



**Oregon State  
University**

## **OREGON STATE UNIVERSITY**

### **REQUEST FOR PROPOSALS**

**#197800**

**OSU-Cascades**

**Academic Building 2 Design**

### **ADDENDUM 1 – February 5, 2019**

Addendum 1, dated February 5, 2019 is being hereby issued for clarification and or revisions to the RFP document as noted. Sections headers that state “Unchanged” do not contain revisions or clarifications. In all other sections, clarifications, addition, and or revisions are indicated in red text. This document is hereby made a part of the Contract Documents to the extent as though it was originally included herein.

ISSUE DATE: January 23, 2019

RFP CLOSING (DUE) DATE: February 19, 2019 2:00 PM, Pacific Time

NO LATE PROPOSALS WILL BE ACCEPTED

**CONTRACT ADMINISTRATOR: Unchanged**

**APPEALS: Unchanged**

1.0 Introduction: **Unchanged**

2.0 Project Description:

OSU intends to construct a new academic building, as well as onsite and offsite infrastructure as part of their upcoming Phase 1A campus expansion as outlined in the OSU-C Long Range Development Plan (LRDP).

**Key components of the Project include the following:**

1. Academic Building 2 (AB2) will consist of classroom, laboratory, office and maker spaces, spread over approximately 50,000 gross square feet. A program was recently completed by BBT Architects Inc., that document can be found in Exhibit 1.
2. AB2 alternate for an additional 5000 gross square feet. See Exhibit 1.
3. AB2 alternate design that outlines the changes necessary to achieve Energy Use Intensity (EUI) no higher than 25 within the Project budget. Examples may include, but not limited to:
  - a. Open office space
  - b. Exposed ceiling and utilities
  - c. Building automation systems
  - d. Passive house concepts
4. **Consult with OSU-C by reviewing and providing feedback during the drafting process in an effort by OSU-C to establish construction, design and landscape standards for all future OSU-C construction projects, as funding allows. OSU-C will be responsible for the drafting of these standards.**
5. Outdoor amphitheater that will connect AB2 to the future Student Success Center (SSC) and offer an outdoor gathering space.

**Background:**

In 2013, the Oregon Legislature allocated the first phase of capital to build an Oregon State University campus in Bend, to expand to a four-year university offering a range of undergraduate and graduate degrees. The first OSU-C building opened in fall 2016 on a 10-acre site adjacent to a former pumice mine (now owned by the university) and a former construction demolition landfill. Through long range development planning and master planning processes over the last few years, the university has evaluated both the pumice mine and landfill for future campus development and expansion to accommodate up to 5,000 students by 2034. In April 2018, after significant planning and remediation/redevelopment investigations, the university acquired the former Deschutes County Demolition Landfill, a brownfield site, for remediation and redevelopment for future use as the university campus.

The current campus includes an academic building (Tykeson Hall), a residence hall, a dining and classroom building (Obsidian Hall) and a science education center (Bend Science Center). Remediation and reclamation work on the brownfield site will begin early in 2019 with the AB2 and adjoining campus spaces ready to begin building and site infrastructure construction in early 2020 and open for use in Mid-2021.

AB2 will serve STEAM disciplines of science, technology, engineering, arts and mathematics at OSU-Cascades' growing campus. It will create capacity for more than 500 students at OSU-Cascades, and house classrooms, laboratories, makerspace and offices. The design of AB2 will incorporate a variety of Oregon manufactured wood products, including cross-laminated timber. Funding was approved by the Oregon State Legislature in March 2018. Generous private donors have pledged toward a \$10 million match for the state funding.

AB2 will be the first building on this reclaimed land and will act as the "entrance" to the center of campus. As such, AB2 will cost effectively showcase the aesthetic and sustainability goals as set forth in the LRDP while offering occupants exceptional views of the "bowl", natural scenery and skyline. The flexible event space in AB2 should act as an entrance and/or gathering spot that pulls people into the building when not utilized for large audiences. Additionally, the flexible event space should act as a study/collaboration space and feel open to the outdoors, the amphitheater outside, the views across the "bowl", and the future SSC across the way.

