

Request for Qualifications - Professional Design Services

Evaluator _____

Selection Criteria		Value
1. Primary A/E Firm Location, Size and Workload (Maximum 10 points)		
a. Proximity of the staff assigned to 2.a, 2.b and 2.d to 889 E. 17th Avenue Columbus, Ohio 43211	Less than 10 miles from project site	5
	10 miles to 150 miles	3
	More than 150 miles	0
b. Number of relevant licensed professionals within primary A/E firm available to perform the work (based on Part II of F110-330)	Less than 5 licensed professionals	3
	5 to 10 licensed professionals	1 - 2
	More than 10 licensed professionals	0
		Max = 3
c. Amount of fees awarded by the Contracting Authority to the primary A/E firm in the previous 24 months (exclude projects on hold)	Less than \$ 250,000 in previous 24 months	2
	\$ 250,000 to \$1,000,000 in previous 24 months	1
	More than \$1,000,000 in previous 24 months	0
2. Primary A/E Qualifications (Maximum 50 points)		
a. Project Manager	Experience / ability of A/E project manager to manage scope / budget / schedule / quality (e.g., education, experience, etc.)	0 - 10
b. Project Designer	Experience / creativity of project designer to achieve owner's vision and requirements (e.g., design awards, publications, appropriateness, innovation, licensure/certification)	0 - 10
c. Technical Staff	Experience / ability of technical staff to create fully coordinated construction documents (e.g., BIM/CAD operator / specifier education, experience, CDT or CCS credentials)	0 - 10
d. Construction Administration Staff	Experience / ability of field representative to identify and solve issues during construction (e.g., education, experience, CDT or CCCA credentials)	0 - 10
e. Response to CCS's Local and Economically Disadvantaged Enterprises (LEDE) Program.	5 points if lead firm is LEDE or 20% goal of sub-contracting. 1 point for each 5% over 20% participation goal.	0 - 10
3. Overall Team Qualifications (Maximum 10 points)		
a. Previous Collaboration of the Project Team (sample projects on which a significant number of individual team members have worked together)	Less than 2 sample projects	0 - 1
	2 to 5 sample projects	2 - 3
	More than 5 sample projects	4 - 5
b. Team Organization (showed formal relationships between owner, contracting authority, consultants)	Clarity of responsibility / communication demonstrated by table of organization	0 - 5
4. Overall Team Experience (Maximum 30 points)		
a. Past Performance of the Project Team (provided reference letters from sample project contacts)	Past performance as indicated by evaluations and letters of reference	0 - 10
b. Experience with similar projects and anticipated project delivery method (e.g., Multiple-Prime, General Contracting, CM at Risk, Design-Build)	Less than 3 projects	0 - 1
	3 to 6 projects	2 - 3
	More than 6 projects	4 - 5
c. Budget and Schedule Management (included data on estimate versus bid and original contract sum & time versus change orders for sample projects)	Performance in completing projects within original construction budget and schedule	0 - 10
d. Knowledge of Ohio Capital Improvements Process (e.g., experience following the OSDM, the Standard Requirements, and ORC Chapter 153)	Less than 3 projects	0 - 1
	3 to 6 projects	2 - 3
	More than 6 projects	4 - 5
		Subtotal

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