

# Request for Qualifications (Design-Build Contract)

## State of Ohio Standard Forms and Documents

---

**Administration of Project:** New Lexington School District

Project Name	<u>New Lexington Workforce Development and Healthcare Facility Building Rehabilitation and Expansion Project</u>	Response Deadline	<u>1-17-2025</u>	<u>3:00 P.M.</u> local time
Project Location	<u>101 Third Avenue</u>	Project Number	<u>57637</u>	
City / County	<u>New Lexington / Perry</u>	Project Manager	<u>David Rupe, Treasurer</u>	
Owner	<u>New Lexington School District</u>	Contracting Authority	<u>New Lexington School District</u>	
Delivery Method	<u>Design-Build</u>	Prevailing Wages	<u>State of Ohio</u>	
No. of paper copies requested (stapled, not bound)	<u>3</u>	No. of electronic copies requested (PDF)	<u>1</u>	

Submit the requested number of Statement of Qualifications directly to David Rupe, Treasurer, at 2549 Panther Drive, New Lexington, OH 43764, [dave.rupe@nlpanthers.org](mailto:dave.rupe@nlpanthers.org). See Section F of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to David Rupe, Treasurer, at [david.rupe@nlpanthers.org](mailto:david.rupe@nlpanthers.org) with the project number included in the subject line (no phone calls please). Responses to all questions will be posted on the Contracting Authority's website (at: [www.nlpanthers.org](http://www.nlpanthers.org)) at the time responses are issued.

---

### Project Overview

#### A. Project Description

Comprehensive renovation and expansion of existing Workforce Development Center to enhance K-12 education in the New Lexington District by focusing on career pathway offerings, expansion of workforce development programming for students and community members, and improvement of access to necessary comprehensive healthcare services for students and community members. The New Lexington Workforce Development and Healthcare Facility Building Rehabilitation and Expansion Project ("Project") is predominantly grant funded under the Appalachian Community Innovation Grant, pursuant to Grant Agreement between the Contracting Authority and the Ohio Facilities Construction Commission ("OFCC") pursuant to which OFCC is acting as the passthrough entity for the State of Ohio in regards to Capital Projects Fund federal award identification number CPFFN0152 from the United States Department of the Treasury. The scope of the Project includes two (2) key components: one, health clinic renovation; and two, workforce development center renovation and expansion.

The Criteria Architect/Engineer ("Criteria A/E") for the Project, SHP, has prepared a Program of Requirements ("POR"), which is on file with the Contracting Authority. Please contact David Rupe, Treasurer, at [dave.rupe@nlpanthers.org](mailto:dave.rupe@nlpanthers.org), for more information or to request a copy of the POR for review in preparing a statement of qualification in response to this request for qualifications.

#### B. Scope of Services

The selected Design-Builder ("DB") will provide the following categories of services: review POR and provide recommendations regarding same for implementation including timing and cost; review required site work and recommend specialty survey and consulting service engagement as necessary; develop and maintain estimates of probable construction cost, value engineering, project schedules, and construction schedules; lead and manage the Schematic Design, Design Development, Subcontractor Prequalification and Bidding process, Construction Documents, Construction and Closeout stages.

Refer to the *POR* and the Grant Agreement for additional information about the type and extent of services required for each.

The preconstruction and construction services are generally described below. Subcontracts including Plumbing, Fire Protection, HVAC, and Electrical trades will be awarded by the DB to prequalified vendors using a competitive process. The parties will engage in an "open book" pricing method in which all subcontracted work shall be based upon competitive pricing that will be reviewed by the Contracting Authority and the Owner, the Criteria A/E and the DB. The Contracting Authority and/or Owner shall have access to all books, records, documents and other data in the DB's possession related to itself, its subcontractors and material suppliers pertaining to bidding, pricing or performance of the Agreement.

## Request for Qualifications (Design-Build Contract) continued

---

Preconstruction Services: The DB will work cooperatively with the Contracting Authority, Criteria A/E and Project Team, and will provide, among other services, schedule development, estimate development, program verification, schematic design, design development, Guaranteed Maximum Price ("GMP") proposal, subcontractor prequalification and bidding, construction documents preparation, constructability review, permits, budgeting, value engineering, and preconstruction planning throughout the preconstruction stages. When the drawings and specifications are at a stage of completion specified in the Agreement, such partially completed documents (the "Basis Documents") shall be provided to the DB, together with the Architect/Engineer of Record's ("AOR") detailed listing of any incomplete design elements and the AOR's statement of intended scope with respect to such incomplete elements (the "Design Intent Statement"). Contingent upon the Contracting Authority's approval of the GMP, the parties will enter into an amendment to the Agreement establishing the Contract Sum ("GMP Amendment"). If the proposed Contract Sum exceeds the Project Budget established for construction, then the Contracting Authority may terminate the agreement with the DB and seek proposals from other firms for completion of the Project.

