

School of Film, Television and Interactive Media *Tenant Build-Out*



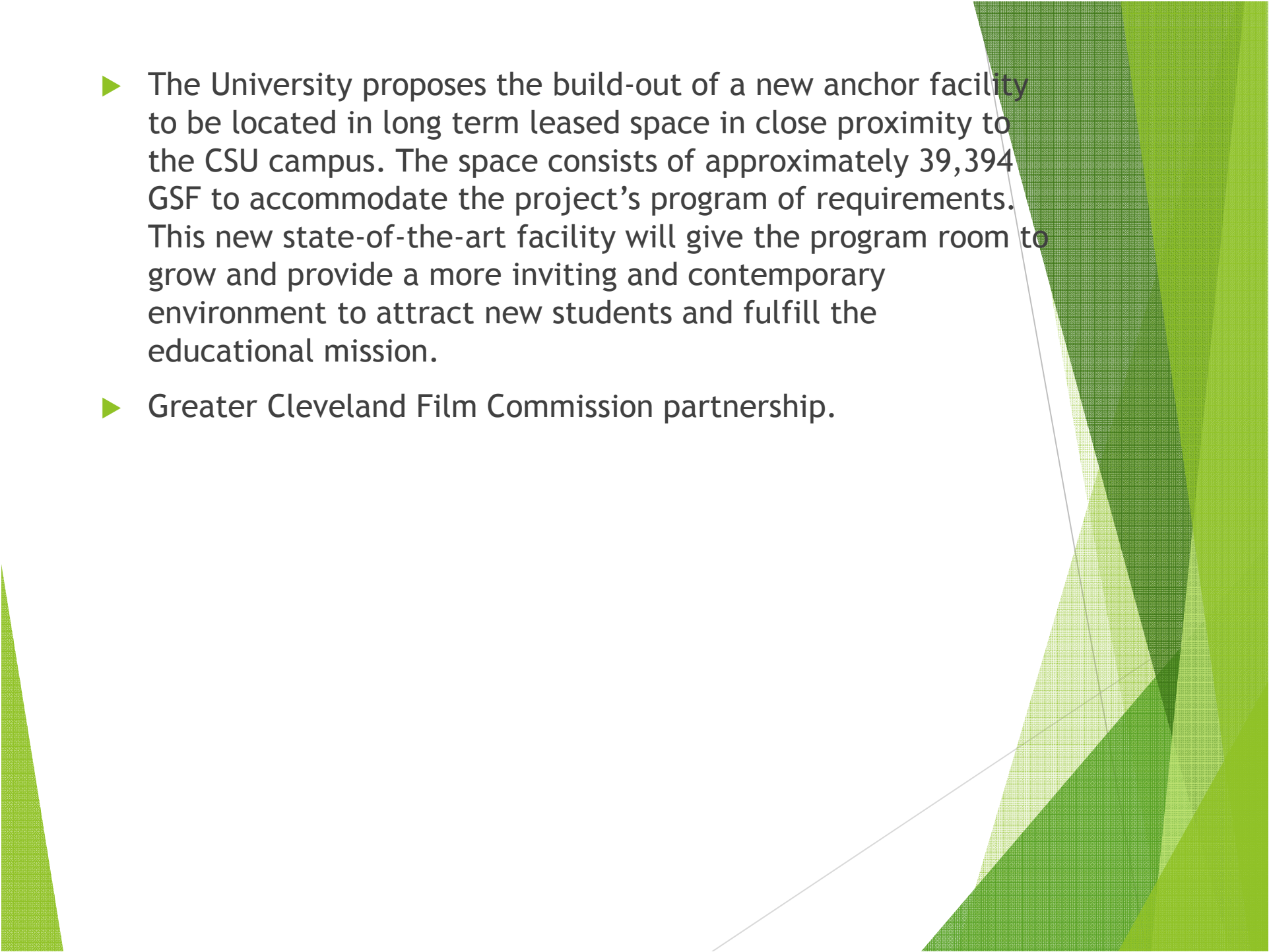
CLS-17FILM / CP-201700716

RFQ Pre-Submittal Meeting

3/28/2017

Background

- ▶ Cleveland State University is in the forefront of strengthening the educational infrastructure to attract media production to the region and support the media production industry through its Film, Television, and Interactive Media program. The program is dedicated to educating and training students to work successfully in this expanding field. This program occupies a distinctive niche in the region, one of the fastest growing sectors of the nation's economy.
- ▶ The educational infrastructure needed to capitalize on this growth and future economic development opportunities is strongly aligned with the primary goal of the Film, Television, and Interactive Media program currently housed in CSU's School of Music & Communication building. This program is one of the fastest growing majors at the University (180 students). To strengthen the impact of the program and to nourish further growth, the project proposes to create an independent School of Film, Television, and Interactive Media. The program's current facilities and equipment, housed in the Music and Communication Building, were constructed and purchased over 20 years ago and are not adequate for the future plans for the program.

