

SAO eNews
State Architect's Office / Columbus, Ohio
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1. Ohio National Guard opens new training and community center in Marysville

The Adjutant General's Department held a ribbon-cutting ceremony on Sept. 29 for a new \$8.2 million training and community center for the Ohio National Guard in Marysville.

The Marysville Training and Community Center, built in partnership with the Union County Family YMCA, is linked to the YMCA building by an enclosed corridor to facilitate easy access to shared spaces. This new building with 41,000 square feet replaces aging facilities in Delaware and Bellefontaine.

The center includes a banquet hall with a kitchen large enough to accommodate 350 people as well as several classrooms. Ohio Army National Guard soldiers and YMCA members also can use the space for a variety of recreational activities, including basketball and volleyball.

SAO completed the project well within the allotted budget and on schedule. Successful completion of this project was the result of a collaborative team of SAO project representatives, Owner's representatives, the architect and the contractors. SAO representatives included Nick Cassidy, AIA, as the project manager and Yvonne "Yogi" Gerhart as the project coordinator. Initially the project was managed by former Deputy State Architect Thomas Poulton, AIA, who retired in March. The Adjutant General's Department representatives included Major General Gregory L. Wayt, Richard Willinger and Jim Osman. The building was designed by KZF Design of Columbus and the contractors included Tuttle Construction, Inc., Carl's Plumbing & Heating, Inc., J.A. Guy, Inc. and Capital City Electric, LLC.

When commenting on the success of this project, Project Manager Nick Cassidy said, "We were fortunate to have a collection of contractors with the attitude toward productive problem solving. Another important factor in the success of this project was the Owner's and the Architect's commitments to resolving challenges as they arose."

For more information about the Marysville Training and Community Center project go to <http://www.das.ohio.gov/gsd/sao/Projects/ADJMTCC.htm>.

2. SAO Energy Services begins performance contract at Columbus Developmental Center

SAO Energy Services is administering an energy conservation and efficiency project for the Columbus Developmental Center (CDC) that will cut CDC's current annual energy bill of \$502,295 by an estimated \$135,938, or 27 percent. CDC, operated by the Ohio Department of Mental Retardation and Developmental Disabilities, is located just west of downtown Columbus and occupies 14 buildings with approximately 325,000 square feet of floor space.

The Air Quality Development Authority, using an Air Quality Development Revenue Bond, is funding the performance-based project. The project includes installation of a Direct Digital Control system throughout the facility, lighting renovation, plumbing retrofits and implementation of night setbacks through an energy management system.

Since 1996, SAO Energy Services has used performance-based contracts to save more than \$23.1 million in guaranteed energy savings and its capital projects have saved more than \$11.3 million for agency customers. Project financing is paid for out of actual energy savings under a performance contract.

SAO Energy Services provides agency clients improved access to engineering, energy auditing and contracting opportunities and the cost-effective, efficient use of energy resources for state government facilities and operations. For more information about SAO Energy Services, go to www.ohio.gov/sao and click on "Energy Services."

3. SAO issues pre-qualified consultant list RFQ for Engineers

The State Architect's Office has posted an Request for Qualifications (RFQ) for our fiscal 2010-2011 engineering consultant list, which begins July 1, 2009. The deadline for submissions is Dec. 3.

We have revised the process and are releasing it early enough for the evaluation process to include interviews. SAO will evaluate the proposals submitted and identify a list of firms that it considers to be qualified to provide the required services and interview the identified firms to further explore their proposal and the scope and nature of the services they would provide.

Following this evaluation, SAO will rank the firms that it considers as most qualified to provide the required services. The number of firms that will be determined as pre-qualified is within the discretion of SAO.

The RFQ is available at <http://ci.oaks.ohio.gov/>. Click on "Current RFQs" and it will be near the top of the list. Future RFQs will be posted for architectural services, energy efficiency services and constructability review services. SAO will release these RFQs about a month apart starting in mid-November.

All questions regarding this RFQ are to be submitted in writing to the attention of "RFQ-DAS-090950" to StateArchOff@das.state.oh.us. Questions will be answered and posted to the OAKS CI Web site on a regular basis until one week before the time of proposal submittal.

4. New Standard Requirements posted to SAO Web site

SAO has posted a revised version of all Standard Requirements documents to the SAO Web site. The new documents represent the accumulated changes that have occurred since November 2007. Many of the changes are reflected in the Solicitation document with revisions to most of the addresses and contacts for plan rooms. A vertical line located in the right-hand margin of each affected page shows which paragraphs have been changed within the document.

Some of the changes came from user requests, such as adding a line for the sum in words for alternates. Some of the changes were the result of case law or bidding issues such as clarifications to the combined bid procedures. Some were to prevent editing errors such as placing allowances and unit prices under each of the trades. The changes were accumulated over the last year rather than releasing them piecemeal.

