

# 24011 - Architect or Landscape 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>