

Facilities Operations Department

Jon Kochis
Facilities Director



Board of County Commissioners

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REQUEST FOR STATEMENTS OF QUALIFICATIONS

The Board of County Commissioners, Fairfield County, Ohio, at the Office of Emergency Management and Facilities in Lancaster, Ohio 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 254 or related Energy-savings based contracting services.

Statements of Qualifications (SOQs) will be received at the Fairfield County Board of Commissioners, Third Floor Hearing Room, 210 E. Main Street, Lancaster, OH 43130, until 10:00 AM on Tuesday, November 26th, 2024 for Design-Build firms/teams interested in providing Fairfield County with competitive Guaranteed Maximum Price (GMP) Proposals for Services. The Criteria Scope of Work for the project(s) will follow as prepared by the County's contracted Energy & Operational Technology Services Consultant.

1. Submitting Design-Build & Service firms will be short-list selected on qualifications basis (First Step) to provide GMP Proposals for a detailed Scope of Work/Owner's Project Requirements (OPR) to be issued after the short-listing process (Second Step). Applicable conditions to this RFQ/SOQ:
 - A. This contract is for the final design/engineering, plan approval/permit & turn-key construction services, including required construction bonding, for a significant mechanical upgrade at the Fairfield County Government Services Center Facility in Lancaster, Ohio.
 1. The overall expected cost for the Fairfield County Government Services Building HVAC Renovations 2024 is \$700,000 to 800,000, including the Pre-Purchase of the Main HVAC Equipment as arranged by the County for Quality Control and Expediency purposes.
 - B. The short-listed firms & team members will have experience in renovating existing buildings, especially multi-floor administrative function facilities, using Packaged Air-cooled Rooftop HVAC equipment & Variable Air Volume Air Distribution Systems (Electric Heat VAV Boxes and flow controls).
 - C. The County anticipates short-listing a minimum of three qualification-based respondents that will be invited to participate further in the selection and execution process. The targeted schedule is as follows:

1. November 26th 10:00 a.m., 2024: Receive Statements of Qualifications (SOQ) from interested firms/teams.
 2. December 5, 2024: Notify both selected and non-selected Design-Build firms/teams.
 3. December 6, 2024: Distribution of the County/Consultant-authored Owners Project Requirements (OPR) with Invitation to submit Performance & Technical documents with a declared GMP for the Proposal.
 4. December 11, 2024: Pre-Proposal Meeting and Initial walk-through of the project site.
 5. December 20, 2024: County receives Performance & Technical Info with GMP Proposals.
 6. January 7, 2025: County may conduct interviews with each respondent.
 7. January 14, 2025: County accepts recommendations and selects best-value Design-Build firm/team for award & completion of contracts.
- D. As part of the Second Step of the process, the County and its contracted Consultant will review each Performance & Technical documents with GMP Proposal package received for best value and make a recommendation for final Scopes and related contract(s) going forward.
- E. The County anticipates Substantial Cooling System Completion by May 1, 2025 and Final HVAC System Renovations Completed by May 23, 2025.
2. Interested Design-Build firms/teams shall submit SOQs to Jon Kochis, Fairfield County Director, Emergency Management and Facilities, 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 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 Fairfield County Facilities Team and its Consultants.
- 1. Statements of Qualifications will be reviewed & evaluated for:
 - a. Experience with Fast-paced HVAC Equipment/Systems Upgrades with roof-mounted Packaged Rooftop HVAC Systems serving Administrative multi-floor Office Buildings.
 - b. Past History/performance with Fairfield County/Owner's Consultant (Palmer Conservation Consulting/County FIRM).
 - c. Geographic Location.
 - d. Demonstrated experience with setting & completing construction schedules in occupied facilities, including coordination with Owner Pre-Purchased Equipment items.
 - 2. The most qualified proposals considered "best" by the selection team may be invited to a 45-minute interview to discuss the Proposal(s).
 - 3. If an interview path is chosen, the short-listed firms will have an opportunity to make a presentation and answer questions from the selection team.
 - 4. Statements of Qualifications shall be submitted to Jon P. Kochis, Fairfield County Director, Emergency Management and Facilities 210 E. Main Street, Lancaster, OH 43130, not later than 10:00 AM on Monday November 26th, 2024.
 - 5. All questions shall be emailed to Jon Kochis, jon.kochis@fairfieldcountyohio.gov and Dan Castleberry, County FIRM Project Manager, dcastleberry@countyfirm.org.

ADVERTISE: November 14, 2024