

# Request for Qualifications

The University of Akron  
Lincoln Building, 3<sup>rd</sup> Floor  
Akron, Ohio 44325-0405



www.uakron.edu  
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Project Name	<u>Law School - New Building</u>	Response Deadline	<u>10 / 27 / 2009</u> 2:00 p.m. local time
Project Location	<u>University Avenue/Wolf Ledges Parkway</u>	Project Number	<u>UAK100008</u>
City / County	<u>Akron / Summit</u>		

## Local Administration

Owner/Agency	<u>The University of Akron</u>	Owner/Agency	<u>The University of Akron</u>
Project Manager	<u>David J. Pierson</u>	Inquiries to*	<u>Bill Jenkins</u>
Street	<u>100 Lincoln St., Room 300</u>	Street	<u>100 Lincoln St., Room 211</u>
City	<u>Akron</u> Ohio	City	<u>Akron</u> Ohio
Zip	<u>443250405</u>	Zip	<u>44325-9001</u>
Phone	<u>330.972.6297</u> Fax <u>330.972.5838</u>	Phone	<u>330.972.6469</u> Fax <u>330.972.5564</u>
E-mail	<u>djp4@uakron.edu</u>	E-mail	<u>bjenkins@uakron.edu</u>

\*Mail 4 copy(ies) of the Statement of Qualification(s) (SAO Form #F110-330) available via the State Architect's Office Web site at <http://www.das.ohio.gov/gsd/sao/documents.htm> directly to this contact.

## Project Overview

### A. Project Description

As a result of a recently completed feasibility study, The University of Akron has authorized the Department of Capital Planning and Facilities Management to request qualifications for Construction Management Services to manage construction of a new Law School up to and including Design Development. The building will comprise approximately 99,600 s.f. including administrative and faculty offices, admissions office, classrooms, external programs, legal clinic, legal information center, seminar rooms, and student areas.

The selected site is a sloped parcel between Wolf Ledges Parkway and the CSX railroad tracks, south of University Avenue. The Buckingham Center for Continuing Education (BCCE) currently occupies this site and will be demolished in the first phase of construction of the new Law School. The University is currently in process of relocating occupants from BCCE.

The west side of the building will attach to an existing pedestrian bridge which spans the CSX tracks and connects to the College of Business Administration. The east side of the building may extend as far as the ROW of Wolf Ledges Parkway. When Wolf Ledges Parkway is realigned in the future, the existing street will be landscaped as a pedestrian walk. The façade will include red brick and stone masonry; glass and aluminum elements to match other University buildings.

### B. Scope of Services

The selected Construction Manager (CM), as a portion of its required Scope of Services and prior to submitting its implementation plan and proposal, will discuss and clarify with the Owner and the Contracting Authority the breakdown of the Construction Manager Agreement detailed cost components to address the Owner's project requirements and refine the project schedule. Participate in the Encouraging Growth, Diversity and 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: provide constructability review comments on documents produced by the Architect/Engineer during the Pre-design, Schematic Design, and Design Development stages. Develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules during all stages of the project. When funds are approved for Construction Document Stage, Bid and Award Stage, Construction Stage, Post-Construction Stage, and Closeout Stage, these stages may be added to the scope of service by fee amendment. Extra Services and Additional Services of all types may be added to the scope of service by fee amendment. Refer to *The SAO Manual* for additional information about the type and extent of services required for each. A copy of the standard CM agreement can be attained at [www.ohio.gov/sao](http://www.ohio.gov/sao) (click on Forms/Documents).

Note: the estimated Construction Management fee (below) is the entire fee for all phases of services. The initial award (through Design Development) will not exceed twenty percent (20%) of the total fee.

During the construction period, provide not less than **40** hours (excluding travel time) on-site construction management services each week as designated in the CM implementation plan, including (1) attendance at progress meetings, (2) written daily reports, (3) on-site representation comprised of the CM and its consultant staff involved in the project, all having relevant and appropriate types of construction management experience.

# Request For Qualifications continued



Project Name Law School - New Building Project Number UAK100008

## C. Funding / Estimated Budget

Total Project Cost	<u>\$23,600,000</u>	State Funding	<u>TBD</u>
Construction Cost	<u>\$17,925,000</u>	Other Funding	<u>\$750,000</u>
Estimated CM Fee	<u>\$774,600</u>		

NOTE: The CM fee percentage for this project includes all professional CM services, and consultant services necessary for proper completion of the Basic Services for the successful completion of the project, including but not limited to: review and verification of the Program of Requirements provided by the Owner or A/E, validation of existing site conditions (but not subsurface or hidden conditions), preparation of cost estimates and schedules for the project. Fees may be negotiated and allocated for Additional Services (e.g., extensive evaluation or validation of site conditions, extensive pre-design investigations).

