

**REQUEST FOR QUALIFICATIONS
FOR ARCHITECTURAL/ENGINEERING /PLANNING SERVICES**

Issued :1-5-22 OSC Website and Builders Exchange

I. Description of Services

The Ohio Schools Council (the “OSC”) in accordance with Ohio Revised Code Sections 153.65 through 153.71 intends to pre-qualify and enter into a contract with a firm for the purpose of obtaining professional architectural, engineering and planning services on behalf of OSC’s members for facility services. Specifically this RFP will included the full scope of services for architecture, planning and engineering. Engineering professional services include mechanical, electrical, civil, and structural. Architectural and Engineering services specific to energy management projects and services are excluded from this RFP request.

II. Scope of Services

A. Architectural/Professional Design Services. General Professional services will include Facility Surveys and Assessments, Master Planning. Professional design services will be provided for projects utilizing the construction management-at-risk, general contracting and/or multiple prime contractor delivery methods. The services may include, where applicable: assisting in evaluating statements of qualifications submitted by construction management-at-risk firms and standard design, construction document, bidding/negotiation/GMP proposal, construction, construction administration, closeout and post-closeout phase services.

B. Engineer services. Engineer services will be provided for projects utilizing the design-build, construction management-at-risk, general contracting and/or multiple prime contractor delivery methods.. These services will include Civil, Electrical, Structural, and Mechanical Engineering. The services may include, but are not limited to, preparing conceptual plans and specifications; assisting in establishing design criteria; assisting in evaluating statements of qualifications submitted by design-build firms, including the qualifications of the design-build firm’s proposed architect or engineer of record; assisting in evaluating technical and pricing proposals and guaranteed maximum price proposals submitted by design-build firms; and providing other design and construction administration services as requested by the OSC member.

III. Minimum Qualifications

Responding firms must have: (1) a minimum of five years experience in the working with local ,state, or federal governmental entities. (2) a minimum of 6 architects/engineers licensed by the State of Ohio; and (3) a minimum of at least 1 professional engineer on staff that are Certified/Licensed as Structural, Electrical, Mechanical, and Civil Engineer.

IV. Evaluation Criteria for Selection

Statements of qualifications should describe the firm's capabilities to provide the services, and the statements of qualifications should include: information addressing the firm's Minimum Qualifications as set forth in Part III of this Request for Qualifications; information regarding the history of the firm; the technical training, education and experience of owners and key personnel who will be assigned to perform services; the technical training, education and experience of the firm's current staff; relevant past work and performance of the firm's prospective consultants and the firm's previous experience when working with its proposed consultants; the firm's experience in performing engineering studies and construction administration; availability of staff; the firm's equipment and facilities; the location, availability and accessibility of facilities and equipment to support staff activities; experience in new construction, renovation and additions; specification writing credentials and experience; experience with working within the design-build, construction management at risk, general contracting and/or multiple prime contractor delivery methods; any previous work performed in connection with school districts or any other political subdivisions; and other similar information. Extensive marketing materials and brochures are not desired.

V. Submittal Instructions

Firms interested in being considered should reply with and one electronic submittal and one individually bound statement of qualifications not later than 4:00 P.M., Eastern Standard Time, on February 4, 2022. Statements of qualifications received after this date and time will not be accepted.

Hard copy submittal : Statements of qualifications should be sent to the attention of:

Ohio Schools Council
6393 Oak Tree Blvd, Suite 377
Independence, Ohio 44131
Attention: Larry Tomec, Director of Business Services

Electronic Submittal to: ltomec@osconline.org

Responding firms will be evaluated separately and ranked in order of their qualifications. As part of this evaluation, the OSC may hold interviews with individual firms. The OSC expects to enter into contract negotiations with the firm ranked most qualified to perform the services needed, and the contract negotiations will include establishing the firm's rate structure for providing the services to the OSC's members. It is expected that the term of the contract shall be for no more than two years.

VI. Questions

Questions should be directed at least 5 working days before opening in writing to: Larry Tomec via email: ltomec@osconline.org. Answers to questions will be directed to all firms that requested the Request for Qualifications.