OSU-C has set a goal to become a net zero energy campus, where the actual annual delivered energy is less than or equal to the on-site exported energy. AB2s designed energy signature should role model these goals. The LRDP proposed several coordinated approaches to energy management and supply (see LRDP, p. 94), including:

- Highly efficient, climate-responsive buildings with building design standards that include high-performance envelopes, operable windows, efficient equipment, and plug load management to minimize heating and cooling demand
- Geo-exchange system for thermal energy, providing heating and cooling where necessary and appropriate.
- Central utility plant with boilers fueled by either natural gas or biomass to supplement the thermal energy supplied by the geo-exchange system.
- Photovoltaic panels both on building roofs and racks on the ground to provide renewable electrical energy.

The LRDP also includes conceptual water, wastewater and storm water system plans and ideas, with a focus on reducing the demand for potable water. While the university plans to be connected to the City of Bend's water and sewer systems, innovative systems will be designed and implemented to drive down potable water demand, while also reducing discharge of sewage effluent into the municipal sewer. AB2 design should cost effectively utilize some water reuse strategies working towards the goal of being net-zero within our watershed as outlined in the LRDP.

#### **Related design efforts:**

OSU-C will be working with consultants to plan our Central Utility Plant (CUP) in the near future. The

results of this energy system analysis will inform some portions of the AB2 system design. Another design contract will include new campus infrastructure including internal roads, curb, gutter, and utilities that will serve AB2 and other future buildings. OSU-C may consult the AB2 design team during the selection process to hire a civil firm for the site infrastructure design, and the two firms shall work collaboratively on interrelated aspects of their respective designs.

OSU-C is and will be working with consultants and contractors to reclaim and remediate the land AB2 is to be built on. This reclamation and remediation effort, while related to AB2, will not be part of the design or construction scope of AB2.

**Key goals of the Project include:**

1. AB2, as the signature building onsite, will showcase:
  - a. Views of the campus, natural topography, and skyline across the bowl.
  - b. A design that draws on design themes discussed in the LRDP and coordinates with existing campus buildings.
  - c. An integrated flexible event space that also functions as a study and gathering space and offers views outside the building.
  - d. Warm, open, and inviting collaboration spaces where users forget to leave.
  - e. Mass timber in some aspect of the building that exposes the design and structural elements of mass timber to users of the building. Increased use of timber products including but not limited to cross laminated timber, mass timber, and other innovative wood products is welcomed throughout AB2 but should be balanced with programmatic needs and budget.
  - f. Innovative, cost effective building design that results in AB2 EUI no higher than 41 and water re-use concepts that align to our net-zero in our watershed goals.
2. Develop a landscaping plan for AB2 that:
  - a. Includes an outdoor amphitheater that will connect AB2 with the future SSC across the way.
  - b. Visually incorporates water saving ideas and native plant choices that will be used throughout the campus.
  - c. Welcomes visitors and encourages them to take in the view of the campus.
3. A design development process that manages cost requirements as well as collaborative design review sessions with the campus community (consisting of students, faculty, staff, and community members) to affect necessary changes and requirements.
4. Collaborate with OSU-C and CUP designers as necessary during AB2 and site infrastructure design in the pursuit of the best overall systems development for AB2 and the rest of the campus.
5. Follow LRDP Campus Development Guidelines, City of Bend Development Codes and agreements, as well as OSU IT and accessibility compliance (ADA) standards in developing the look, and feel of the built campus.
6. Flexible/adaptable design development documents that:
  - a. Are repeatable and scalable with adaptations for site and architecture, including, but not limited to:

- i. Building structure that reduces cost of future renovations and building space adjustments (i.e. use of modular walls and/or intelligent column placement)
- b. Can be used as basis for design for future academic buildings on the OSU-C campus.

3.0 Energy Efficiency: **Unchanged**

4.0 Design and Construction Timeline

Work will commence upon **contract execution with the** selected design team. The construction delivery method will be construction manager/general contractor (CM/GC). OSU-C desires to construct the entire scope of work at one time, with a target opening date of May 1, 2021. **Construction activities are anticipated to begin in January 2020 with certain early work packages, Guaranteed Maximum Price (GMP) to follow when Construction Documents, permitting and bidding has been substantially completed.**

	Start Date	End Date
Program confirmation/Schematic Design	05/13/2019	06/21/2019
Design Development	06/24/2019	09/20/2019
City Site Plan application	08/26/2019	1/17/2020
Construction Documentation	09/23/2019	12/20/2019
Permitting/Bid	09/23/2019	1/20/2020
Construction	01/20/2020	04/30/2021

5.0 Total Project Budget

The direct construction budget for AB2, not including the contemplated amphitheater, is not to exceed \$21.4M including construction, general conditions, profit, and overhead. **The direct construction budget for the contemplated amphitheater is not to exceed \$1M including construction, general conditions, profit and overhead.**

6.0 Selection Process: **Unchanged**

7.0 Compensation: **Unchanged**

8.0 Initial Response Evaluation Criteria: **Note the order of the criteria has changed and certain criteria have been removed from this section.**

Indicate in writing the following information about your firm’s ability and desire to perform this work.