## D. Services Required

Primary	<u>Construction Management</u>
Secondary	<u></u>
	<u></u>
	<u></u>
	<u></u>
	<u></u>
	<u></u>

## E. Anticipated Schedule

CM Services Start	<u>December, 2009</u>
Construction Contracts	<u>November, 2010</u>
CM Services Completed	<u>January, 2012</u>
Construction Contracts Completed	<u>December, 2011</u>

## F. EDGE Participation Goal

Percent of *initial* TOTAL CM Fee 5%

## G. Evaluation Criteria for Selection

Demonstrated ability to meet Owner's programmed project vision, scope, budget, and schedule on previous projects. Previous experience compatible with the proposed project (e.g., type, size). Relevant past work of prospective firm's proposed consultants. Past performance of prospective firm and its proposed consultants. Qualifications and experience of individuals directly involved with the project. Proposer's previous experience (numbers of projects, sizes of projects) when working with its proposed consultants. Experience and capabilities of creating or using Critical Path Method (CPM) schedules and of using CPM schedules as a project management tool. Experience and capabilities of developing cost estimates. Approach to and success of using partnering and Alternative Dispute Resolution. Proximity of prospective firms to the project site. Proposer's apparent resources and capacity to meet the needs of this project. The selected CM and all its consultants must have the capability to use the Internet within their normal business location(s) during normal business hours.

Interested CM firms are required to submit the Commitment to Participate in the Edge Business Assistance Program form in its Statement of Qualifications (SAO 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 CM's team. The Intent to Contract and to Perform and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the CM's Technical Proposal. Both forms can be accessed via the SAO Web site at [www.ohio.gov/sao](http://www.ohio.gov/sao) (click on Forms/Documents). The Intent to Contract and to Perform form is again required at the Fee Proposal stage.

Prior to executing the Construction Manager Agreement, the selected CM must represent and warrant that it has not provided any material assistance, as that term is defined in O.R.C. Section 2909.33(C), to an organization that is identified by, and included on, the United States Department of State Terrorist Exclusion List and that it has truthfully answered "no" to every question on the Declaration Regarding Material Assistance/Non-Assistance to a Terrorist Organization, and that it has provided or shall provide such to the Contracting Authority and/or the Ohio Business Gateway ([www.homelandsecurity.ohio.gov/DMA\\_Terrorist/HLS\\_0038\\_Contracts.pdf](http://www.homelandsecurity.ohio.gov/DMA_Terrorist/HLS_0038_Contracts.pdf)).

# CM Selection Rating

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Project Name Law School - New Building Proposer Firm \_\_\_\_\_  
 \_\_\_\_\_ City, State, Zip \_\_\_\_\_  
 Project Number UAK100008

Selection Criteria		Value	Score
<b>1. CM Firm Location</b>			
Office proximity of primary CM firm where majority of work is to be performed in relationship to project site	0 – nn miles	4 - 5	
	nn – mm miles	2 - 3	
	Over mm miles	0 - 1	
<b>2. CM Firm Size</b>			
Staff availability by number of project managers/superintendents within primary CM firm to perform the work	Small = nn proj. management staff	0 - 5	
	Medium = mm proj. management staff	0 - 5	
	Large = mm+ proj. management staff	0 - 5	
<b>3. Current Workload</b>			
Amount of fees awarded by the Contracting Authority to the primary CM Firm in the previous 24 months (exclude project on hold)	< \$n	4 - 5	
	\$n - \$m	2 - 3	
	> \$m	0 - 1	
<b>4. Primary CM Qualifications</b>			
a. Project Management Lead	Experience/ability of Project Manager to manage scope/budget/schedule/quality	0 - 10	
b. Project Engineering	Experience/ability of Project Engineer to review/manage questions & changes	0 - 5	
c. Project Administration	Experience/ability of Project Admin. Staff to timely process documents	0 - 5	
d. Construction Supervision	Experience/ability of Superintendent to identify/solve issues during construction	0 - 10	
<b>5. CM Discipline Qualifications</b>			
Key Discipline Leads	Experience/ability of Discipline Leads in scheduling, estimating, constructability reviews & bid packaging/mkt. analysis	0 - 10	
<b>6. Project Team Qualifications</b>			
a. Previous Team Collaboration Projects that a majority of the team members have worked together	< nn projects	0 - 1	
	nn – mm projects	2 - 3	
	> mm projects	4 - 5	
b. LEED* Experience within Team	LEED AP(s)** on Team	0 - 1	
	LEED Registered Project(s)	0 - 2	
	LEED Certified Project(s)	0 - 2	
	Satisfies ALL above Criteria (max 5 points)	(sum = 0-5)	
c. Team Organization	Clarity of responsibility/communication demonstrated by table of organization	0 - 5	
<b>7. Overall Project Team Experience</b>			
a. Budget & Schedule Management	Level of performance in completing projects within original budget & schedule limitations	0 - 5	
b. Experience with Similar Building Type	< nn projects	0 - 3	
	nn – mm projects	4 - 6	
	> mm projects	7 - 10	
c. Past Performance	Level of performance as indicated by past CM evaluations/letters of reference	0 - 5	
d. Knowledge of State of Ohio Capital Project Administration Process	< nn projects	0 - 3	
	nn – mm projects	4 - 6	
	> mm projects	7 - 10	
* LEED = Leadership in Energy & Environmental Design developed by the U.S. Green Building Council ** LEED AP = LEED Accredited Professional by the U.S. Green Building Council		Subtotal	

**Notes:**

**Owner Evaluation:**

Name \_\_\_\_\_

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