In addition, SAO changed the Standard Requirements Web page slightly to offer the reference documents in only one place (Instructions to the Architect/Engineer (A/E), Version Control Document and the consolidated PDF document). Instructions to the A/E are provided as a reference only and are not bound in the project manual. The Version Control document lists the details about each change within each document with page references. The consolidated PDF document is for reference only and should not be used on specific projects.

These documents are available for use on projects immediately and are located on the SAO Web site at <http://www.ohio.gov/sao> (click on Standard Requirements).

5. Roll-out schedule for remaining OAKS CI business processes announced

The OAKS Capital Improvements (OAKS CI) team has implemented 21 of their 61 business processes. These business processes are now being piloted in two projects at the State Architect's Office, one project at the Ohio Department of Mental Health and another at Kent State University. Of the 21 processes that have been released, 17 are in use and the other four are available but not currently being used on pilot projects.

The OAKS CI team will release the remaining 40 business processes into the production environment over the next six months. To facilitate testing, configuration and delivery of training, the release has been divided into five waves, each containing eight to 12 business processes. The first of these, Wave 2, includes four new business processes and updates to six existing business processes that were placed into production on Oct. 24. The remaining four waves will be implemented every six to eight weeks, with each wave implementing approximately 10 business processes. Waves will introduce functionality in the chronological sequence of a construction project and broaden the operation of OAKS CI.

Below is a brief description of each wave with key business processes and their anticipated rollout date:

- Wave 2 (already in production) supports the acquisition of professional services (Architect/Engineers, construction managers and consultants) through the completion of the selection process. Key business processes include Local Administration Authorization Request, Professional Services Acquisition and Program of Requirements.
- Wave 3 will support activities included in the design phase. Key business processes include Professional Services Agreements, Professional Services Amendments and Professional Services Pay Requests. The anticipated rollout date for Wave 3 is Dec. 5.
- Wave 4 will support activities included in the contractor acquisition phase. Key business processes include Advertisements, Contractor Acquisition and Contractor Schedule of Values. The anticipated rollout date for Wave 4 is Jan. 30.
- Wave 5 will support activities included during the construction phase. Key business processes include Change Orders, Contractor Pay Requests and Escrow Accounts. The anticipated rollout date for Wave 5 is March 27.
- Wave 6 will support activities included in the closeout/warranty phase. Key business processes include Punch Lists, Warranties, Contractor Closeout and Professional Services Closeout. The anticipated rollout date for Wave 6 is April 25.

For more information about OAKS CI, go to <http://ci.oaks.ohio.gov> or contact either Steve Mayo at 614.728.4310 or Fred Holcomb at 614.466.0830.

6. State Architect to speak at SMPS Northeast Ohio chapter meeting

State Architect Craig Weise is slated to speak at the Society for Marketing Professional Services (SMPS) Northeast Ohio chapter meeting on Nov. 20. The presentation will cover tips for a high quality Statement of Qualifications (SAO Form #F110-330), mistakes to avoid on the form and how the rating form is used for scoring Architects/Engineers and Construction Managers. This training will be a good opportunity for firms to get valuable, detailed information on completing the Statement of Qualifications form.

For more information or to register for this event, go to the SMPS Northeast Ohio Web site at <http://www.smpsneo.org> and click on "Events."

7. SAO realigns staff for improved customer service

The mission of the State Architect's Office is to effectively and efficiently lead capital planning, design and construction of public facilities through quality service, expertise and knowledge sharing. In keeping with this mission, SAO implemented a realignment plan of the organization in September to better focus on our external customers. The vision of this realignment is to have a highly collaborative and diverse team of well-trained professionals working together on rewarding and challenging projects within an environment of trust and respect that result in excellent customer service and focus on continuous improvement.

The realignment plan includes staffing changes that emphasize focus on direct customer-facing positions and activities while attempting to strengthen customer relationships. The plan also strives to improve and simplify communication and increase collaboration. An additional goal is to increase the sense of ownership and accountability of staff by broadening their responsibilities across business processes to better serve external customers. All of these changes are geared to keep our customers in focus and strive for continuous improvement.

8. SAO holiday gift notice

As we approach the holiday season, the SAO staff extends our thanks to each of you for your work this year on capital improvement projects for the state.

This is the time of year to be reminded of our mutual ethical obligations with respect to gift giving. To ensure our compliance with those obligations, our staff will not accept (and will make arrangements to return) any holiday gifts. In addition, it is requested that SAO vendors not make charitable contributions in the name of any SAO employees.

Thank you again for your services this year and our best wishes for a safe, happy holiday season and a prosperous New Year.

9. Annual qualifications submittal no longer required

SAO is no longer requiring an annual submittal of Part II of the Statement of Qualifications form for professional design services. However, professional design firms and construction managers responding to a request for qualifications for State of Ohio projects must submit Part II of the Statement of Qualifications (SAO Form #F110-330) for each firm on its team.

To access 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.

10. 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.

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