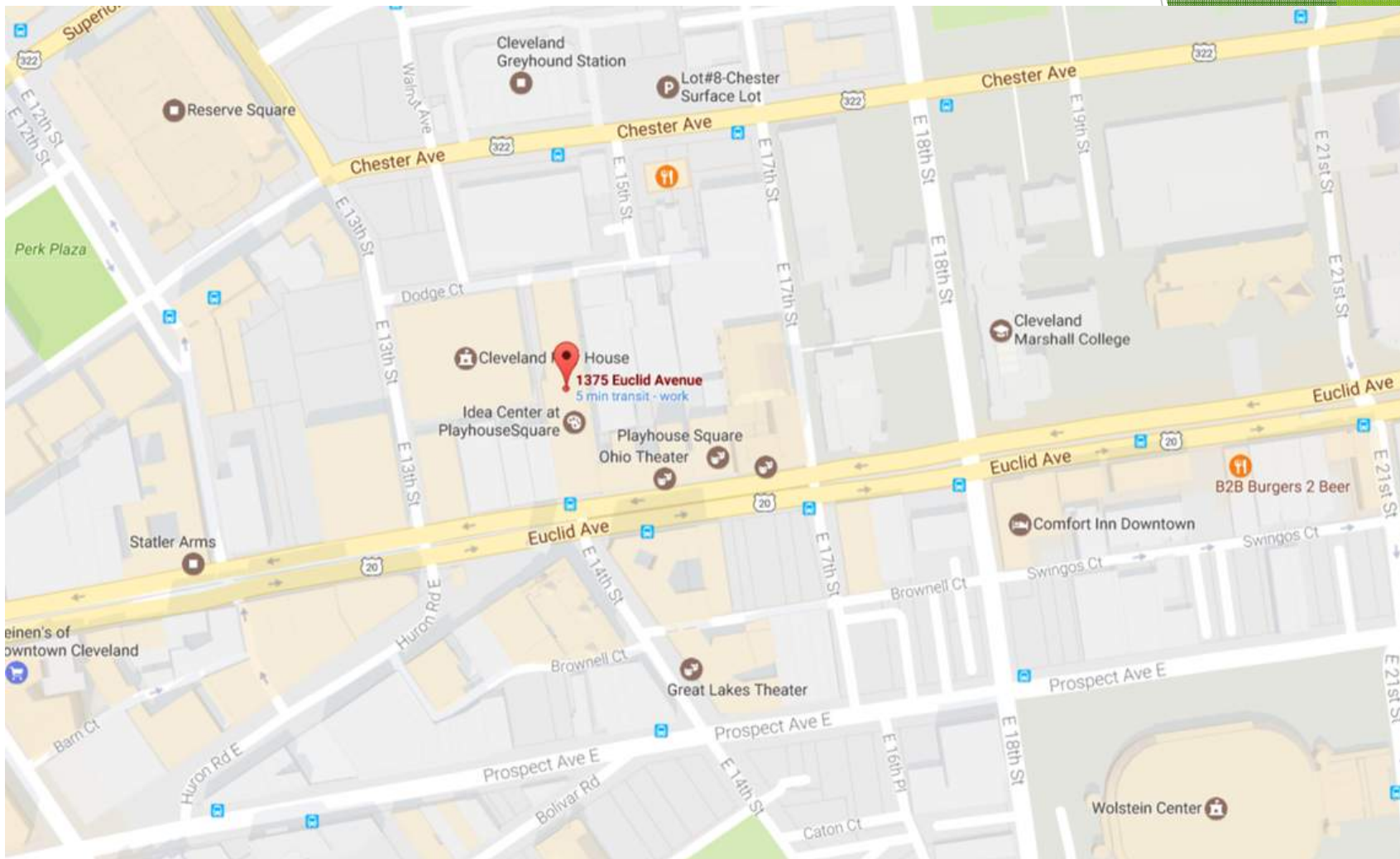
- 
- ▶ The University proposes the build-out of a new anchor facility to be located in long term leased space in close proximity to the CSU campus. The space consists of approximately 39,394 GSF to accommodate the project's program of requirements. This new state-of-the-art facility will give the program room to grow and provide a more inviting and contemporary environment to attract new students and fulfill the educational mission.
 - ▶ Greater Cleveland Film Commission partnership.

Project Scope

- ▶ Interior renovations of existing tenant space, long term lease agreement.
- ▶ The intent of the interior renovations will be to address areas on the 6th Floor of the Idea- Center at Playhouse Square.
1375 Euclid Avenue
- ▶ The proposed project is envisioned to encompass approximately 39,394 GSF
 - ▶ Reconfiguration of existing space (walls, ceilings, circulation, building systems (MEPT, etc.) to accommodate Film School program.
 - ▶ New state of the art technology and equipment.
 - ▶ Anticipated program of requirements, 26,880 GSF initial, with additional 6,720 GSF for future growth.

