

# 24008 - Architect of Record

## Request for Qualifications - Professional Design Services: Limited Scope

Evaluator \_\_\_\_\_

| Selection Criteria                                                                                                                                 |                                                                                                                                                                                  | Value           |
|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>1. Primary A/E Firm Location, Size and Workload (Maximum 10 points)</b>                                                                         |                                                                                                                                                                                  |                 |
| 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               |
| <b>2. Primary A/E Qualifications (Maximum 50 points)</b>                                                                                           |                                                                                                                                                                                  |                 |
| 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          |
| <b>3. Overall Team Qualifications (Maximum 10 points)</b>                                                                                          |                                                                                                                                                                                  |                 |
| 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           |
| <b>4. Overall Team Experience (Maximum 30 points)</b>                                                                                              |                                                                                                                                                                                  |                 |
| 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           |
|                                                                                                                                                    |                                                                                                                                                                                  | <b>Subtotal</b> |