Phase 1 Responses will be rated based upon the weight assigned to each item as noted in the parenthesis at the end of each statement below.

- 8.1.1 Provide a brief description of your firm and the focus of the practice. List the projects your firm is currently contracted for and at what stage the projects are in terms of completion. Also include your firm's total dollar volume for each of the last five years. (Weight: 5)
- 8.1.2 Describe your firm's experience incorporating the built environment into the surrounding high desert flora and fauna; utilizing locally sourced building materials from the Pacific NW; and using mass timber such as cross laminate, mass plywood panels or other mass timber in projects. (Weight: 5)
- 8.1.3 Describe your firm's experience collaborating with outside civil and engineering firm's for concurrent work illustrating how the collaboration lead to the building, grounds, structure, roads and utilities seamlessly working together in form, function, schedule and budget. (Weight: 10)
- 8.1.4 Describe your firm's experience with design and construction of higher education learning environments, meeting both research and instruction program needs, corporate, or civil project aspirations of similar size and budget as defined in this RFP. Explain your approach to working with owner stakeholders while targeting the construction budget. (Weight: 15)
- 8.1.5 Provide a description of your firm's approach to total project cost control (design and construction) when working with a fixed budget for a public entity. Cite at least one other project for which construction has been completed and explain how your approach worked. (Weight: 15)
- 8.1.6 Identify key personnel, including project designer and project manager along with those of sub-consultants proposed (particularly structural engineers), to be assigned to this project. Include proposed key personnel's project experience, with specific examples and identify their roles in the projects. Indicate current availability, proposed percentage of project involvement per project phase and indicate whether the proposed team has worked together on previous projects. Highlight the individuals who participated in the project examples. (Weight: 10)
- 8.1.7 Provide a description and identification of Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Emerging Small Business (ESB), or Disabled Service Veteran (DSV) certifications for your firm and a description of your nondiscrimination practices. Provide historical information on MBE, WBE, ESB or DSV Joint Ventures, subcontracting or mentoring plan, and utilization history for projects completed by your firm within the past eight (8) years.  
Provide a narrative description of your current workforce diversity program/plan, and the plan for obtaining subcontracting, consulting, and supplier diversity for this Project. Include a description of the outreach program or plan, including a schedule of events and specific steps that will be taken to maximize broad based and inclusive participation and the plan to provide mentoring, technical or other business development services to subcontractors needing or requesting such services.  
The selected firm will provide the services with respect to diversity according to the means and methods described in the workforce plan described in the Proposal, unless changes are requested and approved in writing in advance by OSU or are required by

applicable laws, ordinances, codes, regulations, rules or standards. (Weight: 10)

9.0 References: **Unchanged**

10.0 Selection Procedure and Timetable:

The selection procedure described below will be used to evaluate the capabilities of interested firms to provide the professional services to OSU for this project.

January 23, 2019	Issue RFP
January 31, 2019	Optional Information Session, 3:00 PM, Local Time Via phone/web conference
February 19, 2019	RFP Initial Response due 2:00 PM, Pacific Time
March 5, 2019	Notification of finalists
March 11, 2019	<b>Finalist Meeting with Selection Committee</b>
April 9, 2019	<b>Proposal Presentation/Interviews with Selection Committee</b>
April 10 2019	Estimated Notice of Intent to Award
April 29, 2019	Estimated Contract Execution

Site Visit: No mandatory site visits are required as part of the selection process, however, an *optional* pre-Proposal information session will be held on January 31, 2019 at 3:00 PM, local time via phone/web conference. Proposers who wish to participate must request the web conference information from the **Contract Administrator** listed in this document no later than **one hour** prior to the meeting time. Finalists invited to participate in **Phase 2** will be provided an opportunity for a site visit at that time. No other site visit will be offered.