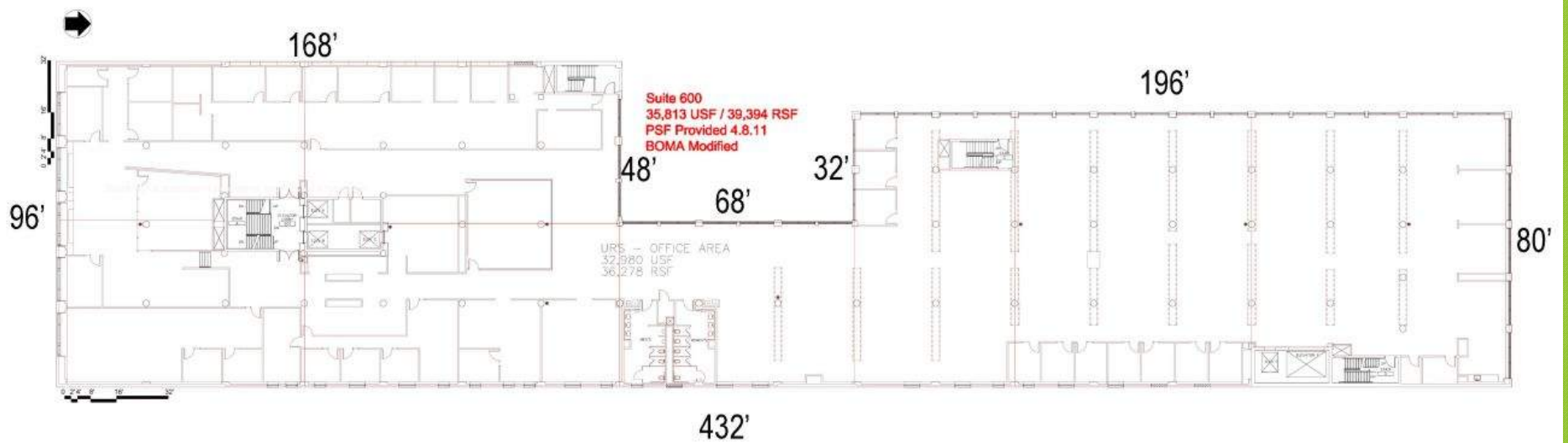
Building Information

- ▶ 6 Stories - 6th floor build out only
- ▶ Constructed in 1915 as a warehouse
- ▶ Poured in place concrete structure, anticipated load capacity of 100 lbs/sf or greater
- ▶ Column spacing 24'-0"
- ▶ Approximate clear height of 14'-10" to underside of roof slab, (3) skylight areas.
- ▶ Proposed 2,000 amp electrical service should be able to be accommodated by building electrical service
- ▶ Existing restrooms will likely need to be expanded to accommodate the anticipated new occupancy
- ▶ Existing HVAC should be adequate for classroom/ office space. New HVAC will likely be required to accommodate TV studio and sound stage areas.



Site Plan





Sixth Floor Plan - Overall



Photos



Photos

Program of Requirements

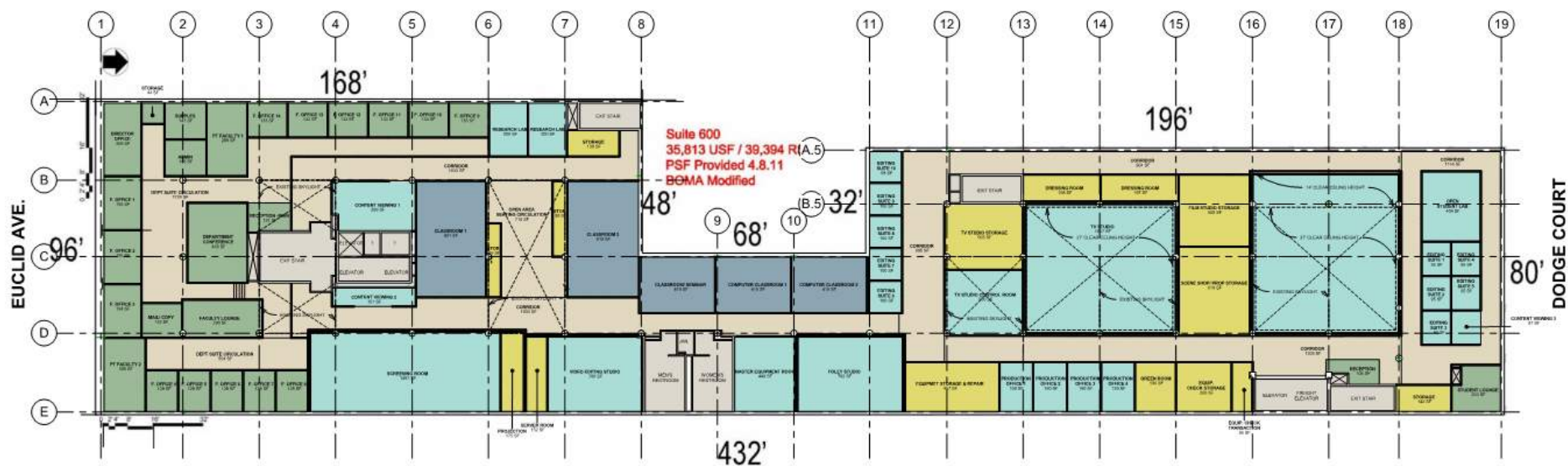
- Goal to accommodate 500 student in a new state of the art film school.

SCHOOL OF FILM, TELEVISION AND INTERACTIVE MEDIA - DRAFT PROGRAM 6-21-16						
	Room Num	Room_Type_Comment	QTY	SF/UNIT	# of Occupants	TOTAL SF
CLASSROOMS AND SUPPORT						
		Computer Classroom	2	400	20	800
		Classroom/ Seminar Room	2	400	20	800
		Classroom 35-40 (Screen writing, film theory) (1)	2	800	40	1,600
		Tablet arm seating (1) table & chairs	2	100	2	200
		Classroom storage/ support	1	1,500	75	1,500
		Large Classroom/ Screening Room - Tiered	1	175	2	175
		Projection booth				
		SUB-TOTAL CLASSROOMS AND SUPPORT				5,075
						ASF

INSTRUCTIONAL LABS/ RESEARCH AND SUPPORT						
		Control Room	1	100	0	100
		Equipment check-out - Transaction Area	1	95	0	95
		Equipment check-out - Storage Area	1	200	0	200
		Dressing room w/ Restroom	2	185	0	370
		Green Room	1	200	10	200
		Content viewing areas	3	100	4	300
		Master equipment room	1	450	0	450
		Student/ Faculty Editing Suites	10	95	4	950
		Server Room	1	100	0	100
		Video Editing Studio	1	700	0	700
		Film Studio - min 27' Clear	1	2500	0	2,500
		Film Studio Storage	1	500	0	500
		Open Student Lab (Cubicles 2-3 station)	1	400	20	400
		Audio Scoring/ Foley/ ADR Studio (including control)	1	800	0	800
		Production Office (Bullpen) 6-8 people	4	160	0	640
		Storage	2	125	0	250
		Research Lab	2	175	0	350
		Equipment storage & repair	1	500	0	500
		TV studio storage/ prop	1	500	0	500
		TV studio control room	1	500	0	500
		Scene Shop / Prop Storage	1	500	0	500
		TV studio - min 27' Clear	1	2000	20	2,000
		INSTRUCTIONAL LABS/ RESEARCH SUB-TOTAL				12,905
						ASF

