



**CUYAHOGA COMMUNITY COLLEGE
REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD SERVICES
Ohio State Form F180-01**

PROJECT NAME: Western Campus Veterinary Technology Upgrade
Project No. C20173113

LOCATION: Western Campus
11000 Pleasant Valley Road
Cleveland, OH 44115

A. Project Description

Cuyahoga Community College consists of a total of 11 locations, approximately 50 buildings and more than 3,200,000 square feet of space. There are four main campuses (Eastern Campus, Metropolitan Campus, Western Campus and Westshore Campus) and the Brunswick University Center in Brunswick, Ohio. There are also two corporate colleges: Corporate College West located in Westlake, Ohio; and Corporate College East located in Warrensville Heights, Ohio. Tri-C also has its District Office Building located on Carnegie Avenue directly across from Progressive Field, and the Jerry Sue Thornton Center on E. 22nd St. in Cleveland. Given the College is now over 50 years old, a large portion of the facilities infrastructure is aged and in need of repair and/or upgrade.

This Request for Qualifications is for Design-Build Services that consists of modifications/upgrade of the current Veterinary Technology training area, consisting of animal housing, surgical, treatment and care facilities on the first floor of the West Campus' A-wing, and upgrades to room A238 and the greenhouse, which serves as VT's lab and storage room. These spaces comprise approx. 3520 net square feet (~2250 SF for the 1st floor modifications and ~1270 SF for room A238 modifications). Building renovations will include interior demolition and new construction (with a small addition) and new building entrance/exit.

The College chose a Criteria A/E firm (FMD Architects) in February 2019 who is currently working on the criteria requirements (minimum SD level). This information will be supplied to the short listed firms.

B. Scope of Services for the West Campus Veterinary Technology Upgrade

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, Design Development, Subcontractor Prequalification and Bidding process, Construction Documents, Construction and Closeout stages.

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>.

The preconstruction and construction services are generally described below. Subcontracts may include, but not limited to, Moving, Abatement and Demolition, General Trades, Flooring, Painting, Plumbing, Fire Protection, HVAC, Tele-Data and Electrical, and other trades that 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 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 confirmation, phasing and sequencing strategies, design development, Guaranteed Maximum Price (GMP) proposal(s), 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, these 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") for the purpose of developing the GMP. 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 in accordance with the construction documents and 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 equal employment and prevailing wage requirements, and submitting monthly reports of these 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 experience requirements for this RFQ:

1. Experience with the Design-Build delivery method, especially with projects in the range of \$4m, and that involve facility upgrades and renovation projects
2. Experience at public higher education facilities in Ohio
3. Experience working in close proximity of occupied sites, buildings and facilities
4. Projects involving phased construction
5. Experience with the GMP process
6. Previous experience designing veterinary spaces

C. Funding / Estimated Budget

Estimated Total Project Cost: \$4,000,000

Estimated Construction Cost: \$2,500,000

D. Tentative Schedule

DB Preconstruction Services Start	May 2019
DB Contract Awarded	July 2019
Design Phase Duration	July- December 2019
Construction Stage Notice to Proceed	March 2020
Construction Duration	March – July 2020
Substantial Completion of all Work	Fall 2020
DB Services Completed	Fall 2020

E. 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 (RFP) 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 offer the greatest value to the Contracting Authority 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. These items will be distributed at the pre-proposal meeting.

Pre-Proposal Meeting: Prior to submitting a response to the RFP, the short-listed firms will be invited to meet collectively 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.

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 and Tri-C's diversity and inclusion expectations (Supplier Participation: 15% Minority, 5% Female, 2% Veteran, and 6% SBE/CSB/SDBE and Workforce Hiring Diversity: 45% Cuyahoga County resident, 15% Minority, 7% Female, and 2% Veteran). In addition, the selected DB Team will be required to employ student intern and align services with the college's Community Benefits Statement. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

Selection Schedule: Below is the tentative schedule, which is subject to change.

RFP issued to the Short-Listed Firms	Early-Mid April 2019
Proposals Due	Late April 2019
Interviews	Late April/Early May 2019
Selection of DB	Late May 2019

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.

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.

F. Requirements for Proposal Submittal

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>.

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 record of accomplishment of performance of in-house estimating on projects comparable to the Project.
6. Scheduling: Demonstrated record of accomplishment of performance of managing projects to the original schedule.

Additionally, please provide the following:

1. Each submittal shall include an organizational chart that describes the relationships and responsibilities of each key team member listed in the proposal.
2. All projects whether scheduled for LEED certification or not will be designed using sustainable, high performance design principles as a standard of practice.
3. All projects are to be engineered to meet the requirements of Ohio House Bill 251, the Advanced Energy Law.
4. As part of Tri-C's efforts to become more sustainable, we are requiring that all submittals be recyclable or reusable.
 - a. Submittals shall be binder clipped, GBC bound or similar. No spiral binding or 3-ring binders.
 - b. The use of 100% recycled content paper for all proposals is encouraged.
5. This project will be administered using a modified version of the State of Ohio Standard Requirements for Public Facility Construction.
6. Since Tri-C is a State of Ohio institution, permitting will be thru the State of Ohio. Depending on the project scope, coordination with the Local Municipality may be required.

Request for Qualifications are due March 22, 2019 by 2:00 PM. Submit six (6) hard copies and one (1) consolidated PDF on a USB drive, including the F110-330 forms, to: Cuyahoga Community College, Attn: Judi Cooper, 700 Carnegie Avenue, Cleveland, OH 44115, Attention: Western Campus Veterinary Technology Upgrade #C20173113.

For additional information, please contact Michele Crawford, Project Manager, Capital & Construction, (Michele.Crawford@tri-c.edu / 216.987.0598).

Advertising:

Plain Dealer: March, 5, 12, 19

Call & Post: March 12

La Prensa: March 8