

# Request for Qualifications (Design-Build Contract)

## State of Ohio Standard Forms and Documents

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Administration of Project: Local Higher Education

Project Name	Front Campus Chiller Plant Replacement	Response Deadline	Dec 10, 2021	2:00 pm	local time
Project Location	Kent State University Kent Ohio	Project Number	KSU-22S044		
City / County	Kent / Portage	Project Manager	Robert Misbrenner		
Owner	Kent State University	Contracting Authority	Local Higher Education		
Delivery Method	Design-Build	Prevailing Wages	State		
No. of paper copies requested (stapled, not bound)	1	No. of electronic copies requested (PDF)	1		

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Joseph A. Graham, Kent State University Office of the University Architect, 615 Loop Road, Suite 101 Harbour Hall, Kent, Ohio 44242. See Section G of this RFQ for additional submittal instructions.

**Submit all questions regarding this RFQ in writing** to Robert Misbrenner at [rmisbren@kent.edu](mailto:rmisbren@kent.edu) with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Kent State University Office of the University Architect (KSU OUA) website <https://www.kent.edu/universityarchitect> 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.

**A REMOTE ONLY - RFQ pre-submittal TEAMS LIVE EVENT meeting will take place on Tuesday, November 30, 2021, 1:30 p.m. QR Code and link provided here, please sign in if system enables that, or send email to Robert Misbrenner indicating Firm name and contact staff names:**



<https://tinyurl.com/wrhd8ns6>

Meeting updates will be published for this project at: <https://www.kent.edu/universityarchitect/request-qualifications>

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### Project Overview

#### A. Project Description

The existing Front Campus Chiller Plant (This Project) is comprised of individual chiller equipment at or near end of service life at three (3) separate connected locations that do not operate or pump efficiently. The existing independent chiller systems cannot operate during winter months, (typically October 15 through April 15) which limits the ability to provide consistent environmental conditions for research laboratories including a vivarium in the served buildings. At least some capacity should be able to operate the entire year with the new plant. The separate plants are located at: White Hall (1-350 ton electric, 1- 350 ton steam abs.), Merrill Hall (2-178 ton electric) and Cartwright Hall (2-350 ton steam abs.). The existing plants are controlled through the Johnson Controls Inc. Central Plant Optimization (JCI CPO) BAS.

The new centralized Front Campus Chiller Plant will be located at a single location, the White Hall lower-level mechanical room. This project must include all costs for Johnson Controls Inc. to de-program the JCI CPO BAS of the existing (3) separate Front Campus plants and operate with the New Front Campus Chiller Plant located at White Hall. The majority of the White Hall lower level will be a mechanical/electrical area with a separate Phase 1 White Hall project to begin about **January 2022**. The Phase 1 White Hall project has set aside locations for This Project: (4) new 600 ton electric magnetic bearing chillers, (4) cooling towers on the 4<sup>th</sup> floor roof and new chilled/tower water piping, pumping, VFDs and main electrical distribution gear. A new Medium voltage switch will be provided under Phase 1 White Hall that will provide a future tap for a new Chiller sub-station to be provided under This Project. The anticipated electric load of the chiller plant equipment at White Hall has been designed into the new Phase 1 White Hall Main Medium Voltage switch. This project must extend new Medium voltage feeders from the switch from Phase 1 White Hall to the new Chiller sub-station and MDP purchased in This Project and provide all MDP gear as required. The new chillers will be directly under classroom space thus dB levels must be kept to a minimum, magnetic bearing chillers must be used for their sound characteristics. Acoustic levels expected in the classrooms above must be analyzed and reported for discussion with KSU OUA with This Project and new acoustic treatment above the new chillers to be installed if required. The existing White Hall chillers will be left in place temporarily to serve the connected loads through the cooling season of April 15 through November 1, 2022 and must be included for removal under This Project. Design portion funding expected to be available in **December 2021**. Funding for the construction portion of this project is not expected until about **October 2022**. Chiller and other long lead

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items purchase must occur soon after funding release to allow installation of the new Front Campus Chiller system and piping to be in service by **April 15, 2023**.

Piping and pumping changes/balancing at all connected buildings must occur prior to **4/15/2023**: White Hall, Moulton Hall, Engleman Hall, Oscar Ritchie Hall, Lowry Hall, Merrill Hall, Cartwright Hall, Kent Hall and Addition and Franklin Hall (9 buildings). Removal of each separate chiller plant, chiller, towers, pumps, piping at the (3) separate plants, must be included during winter **2023/2024**. Salvage company services must be included in this project to result in clear rooftops, and additional mechanical room spaces. Franklin and Kent Hall Animal Lab each have a separate newer chiller to address full year cooling and current capacity issues with the Front Loop.

The new Front Loop connection to the soon to be built Crawford Hall - College of Business Administration must be connected and operational for **Summer 2024** move-in processes and **Fall 2024** classes. The Front Loop project must include valved and blind flanged piping to about 5 feet from White Hall within a ground box with removable lid, near the NE area of White Hall. The Crawford Hall construction contractor will connect and extend piping to Crawford Hall under that project. Final commissioning after Crawford Hall is occupied and operating will occur **summer 2024** and **6/30/2024** is anticipated to be the end of the Front Campus Chiller Plant project requirements.

The Program of Requirements (POR) will be developed with the selected DB team and the KSU OUA Architecture/Engineering departments.