ADMINISTRATION FACULTY/ STAFF OFFICES AND SUPPORT							
		Department Conference Room	1	450	18	450	
		Faculty Office	13	120	1	1,560	
		Part-Time Faculty	4	140	2	560	
		Director Office	1	200	1	200	
		Administrative Assistant	1	100	1	100	
		Receptionist/Clerical - Main	1	150	1	150	
		Receptionist/Clerical - Secondary	1	100	1	100	
		lunch room and lounge- refrigerator, microwave, coffee, couch	1	100	0	100	
		Supplies storage / staging area	1	140	0	140	
		mail/copy/supply room - general office furnishings	1	120	0	120	
		Student Lounge	1	200	10	200	
		Student Lockers	1	200	50	200	
		ADMINISTRATION FACULTY/ STAFF OFFICES AND SUPPORTSUB-TOTAL				3,880	ASF
BUILDING SERVICES							
		Men's Restroom	1	140	0	140	
		Women's Restroom	1	140	0	140	
		IT Closet	2	80	0	160	
		Custodial Closet	1	100	0	100	
		BUILDING SERVICES SUB-TOTAL				540	ASF
		SUB-TOTAL FOR ALL CATEGORIES				22,400	ASF
		Efficiency Factor				20%	
		Corridors, Wall, Structure				4,480	
		TOTAL GROSS PROGRAMED AREA				26,880	GSF
		Future Growth Factor				25%	
		Future Growth SF				6,720	GSF
		Anticipated Total with Growth				33,600	GSF
		Ratio of Assignable SF to Gross SF:				81.32%	
		Ratio of Non Assignable SF to Gross SF:				18.68%	

- ADMINISTRATION
- CIRCULATION
- CLASSROOMS
- COMMON AREA
- INSTRUCTIONAL LABS
- INSTRUCTIONAL SUPPORT



Facilities Evaluation



BASTIEN AND ASSOCIATES, INC.
ARCHITECTURE AND PLANNING

15661 RED HILL AVENUE, SUITE 150
TUSTIN, CA 92780-7324
(714) 617-8600
FAX (714) 617-8671
BastienArchitects.com

October 4, 2016

Mr. Greg Sadlek, Dean, College of Liberal Arts and Social Sciences
Cleveland State University
2121 Euclid Avenue, RT 1822
Cleveland, Ohio 44115

Project: 6th Floor – IDEA Center
Subject: Feasibility Report

Dean Sadlek,

On September 28th, Gary Bastien and Michael McAndrew (Bastien and Associates, Inc.) toured the existing 6-story building at 1375 Euclid Avenue, Cleveland, OH, to confirm the feasibility of its conversion to a 500 student, state of the art film school to be owned and operated by Cleveland State University (CSU).

Attendees:

Gary Bastien, Bastien and Associates, Inc. (BAI)
Michael McAndrew, (BAI)
Gregory M. Sadlek, Cleveland State University (CSU)
Joseph Han (CSU)
Evan A. Lieberman, (CSU)
Dwayne D. Wilson, (CSU)
Bruce Ferguson, (CSU)
Joseph P. Fegen, Playhouse Square
Steve Fisher, Playhouse Square
Michael Makarich, Harper Engineering



Cleveland State University
Idea Center, 6th Floor – Facility Evaluation
Page 2 of 11

Observations

1. BUILDING FACTS

- 6 stories (6th floor and roof reviewed as part of this study)
- Constructed in 1915
- 35,813 s.f. (Usable Square Footage)
- Poured in Place concrete structure
- Loading capacity believed to exceed 100 lbs/s.f. (Originally designed as a warehouse tower)
- Column spacing at 24'-0" in each direction
- Clear height: 14'-10" to underside of roof slab



2. CODE ITEMS

- Exiting:** The exiting requirements are met with 4 sets of stairs which appear to provide adequate width. Because the building will be taking on a higher occupancy group (Education), the width of the stairs should be confirmed as sufficient for the spaces designed.
 - Classroom spaces will be calculated at 1 occupant per 20 s.f. while vocational spaces can be calculated at 1 occupant per 50 s.f.
 - In the final analysis, it may be beneficial to explain to the building department that sound stages, Foley rooms and set shops should be calculated as the less stringent "vocational" space
- Handicapped Access:**
 - Elevators:**
 - Two groups of elevators exist, one group near Euclid Avenue, and one group near Dodge Court. The elevators near Dodge Court include an additional freight elevator.
 - The elevators appeared to be in good condition, but should be checked against the current accessibility and elevator codes.

ii. Building Entrance:

1. The Euclid Avenue entrance appears to be fully accessible
2. The Dodge Court entrance was not reviewed. Parking is assumed to be available near the Dodge Court entrance. The parking and path of travel should be reviewed to the elevator lobby.

iii. Restrooms:

1. The existing restrooms appeared to be in good condition, but were not fully examined. Minor modifications should be anticipated to meet the current accessibility code.
2. The restroom count is deficient and will have to be increased to serve the needs of the film school use (500 students).

3. PARKING AND STUDENT ACCESS

- a. The building is conveniently located two blocks from the west side of the CSU campus in the Playhouse Square district of downtown Cleveland.
- b. The existing parking structure on the north side of the building will provide adequate covered parking and access to the two elevators on the north east corner of the building.
- c. Secondary access is available off of Euclid Avenue on the south side of the building. Allowing direct access to the downtown core is desirable for any special events held at the school.



