

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>PE - Pool & Dive Platform Repair and Natatorium Improvements</u>	Response Deadline	<u>10/10/19</u>	<u>2:00 pm</u>	local time
Project Location	<u>2451 Euclid Ave</u>	Project Number	<u>LF-202000283</u>		
City / County	<u>Cleveland / Cuyahoga</u>	Project Manager	<u>Dwayne Wilson</u>		
Owner	<u>Cleveland State University</u>	Contracting Authority	<u>Local Higher Education</u>		
Delivery Method	<u>General Contracting</u>	Prevailing Wages	<u>State</u>		
No. of paper copies requested (stapled, not bound)	<u>6</u>	No. of electronic copies requested (PDF)	<u>1</u>		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Dwayne Wilson at 1802 E. 25th Street, Rm 221, Cleveland, Ohio 44114. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Dwayne Wilson at d.d.wilson17@csuohio.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

Cleveland State's "The Robert F. Busbey Natatorium" has earned its place among the elite swimming facilities in the United States and has enjoyed a rich history of championships and outstanding swimmers. When it opened in 1973 as the CSU Natatorium, it was considered special because it was one of only two university indoor pools in the state of Ohio that was 50 meters in length.

The main competition pool/ dive well measures 50 meters in length (with nine eight-foot competitive lanes) by 25 yards wide (with 23 seven-foot competitive lanes) with racing lanes measuring 12 to 16-1/2 feet deep. The main pool accommodates a 1-meter, separate 3-meter dive platform and a reinforced concrete dive tower including 5/7/10 meter platforms. In addition to the competitive pool the natatorium houses a 25-yard instructional pool which is also used as a warmup/cool down pool for competitions.

In order to maintain the competitive legacy of the natatorium, the pools and dive platforms need significant renovation and replacement including:

1. Removal and replacement of the 1-meter, 3-meter and 5-meter concrete dive platforms. Including possibly shifting the location of the 1-meter platform.
2. Replacement of all diving boards, fulcrums and anchors.
3. Extensive concrete repair and sealing of the 5/7/10-meter concrete dive tower.
4. Refurbishment/ replacement to all railings and modification to the ladder access to the dive platforms.
5. Competition and instructional pool structural repairs and painting.
6. Pool pump and piping replacement and upgrades.

Depending on the availability of project funds additional scope of work including replacement of lighting and interior painting in the natatorium should be considered.

A detailed Program of Requirements (POR) does not exist, the Architect/Engineer ("A/E") in conjunction with the Office of the University Architect will prepare the POR as an Additional Service as part of a programing/ facilities assessment first step.

B. Scope of Services

The A/E will be expected to have strong leadership and design skills with experience in the successful delivery of aquatic facilities design in a Higher Education setting including familiarity with FINA facilities rules and structural concrete repairs. The successful A/E must have experience in working in collaboration with a complex consulting team and complex user groups. The project is expected to be recognized for its quality of design and its response to the existing building. The A/E will provide 3D renderings during the schematic design and design development phases. The team will be expected to interface and collaborate with the Office of the University Architect, Athletics (Swimming & Diving Team), Recreation Center, Physical Education and University administration.

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The development of the POR will be a collaborative process and will be guided by the Office of the University Architect. The A/E will be expected to work with various CSU groups that utilize The Robert F. Busbey Natatorium to develop a final scope/ program based on prioritized facility's needs that can be accommodated within the limits of the available funding.

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 Growth, Diversity & Equity (EDGE) Program as required by statute and the Agreement. In addition, the selected A/E shall be required to abide by and following the Office of the University Architect's, A/E Design Guidelines, CAD, Finish, Furniture and Signage Standards. A copy of the respective standards can be obtained at the OUA website at <http://www.csuohio.edu/architect/oua-standards>

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 <http://ofcc.ohio.gov>.

During the construction period, provide not less than 16 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. Programming and assessment of higher education, physical education and competitive aquatic facilities.
2. Higher education, physical education and competitive aquatic facilities design.
3. Higher education, competitive pool and dive platform design.
4. Experience with FINA facilities rules and guidelines.
5. Rehabilitation / retrofit of existing concrete structures (pool & dive platform).
6. Mechanical / Electrical / Plumbing design of aquatic facilities.

C. Estimated Budget / Funding

State Funding: \$0
 Other Funding: \$1,000,000
 Construction Cost: \$815,000
 Total Project Cost: \$1,000,000

D. Anticipated Schedule

Professional Services Start: 11 / 19
 Construction Notice to Proceed: 04 / 20
 Substantial Completion of all Work: 08 / 20
 Professional Services Completed: 09 / 20

E. Estimated Basic Fee Range (see note below)

8.0% 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 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: Architecture
 Secondary _____
 Disciplines: Structural Engineering
Mechanical Engineering
Plumbing Engineering
Electrical Engineering

H. Additional Service Providers Required

Aquatic Planning, Design and Engineering
Hazardous Material Testing & Design Consultant
Construction Testing

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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.
- Proximity of prospective firms to the project site.
- Proposer's apparent resources and capacity to meet the needs of this project.
- Previous experience with sport and competitive swimming projects including FINA facilities rules and guidelines.
- 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 <http://ofcc.ohio.gov>.

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 <http://ofcc.ohio.gov>. The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

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.

J. Submittal Instructions

Firms are required to submit the current version of Statement of Qualifications (Form F110-330) available via the OFCC website at <http://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 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.

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.

Pre-RFQ Submittal Meeting/ Site Visit: The Office of the University Architect will present an overview of the Project and Contract requirements, followed by a tour of the facility on **Thursday September 26, 2019 from 3:00pm-4:30pm local time**. The pre-proposal meeting will be held in the Plant Services Building, 1802 E. 25th Street, Cleveland, Ohio 44114 in Room 242. The facility tour will be held after the meeting, participants will be required to walk from the Plant Services Building to the proposed facility site. This pre-proposal meeting will provide the only public forum for potential applicants and team members to view the facility and ask questions of the client and Office of the University Architect prior to the

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submission deadline. Other than this meeting, **no personal tours, contact with CSU coaches, faculty or staff will be permitted.**

Architect / Engineer Selection Rating Form

State of Ohio Standard Forms and Documents

Project Name PE - Pool & Dive Platform Repair and Natatorium Improvements Proposer Firm _____
 Project Number LF-202000283 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 200 miles	2	
	More than 200 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$500,000	2	
	\$500,000 to \$1,000,000	1	
	More than \$1,000,000	0	
c. Number of licensed professionals	Less than 5 professionals	1	Max = 3
	5 to 20 professionals	3	
	More than 20 professionals	2	
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 3 sample projects	1	Max = 3
	3 to 7 sample projects	2	
	More than 7 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified 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 7 projects	4 - 6	
	More than 7 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 6 projects	2 - 3	
	More than 6 projects	4 - 5	
* Must be comprised of professional design services consulting firm(s) and NOT the lead firm ** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute		Subtotal	

Notes:

Evaluator:

Name _____

Signature _____ Date _____