Construction Services: The DB shall construct the Project pursuant to the construction documents and in accordance with the schedule requirements. The DB shall hold all subcontracts and shall be fully responsible for the means and methods of construction, weekly progress meetings, testing and inspections, project safety, project completion within the schedule agreed upon in the preconstruction phase, compliance with all applicable laws and regulations including monitoring compliance with all EDGE, equal employment, and prevailing wage requirements, and submitting monthly reports of these activities to the Contracting Authority. All subcontracts shall be on the subcontract form prescribed by OAC Section 153:1-03-02. The Contracting Authority reserves the right to approve the DB's selection of subcontractors and any supplemental terms to the subcontract form.

### C. Funding / Estimated Budget

Total Project Budget: \$16,510,740

### D. Anticipated Schedule

DB Preconstruction Services Start	<u>Feb/25</u>
Construction Stage Notice to Proceed	<u>May/25</u>
Substantial Completion of all Work	<u>Nov/26</u>
DB Services Completed	<u>Dec/26</u>

### E. Evaluation Criteria for Selection

Selection Criteria: The DB will be selected using (i) qualifications-based process during the Request for Qualifications ("RFQ") stage to develop a short list and (ii) best value process during the Request for Proposal stage. The qualifications-based criteria for the RFQ is included in this announcement.

Short List: Each firm responding to this RFQ will be evaluated and selected based on its qualifications and the qualifications and experience of the particular individuals identified as the candidate's proposed team for the Project. After evaluating the responses to this RFQ, the Contracting Authority will select a short list of no fewer than three firms that it considers to be the most qualified, except if the Contracting Authority determines that fewer than three firms are qualified, it will only select the qualified firms.

Request for Proposal: The short-listed firms shall be sent a Request for Proposal ("RFP") that will invite the firms to submit pricing proposals containing their proposed preconstruction stage compensation, construction stage personnel costs, itemized construction stage general conditions costs, construction stage contingency percentage, construction stage design fee percentage, and design-build fee percentage. The short-listed firms will also receive (i) form of the Agreement with the Contracting Authority containing the contract terms and conditions, (ii) set of the most recent criteria documents and (iii) proposed Project schedule.

Pre-Proposal Meeting: Prior to submitting a response to the RFP, the short-listed firms will be invited to meet individually with the Contracting Authority. The purpose of the pre-proposal meeting is to permit the short-listed firms an opportunity to ask the Contracting Authority questions in an individual setting to help the firms prepare their responses to the RFP. The Contracting Authority will notify each short-listed firm to schedule individual times for the pre-proposal meetings.

Interview: After submitting responses to the RFP, the short-listed firms will be interviewed by the Contracting Authority. The purpose of the interview will be to meet the proposed Project team, become familiar with key personnel, and

## Request for Qualifications (Design-Build Contract) continued

---

understand the project approach and ability to meet the stated objectives for the Project. Please be prepared to discuss with specificity the firm's capacity to conduct this work in compliance with the timetable, budget and EDGE expectations. The Contracting Authority will notify each short-listed firm to schedule individual times for the interviews.

Selection Schedule: Tentative schedule is subject to change.

Qualifications Due	1-17-2025
RFP issued to the Short-Listed Firms	1-21-2025
Interviews	2-10-2025
Selection of DB	2-24-2025

Cancellation and Rejection: The Contracting Authority 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. The Contracting Authority shall have no liability to any proposer arising out of such cancellation or rejection. The Contracting Authority reserves the right to waive minor variations in the selection process.

Interested DB firms are required to submit the Commitment to Participate in the EDGE Business Assistance Program form in its Statement of Qualifications submitted in response to the RFQ, to indicate its intent to contract with and use EDGE-certified Business Enterprise(s), as a part of the DB's team. The EDGE Affidavit and / or waiver request letter and Demonstration of Good Faith Effort form(s) with complete documentation must be attached to the DB's Proposal. For all *Statements of Qualifications*, please identify the EDGE-certified Business Enterprises, by name, which will participate in the delivery of the proposed professional services solicited in the RFQ.