4. BUDGET CONSIDERATIONS

- a. There are no major obstacles to the film school renovation.
- b. Various options for opening up high ceiling spaces are described below and should be priced prior to formalizing the program requirements.

5. REQUIRED SYSTEM UPGRADES

- a. HVAC:
 - i. The existing HVAC system consists of two roof mounted package units; one serving the north end of the building and one serving the south end.
 - ii. The existing air handlers are believed to be 10 years old and were designed for office use. These units may be sufficient to meet the school's office and classroom requirements, but will not be adequate for sound stage and specialized areas.

- iii. The existing regional duct system is noisy and will have to be replaced with a larger duct (low volume) to individual specialized and office areas.



b. Electrical:

i. Existing

1. Two electrical rooms exist in the space
 - a. Southern electrical room: 200-amp service
 - b. Northern electrical room: 400-amp service
2. Additional conduit is believed to be available to pull larger service sections
3. Both rooms appear to be oversized for the minor loads they currently service.

- ii. Proposed – 2,000-amp service would be more typical for this type of space and can be used for budget purposes. Final requirements will be dependent on program spaces. Sound stages draw significant power.



- c. Plumbing – Plumbing systems were not discussed during the tour, other than the inadequacy of the restroom count. A review of the sewer capacity should be confirmed during the due diligence period to better understand the costs related to the additional restrooms
- d. Fire Sprinklers – Fire sprinklers were not discussed during the tour. Sprinklers do exist, but are believed to be sized for office use. Depending on local codes, the sprinkler system may have to be upgraded to allow for film use.

6. CONVERSION POTENTIAL; The existing column spacing (24 ft. oc.) and high ceiling (14 ft. 10in.) is ideal for the film school use. The existing skylight bays and higher ceiling bays will be adequate for sound stage areas with pipe grid

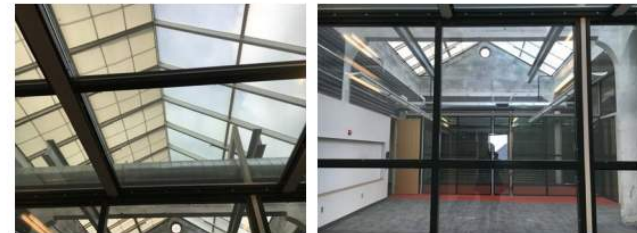
7. **CONDITION;** Originally constructed in 1915, the poured in place concrete building appears to be in good condition and will structurally accommodate the film school floor loading requirements (100 lbs. per s.f.). There are existing office TI's that can remain and be incorporated into the new film school floor plan. The roof appears to be in good shape.



8. **FLOOR PLAN DESIGN POTENTIAL**

- a. The existing building offers a high bay exposed duct and light creative space environment which is ideal for a film school use.
- b. Faculty offices and Classrooms will be organized around the perimeter, utilizing the existing high bay windows
- c. Non-window functions, including sound stages and editing rooms will be located internally.
- d. The existing skylights offer opportunities for higher sound stage use
 - i. There are several locations which a single skylight zone is raised (24'x24'), and one location where two skylight zones are open adjacent to one another (24'x48'). The double bay skylight zone has a beam that bisects the space, but this is believed to be feasible to remove.
 - ii. Ideally, a 48'x48' section of roof would be opened up with the center column removed. Because the CSU space occupies the top floor, this is deemed feasible. The resulting 2,300 s.f. space would be an excellent stage size for the program that Evan Lieberman is considering.
 - iii. If the opening of additional roof area is not a possibility, the best location for the sound stage would be in the area that is currently the two-bay high space.
 1. The angled skylight should be removed and replaced with vertical walls and lid designed to keep out airborne noises (rain, thunder, airplanes).

2. The existing beams can remain, but ideally should be removed. If removed, the grid can be placed at any height, otherwise the pipe grid should be aligned with the beam.
3. Although shorter than most stages, this volume will allow for proper rigging and lighting techniques to be taught.



e. **Rooftop**

- i. The rooftop area offers an excellent opportunity for the school to teach outdoor filming techniques, but it must be understood by the university that the space does not meet accessibility codes as no elevator serves it.
- ii. The rooftop can also act as a nearby backlot that is open to the students at all times without the need for filming permits or fear of interruption.
- iii. To accomplish either of the above ideas, a deck will need to be built out to protect the existing roof membrane. The roof is not currently designed for regular foot traffic and would deteriorate quickly if used openly by the student population.



f. **Existing Office Space**

- i. The existing office space occupies the portion south of the southern elevator core and is defined the area having a raised floor.
- ii. This raised floor space would likely best be used as the faculty offices and meeting rooms. The current layout should be analyzed to determine if it

10. Additional Photo References



can be used as is. Doing so would save significant funds that could then be spent on the student areas.

9. Remote Spaces – The tour included several other areas that were remotely located from the sixth floor at the Idea Center

- a. PBS Stage – This space on the ground floor of the Idea Center would be ideal to partner with, offering students, the ability to observe or work on a working television set. CSU should open a dialog with the local affiliate to determine if such an arrangement can be made.



- b. PBS recording booth – Across from the television space is a large recording space which looks as though it could be used as a scoring stage. Needed modifications would include some sound boards and projection equipment.