11.0 Evaluation Process:

This RFP is the first step in a two-step process in the selection of the integrated design team. The **Initial Responses (Phase 1)** to this RFP will be evaluated by the selection committee, which will be comprised of university personnel who score proposals and rank finalists and another group of university personnel who serve as advisors but do not score proposals or rank finalists. On the basis of this evaluation, the selection committee will make its best efforts to limit the field of finalists to at least three (3), but not more than five (5), finalists to be selected for final consideration through **proposal presentation/interviews (Phase 2)** of each finalist and further investigation of references. OSU will utilize this RFP process to obtain information to enable selection of the most qualified Proposer through evaluation of:

- a. The **Phase 1 Responses** to the above evaluation criteria;
- b. **The Proposal Presentation described below;**
- c. Information obtained **by the selection committee from the Proposers** during interview **portion of the Proposal Presentation;** and
- d. The results of discussions with the Proposers' references and others.

**Phase 1:** Each criterion in the first step of the evaluation process has been assigned a weight between five (5) and **fifteen (15)**. Each member of the selection committee will rate each firm in each criterion between one (1) and five (5) (five being the highest), and multiply that number by the weight assigned to the criterion. The selection committee members will then total the weighted score from all of the criteria to obtain the total score. The result of this total score will be used to rank all Proposers. The top ranked three (3) to five (5) firms will be invited to participate in **Phase 2, which includes a meeting with OSU and a proposal presentation/interview.**

The evaluation committee will meet and compare the individual evaluation committee member rankings. The committee will discuss the firm strengths and weaknesses and the individual evaluation committee member scorings. The evaluation committee discussion will result in the consolidated ranking from which the finalists for **Phase 2** will be selected.

**Phase 2 Part 1 - Meeting with OSU:** The finalists will individually meet with the evaluation committee to discuss the required design proposal elements of this RFP. This meeting will be the only opportunity for the finalists to seek clarification from OSU about the artistic renderings, view illustrations, elevations and design solutions as described below. No evaluation will be made by the selection committee during this meeting. Each finalist team will have seventy-five (75) minutes with the selection committee for the purposes of obtaining additional information to support the design proposal described below.

**Phase 2 Part 2 – Proposal Presentation/Interview:** The Phase 1 Responses and information obtained from the Phase 2 part 1 meeting with OSU will be used in preparation for **proposal presentation/interviews** of the finalists.

The finalists will individually meet again with the evaluation committee to present their design proposal as well as additional questions posed to the finalists as indicated below.

After all of the **proposal presentation/interviews** are completed, the evaluation committee will discuss the strengths and weaknesses of the finalists. The committee will then **score the proposal presentations/interviews** of the finalists **by the same method described above for Phase 1** pursuant to all information received, presented and heard during the **proposal presentations/interviews**. The finalist that has the highest overall **proposal presentation/interview score** will be deemed the Apparent Successful Proposer. Final scoring will be based on finalist's **proposal and interview presentation and response** to questions during the interview stage, and through that response, how well each finalist can meet the Project and University needs.

Proposal Presentation/Interviews will include a ninety (90)-minute presentation period, immediately followed by a separate thirty (30)-minute Q&A session. Finalists should be prepared to address the following:

- **Proposal Presentation:**
  - Provide artistic renderings of AB2 including the large interior flexible event space, the outdoor amphitheater, and a conceptual layout of each floor. Provide elevations of two (2) sides of AB2 showing how the building fits into the current campus.



Illustrate key views from locations within AB2, flexible event space, and outdoor amphitheater. (Weight: 20)

- Provide a narrative description of your design concept, covering at least the following: the signature importance of AB2 on the campus; how AB2 relates to the current campus buildings and the amphitheater; your use of the LRDP Development Guidelines and mass timber, your teams approach to balancing AB2 cost, aesthetics and sustainable design objectives. (Weight: 15)
- Provide a list of cost effective innovative design solutions that align to the LRDP Development Guidelines. Specifically outline innovative and cost effective ideas for reducing energy and water usage and reusing effluent to achieve net zero within our watershed goals. (Weight: 10)
- *Interview:*
  - Your firm’s philosophy and practiced approach to design that will result in AB2 encompassing innovative water and energy management features while not compromising aesthetics, schedule, or budget. (Weight: 10)
  - Specific challenges you anticipate for this project based on past project experiences and “lessons learned” from previous projects that you will incorporate to keep the project moving forward. (Weight: 10)
  - Your firms approach to collaborative occupant feedback in design review with specific regard to a higher education facility users (Faculty, Students). (Weight: 10)

If, during the discussion, the selection committee determines the university has no recent experience working with a finalist or if the consolidated **scoring** indicates a tie, the committee will check the references provided by the Proposer as required by this RFP. Information obtained from references may alter the committee’s final **scoring** of finalists. Any alteration of final **scoring** will be based on committee’s understanding of how well each firm can meet the needs of the Project and University.