Interested DB firms must indicate on their *Statement of Qualifications*, the locations where their services will be performed in the spaces provided or by attachment in accordance with the requirements of Executive Order 2019-12D related to providing services only within the United States and the requirements of Executive Order 2022-02D prohibiting purchases from or investment in any Russian institution or company. Failure to do so may cause their *Statement of Qualifications* to be rejected.

### F. Submittal Instructions

Electronic submittals should be combined into one PDF file named with the project number listed on the RFQ and your firm's name.

Paper copies of the *Statement of Qualifications* should be stapled only. Do not use special bindings or coverings of any type. Cover letters and transmittals are not necessary.

Facsimile copies of the *Statement of Qualifications* will not be accepted.

### **Statements of Qualifications must be submitted electronically by email. Submittals are limited to one email.**

Proposers are requested to submit the following information in response to this RFQ.

1. Contact Information, Proposed Team, and Firm Point of Contact: Provide the name and full mailing address for the firm, include an organizational chart of proposed team members including designation of leads. Include designated firm point of contact for SOQ. Include resumes of key proposed team members, including designated leads
2. Summary: Provide a summary, describing why your firm/team is the most qualified for the Project.
3. General Qualifications/Firm History: include list of disciplines represented in firm.
4. Relevant Projects: Provide description of relevant projects including title, client, location, building type, project type/delivery model, services provided, project cost, and performance of scope of work. Include description of key proposed team members' participation in each project.
5. Bonding/Insurance: Provide evidence of capacity to provide bonding in the amount of the construction budget (e.g. a letter from your Surety agent stating that one or more Sureties will issue Bonds in the amount of the construction budget if your team is selected) and a copy of the firm's certificate of insurance showing the firm's current limits of liability for commercial general liability, employer's liability, business automobile liability, and professional liability insurance.
6. Management Systems: Describe the scheduling and cost control systems the firm would propose to use for the Project
7. Self-Performed Work: Indicate whether the firm intends to self-perform any work on the Project through a competitive process and, if so, the nature of the work and capability to self-perform.
8. Estimating: Demonstrated track record of performance of in-house estimating on projects comparable to the Project.

## **Request for Qualifications (Design-Build Contract) continued**

---

9. Scheduling: Demonstrated track record of performance of managing projects to the original schedule.

Firms are requested to identify professional registrations, memberships and credentials including but not limited to: LEED GA, LEED AP, LEED AP+, CCCA, CCM, CCS, CDT, CPE, DBIA, and any other appropriate design and construction industry credentials

# NEW LEXINGTON SCHOOLS

2549 Panther Drive  
New Lexington, Ohio 43764



---

*Casey H. Coffey, Superintendent*

*David J. Rupe, Treasurer*

To: Perry County Tribune

From: Casey Coffey, Superintendent, New Lexington School District

Date: December 26, 2024

Re: Legal Notice

## Legal Notice

The New Lexington School District Board of Education ("Board") announces that the Board is accepting Statements of Qualifications from design-build firms for the New Lexington Workforce Development and Healthcare Facility Building Rehabilitation and Expansion Project, Project Number 57637 ("Project"), as part of the best value selection process set forth in Ohio Revised Code Sections 153.65-153.75. The Project is pursuant to an agreement between the Board and the Ohio Facilities Construction Commission ("OFCC") under the Appalachian Community Innovation Grant. Location of the Project is 101 Third Avenue, New Lexington, 43764, Perry County, Ohio.

A link to the Request for Qualifications ("RFQ") for the design-build contract can be found at: [www.nlpanthers.org](http://www.nlpanthers.org). The RFQ includes a general description of the project, a statement of the specific design-build services required, and a description of the qualifications for the project.

The Criteria Architect for the Project has prepared a Program of Requirements ("POR"), which is on file with the Board. Design-build firms interested in submitting a Statement of Qualifications in response to the RFQ may contact David Rupe, Treasurer, at [dave.rupe@nlpanthers.org](mailto:dave.rupe@nlpanthers.org), for more information or to request a copy of the POR for review in preparing a Statement of Qualifications.

