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## SAO eNews / January 2011

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## Consultant List update

The State Architect's Office is in the process of pre-qualifying firms for various services that will be required in the next biennium, which begins July 1, 2011. Consultant List services are used for SAO-administered projects as well as to support state agencies who are locally administering their projects. The projects may include a wide range of building types and unusual projects.

SAO intends to pre-qualify firms for a total of seven Consultant Lists in the following order: (1) Architect and Landscape Architect; (2) Engineering and Surveying; (3) Energy and Commissioning; (4) Constructability; (5) Scheduling; (6) Neutral Facilitation; and (7) Claims Analysis.

The Architect and Landscape Architect request for qualifications (RFQ) was advertised Oct. 27 with a response deadline of 5 p.m. Dec. 1. The Engineering and Surveying RFQ was advertised Nov. 10 with a response deadline of 5 p.m. Dec. 15. We are not accepting any late submissions in response to these RFQs.



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Below are the tentative release dates for the five remaining Consultant List RFQs:

- Energy and Commissioning - Jan. 18
- Constructability - Feb. 8
- Scheduling - Feb. 8
- Neutral Facilitation - Feb. 21
- Claims Analysis - Feb. 21

When responding to an RFQ, firms are required to submit a current SAO-F110-330 (Statement of Qualifications). The statement of qualifications must be consolidated into one PDF file and submitted on a CD-ROM. The submittal must be enclosed in an envelope, sealed, addressed and mailed or delivered to the State Architect's Office on or before the advertised deadline date and time. Paper copies or submittals that are e-mailed or faxed will not be accepted.

Please note: The current Consultant List expires on June 30, 2011. In order for any firm on the current list to be considered in the pre-qualification process for the next biennium they must reapply.

For more information about the Consultant List process, go to the SAO website at <http://ohio.gov/sao> (Click on Consultant List under Project Services).

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### **Ohio School for the Deaf modernizes gymnasium**



The Ohio School for the Deaf recently completed their gymnasium floor in time for the 2010-2011 basketball season. The \$220,000 project included replacing the existing wood gym floor, protective wall pads and aluminum bleachers.

The project was administered by the State Architect's Office under the direction of SAO Segment Manager Kevin Russell and was designed by SHP Design of Cincinnati.

The Ohio School for the Deaf, located in north central Columbus, is an educational facility and resource center on deafness and offers a comprehensive kindergarten through grade 12 educational program. Support services include speech therapy, psychological testing, counseling, technology instruction, library/media services and transition to adult life. The residential program provides a wide variety of student development activities, athletics and recreation.

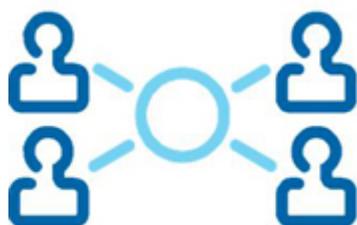
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## SAO reorganizes website

The State Architect's Office website has been reorganized and enhanced to include more project photos and additional information about the services we provide, such as the Consultant List process and capital planning services. Please check it out at <http://ohio.gov/sao> and let us know what you think. We are always open to suggestions on ways to improve our web content. Feel free to send your comments or suggestions to SAO Program Services Specialist Angie Carder at [angie.carder@das.state.oh.us](mailto:angie.carder@das.state.oh.us).

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## Social networking survey



As many of you are aware, social media is becoming an increasingly important avenue for individuals and organizations to connect and interact with their peers, clients and potential clients. Social networking sites, such as Facebook, Twitter and LinkedIn, allow users to share ideas, activities, events and interests within their individual networks.

Below is a link to a very short survey regarding social media usage within your business or agency/institution. The purpose of this survey is to help us understand social media usage among members of the design and construction industry. Please take a few minutes to complete the survey. Thank you.

## Social Media Usage Survey

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## Are you receiving RFQ and bidding notifications?

Those wishing to subscribe to receive e-mail notifications when a Request for Qualification (RFQ) and/or SAO construction bid is posted to the OAKS Capital Improvements website may do so by going to <http://ci.oaks.ohio.gov> and clicking on "Register for RFQ Notifications" and/or "Register for Construction Bid Notifications." Step-by-step instructions are provided on the website and users must follow all of the steps to complete the registration process. Subscribing to these lists is voluntary and users may unsubscribe at any time.



Please note: Notifications are sent as a "bulk e-mail" which may be interrupted by your company's spam blocker. If you signed up for notifications but are not receiving them, please contact your company's IT department for more information.

