

Request for Qualifications (Architect / Engineer)

State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	<u>RH Western Residence Halls Domestic Water Conversion</u>	Response Deadline	<u>April 21, 2022</u>	<u>2:00 PM</u>	local time
Project Location	<u>Miami University</u>	Project Number	<u>MUN-100097</u>		
City / County	<u>Oxford / Butler Co.</u>	Project Manager	<u>Don Van Winkle</u>		
Owner	<u>Miami 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>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 Department, Cole Service Building, 101 South Fisher Drive, Oxford, OH 45056. See Section J of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Betsy Davidson at davidsea@miamioh.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the University's FCO website at www.pfd.miamioh.edu/fco and 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

This project is comprised of design and construction administration of the installation of replacement Domestic Hot Water generation equipment in our existing residence halls in the Western Campus area of Miami University's Oxford Campus.

Miami University is working to remove natural gas fired boilers from our residence halls. This project would cover the removal of the NG DHW boilers currently located within Clawson, Havighurst, Hillcrest, and Stonebridge Halls. Beechwoods Hall is served by the DHW generated within Hillcrest Hall, so it will also be affected as part of this project.

These buildings each employ (2) NG fired boilers that pull DHW from a large storage tank, heat it up and send it to mixing valves, which temper the DHW to 125 F, and then send it out to the building for use. The system also utilizes a plate and frame HW to DHW heat exchanger which continuously circulates the DHW storage tank to maintain a setpoint and preheat the water being sent to the boilers.

Hillcrest Hall is an exception in that it utilizes (3) NG boilers that pull from a storage tank, which is pre-heated with a HW plate and frame heat exchanger. This DHW also gets sent out to the adjacent Beechwoods Hall.

The intention of this project is to remove all of the NG DHW boilers from these buildings, and replace them with Heat Exchangers sized to generate DHW on demand from the HW system. In order to accommodate this DHW load, the existing HW system will need to be reviewed for available capacity, flow capability, etc. and addressed if needed.

This construction work will be publicly advertised by the state for bids and is anticipated to follow all State ORC 153 project requirements.

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. Geothermal Plant Pumping Modifications

The project will require the successful engineering firm to modify the operation of our existing geothermal plant on Western Campus. Currently, the Geothermal Plant employs a primary pumping system that will need to be converted

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into a primary/secondary pumping system, with the addition of secondary pumps within the plant. The University intends for much of the work within the plant to take place while the plant is operating as it is currently, with only a short period of down-time to the HW generation. This downtime will take place at a time when the dorms affected by the change are not occupied. The new secondary pumping system will be required to be designed with N+1 redundancy.

In addition to altering the pumping strategy at the plant, the HW reset schedule will need to be adjusted so that the HW leaving the plant will always be hot enough to generate DHW at appropriate temperatures in the residence halls that are having their NG systems converted to HW generation.

The existing HW distribution pipes that serve the residence are believed to be adequately sized to pick up the additional DHW load.

3. Building Level Conversions

Each of the buildings will have their unique challenges to convert from NG boilers to Plate and Frame DHW Heaters.

Currently the return side of the HW system has a greater pressure than the supply side. This will be flopped following the pumping modifications at the geothermal plant. Due to this change, several check valves at the buildings will need to be flipped to prevent flow from the supply side into the return side. The supply side of the system will have a greater working pressure following the pumping modifications.

Most of the buildings have (2) NG fired boilers for DHW. Hillcrest has (3) NG fired boilers, and also serves DHW to Beechwoods remotely.

The plan to replace the existing boilers with plate and frame heaters is to include provisions for minimal downtime to the resident halls. Any DHW outages to the residence halls will need to take place while the building is minimally occupied. (During summer/spring/winter break)

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.

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 12 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)
3. MEP Systems related to the following:
 - Domestic Hot Water
 - Heating Hot Water
 - Plate & Frame Heat Exchangers
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: \$1,000,000
 Construction Cost: \$750,000
 Total Project Cost: \$1,000,000

D. Anticipated Schedule

Professional Services Start: 05 / 22
 Construction Notice to Proceed: 10 / 22
 Substantial Completion of all Work: 07 / 23
 Professional Services Completed: 09 / 23

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 Engineering
 Disciplines: Plumbing Engineering
Electrical Engineering
Structural Engineering
Architecture
Civil Engineering

H. Additional Service Providers Required

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

- Previous experience compatible with the proposed project (e.g. type, size, etc.)
- Relevant past work of prospective firm and its proposed consultants.
- Proximity of prospective firms to the project site.
- Qualifications and experience of individuals proposed to be directly involved with the project.
- 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.
- Relevant past work of prospective firm with its proposed consultants.
- 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.
- Proposer's apparent resources and capacity to meet the needs of this project.
- Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants.
- Previous experience indicating familiarity and success with the type of project being proposed (e.g., type, size).
- Approach to and success of using Partnering and Alternative Dispute Resolution.
- Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects.

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>.

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. Electronic submittals should be sent via email to Don Van Winkle at vanwind3@miamioh.edu with a cc to Betsy Davidson at davidsea@miamioh.edu.

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.

Architect / Engineer Selection Rating Form

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Project Name RH Western Residence Halls Domestic Water Conversion Proposer Firm _____
 Project Number MUN-100097 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 \$2,000,000	2	
	\$2,000,000 to \$20,000,000	1	
	More than \$20,000,000	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 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 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 firm(s) and NOT the lead firm		Subtotal	
** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute			

Notes:

Evaluator:

Name _____

Signature _____ Date _____