 25
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 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. LEED*** Registered / Certified project experience	Registered LEED v4 or v4.1 projects	1	Max = 2
	Certified LEED v4 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 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 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
 ** Preconstruction Stage Compensation plus Contract Sum minus Subcontracted Work, Self-performed Work, and DB's Contingency
 *** Leadership in Energy & Environmental Design administered by Green Business Certification Inc.

Subtotal	
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Notes:

Evaluator:

Name _____

Signature _____ Date _____