

Request for Qualifications (Planning Services)

The Ohio State University
400 Central Classroom Building – 2009 Millikin Road
Columbus, OH 43210



www.fod.osu.edu
v: 614.292.4458 • f: 614.292.2539

Project Name	<u>Project One - Survey Support Services</u>	Response Deadline	<u>01/08/2010</u>	<u>4:30 pm</u> local time
Project Location	<u>Medical Center area of Campus</u>	Project Number	<u>315-2005-993-9</u>	
City / County	<u>Columbus / Franklin</u>			

Local Administration

Agency/Institution	<u>The Ohio State University</u>	Agency/Institution	<u>The Ohio State University</u>	
Project Manager	<u>Paul Lenz / Harry Martin</u>	Inquiries to*	<u>Bernard Costantino, University Architect</u>	
Street	<u>2003 Millikin Road</u>	Street	<u>2009 Millikin Road, room 400</u>	
City	<u>Columbus</u>	City	<u>Columbus</u>	<u>Ohio</u>
Zip	<u>43210</u>	Zip	<u>43210</u>	
Phone	<u>614-292-8146</u>	Fax	<u>614-292-2539</u>	
E-mail	<u>martin.117@osu.edu</u>		E-mail	<u>costantino.6@osu.edu</u>

*Mail 4 copy(ies) of the most current version of the Statement of Qualification(s) (SAO Form #F110-330 available via the State Architect's Office Web site at <http://www.ohio.gov/sao>) directly to this contact.

Project Overview

A. Project Description

The Surveyor shall provide all necessary construction utility marking and utility surveying/mapping as determined by the University for multiple projects located within the approximate area bounded by 12th Avenue, Neil Avenue, 9th Avenue, and the Olentangy River.

B. Scope of Services

The Surveyor's contract will be held by Ohio State University. The scope of work will include utility marking, "as-built" survey(s) of underground features/utilities, and up-to-date (weekly) utility surveys. Surveyor may be requested to provide necessary surveying and base mapping to support design efforts on any Project One related project.

Each survey will be subject to the University's survey requirements. The limits of each survey will be determined by each request in order to support Project One and any other related projects. Survey deliverables will include, but are not limited to:

- Datum ~ NAD83(86), NAVD88
- Survey data files in ASCII text format (provided weekly)
- ½ size paper copy of all surveys (provided weekly)
- Digital copy of survey in AutoCAD format (provided weekly)
 - Entities shall be provided on layers per university requirements
- Provide all labor, material, and equipment
- All communications to be coordinated through the Campus Surveyor
- Provide a four (4) hour response time {minimum} (24/7/365)

Request For Qualifications (A/E) continued

Project Name Project One - Survey Support Services

Project Number 315-2005-993-9

B. Scope of Services continued

For purposes of completing the Relevant Project Experience Matrix in Section F of the Statement of Qualifications (SAO Form #F110-330), below is a list of relevant scope of work requirements for this RFQ:

1. Congested roadway surveys
2. Wide variety of underground utility lines (i.e. tunnel, steam, condensate, compressed air)
3. Dense and complex underground utility network
4. State of Ohio contracting process
5. Major landscaping/streetscape components

Upon award of the Selection, commence by negotiating (unit rates) with the University for scope of services and contract.

Request For Qualifications (A/E) continued

Project Name Project One - Survey Support Services Project Number 315-2005-993-9

C. Funding / Estimated Budget

Total Project Cost	<u>\$467,545,739.00</u>	State Funding	<u>\$0</u>
	<u>Negotiate w/ University</u>		
Estimated Fee	<u>(estimated \$300,000-\$400,000)</u>	Other Funding	<u>\$467,545,739.00</u>

NOTE: The fee for this project includes all consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: validation of existing site conditions (but not subsurface or hidden conditions). Fees may be negotiated and allocated for Additional Services (e.g., extensive evaluation or validation of site conditions, extensive pre-design investigations, code-required special inspection and testing, and testing due to unforeseen conditions). Required Professional Liability Insurance will be \$1,000,000 per claim and annual aggregate.

