

## NOTICE OF REQUEST FOR STATEMENT OF QUALIFICATIONS #21260

### RFQ 21267 – Brooklawn/New Tech West High School Phase 2 Mechanical Services Upgrade Design Build Project

#### Summary Statement

The Cleveland Metropolitan School District (CMSD), invites qualified Design-Build & Service firms to submit a Statement of Qualifications (SOQ) for Turn-Key Performance Specification Contracting Services. This process is not intended for HB 264 or related Energy-savings based contracting services.

Separate Sealed Request for Statement of Qualifications (SOQ) for the requirement set forth below will be received in the Cashier's Office of the Cleveland Metropolitan School District located at 1111 Superior Avenue E, Cleveland, Ohio 44114, until **1:00 pm current local time on December 14, 2018**. This SOQ will not be publicly opened.

Design-Build firms/teams interested in providing the District with competitive Guaranteed Maximum Price (GMP) Proposals & Services.

1. Design-Build & Service firms will be short-list selected on qualifications basis to provide GMP Proposals for a detailed Scope of Work/Owner's Project Requirements (OPR) to be issued after the short-listing process. Applicable conditions to this SOQ:
  - A. This contract is for the final design/engineering, plan approval/permit & turn-key construction services, including required construction bonding, for a major HVAC/mechanical upgrade at the Brooklawn/New Tech West High School facility in Cleveland, Ohio.
    - i. The overall expected cost for the 2019 CMSD-Brooklawn/New Tech West HVAC/Mechanical Renovation is \$1.2 M.
  - B. The short-listed firms & team members will have experience in renovating older and historic buildings, especially educational facilities, and be familiar with major HVAC changes/upgrades, Chiller/Boiler Systems, Unit Ventilators/VRF Systems and applicable Coordination with project teams (Phase 1 Electrical project is currently on-going).
  - C. The District anticipates short-listing a minimum of three qualification-based respondents that will be invited to participate further in the selection and execution process.
  - D. The District will review the Performance/Technical documents and GMP Proposals for best value and make a recommendation for the contract(s) going forward.
  - E. The District anticipates Substantial Phase 2 HVAC Mechanical System Completion by June 1, 2019 and Final Phase 2 HVAC/Mechanical System Completion by August 31, 2019.
2. Interested Design-Build firms/teams shall submit SOQ's to CMSD providing four (4) copies of the following information:
  - A. Primary Design-Build Firm name, address, telephone number, fax number and e-mail address.
  - B. Year established and former firm names (if any).
  - C. Types of services for which the firm is qualified.
  - D. Summary of Qualifications for project services listed above.

- E. Names of principals of the firm(s) and for engineering: state(s) in which they are registered.
  - F. Number of staff available for assignment.
  - G. Engineering/consultants and sub-contractors planned to be retained, identify known MBE's/EDGE.
  - H. Examples and lists of similar completed projects on which the Firm was a key participant.
  - I. Current similar projects underway and estimated cost of each.
  - J. Number of years the firm has been doing business in the relevant function.
  - K. Names of key personnel, including managers and in-charge field personnel proposed to be assigned, with experience of each, length of time in the organization, continuing education, and evidence of currency of expertise in relevant function.
  - L. Address of office(s) where the work will be performed, how long this/these office(s) have been operating, and current staffing of this/these office(s). If the work is to be done from more than one office, indicate the distribution of work among offices.
  - M. Rate schedules for various disciplines and services affected.
3. SOQs will be evaluated by a selection team consisting of the District's staff and District's Consultants.
- A. Statements of Qualifications will be reviewed & evaluated for:
    - i. Experience with renovations to older Educational Facility applications including major HVAC Mechanical Systems upgrades.
    - ii. Past history/performance with CMSD/CMSD's Consultants (AGM Energy Services/Palmer Conservation).
    - iii. Geographic Location.
    - iv. Demonstrated experience with setting & completing construction schedules in occupied educational facilities.
  - B. The most qualified proposals considered "best" by the selection team may be invited to a 45-minute interview.
  - C. If interview path is chosen, the short-listed firms will have an opportunity to make a presentation and answer questions from the selection team.
4. There will be a Pre-Submittal Conference for this SOQ on November 27, 2018 at 2:00 PM at the Cleveland Metropolitan School District Trades Office, 3840 Ridge Road, Cleveland, Ohio 44144. Attendance at the Conference is encouraged but not mandatory.
5. All questions must be submitted in writing ONLY by **12:00 pm on November 30, 2018 to [seletha.thompson@clevelandmetroschools.org](mailto:seletha.thompson@clevelandmetroschools.org)**. All answers to corresponding questions and concerns will be sent directly to those submitting the question. A comprehensive question and answer list will also be posted at [clevelandmetroschools.org/purchasing](http://clevelandmetroschools.org/purchasing). Any errors and/or omissions reported will be addressed via Addenda. Addenda will be issued no later than November 10, 2018.
6. Statement of Qualifications shall be submitted to the: Cashier's Office of the Cleveland Metropolitan School District attn.: Seletha Thompson, 1111 Superior Avenue E, Cleveland, Ohio 44114, until **1:00 pm current local time on December 14, 2018**.

The Cleveland Metropolitan School District reserves the right to reject any and all Submittals, to waive any and all informalities or irregularities, and to disregard all non-conforming responsive conditional Proposals.

The Cleveland Metropolitan School District does not discriminate in educational programs, activities or employment on the basis of race, color, national origin, sex, age, religion or disability.

Proposers on this work shall be required to comply with all applicable requirements pertaining to fair labor, state and local government.