Design-build firms interested in submitting a Statement of Qualifications may do so by submitting three (3) paper copies [stapled, not bound], and one (1) electronic copy [pdf format only] by no later than 3:00 p.m., on January 17, 2025, to David Rupe, Treasurer, at 2549 Panther Drive, New Lexington, OH 43764, [dave.rupe@nlpanthers.org](mailto:dave.rupe@nlpanthers.org). Electronic submittals should be combined into one (1) pdf file named with the Project number and the firm's name.

Statement of Qualifications submissions should not include additional promotional materials or fee or pricing estimates, fee proposals, pricing criteria, or other estimates or measures of compensation information.

All questions regarding the RFQ must be submitted in writing to David Rupe, Treasurer, at [dave.rupe@nlpanthers.org](mailto:dave.rupe@nlpanthers.org) with the Project number included in the subject line (no phone calls please). Responses to all questions will be posted on the Board's website (at: [www.nlpanthers.org](http://www.nlpanthers.org)) at the time responses are issued.

Design-build firms submitting a Statement of Qualifications in response to the RFQ will be evaluated and ranked in as most qualified to provide the required design-build services.

The Board reserves the right in its sole discretion, to modify this procedure and criteria, and to reject any, part of, or all qualifications submitted, and to waive any formality, without the imposition of any form of liability. The Board further reserves the right to reject all Statements of Qualifications submitted in response to the RFQ for the Project. The Board also reserves the right to waive minor variations in the best value selection process.

By order of the New Lexington School District Board of Education.

<b>Design-Build Selection Rating Form</b>		
<b>Project Name: New Lexington Workforce Development and Healthcare Facility Building Rehabilitation and Expansion Project</b>		
<b>Firm Name</b> _____		<b>Date</b> _____
<b>SELECTION CRITERIA</b>	<b>Value</b>	<b>Score</b>
<b>General</b>		
Firm's History and Members	3	
Types of Architectural/Engineering/Design Services Offered by Firm	3	
Members' Availability to Perform Scope of Work within Timelines Set Forth in SOQ	3	
Key Members' Background/Experience with Public Design-Build Projects	3	
Firm's Experience with State of Ohio Prevailing Wage Projects	3	
Firm's Experience with Participation in EDGE Program	3	
Firm's Experience with Federal Procurement - Subcontractors	3	
Firm's Experience with Federal Procurement - Supplies	3	
Firm's License(s) for Required Design Services	3	
Firm's License(s) for Required Construction Services	3	
<b>Company Background</b>		
Firm's Location/Proximity to Project Site	3	
Use and Identification of Key Consultants	3	
Administration of Subcontractors	3	
Subcontractors - EDGE Program	3	
Unique Qualities of Firm Setting It Apart	3	
Unique Technical Approaches Firm Anticipates Using for Scope of Work on Project	3	
Firm's Experience with Grant Projects Funded through OFCC	3	
<b>Service and Technical Capability</b>		
Experience with Implementing Program of Requirements for Design-Build Project		
Experience with Schematic Design of Renovations to Public School Facility, Including Demolition, and Construction of New Lab Space Including Installatio of Equipment	3	
Experience with Construction and Construction Administration of Renovatoin to Public School Facility, Including Demolition, and Construction of New Lab Space Including Installation of Equipment	3	
Experience with Design/Engineering/Construction of Workforce Development Space for Use by K-12 Students	3	
Experience with Design/Engineering of Multi-Purpose Area/Mixed Use Space/Adult Education Space for Community Use/Wellness in K-12 Setting	3	
Experience with Construction and Construction Administration of Multi-Purpose Area/Mixed Used Space/Adult Education Space for Community Use/Wellness in K-12 Setting	3	
Experience Collaborating with Health Care Industry/Partnership in Design/Construction of Health Clinic Community Use Space in K-12 Setting	3	
State and Local Code Compliance	3	
Experience with Required Site Work Including Recommending Specialty Survey and Consultant Services	3	
Experience with Meeting Substantial Completion Dates	3	
<b>References</b>		
Last 3 K-12 Public School Design-Build Projects	3	
Past Experience with Board	3	
Past Experience in Perry County	3	
Last 3 Public School Projects Performed on Career-Technical or Workforce Development Facilities	3	
Legal Compliance - ORC 4703.182, 4703.332, 4733.16	3	
Financial Responsibility - Surety Bond	3	
Dispute Resolution - Public School Projects	3	
Past Experience with Meeting Substantial Completion Dates - Design-Build	3	
Litigation History - Last 10 Years	3	
<b>Total</b>	<b>105</b>	
<b>Evaluator Name:</b> _____		