D. Services Required

Primary	<u>Surveying</u>
Secondary	<u></u>
	<u></u>
	<u></u>
	<u></u>

E. Anticipated Schedule

Professional Services Start (mm/yy)	<u>01 / 10</u>
Professional Services Completed (mm/yy)	<u>12 / 15</u>

F. EDGE Participation Goal

Percent of <i>initial</i> TOTAL Design Fee	<u>5 %</u>
--	------------

G. 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. Design quality and demonstrated ability of prospective firm and its proposed consultants to provide design services which represent the University's *Design Values for Campus Development* which can be accessed at fod.osu.edu/proj_del/0200/0200_Design_Values.pdf. 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 will be required to sign the Limited Scope Agreement for Professional Design Services, which can be accessed at fod.osu.edu/vendor. No modifications to the requirements in the contract will be accepted. Interested AE firms are required to submit current proof of licensure provided by State of Ohio, Board of Examiners of Architect and Engineers.

Interested A/E firms are required to submit the Commitment to Participate in the Edge Business Assistance Program form in its Statement of Qualifications (SAO 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 fod.osu.edu/vendor.

Prior to executing the Architect/Engineer Agreement, the selected A/E must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the University (www.publicsafety.ohio.gov/links/HLS0038.pdf).

Architect/Engineer Selection Rating

The Ohio State University
400 Central Classroom Building – 2009 Millikin Road
Columbus, OH 43210



www.fod.osu.edu
v: 614.292.4458 • f: 614.292.2539

Project Name Project One - Survey Support Services Proposer Firm _____
Project Number 315-2005-993-9 City, State, Zip _____

Selection Criteria		Value	Score
1. Consultant Firm Location			
Proximity of primary firm office where majority of work is to be performed in relationship to project location	Less than 50 miles	4 - 5	
	50 to 100 miles	2 - 3	
	More than 100 miles	0 - 1	
2. Consultant Firm Size			
Number of relevant planning professionals within primary Consultant firm available to perform the work.	Small = Less than 5 planning professionals	5	
	Medium = 5 to 10 planning professionals	3	
	Large = More than 10 planning professionals	1	
3. Current Workload			
Amount of fees awarded by the Contracting Authority to the primary Consultant Firm in the previous 24 months (exclude projects on hold)	Less than \$250,000	4 - 5	
	\$250,000 to \$500,000	2 - 3	
	More than \$500,000	0 - 1	
4. Primary Consultant Qualifications			
a. Project Management Lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 15	
b. Project Planning Lead	Experience / creativity of lead planner to meet needs of owner	0 - 10	
c. Technical Staff	Experience / ability of planning staff to develop quality planning reports	0 - 5	
5. Sub-consultant Qualifications			
Key Discipline Leads	Experience / ability of all key discipline leads to effectively perform the work	0 - 10	
6. Project Team Qualifications			
a. Previous Team Collaboration Number of projects that a majority of the team members have worked together	Less than 2 projects (Low)	0 - 1	
	2 to 4 projects (Average)	2 - 3	
	More than 4 projects (High)	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria	Sum = 0 - 5	
c. Team Organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 5	
7. Overall Project Team Experience			
a. Budget & Schedule Management	Performance in completing projects within original budget and schedule limitations	0 - 5	
b. Experience with Similar Project Type	Less than 3 projects (Low)	0 - 5	
	3 to 6 projects (Average)	6 - 10	
	More than 6 projects (High)	11 - 15	
c. Past Performance	Level of performance as indicated by past A/E evaluations / letters of reference	0 - 10	
* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council ** LEED AP = LEED Accredited Professional credential by the Green Building Certification Institute		Subtotal	

Notes:

Owner Evaluation:

Name _____

Signature _____ Date _____