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 will utilize the Design-Build project delivery method. The project will be awarded to one team and agreement per University Accounting 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 Schematic Design, Design Development, Subcontractor Prequalification and Bidding process, Construction Documents, all State Permitting requirements, 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>.

The preconstruction and construction services are generally described below. Subcontracts including but are not limited to Demolition, Equipment and Piping, Mechanical, General 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 Contracting Authority and the Owner, the Criteria A/E and the DB. The Contracting Authority and/or 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 and/or Owner, Criteria A/E and Project Team, and will provide, among other services, schedule development, estimate development, program verification, schematic design, 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 Contracting Authority'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 Contracting Authority 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 compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these

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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.

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. Experience with design and construction of facilities through the Design Build delivery method
2. Experience with compressed construction time allowances
3. Experience with renovations in Higher Education Academic, Laboratories and Residence Halls
4. Experience within and around occupied buildings
5. Experience with chilled water plant projects
6. Experience using the OAKS Capital Improvement management system
7. Experience with Hazardous Materials abatement and environmental monitoring
8. Experience with the procurement of long lead items

### C. Funding / Estimated Budget

Total Project Cost	\$ _____	State Funding	\$7,500,000 _____
Construction Cost	\$ _____	Other Funding	\$ _____

### D. Anticipated Schedule

DB Preconstruction Services Start	<u>04 / 22</u>
Construction Stage Notice to Proceed	<u>10 / 22</u>
Substantial Completion of all Work	<u>05 / 23</u>
DB Services Completed	<u>06 / 24</u>

### E. EDGE Participation Goal

Percent of the DB's total compensation excluding DB's Contingency*	<u>9.0%</u>
*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 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 on **1/18/22**.

**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 and the Owner. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask the Contracting Authority and the 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. Criteria documents and reference materials, will be distributed at the Group pre-proposal meeting; **January 18, 2022** has been blocked out for distribution of the RFP material and a group site tour. Individual team pre-proposal meetings will be held on **1/25/22**.

**Interview:** After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority 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

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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	12/10/2021
RFP issued to the Short-Listed Firms	1/18/2022
RFP Pre-Interview Meeting	1/25/2022
Interviews	2/22/2022
Selection of DB	3/3/2022

**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 shall indicate **IF (not a requirement)** 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 <https://ofcc.ohio.gov/>.

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

**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.

### G. 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/>. (<https://ofcc.ohio.gov/Documents/Forms#1494144-procurement> scroll down to “Statement of Qualifications”).

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 USB Drive 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.**

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.

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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.

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.

### H. Tentative Project Timeline

11/12/21	RFQ Advertised (allow 14 calendar day MINIMUM period for RFQ due date)
11/30/21	RFQ Pre-Submittal Meeting (TEAMS-LIVE EVENT)
12/10/21	RFQ Responses due
12/21/21	RFP Shortlist Firms notified (3) and refusal letters sent
1/18/22	RFPs issued to max. (3) shortlisted firms at in-person Group Meeting with short site walk afterwards.
1/25/22	RFP Pre-Interview Meetings –Separate firm Meetings/walks this week.
2/2/22	IF NEEDED conclude RFP Pre-Interview Separate firm Meetings and Separate site walks
2/22/22	RFP Firms Presentation meetings
3/3/22	Selection of DB Firm
4/3/22	Contracts signed and DB activities begin
10/2022	Release of State Funds for Construction Project and Equipment Orders (EXPECTED)
Summer 2022	Existing Front Campus Chiller Plants (3) still provide chilled water for this final cooling season.
11/1/22	Onsite construction activities begin
11/1/23	Existing Front Campus chiller plants shut down, new piping connected to prepared connection points at the separate plants and CoBA underground piping, new chiller plant flow begins and CxA begins.
Winter 2023/2024	Begin to remove existing (3) chilled water plants equipment from mechanical rooms, roofs and grade mounted White Hall cooling tower.
4/15/24	Full operation of New Front Campus Chiller Plant begins and final CxA begins.
5/31/24 – 6/30/24	CxA is completed and project is closed out.

# Design-Build Selection Rating Form

## State of Standard Forms and Documents

Project Name Front Campus Chiller Plant Replacement Proposer Firm \_\_\_\_\_  
 Project Number KSU-22S044 City, State, Zip \_\_\_\_\_

Selection Criteria		Value	Score
<b>1. Primary Firm Location and Workload (Maximum 10 points)</b>			
a. Proximity of firm to project site	Less than 25 miles	5	
	25 miles to 50 miles	2	
	More than 50 miles	0	
b. Amount of contracts awarded by Contracting Authority in previous 24 months	Less than \$500,000	5	
	\$500,000 to \$1,000,000	2	
	More than \$1,000,000	0	
<b>2. Primary Qualifications (Maximum 35 points)</b>			
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 - 5	
c. Technical staff	Experience / ability of technical staff to coordinate construction documents and develop accurate estimates and schedules	0 - 10	
d. Construction administration staff	Experience / ability of field representatives to identify and solve issues during construction	0 - 10	
<b>3. Key Consultant Qualifications (Maximum 15 points)</b>			
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	
<b>4. Overall Team Qualifications (Maximum 10 points)</b>			
a. Previous team collaboration	Less than 3 sample projects	0	Max = 3
	3 to 7 sample projects	2	
	More than 7 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	
<b>5. Overall Team Experience (Maximum 30 points)</b>			
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 8 projects	4 - 6	
	More than 8 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 Green Business Certification Inc.

<b>Subtotal</b>	
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**Notes:**

**Evaluator:**

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_