

SAO eNews
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1. SAO begins new performance evaluation process

The State Architect's Office mission is to effectively and efficiently lead capital planning, design and construction of public facilities through quality service, expertise and knowledge sharing. The office provides services in four general areas: 1) project management, 2) energy services, 3) interior design and 4) establishing standard processes and documents for administering capital improvement projects by public contracting authorities state-wide. SAO is committed to continuous improvement in the performance of services we provide our customer agencies and institutions, the processes and procedures we establish and the standard documents we develop.

To ensure we are providing the best quality service to all of our customers, we strongly believe receiving direct feedback from all of our stakeholders is critical. Our valued stakeholders in government and the design and construction industry include, but are not limited to: state agencies, public colleges and universities, architects, engineers, surveyors, landscape architects, interior designers, testing and specialty consultants, construction managers, contractors, sub-contractors, material suppliers, bonding and insurance providers, printers, building and code officials, users of the new or renovated facilities and the general public.

SAO has created an evaluation that seeks to measure performance across 10 important dimensions for delivering management services and 10 related factors for assessing the processes, procedures and standard documents used statewide for public facility construction. Through this 360-degree perspective from our stakeholders, SAO is positioned to leverage this important feedback from our stakeholders for continuous improvement when providing current and future services to our customers.

In the coming months, SAO will request all stakeholders who have recently received service from the State Architect's Office in the areas of project management, energy services or interior design, or who have recently utilized the established processes and standard contract documents, to complete a performance evaluation. In addition, SAO representatives will seek feedback, through the use of this evaluation, from project participants near the conclusion of each project.

The new performance evaluation is available in paper format and electronically on our Web site. Results from the performance evaluations will be collected and publicly posted on SAO's Web site beginning in January 2009. Thereafter, results will be posted every six months.

2. OAKS Capital Improvements team launches design review pilots

The OAKS Capital Improvements (OAKS CI) team is pleased to announce that two pilots of the design review business process have been launched representing the first projects to go live in the OAKS CI production environment. The Ohio Department of Transportation Clinton County maintenance facility project became the first project to go live in early April. Ten project team members attended a half-day training session prior to the project kick-off. The expected completion date of this pilot project, administered by the State Architect's Office, is early summer. SAO Project Manager Bruce Ratekin said, "I am pleased to be one of the first users of OAKS CI. The ability to distribute, share and organize files electronically will be of great benefit to our project."

The Ohio Department of Mental Health initiated the second design review pilot on an HVAC system improvement project at their Athens facility. This locally administered project, led by Robin Cox from the Ohio Department of Mental Health, also is expected to be completed this summer.

The design review business process provides for electronic submission, review and approval of the program verification, schematic design, design development and construction documents. Using this process, the Architect/Engineer submits drawings and specifications electronically. The project manager coordinates review of the submittal using a "discussion group." Automated workflow guides the process and documents the results in the project record.

OAKS CI will continue to add additional pilot projects to test the design review and project communication business processes. For more information about OAKS CI, go to <http://ci.oaks.ohio.gov>.

3. Changes and updates to the Statement of Qualifications form (SAO Form #F110-330)

Below are additional changes and clarifications regarding the new State of Ohio version of the federal SF330 form (now referred to as the Statement of Qualifications, SAO Form #F110-330):

--Part I, Section C10 (Address): Enter the distance of the lead firm from the project site in miles. If submitting a joint venture, enter the office of the firm "point of contact" in the first row.

--Part II, Section 9 (Employees by Discipline): Enter the number of licensed design professionals (e.g., architects, landscape architects, professional engineers and professional surveyors) for each discipline in column c(1). Enter all other employees for each discipline in column c(2). Reminder: Submit a separate Part II for each branch office that has a key role on the team.

--Part II, Annual Submittal Update: SAO is no longer requiring an annual submittal of Part II. Reminder: Professional design firms and construction managers responding to state of Ohio projects must submit a copy of Part II of the Statement of Qualifications with each project submittal or as requested by the contracting authority.

To access the new version of the Statement of Qualifications (in both Microsoft Word and fillable PDF formats) online, go to www.ohio.gov/sao and click on "Forms/Documents" then scroll down under "Acquisition" to form number F110-330. For a complete list of changes and general requirements for submittals of statements of qualifications, go to <http://www.das.ohio.gov/gsd/sao/StmntofQual.htm>.

4. Employment opportunities

SAO is seeking candidates for the following positions:

--Architect serving as a project manager and reporting to a deputy state architect;

--Project Manager 2 serving as a project management services manager and reporting to the state architect;

--Capital Planning Services Manager to coordinate overall statewide capital master planning of state- and community-owned capital planning projects; and a

--College Intern to assist SAO Interior Design staff.

Additional information is available at www.stateofohiojobs.com. Under state agency, select Administrative Services. Applicants may apply electronically or submit an application to the Ohio Department of Administrative Services, Office of Employee Services, 30 E. Broad St., Room 4001, Columbus, Ohio, 43215-3414.

The last day to apply for jobs through this Web site is June 20, 2008. Starting June 25, 2008, applicants may apply through the state's new employment Web site, www.Careers.Ohio.gov.

5. SAO Deputy State Architect retires

Please join us in congratulating Tom Poulton who retired from his position of SAO deputy state architect on March 30.

Tom is a registered architect with extensive experience in construction administration and project management with the State Architect's Office (SAO) and other governmental and civilian organizations. He joined SAO in 1982 and has served in numerous capacities and management positions. For the past eight years, Tom served as a

deputy state architect for the DAS-administered projects and several state agencies. Previously he was the project administrator for the Ohio Department of Rehabilitation and Correction and also served as a project administrator for virtually all other state agencies. Tom also held the position as acting state architect on two occasions during his tenure.

Until further notice, the direct project management responsibilities previously assigned to Tom Poulton for active projects have been transferred to several other SAO staff members. Please stay tuned to SAO eNews for any future updates.

6. Ohio Register archive

At the end of each month, all RFQs published during that month are compiled into one "Ohio Register" document using the next issue number. RFQs will continue to be accessible individually on the "Current RFQs" page of the OAKS Capital Improvements Web site at <http://ci.oaks.ohio.gov> until the response deadline. The archived Ohio Register documents also are available via this site under the title of "Archived RFQs." For more information or questions about this process, please contact Angie Carder at 614.752.0448 or at angie.carder@das.state.oh.us.

>>SAO eNews is a free text-only e-mail newsletter which is usually available by the fifth day of each month. Special editions of the SAO eNews are sent as needed. To subscribe, unsubscribe or change your e-mail subscription, please notify Angie Carder at SAO-info@das.ohio.gov or call 614.752.0448. The SAO Web site address is: www.ohio.gov/sao.<<

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