



**CUYAHOGA COMMUNITY COLLEGE
REQUEST FOR QUALIFICATIONS FOR CRITERIA A/E SERVICES
Ohio State Form F110--330**

PROJECT NAME: College Wide Infrastructure Maintenance – HVAC
Project No. C20188001

LOCATION: Cuyahoga Community College District Office
700 Carnegie Avenue
Cleveland, Ohio 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 nearby on E. 22nd St. in Cleveland.

Given the College is over 50 years old, a large portion of the facilities infrastructure is aged and in need of repair and/or upgrade. A detailed list is maintained that identifies Infrastructure Maintenance (IM) projects that need to be performed to restore the infrastructure. Cuyahoga County passed a Capital Bond Issue on November 2017. It is intended to apply funds toward 188 IM Projects spread across its 11 facilities. These 188 projects are each assigned into one of five general categories called HVAC, Architectural, Civil, Electrical and Security/Safety/Fire.

This Request for Qualifications is for Criteria Architect/Engineer Services for the package that will contain the projects categorized as HVAC. There are 51 individual identified IM projects in this package across four of the locations with an estimated Construction Cost of \$6.0 million. Projects in this package are items such as replacement or modifications to air handler units, boilers, controls, water heating tanks, water circulation pumps and equipment, VAV systems, and various miscellaneous projects that are HVAC in nature.

Design-Build delivery method will be used to execute this project.

B. Scope of Services for IM HVAC Package

The Criteria Architect/Engineer (C-A/E) team will investigate the individual 51 projects that make up this IM HVAC Package. Due to the varying level of complexity of the 51 projects, each may require one or more of the following levels of service: POR (Program of Requirements), partial SD with detailed design summary (graphic and narrative) to be used

during the design phase (by others), bid evaluation assistance, pre-construction assistance, construction assistance, and project closure assistance. For efficiency purposes, some similar projects can be grouped together, to lessen the project administration.

The Program of Requirements (POR) will be developed by the Criteria Architect/Engineer team for all identified projects. Successful firm shall work closely with the College and other College-contracted consultants to verify pro forma and budget, as necessary for the successful completion of the project.

Selected Criteria Architect/Engineer firm will develop criteria documents to include cohesive architectural design criteria, site improvements, finishes, etc., pursuant to OFCC Exhibit B—Criteria A/E's Scope of Services (Design-Build Project).

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>.

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 as criteria A/E.
2. Experience in higher education.
3. Design-Build A/E services experience
4. Infrastructure maintenance projects
5. HVAC rehabilitation services for aging facilities
6. Construction Administration appropriate to a C-A/E

C. Funding / Estimated Budget

Construction Cost: \$6,000,000

Estimated C-A/E Fee: 1.5% – 3%

NOTE: The C-A/E fee for this project includes all professional design services, and consultant services necessary for proper completion of the C-A/E Basic Services for the successful completion of the project, including but not limited to: preparation / review and verification of the Program of Requirements, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and design schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., creation of a Program of Requirements, extensive evaluation or validation of site conditions, extensive pre-design investigations, code-required special inspection and testing, Quality Assurance testing during the construction period, and testing due to unforeseen conditions).

D. Tentative Schedule

Professional Services Estimated Start: April 2018

Professional Services Completed: August 2022

E. Criteria for Selection of Consultant

Qualifications submittals will be reviewed and ranked by a Committee established by the College. Selection criteria will include: Team's location; size of associate firm and consultants; qualifications of the associate firm and consultants; qualifications of the staff performing the work; availability of associate firm and consultants based upon current volume of active projects (not just State work); MBE/FBE/SBE/DBE participation on team; technical approach tailored to the Project; Committee's past experience with the firms or individual team members; Team's current amount of contracted work with Tri-C and others. Proposed Consultant shall be accessible via electronic communications. Please list any of this information in Section H if it is not made clear on the F110-330 form. Information in addition to the F110-330 form may be provided.

ADDITIONAL REQUIREMENTS FOR PROPOSAL SUBMITTAL:

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. Tri-C, being a State of Ohio institution, will require permitting thru the State.

Please forward 6 hard copies and 1 consolidated PDF on a USB drive of the entire statement of qualifications including the F110-330 forms to:

**Cuyahoga Community College
Capital & Construction
700 Carnegie Avenue
Cleveland, OH 44115
Attention: CW IM HVAC #C20188001**

Deadline for acceptance of forms will be 2:00 p.m., Thursday, December 21, 2017.

For additional information, please contact:

**Phillip Pallone, Director
Capital & Construction
Phillip.pallone@tri-c.edu**

Advertising:

The Plain Dealer *Nov. 28, Dec. 5, 12*
Call & Post *Nov. 29*