- c. Allen Theater – 800 seat mezzanine cut off from the theater below. This space represents an opportunity for a very large screening room. Significant enhancements would be needed for a proper sound system as well as building modifications to allow for absorptive materials on side and back walls. The front

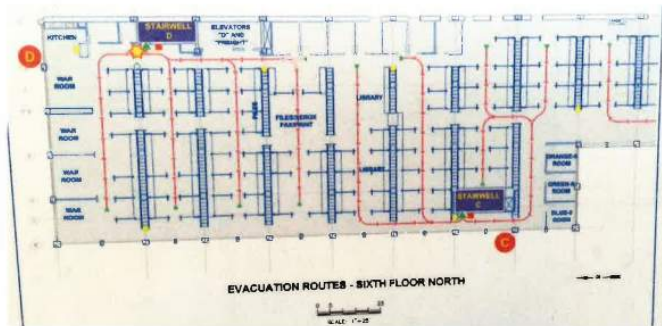
rows should be eliminated to provide a stage space. Accessibility seating will need to be accommodated at several locations and may pose the largest challenge to the spaces use.

- d. Westfield Insurance Studio Theater – 200 main seating area with an additional 100 at side areas. Potential for this space would be as for a screening room. Acoustics look reasonable, though a proper sound system will be required. It was understood that this space has acted as a screening room before.



- e. The Helen Theater is a 2,500 s.f. black box theater. This space would best be utilized as a sound stage rental for student projects. If a reasonable sound stage cannot be afforded on the sixth floor of the Idea Center, this space should be considered as a teaching space as the size and grid height would allow for teaching of proper rigging techniques.





Please let us know if you would like us to proceed with a preliminary, test fit floor plan for the existing 6th floor.

We look forward to working with you and your team on this important project for CSU.

Sincerely,

Bastien and Associates, Inc.

Gary L. Bastien, AIA
President

Project Budget

- ▶ \$7.5 Million State Funds (FY 17/18)
 - ▶ Total Project Cost \$7.5 Million (no additional funds at this time)
 - ▶ Construction Cost \$4.08 Million (Construction Manager at Risk)
 - ▶ FF&E \$1.78 Million (included in above project cost)
 - ▶ Anticipated A/E Fee 8%-9%

Anticipated Schedule

- ▶ RFQ's due Friday April 7, 2017 2:00 pm at OUA.
 - ▶ Anticipated RFQ review completion with shortlist April 24, 2017.
 - ▶ Interviews week May 8-12 (tentative) with selection to follow.
 - ▶ Contracts and PO May 22 - July 27 (PO will be issued by the State)
- ▶ RFQ for CMR to be posted beginning of April
- ▶ Anticipated construction start, beginning of April 2018
- ▶ Anticipated construction completion December 2018
- ▶ Move in Occupancy start of spring semester 2019

Film School-Idea Center Schedule- CMR_DRAFT.mpp				Gantt Chart Timeline (March 2016 to May 2017)																																																												
ID	Task Name	Duration	Start	Finish	4th Quarter												1st Quarter												2nd Quarter												3rd Quarter												4th Quarter											
					March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May																					
1	School of Film, Television and Interactive Media	548 days?	Thu 1/12/17	Fri 2/8/19	School of Film, Television and Interactive Media 0%																																																											
2	Design Professional Selection	138 days?	Wed 3/1/17	Wed 9/6/17	Design Professional Selection 0%																																																											
3	Submit RFQ - OFCC	3 days	Mon 3/6/17	Wed 3/8/17	Submit RFQ - OFCC																																																											
4	RFQ Advertisement	30 edays	Wed 3/8/17	Fri 4/7/17	RFQ Advertisement																																																											
5	Pre-Proposal Meeting / Site Visit	1 day?	Tue 3/28/17	Tue 3/28/17	Pre-Proposal Meeting / Site Visit																																																											
6	Qualifications Due	0 days	Fri 4/7/17	Fri 4/7/17	Qualifications Due																																																											
7	Search Committee Review & Shortlist	14 edays	Sat 4/8/17	Sat 4/22/17	Search Committee Review & Shortlist																																																											
8	Search Committee Meeting	0 days?	Mon 4/24/17	Mon 4/24/17	Search Committee Meeting																																																											
9	Shortlist Interviews & Final Selection	9 edays	Sat 4/29/17	Mon 5/8/17	Shortlist Interviews & Final Selection																																																											
10	CMR Selection	66 days?	Tue 4/4/17	Mon 7/3/17	CMR Selection 0%																																																											
11	Issue RFP CMR to OFCC	3 days	Tue 4/4/17	Thu 4/6/17	Issue RFP CMR to OFCC																																																											
12	CMR Submittals	30 edays	Thu 4/6/17	Sat 5/6/17	CMR Submittals																																																											
13	CMR RFQ Review by Committee	14 edays	Sat 5/6/17	Sat 5/20/17	CMR RFQ Review by Committee																																																											
14	CMR Shortlisted Invited	1 day?	Tue 5/23/17	Tue 5/23/17	CMR Shortlisted Invited																																																											
15	Pre-Proposal Site Visit	1 day?	Thu 6/1/17	Thu 6/1/17	Pre-Proposal Site Visit																																																											
16	CMR Proposals Due	1 day?	Tue 6/20/17	Tue 6/20/17	CMR Proposals Due																																																											
17	CMR Interviews	1 day?	Mon 7/3/17	Mon 7/3/17	CMR Interviews																																																											
18	Design Professional Contract (capital funds)	108 days?	Wed 3/1/17	Thu 7/27/17	Design Professional Contract (capital funds) 0%																																																											
19	BOT Submittal Submit (SUBMIT FOR A/E APPROVAL TBD) Opt 1	1 day?	Wed 3/1/17	Wed 3/1/17	BOT Submittal Submit (SUBMIT FOR A/E APPROVAL TBD) Opt 1																																																											
20	Board of Trustees March Meeting A/E Approval	1 day?	Thu 3/30/17	Thu 3/30/17	Board of Trustees March Meeting A/E Approval																																																											
21	A/E Technical Proposal	14 edays	Mon 5/8/17	Mon 5/22/17	A/E Technical Proposal																																																											
22	Contract Negotiation	5 edays	Fri 5/26/17	Wed 5/31/17	Contract Negotiation																																																											
23	Controlling Board Submittal Deadline for A/E	1 day?	Thu 6/8/17	Thu 6/8/17	Controlling Board Submittal Deadline for A/E																																																											
24	A/E State Fund Encumbrance	5 ewks	Thu 6/8/17	Thu 7/13/17	A/E State Fund Encumbrance																																																											
25	Controlling Board July 1st Meeting	1 day?	Mon 7/10/17	Mon 7/10/17	Controlling Board July 1st Meeting																																																											
26	State Issues PO for A/E	1 ewk	Mon 7/10/17	Mon 7/17/17	State Issues PO for A/E																																																											
27	Attorney General - Execute Contract	3 days	Tue 7/18/17	Thu 7/27/17	Attorney General - Execute Contract																																																											

