

153:1-1-02

Pre-qualification of professional design firms.

(A) Each professional design firm shall be responsible for maintaining a current statement of qualifications on file with the office of the state architect and any state agency or institution of higher education, with which it is interested in a contract, pursuant to section 153.68 of the Revised Code.

(B) Statements of qualifications of professional design firms that the state determines are not current pursuant to paragraphs (D) and (E) of this rule shall not be reviewed and evaluated for upcoming projects.

(C) Pre-qualification requirements shall be based on:

(1) Competence to perform the required professional design services as indicated by the technical training, education, and experience of the firm's personnel, especially the technical training, education, and experience of the employees within the firm who would be assigned to perform the services;

(2) Ability of the firm in terms of its workload and the availability of qualified personnel, equipment, and facilities to perform the required professional design services competently and expeditiously;

(3) Past performance of the firm as reflected by the evaluations of previous clients with respect to such factors as control of costs, quality of work, and meeting of deadlines; and

(4) Any other relevant factors as determined by the state.

(D) For the purpose of awarding contracts with total estimated fees less than fifty thousand dollars pursuant to division (B) of section 153.71 of the Revised Code, the firm's statement of qualifications shall be submitted to the state within the twelve-month period immediately preceding the month in which the state determines the firm is the most qualified to provide the required services.

(E) For the purpose of awarding contracts to firms that are selected and ranked by a state agency from a list of prequalified firms created pursuant to section 153.68 of the Revised Code, the statement of qualifications shall be submitted to the state agency within the twelve-month period immediately preceding the fiscal biennium for which the controlling board preapproved the state agency's payment of funds for the professional design services pursuant to section 153.691 of the Revised Code. The state agency shall select the most qualified firm as follows:

(1) If the total estimated fees are less than or equal to one hundred thousand dollars and less than the remaining amount of the waiver of competitive selection approved by the controlling board for each firm, the state agency may either:

(a) select and negotiate a contract with one firm determined by the state agency to be the most qualified, provided the firm was selected, ranked,

and interviewed by the state agency prior to approval by the controlling board; or

(b) request and rank technical proposals from not less than three firms, and select and negotiate a contract with the firm determined by the state agency to be most qualified, whether or not the firms were selected, ranked, and interviewed by the state agency prior to approval by the controlling board.

(2) If the total estimated fees are more than one hundred thousand dollars and less than or equal to one hundred and fifty thousand dollars, and less than the remaining amount of the waiver of competitive selection approved by the controlling board for each firm, the state agency shall request and rank technical proposals from not less than three firms, and select and negotiate a contract with the firm determined by the state agency to be most qualified, whether or not the firms were selected, ranked, and interviewed by the state agency prior to approval by the controlling board.

(3) If the total estimated fees are more than one hundred and fifty thousand dollars and less than the remaining amount of the waiver of competitive selection approved by the controlling board for each firm, the state agency shall request technical proposals from and hold interviews with not less than three firms, and rank, select, and negotiate a contract with the firm determined by the state agency to be most qualified, whether or not the firms were selected, ranked, and interviewed by the state agency prior to approval by the controlling board.

(F) The state shall negotiate fees with the firm determined to be most qualified pursuant to paragraph (E)(4) of rule 153:1-1-01 of the Administrative Code.

Replaces: 153:1-1-02

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Certification

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