OSU will then negotiate with the Apparent Successful Proposer *the price and specific statement of work* of a Contract, consistent with OSU’s Standard Architect’s Agreement attached to this RFP. If OSU and the Apparent Successful Proposer are unable to reach agreement, OSU will negotiate with the second-ranked Proposer, etc. The sample agreement may contain certain notes or alternative provisions. Those alternative provisions will be included at the sole discretion of OSU.

In order to promote increased competition, by removing a potential barrier for smaller firms to contemplate a response to this RFQ, OSU will offer to pay a stipend of \$10,000.00 to each finalist in consideration for the preparation of the design proposal and otherwise meeting the qualifications described herein. To be eligible for the stipend, the finalist design proposal must be responsive to this RFP. The stipend shall be paid to each Proposer only after a Design Proposal Agreement has been fully executed, the Design Proposal has been deemed responsive, and after a complete invoice has been submitted to OSU. The negotiated scope of work contained in the resulting Architect’s Agreement will include the balance required to complete the Schematic Design.

As part of the Design Proposal Agreement, the Finalist’s shall maintain ownership of any studies drawings, designs and models prepared and submitted. This evaluation process has been designed to

protect the Finalist's materials provided in Phase 2. Notwithstanding the foregoing, the Architect's Agreement will result in a transfer of ownership of the design proposal from the Apparent Successful Proposer to OSU.

A Design Proposal Agreement Sample is not available at this time, but will be made available in the future via addendum.

12.0 Responsibility Evaluation: **Unchanged**

13.0 Submission:

Submit one **(1)** hard copy versions of your written Proposal, along **with one (1) electronic version on a thumb drive** to be received by the closing date and time listed in this document to the **Contract Administrator** as stated in this RFP.

Your Proposal must be contained in a document **not to exceed twenty-six (26) single sided (or thirteen (13) double sided) pages**, including pictures, charts, graphs, tables and text the Proposer deems appropriate to be part of the review of the Proposal. Resumes of key individuals proposed to be involved in this project are exempted from the **twenty-six (26)** page limit and should be **appended to the end of your Proposal**. No supplemental information to the **twenty-six (26)** page Proposal will be allowed. Appended resumes of the proposed key individuals, along with a transmittal letter, table of contents, front and back covers, and blank section/numerical dividers, etc., will not be counted in the **twenty-six (26)** page limit.

Information should **be presented in the same order as the above evaluation criteria**. **The electronic Proposal should be sized appropriately for transfer (under 8 MB)**. The written Proposal should be submitted in a **soft-bound** (comb or spiral, spiral preferred – no three-ring binders) format with page size of **8 ½ x 11 inches** with no fold-outs. The basic text information of the Proposal should be presented in standard business font size, and reasonable margins.

**Your Proposal must be Signed by an officer of your firm with the authority to commit the firm and contain contact information including email for communication purposes.**

OSU may reject any Proposal not in compliance with all prescribed public bidding procedures and requirements, and may cancel this Solicitation or reject for good cause all Proposals upon a finding by OSU that it is in the best interest of OSU to do so.

**Notwithstanding the stipend described above**, OSU will not accept Proposals or queries that require OSU to pay the cost of production or delivery.

OSU is an AA/EEO employer.

**Telephone, facsimile, or electronically transmitted Proposals will not be accepted.**

Proposals received after the closing date and time will not be considered.

14.0 Questions: **Unchanged**

15.0 Solicitation Revisions: **Unchanged**

16.0 Change or Modification: **Unchanged**

17.0 Appeals: **Unchanged**

18.0 Proprietary Information: **Unchanged**

19.0 Project Termination: **Unchanged**

20.0 Insurance Provisions: **Unchanged**

21.0 Additional Requirements: **Unchanged**

Enclosures: **Unchanged**

References: **Unchanged**

Questions & Answers:

**Q:** Is OSU looking for sustainability consulting services for this project?

**A:** This project is focused on developing designs for AB2 within the parameters of the campus LRDP, which already includes robust sustainability goals and guidelines. OSU does not intent to revisit the previous sustainability analysis as part of this project. OSU desires sustainability to be an inherent part of this design and expect that the design team chosen will demonstrate a firm commitment to sustainability through a strong track record of integrating sustainable principles into their designs. If independent sustainability consulting services are required, that will be handled through a separate solicitation.

End of Addendum 1