Critical

Critical Split

Critical Progress

Task

Split

Task Progress

Manual Task

Start-only

Finish-only

Duration-only

Baseline

Baseline Split

Baseline Milestone

Milestone

Summary Progress

Summary

Manual Summary

Project Summary

External Tasks

External Milestone

Inactive Task

Inactive Milestone

Inactive Summary

Deadline

Page 1

Film School-Idea Center Schedule- CMR_DRAFT.mpp				
ID	Task Name	Duration	Start	Finish
28	CMR Contract (capital funds)	100 days?	Mon 4/24/17	Wed 9/6/17
29	Contract Negotiation	14 edays	Mon 7/3/17	Mon 7/17/17
30	Controlling Board Submittal Deadline for	1 day?	Thu 7/20/17	Thu 7/20/17
31	CMR State Fund Encumbrance	5 wks	Fri 7/21/17	Thu 8/24/17
32	Controlling Board Sept 1st Meeting	1 day?	Fri 8/25/17	Fri 8/25/17
33	State IssuesPO for CMR	1 ewk	Fri 8/25/17	Fri 9/1/17
34	Attorney General - Execute Contract	3 days	Mon 9/4/17	Wed 9/6/17
35	BOT Submittal (SUBMIT FOR CMR APPROVALTBD) Opt 1	1 day?	Mon 4/24/17	Mon 4/24/17
36	Programing/Design Phase/ Constrction Documents	138 days	Thu 7/13/17	Thu 1/18/18
37	Project Kick-Off Meeting	1 day?	Mon 7/31/17	Mon 7/31/17
38	Programing/ Scope Definition	3 ewks	Tue 8/1/17	Tue 8/22/17
39	Board of Trustees May Meeting CMR Appr	1 day?	Mon 5/22/17	Mon 5/22/17
40	Schematic Design	30 edays	Fri 8/25/17	Sun 9/24/17
41	CMR Cost Estimate 1	14 edays	Sun 9/24/17	Sun 10/8/17
42	BOT Submittal	4 days?	Thu 1/12/17	Mon 5/22/17
43	Board of Trustees June Meeting if Needed	1 day?	Tue 6/20/17	Tue 6/20/17
44	CSU Review	7 edays	Sun 10/8/17	Sun 10/15/17
45	Design Development	40 edays	Wed 10/18/17	Mon 11/27/17
46	CMR Estimate 2	14 days	Fri 11/24/17	Wed 12/13/17
47	CSU Review	7 edays	Wed 12/13/17	Wed 12/20/17
48	Construction Documents	40 edays	Fri 12/29/17	Wed 2/7/18
49	GMP	1 day?	Fri 1/26/18	Fri 1/26/18
50	CSU Review/ Approval	2 wks	Mon 2/5/18	Fri 2/16/18
51	Bid Phase	38 days	Thu 2/22/18	Mon 4/16/18
52	Advertisement	1 day	Thu 2/22/18	Thu 2/22/18
53	Bid Packages	3 ewks	Thu 2/22/18	Thu 3/15/18
54	Award Phase (capital funds)	29 days	Wed 3/7/18	Mon 4/16/18
55	Scope Review	14 days	Wed 3/7/18	Mon 3/26/18
56	Recommendation of Award	1 day	Tue 3/27/18	Tue 3/27/18

Critical		Split		Finish-only		Baseline Milestone		Manual Summary		Inactive Task	
Critical Split		Task Progress		Duration-only		Milestone		Project Summary		Inactive Milestone	
Critical Progress		Manual Task		Baseline		Summary Progress		External Tasks		Inactive Summary	
Task		Start-only		Baseline Split		Summary		External Milestone		Deadline	

Page 2

Services Required

- ▶ Architecture / Interior Design
 - ▶ Existing conditions verification
- ▶ TV/ Film Studio Planning/ Design*
- ▶ Structural Engineer
- ▶ MEPT Engineer
- ▶ Fire Suppression Engineer
- ▶ Hazardous Material Consultant
- ▶ A/V, Technology and Security Consultant
- ▶ Wayfinding
- ▶ Civil (Limited)
- ▶ 5% Edge Participation + MBE Participation

Request for Qualifications

Request for Qualifications (Architect / Engineer) State of Ohio Standard Forms and Documents

Administration of Project: Local Higher Education

Project Name	School of Film, Television and Interactive Media - Tenant Build-Out	Response Deadline	04/07/2017 2:00 pm local time
Project Location	2121 Euclid Ave	Project Number	CLS-17FILM
City / County	Cleveland / Cuyahoga	Project Manager	Dwayne Wilson
Owner	Cleveland State University	Contracting Authority	Local Higher Education
Delivery Method	CM at Risk	Prevailing Wages	State
No. of paper copies requested (stapled, not bound)	6	No. of electronic copies requested (PDF)	1

Submit the requested number of Statements of Qualifications (Form F110-330) directly to Dwayne Wilson at 1802 E. 25th Street, RM 221, Cleveland, Ohio 44114. See Section H of this RFQ for additional submittal instructions.

