

## ***Columbus City Schools – HVAC Improvements & Roof Replacements***

### **Informational Meeting** **Agenda**

*December 27, 2022*

1. Welcome/Introductions to the Project Team
  - a. **Brandie Bronston Houpe, Construction Contract Manager** – Columbus City Schools
  - b. **Kurt Keaton, Project Manager** – Columbus City Schools
  - c. **Lori Seeger, Project Manager** – Columbus City Schools
  - d. **Alex Trevino, Facility Director** – Columbus City Schools
  
2. General
  - a. Deadline: **January 23<sup>rd</sup> (Monday) at 2:00 PM**
  - b. Submit statements of qualification to Brandie Bronston Houpe at [bbronston@columbus.k12.oh.us](mailto: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](mailto: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.
    - a. Notification of the short-listed vendors anticipated as follows:
      - a. Criteria Engineer & Architect - **January 30<sup>th</sup>**
      - b. Design-Builders (HVAC & Roofing) - **February 20<sup>th</sup>**
    - b. Issue Request for Proposal to Design-Builders
      - a. HVAC – **April 3<sup>rd</sup>**
      - b. Roofing - **April 3<sup>rd</sup>**
    - c. Interviews schedules as follows:
      - a. Criteria Engineer (HVAC) – **February 6<sup>th</sup>**
      - b. Criteria Architect (Roofing) – **February 8<sup>th</sup>**
      - c. Design-Builder (HVAC) – **May 4<sup>th</sup>**
      - d. Design-Builder (Roofing) – **May 2<sup>nd</sup>**
    - d. Board approval of a contracts anticipated as follows:
      - a. Criteria Engineer & Architect – **March 7<sup>th</sup>**
      - b. Design-Builders (HVAC & Roofing) – **June 4<sup>th</sup>**
  - e. EDGE requirements do not apply but 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.

- f. Submit on OFCC's form F110-330 available from their website. Delete sections H, items 34c and 34d and include district's LEDE forms instead.
- g. Do not reach out to any district school or other department to prepare your statement of qualifications.
- h. Submit separate statement of qualifications for each project
- i. Page limits are contract specific and as follows:
  - a. Criteria Engineer & Architect – Part 1 is limited to 25 pages. Total submittal should be no more than 30 pages.
  - b. Design-Builders (HVAC & Roofing) - Part 1 is limited to 30 pages. Total submittal should be no more than 45 pages.
- j. Score sheet is included in the RFQ packet which is available on the district's purchasing website.
- k. Prevailing Wage Rates DO apply to this project

### 3. Scope

- a. HVAC Improvements Package #24003
  - i. This project will consist of upgrades or replacements to various HVAC equipment at multiple facilities across the district. The work will largely be focused on at least 17 facilities that do not currently have AC in their gymnasiums and/or auditoriums. It may also include selected air handler, boiler, chiller, automation, or other major component replacements where systems are at or beyond anticipated useful life. The work should also focus on simplification of systems where the planned upgrades will allow (i.e. eliminating hydronic systems where possible, eliminating pneumatic controls, etc.)
  - ii. Specific site locations will be announced after selection.
- b. Roof Replacement Package #24004
  - i. This project will consist of replacing the roof on multiple 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. The work should also investigate the total envelope and any recommendations for improvements to the overall envelope to eliminate water and weather intrusion.
  - ii. Specific site locations will be announced after selection.
- c. Budget and Schedule
  - i. Funding for the projects will come from the district's Elementary and Secondary School Emergency Relief Fund (ESSER), to address the impact of COVID-19 on elementary and secondary schools.
    - 1. HVAC Improvements anticipated total construction costs estimated at \$15.0-\$18.0M
    - 2. Roof Replacement anticipated total construction costs estimated at \$14.0-\$16.0M
    - 3. Davis-Bacon prevailing wage requirement
  - ii. Construction activities to begin as soon as practically possible and with schedule coordination with the district and be substantially complete by August 1, 2024. Work may be permitted outside of typical summer break window if design-builder can demonstrate that work can be completed while facility is occupied without disrupting the educational environment.

d. Team Structure

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

4. Questions?

- i. Is it anticipated that criteria arch/engineer team with a DB contractor for these projects, or will these scopes be handled separately? ***By law, each design-build project is required to have a criteria engineer or architect. The design-build firms will each be required to have their own architect of record and/or engineer of record, which is discrete and separate from the criteria services contract which will be under direct contract with the Owner.***
- ii. Do you intend to hire one design builder for the entire HVAC scope? **Yes**

