

Columbus City Schools – FY 26 Summer Work Phase II

Informational Meeting **Agenda**

February 21, 2025

***Highlighted Items Have Been Updated Revised 2/20/2025**

1. Welcome/Introductions to the Project Team
 - a. **Brandie Bronston Houpe, Construction Contract Manager** – Columbus City Schools
 - b. **Dan Cline, Project Manager** – Columbus City Schools dcline@columbus.k12.oh.us
 - c. **Kurt Keaton, Project Manager** – Columbus City Schools kkeaton@columbus.k12.oh.us
 - d. **Lori Seeger, Project Manager** – Columbus City Schools lseeger@columbus.k12.oh.us
 - e. **Alex Trevino, Facility Director** – Columbus City Schools atrevino3260@columbus.k12.oh.us
2. General
 - a. Deadline:
 - i. **Friday, February 28, 2025, at 10:00 AM**
 - b. Submit statements of qualification to Brandie Bronston Houpe at bbronston@columbus.k12.oh.us **Submit in PDF format ONLY.**
 - c. General questions can be directed to Alex Trevino, Director of Capital Improvements at atrevino3260@columbus.k12.oh.us Project specific questions should be directed to the assigned project manager indicated for each project. Questions will be answered and posted to the website at <http://www.columbus.k12.oh.us/rfp> 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.
 - d. Cancellation and Rejection: CCS 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. CCS shall have no liability to any Proposer arising out of such cancellation or rejection. CCS reserves the right to waive minor variations in the selection process.
 - e. **Notification of the short-listed vendors anticipated as follows:**
 - 26009 – HVAC Improvements – Criteria Engineer – **March 7th**
 - 26010 – Roof Replacements – Architect of Record – **March 7th**
 - 26006B – Outdoor Athletics – Construction Manager – **March 14th**
 - f. **Interviews schedules as follows:**
 - 26009 – HVAC Improvements – Criteria Engineer – **March 13th**
 - 26010 – Roof Replacements – Architect of Record – **March 19th**
 - 26006B – Outdoor Athletics – Construction Manager – **April 17th**
 - g. **Board approval of a contracts anticipated as follows:**
 - 26009 – HVAC Improvements – Criteria Engineer – **April 1st**
 - 26010 – Roof Replacements – Architect of Record – **May 6th**
 - 26006B – Outdoor Athletics – Construction Manager – **May 6th**

- h. Submit on OFCC's form F110-330 (most recent version) available from their website www.ofcc.ohio.gov. Delete sections H, items 34c and 34d and include the district's LEDE forms instead (see section below).
- i. While EDGE requirements do not apply to these projects, the Board of Education's LEDE policy (Locally and Economically Disadvantaged Enterprise program) does apply. Please reference the RFQ document online for the required forms A&B to submit and to the district's [vendor](#) page for more information on the LEDE program, as well as updated LEDE information proposers should submit with Statement of Qualifications.
- j. Do not reach out to any district school or other department to prepare your statement of qualifications.
- k. Submit a separate statement of qualifications for each project you intend to compete for
- l. Page limits for all projects are as follows:
 - a. **Part 1 is limited to 25 pages. Total submittal should be no more than 30 pages.**
- m. Score sheet is included in the RFQ packet which is available on the district's purchasing website.
- n. Prevailing Wage Rates **DO NOT** apply to these projects.

3. Scope

- a. HVAC & Mechanical Improvements Package #26009 & 27001 (optional):
 - i. This project will consist of various HVAC equipment upgrades/replacements, at multiple facilities across the district. Anticipated project budget is \$7 - \$10M (with an option for a second year and a total potential budget of \$14.0-20.0M). Project delivery model will be design-build. The selected firm should anticipate that this project will consist largely of replacement of existing HVAC equipment, like-for-like, that is at the end of its useful life. The district will provide the selected firm a list of the equipment recommended for replacement. Working with their assigned project manager, the firm will scope the project to align to the available budget. The team should anticipate looking at opportunities to improve simplicity of maintenance requirements, reliability, comfort, efficiency, and noise levels where possible within the project requirements. This contract will incorporate Package #26009 intended for execution over summer 2026 with an option to incorporate Package #27001 intended for execution over summer 2027.
 - ii. Specific site locations will be announced after selection.
 - iii. Support during the Best Value Selection phase should be emphasized.
 - iv. Construction administration services should be emphasized.
- b. Roof Replacement Package #26010:
 - i. This project will consist of replacing the roof on two or more district facilities. Projects will need to pay particular attention to continuity of operations of the facility and to current supply chain issues in the materials market. Anticipated project budget is \$2 - \$2.5M. Project delivery model will be design-build. The selected firm should anticipate that this project will consist largely of replacement of roofs at one or two district facilities. Working with their assigned project manager, the firm will scope the project to align to the available budget.
 - ii. Specific site locations will be announced after selection.
 - iii. Support during the Best Value Selection phase should be emphasized.
 - iv. Construction administration services should be emphasized.

c. Outdoor Athletics Package #26006B:

- i. This project will consist of a variety of upgrades at one or more of the District's sports complexes that will tackle the following core upgrades:
 - Grandstand & Pressbox
 - Baseball field
 - Softball field
 - Tennis courts
 - Running track (if recommended)
 - Stadium Lighting Upgrade (if recommended)
 - Stadium Fencing Upgrades/replacement
 - Field Irrigation Upgrades
 - Related amenities such as restroom, locker rooms, concessions, fencing, scoreboards, irrigation, drainage, walk paths, ADA accommodations, etc.
- ii. The anticipated project budget is \$7 - \$10M. Project delivery model will be Construction Manager at Risk.
- iii. Working with CCS staff, the selected firm will confirm one or more sites where this work will be executed. Evaluation of existing conditions. Design phase documentation including construction documents and project manual development. Preconstruction services including scheduling and estimating.
- iv. Bid phase and contract award support.
- v. Construction administration and closeout services should be emphasized.

4. Budget and Schedule

- i. Funding for the projects will come from the district's Permanent Improvement Fund.
 1. HVAC Improvements anticipated construction costs are estimated at \$7M - \$10M
 2. Roof Replacements anticipated construction costs are estimated at \$2M - \$2.5M
 3. Outdoor Athletics anticipated construction costs are estimated at \$7M - \$10M
- ii. Prevailing wage requirements **DO NOT** apply to these projects.
- iii. Project schedules will need to be coordinated for each specific project. Dependent upon the scope of the work, some activities may be able to commence during the school year if they are not disruptive to the educational environment, but most construction activity should be anticipated to occur over summer break of 2026.

5. Team Structure

- i. Organization and competence of team
- ii. Availability of manpower to manage the work
- iii. Estimating, reconciliation, Guaranteed Maximum Price negotiation (if applicable)
- iv. Constructability and value engineering
- v. Past performance on similar projects
- vi. Financial responsibility

6. Questions?