Submit all questions regarding this RFQ in writing to Dwayne Wilson at d.d.wilson17@csuohio.edu with the project number included in the subject line (no phone calls please). Questions will be answered and posted to the Opportunities page on the OFCC website at <http://ofcc.ohio.gov> on a regular basis until one week before the response deadline. The name of the party submitting a question will not be included on the Q&A document.

Project Overview

A. Project Description

Cleveland State University is in the forefront of strengthening the educational infrastructure to attract media production to the region and support the media production industry through its Film, Television, and Interactive Media program. The program is dedicated to educating and training students to work successfully in this expanding field. This program occupies a distinctive niche in the region, one of the fastest growing sectors of the nation's economy.

The educational infrastructure needed to capitalize on this growth and future economic development opportunities is strongly aligned with the primary goal of the Film, Television, and Interactive Media program currently housed in CSU's School of Music & Communication building. This program is one of the fastest growing majors at the University (180 students). To strengthen the impact of the program and to nourish further growth, the project proposes to create an independent School of Film, Television, and Interactive Media. The program's current facilities and equipment, housed in the Music and Communication Building, were constructed and purchased over 20 years ago and are not adequate for the future plans for the program.

The University proposes the build-out of a new anchor facility to be located in long term leased space in close proximity to the CSU campus. The space consists of approximately 39,394 GSF to accommodate the project's program of requirements. This new state-of-the-art facility will give the program room to grow and provide a more inviting and contemporary environment to attract new students and fulfill the educational mission. New equipment will further enable faculty to train students in the kinds of technologies students are likely to encounter in the professional realm. The proposed motion picture production lab, audio recording and editing facilities, and cloud-based editing technologies will enhance the University's ability to bring the most contemporary film, television and interactive media production practices into the classroom.

B. Scope of Services

The Architect/Engineer (A/E) will be expected to have strong leadership and design (film specific) skills with experience in the successful delivery of complex projects in a campus setting. The successful A/E must have experience in working in collaboration with a diverse consulting team and sophisticated user groups. The project is expected to be recognized for its quality of design and its response to the existing building. The team will be expected to interface and collaborate with the Office of the University Architect and University administration.

The project has a Program of Requirements (POR) developed by the Office of the University Architect and the School of Film, Television and Interactive Media faculty and staff. The A/E will be expected to work with the School of Film, Television and Interactive Media and the facility's occupants to verify the POR, and revise as necessary to meet the needs and budget.

For projects advertised with an appropriately developed POR, upon award of the Agreement, commence with Program Verification and Design.

Architect / Engineer Selection Rating Form State of Ohio Standard Forms and Documents

Project Name	School of Film, Television and Interactive Media	Proposer Firm	
Project Number	CLS-17FILM	City, State, Zip	

Selection Criteria		Value	Score
1. Primary Firm Location, Workload and Size (Maximum 10 points)			
a. Proximity of firm to project site	Less than 50 miles	5	
	50 miles to 100 miles	2	
	More than 100 miles	0	
b. Amount of fees awarded by Contracting Authority in previous 24 months	Less than \$500,000	2	
	\$500,000 to \$2,000,000	1	
	More than \$2,000,000	0	
c. Number of licensed professionals	Less than 4 professionals	1	Max = 3
	4 to 10 professionals	2	
	More than 10 professionals	3	
2. Primary Firm Qualifications (Maximum 30 points)			
a. Project management lead	Experience / ability of project manager to manage scope / budget / schedule / quality	0 - 10	Max = 20
b. Project design lead	Experience / creativity of project designer to achieve owner's vision and requirements	0 - 15	
c. Technical staff	Experience / ability of technical staff to create fully coordinated construction documents	0 - 0	
d. Construction administration staff	Experience / ability of field representative to identify and solve issues during construction	0 - 5	
3. Key Consultant Qualifications (Maximum 20 points)			
a. Key discipline leads	Experience / ability of key consultants to perform effectively and collaboratively	0 - 15	
b. Proposed EDGE-certified Consultant participation*	One point for every 2 percent increase in professional services over the EDGE participation goal	0 - 5	
4. Overall Team Qualifications (Maximum 10 points)			
a. Previous team collaboration	Less than 3 sample projects	1	Max = 3
	3 to 6 sample projects	2	
	More than 6 sample projects	3	
b. LEED** Registered / Certified project experience	Registered projects	1	Max = 2
	Certified projects	2	
c. BIM project experience	Training and knowledge	1	Max = 3
	Direct project experience	3	
d. Team organization	Clarity of responsibility / communication demonstrated by table of organization	0 - 2	
5. Overall Team Experience (Maximum 30 points)			
a. Previous team performance	Past performance as indicated by evaluations and letters of reference	0 - 10	
b. Experience with similar projects / delivery methods	Less than 2 projects	0 - 3	
	2 to 6 projects	4 - 6	
	More than 6 projects	7 - 10	
c. Budget and schedule management	Performance in completing projects within original construction budget and schedule	0 - 5	
d. Knowledge of Ohio Capital Improvements process	Less than 2 projects	0 - 1	
	2 to 4 projects	2 - 3	
	More than 4 projects	4 - 5	

* Must be comprised of professional design services consulting firm(s) and NOT the lead firm

** Leadership in Energy & Environmental Design administered by the Green Building Certification Institute

Subtotal

Notes:

Evaluator:

Name _____

Signature _____ Date _____

Question & Answer

Building Tour