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## Energy Services conducts lighting renovations in more than 100 Adjutant General buildings



SAO Energy Services completed lighting renovations in more than 100 buildings at 21 locations throughout the state for the Adjutant General's Department. Five contractors, with grant funding from SAO Energy Services and the federal American Recovery and Reinvestment Act program, were involved.

The design strategies included replacing T12 with T8 lamps and electronic ballasts, replacing garage HID (high intensity discharge) fixtures to high output T5 lamps, adding occupancy sensors for offices and classrooms and certain LED (light-emitting diode) applications as appropriate. The overall project will reduce electric consumption by 1,149,220 kWh (kilowatt-hour), saving the Adjutant General's Department approximately \$149,200 annually.

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## OAKS CI upgrades to Skire Unifier version 9.2.4

OAKS Capital Improvements (OAKS CI) released several important enhancements to the Unifier project management system in December. Included in this release is an upgrade to Skire Unifier version 9.2.4 and the initial release of three new business processes. A partial list of enhancements provided by the upgrade to Unifier 9.2.4 follows:

- The user/group "picker" now includes a search function you can use to filter the user/group list and locate specific users or groups.
- Ability to search for specific WBS (work breakdown structure) codes in a "tree" structure
- Users can now change the display of their tasks logs by adjusting column widths and sorting column data. The system will remember these preferences and display them whenever the user opens the tasks log.
- When data has been added or modified on a business process form and the user has not saved the changes before attempting to close the form window, the system will now prompt the user to save the form.
- Audit logs now display the time stamp of the event. Audit details also display the time zone used for the date/time stamp. This enhancement applies to all audit logs available within the system.
- The "search by content" defect in the document manager was corrected.

Further information on these and other Unifier 9.2.4 enhancements can be found by selecting "Unifier Help" from the help menu at the top of the OAKS CI screen and then viewing the topic "What's new in this release."

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## Three new business processes added to the OAKS CI system



Three new business processes were added to the OAKS Capital Improvements (OAKS CI) system in December: contractor evaluation, professional services evaluation and project milestone.

A new contractor evaluation business process has been provided which now matches the current SAO contractor evaluation form (SAO-F140-99). A contractor evaluation can be initiated by anyone on the project team including sponsoring agency users, the contracting authority and their staff, the architect/engineer, consultants and contractors. The business process can be used to evaluate contractors, subcontractors and material suppliers. All evaluations will be reviewed by the project's project management supervisor (PM Supervisor). In addition, two new user-defined reports have been provided to retrieve contractor evaluation data. These reports will be available to individuals working in the contracting authority role on both SAO and locally administered construction projects.

Similar to the new contractor evaluation business process mentioned above, a new professional services evaluation business process has been provided which now matches the current SAO professional services evaluation form (SAO-F110-99). A professional services evaluation can be initiated by anyone on the project team including sponsoring agency users, the contracting authority and their staff, the architect/engineer, consultants and contractors. The business process can be used to evaluate architects, engineers, consultants and construction managers. All evaluations will be reviewed by the project's PM Supervisor. In addition, two new user-defined reports have been provided to retrieve professional services evaluation data. These reports will be available to individuals working in the contracting authority role on both SAO and locally administered construction projects.

Finally, a new project milestone business process has been provided to track key dates through the life of the construction project. Original plan, current plan and actual dates from design and construction milestones are collected in this business process. The project team can add additional milestones for collection as needed. The project milestone business process is maintained by the project manager, project coordinator or PM Supervisor roles and is viewable by sponsoring agency and administration user roles. Data collected by this business process is used to calculate SAO metrics and is available for project administration reports.

## SAO staff update

SAO would like to welcome two new employees to our staff: Jeff Kring and Jerry Morgan.

Architect Jeff Kring joined SAO as a project manager in the higher education segment. Jeff holds a bachelor's degree in architecture from The Ohio State University. He is a LEED accredited professional and brings more than 20 years of experience in the design and construction industry.

Jerry Morgan joined SAO as a project coordinator in the agency segment. Jerry received his undergraduate degree from The Ohio State University and a master's in business administration from the University of Dayton. Jerry brings more than 25 years of experience in the accounting field and another 10 in workflow and database development.

In addition, SAO would like to bid farewell and good luck to Angela Quach. Angela has been working in SAO intermittently as a college marketing intern for the past year and a half. Angela provided invaluable support to the office with outreach events, website updates and various other tasks. Angela recently won the CW Star Contest and will take over as the 2011 on-air representative for the CW Columbus, the local affiliate for the CW Network. Congratulations Angela!

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### State Architect's Office

4200 Surface Road • Columbus, Ohio 43228-1395

v: 614.466.4761 • f: 614.644.7982

e: [StateArchOff@das.state.oh.us](mailto:StateArchOff@das.state.oh.us)